



Board Meeting Minutes

7.30 pm, Thursday 10th October 2023

Venue: Online (Google Meet) & DHFC, Champion Hill

Attending: Tim Scott (TS) (Chair), Liam Ball (LB), Paul Hamilton (PH), Philip Mitchell (PM), Chloe Rowlett (CR), Michael Wagg (MW), Matt Reynolds (MR), Laura Stoker (LS), Adam Haxell (AH)

Guests: Mark Scoltock (MS), Mel Hughes (MH)

A. INTRODUCTION

A1. Apologies for absence

Board Members: Nick Igoe (NI), Gen Williams (GW), Danny Lester (DL), James Dinsdale (JD)

Guests: none

A2. Minutes of previous Board meetings

The minutes of the meeting of 21st September 2023 were accepted.

A3. Conflicts of Interest

None were recorded.

B. MAIN TOPICS

B1. Trust Board Membership

Action below **AMENDED**. We will mention this topic in the upcoming Newsletter.

ACTION 2307a-B2.5 - Nominations to the Club Board will be revisited in the coming months. TS will seek interest in these roles and others from potential candidates

LS has fixed date of Board social.

Action **CLOSED** (Action 2304-F1.2)

Action below **CONTINUES**

ACTION 2309-B1.1 - NI to investigate FSA training

C. MONTHLY TOPICS

C1. Finance update

Finance Overview

The Treasurer had submitted a monthly report in accordance with the Board's reporting policy.

Action below **AMENDED**

ACTION 2309-C1.1 - MR to produce summary of finances in 22/23 season by end December

100 Club

A special additional prize of £60 was paid in October.

Action **CLOSED** (Action 2308-C1.1)

C2. Membership Engagement Update

Membership Review

The group had submitted a monthly report in accordance with the Board's reporting policy.

Action below **CONTINUES**

ACTION 2302-C2.2 - PM/JD/PH to set up Corporate Membership scheme

Action below **CONTINUES**

ACTION 2302-C2.4 - JD/CR to produce sustainable membership cards (using Club machine).

Thank you message to donors created.

Action **CLOSED** (Action 2309-C2.1)

C3. Merchandising update

The group had submitted a monthly report in accordance with the Board's reporting policy.

Action below **AMENDED**. Final minor query to be run past Adj.

ACTION 2203-C3.2 - NI/LB to finalise new revenue share agreement

Action below **AMENDED**. LB is dependent on further information from Hope & Glory.

ACTION 2305-C3.4 - LB to trial the sale of training kits if pricing acceptable

There will be a calendar for the turn of the year. A potential design was discussed; rapid implementation is required.

ACTION 2310-C3.1 - LS to produce calendar

C4. Community sub-group

Food bank action is closed to normal business.

Action **CLOSED** (Action 2210-C4.1)

Action below **CONTINUES**

ACTION 2305-C4.3 - LS to work with PH/DL on content to increase volunteering

C5. Relationship with Club

Trust's Shareholding, Club ownership, and financial status

Action below **AMENDED**

NI/PM/LB/TS document on ownership, governance etc is now reasonably mature. Will be shared with other Board members, and later discussed with BC.

ACTION 2301-B1.1 - TS to share ownership & governance document with the remainder of the Board

Report from Nominee Directors

The lack of Club Board meetings has been raised with BC.

Action **CLOSED** (Action 2307b-C5.1)

Action below **AMENDED**

ACTION 2308-F1 - MS/MH to arrange discussion between Trust and Club to ensure effective and consistent sponsorship promotion across all topics for next season. PH will brief MS/MH/TS on the topic.

Club AGM will be held on October 31st.

C6. Sustainability

The group had submitted a monthly report in accordance with the Board's reporting policy.

Nothing further to report.

C7. Updates re men's and women's matches

Action re women's team governance is complete. MH had provided a report from the Women's team Leadership meeting which describes the work currently under way.

Action **CLOSED** (Action 2307b-C6.1)

D. OTHER PERIODICAL TOPICS

D1. IT

Action below **CONTINUES**

ACTION 2309-D1.1 - DL to scope website project

DL has taken over IT.

Action **CLOSED** (Action 2307a-F1.2)

E. ACTIONS FROM PREVIOUS MONTHS' MINUTES (where not covered elsewhere)

TS has investigated alternative voting methods and concluded that they are not practicable with our numbers.

Action **CLOSED** (Action 2307a-B1.1)

F. ANY OTHER BUSINESS AND DATE OF NEXT MEETING

Any Other Business

Xmas party to be held on December 15th. LS/TS/CR/MW will make it happen.

Date of Next Meeting: Thursday 16th November 2023 at 19:30. This may need to change because of a clash - TS & PM to sort.)

Meeting closed at 09:23
