

Dulwich Hamlet Supporters' Trust
(Dulwich Hamlet Football Community Mutual Ltd)

Board Meeting Agenda

7.00 pm, 25 May 2016

Venue – Football club boardroom, Champion Hill, London SE22.

(Items in italics are actions / status from previous Minutes)

In attendance: Jack Bagnall (JB), Alex Crane (AC), Andy Greig (AG), Duncan Hart (DH) Chair, Mel Hughes (MH), James Masini (JM), Mark Panton (MP) Secretary, Isaac Parnell (IP) Treasurer, Dave Rogers (DR).

1. **Apologies for absence:** Darren McCreery (DM) Vice-Chair, Matt Purser (MPu), Fiona Scurlock (FS).
2. **Last meeting's Minutes:** The Minutes from the last meeting on 21 April 2016 had already been uploaded to the website and therefore have been agreed. No objections were raised.

MAIN ITEMS BY OBJECTIVE

3. DHFC has a secure long-term home in East Dulwich:

- 3.1 **Update on latest ground development plans.** It was formally noted that as a result of the poll of members DHST is supporting the ground development proposals. See 3.2 below
- 3.2 **Poll of Trust members.**
Results of the poll had been received and circulated; a 94% vote of Trust members in favour of the ground development proposals.
- 3.3 **Communications strategy in order to secure approval of new ground.** A Communications strategy has been produced and copies provided to all Board members. JM to email the Board with specific points of communication to put forward to the Southwark consultation.

JM suggested that in contacting other groups and individuals for support, the best approach is an email from the Chair to relevant people to ask for a meeting to outline the reasons for supporting the stadium. JM will draft an email.

JM stated that DHST would be putting in a formal response towards the end of the consultation period. This is likely to be mid-June or early July. Current deadline for responses is 12 June, but this is likely to be extended again. The DHST response will be a qualitative, observational document to argue the positive case for the ground development plans.

DH/DM/JM/JB

Support our Stadium. There is a need to share knowledge and co-ordinate work with SOS. An informal meeting should be organised. DH to contact Andy Tucker.

DH

It was agreed to use the Support Our Stadium copy-line and hash-tag across relevant publicity as it provides a clear message.

JB/DH/DR

4. DHFC has an ownership model that involves supporters/community either fully or partly:

- 4.1 **IP and Matt Purser update on Business Plan for supporter owned club.** A further iteration of a business plan has been put forward. A great deal of further work will need to be done on the fan-ownership structure and business planning that are likely to be major tasks for the Board from July onwards.

DH willing to get further involved in these issues to assist MPu and this was agreed by the Board.

IP/MPu/DH

- 4.2 **Any other updates from Supporter Ownership group.**
See above at 4.1.

5. DHFC as a transparent and well run football club:

- 5.1 **Update on joint issues with the Football Committee.**
Focus is on the ground development issues.
- 5.2 **Trying to obtain further clarity around financial issues, including liabilities.** Further contact with HPG required to try to obtain more details on the current and historical liabilities and on-going costs in order to inform the business plan for fan-owned club.

DH

6. DHFC has a growing Supporters Trust that communicates regularly with its members:

- 6.1 **Merchandise, including Trust Mega Shed:**

6.1.1 Change from Mega Shed to Mega Container. AC and MH sent through very helpful operations document that the Board considered. Amendments were discussed and noted.

AC

Staffing of the Mega Container. The Board agreed there should be at least one Board member supervising and for other volunteers from amongst the membership to assist on a rota basis. Opening hours will be publicised. Email to members to be circulated.

MH

6.1.2 Website development. DR will meet Purple and the web-developer to agree progress. Soft launch during the summer and main launch at the start of the season in August are still the targets. Issues over database need to be clarified. Any issues related to the membership need to be reviewed with the Secretary.

DR/MH/MP

6.1.3 New merchandise ideas and involvement of football club. MH to speak with two trust members (that have provided support previously) about possible new designs. MH showed new scarf designs. MH will report back to the Board over new designs – this can be done by email.

MH

6.1.4 Replica shirts. Retail price to be confirmed for new shirts that are due to be delivered by start of the season from a new supplier.

MH

6.1.5 AirPros – retail till system. Due to amount of sales it makes sense to use a professional system. It is a fixed monthly cost. It was agreed to purchase this system and to spend additional funds up to £400 to support the system.

MH/DR

6.1.6 Balla Balls. 100 balls that were considered as seconds will go to camps in Calais and others will be distributed locally by HPG.

6.2 100 Club update. Notes to be published and sent to members?

Letter to be sent to all Members concerning the meeting that took place on 21 April.

IP

6.3 **Andy Greig – position on board gong forwards.** Andy confirmed that he would not be able to be as active over the next year due to other outside commitments, but would do as much as possible and is willing to carry on in his role of liaising with the Football Committee. The Board recognised AG's contribution and agreed to the role being continued on this basis.

6.4 **Plan for transition of Secretary, DHST.** Darren McCreery appointed and to take over on 5 July. MP will meet with DR to progress the hand-over of responsibilities.

DM/MP

6.5 **Planning for AGM on 4 July 2016.** Chair's Report, Treasurer's Report, and Secretary's Report to be produced. Copies of relevant documents (summary of accounts, annual report, minutes, etc.) will be made available to Members who attend the meeting. Documents can also be made available via the website.

DH/IP/MP

6.6 **Planning for potential election.** Election Management Group has been appointed and agreed. This is headed by the Secretary and also involves JM and DM, neither of whom are standing for election. It will be confirmed after 29 May as to whether there will or will not be an election (depending on number of nominations).

MP/JM/DM

7. **DHFC has strong links with its surrounding community:**

7.1 **On-going communications with local councillors.** See Item 3.3.

7.2 **Southwark EnviroGrant scheme.** Response due in June.

AC

7.3 **Feedback on Goose Green Fare.** This event was very successful. Many more people know about DHFC. A number of people joined the Trust and more provided emails to enter the raffle and to obtain tickets provided by the Football Committee.

7.4 **Lambeth Country Show, 16 and 17 July. Event planning.** We have a lack of volunteers for 16 July. We need to check on new Board's availability.

8 **Trust governance and miscellaneous items**

8.1 **Declaration of Expenses.** To be confirmed by IP by email after the meeting. Any questions via email.

- 8.2 **Continued use of Co-op Bank and account signatories.** DH, DM, IP, AC, MH confirmed by the Board as signatories on the bank account.
- 8.3 **Next Board meeting date.** Informal meeting on 30 June. First meeting of the new Board on 13 July.

9. AOB

- 9.1 AG raised a question about continuity of the board. Existing Board will stay in place until 4 July. New Board will elect individuals to specific positions thereafter.
- 9.2 Rota for pre-season friendlies to be confirmed and circulated. **MH**
- 9.3 Board members to ask about any members that may be able to provide accountancy services. MH to add to email asking for volunteers for Mega-Container. **MH**
- 9.4 DH thanked the Board for all their efforts and support during the year. There were tremendous efforts put in by all. It is great to have people to rely on and it bodes well for fan ownership in the future.

DH was thanked for his work as Chair.

9.18 END.