

Meeting Summary

Торіс	Committee Meeting		
Meeting Date	30 th May 2019		
Location	Twerton Park		
Attendees / Role	CB Cheryl Bradley (Membership) MC Michael Clayton (Chair) DJ David James (Board member) KL Ken Loach SM Shane Morgan	JP James Pullan SS Steve Skinner (Treasurer) ES Emma Sparks (Secretary) MT Marc Thomas	
Apologies	PB Paul Brotherton (Compliance) PM Pete McCormack	SP Stuart Page (deputy Chair)	
Purpose of Meeting	To agree actions / decisions in relation to the governance and support of the Football Club and Society business.		

No.	Description	Status	Who	Date
1.	Approval of previous minutes: April meeting minutes approved	Decision		
2a.	 Working Group Update - Commercial: Our guest, DJ, was able to provide insight. Season Target: £100k has been exceeded. 90% is achieved from: Shirt Sponsorship: £28k (83 companies entered) Hoardings: £20k Program Ads: £13k Match & Ball Sponsorship: £10k Goalden Gate: £10k Potential New initiatives: Utilise JR lounge on (some) match days New themed match days – e.g. Emergency Services day MT BCFC pullout in Chron Main Stand sponsorship 	Info		
	 ES to liaise with DJ and contact Dan Evans at Chron re. PR and "A view from the Terraces" – regular article. 	Action	ES	July 2019





No.	Description	Status	Who	Date
2b.	Working Group Update - Operations			
20.	Pitch due to be treated imminently. Remedial work required on floodlight pylon to ensure it adheres to safety standards. Safety Advisory Group (SAG) annual meeting due in June.	Info		
2c.	Working Group Update - Football No update available	Info		
2d.	Working Group Update - Finance Current forecast is £30k loss on season against a budgeted loss of £75k Oliver Holtaway and Jon Blain looking to create a version of club accounts by working with Paul Williams and Jon Bickley to ensure we do not disclose commercially sensitive data.	Info		
2e.	Working Group Update – Community Foundation continues to progress. Helen Donovan presented to the May Board meeting on progress.	Info		
	• MC to circulate presentation Society Committee to congratulate Sally Harris on her recent award at Women in the West Most influential woman in sport award.	Action	MC	25/Jun/19
	Society has appointed Joy Saunders on an interim basis to enable Sally to step down. Joy to stand for election alongside any other candidates at June AGM.			
	Joy is intending to establish and define key initiatives and to identify people to run and take ownership each. KL keen to work closely with the Foundation (as president).			





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2f.	Working Group Update – Redevelopment Planning application has been submitted. Application planning number will be circulated in due course.	Info		
	3G pitch funding update: DJ now owns this initiative to raise £5/600k to fund pitch through grants and donations from institutions and to apply for CIL funding.	Info		
3.	Membership Community shareholders that are no longer members have been emailed. Several replied but none bar DJ have actually paid as yet One additional member since last meeting.	Info		
5.	Supporter / Member Engagement Promotion of the fact that BCFC is community owned and run. OH / JB have designed and produced posters to display in and around TP. Specific locations being agreed.	Info		
	Display imminent.	Action	JB/OH	30/Sep/19
	JB to circulate designs	Action	JB	30/Aug/19
	• Club Accounts: JB and SS are working with Paul Williams and Jon Bickley to create a set of accounts that we can expose to Supporters.	Action	JB	15/Oct/19
	 Redevelopment design Consultations being planned – see 3f (above) 	Info		
	 Options to create a Society presence pre/ post match and at half time being considered. 	Info		
	 Society website revamp and greater presence on Club website initiatives have dependency on membership process improvements – see 6 (below). 	Info		
6.	Membership Update Current membership total 311 (283 of these are community shareholders)	Info		
	Membermojo tool being evaluated on 2 month free trial. Objective to simplify enrolment / renewals,	Info		



No.	Description	Status	Who	Date
	membership structures, communication process (e.g. mailshots) and to reduce admin overhead	Info		
	First priority is to ensure this year's cohort of community shareholders whose automatic memberships expires, are captured as renewals.	Action	MC/PB	30/Sep/19
	Migration and cleansing of membership data to membermojo is underway.	Decision		50/5ep/19
	Agreed to migrate memberships, as is, and look at further options (e.g. life, family, junior) subsequently.	Decision		
	It would appear to make sense to allow staggered annual memberships (i.e. enrolments can occur through the year). Historically, the membership year has been Oct – Sept. Agreed to remove this constraint.			
7.	Constitution and Standing Order Changes Agreed the need to update the constitution and standing orders to reflect the current operating model.	Decision		
	PB advised that it is possible on process and procedure to effect change – ie. The authority of the Committee and the role of the members.	Info		
8.	 AGM Prep Reminder that all forms and motions need to be returned by the 8th June. CB confirmed she will not be standing. MC thanked her for all of hard work and dedication over the course of her term in office as Membership Secretary 	Info		
9.	 AOB1: SM requested the Society raise funds to fund the club in a similar to the Supporters' Club which raises significant funds. MC pointed out that fund raising was not the primary function of the Society and asked for a volunteer to own this. Nobody volunteered. 	Info		





No.	Description	Status	Who	Date
10	AOB2: SM – Requested that the Supporters' Liaison Officer role be voted on in the 2020 AGM. Needs to be considered as part of Constitution and Rule changes			
11.	AOB3: MC thanked SS for his help in getting the Society's accounts in order.			

DOTM 25th June 2019 (AGM)