



## BWFC Supporters' Trust

### MEETING NOTES

**Subject:** Board Meeting  
**Venue:** Teams  
**Meeting Date:** 19 02 2024 @ 6.30pm  
**Present:** Terence Rigby (TR) – Chair  
Maggie Tetlow (MT)  
Mike Smith (MS)  
Sue Higson (SH)  
Ian Pegg (IP)  
Paul Wood (PW)  
Martin Parnell (MP)  
Alan Houghton (AH)  
Robin Fletcher (RF) – Acting Secretary

**Apologies:** Shane Stopforth

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#### 1. Appointment of Acting Secretary

1.1 RF was nominated to act as Secretary during the duration of Ian Bridge's absence. No other candidate was proposed, and RF was duly elected.

#### 2. Model Rules

2.1 MP raised the question as to the Board's adherence to the Model Rules. It was agreed that the Trust are governed by the Model Rules. The Trust's Constitution is embedded in the Model Rules.

2.2 It was emphasised that TR was not available to Chair a meeting, a deputy would be elected to deputise, and all meeting minutes put on the Trusts' website.

#### 3. Annual General Meeting (AGM)

3.1 RF has made contact with Neil Hart, who will speak with Ian Evatt, and will revert on date(s) they are available to attend the AGM.

#### 4. Accounts

4.1 MT has the draft Accounts which will be finalised and available for the rescheduled AGM and filed thereafter.

#### 5. Election of Board Members 2024

5.1 It was agreed to proceed with the Election process in order to maintain the appointment of potential new Board Members by April 2024.



- 5.2 The Electrical Management Group (EMG) were selected; Peter Leatham (Chair), Bryan Lomax and Shane Stopforth.
- 5.3 The election process and timeline will be put on the website, social media etc, in addition all Board members are requested to encourage all interested ST members to put themselves forward for nomination.

## 6. Match Day Programme Notes

- 6.1 AH requested that any suggestions for inclusion in the STs' match day programme notes should be emailed to him by the Tuesday 27<sup>th</sup> February 2024 for inclusion in the Cambridge programme.
- 6.2 Possible items for inclusion are: -
- The Board Member Elections.
  - Cancer Awareness Day (02 03 2024).
  - New Affiliates – Bolton Boys & Girls Club (BBGC).
  - Progress on the concourse accessible toilet refurbishment.

## 7. Any Other Business

- 7.1 SH advised there has been a lot of interest from business wishing to be included in the Cancer Awareness promotion on the 2<sup>nd</sup> of March. RF to draw up a list of volunteers to help in the distribution of flyers on the day.
- 7.2 MP has been in contact with Bolton BBGC with intention of them becoming Affiliated members of the Trust. PW has had previous discussions with them and advised they are a potential sponsor and means of connecting with the younger supporters.
- 7.3 MS has made a display board of sponsors for the AGM.
- 7.4 MT to arrange a meeting with Bryan Lomax and RF to discuss how best we can ensure his valuable workload is adequately covered in the event of unexpected absence.
- 7.5 It was agreed RF is to delete the superfluous emails from the Trust inbox.
- 7.6 AH to liaise with MS re the Family Season Ticket for the Cambridge Utd home match.

## 8. Next meeting date

- 8.1 To be by Teams on Thursday 29<sup>th</sup> February 2024 at 6:30pm.

