

## CF10 ARMS PARK RUGBY TRUST

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

#### HELD AT CARDIFF ATHLETIC CLUB, CARDIFF ARMS PARK ON

#### THURSDAY 18 JULY 2019 COMMENCING AT 7PM

#### PRESENT

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

Observers: Gareth Brown; Viv Jones; Sion Williams;

Apologies: Andy Baker; Andrew Collins; Fred Davies; David Elsmere (CBSC); Neil Harries; Martin Hughes; Anthony Lewis; Dan Pearce; Matt Sutton;

| ITEM |  | ACTION   |
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| 1    | Chair's introductory remarks and apologies for absence<br>DA also said that he wanted the Board to focus its attention on the continuing dispute between CBL and CAC and to consider what action CF10 should take. The Board had been informed by email of the resignation of Fred Davies. DA said it would be remiss of him if he didn't note the significant contribution FD had made, especially in recruiting members to CF10. His efforts would be missed and he hoped that Fred would be able to contribute again in the future.   |          |
| 2    | Minutes of the Board meeting held on Thursday 13 June 2019<br>AGREED   |          |
| 3    | Matters Arising and Actions<br>Item 3 – It was noted that there were now 36,750 proxy shares.<br>Item 5.1 – DA confirmed that he had written to AJ saying that the Board had approved the request to 'park' the Supporter Director issue for the time being. He had received no response to date.<br>Item 7.1 – The paper on Accessible Stadium had been sent to CAC and acknowledged.<br>Item 7.2 – LG reported that she had not been able to contact Cllr Ali as he has been in hospital.<br>Item 7.3 – There had been no contact from NG from CBCF<br>Item 8.2 – The newsletter had been produced and distributed as planned. |          |
| 4    | Membership/Marketing Plan – see attached<br>4.1 Ground Location: Marketing<br>There was a need to identify areas of the ground which CF10 could target in order to increase membership. A timetable was required for various locations and different people to take a lead. Following the resignation of FD, LG agreed to produce a paper on this issue.<br>DA agreed to ask FD to produce a dos/don'ts to assist those 'selling' CF10.  | LG<br>DA |

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|   | <p>4.2 Leaflet</p> <p>SB had drafted a marketing leaflet which he distributed for discussion. The document was welcomed and the following amendments were suggested:</p> <ul style="list-style-type: none"> <li>• Reduce/delete the Mission Statement on the back and reference this via a link to the website;</li> <li>• Include some bilingual elements in the draft (SW would assist);</li> <li>• Increase the typeface</li> </ul> <p>DA agreed to find a member who could write a short blog/article about the benefits of being a CF10 member.</p> <p>4.3 Membership Cards</p> <p>It was suggested that membership cards should be given out once a person had completed the membership form with the membership number being noted on it. This would reduce the cost of postage.</p> <p>4.3 Engaging With Those Not On Social Media</p> <p>DR tabled an update on the above paper:</p> <ul style="list-style-type: none"> <li>• Date of shareholder meeting still awaited from CBL;</li> <li>• Marc Wakeham has been emailed regarding the potential to sponsor an award at the CRFC dinner.</li> <li>• There was no news on Summerfest.</li> <li>• It appeared that many feeder clubs were seeking funding in order to place an article in their programme. This was prohibitive.</li> <li>• Cardiff Times were open to accept an article.</li> <li>• There was some potential opportunities with some disability groups.</li> <li>• LG had contacted the student newspaper and was informed that no decisions would be made until a new editorial board was convened at the end of September.</li> </ul> <p>A further update would be provided at the next meeting.</p> | <p>SB</p> <p>SW</p> <p>DA</p> <p>AC</p> <p>DR</p> <p>DR</p> <p>LG</p> <p>DR</p> |
| 5 | <p>Cardiff Blues</p> <p>The poor relationship between CBL and CAC had surfaced once again with the later taking legal action against the former for non-payment of rent. It was rumoured that the rent arrears amounted to c. £140,000. This was also affecting the proposal to transfer PT's debt to equity.</p> <p>Each side is blaming the other and there is a significant amount of tit-for-tat allegations being made behind the scenes. It's clear that relationships are poor once again with neither side learning from the past or showing any ability to develop a long term vision or relationship.</p> <p>From the comments received from supporters it was clear that the on-going dispute was causing significant reputational damage. There was no recognition that either organisation saw themselves as having any responsibility to communicate with supporters or to be accountable to supporters.</p> <p>The Board felt that it had no option but to issue an open letter to both parties setting out the concern of supporters. There was an urgent need to end the negativity surrounding CAP which was making supporters more and more disillusioned.</p> <p>The letter also needed to set out what action we wanted both sides to take in coming together (possibly with a mediator): establish a joint vision; work in the same direction; cover the pro and semi-pro team plus the development of players.</p> <p>A letter would be drafted and circulated for comment</p>  |   |

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| 6  | <p>Cardiff RFC</p> <p>The achievements of CRFC had been publicised in the newsletter. This had also included an account of the recent dinner.</p>   |       |
| 7  | <p>Community Development</p> <p>7.1 Accessible Stadium<br/>See item 3 above.</p> <p>7.2 BAME<br/>See item 3 above.</p> <p>7.3 Cardiff Blues Community Foundation<br/>See item 3 above.</p>  |       |
| 8  | <p>Working Groups</p> <p>8.1 Heritage<br/>All photographs from the Gareth Edwards lounge have now been digitally copied (c.50). Also two more oral histories with Mervyn John and John Scott have been undertaken.</p> <p>8.2 Communications<br/>There was nothing specific to report.</p> <p>8.3 Welsh Language<br/>SW noted that a number of new bilingual signs had been put up around CAP. It will be interesting to see the extent of Welsh language usage during the new season.<br/>Some text for the existing website would be translated into Welsh. SW/SB would liaise on this.</p> | SW/SB |
| 9  | <p>Finance Report</p> <p>DR reported that total available funds stood at £1750.63 (£1733.07 in the bank, £17.56 with Paypal).</p>   |       |
| 10 | <p>Governance Action Plan June 2019</p> <p>HJ had been prompted to review the post-GDPR situation. There were two issues on which the Board needed assurance. Firstly, the security of the standalone database. Secondly, the timescale for the development of the new website and the transfer of the database to it. Contact AC and AB to seek views.</p>   | HJ    |
| 11 | <p>Other Identified Business</p> <p>11.1 CBSC<br/>CBSC would be holding their AGM on Monday 22 July commencing 6.30pm. Sarah Hopkins has emailed to say she will be standing down as Chair after 10 years of service to spend more time with her young family.</p>  |       |
| 12 | <p>Date and time of next meeting</p> <p>Thursday 15 August 2019 commencing at 7pm</p>   |       |