

Dulwich Hamlet Supporters' Trust
(Dulwich Hamlet Football Community Mutual Ltd)

Board Meeting (Draft) Minutes

22 October, 2015, 7.00 pm

Venue – Football club boardroom, Champion Hill, London SE22.

In attendance: Jack Bagnall (JB), Alex Crane (AC), Duncan Hart (DH) Chair, Mel Hughes (MH), Darren McCreery (DM) Vice-Chair, Mishi Morath (MM), Mark Panton (MP) Secretary, Matt Purser (MPu), Dave Rogers (DR), Fiona Scurlock (FS).

1. **Apologies for absence:** Andy Greig (AG), James Masini (JM), Isaac Parnell (IP).
2. **Last meeting's Minutes:** The Minutes from the last meeting on 17 September have already been uploaded to the website and therefore have been agreed. No objections were raised.

MAIN ITEMS BY OBJECTIVE

3. DHFC has a secure long-term home in East Dulwich:

- 3.1 **Update on latest ground development plans and polling of Trust members, including closing date for joining Trust to vote.** Some documents received, but awaiting further documents relating to business planning and the ground development. These will be needed before polling of members.

Business planning documents. Hadley Property Group (HPG) to be contacted concerning business planning and ground development documents.

DM

Closing date for joining trust to vote in poll on ground development. Date of 3 September to be maintained.

DR

Frequently Asked Questions. This document on ground development and fan ownership to update the members is being drafted by leaders of relevant groups for members. DM will share with Hadley and when complete it will be put up on website.

DM / FS / DH / JB

3.2 **Memorandum of Understanding between Hadley and DHST.** The document was approved by Board. It will be shared with members as part of the poll.

4. DHFC has an ownership model that involves supporters/community either fully or partly:

4.1 **DH update on Governance and Vision model for supporter owned club.** This document will be shared with members as part of the poll on ground development.

4.2 **IP and Matt Purser update on Business Plan for supporter owned club, including financial information and NDAs.** As per item 3.1, need further information to make further progress.

4.3 **Any other updates from Supporter Ownership group. Valuing the work of DHST.**

JS will pull together some of press coverage related to events involving the Trust over the last year and MPu will look into Googledocs app to record hours to provide quantitative value for the work of the Trust.

JS / MPu

4.4 **Donation from Trust member.** Awaiting response from donor to proposals. DH to follow-up.

DH

4.5 **Contact from Southwark Council on community work.** Councillor Ali has responded to MM. MM to liaise to take idea(s) forward.

MM

5. DHFC as a transparent and well run football club:

5.1 Update on joint issues with the Football Committee. No further updates.

6. DHFC has a growing Supporters Trust that communicates regularly with its members:

6.1 Merchandise, including Trust Mega Shed:

6.1.1 **Changes to Mega Shed, including possible change/movement of Mega Shed or using a converted container.** Detailed budget provided by AC. Approval given by HPG for go-ahead. AC to draft article to release details of the new shop design to fans and request assistance from supporters / members. AC to investigate possible integration of a sponsorship grid to help towards costs and be displayed publically. Budget agreed of £4,000.

AC

- 6.1.2 **New merchandise ideas and involvement of football club.** Altona 1893 kits for trying-on have arrived. 8-week delivery date for orders. Any profits on this product to Inter-City 125 fund.

MH

Further T-shirts and bobble hats to be ordered.

MH

Bags due to be delivered in next couple of weeks.

AG

Mugs to be ordered with 1893 logo and a £1 of each sale will go to the Inter-City 125 fund. Edgar Kail picture mugs to be ordered.

MH

Scarves due next week.

MH

Calendar DH progressing.

DH

Storage MH to speak Manfred re. more storage.

MH

- 6.1.3 **Running of Mega-shed and on-line merchandise.** Purple are holding-off on synchronising websites until merchandise orders start to come-in. £550 cost approved at last Board meeting.

DR / MH

- 6.1.4 **Special Christmas openings – midweek and/or Sundays.** MM will organise on several occasions on Wednesday or Thursday evenings and Sundays during December.

MM

- 6.2 **DHST draft accounts, y/e 2014.** Isaac has produced draft article. To be put up on website once finally agreed.

