

## **Dons Trust Board Meeting**

Monday 16 March 2015

The Cherry Red Records Stadium

President's Lounge 7.30 pm

Final Minutes - Part 2

### **Members:**

Matt Breach (MB)

David Grouns (DG)

Jane Lonsdale (JL)

Zoe Linkson (ZL)

Mark Davis (MD)

Kris Stewart (KS)

Nigel Higgs (NH)

Sean McLoughlin (SM)

Moorad Choudhry (MC) (by telephone)

(DTB Only)

### **Invited:**

David Hall (DH) Dons Trust Secretary

Michael Hayes (MH) Secretariat

Rob Crane (RC) Secretariat

### **6. Minutes of February 19 Meeting**

SM had a comment on item 12 of the Minutes. He thought that the minute should reflect the reasons he had given for suggesting that the elections should be held every 2 years and not in December. It was agreed that he should suggest an appropriate amendment.

**Action: SM to propose additional wording for 19 February minute on Elections.**

### **7. Disabled Supporters Representation**

MB reported that Level Playing Field (LPF) are prepared to assist us in involving disabled supporters. David Charles is the nominated disabled supporter liaison officer, but MB indicated that it would be helpful to try and engage more widely in order to help publicise the route that exists for any issues to be raised. MB would be liaising with LPF, who had agreed to come up with some ideas.

**Action: MB to progress with discussions with LPF.**

## **8. AOB**

### *(a) Actions not dealt with on Agenda*

There was discussion about the Actions List prepared by DH. DH explained that the Minutes now include Actions and those Actions are taken by DH and put into the Actions List which have been put onto a spreadsheet so previous actions can be monitored. The latest sheet would remove actions when completed, so that only uncompleted actions are carried forward. There was discussion as to whether DT Members could amend the action list and it was thought that they should be able to do so or could ask DH to do so on their behalf.

NH queried whether a separate Actions List was necessary when we now have the Individual Reports from DT Members and actions allocated to individual members should be reported in those reports. He was concerned that, as in the past, the Actions List might just get carried forward indefinitely. SM felt that the Actions List should be continued and ideally circulated ahead of finalisation of minutes so the DTB members could be reminded of what actions had been allocated to them.

**Action: DH to update the Actions List following this meeting and the process to be reviewed at a later stage to check it is working effectively.**

### *(b) Individual Reports from DTB Members*

MB encouraged DTB members to ensure that actions for which they are responsible should be included in their individual reports stating what they have done or not done.

DG was concerned at the variety of different formats and fonts used. This should be standardised eg with a template to be followed by all.

JL suggested that DTB members should have a discussion on webjam with a view to agreeing a common format.

**Action: The DTB to discuss and agree via Webjam a single format in which to present their individual reports.\***

### *(c)SGMs*

There was discussion about SGMs in view of the uncertain timing of the RA programme. It was eventually agreed that an SGM should take place on 9 April the agenda for which would not include restricted actions but would seek members' feedback on the things that fans want at the new stadium. Andrew Williams should be invited to make a presentation and answer questions. MB to check availability of KM on April 9. DH warned of the tight deadline for sending out notice of the meeting.

**Action: MB to check availability of KM for an SGM on 9 April. DH to send out notices of meeting.**

### *(d) Ivor Heller*

**Action: DTB members to advise MB whether they agree with ES's proposal as summarised in the Part 1 Minutes**

*Ks*

**Action: MB / DH to arrange a special meeting before the April Board Meeting to discuss Ks engagement to be organised via doodle.com**

*AFCW Ladies*

**Action: MB to write to congratulate the Ladies on their success in getting to the Final of the Surrey Womens' Cup**

*Dons Trust Matchday Stall*

The DTB unanimously agreed to accept the estimate of £1800 to pave the stand for the stall. MB to follow up ideas for accompanying kiosk.

**Action: MB to pursue the suggestions made by NH on webjam concerning the kiosk.**

*Board Agenda programme for 2015*

NH was concerned that there has been no progress on this and we are in March already and no further progress on the organisation strategy.

KS suggested that there should be a board discussion on the forward agenda, perhaps combined with the Ks special meeting.

**Action: MB to progress, to be discussed by board before the next Board meeting**

*Webjam*

JL thanked the board for their ongoing comments on Webjam and advised that for Webjam to be a success we would need to use it more effectively for us to benefit from it. JL and DG were due to meet on 20<sup>th</sup> to discuss strategy and JL would update the board. Potentially new modules would be added to the site to allow sharing of documents and a move away from email.

**Action: JL will email DTB members with an update ahead of the next board meeting.**

*Expert Working Group*

ZL reported that she has attended the final meeting of the working group and a paper with 20 suggestions is about to be sent to the Government on 24 March. ZL also reported that Hereford United wish to visit us to discuss how we organise volunteers.

*Leyton Orient*

KS reported that Leyton Orient supporters trust have been in touch with KS to discuss options for potential reorganisation of their club.

*Late Papers and Emails*

DG noted that there had been a flurry of late papers and emails which had the result that he had not been able to read everything until Sunday evening. The 5 day rule should be enforced.

## **Next Meeting**

20 April 7.30 at TCRRS

The meeting finished at 10.42 pm.

\*Post meeting note – Mark Davis provided a proforma which was subsequently set up on webjam for the next meeting.