



Minutes of Board Meeting

10th May 2011

JJ McKeown Bar, Recreation Ground

1. Attendees –Vikki Chappell, Ian Stephenson, Paul Blacklock, Lee Scott, Andrew Ross, Jonathan Chappell, Dave Elthorpe, Stephen McGrady Apologies - None

2. Review minutes from the last meeting – all agreed that they are a true reflection of the meeting.

No applications for the Secretary role to date. Ian has spoken to Mike Rothery who does not want to take the position but suggested Shaun Drinkwater. Ian has now spoken to Shaun and he would be happy to take on the role. All agree with the appointment of Shaun Drinkwater as Secretary.

Paul has managed to get a link from the Supporters Direct web site to our site and all members of the Trust now have a TIH email address, these are to be used with immediate effect.

Jonathan has looked into copywriting the TIH logo and this will be £59 – all agreed that this should be completed as soon as possible.

Jonathan has also looked into Pride suit and the price of this is £1400 including suit, head and shoes.

3. ROLES & RESPONSIBILITIES

Ian believes his main task is to finalise the Executive Review and create the Development Plan. He has already started this by defining roles and responsibilities for Board Members. One of the aims of the plan is to show the club that we are professional and serious about intentions. Marketing and PR is to be carried out by Ian Stephenson as he has previous experience in this area; eventually this will become the responsibility of someone else. Ian is keen to get some merchandise organised and has started to compile information; when the project is ready he will discuss with the Board with a view to handing over management responsibility.

Ian has spoken to Gibbons and Co and they are in full agreement to support the Trust, they are happy to be the registered office and postal address for the Trust in return for complimentary advertising and membership and corporate sponsorship to the Trust. Gibbons have also offered to carry out accounts training and mentoring with Vikki Chappell.

Print Express have offered to help us with simple print runs, such as posters, etc. Paul Blacklock to make contact with John Jenkinson, Managing Director of Print Express.

Vice Chairman – Jonathan is happy with this role and confirms full understanding of his responsibilities. Main areas of role include, Membership building and management of key areas including community aspects and fundraising.

Treasurer – Vikki Chappell confirmed that she is happy with her role and responsibilities but will require some additional support from Gibbons and Co.

IT – Paul Blacklock confirms that he is happy with the role and fully understands his responsibilities. Any information to be added to web site contact Paul Blacklock. Paul mentioned that the Chamber of Trade are producing a shopping guide to Whitehaven and for £30 we can feature in this; with the suggestion a code is included to identify resulting potential members. All in agreement.

Fundraising – Dave Elthorp confirmed he is happy with role and fully understands his responsibilities. Dave is to set down a plan for the next 3- 5 years. A suggested target could be in excess of £100,000. Dave to speak to Widnes and Warrington for ideas.

Family & Junior – Stephen McGrady confirms that he is happy with the role and fully understands his responsibilities. Stephen has a list of ideas for the junior section. Andrew is to put this to Mrs Raaz for authority. Paul Blacklock is to advertise on Facebook for a face painter for the Trust for match days.

Club Liaison – Andrew has not yet had chance to read his emails including his role and responsibilities. Ian covered main area of his role; this is to get the foundations laid with the club to establish good communication. Ian is to resend the email to Andrew. Andrew is also to speak to the club regarding information on a weekly basis that we can provide to our members.

Events – Lee confirmed his understanding of the role and responsibilities. Lee has spoken to Frenchie to try and arrange an event however this is a very busy year with Spencer Miller's testimonial and Rob Purdham's testimonial. Lee has a list of prices and events planned for the year that he will bring to the next meeting.

4. We have the opportunity of a stall at the Maritime festival outside the Wellington Bistro. Stephen is to organise the Pride outfit and walk around the harbour handing flyers out to publicise the Trust. We have also been offered an area on James Street and the possibility of carrying out some of our previous ideas for World records.

Next Supporters Direct meeting is scheduled for Wednesday 1st June at 7pm at Rochdale; Ian will try and attend. The SD Annual Conference is being held on Friday 15th and Saturday 16th July at Chester. Jonathan and Ian have offered to attend.

5. Logo and poster design – There were 8 entries in total and it was agreed that we obtain a £10 voucher from either Haven Crafts or Holts for each entrant and an additional 3 x £10 vouchers for the three best designs. We are to use all designs as posters for future events. Ian is to arrange for a presentation and use it as a good publicity opportunity. Paul has contact details of a photographer who is just starting out and is happy to help free of charge.

Next meeting 31st May @ 7pm at JJ McKeown Bar. Main Agenda: Review of Action Plans.

(Items highlighted in yellow are actions to be checked at the next meeting.)