

Dons Trust Board Meeting

Thursday 3 April 2014

The Cherry Red Records Stadium

President's Lounge



MINUTES – PART 2 – redacted version

Members:

Matthew Breach (MB)
David Grows (DG)
Zoe Linkson (ZL)
Kris Stewart (KS)
Sean McLaughlin (SM)
Mark Davis (MD)
Jane Lonsdale (JL)
Iain McNay (IM)
Moorad Choudhry (MC)

Invited:

Erik Samuelson (ES)
David Hall (DH) – Dons Trust Secretary
David Reeves (DR) – Secretariat
Michael Hayes (Secretariat)

Apologies:

Ivor Heller (IH)
Nigel Higgs (NH)
David Charles (DC)
Mick Buckley (MBu)

Ref	Item	Action
4.0	Jake Nicholson (DTB only)	
4.1	<p><u>Jake Nicholson</u></p> <p>DG went through the paper he had circulated, prepared by him following a day spent in the office. The general conclusion is that systems and working practices need to be improved. The spreadsheet covering player contracts and loans should be owned by DC, but should be accessible to the weekly FCB meetings. A prompt system should be set up on Outlook. Holidays should be synchronised and a holiday schedule implemented. <i>This section has been redacted.</i> Much information is still in hard copy form not on server. We should recognize that working conditions for staff are poor, and that comprehensive support and education are required.</p>	
4.2	<p>KS commented that it would be a jump for the DTB to tell the FCB how to operate. He suggested that the DTB should take a lead in finding resources to invest in administration and staff training if and where required. JL said that the DTB needed to help the FCB where possible in managing change.</p>	
4.3	<p>MD said that it would be important to inform the FCB that this must not happen</p>	

4.4	again.	
4.5	<i>This section has been redacted.</i> The whole structure is currently on overload.	
4.6	ZL said that the club has grown organically, and with that growth there could occasionally be needs from times when staffing arrangements need extra support, for example when people are sick. The DTB should ensure that the club is complying with the staff handbook including on disciplinary matters.	
4.7	<i>This section has been redacted.</i> It would be wrong for the DTB to recommend disciplinary proceedings, but it should make recommendations for improvement to the FCB, following up in say 3 months.	
4.8	KS suggested that the DTB should respond to ES expressing concern, saying that the DTB will support him in what he decides. <i>This section has been redacted.</i>	
4.9	<i>This section has been redacted.</i>	
	It was agreed that a list of recommendations should be given to the FCB based on DGs paper and incorporating the comments made by DTB members.	MB
5.0	Organisation and Strategy Review (DTB only)	
5.1	It was agreed that MB will write a paper and circulate this to DTB members for discussion. Timing will mean this will not be ready for the SGM.	MB
6.0	Skills Matrix Review (DTB only)	
6.1	MB will revise his paper and circulate.	MB
7.0	SGM Agenda (DTB only)	
7.1	This to include: <u>Associate Director</u> This to be tied in with the paper MB is writing on the O and S Review. <u>Ticket Pricing Consultation</u> Strategy paper for presentation to the SGM to be revised incorporating the nef approach (MB to prepare first draft). A paragraph to go in the SGM invitation (to be drafted by MB). <u>Other Topics</u> DTB members to suggest other topics to MB. A note on the website should request DT members for suggestions.	MB MB/DH ALL DR
8.0	AOB/Round The Table (DTB only)	

8.1	It was agreed that FCB reports should be received in time for them to be considered before DTB meetings. The October and November FCB meetings should be rescheduled accordingly.	
8.2	KS suggested that there should be more DTB only board meetings, and where FCB members attend they should leave before DTB only matters are discussed.	
8.3	<i>This section has been redacted.</i>	MB
8.4	DG regretted that the DTB board had not thanked him for giving up a day in order to prepare the JN report, for which omission the DTB board apologised.	
8.5	MD expressed concern about the imminence and feasibility of the new stadium timescale, feeling we may not be ready for it. MC suggested there should be a separate meeting to discuss.	
8.9	KS suggested that the DTB has not adequately considered the risks if the club were to be relegated. This would make the new stadium unlikely. It was agreed that the DTB should ask for the budget implications of relegation.	MB
8.10	There was discussion about minutes. Unredacted minutes should not be circulated outside the DTB, but go on Google Docs. Minutes where the FCB is not present should be separated from those where the FCB is present.	DH
8.11	ZL reminded the board that the WAW event on 18 April is for WAW supporters and not for DT members generally.	
8.12	JL asked that a statement should be ready for when the JN issue breaks	MB
9.0	Date of Next Meeting	
9.1	The next DTB meeting will be held on Thursday May 13 2014.	