Exeter City AFC Supporters Society Ltd

Trust Board Meeting Minutes Part A

Meeting held in Boardroom and on Zoom

Date: Monday 6 November 2023

Trustees present: Nick Hawker, Will Barrett, Julen Beer, Steven Chown, Mark Cordell, Nick Edwards, Pete Ferlie, Clive Harrison, Richard Knight, Jamie Pelmear.

Apologies: Doug Gillard

Officers Present:), Steve Chudley (Finance Officer), Pete Cordwell (Minutes Taker), Ryan Ilott (Membership Secretary), Dean Matthews (Trust Secretary)

Apologies: None

Trust Members. George Hunter, Jed Penberthy

Approval of minutes from October meeting.

Approval of Part A Minutes for October meeting proposed by PF, seconded by WB

The minutes were approved with 2 abstentions.

Matters Arising

Peterborough game on 18th November? May not be postponed because of international commitments. Depends on Peterborough.

Chair's Update: NH

I am delighted to report that the Trust membership now exceeds 4,000 – our biggest ever!
These are made up of:

Corporate Members:	39
Members in Grace Period:	312
Fully Paid Up:	4,049

For the benefit of those who don't know, members within the grace are those who have not made a payment within the past 2 months (the grace period). Membership terminates after the 2 months.
On Saturday, 4th November 2023, I will host charities invited to participate in the Exeter City Community Fund. This is a joint Club/CCT project that will enhance our own position as a Community Benefit organisation. During the year we will raise funds for 6 charities, mainly by retaining the £1 deposits against beer glasses. The charities being equally supported are:

CCT
ECI
Devon Rape Crisis
Devon Refugee Crisis
Andy Man's Club
ELF

I am due to meet the Trust Secretary prior to this meeting to commence organising the AGM. At present I have requested that Joe Gorman (CFO) attends to speak on club finances; Jeremy Tipper (CEO) attends to speak on business matters, and Julian Tagg (President) to speak on CCT. I have also invited Tim Goodwin (Chair of ECI) to speak on our partnership.

During the week I have sent 2 newsletters to our members – 1 addressing the matter of retaining Trust membership even when there isn't a cup game (or two), and the other promoting our year end accounts. Prior to that, but since our last meeting, I sent a newsletter detailing the particulars of the Premier League proposal, as presented by Justin at that meeting!

Over the coming period I will send out promoting the AGM as well as putting together the AGM Meeting pack, with Dean.

During the coming month I will attend the EFL Community Trust annual conference. This is to aid my understanding of the role of the Exeter City Community Trust and the expectations around club/trust involvement. This is something that I have been in conversation with Jamie Vittles and Will Barrett about.

I was due to meet Elaine the past week to discuss difficulties with Corporate membership renewals but unfortunately, I had to accompany my daughter to a hospital appointment and had to postpone at the last minute. I will pick this up with Elaine as soon as possible.

Finally, my thanks to Pete Ferlie for arranging the Trustee election hustings.

From the meeting.

ECI have invited Trust members to attend their Annual Review. Details in the newsletter.

George (from USA) and Noah, son of a Director for the Day have been invited to make a contribution to the Match Day Programme. Perhaps we should be looking for more contributions from our international members.

There are no resolutions for the AGM. Volunteers for the door of AGM were agreed.

Working Group Updates.

Finance & Governance

Minutes of Trust Finance and Governance Group Meeting. Wednesday 11th October 2023, 6.00pm

Location: *Board Room and Zoom (PH and JT)*

Attendees: *Steve Chudley, Pete Holding, Nigel Banks, Jamie Pelmear, Richard Knight, Nick Edwards*

Guests: *Jeremy Tipper, Justin Quick and Joe Gorman (observer) joined for the Reforecast agenda item*

Nick Hawker

Apologies: *None*

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1) Apologies (SC)
None.

2) Approval of minutes from 13/09/2023 (SC)
Minutes approved.

3) Matters arising (SC)
None to report.

4) Club updates (SC)

i. MACCs and Club accounts (SC)
The Group is content that the Club remains a going concern.

ii. Reforecast (All)
Following the closure of the summer transfer window, a 2023/24 budget and cashflow reforecast was produced. This had been circulated to the Group ahead of the meeting and questions invited so that they could be put to JT and JQ in advance. These questions were addressed at the meeting.

JG has been tasked with preparing follow up information including a draft 2045/25 budget and three-year cashflow.

iii. Other updates

5) Trust accounts and updates (SC)

i. Trust updates
The Trust accounts will be presented to the Trust Board on 16th October 2023 for approval.

SC and NH had met with Steve Bright (Trust's current auditor) and Adrian Hills of Kirk Hills (possible new auditor) the previous day. Adrian had declared a possible conflict in that his business partner, David Kirk, is a Trustee of CCT. This had already been picked up on, and the Group was content that it didn't represent a conflict given the separation of CCT, Trust and Club.

