

BRENTFORD FOOTBALL COMMUNITY SOCIETY LIMITED
(trading as Bees United "BU")

Minutes of Society Board Meeting No.83
held in the Learning Zone, Griffin Park, Braemar Road, Brentford TW8 0NT
at 7.15pm on 25th October 2007.

Present:

Brian Burgess	(BB)	Chairman	Matt Dolman	(MD)
Mark Chapman	(MC)		Bruce Powell	(BP)
David Hawes	(DH)		Stephen Callen	(SC)
Chris Gammon	(CG)	Secretary	Joe Bourke	(JB)
David Merritt	(DM)		Paul Stedman	(PS)

1. **Apologies for Absence**

Apologies were received from Trevor Inns, Natasha Judge and Jon Gosling.

2. **Quorum**

The chairman declared that the board was quorate.

3. **Minutes of Previous Meetings**

The minutes of Meeting 82 were approved.

4. **Subsidiaries' Operations**

A report from BU nominees on BFC board.

4.1 **BFC Performance Report**

4.1.7 **Griffin Park Improvements**

KD has presented Football Stadia Improvement Fund with details of possible works to upgrade the electrical supply at Griffin Park.

4.1.8 **Major Operational Issues (non confidential)**

No issues were reported.

4.2 **GPSL/BHL Issues**

JB is to stand down from the boards of both companies at the forthcoming AGMs, and BU's representation was discussed. It was agreed that MD and SC would continue to serve on the board of both companies, and that MC would replace JB on the board of GPSL.

5. **BU Finance Report**

5.1 TI had circulated the latest financial figures, and the board discussed these.

5.2 DH volunteered to assist with administration of standing orders.

ACTION: 83/5.2 TI, DH

5.3 SC provided bank statements for the Gigs account. TI to sign accounts on the 29th.

ACTION: 83/5.3 TI

6. **Action Plans**

6.1 **Governance**

No report.

- 6.2 **Membership**
- 6.2.1 CG had investigated an offer for the supply of membership administration services, but this had not borne fruit. The two schemes being investigated by Supporters Direct have merit, but may take 6 months or more to go live. CG to monitor situation.
- ACTION: 83/6.2.1 CG**
- 6.3 **Fundraising**
- No report. BB suggested that Board members consult with NJ as to where support can best be offered in fundraising efforts.
- ACTION: 83/6.23 All**
- 6.4 **Communications**
- Candidates statements issued on website. MC will continue to circulate Q&A submissions for responses. Newsletter to be prepared following AGM.
- Board members who had not done so were asked to provide profiles for the Trust website.
- ACTION: 81/6.4.1 All**
- 6.5 **Community**
- BB, TI, JB & CG had attended the Community Sports Trust annual report launch at Syon House.
7. **BU 2007 Elections Update**
- MD and PS to clarify procedure for affirmative ballot at AGM to ratify the three candidates for board positions.
- ACTION: 83/7 MD, PS**
8. **AGM Arrangements**
- BP receiving postal surveys from members. MC to forward electronic replies to MD for collation. MD will not be able to attend AGM – DM to present results.
- ACTION: 83/8.1 BP, MC, MD, DM**
- Loan-note holders AGM details to be published on website. Loan-note holders rep. position originally due for election (that held by JB) to be retired. BU not to vote using the loan-note it holds. Draw to be held amongst loan-note holders for one year Vice-Presidents package. PS to oversee.
- ACTION: 83/8.2 PS**
9. **BU nominations to BFC Board**
- BB proposes to stand down from board of BFC to concentrate on Lionel Rd project. Internal guidance previously agreed is that the BFC board should have at least one director with experience as a finance director of a limited company, and that the Trust's nominees should be appointed to bring specific skills or experience to the board. All endorsed the view that it would be useful to retain some cross-membership of the two boards to facilitate reporting.
- BU board to meet following AGM, on November 22nd, to elect Trust officers and decide on nominees to the BFC board.
10. **Feedback from Supporters Direct 2007 Conference**
- BB & JB had attended. Supporters Direct board to reduce from 12 to 9 members. Proposed best practice guidelines for election were adopted by the meeting. Details circulated of officers and directors' insurance packages. CG to present to board.
- ACTION: 83/10 CG**
11. **Any Other Business**

11.1 MC took the opportunity to thank BP & JB, who are retiring as elected and loan-note holders representatives respectively, for their work on the board, and BB for his work on the BFC board.

12. **Date of Next Meeting**

Thursday 22nd November at 7.15pm in the Learning Zone. Further meeting to be held on the 29th of November.

Close of Meeting

There being no further business, the meeting concluded at 10.30 pm.

Chairman