

Terras Trust Board Meeting Minutes

10th July 2009

Meeting Started: 7.15pm
Meeting Closed: 9.45pm

Present:

John West (JW); Steve Walkinshaw (SW); Tony Baylis (TB); Nathan Wood (NW); Colin Huckle (CH);
Matt Barton(MB) from 7.50pm

1. Apologies

Apologies received from Connor Kinsella (CK) and Richard McGowan (RM).

2. Minutes of Meeting 28th May and Matters Arising

The minutes of the above meeting were accepted as correct.

As the majority of Board members were in attendance at the fans forum the previous evening a quick summary was given of the questions and answers given. The questions asked to be forwarded to the WFC board in relation to the situation regarding Make It so Ltd were also asked at the forum. Ian Ridley's reply was that 70% of WFC shares were still held by 'Make It So Ltd' and that the current Weymouth FC Board was in control of 'Make it so Ltd' with Ian Windsor being the nominated director.

After a discussion it was requested that further clarification be sought on the specifics of this arrangement and what would be the position if either 'Make it so Ltd' was bought out or taken into liquidation etc. as it is effectively the majority shareholder in WFC.

JW announced that he had received communication from board member Mark Golsby who wished to resign his position on the Trust Board. It was agreed that Marks resignation would be accepted and that this should be announced on the website ASAP & should include a statement of thanks for his efforts over the trusts history.

A discussion was also held about the requirement to get updates announced and onto the website more quickly than of late. It was agreed that access to the website needed to be available to more board members and it was believed that the last set of codes given by RM failed to work. The Pay pal link has still not been added and as Mark Golsby was going to be providing this to RM the current position on this situation needs to be sought from RM.

SW stated that the auditing of the accounts has to date still not been arranged due to his current work commitments. John West confirmed that he would approach Ian Winsor & others with regards getting a quote for this work. SW confirmed that the audit was required for 18 months accounts with a limited turnover of around £9000 and expenses of approx. £3000. One problem raised was that due to the delay in changing the bank signatories that bank records had been sent to previous

treasurer Richard Bartlett. Colin Huckle agreed to contact Richard in an attempt to retrieve these records, failing that duplicates would need to be sought from the bank.

SW confirmed that the paperwork was 'in hand' with regards the Supporters Direct Membership and that it was found that a Terras Trust user name had already been set up for the fans forum and the password would be circulated to board members.

CH confirmed that he was compiling the minutes for the AGM but to date this has not been completed.

Action: JW to forward request to CK to seek clarification from WFC Board with regards 'Make it So Ltd'; RM to update website; JW to chase RM for immediate updates & current position with regard Pay pal; JW to approach other firms for quote on auditing accounts; CH to approach Richard Bartlett with regards bank records; SW to forward username & password. CH to produce minutes of AGM.

As MB was not yet present it was decided to defer the Election of Officers & Roles and the Fundraising Update to later in the meeting.

3. Membership Update

TB reported that membership currently stands at 161 Members. Several memberships became due for renewal on 2nd July and 26 e-mails, 19 letters have been sent out along with a covering letter from JW. 29 standing order payments for renewals due 2nd July had been received.

5 renewals have been received of which 3 were cash renewals and 2 were standing orders.

TB agreed to arrange for certain Board members to access the membership system.

Action TB to sort out access of the membership system.

4. Shares Update

NW confirmed that no report has been produced as the situation regarding shares held & proxy shares remain unchanged.

1 letter has been sent in response to the 1 share proxy form received, requesting a copy of the shares certificate for inclusion in the Register of shares and for validation.

The issue of share certificates had been raised at the previous evening's fans forum and it was acknowledged that many share certificates from the recent sale had still not been received by shareholders. There was also now a published list of share purchase forms which either had missing or incorrect detail, such as initials instead of full names, which were required before the certificate can be issued.

It was confirmed that we have now received the share certificate for the £5000 purchase and some board members confirmed that they were now in receipt of their share certificates and would forward them for proxy.

It was decided to defer any further drive for the collection of proxy shares until the next meeting when it was hoped that the majority would be in receipt of their certificates.

Action: Trust Share purchase certificate to be held in Register of Shares. Assessment of situation & way forward deferred to next meeting.

5. Treasurers Update

SW reported that the balance to date is: £3427.00. Supporter Direct Membership is due to come out of this soon.

It was decided that the Golden Goal fundraiser would not be run during pre-season friendlies and that an e-mail would be sent round with a request for volunteers to help run this in time for the first home fixture of the season.

Action: SW to e-mail request for volunteers to help with Golden Goal.

6. Fundraising Update

MB confirmed that the Trust Race Night would be on the 22nd of August 2009, the evening after our home fixture against Worcester City. The Wessex Lounge has been booked as the venue. MB is going to liase with Tim Davis and it is hoped that we can use the same Race Night organiser that was used for the Weymouth Youth event. Louise has confirmed use of the Bar, Matt's wife is organising a buffet. The Sponsored Body Waxing has yet to be confirmed and if not arranged for the Race night will be held as another event. MB will e-mail board members with more details as they become available.

MB also confirmed that he has received full support for this event from the recent Supporters Club Meeting.

JW confirmed that the date for the Steve Perryman Evening has been set for 24th September 2009. The Wessex lounge needs to be booked. Catering was discussed at length and it was confirmed that there were no restrictions on this as it was not a WFC event. Both the options of Fish & Chip supper and a Curry Night were discussed and suppliers are to be approached for both. It was also suggested that a bottle of wine could be included per table.

