CF10 ARMS PARK RUGBY TRUST

MINUTES OF THIRTY-THIRD MEETING OF THE BOARD OF DIRECTORS HELD AT CARDIFF ATHLETIC CLUB, CARDIFF ARMS PARK ON THURSDAY 23 JANUARY 2020 COMMENCING AT 7PM

PRESENT

Board Directors: Sally Carter; Lynn Glaister; Huw Jones (Secretary);

Observers:

Apologies: David Allen (Chair); Andy Baker; Simon Baker; Matt Bold; Gareth Brown; Andrew Collins; Neil Harries; Martin Hughes; Viv Jones; Anthony Lewis; James Lewis; Dan Pearce; Derek Redwood (Treasurer); Matt Sutton; Sion Williams;

ITEM		ACTION
1	Chair's introductory remarks and apologies for absence Due to various unforeseen circumstances there were many apologies. A quorum for a meeting requires either three Directors or 50% of Directors present, whichever is the greater. This meant that the meeting was INQUORATE. (N.B Minutes endorsed and approved at the February meeting.) The focus of discussion was preparation for the forthcoming AGM in March and the recent Cardiff Blues open meeting and shareholder meetings.	
2	Minutes of the Board meeting held on Thursday 14 November 2019 AGREED – will need to be ratified at the next meeting.	HJ
3	Matters Arising and Actions Item 3 – Database. AC had sent a note to say that membership now stood at 766. Item 4.1 – Fantasy League. AC was still awaiting photographs from VJ. There was also a need to undertake a post-match poll for the Cardiff Blues MoM since the Fantasy League rewards 7 points for the winner, so it's important for the game. This would also have the benefits of engagement on a social media. AC was sending reminder emails out via Fantizir to remind people to select their team on match day, but thought a reminder tweet/FB post would be helpful. AC was happy to post when the scores are updated. It was felt that the Comms Team was not engaged with the Fantasy League, probably because of the technicalities surrounding it. It was felt that it would be better if AC dipped in to promote the league as he saw fit rather than try to teach 4 people what they needed to do.	VJ AC
4	Cardiff Blues 4.1 Supporter Director	

	The CBL Board had agreed in November to form a working group (Alun Jones, Andrew Williams, Richard Holland) to propose a way forward on the issue of a Supporter Director. This was due to report back to their January Board. A meeting was due to take place the previous Monday with Crys16 and Scarlets Chair, Nigel Short. However, this was postponed by CBL and is now rescheduled for 12 February. The initial proposal was also for the working group to meet with both CF10 and CBSC. 4.1 Shareholders' Meeting Both shareholders' meetings, 31 December and 16 January, had proved useful particularly in terms of understanding the financial position of the company. More information from the accounts had been revealed verbally at the first meeting. However, it was disappointing that the promised slides with more financial details did not materialise at the second meeting. 4.2 Supporters Open Forum CBL were probably more open in this meeting than they have been before. It was particularly interesting to hear about the proposed PRB model. This has been developed with an emphasis on supporting and developing players for Team Wales. The success of the regions appears to be secondary to this. Board members appeared to have confidence in CBL's financial position. However, there does appear to be a desire to increase both the player and coaching base significantly. It's not clear how this will be achieved within the current funding model. Issues raised at the three meetings, especially finance and PRB, need to be followed up at the Joint Supporters Group Meeting on 11 February.	HJ
5	Cardiff RFC It was understood that a stadium development meeting had taken place earlier in the day.	
6	CF10 Strategic Objectives 2020-21 This item was deferred until the next meeting.	HJ
7	Annual General Meeting: Wednesday 25 March 2020 7.1 Notice The formal notice for the AGM was ready to go out next week. This would need to be emailed out and hard copies sent by post to those not on email. 7.2 Nomination Form for Board Vacancies (Treasurer and up to 6 Board directors) The form was noted. This would be available on the website along with the Notice. It was hoped that all retiring directors would re-apply. 7.3 Annual Report 2018/19 All comments had been incorporated into the draft. The final version would be available in the AGM2020 section of the website. 7.4 Accounts 2018/19 DR was waiting for the independent reviewer to complete sign-off of the accounts. These would be posted in the AGM2020 section of the website.	HJ/AC/DR HJ/SB DR

8	Working Groups 8.1 Heritage The oral history with Gareth Davies had been posted today. A 6min video of Rhys Gabe at the opening of the Gwyn Nicholls Gates in 1949 had been discovered. Craig Muncey had agreed to make his interview transcripts available. Consideration was being given to refreshing the items in the Trophy Room. 8.2 Communications Twitter was working well: Tweets 11.4% decrease in last 28 days Impressions down 8% Profile visits up 2.8% Mentions up 12% Followers increased by 17 Unfortunately neither of the people who indicated a possible interest in becoming part of the team have decided to come on board. 8.3 Welsh Language Sections of the website still needed to be identified and translated.	SC SW/SB
9	Finance Report DR had submitted a report showing total available funds standing at £1691.33 (£1637.29 in the bank, £54.04 with Paypal).	
10	Governance Action Plan January 2019 Preparations for the AGM were in hand. HJ reported that he had reviewed the four standing orders (SO). No substantive changes had been made which required Board approval. A footer had been added to each SO stating the date reviewed.	
11	Other Identified Business 10.1 Video Deferred due to numbers.	
12	Date and time of next meeting Thursday 20 February 2020 commencing at 7pm	