

Steering committee minutes

Date: 01/09/2003

Location: Executive Lounge – Memorial Ground

Chair: Ian Todd (acting)

Secretary: Jake Greenland (acting)

Present: Andy Porter
Nigel Strachan
Oliver Gaudion
Gillian Paterson

Apologies: Deb Jones
Andrew Humphries
Giles Hawker
Mark Munday

Agenda:

1. Resignations of David and Chris
2. Briefing by Gillian of recent activities and tasks
3. Meeting between club and trust
4. Combination club meeting
5. Briefing by Oly on meeting with Mike Turner
6. Trust activities at the Penzance game
7. Any Other Business
8. Date of next meeting

1. David Higgs and Chris French have tendered their resignations from the steering committee due to a change in personal circumstances leading to a shortage in free time. The committee thanked both David and Chris for their contribution to date and reluctantly accepted their resignations. Ian Todd to serve as interim Chair until such point as a full Chair can be selected at which point Ian will serve as a Vice-Chair.
2. Gillian gave a briefing on the tasks she has been undertaking recently including conversations with the club ownership. Due to changing personal circumstance Gillian also stated that she can no longer continue as trust secretary and offered her resignation from that role. The committee accepted her resignation from the role of secretary although Gillian remains a member of the steering committee.

Delegation of activities currently undertaken by Gillian was then undertaken.

Jake Greenland agreed to take on membership processing with the commitment to produce a breakdown of process elements that can be delegated, automated or streamlined by the 1st October such that the process can be shared out.

Oly Gaudion to collect and sort post prior to processing in the interim.

Andy Porter to finalise the updating of the Honour Boards and also the Photos and Presentation cabinet.

Andrew Humphries was tasked, upon his return, to talk to Andy Blackmore with respect to confirmation from the RFU about using posts with supporters signatures on them.

3. It was agreed that a meeting needed to be setup between the Club and the Trust asap. It was agreed that there should be a communication board of at least three people to handle all conversations with the club. The proposed composition of this board would represent Marketing, Promotions and the Vice-Chair which would at present mean Deb Jones, Oly Gaudion and Ian Todd.
4. Ian Todd to talk to David Higgs with regards to the Presentation to the Combination. Nigel Strachan offered his assistance with that presentation.
5. Oly Gaudion provided a summary of his discussions with Mike Turner

Oly Gaudion Mentioned that the Club, through Mike, had expressed a concern that the sale of trust shirts could negatively impact replica kit sales by the club and thus their sponsorship options. The committee does not believe there will be any impact as the trust shirts are not replica kit and are only available to trust members. The trust is open to discussion on this subject with the Club at their earliest convenience.

Mike Turner has also suggested the possibility of the trust running a lottery in conjunction with the club. Andy Porter to talk to Mike Turner to ascertain what the club would want from such a lottery and what their proposal is.

6. Jake Greenland to coordinate activities at the Penzance game. Once again the trust will supply walkie talkies to the announcer for try scorer identification. The trust will have a table once again and will be handing out preprinted fixture lists as an incentive to visit the stand. A second cashbox will be provided to separate shirt money from membership money. Andy Porter has a Gazebo that can be used in case of

inclement weather although this is not envisaged for this weekend.

7. Any Other Business. Andy Porter mentioned half time entertainment. Oly Gaudion said that this had been discussed with the Mike Turner and that the Club was open to and ideas on the subject.
8. Date of Next Meeting set at Tuesday 16th September. Location TBA.