

Minutes of CFU Meeting held on 7th April 2004 at the Golden Hind, Cambridge

Present : Heather Wilkanowski(Chair)
Barry Eley
Ben Yelton
Andrew Lang
Justyn Medd
Brian Attmore
Dave Matthews-Jones
Terry Wilby
Derek Wick
Lorna Morley-Waldron
Martin Jordan
Mark Saywell
Lionel Webb (Secretary)

Apologies : Mark Saywell
Jamie Dyer
Carol Looker

1. Minutes of Previous Meeting (10th Mar 04)

Accepted as an accurate record.

2. Finances

Derek had, as always, circulated the financials to the committee. Highlights were £1339 of membership income, plus £53 from programme sales, for which thanks go to Martin, plus £112 from the recycling initiatives, thanks to Dave, and £15 interest from the few days when we had lots of money!

3. Election of New CFU Officers

Since Nick had stepped down as Chairman, he announced at the 4th AGM that the committee would be electing a new Chair and Vice-chair at this meeting.

For the position of Chair, the existing Vice-chair had put herself forward. The Secretary announced that she was unopposed and asked for a show of hands. Heather Wilkanowski was unanimously elected as Chair.

We then needed to elect a new Vice-chair and for this position, the Secretary had received emails from two committee members who wished to stand –

from Ben Yelton and Dave Matthews-Jones. It is unfortunate that Ben was unable to attend the meeting but was happy for the vote to go ahead without him. Without candidates present, the voting was done on a show of hands, which showed that Dave Matthews-Jones was the majority choice.

There was no need to elect other officers since Derek and Lionel had both confirmed their willingness to continue as Treasurer and Secretary for another year. Whilst Derek is not yet putting any time limit on his possible tenure in the role, Lionel is and will stand down at the fifth AGM. We should try to identify a successor, who could work with Lionel during the last quarter of this year to take over after the AGM.

ACTION: Would any committee members let Lionel know if he/she is interested to take over the Secretary role, or whether they know of any CFU members who might be.

4. Fans' Director / Ways of Working

Brian has taken the soundings and reported that the main methods selected for fans to contact him are via the PO Box and the CFU phone. A new email address is needed so that those in the FD's support group can access fans' messages and acknowledge them **ACTION: Jamie offered to set up an email group for the FD/ support group, this has been done = fansdirector@cambridgefansunited.org**

"Surgeries" will be set up, for all fans, on a regular quarterly basis, and these will be separate from the quarterly open committee meetings, which will be for discussion with CFU members. There is the club AGM and also two Fans Forums each year, so fans should get plenty of opportunities to make their views known to the FD.

Brian will have as his support group Heather and Justyn, who look after communication with the club, plus Jamie and Will. It is good that all the FD candidates are involved in the group.

Brian reported that he is learning a lot from his discussions with other clubs, as well as with CUFC. He feels well-accepted by the club and looked forward to his involvement at the Darlington game, outward journey on the team coach, inward with Away Travel.

The club directors have 4 board meetings each year – most of the work is done by sub-committees. Brian will join the Commercial/ Communications sub-committee meetings, which should have most relevance to fans' interests.

Brian is keeping records of his activities and time spent, to help plan for the future and to help future incumbents. There should be a 'Frequently Asked Questions' section in the CFU monthly newsletter. Records will also be kept in BS/ ISO style, for Q&As. Lorna suggested that these should be logged on the website for QA purposes, as well as informing fans.

ACTION: Heather/Dave are arranging press releases on the new set-up and flyers will be prepared for all to hand out at the Cheltenham game.

ACTION: Dave/ Mark to look for mobile phone/SIM for Brian to use.

ACTION: Martin will take the CFU membership phone, presently held by Barry.

