

Dons Trust Board (DTB)

Minutes of board meeting held at 7.30pm on 15 December, 2021

Meeting was held virtually and recorded via Microsoft Teams

DTB members

Jane Lonsdale (Chair)
Tim Hillyer
Hannah Kitcher
Charlie Talbot
Luke Mackenzie
Graham Stacey
Niall Couper
Ed Leek

In attendance

Michele Little (DT Treasurer)
Martin Newton (Secretary)
Matt Stockbridge (Communications
Assistant)

Kris Stewart
Freddy Flaxman

1. Introduction and apologies

Kris Stewart and Freddy Flaxman in attendance as observers prior to joining the Board as newly elected members from 16.12.21. Apologies for absence from Xavier Wiggins.

2. Minutes

Noted that September 2021 minutes had been agreed and published. October and November still outstanding.

3. Ratification of Urgent Decisions

- The timeline for PL Bond 2 launch was noted. Charlie gave an update on the position with potential equity investments. Luke and Ed gave the latest position on the discussions re terms with external lenders.
- The situation with the Boreham Wood tickets was discussed and noted that a further club communication had been drafted.
- The following urgent decisions taken since the previous meeting were unanimously agreed:-
 - a. DT Report and Financial Statements year ending June 2021 ;
 - b. AGM to be 'Zoom' only;
 - c. PL Bond 2 Interest for Dons Trust Bond Holders to be offered at up to 6% rate for new bonds and up to 7% rate for bondholders who had either bought a Plough Lane Bond or a Dons Trust Bond before; and

- d. Boreham Wood Ticket Allocation, subject to revision to the further club communication to ensure appropriate tone, deadline inserted for response, clarity on season ticket holder/debenture holder priority.

4. **Finance Update and SGM January**

Most of finance update provided as part of previous item.

5. **1 to 1 CEO / SLT Update**

The following was discussed:-

- The new strategy on kiosks to improve queueing issues, noting the new Elio appointment of Kiosk Manager. On match day staffing resources, the need to be pro-active in reaching out to people that may be interested in part-time opportunities was referenced.
- The kit contract was considered.
- The Comms/Marketing Manager situation, discussion at the PLC Board on this, the transfer of overall Comms responsibility from the CEO and issues relating to that. Noted that Head of Comms had now been tasked with implementing the Comms Plan and that Niall would act as 'Point Manager' to oversee this.

6. **Honours**

- Noted that matter of matchday Board Room access and privileges was unresolved. A further matter was the possible future naming of parts of the stadium after former players, etc and also policy on testimonials.
- An advert for joining the Honours Committee would be published in January.

7. **Dates of Meetings in 2022**

Charlie raised the issue of the back-to-back DTB and PLC Board meetings. The question of additional DTB meetings before mid-January was then discussed to settle chair, vice chair and appointment to PLC Board positions as well as priority setting.

Agreed to consider the 2022 dates again at one of two additional meetings before the end of the year.

8. **Any Other Business**

- There was an update on Fair Game.
- On B Corp, it was agreed:-

(by 7 votes to 1, Ed Leek voting against) that the PLC Board be informed that the DTB agree that expenditure of £2,000 should be made to progress to the B Corp assessment stage
- Reported that Anuk Teasdale, Tim Hillyer and Paul Raymond had been appointed Supporter Liaison Officers following the recruitment. Initial comms had gone out and further comms would follow in January after the team had met to agree individual roles. Thanks noted to SD Europe and Kevin Rye (Fan insights) for ongoing support.
- Michele updated the Board on the meeting held on membership integration and readiness for season ticket sales for 2022/23. It was also noted that during meetings to discuss Secutix integration it was revealed there is an additional CRM that has not yet been fully implemented.

Board Members Stepping Down

The Board paid tribute to Jane Lonsdale's past service and role as Joint Chair and Jane thanked everyone for their kind words. Edward and Tim were also thanked for their hard work on the Board.

The meeting concluded at 10.12pm.