

## **Terras Trust Board Meeting Minutes**

**17<sup>th</sup> September 2009**

Meeting Started 7.10 pm

Meeting Closed: 9.30 pm

**Present:** John West (JW) Tony Baylis (TB) until 8.20pm, Colin Huckle (CH) Steve Walkinshaw (SW) Nathan Wood (NW)

1. **Apologies:** Apologies for absence were received from Matt Barton (MB) and Connor Kinsella (CK)
2. **Minutes of Meetings** held on 27<sup>th</sup> August and 3<sup>rd</sup> September having been circulated were agreed and signed by the Chairman.
3. **Matters Arising:**
  - Position of Board Member Outstanding
  - James Corbin has expressed an interest in joining the Board. Others are to be approached. Andy Brown currently on hold.
  - Membership Survey outstanding
  - TB working on Corporate Logos
  - SW Bank Statements received
  - Communications. Dave Ring has progressed Web Site. CK now dealing with.

### **ACTION**

- **TB and NW to draft membership Survey**
- **TB to add Corporate Logos to Trust Communications**
- **CK to report on Board Member**
- **All to consider additional Board Members**
- **CK to report on revamped Web Site**
  
- SW has raised cheques for the purchase of one 'Saviour 100 Package' and the purchase of a further 2000 shares.
- The Board still required detailed information regarding the Club's financial situation

### **ACTION**

**CK to arrange meeting for Board to view details of the Club's financial situation**

#### **4. To Note Extra-Ordinary Meeting held on Saturday 5<sup>th</sup> September 2009.**

The Meeting had been arranged by CK. All Board Members were present except SM. A lively discussion took place with Ian Ridley (Chairman Weymouth FC) and Dave Higson (Vice Chairman Weymouth FC). Ian Ridley requested that the Trust seriously consider investing more finances into WFC. This would help him in his attempts to raise further external finances. It would also show, with the Saviour 100 package that the local community supported the Club.

Board Members agreed to consider the situation further.

SW prepared a discussion paper with three possible options. Board members considered these proposals and a consensus has been achieved through email correspondence.

The Board Agreed to purchase a further £1500 of shares and 3 Saviour 100 packages at a cost of £1500, which will be converted into shares if the scheme achieves its objective. It was noted that if the Club decided to enter Administration then the Trust would have the Saviour 100 Package investment returned. As a result of decisions taken the Trust will have invested £4575 leaving a working balance of £1160.

#### **5. Report of Fund Raising Sub Committee.**

The minutes of the Sub Committee's meeting held on 8<sup>th</sup> September 2009 were noted.

There will be a meeting at 'Chillies' on Tuesday 22<sup>nd</sup> September 2009 to finalise arrangements for the 'Evening with Steve Perryman'. To date, 80 tickets have been sold. SW will prepare a programme.

It was noted that a 1981 replica cup final shirt had been received today. This will be an auction item together with two other items. There will also be a raffle.

Future Events Planned:

- Race Night: 17<sup>th</sup> October at Weymouth Angling Club
- Casino Night: 8<sup>th</sup> November at 'Chillies'. Cost of compere etc. £350 with a ticket price of £15. A break-even attendance figure is 54. Three big prizes required with a star prize.
- Karaoke Competition 28<sup>th</sup> November at Weymouth Angling Club.

Other events were being considered.

#### **6. Membership and Shares Report.**

TB reported 14 members in arrears are being chased up.

The Trust share holding with pledges is now 18,000, i.e. £9000. The Trust holds a further 1850 Proxy shares.

JW reported that an anonymous gift of £4000 to purchase further shares had been received from a Member.

#### **ACTION:**

- **SW to bank cheque and arrange to purchase 8000 additional shares.**
- **JW to write a letter of thanks.**

## **7. Treasurer' Report:**

SW reported current balance of £3497.

To Pay £1500 to Club and £600 approximately to 'Chillies'. This leaves a balance of £1350.

Our Subscription has been paid to Supporters Direct.

CH will liaise with SW regarding Audit.

The Board noted with pleasure that Neil Le Milliere had been re-elected to the Supporters Direct Board.

## **ACTION**

- **CH to provide SW with details of Auditor**
- **SW to send accounts by recorded delivery to Auditor.**

## **8. Communications:**

Written report received from CK. He now has details of Dave Ring's work on our revised Web Site. He recommends that all Board Members have a Terras Trust email address and that three Board Members be trained to access the site. NW, SW and JW agreed to be trained.

SW raised a concern that the 'Buy – at ' link had disappeared, also Pay Pal needs exploring.

## **ACTION**

- **CK to arrange training**
- **Board Members to have Terras Trust email addresses**
- **CC to check link for ' buy- at' and Pay Pal**
- **CC to include revised Web Site in Communications Strategy**

## **9. WFC Update**

Written report from CK noted.

The Board noted that the 100 Saviour Package scheme had achieved its aim of 100x£500 pledges. The Premiership league had granted the Conference league £1 million to be shared between Clubs.

WFC Board to meet in the near future to discuss financial situation.

TB left the meeting at this point.

## **10. Board Membership.**

Agreed James Corbin to be invited to next meeting.

## **ACTION:**

**CH to invite JC.**

## **11. Business Plan**

JW produced an Action Plan 2008 – 2011 Review paper describing actions achieved, those carried forward and others, where no further action was thought to be realistic.

The following actions were agreed.

- SW to explore Public Liability Insurance
- Fund Raising Target to be raised to £4000 in view of increased number of events.
- Open Meeting to be held before the year-end.
- Communication through 'The Echo' and Wessex FM need improving
- There needs to be a commitment to have regular meetings with Chairman of WFC.
- CH to formally review and update (if necessary) the Trust Constitution, Rules and regulations.

## **12. Any Other Business**

It was noted that Supporters Direct were holding a training day on 29<sup>th</sup> November in Bristol.

It was agreed that Board Members and other helpers should wear Polo shirts with a small Terras Logo. NW to arrange.

## **13. Date and Venue of Next Meeting.**

In view of Board Members' commitments on Thursday evenings during winter months, it was agreed to change the Board's meeting night to the 4<sup>th</sup> Wednesday of each month.

The next Board meeting will be held on Wednesday 28<sup>th</sup> October at 7pm at the Weatherbury Arms.