



Minutes of HUST Board Meeting held at Edgar Street at 7.00pm on Thursday 26 May 2016.

Present: Board Members: Richard Tomkins, Russell Cheasley, Mike Langford, Francis Williams, Andy Carr, Andy Swift, Tristan Edwards. Minutes Secretary: Peter Davies. Independent Secretaries: David Evans and David Pembridge.

Apologies for Absence: Chris Williams and Craig Goodall.

The chairman welcomed David Pembridge and David Evans who were introduced to those present.

1.00	Treasurer's Report	<u>Action</u>
1.01	Mike Langford informed the meeting that there was £32,544.64 in the Co-op bank account and £1,647 in the PayPal account.	
1.02	The income derived from the 50/50 draw during the season was £46,572. After the deduction of £21,602.17 expenses the net profit was £24,969.83.	
1.03	The treasurer reported that roughly 60% of fans attending matches purchase a draw ticket.	
1.04	The treasurer thanked the Board for allocating a sum to cover the cost of the post-season dinner for the volunteer draw ticket sales team. However, due to the extension of the season, the dinner was cancelled.	
1.05	After a discussion it was decided not to hold money back to reward the volunteers but to consider organising something after the start of the 2016-17 season.	
1.06	Mike Langford reported that to date £2,709.50 had been received as donations towards the purchase of shares in Hereford FC and that some members were making monthly contributions. A contribution of £500 had been made by a member specifically to improve the vice-presidents' club. As this is now being funded by the club the donation has been returned.	
1.07	A sum of £27,179.33 is therefore available to purchase shares.	
1.08	Frank Williams reported that he understood that the profit from the sale of the "Talking Bull" fanzine was to be donated to HUST for share purchase.	
1.09	Mike Langford stated that during April of this year the Bulls Lottery attracted 203 entries of which 163 entries were via PayPal, 22 entries via the Co-op Bank, and 18 yearly entries.	
1.10	After the deduction of prize money the Lottery makes about £400 per month.	
1.11	A short discussion took place on the future of the Bulls Lottery and it was agreed that this be an agenda item for the June Board meeting.	RT/DE/ DP
1.12	After the deduction of monies ring-fenced to purchase shares and funds put aside for Lottery prize money Mike Langford reported that there was currently £7,000 in	

		<u>Action</u>
	the HUST account for other expenditure.	
1.13	Andy Swift proposed and Frank Williams seconded a proposal that a proportion of the £7,000 be added to the funds ring-fenced for share purchase so that HUST could purchase 30,000 shares in Hereford FC.	
1.14	Andy Carr tabled an amendment to the effect that HUST specify how HFC spend the £30,000 raised by the share purchase.	
1.15	Frank Williams expressed the opinion that the money be spent in the first instance on improving the pitch and any residue spent on improving the public areas in and around the stadium so that all fans reap the benefit.	
1.16	Russell Cheasley thought it important that HUST be publically credited through press releases and social media.	
1.17	David Evans pointed out that references in the Constitution to Hereford United would have to be replaced by Hereford FC prior to purchasing further shares. It was therefore decided that the share purchase would only go ahead if changes to the Constitution were approved by members at the forthcoming Special General Meeting.	
1.18	An amended proposal by Andy Carr seconded by Andy Swift was put to the vote and passed unanimously.	
1.19	RESOLVED: That subject to changes in the Constitution being approved by the members at the Special General Meeting to be held on 9 June 2016, HUST purchase 30,000 shares in Hereford FC and that the club be requested to use monies raised by the purchase to help meet the costs of pitch improvements.	
1.20	The press officer, Frank Williams, read out a proposed press statement for release on 27 May which was approved.	FW
1.21	Tristan Edwards queried whether any monetary contributions had been received from Hereford Away Days as he believed that Reg Reynolds had stated that a donation would be made from any profits made. Russell Cheasley agreed to contact Reg.	RC
2.00	Report from HUST members on the HFC Board	
2.01	Mike Langford reported that he had recently attended a four-hour long Board meeting at which the major point of discussion was the playing budget and composition of the squad for the 2016-17 Season.	
2.01	He reported that the budget has yet to be finalised but would be increased from that available to the manager during the past Season.	
2.02	Other items discussed at the meeting were fine imposed on the club after crowd problems at the Alvechurch away match and the close-season build programme.	
2.03	Mike Langford informed the meeting that there had also been a discussion on the office staffing levels for next season and what tasks would be carried out by volunteers.	
	<i>The meeting adjourned for a short break during which members inspected the pitch</i>	

