



DEE4LIFE TRUST BOARD MEETING – MINUTES (Confidential)

Saturday 29th November 2008 – Dundee Social Club

PRESENT: Nicola Usher, Alex Kidd, Scott Glenday, Robin Grimmond, Graham Smith, Dave Forbes, Billy Brewster, Fraser MacDonald, Ryan Ireland

AGENDA

1. **APOLOGIES**

George Knight, Billy Shepherd, Graeme Adam

2. **Matters Arising**

Last minutes proposed by Scott Glenday, seconded by Billy Brewster.

Internal Trust Structure – Will be left until after the AGM then it will be formalised.

AGM notification for paper – in hand by FMac

Attendance at AGM from Club Board – no-one required

Q&A – All tasks Completed

Funding Proposal – see agenda item 5

School Funding – Sue arranging photo shoot. RI confirmed money has been used in the past to buy equipment.

3. **Proposed Board Changes**

Resignations: Nicola Usher, Andy Gurvan, Allan Laing (all confirmed and accepted)

Appointments: Bill Brewster (DSA) and Dave Forbes (Development Club) both co-opted members to the board. FMac proposed and RG seconded.

4. **Accounts**

AK provided an update on the current account status for the Trust. The auditors are currently looking over the accounts in preparation for the AGM.

5. **Funding for Player**

SG provided details of the proposal from the club re all three groups agreeing to fund a player. It was agreed that **all 3 groups must feedback to GK by 2-weeks today (13th December 2008).**

As a group Dee4Life are all in agreement of the above proposal. The manager will always have the final decision when choosing the player.

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6. Annual Report

FMac showed the annual report that will be taken to the AGM giving a brief discussion of its content. AK informed that this might need to be reviewed and that it has to be signed by the Chairman at the AGM.

7. In Touch with Members Database

FMac explained the new database system run by CRM – Customers Really Matter. Run on behalf of Supporters Direct and free to trusts for the first year. It was agreed by all that this be adopted.

RI suggested the club might be interested in this and would be worth looking at it once it is up and running. **GK to find out from the Club what database system they are currently using.**

8. Agenda/Minutes of all Board Meetings

It was agreed that NU would continue with taking a full minute at all meetings. It was agreed that from the full minute's bullet points would then be taken as a minute summary, which would then be published to the members.

9. Supporters Direct Membership

The cost is £50 for the year and all agreed that this should be re-applied for.

10. AGM Agenda

It was agreed that NU would pursue Fairprint given the error they made with the letters not being mailed out. It is thought that it was TNT that actually made the error.

FMac provided a copy of the agenda for the AGM basing this on previous templates used. Both AK and NU checked agenda and confirmed. **FMac will produce a final copy and this will be signed by the Secretary to then be published on the website and in local press.**

11. Procedural Issues

FMac reminded all that the agenda needs to be out within 7-days notice for any board meetings to be held. This will ensure that anyone not able to attend has the capacity to vote for any matters that require this.

12. AOCB

Juniors

NU provided an updated report on Juniors as provided by Billy.

Club Rep

Discussion took place around nominations made for the AGM and an explanation given as to how office bearers are appointed at the first meeting after the AGM.

Website

All agreed that the domain name would be renewed.

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Fundraising

RI informed he is happy to look at this area after the AGM.

Quick Books

AK informed our quick book account needs to be renewed however for now AK has transferred the information on to excel and will run with this for now and a decision will be made after the AGM as to whether or not we upgrade again.

Date of Next Meeting

Next full board meeting proposed for Saturday 31st January 2009 before Clyde game. All other groups to arrange individual meetings on a monthly basis.

Minutes Proposed by: _____ Seconded by: _____