5. CFU Structure/ Sub-Groups

Clearly, this was related to the previous item, but we also agreed the following structures for each activity:-

Membership = Mark + Martin, Carol, Karen and Andrew

Finance & Admin = Derek + Lionel

Tournaments/ Events = Terry + Ben, Heather, Barry, Justyn (esp catering)

Golf Day = Eleanor to arrange + helpers before and on the day

Fixture List Posters = Dave + Lionel, Terry and Barry

Calendars = Heather + Eleanor and Anne

Programme sales/ Fairs = Martin

Matchday Activities

= Derek, Eleanor and Dave (caravan)

= Martin (Habbin)

= Heather (S. Habbin)

PR/ Communications

Internal = Martin (email groups)

= Lionel (agendas/minutes)

= Nick (newsletter)

= John Keane (CFU website)

= Peter Stearn (helpcfu website)

External= Heather & Justyn (club)

= Dave, Ben and Heather (media)

TTCA = Dave + Mark, Ben, Martin, Lorna & Heather

6. Training Ground

Mark's excellent appeal for land went out in the media and on the websites the day after the meeting.

It was reported that the Bayer possibility did not look promising. If something comes along, fine, but it cannot be seen as a possible large use of resources with all the financial difficulties at the club.

Heather reported that John Taylor has been in contact with the owner at the Quay Mill. They have a new gym and leisure facilities that the players could use, plenty of car parking space, and there is some land adjacent to the hotel going towards Burwell that would be large enough to use for training pitches. (This would not be big enough to accommodate the academy though - which would probably affect any possible grants).

ACTION: Heather to look at identifying the land-owner in the first instance. Mark to check on grant possibilities for this site or a larger site that could take the Academy as well

7. Communications

- We now have a very good relationship with the CEN, which can only be helpful to our future activities
- There are no formal Communications Group meetings since Peter Salvage's departure but we have good communication with Andy Pincher
- The CFU survey is being progressed by Ben and will be publicised through the newsletters
- Dave is building up the helpers list and several people who came forward in the BtG campaign are helping with seat stickers etc
- The South Habbin initiative has been well-received by players and by the manager. Heather will speak to JT to see if any any reservations from Ian Darler and Andy Pincher can be sorted

8. CFU AGM

The minutes have been published and, since Lionel has not written them as working documents but more chatty in style for a wider audience, he proposed that they should be sent to our guests, Colin Kreidewolf and Kevin Rye, also that we should put out an email saying that copies will be made available for collection at the caravan. These will not include financials, which were made available to those who took the trouble to attend the AGM.

The newsletter should be used to address the justifiable criticisms made at the AGM about lack of communication, rather than copying routine minutes, which are dry, working documents for the committee's use and which contain confidential and, sometimes, sensitive, information.

9. Any Other Business

9.1 Car Boot Group?

Barry had sent the original Business Plan, which had Andy Pincher's approval in principle, to "Lurid" but had not yet received a response. We now have the Public Liability insurance, which was previously identified as a hurdle. It could be a good money-spinner and needs pursuing.

ACTION: Barry/ Heather to progress.

9.2 Bucket Collection in town centre?

A Nicholas Smithson had written to donate generously to BtG and suggested that we could do well, from what he'd witnessed in a visit to Italy, to collect in the town, together with a notable charity. The view of the committee was that the regulations and licencing procedures are too great a barrier for this to fly.

ACTION: Lionel to write to Mr Smithson.

9.3 Cycle Ride to the Orient game?

As far as anyone knew, this was still a possibility.

ACTION: Andrew, on return, to progress.

9.4 Abbey Action

Brian reported that this community magazine will deliver posters to homes in the Abbey ward and provided leads to Dave, who was very interested to learn about it.

9.5 CUSA Quiz

Carol announced that, on 23rd March, CUSA were running a Quiz Night at the club, £7.50, 7.30 for 8pm, and asked whether CFU would enter a team. The volunteers were Dave, Jamie, Justyn and Will.

10. Date of next meeting

On Wednesday 7th April at 8pm at the Golden Hind.

We must sort out which meetings will be "open" and their locations.

