

Dons Trust Board Meeting



Monday 6 August 2012

The Cherry Red Records Stadium

President's Lounge



DRAFT MINUTES

Members:

Iain McNay (IM)
Simon Bath (SB)
Zoe Linkson (ZL)
Nicole Hammond (NHa)
Tom Adam (TA)

Invited:

Nigel Higgs (NH)
Erik Samuelson (ES)

David Hall (DH) – Secretariat

Apologies:

Matthew Breach (MB)
Sean McLaughlin (SM)
David Gowns (DG)
Kate Terriere (KT)

David Charles (DC)
Ivor Heller (IH)

David Reeves (DR) - Secretariat
Eric Page (EP) - Secretariat

Ref	Item	Action
	The meeting began at 19:30.	
1.0	Apologies/Minutes/Matters Arising	
1.1	Apologies were received from Matthew Breach, Kate Terriere, David Gowns, Sean McLaughlin, David Charles and Ivor Heller, David Reeves and Eric Page (both Secretariat).	
1.2	Zoe Linkson agreed to take the minutes and share with David Hall.	ZL / DH
1.3	Iain McNay agreed to Chair in the absence of MB and DG.	
1.4	Minutes to the DTB Meeting of 11 July were approved subject to some minor wording changes that ES would send regarding the Community Share issue.	ES

1.5	Draft Minutes to the SGM on 2 May were agreed for circulation to the next SGM subject to two minor amendments.	
2.0	Football Club Report	
2.1	ES introduced the proposed joint Press Release previously circulated to DTB members by email about the clubs proposed return to the Wimbledon and the current discussions with developers. There was a discussion around the timeline and obtaining further information from our consultant, Andrew Williams, regarding the timeframes and the cost commitments at each stage.	MB / ES
2.2	It was agreed to defer further discussions to the extra meeting on 16 August when MB would be outlining how the DTB should respond – particularly should things start to progress rapidly.	MB
2.3	ES agreed to put together a note together for the SGM and how this might impact on the Community Share issue and the need to raise capital funding.	ES
2.4	ES then explained that Farnrise had informed the club that they would not be able to meet the completion deadline for the new stand at the Kingston Road End (KRE) ahead of the Chesterfield game but were hopeful of completing it for the Dagenham game. ES confirmed that he will be discussing compensation in line with the damages clause in the contract after completion.	ES
2.5	ES had written to the League about being under the required 5,000 capacity temporarily and had confirmation there would be no penalties from them. ES confirmed that the club would be contacting season ticket holders in the KRE about alternative arrangements for any missed games.	ES
2.6	ES was asked by ZL about match / ball sponsors and responded that he believed they were behind previous years. ES confirmed that Peter Proto was looking to launch a fundraising campaign for the East Stand (calling it the 'Wider Interests of Football Stand'). IH would be following up options around future sponsorship of the North Stand.	IH
2.7	Several DTB members enquired about new initiatives to encourage use of the bars before the game and ES said that the FCB would welcome any Trust initiatives to further use bars. ES confirmed that quotes for improvements to the Middle Bar were under way. DG was nominated to follow this up with an article in a future programme.	DG

