

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

Minutes of Society Board Meeting No.106
held at the office of Griffin Park Lionel Road, Great West Road, Brentford Middx
at 7.15 pm on 24 September 2009.

Present:

David Merritt	(DM) Chairman	Mike Rice	(MR)
Stephen Dando	(SD)	Donald Kerr	(DK)
Chris Gammon	(CG)		
In attendance: Matthew Rea (MR), Bruce Powell (BP), Paul Davis (PD) part-time			

1. Apologies for Absence

Natasha Judge (NJ), Paul Stedman (PS), Andre Sawyer (AS), Alan Bird (AB) Stephen Callen (SC) Mark Chapman (MC) Brian Burgess (BB)

2. Quorum

The chairman declared that the meeting was quorate.

3. Minutes of Previous Meetings

The minutes of Meeting 105 were not available for signature.

4. Action Points From Last Meeting

101/4	MR	re: Sending out emails from Database To explore the viability of sending out emails from the "In Touch With Members" database CARRIED FORWARD
101/6.2	PS	re: Public Minutes of Meetings Publish public minutes of Board Meeting and work through the backlog of missing minutes COMPLETED
103/8.1	MR	re: publicising key data Prepare "key data" for publication on Bees Utd Web site CARRY FORWARD
104/7.1	NJ	re: Fundraising Prepare discussion paper on basic levels of governance for bucket fundraising CARRY FORWARD
106/5.2	DM/CG	re: Outstanding issues on Gekko. Prepare confidential tactics document
106/6.1	SC	Re BU Accounts: Circulate latest accounts before next board meeting
106/6.1	DM	re yr end accounts: chairman's statement
106/6.2	PS/CG	re AGM: prepare timetable to AGM
106/8.1	DM	re mailout: review letter to lapsed members
106/8.1	MC	re Online payments: confirm current status with PayPal
106/8.2	DK	re Online Survey: review situation with Paul Davis and MR
106/8.3	DK	re Pitchside Advertising: discuss with David Leir

5. **BFC and Other Subsidiaries' Operations**

5.1 **BFC Update**

5.1.1 **BFC Finances**

Nothing significant to report on Club finances; a general discussion took place regarding the Michael Turner transfer. BFC are continuing to contest separately the details of the transfer documentation with Charlton Athletic FC and the valuation of the player by Hull City FC and Sunderland FC.

5.1.2 **BFC Operations**

DM gave a comprehensive update from the Club Board meeting from previous day, Wednesday (23 Sept.)

There was a presentation by Lee Doyle, CEO of Brentford FC Community Sports Trust, to the board. This was very well received and there was general consent that Lee had done an outstanding job. Lee's presentation was followed by a discussion on how the club and the Community Sports Trust could work more closely together in the future.

5.2 **Investor update**

CG and DM gave a report on the minor items that are still outstanding in order to formalise the agreement with Matthew Benham.

5.3 **Lionel Road**

BB + CG gave a comprehensive update on the project and outlined the prospects for a Planning Application in the near future.

5.4 **Other Subsidiaries**

Nothing to report

6. **Administration Focus**

6.1 **Trust Finances**

There was a request for more regular updates on BU Accounts.

ACTION: SC to circulate BU Accounts by next board meeting

DM acknowledged need for a Chairman's Statement for the year-end accounts.

ACTION: DM to write Chairman's Statement

6.2 **Trust Administration / Governance**

BP presented a admin report.

AGM mailout was discussed with final versions of various papers agreed.

The AGM will be a key October BU Board agenda item.

The satisfaction survey was discussed at this point and it was agreed that, if possible, it should be conducted and reported upon by the AGM.

ACTION: PS & CG to publish timetable up to AGM

6.3 **Other related business**

Nothing to report

7. **Community Focus**

7.1 **Events and Fundraising**

It was agreed that fundraising should be a major item on the agenda for the next board meeting and that representatives of the different fund raising initiatives such as the "bucketeers" should be invited to that meeting.

7.2 **Club related stakeholders**

Nothing to report

7.3 **Other related business**

Nothing to report

8. **Member Focus**

8.1 **Member Communications**

MR introduced Paul Davis as the new Webmaster. PD led a brief discussion of what he had already done to the website and how it might be improved.

The "Do You Care" leaflet (which had been published on the messageboard) was discussed briefly.

The communication to lapsed members was discussed.

ACTION: DM to review the letter to lapsed members

A question was raised in relation to BU's relationship with PayPal and the ease of payment of the annual subscription via this channel.

ACTION: MC to confirm BU position with PayPal

8.2 **Member Satisfaction**

It was agreed that we should attempt to run the survey, at least on-line and possibly in hard copy too, for presentation of results at the AGM.

ACTION: DK to liaise with MR/PD to issue survey on-line

8.3 **Public and Press Communications**

The perimeter boards for Lifeline were commented on, and a request made that BU explore having similar exposure around the ground.

ACTION: DK to discuss BU pitch-side advertising with David Leir

8.4 **Other related business**

Nothing to report

9. **Any Other Business**

It was recorded that all members of the BU board had confirmed they had respected the confidentiality of all information discussed at board meetings .

10. **Date of Next Meeting**

7.15pm in the Learning Zone, Griffin Park, Braemar Road, Brentford TW8 0NT

Close of Meeting

There being no further business, the meeting concluded at 9.30pm