	<i>and building works that had already commenced.</i>	<u>Action</u>
3.00	Crawford Share Issue	
3.01	Richard Tomkins referred to the paper that had been prepared by Craig Goodall and Russell Cheasley. Russell Cheasley explained that the paper included background information, the proposal to increase the share capital, and two options, to accept or reject, that include a breakdown of what funds would have to be raised to secure a 50% shareholding in Hereford FC over a 5-year period if the proposal is accepted or over a 3-year period if rejected. Each option includes a mandate for the HUST Board to enter into negotiations with HFC.	
3.02	A discussion followed on whether the HUST Board should make a recommendation on the proposals. It was noted that at the previous meeting it was resolved that the Board would make no recommendation. However, as the Board has now received further information from the club on the extent of dilapidations to the building fabric and estimated costs for their rectification, the opinion was voiced that in the light of this further information a recommendation should be made.	
3.03	Mike Langford proposed that a recommendation should be made by the HUST Board. This motion was seconded by Richard Tomkins and passed with 6 members voting for the motion and 1 member abstaining.	
3.04	RESOLVED: That the HUST Board make a recommendation to members on the increase in the share capital of Hereford FC and increase in shares to be purchased by HUST over a longer period than originally agreed.	
3.05	Whether the Board should recommend approval or rejection of the proposal was discussed. During the discussion it was agreed that the information placed before members should include a statement of the pros and cons of accepting or rejecting the proposal. Russell Cheasley is to email the paper prepared by himself and Craig Goodall to Board members and the joint Secretaries on 27 May and is to draft amendments to include the pros and cons for agreement of the Board.	RC
3.06	Frank Williams proposed that the HUST Board recommend approval of the proposal. This motion was seconded by Andy Swift and passed unanimously.	
3.07	RESOLVED: That the HUST Board recommend that members approve the proposal for Herford Football Club to increase the issued share capital from £478,000 to £578,000. The extra £100,000 to be split in two to allow the sale of 50,000 shares to a fifth benefactor and offer HUST the opportunity to acquire a further 50,000 shares. In agreeing to this HUST will have 5 years from March 2015-March 2020 to fulfil its option to purchase 50% of the shares, increasing its total holding to 289,000 £1 shares.	
3.08	The timetable for dispatch of information and the timing of the ballot was discussed and it was agreed that background papers be sent to members on 2 June. Postal ballot papers to be posted on 14 June with the email ballot starting on 16 June. Ballot to end at mid-day on 23 June with results declared on 24 June.	
3.09	Whether the ballot should be run electronically was discussed. It was noted that clause 56.2 of the Constitution allows email voting whether or not members had been consulted on this matter.	
3.10	Tristan Edwards proposed that the notice of the ballot and voting be conducted by	