Adrian confirmed that the audit would be performed through his company with him signing it off as an individual.

The Group considered Adrian to be a suitable replacement and so the next step was for the drafted resolution to go to the Trust Board for approval on 16th October. Assuming that was given, it would then be presented to the AGM in November.

6) Date of next meeting (SC)
TBC by email.

7) AOB
Club's Articles of Association.

Some proposed amendments had been circulated to the Group and comment requested.

October 2023
Trust Accounts

Opening balance		341,080.09
Receipts		
	Subscriptions	24,690.51
	PayPal transfer	250.00
	Total	24,940.51
Payments		
	Payment to club	8,333.00
	Wages/Tax/Expenses	3,573.65
	Aprons	300.00
	Hospitality costs	100.75
	Campaign Monitor	84.03
	Bank charges	51.90
	Gift	35.00
	Zoom	31.18
	Membership refund	8.00
	Fasthosts	6.60
	Total	12,524.11
PayPal		196.63
Deposit account		605,583.84
Total		959,276.96

From Trust Board meeting. Please note the minutes here are from the previous month. There is a need to look at Junior Grecians and VeryConnect.

NH. Will the new auditor agree that the Club accounts and the Trust accounts can be kept separate, as before? Is there an argument for combining the two? Agreed to look at this over the next twelve months.

Owners & Members

Minutes from last Owners and Members work group have been included in the last two sets of minutes. Next meeting rearranged for Wednesday.
At meeting start the process regarding the challenge to encourage members to increase the donation element of their subscription. (£100 k a year for ever and need for a competitive £3m playing budget).
Also preparation for a retention programme next October when the Luton and Middlesbrough "carpet beggers" are heading for renewal.

New Events to add to Calendar:

November 8 - Viljami Sinisalo and Ilmari Niskane with EDGs
November 8 – EFL Biannual Survey launches
December 4 – EDG Xmas Bingo
December 7 – Bramble Ward, ECFC Ltd AGM in Boardroom, Seniors' Xmas Party next door in Heritage Suite and Calendar signing in Trust Suite
January 6 Carlisle H
February 13 Port Vale FvH match (Month of Action)
February 24 Level Playing Field match (week of action),
March 22 provisional date for London Exiles Forum
April 27 Season close with 3pm KO
May 18 L1 Play-Off Final
May 25 FA Cup Final

Community

Sponsorship of a Disability Counts Tournament. DG in contact with the DCFA on this. Deadline TBA

In touch with ECI about Secret Santa

ECI Recycled Sportswear Bin.
We are purchasing donation bins for old kit to be donated to Jelly to sell in their shop. Now looking for suggestions where these bins could be located. Please send ideas to Doug.

Director for the Day.
Has been very successful. Does it need greater publicity? Please could hosts help to integrate their guests with directors and away directors and make sure they are introduced. Please send photos to Nick for inclusion in the programme. Could ownership group consider adding value to Director for the Day?

Communications

Minutes of the Trust Communications Group Meeting: Monday 23rd October 2023, 6.00pm

Invited: *Julen Beer Ayo, Clive Harrison, Nick Hawker, Dean Matthews, Jed Penberthy, Kayleigh-Jade West.*
Apologies: *Jed Penberthy, Kayleigh-Jade West*

1. ***Third Shirt Winners Update***

JBA has collected the remaining shirts and will be posting them.

2. ***The Big Step***

Changes to be made to the document following Trust Board feedback.
Questions were asked about what the club already does regarding gambling awareness. The document needs to be changed to cover what the club already does.
JBA to reword document and forward to the Trust Board for approval.

3. ***AGM, Election and Hustings***

DM & NH will get the AGM pack together.
NH was asked to leave the meeting due to being a candidate standing for election.
Hustings:
DM: Hustings provisionally for November 1. A number of candidates have requested it be on a matchday.
The group agreed that this would be problematic as the game at the weekend (vs Lincoln City) would be bringing the hustings forward by 4 days at very short notice, while the FA Cup game against Wigan would only less than a week prior to the AGM.
JBA said that, logistically, it's much easier to host and record the Hustings via Zoom.
It was agreed that the Hustings would remain on November 1 and would be held via Zoom.
Vote:
Will Barrett has got ElectionRunner up and running. Vote runs from after the hustings ends.
DM to check time frames with Phil.

4. ***AOB***

NH (AOB requested prior to leaving the meeting): we will want to start promoting the Community Fund soon. In lieu of bucket collections, £6,000 shall be put into a bank account, and £1 deposits for cups can be foregone in exchange for adding to the fund.

5. ***Date of next meeting:*** *13th November*

Any Other Business

A letter of congratulations to be sent to Fluminense who beat Argentina's Boca Juniors 2-1 after extra time to win the Copa Libertadores for the first time in their history last Saturday.

Thanks were given to Mark Cordell Vice Chair, who is stepping down as a Trustee.

Date of next meeting. 4 December 2023