IP / DR

- 6.3 **100 Club registration, objectives and use of funds.** Now registered with Lambeth Borough Council to Trust Secretary's address.

- 6.4 **Updating Trust website.** Input needed from individual leads: IP on financials; JB on Trust Board; JB on Trust and football committee; JS on community; JM on ground development; FS on fan ownership. To be completed within next 4 weeks.

IP / JB / JS / JM / FS

- 6.5 **Software to automate membership joining processes.** Testing now in progress and dummy runs next week. Aiming for launch during November. DR to reclaim agreed £150 cost.

DR

Amend and upload article on membership, drafted by JB.

JB / DR

6.6 Membership renewal – timing, pricing, membership cards, etc.

It was agreed to produce Membership Cards for all members joining / renewing from 1 February. They would not be posted, and members would need to collection from the DHST shed/container on match days. DR to re-design membership form and membership card.

DR

6.7 Bonus for season-ticket holders in lieu of ‘Pay What You Want’?

MM said the Football Club will make offer to season ticket holders for friends and family in the New Year to thank season ticket holders for their continued support.

6.8 DHST members Christmas party at Champion Hill on 10 December.

Cost of £5 for non-members, £2 for members. Band, DJ, raffle, food. All funds raised to go towards cost of the Mega Container. All raffle prizes to be donated / sourced by Board members.

All

7. DHFC has strong links with its surrounding community:

7.1 On-going communications with local councillors. AC and JM meeting with Lib-Dem candidate for South Camberwell ward.

7.2 FARE. JS will collate together material that shows what we did for refugees and FARE will do a piece on their website about the work of the Trust and the Football Club. The previously discussed T-shirt idea could be used for LGBT events in February. To be discussed nearer time.

JS

7.3 Calais Collection. JS finalising a post about experiences connected with this work, which included giving material to local appeals, the Samara appeal and other good causes. JS going to Calais again on 13 November. Clapton FC are going to do a sleeping bag collection and pass this to DHST to take out to Calais. JS to produce covering article for link to detailed blog post. This will include accounting for financial donations.

JS

Thanks to the volunteers and offer of free tickets for home game v Hendon to be sent out by DR.

DR

7.4 **Football Beyond Borders / Forward the Hamlet / DHST quiz night**
This is in aid of the FBB School Project and will take place in the bar at Dulwich Hamlet Football Club from 7pm on 29 October.

7.5 **Kit Amnesty Day.** MM is liaising and looking at fixtures in January for this event.

MM

7.6 **Feedback from Lambeth Libraries ‘Fun Palaces’ day.** This was a well organised event attended by MM and supported by Trust member Finn Roberts-Bond.

MM suggested that consider attending at a range of other community events. MM to look at future events and dates, and to produce a plan for next Board meeting to consider.

MM

MM sent around a written review of the Lambeth Country Show and the main points of the review were agreed by the Board.

7.7 **Food in the football ground.** Commitment from the Football club has been given about pricing and availability of cheaper food. MH will raise issue of vegetarian options.

MH

8 Trust governance and miscellaneous items

8.1 Declaration of Expenses. IP not in attendance. To be confirmed at next Board meeting.

IP

8.2 Complaints policy. Complaints Policy was adopted by the Board. MP to send final copy to DR to upload to website.

MP / DR

8.3 Signing-up to Board conduct, policy.

8.4 Next Board meeting date. 26 November

9 AOB

9.1 **Dulwich Community Council Newsletter.** AC has contacted to confirm that article will be used. AC to contact 2 other local newsletters and JB to share his article.

JB / AC

- 9.2 **Anonymous £100 donation for DHST to sponsor game.** Board accepted the donation to sponsor game v Lewes on 16 April. MP to confirm with the Football Club. **MP**
- 9.3 MH to look into stocking range of children's stationery item - pens, pencils, etc. **MH**
- 9.4 Invitation from Football Committee to contribute funds for a DHST sponsored poppy wreath and take part in the Remembrance Ceremony at the Football Club on 7 November club was agreed by the Board with JS to lay wreath on behalf DHST. Expenditure was also approved. **JS**