2.8	NHa enquired about the Social Poker fundraising initiative. IH and Sam Grayson would be invited to the October DTB meeting.	IH
2.9	TA asked if we could have more detailed discussion about the Health & Safety policy. ES confirmed that DC would be invited to attend a future DTB meeting to brief.	DC
2.10	TA asked about the club fundraising target of £90,000. ES confirmed that there were a number of projects in various states. IH would be asked to provide an update of final receipts against projected bar and function takings.	IH
2.11	There was a discussion around whether the DT was able to invest in Premium Bonds or the Lottery as a way of raising funds. SM and DH would investigate Premium Bonds but it was agreed that Lottery funding may not be an appropriate investment and individual DTB members would be invited to contribute to a regular syndicate. SM would investigate the necessary documentation for a syndicate to operate.	SM / DH
2.12	NHi gave the Youth & Community Development (Y&CD) report and in response to a query from SB explained that he was discussing with Phil Clarke, Head of Security, the arrangements for the youth team matches against Franchise and will do briefings before these games, of which there will be several. Away teams would be expecting to receive tickets for parents and for first team coaches / staff.	NHi
2.13	NHi informed the DTB about the new 'Walking Football' initiative and the new deal that had been struck with Sutton arena. There had been requests for players to attend Y&CD activities. NHi would provide a regular update to the DTB.	NHi
2.14	SB asked about the new awning and ES said this would be announced on the website.	ES
2.15	ZL asked about the new website. ES explained that there had been some issues particularly at other clubs. The club wanted to get a better understanding and hoped to go live before the Chesterfield game. SB would be invited to speak to Chris Slavin about video editing.	SB
3.0	Quarterly Accounts	
3.1	ES reported on the accounts (previously circulated) and explained that the	

	club was ahead of forecast. There were some losses in June and a decision would be taken on which year to allocate these to following advice. Current figures indicated £223,000 profit before depreciation. Some areas would need attention (eg KM Live) and the other recent announcements meant that fundraising would need to be brought to the fore. ES would do a more detailed review for September Board.	ES
4.0	SGM Planning	
4.1	DH reported that he had been liaising with MB with regard to the SGM planning on 20 September. The first part of the meeting would include an update on the Consultation Exercise (for which ES would prepare a paper per item 2.3) aligned with the New Stadium project and Plans for Future Development at The Cherry Red Records Stadium followed by Q&As. The second part of the evening would be a DTB report which would include the Action Plan and updates from individual DTB members. Each DTB member would be asked to update their section and provide to DH.	DTB / DH
4.2	DH explained that he would be liaising with John Stembridge regarding email and mailing dispatch arrangements which would need to be sent out no later than 14 days before the meeting.	DH
4.3	DH explained that DR would be drawing up an annual planner on-line and that the intention was to include key FCB diary dates.	DR
4.4	ES explained that as part of the AGM planning consideration would need to be given to how the Community Share issue would work and the notice period for the existing PLC individual shareholders. ES to speak to James Mathie regarding the potential need for a PLC EGM.	ES
5.0	AOB	
5.1	ES explained that Mark Davis had stood down and that a FWG appointment was needed. Various initiatives are being run by individuals. A speaker is being sought for the Fish & Chip dinner. SB propose that there be a news item to thank Mark and ES confirmed there would be something arranged for long term retiring volunteers in the programme.	ES
5.2	It was proposed that the FWG be split into two: Events and Big Picture (eg Dons Draw, Golden Goal). IM asked if we can advertise for candidates in the programme. A draft is to be drawn up by ES with IH.	ES / IH
5.3	NHa gave an update of the Community Working Group (CWG) and the	

	<p>development of a Charitable Trust and suggested that further information be provided at the SGM on how / why it benefits the club. ES would raise issue at SGM including questions to be put to attendees. NHa to draft questions to help us define a motion for the AGM. ES to look at previous strategy with regard to the definition of communities beyond geographical boundaries. NHi suggested that the Football League Trust and PFA were monitoring (eg player appearances) and that clear definitions were required in order to be eligible for charitable status so needed to be careful about how presented to DT members. The next CWG would be at the end of August.</p>	ES / NHa
5.4	<p>TA asked about the Conflict of Interest Statements. DR to be asked to follow up.</p>	DR
5.5	<p>DH had been in touch with Dave Boyle about conducting the election and would be liaising with MB about the response to the previous year's election report.</p>	DH / MB
5.6	<p>IM said that some of the recent DTB meetings had only just been quorate. Agreed there needs to be more advance notice of meetings. MB to be asked to send out note on next set of meetings.</p>	MB
	<p>The meeting closed at 21:30. The next meeting to take place on Wednesday 12th September 2012.</p>	