

## CF10 RUGBY TRUST

### MINUTES OF FIFTIETH MEETING OF THE BOARD OF DIRECTORS HELD

#### VIA VIDEO CONFERENCE ON

#### THURSDAY 21 OCTOBER 2021 COMMENCING AT 7PM

#### PRESENT

Board Directors: Simon Baker; Andrew Bold; Sally Carter; Andrew Collins; Steve Coombs; Lynn Glaister (Chair); Huw Jones (Secretary);

Observers: Andy Baker; David Francis; Viv Jones; Dan Taylor;

Apologies: George Baldwin; Martin Hughes; Simon Jones; Claire O'Shea; Derek Redwood (Treasurer); Sion Williams

ITEM		ACTION
1	Chair's introductory remarks and apologies for absence The Chair said that the main item for discussion was the public announcement by Cardiff Rugby of the appointment of a Supporter Director to be elected by supporters. The Board offered it's condolences to DR following the death of his mother.	
2	Minutes of the Board meeting held on Thursday 16 September 2021 AGREED	
3	Matters Arising and Actions 9.2 Secretary Role To date there had been no expressions of interest in the Secretary role. A paper would be prepared for the next meeting setting out the various elements of HJ's work and how the Secretary's role was only one component.	HJ
4	Cardiff Rugby 4.1 Supporter Advisor LG said that after 7 years of discussion, debate and meetings, CF10 had achieved a major aspiration with Cardiff Rugby announcing the appointment of a Supporter Director. The Board now needed to consider whether it supported a specific person and whether it then encouraged the membership to also support that person. LG informed the Board that having considered whether to put her name forward she had decided against it for personal reasons. She said that the previous Chair, David Allen, was interested but would only stand with the support of the CF10 Board. The Board felt that it was essential to have the right person appointed and someone who would make a success of the role. It was agreed in principle to support DA, who would make an excellent candidate, but it would be inappropriate to make an announcement until applications had closed.	LG

	<p>It was also important to discuss with the appointed candidate how the role would operate in practice and how the person could be held to account by supporters.</p> <p>The only fundamental change from the initial Person Specification and Role Description was the addition of a requirement that the appointed Supporter Advisor sign a non-disclosure agreement (NDA). This was an unusual requirement and the matter would be raised with RH at the next meeting on 8 November commencing at 3.30pm.</p> <p>HJ reported that Cardiff Rugby had decided for GDPR and perception of independence, that they would run the election. The process would be contracted out to Two Circles who managed their databases. There was therefore a need to make the membership database available to them. They would be required to comply with CF10's GDPR policy. HJ and ABa had discussed the need to add a number of other requirement to ensure safety of data and only the most limited of personal information would be transferred. Finally, members would be informed that a third party contractor would be handling the partial database and, if they did not wish their data to be transferred, they would be given the option to opt-out of the election.</p>	HJ HJ
5	<p>CAC</p> <p>A number of those present had attended the recent Rugby Section AGM and felt that it was more positive than usual. There appeared to be contentment about the recent Cardiff Rugby changes. It had also been agreed that Cardiff Rugby could use the badge/crest in future but it was unlikely that this change will be made for the 2022/23 kit because of Macron's timescale. They were also looking at Cardiff Rugby becoming CRFC again and the RFC becoming Cardiff Athletic.</p> <p>There was still no final decision on the lease although both parties continued to state that it would be eventually agreed.</p>	
6	<p>Working Groups</p> <p>6.1 CF10 Logo</p> <p>ABa made a presentation on the proposed new logo. The blue and black colouring and font for CF10's name was agreed for both English and Welsh versions. The shield with hoops was also approved. A branding pack would be put together and circulated to the board. The Chair thanked ABa for his excellent work.</p> <p>6.2 Members and Supporters Experience</p> <p>In the absence of DR, ABo presented a paper from the working group. He emphasised that the views were purely those collated from fans' comments. Six priorities had been identified:</p> <ol style="list-style-type: none"> <li>1. Provision of a suitable bar area for non-CAC members.</li> <li>2. Improved catering options around the ground.</li> <li>3. Better offering at the club shop.</li> <li>4. Larger scale artwork and/or photographs around the ground to create a Walk of Legends or a Wall of Fame</li> <li>5. Improved bar facilities in North Stand.</li> <li>6. Big screen – much larger screens to be made available on both sides of the ground.</li> </ol> <p>The paper would be included on the agenda for the next meeting with RH and</p>	ABa

	<p>discussed with the Supporter Advisor when appointed.</p> <p>6.3 Influencing the Decision Makers – SJ The group hadn't met since the last meeting.</p> <p>6.4 CRFC Heritage Committee – SaC The focus is now on getting a properly commissioned museum space.</p> <p>6.5 Communication Now that the Supporter Advisor role had been announced, the newsletter could be distributed. A final check of the text was needed. With no Cardiff Rugby match until the end of November and no home game until December, it was important for the Comms Team to promote the Rags.</p>	<p>HJ</p> <p>HJ</p> <p>Comms Team</p>
7	<p>Finance Report It was reported that available funds stood at £1510.95 (£1,479.40 in the bank; £31.55 with PayPal).</p>	
8	<p>Governance Action Plan October 2021 The annual accounts are with DHB for review. They have given an undertaking to make no charge this year. The annual report has also been drafted and will be circulated for comment. The possibility of holding an Open Meeting with members in November was discussed but it was agreed that this would be deferred to the AGM in March when a Supporter Advisor would have been appointed.</p>	<p>DR</p> <p>HJ</p>
9	<p>Other Identified Business</p> <p>9.1 Board Meeting Dates 2022 The dates proposed for board meeting in 2022 were approved</p> <p>9.2 November Board Meeting It was agreed that the meeting next month would be put back a week to 25 November.</p> <p>9.3 Meeting with Richard Holland 8 November 3.30pm at CAP LG and HJ would be attending the above meeting. AC expressed an interest to also attend if he could.</p> <p>9.4 JSG The JSG was meeting with the WRU to discuss the style of minutes being produced. They were concerned about the current verbatim style, albeit they had approved previous notes.</p>	<p>ALL</p> <p>AC</p>
10	<p>Date and time of next meeting Thursday 25 November 2021 commencing at 7pm</p>	