

## Meeting Summary

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| <b>Topic</b>              | Bath City Supporters' Society – Committee Meeting   |  |
| <b>Meeting Date</b>       | 28 <sup>th</sup> Sept 2017  |  |
| <b>Location</b>           | Twerton Park  |  |
| <b>Attendees / Role</b>   | <b>CB</b> Cheryl Bradley (Member Sec)<br><b>MC</b> Michael Clayton (Chair)<br><b>SM</b> Shane Morgan                              | <b>SS</b> Steve Skinner (Treasurer)<br><b>MT</b> Marc Thomas |
| <b>Apologies</b>          | <b>JB</b> Jon Bickley, <b>KL</b> Ken Loach, <b>PM</b> Pete McCormack, <b>SP</b> Stuart Page,<br><b>ES</b> Emma Sparks (secretary) |  |
| <b>Purpose of Meeting</b> | To agree actions / decisions in relation to the governance of the Football Club and Society business.                             |  |

| No.        | Description   | Status | Who | Date |
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| <b>1a</b>  | <b>Working Group Status Updates: Commercial</b><br>JB updated the Commercial WG status doc – See “BCSC WG Status Update” ppt doc.   | Info   |     |      |
| <b>1b.</b> | <b>Working Group Status Update: Redevelopment</b><br>PM & SP were absent and provided no update.<br>The imminent release of the MoU is on hold so as not to clash with any team manager announcements.<br>See “BCSC WG Status Update” ppt doc.  | Info   |     |      |
| <b>1c.</b> | <b>Working Group Status Update: Operations</b><br>SM provided an Operations WG status update – See “BCSC WG Status Update” ppt doc.   | Info   |     |      |
| <b>2d.</b> | <b>Working Group Status Update: Community</b><br>Updates provided by Sally Harris were circulated ahead of the meeting. See “BCSC WG Status Update” ppt doc.<br><br>SS provided update on the Foundation. This included: <ul style="list-style-type: none"> <li>• Clarification of SLA's with college</li> <li>• Progress on appointment of chair</li> <li>• Meeting with coaches</li> <li>• Funding Options</li> </ul> | Info   |     |      |

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| 2e. | <b>Working Group Status Update: Marketing</b><br>JB provided a Marketing WG status update – See “BCSC WG Status Update” ppt doc.   | Info                                     |                    |                        |
| 2f. | <b>Working Group Status Update: Football &amp; Finance</b><br>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"> <li>31/Aug/17 MT to liaise with PW to validate and complete.</li> </ul>  | Info<br>Ongoing                          | MT                 | 28/Sep/17              |
| 3.  | <b>Q&amp;A Session – Planning:</b><br>Agreed the next Society Q&A session has been scheduled for 12 <sup>th</sup> Oct – due to clash with Somerset Cup fixture on 11th.  | Decision                                 |                    |                        |
| 4.  | <b>Annual Accounts FY 2016/17- Update:</b><br>Phil Weaver (previous treasurer) has alerted the FCA who have acknowledged.<br>Phil Weaver has provided completed docs ready for submission. <ul style="list-style-type: none"> <li>31/Aug/17 Need to validate committee contact details,</li> <li>31/Aug/17 MC to send report to Martin Powell (previous chair) to review.</li> <li>31/Aug/17 Need to submit to FCA and circulate with AGM minutes. MC to respond to recent letter from FCA.</li> </ul> | Info<br>Ongoing<br>Complete<br>Ongoing   | ES<br>MC<br>ES /MC | 28/Sep/17<br>25/Oct/17 |
| 5.  | <b>Accounts handover - status update:</b><br>Access to bank account established<br><br>CB and SS to liaise over membership payments <ul style="list-style-type: none"> <li>28/Sep/17 SS to own the 100 club and xfer from PW</li> <li>28/Sep/17 Paypal account linked to Co-Op account. CB to change password.</li> </ul>  | Info<br>Decision<br>Action<br>New Action | SS<br>CB           | 25/Oct/17<br>25/Oct/17 |

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| 6.  | <p><b>Team Travel Fund raising – Ideas and Ownership:</b><br/>         Little progress to report. Proposed that there are x3 main strands to this:</p> <p>1) 28/Sep/17 Sponsorship: MC to liaise with Bob Chester and JB and establish options which don't compromise the club's sponsorship.</p> <p>2) 28/Sep/17 (Cultural) Events: MT to liaise with KL to establish options</p> <p>3) 28/Sep/17 Direct Marketing: JB to propose options to raise funds from individuals</p> <p>28/Sep/17 Also, SS proposed approaching Tim Weaver re. book signing.</p> | Info<br><br>New Action<br><br>New Action<br>New Action<br><br>New Action | MC<br><br>MT<br>JB<br><br>SS | 25/Oct/17<br><br>25/Oct/17<br>25/Oct/17<br><br>25/Oct/17 |
| 7.  | <p><b>New Board Director – status update:</b><br/>         MC reported that offer had been made to David James and he accepted. Also, we are working with one of the other candidates (TT) to establish how best to apply his excellent commercial skills.</p>   | Info   |                              |  |
| 8.  | <p><b>Investor Benefits – status update:</b><br/>         CV provided a status update of the Investor Benefits.</p> <ul style="list-style-type: none"> <li>• 31/Aug/17 Need to establish cost estimates / options.</li> <li>• 31/Aug/17 Need to liaise with JB contacts re. design.</li> <li>• 31/Aug/17 Need to propose locations.</li> </ul>   | Info<br><br>Action<br>Action<br>Action                                   | CV<br>CV<br>CV               | 28/Sep/17<br>28/Sep/17<br>28/Sep/17                      |
| 9.  | <p><b>Society Match Sponsorship:</b><br/>         Agreed to sponsor Whitehawk game on Feb 17<sup>th</sup>.<br/>         Agreed to conduct ballot for approx. 25 members</p> <ul style="list-style-type: none"> <li>• 31/Aug/17 MC to inform Bob Chester</li> </ul>   | Decision<br><br>Complete   |                              |  |
| 10. | <p><b>Society Fire &amp; Brew Half-Time Award</b><br/>         Agreed to make the award to agree nominee on 14<sup>th</sup> Oct.</p> <ul style="list-style-type: none"> <li>• MC to organise</li> </ul>  | Decision<br><br>Action   | MC                           | 05/Oct/17  |
| 11. | <p><b>Match Day Presence – rota update</b><br/>         This is not currently taking place. All committee members to revisit the rota and try to make themselves available.</p>  | Decision   |                              |  |

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| 12. | <p><b>Committee Members' social media policy review:</b><br/> We reviewed the policy to establish if it was still valid (or do they need updating) now that the Society is the majority shareholder.<br/> A healthy debate ensued with one member adamant that no change in policy or behaviour was required.</p> <ul style="list-style-type: none"> <li>• <i>31/Aug/17 Agreed to consider the arguments made with a view to taking a vote at the Sept meeting. 28/Sep/17 Deferred until October meeting as this meeting was not quorate.</i></li> </ul> | Info   |     |           |
|     |  | Action | All | 28/Sep/17 |
| 13. | <p><b>AOB1: AGM Minutes:</b><br/> Agreed the need to post to Society website</p>   | Info   |     |           |
| 14. | <p><b>AOB2: Imminent Proposed meetings:</b><br/> We need to ensure we have IGM in November and liaise with Martin Powell re. "Bath City Family" meeting.</p>   | Info   |     |           |