



Dundee FC Supporters' Society Limited

Moving Forward Together

Minutes of the DFCSS Board Meeting held at: LJRH Architects' office, 18 South Tay Street on 18th October 2018, commencing at 7.45pm.

Meeting Chair: Dave Forbes (DF)

Minute Secretary: Ian Baird (IB)

Attendees: Carol Findlay (CIF), Bob Hynd (BH), Dave Forbes (DF), Ian Baird (IB), Calum Findlay (CF), Norrie Price (NP)

Apologies: None

ITEM	AGENDA	ACTION
	<p>Introduction:</p> <p>BH was appointed to chair the meeting in line with the normal Board meeting rota of: Dave – Bob – Carol – Calum.</p> <p>Norrie Price (NP) was welcomed to the meeting as non-voting guest.</p>	
1.	<p>Minutes of previous meeting/matters arising/approval:</p> <p>DF confirmed that xxxx has agreed to forward the required letter to the Bank of Scotland in the coming weeks following return from holiday. (NB: Only one signatory is required to complete the process). Dave to keep in contact with xxxx.</p> <p>It was agreed that all other matters arising will be covered under the agenda items.</p> <p>The Minutes of the meeting on the 14th August 2018 were proposed by BH and seconded by CIF.</p>	DF
2.	<p>Secretary's Report:</p> <p>IB confirmed that the Supporters Direct (SD) annual subscription of £50 has been submitted through a GoCardless Direct Debit.</p> <p>IB has yet to complete the SD Membership Survey 2018 document and will do so once the 2017/18 accounts have been signed off.</p> <p>Two new members have been registered on the database bringing to total to 139.</p> <p>A number other matters relating to members' emails and questions were discussed for information only. No further action required.</p>	IB
3.	<p>Review of DFC shares situation and 'draft' Board Report:</p> <p>Following the lengthy discussion at the previous Board Meeting on this matter IB provided an update on the current situation and a summary of the 'draft' Board Report. Various questions were asked and clarifications sought by the Directors and IB agreed to draft an Executive Summary of the Board Report and a further explanation as to why a Shareholder Agreement had been originally suggested.</p>	IB/All



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	<p>The Board agreed to finalise the list of questions for FPS and forward it to David Gray as soon as possible.</p> <p>IB agreed to redraft the text of the Consultation document to be issued to Members and forward to the directors for further approval.</p> <p>It was agreed that a further Board meeting will be necessary to address FPS's response to the Board's questions and finalise the Member Consultation document. The merits of FPS being satisfied with contents of the Consultation document were discussed and the consensus was that such approval would be preferred but not necessarily essential.</p> <p>It was also agreed that xxxxxx should be invited to the next Board meeting to provide clarification and guidance on all legal aspects of the situation as it stands.</p>	<p>IB/All</p> <p>IB/All</p> <p>IB</p>
4.	<p>Membership renewal action plan and program:</p> <p>IB outlined the process and timescales for the 2018/19 membership renewals.</p> <p>The Board agreed to keep the Membership Fee at £5 for Adults and free for Junior under 16 year olds based on the current terms and conditions.</p> <p>Automatically renewing memberships will be closely monitored and reminder emails will be forwarded to all other members in advance of their payments becoming due.</p>	<p>IB</p>
5.	<p>Proposed arrangements for AGM and the election of new directors:</p> <p>IB outlined the process and timescales for the next AGM and highlighted the changes required under the new Model Rules.</p> <p>The appointment of the 'Election Management Group' led by Stuart Galloway as before was confirmed.</p> <p>The two month lead in program for election and AGM was agreed and the date for the AGM was set for 12th January 2019. This is during the SPL winter break so there will be no clash with a match.</p> <p>The proposed new and reappointed director details were agreed.</p>	
6.	<p>Finance Report:</p> <p>BoS Account: Action is continuing to secure a transfer of the BoS balance into the RBS account as reported in under Item 1 above.</p> <p>Bank Balances: CIF delivered a financial update.</p> <p>CIF to ask the RBS for a reduction in bank charges. CIF to invite quotations for the 2018/19 examination of accounts once the current examination is complete.</p>	<p>DF</p> <p>CIF CIF</p>



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7.	Primary Supporter Representative's Report: The Board is well aware of the ongoing requirement to identify a suitable person to fill the role and disappointed by the Club owners perspective on the situation.	All
8.	Secondary Supporter Representative's Report: BH confirmed that most of the required information for an Outline Planning Application has been prepared.	BH
9.	AOB: The Board agreed to the DFC Player Sponsorship and Member only raffle proposals outlined by NP. CIF agreed to assist with the raffle arrangements.	NP/CIF
10.	Date of next meeting: TBC	