



**Bath City FC Supporters Society
7.30pm on Thursday 29th June
Twerton Park, Charlie's Bar**



Report

Present: Steve Skinner, Jon Bickley, Michael Clayton, Colin Voutt, Cheryl Bradley, Shane Morgan, Stuart Page & Emma Sparks

1. Apologies

Pete McCormack, Marc Thomas

2. Welcome & New Committee

Emma opened the meeting and welcomed everyone to the new season. Everyone gave a brief intro of themselves and their involvement with Bath City FC for the benefit of Stuart Page, a new face to the committee having been elected at the AGM. Stuart also gave an intro to his background and his interest in the club.

3. Vote for New Chair

Committee Members were invited to put themselves forward for role of Chairman. Michael Clayton expressed an interest in the role and was unanimously voted as the next chairman by all members of the committee present at the meeting. From this point Michael Clayton, as newly elected Chair, led the remainder of the meeting.

4. Vote for Vice Chair

Committee members were invited to put themselves forward for the role of Vice Chair. Stuart Page expressed an interest and he was unanimously voted as the Vice Chair by the remainder of the Committee present at the meeting.

5. Minutes of Last Meeting

The minutes of the meeting on 25th May were approved.

ACTION POINT: ES to create a meeting report for approval by MC before uploading to the website.

6. Matters Arising

ACTION POINT: MC to circulate the job description drafted for the search for a new member of the main Board to all for approval.

7. Roles within the Society

Cheryl Bradley has taken on the role of Membership Secretary.
Emma Sparks continues as Secretary and Membership Liaison

Steve Skinner will take on the role of Treasurer and co-ordinate the 100 Club.

ACTION POINT: ES to update the job descriptions with everyone's terms of office on the website.

ACTION POINT: ES to update the images and bio of all members on the website – will need image from SP & a brief update – email to ask him

ACTION POINT: ES to update CB on the current membership and what the role entails

ACTION POINT: ES to review the access to the Google Drive shared folder. Ensure that all of the new committee have access and to revoke the access of former committee members

ACTION POINT: ES to pull together a list of all the passwords etc for all accounts held by the committee and save on the Google Drive

ACTION POINT: ES to change all the passwords to all the accounts now that there is a new committee.

8. Review co-opting members

Ken Loach was confirmed as being co-opted to the committee, owing to missing timings he was unable to arrange standing in time for the AGM and still wishes to be involved.

ACTION POINT: ES to email Ken to let him know and tell him the date of the next meeting.

While we still have 1 free space on the committee it was agreed that for any other candidates we need to review what they can add to the team that we are in need of.

ACTION POINT: ES to contact Dave Bartholomew who expressed an interest in standing just prior to the AGM but was too late for deadlines and ask him if he is still interested and to draft 400 words for our consideration if he still would.

9. Working Groups

Each board member has been assigned to a working group to monitor and bring back information to update the remainder of the committee

Commercial – Jon & Shane

Re-Development – Stuart & Peter

Community – Steve, Ken

Marketing & PR – Jon, Emma

Football & Finance – Shane & Marc (Jon football)

Ops & Facilities – Shane

ACTION POINT: Review what we are needing to do as Committee members in regards to an overview of the working groups. ES set as an agenda for the July committee Meeting

10. Update: Treasurers Report & Years Accounts for approval

ES updated on conversation held with Phil Weaver, the outgoing treasurer, he has moved back to Blomfields as instructed and waiting to speak to the gentleman in charge who is back in the office on Monday. Phil has been given the deadline of the 24th of July to get the accounts approved and with us to review. Phil is happy to continue if needed and will work with whoever is elected as the next treasurer to handover etc. He did note that there is currently a debit card out there and that it would be better to have it returned to the secretary for postage and printing related to membership. It is currently thought to be with Oliver Holtaway.

New signatories may well be needed for the Bank Account

ACTION POINT: ES to check who ARE the signatories on the account

ACTION POINT: ES to chase Phil Weaver re Accounts for update

ACTION POINT: ES to ask Oliver in regards to the debit card.

ACTION POINT: ES to ask Phil Weaver for all of the passwords and usernames for all of the accounts – Local Giving, PayPal and Bank

11. Review of AGM

A review is needed of the way in which we the committee refer to members of the society and to other supporters of the club moving forward.

Some clarity is needed on the motions passed at the meeting

ACTION POINT: ES to put on Agenda for August committee meeting to review the timetable and process that we need to undertake

Discussion was held over the online voting and whether this was something that we want to continue with next season – in particular to the motions as it was felt that perhaps wording might be amended before motions are passed.

ACTION POINT: MC to review and decide for the 2018 AGM

ACTION POINT: ES to email out Martin's Chairman's report as part of a newsletter confirming the new committee asap

12. Away Travel Fundraising

Short discussion was held over the need to spend more time on this and for someone to take ownership of the process.

ACTION POINT: ALL – come up with some sound fundraising ideas for the next meeting

ACTION POINT: MC contact PMc and see if he would be willing to step into the Fundraising Manager role and take ownership of this action

13. Match Day Rota

With the fixture list confirmed on Wednesday we will be able to confirm this and start allocating matches and so on for people to 'man the table' in the bar prior to kick off.

ACTION POINT: ES to create spreadsheet of matches for people on Google Drive to add their names into and share link – starting with first home league fixture on Tuesday 8th August v. Chippenham

14. Board Report (Confidential)

15. Matchday Programme

MC will take ownership of this to ensure that we have coverage in the match day programme.

ACTION POINT: ES to email MC the contact details of Adam Matravers, the programme editor to liaise with

16. AOB

ES notified all of the Open Day on the 30th of July and asked who will be around to perhaps have a presence at this event. Only JB available and ES would send over possible documents for him to have on the table with him for the event.

ACTION POINT: ES to email James Carlin re locating the banner & liaise with Dave Dixon of Minute Man press in regards to finding out the cost of a new one. (Banner since located & action points cancelled)

ACTION POINT: CV to send SS a copy of last year's accounts

Noted that the publicity for the Club on their trip over to Italy was great and all that travelled did an excellent job & clearly a great time was had by all.

17. D.O.N.M

Thursday 27th July 2017 7:30

ACTION POINT: Shane to book Charlies for us