

Meeting Summary

Topic	Bath City Supporters' Society – Committee Meeting	
Meeting Date	30 th August 2017	
Location	Twerton Park	
Attendees / Role	JB Jon Bickley CB Cheryl Bradley (Member Sec) MC Michael Clayton- Chair SM Shane Morgan	SP Stuart Page (remote) MT Marc Thomas CV Colin Voutt
Apologies	KL Ken Loach, PM Pete McCormack, ES Emma Sparks (secretary), SS Steve Skinner (Treasurer)	
Purpose of Meeting	To agree actions / decisions in relation to the governance of the Football Club and Society business.	

No.	Description	Status	Who	Date
1.	Matters Arising from previous meetings: The July meeting minutes are not available due to holidays.	New Action	ES	05/Sep/17
2a	Working Group Status Updates: Commercial JB provided a Commercial BCWG status update – See “BCSC WG Status Update” ppt doc.	Info	JB	
2b.	Working Group Status Update: Redevelopment SP provided a Redevelopment WG status update – See “BCSC WG Status Update” ppt doc. MC shared this update from the Board.	Info	PM / SP	
2c.	Working Group Status Update: Operations SM provided an Operations WG status update – See “BCSC WG Status Update” ppt doc. <ul style="list-style-type: none"> Need to identify any other costs and risks, as appropriate. 	Info New Action	SM	28/Sep/17
2d.	Working Group Status Update: Community SS sent apologies. SM provided update of Foundation EGM from previous evening. See “BCSC WG Status Update” ppt doc. <ul style="list-style-type: none"> SS to liaise with Sally to complete status update. 	Info New Action	SS	28/Sep/17

2e.	Working Group Status Update: Marketing JB provided a Marketing WG status update – See “BCSC WG Status Update” ppt doc.	Info	JB	
2f.	Working Group Status Update: Football & Finance Marc presented a ‘straw man’ version of the F&F WG status update. See “BCSC WG Status Update” ppt doc. <ul style="list-style-type: none"> MT to liaise with PW to validate and complete 	Info New Action	MT	28/Sep/17
3.	Q&A Session – Planning: Agreed the next Society Q&A session has been scheduled for 11 th Oct. <ul style="list-style-type: none"> MC to inform and invite NB and SH MC to invite BCIR 	Decision Action Action	MC MC	11/Sep/17 11/Sep/17
4.	Annual Accounts FY 2016/17- Update: Phil Weaver (previous treasurer) has alerted the FCA who have acknowledged. Phil Weaver has provided completed docs ready for submission. <ul style="list-style-type: none"> Need to validate committee contact details, MC to send report to Martin Powell (previous chair) to review. Need to submit to FCA and circulate with AGM minutes. 	Info Action New Action New Action	ES MC ES	20/Sep/17 11/Sep/17 20/Sep/17
5.	Accounts handover - status update: MC reported (in the absence of SS) that the handover from the previous Treasurer is on schedule.	Info		
6.	Team Travel Fund raising – Ideas and Ownership: Nobody volunteered to co-ordinate this. Several good ideas were proposed. There was discussion re. whether we target new people v same people who always contribute. Also, there was recognition that some options (*) meant we would sell capital to provide running costs. The following were deemed worth pursuing: <ul style="list-style-type: none"> Subs uplift Crowdfunding discounted Target donors. A ring-fenced pledge Sell shares in society – need to agree benefits Sponsorship – e.g. fuel KL film 	Info Decision		

	<p>Agreed that Sponsorship was preferable to fund raising the necessary ~£15K (bigger return for lower effort). Need to liaise with Bob Chester so as not to duplicate or compromise his efforts.</p> <ul style="list-style-type: none"> All to propose potential sponsors and key messages / propositions. 	<p>Decision</p> <p>New Action</p>	All	28/Sep/17
7.	<p>New Board Director – status update: MC reported that x3 candidates had applied to date. SM and JB volunteered to interview with MC (NB to f/u successful candidates subsequently).</p>	<p>Info Decision</p>		
8.	<p>Investor Benefits – status update: CV provided a status update of the Investor Benefits. See Appendix A (below)</p> <ul style="list-style-type: none"> Need to establish cost estimates / options. Need to liaise with JB contacts re. design. Need to propose locations. 	<p>Info</p> <p>Action</p> <p>Action</p> <p>Action</p>	<p>CV</p> <p>CV</p> <p>CV</p>	<p>28/Sep/17</p> <p>28/Sep/17</p> <p>28/Sep/17</p>
9.	<p>Society Match Sponsorship: Agreed to sponsor Whitehawk game on Feb 17th.</p> <ul style="list-style-type: none"> MC to inform Bob Chester All to agree attendees etc. 	<p>Decision</p> <p>Action</p> <p>Action</p>	<p>MC</p> <p>All</p>	<p>05/Sep/17</p> <p>28/Sep/17</p>
10.	<p>Society Spirit of Bath City Award Agreed a suitable candidate for the award. Need to propose game and to inform the recipient and agree who will present etc.</p>	<p>Decision</p> <p>Action</p>	All	28/Sep/17
11.	<p>Match Day Presence – rota update This is not currently taking place. All committee members to revisit the rota and try to make themselves available.</p>	<p>Action</p>	All	28/Sep/17
12.	<p>Committee Members’ social media policy review: We reviewed the policy to establish if it was still valid (or do they need updating) now that the Society is the majority shareholder. A healthy debate ensued with one member adamant that no change in policy or behaviour was required.</p> <ul style="list-style-type: none"> Agreed to consider the arguments made with a view to taking a vote at the Sept meeting. 	<p>Info</p> <p>Action</p>	All	28/Sep/17
13.	<p>Board Activity Report: SM provided a player update. Agreed that this previously regular slot has been superseded by WG updates.</p>	<p>Info Decision</p>		

14.	<p>AOB1: Co-Operatives Support: MC made committee aware of the upcoming “Thinking Like a CoOp” event. MT expressed an interest.</p> <ul style="list-style-type: none"> • MC to inform Sally Harris as lead on Community WG. 	<p>Info</p> <p>Action</p>	MC	30/Sep/17
15.	<p>AOB2: BIBs Savings Account: CB requested a steer on the future of this account. Agreed to keep the account open for now.</p> <ul style="list-style-type: none"> • CB to request the forms to change authorisation signatures. 	<p>Info</p> <p>Decision</p> <p>Action</p>	CB	28/Sep/17
16.	<p>Membership Secretary: CB requested access rights to Society gmail account and Google Drive.</p> <ul style="list-style-type: none"> • MC to action. • CB to liaise with Oliver re. membership renewals. 	<p>Info</p> <p>Action</p> <p>Action</p>	MC CB	01/Sep/17 28/Sep/17

APPENDIX A: Investor benefits update

Colin Voutt

No.	Topic	Cost	Notes
1	Name listed on permanent roll of honour at stadium (224 individuals)	TBD	I envisage this would be a fixed display, since we will not have any additional benefactors.
2	Sticker to display on premises + logo for website (19 businesses)	TBD	The mention of a sticker MAY seem a little “tacky”. Could we consider a smallish plastic display (Acrylic) that could be put in a window or fixed to a reception display?
3	‘Friends of the Club’ plaque at the ground (6 businesses)	TBD	It seems to me that there could be additional friends in the future, and, therefore, we should plan for that eventuality. I would suggest a nice ‘Friends of the Club’ sign with the facility for additions.

I could offer possible designs, but, I am absolutely certain there are others involved in design who could do better.

Given the design aspect of the task, what is a reasonable target deadline?