



Board Meeting Minutes

7.30 pm, Wednesday 16th March 2022

Venue: Online (Google Meet) & DHFC

Attending: Tim Scott (TS) (Chair), Alex de Jongh (AdJ), Mark Scoltock (MS), Philip Mitchell (PM) (Secretary), Sam Steele (SS), Laura Stoker (LS), Gen Williams (GW), Matt Reynolds (MR), Mel Hughes (MH), Liam Ball (LB), James Dinsdale (JD) (part-time), Sarah Ponsford (SP)

A. INTRODUCTION

A1. Apologies for absence

Adam Haxell (AH)

A2. Minutes of previous Board meetings

The minutes of the meeting of 17th February 2022 were accepted.

A3. Conflicts of Interest

None were recorded.

B. MAIN TOPICS

B1. Community sub-group

(The group had submitted a monthly report in accordance with the Board's reporting policy.)

Winning competition scarf designs will soon be available.

Action **CLOSED.** (Action 2201-B1.1)

Considerable progress has been made with the Club on the Diversity Plan. SP will continue to update the Board.

Action **CLOSED.** (Action 2109-9.3.4)

A Football v Transphobia game is scheduled for the evening of March 31st.

Action **CLOSED.** (Action 2202-B1.1)

B2. AGM

All Board members should start to consider who would be good candidates for the election and encourage them to stand. Some discussions have begun.

Action **CONTINUES**

ACTION 2202-B2.1 All to identify and encourage candidates for the election.

The Board needs to promote the Trust, Board membership and the Election at the season's remaining home games. LS will draw up a rota.

ACTION 2203-B2.1 LS to produce a rota for Trust promotion at forthcoming matches.

Mark Doidge has agreed to serve as the external member on the Election Management Group.

Action **CLOSED.** (Action 2202-B2.2)

PM will produce final version of AGM and Election announcement for approval at April Board meeting and issue soon thereafter.

ACTION 2203-B2.2 PM to produce final version of AGM and Election announcement.

C. MONTHLY TOPICS

C1. Finance update

Finance Overview

(The Treasurer had submitted a monthly report in accordance with the Board's reporting policy.)

Nothing further to report.

100 Club

(The Secretary had submitted a monthly report in accordance with the Board's reporting policy.)

PM and GW had produced a plan for conducting a 10 Club draw in the bar after a match. The Board felt that this would be difficult with a full bar, and would be better deferred until a pre-season match.

Action **AMENDED**

ACTION 2202-C1.1 PM/GW to return to plan for a 100 Club draw in the bar in time for a pre-season match

Action **CONTINUES**

ACTION 2202-C1.2 PM/GW to source and offer additional non-cash 100 Club prizes

GW will talk to Ryan about promoting the 100 Club via DHFC Radio.

ACTION 2203-C1.1 GW to discuss promoting 100 Club via radio

C2. Membership Engagement Update

Membership Review

SS is managing the use of shirts as joining incentives.

Action **CLOSED.** (Action 2201-C2.1)

Travel

Nothing to report. Actions on Travel have been deferred.

Action **CONTINUES.**

ACTION 2109-9.2.1 - TS/GW to trial publication of travel information

Action **CONTINUES.**

ACTION 2109-9.2.2 - TS/GW to consider other ways of helping with travel

C3. **Merchandising update**

(The group had submitted a monthly report in accordance with the Board's reporting policy.)

SP is handling various doggy options.

Action **CLOSED**. (Action 2201-C3.1)

MH will consider ordering various fits when the new year's shirt order is placed.

ACTION 2203-C3.1 - MH to consider different fit options in shirts

We need to renew the revenue share agreement with the Club.

ACTION 2203-C3.2 - MH/LB/Adj to agree new revenue share agreement

MR will examine tax implications of revenue share.

ACTION 2203-C3.3 - MR to consider tax options re revenue share

C4. **Board Membership**

Positions and Roles

SS & LS have interviewed several Board members for their skills audit. The process continues. All remaining Board members should submit themselves for interview. SS/LS will report next month.

Action **CONTINUES**

ACTION 2201-C4.1 - SS/LS to conduct skills audit

Co-Option

Nothing to report

Development of Trust Capabilities

The action to arrange a Board strategy away day continues

Action **CONTINUES**

ACTION 2201-C6.1 - TS/SP/GW/LS to arrange a Trust Board strategy day

We will update the Trust development slide pack in the light of the results of the strategy day and the skills audit.

Action **CONTINUES**

ACTION 2109-7.5.1 - PM, TS and Adj will advance Trust development slide pack

C5. DHFC Operations

Report on Club Board Meetings

(The nominee Directors had submitted a monthly report in accordance with the Board's reporting policy.)

Nothing further to report.

Issues for Next Club Board Meeting

The actions below have been deferred. They are likely to become more relevant when the Club's plans for the future and the Trust's development plans are better understood.

Action **CONTINUES**.

ACTION 2109-6.2.1 - MH to will ask BC what skills are particularly needed by DHFC at present

Action **CONTINUES**.

ACTION 2109-6.2.2 - MH to will ask Club Board which facilities the Trust could fund

C6. Relationship with Club

Trust's Shareholding, Club ownership, and financial status

The Board has invested approximately £35K in further shares in the Club. Our shareholding is now above 33%.

Action **CLOSED**. (Action 2202-C6.1)

The Trust and the Club have shared the costs of donating a small shareholding to Jack Payne.

Action **CLOSED**. (Action 2202-C6.2)

Seats on Club Board and Positions on Club Committees

MS confirmed his acceptance of the Trust's Nominee Director's ToR

Action **CLOSED**. (Action 2202-C6.3)

Discovery TV Programme

TS has discussed how the Trust can be featured in the programme.

Action **AMENDED** and **REALLOCATED**

ACTION 2201-C6.2 - TS to arrange for the Trust can be covered in TV series

D. OTHER PERIODICAL TOPICS

None this month.

E. ACTIONS FROM PREVIOUS MONTHS' MINUTES (where not covered elsewhere)

The four actions below have been deferred until the end of the season.

Action **CONTINUES**.

ACTION 2109-9.1.1 - SS will implement Direct Debit payment of membership by season end

Action **CONTINUES**.

ACTION 2109-9.3.1 - TS/SP to progress sustainable bar materials initiative when appropriate

Action **CONTINUES**.

ACTION 2109-9.3.3 - PM to ensure that sustainability is examined post-COVID

Action **CONTINUES**

ACTION 2111-D4.2 - PM to arrange Objectives awayday post-COVID

F. ANY OTHER BUSINESS AND DATE OF NEXT MEETING

Any Other Business

MS and GW will talk to Ryan to arrange a Trust piece on DHFC radio.

ACTION 2203-F1.1 - MS/GW to get Trust on radio

TS/MS will talk to an artist who has offered work for use re mental health.

ACTION 2203-F1.2 - TS/MS to talk to artist

LS will arrange for Board members to get together informally.

ACTION 2203-F1.3 - LS to arrange a social event

The Megacontainer currently takes only card payments, not cash. The Board agreed to continue this approach, but people running the shop should carry some cash to allow them to help the small number of customers who do not have cards.

Date of Next Meeting: Thursday 21st April 2022 at 19:30

(Future meetings, with the exception of the AGM, will be held on Thursdays)

Meeting closed at 21:33
