

## CF10 ARMS PARK RUGBY TRUST

### MINUTES OF TWENTY FIRST MEETING OF THE BOARD OF DIRECTORS

HELD AT CARDIFF ATHLETIC CLUB, CARDIFF ARMS PARK ON

THURSDAY 13 DECEMBER 2018 COMMENCING AT 7.00PM

PRESENT

Board Directors: David Allen; Simon Baker; Lynn Glaister (Chair); Huw Jones (Secretary); Derek Redwood (Treasurer);

Observers: Neil Harries; Viv Jones; Sion Williams;

Apologies: Andy Baker; Sally Carter; Andrew Collins; Fred Davies; Martin Hughes; Anthony Lewis; Dan Pearce; Matt Sutton;

ITEM		ACTION
1	Chair's introductory remarks and apologies for absence There were a number of apologies for absence due to various Christmas festivities. DA said that he was not proposing to have any discussion at the meeting on the '1000 members' campaign and marketing plan. However, he felt that the group had lost some momentum on these issues in recent months and there needed to be a renewed focus and emphasis on these topics at the next meeting in order to retain momentum. These would be the main topic for discussion in January. He had spoken to AC and AB and asked them to lead the discussion at that meeting.	
2	Minutes of the Board meeting held on Thursday 15 November 2018 AGREED	
3	Matters Arising and Actions Item 4 - DA confirmed that he had sent a personal message to the Chair Designate of Cardiff Blues, Alun Jones, congratulating him on his appointment and seeking an early meeting. He had responded positively and agreed to attend CF10's planned meeting with Richard Holland on 19 December. Item 5 - the CF10 AGM would be held on Thursday 14 March. DR confirmed that the notes of the Members' Meeting had been posted to those who did not have access to email. Following the Members' Meeting, the Board was committed to provide members with a note on the issue of Supporter Director. This would be included in the forthcoming Newsletter. Items 7/8 - 1000 members Campaign and Marketing Plan to be focus of next meeting	DA  AC/AB

4	<p>Cardiff Blues – Notes of meeting with RH 22 November 2018</p> <p>The above were noted.</p> <p>The draft agenda and Briefing Note for the meeting with AJ/RH was discussed and agreed. Attendance from CF10 was agreed as DA, HJ, LG and SB. The primary objective was to hear from AJ about his priorities.</p>	DA/HJ/ LG/SB
5	<p>Working Groups</p> <p>5.1 Heritage</p> <p>SC had made an excellent presentation at a recent WRU heritage seminar. It was understood that the WRU were now pressing ahead with the establishment of a museum as part of the commercial development adjacent to the stadium.</p> <p>Approval was awaited from CAC Management Committee for Phase 2 of the project; digitisation of photographs. This would be discussed at their next meeting in January.</p> <p>5.2 Communications - Newsletter</p> <p>DA conformed that he'd received a number of contributions for colleagues for the newsletter and this would go out on 20th or 21st December.</p> <p>The Twitter rota was now operating effectively and AL was doing a good job of running Facebook. Performance on Twitter was solid and DA said that he'd asked DP to prepare a paper for the January meeting on how this could be improved.</p>	DA  DP
6	<p>Welsh Language</p> <p>SW had prepared a paper setting out suggestions on what CF10 could do to embrace the Welsh language. This would be a precursor to what Cardiff Blues needed to do to reflect the community it serves, including Welsh speakers.</p> <p>The paper was welcomed and it was recognised that many of the issues identified were related to the website. SW offered to undertake some simple translation. It was noted that AB was planning a revamp of the website but the timescale wasn't known. SB, AB and SW would meet to discuss/plan how bilingualism could be taken forward on the website.</p>	SB/AB/SW
7	<p>Cardiff Blues Supporters Club – 10 December</p> <p>HJ reported on the meeting which he and SC attended with CBSC colleagues. CBSC are leading on the organisation of a joint CBSC/CF10 Q&amp;A with Cardiff Blues coaches and players. Meanwhile CF10 is working on opening the Trophy Room up before some Cardiff Blues home games, hopefully featuring some memorabilia from both teams on the day in question. CBSC will liaise with the away supporters club to try and achieve this. A joint meeting with Cardiff Blues management is also planned for the New Year when the focus of discussion will be the match-day experience. DA proposed that those involved in the current joint discussions should be the attendees.</p>	HJ
8	<p>Finance Report</p> <p>There had been very little financial activity and the balance of funds stood at £2,109.76 (£2,003.07 in the bank; £106.69 with PayPal). The accounts for 2017/18 had been completed but the independent reviewer had requested membership numbers as at 30 September before they could be signed.</p>	DR/AC

9	<p>Governance Action Plan November 2018</p> <p>The January meeting would focus on:</p> <ol style="list-style-type: none"> <li>1. 1000 members campaign and marketing plan;</li> <li>2. Pricing policy related to the above;</li> <li>3. AGM and election in March;</li> <li>4. Supporters Direct membership.</li> </ol>	HJ
10	<p>Other Identified Business</p> <p>It was agreed, because of the early start, that CF10 would not have a presence in the Pack Bar prior to the Saracens match.</p>	
11	<p>Date and time of next meeting</p> <p>Thursday 17 January 2019 commencing at 7.30pm</p>	