	electronic means as permitted under Clause 56.2 of the Constitution. The proposal was seconded by Andy Swift and after an amendment proposed by Andy Carr and seconded by Frank Williams that members' email addresses are checked as being current, passed unanimously.	Action
3.11	RESOLVED: That notice of the ballot and voting is conducted by electronic means following a check on the validity of members' email addresses.	
3.12	The proposal to use an online programme for voting at a cost of \$49 is to be further investigated by Andy Carr from a technical point of view. If he is satisfied that the programme meets HUST's needs then he is authorised by the Board to purchase the programme.	AC
3.13	It was agreed that in Frank Williams' absence on holiday from 27 May onwards that Andy Carr issues press statements and releases on the ballot.	AC
4.00	Festival of Football	
4.01	Russell Cheasley reported that he had met with representatives of UITC and HFC who are in favour of the proposal to hold a Festival of Football in Hightown on Saturday 9 July.	AC
4.02	The Council have allocated a pitch which will cost £15. Public Indemnity Insurance will be required and Russell will approach UITC to ascertain whether their insurance will provide the appropriate cover.	
4.03	It is proposed to set up a speed cage and gazebos in the area allocated.	
4.04	Richard Tomkins proposed and Tristan Edwards seconded a motion that Russell Cheasley be authorised to proceed to organise the event. The motion was passed unanimously.	RC
4.05	RESOLVED: That the vice-chair community liaison Board member, Russell Cheasley, be authorised to proceed with arrangements to organise a Festival of Football to be held on Saturday 9 July 2016.	
5.00	Fans Survey	
5.01	The chairman requested that Board members consider the proposal to hold a fans survey, details of which have been emailed to them, and contact him by email with their views and suggestions.	RC
5.02	Mike Langford suggested that a aper survey could be distributed to fans at a pre-season match.	
6.00	Date of the Annual General Meeting	
6.01	The date of the AGM was confirmed as Thursday 20 October 2016. It was noted that half of the current Board would have to seek re-election as required by clause 63 of the Constitution.	ALL
7.00	Membership	
7.01	Peter Davies presented a report on membership which currently stands at 443 adult members and 122 junior members with 3 corporate members signed up to date.	

7.02	A version of the membership list with addresses split to enable mail merging has been prepared.	Action
7.03	Draft copies of revised membership application forms, membership welcome letters and membership cards for 2016-17, previously emailed to the Board, were tabled for approval. These were approved unanimously.	
7.04	The membership documents have been prepared on the assumption that membership will continue to run from AGM to AGM. Peter Davies queried whether it would be better if membership ran for one calendar year from the date of application as this would even out the workload of processing applications and would not discourage fans from joining in the months approaching the AGM.	
7.05	It was agreed that Peter Davies contact Supporters Direct to ascertain whether there was any reason why this system should not be adopted.	PD
7.06	Quotations for the printing of card membership cards and plastic membership cards were tabled. It was agreed that card membership cards be printed, it being noted that the back of the card had been left blank for the insertion of a sponsor's ad which Peter Davies is to seek.	PD
7.07	The revised membership documents include an amended HUST logo with the wording "HEREFORD UNITED-SUPPORTERS TRUST" replaced by the acronym "HUST" in larger typeface which is more legible when the logo is reduced in size. The use of the revised logo was approved.	
7.08	A draft corporate membership certificate was tabled for approval. The draft was approved. PDF copies are to be emailed to the chairman for printing and signing. Mike Langford confirmed that he had a supply of suitable frames.	PD RT ML
7.09	It was agreed that the adverts for lapsed corporate members should be removed from the website.	AC
7.10	The opportunity for members to pay their subscription by PayPal standing order is to be investigated.	AC/ML/ PD
8.00	Any Other Business	
8.01	David Evans asked for clarification on HUST's registered business address. Mike Langford confirmed that this was 5 Bridge Street but the postal address was Edgar Street.	
8.02	The proposal, first made by Frank Williams, that the season ticket price should include HUST membership unless the purchaser opts out was raised and discussed. Mike Langford agreed to put the proposal to the next HUFC Board meeting.	ML
8.03	Mike Langford reported that he had agreed to sell 50/50 draw tickets at the UITC barbecue to be held on Friday 3 June. Russell Cheasley and Richard Tomkins will also be in attendance. Richard Tomkins agreed to help sell tickets.	ML RT
8.04	Peter Davies queried whether a secure location had been set up for the membership list. Andy Carr stated that a drop box had been set up details of which he would forward.	AC

8.05	Russell Cheasley queried whether Board members were now using their HUST email addresses that had recently been set up. For the time being members will continue to contact each other by personal email.	<u>Action</u>
8.06	Russell Cheasley stated that he has yet to empty donation boxes.	RC
9.00	Date of Next Meeting	
9.01	The next board meeting will be held at Edgar Street on Thursday 23 June at 7.00pm	ALL
	<i>The meeting ended at 9.40pm</i>	