



Bath City Supporters' Society



Meeting Summary

Topic	Committee Meeting	
Meeting Date	28 th Nov 2019	
Location	Twerton Park	
Attendees / Role	JB Jon Blain (Supporter Comms) PB Paul Brotherton (Compliance / Membership Secretary) MC Michael Clayton (Chair) RL Russell Lewin (Observer)	SM Shane Morgan SP Stuart Page ES Emma Sparks (Secretary) MT Marc Thomas
Apologies	KL Ken Loach	JP James Pullan ES Emma Sparks (Secretary)
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: October meeting minutes approved	Decision		
2a	Working Group Update – Commercial (ES): ES circulated spreadsheet with the figures circulated prior to meeting from Bob Chester. These illustrate a fantastic effort in raising £95 profit. The club is considering bringing a sales person on board to focus on sales.	Info		
2b	Working Group Update – Sales & Marketing (RL): RL reported currently £500 below forecast overall Shop doing well scarves flying out, tops going well. Hoodies in – new design, Xmas cards in	Info		
2c	Working Group Update – Football (MT): Meet the Manager Evening scheduled for Monday 9 th Dec. Society to help promote via social media and mailshot.	Info		
2d	Working Group Update – Operations (SM): Break in recently and Radios stolen so funds needed to mitigate against recurrence.	Info		



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2e	<p>Working Group Update – Community (JS) The Society congratulates Joy Saunders and partner on the birth of their baby. All doing well.</p> <p>Foundation nominated for an FSA award which is a fantastic achievement</p> <ul style="list-style-type: none"> • MC to circulate the presentation that Helen gave to the Board on Monday as a Foundation update 	<p>Info</p> <p>Action</p>	<p>MC</p>	<p>06/Dec/19</p>
2f	<p>Working Group Update - Finance (SS): Steve Skinner has decided to resign with immediate effect leaving us without a Treasurer. The Society records its thanks to Steve for all his help and contributions over several years. Steve has agreed to complete the year end accounts.</p> <ul style="list-style-type: none"> • Recruit a Treasurer (possibility to liaise with Foundation as it also needs a Treasurer) <p>Bar takings appear to be down and there was some confusion about how data was being collected.</p> <ul style="list-style-type: none"> • SM to liaise with Paul Williams to seek clarity 	<p>Info</p> <p>Action</p>	<p>All</p>	<p>31/Dec/19</p>
2g	<p>Working Group Update – Redevelopment Planning:</p> <p>Paul Duffen (new Greenacre CEO) was at the Board Meeting on Monday night. He stressed the importance of the project to Greenacre and was very positive.</p> <p>Creatrix continue to contact councillors and advise on campaign, working with Carole. Planning hearing is expected Feb / March.</p> <p>BANES have requested independent viability report (£15K) which Greenacre have agreed to fund.</p> <p>Key challenges anticipated:</p> <ul style="list-style-type: none"> • Building Mass • Traffic / Parking <p>The longer the planning permission is delayed the greater the risk of cash flow deficits. The Society</p>	<p>Info</p>		



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.	<p>and the Board are discussing potential mitigations. These include a loan or donation from the Society.</p> <p>MC to collate any further ideas</p> <p>The Committee debated the key questions which included:</p> <p>What has caused the delay and how will we communicate with the supporters on this?</p> <p>What are the contingency arrangements?</p> <p>What is the impact on the overall project timetable and is it possible to move mid-season, if necessary?</p> <p>All these issues will be discussed and raised at the next Board meeting which MC and SM attend.</p>	Action	All	21/Dec/19
3.	<p>Supporter / Member Engagement (JB): Posters advertising Society's role and the fact that club is Community owned and run in progress.</p> <p>Website has been updated. More to follow.</p> <p>Plan to start recruitment at matches in Jan</p>			
4	<p>Membership Update (PB): Congrats to Paul Brotherton on introducing new membership system (MemberMojo) to simplify renewals and new member joining processes.</p> <p>New membership set at £5 as agreed at IGM</p> <p>Currently 330 members</p>			
5.	<p>Standing Order / Constitution Update PB has prepared and circulated a consultation document with some recommended changes to the Constitution.</p> <p>All to review and feed back before the Jan meeting.</p>	<p>Info</p> <p>Action</p>	All	30/Jan/20



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No	Description	Status	Who	Date
6.	<p>Board Meeting Update: The Club Board have expressed an interest in appointing a Property Director.</p> <p>Agreed we need to establish:</p> <ul style="list-style-type: none">• Job Description / Role Definition• Voting rights• Constitutional implications – including ability of members to vote			

DOTM 30th Jan 2020