The basic format was agreed to be a 45 minute talk from Steve followed by a break for food and raffle, followed by a further 45 minutes question and answer session.

It was also suggested that Steve be given honorary membership as thanks for volunteering his services free of charge.

Action: MB to liase with Tim Davis and e-mail board members with updates on Race Night; MB & SW to approach suppliers of catering; SW to contact Carol Biggs at WFC to book Wessex Lounge & Bar.

7. WFC Update

In the absence of CK, JW gave an update on feedback received including figures regarding the current finances.

It was confirmed that currently there is no shirt sponsorship deal in place however this is still being pursued and negotiations are ongoing although it is anticipated that a new shirt sponsor will be in place come the first league game of the season.

The board are still looking for further investment. It was also discussed that the board were looking to employ someone on a short term eight week basis to deal with commercial & marketing issues. Concerns were raised over aspects of this, if it did not directly result in increased income to the Club.

It was confirmed that Supporter's Club chair Liz Bell is joining the WFC Board as the Supporters Club representative.

Questions were raised by board members with regards to whether the investments reported to have been made by the existing WFC Board members were in the form of gifts or loans and what was the total amount of investment that was made to keep the club going?

A question was also raised as to why the name of the director registered with Companies house was Connor Kinsella and not the Terras Trust, as was the Trust's preference.

Action: JW to forward concerns to CK regarding marketing, amount of investment and whether these are gifts or loans and why the seat on the board is registered in CK's name and not the Trust's name.

8. Communications

It was intended to review the communications strategy at this meeting but as CK was unable to attend this was deferred to the next meeting.

It was suggested that more trust items need to be included in the Echo and this should be readdressed along with other communication issues at the next meeting.

Actions: Communications Strategy & issues deferred to next meeting.

9. Election of Officers

JW gave an assessment of how he felt things were going with regards his role as acting chairman and how he appreciates the time, effort & support of all board members. He outlined his hopes to improve the situation with regards the lack of manpower & volunteers within the trust. He accepted that a huge amount of time and energy was needed as a board member and particularly the roles of chair & trust representative on the WFC Board. Although John was willing to continue as chair he did stress that he was convinced that there were also others around the table who could also undertake the role and added that if elected he would be looking to step down as chair in a years time, having hopefully prepared the way for someone else to take over the role.

CH as current Trust secretary then conducted the election with the following results:

Position	Elected Officer	Proposed By	Seconded By
Chairman	John West	Matt Barton	Nathan Wood
Vice-Chairman	Matt Barton	Nathan Wood	Tony Baylis
Treasurer	Steve Walkinshaw	John West	Nathan Wood
Secretary	Colin Huckle	Tony Baylis	John West
Membership Secretary	Tony Baylis	John West	Steve Walkinshaw
WFC Board Representative			Deferred to next meeting as current occupant not present.
Minutes Secretary	Nathan Wood	Matt Barton	Steve Walkinshaw
Fundraising Officer	Matt Barton	John West	Steve Walkinshaw
Community Liaison Officer	Motion to delete & reinstate if necessary at later date.	John West	Matt Barton
Communications Officer			Deferred to next meeting as current occupant not present.
Webmaster			Deferred to next meeting as current occupant not present.
Governance Officer	John West	Matt Barton	Steve Walkinshaw

CH also highlighted the need in accordance with the resolutions passed at the AGM to appoint an Independent Examiner. Ian Gardner volunteered to do this at the AGM. TB questioned whether this would be allowed as he is a current member but it was confirmed that this was allowed as long as the person concerned was not a member of the board itself.

Actions: CH to approach Ian Gardner, TB to forward contact details to CH.

10. Any Other Business

Dorchester Trust Launch Night

JW confirmed an invitation had been received to attend the Dorchester Supporters Trust Launch Night on 25th July 2009. Steve Walkinshaw will attend as the Terras Trust representative.

Terras Trust Facebook Group

MB suggested that in order to raise awareness of the trust further that the trust should set up a facebook group and/or twitter account. A discussion was held as to what this meant and it was agreed that we should proceed with a facebook group and that all board members should be given Admin roles on this, also that news and forthcoming events should be added to this.

Supporters Club

MB confirmed that there had been a supporters club meeting on 6th July 2009 which he had attended. He reported that the Queensway publishing would now be producing 300 programmes per match instead of 700 but the cost per programme had risen to cover amounts owed.

He also informed the board that the Supporters club wanted to stock the club shop with the remaining £1500 of SC funds and that this stock would also have to be paid up front and would have to be ordered through the club.

MB will attend all future SC meetings with TB willing to act as a substitute in his absence. The next meeting of the supporters club is on the 27th July.

WFCSC are willing to attend our future meetings.

Change of Passwords

TB informed the board that the password to both the e-mail account and Forum account need to be changed on a regular basis. A new password was agreed by board members.

Action: MB to set up facebook group and represent the trust at supporters club meetings; TB to stand in for MB at SC meetings in MB's absence; SW to apply new passwords to accounts.

11. Date and Venue of Future Meetings

Thursday 30 th July 2009 Terras Trust Board Meeting	Wetherbury Arms	7.00pm
Wednesday 26 th August 2009 Terras Trust Board Meeting	Wetherbury Arms	7.00pm

