

Minutes of the CFU Monthly Meeting held on 7th January 2008 at the Funky Fun House, Mercers Row, Cambridge.

1. Attendees and Apologies.

Present:

Dave Matthew-Jones (Chair),	Brian Attmore (2 nd part),	Anton Thacker,
Gary Aytes	Colin Proctor,	Justyn Medd,
Robert Osbourn,	Shane Kind,	Joy Childs,
Martin Jordan,	Will Jones,	Carol Looker
Terry Wilby (Minutes).		

Apologies:

Derek Wick (Treasurer),	Carolyn Cater,	Mark Stuart-Wood.
-------------------------	----------------	-------------------

2. Introduction.

- a. This was the first meeting at the new venue. It was agreed that the regular monthly meeting would be held on the first Monday of each month, with extra meetings for specific discussions on the third Monday of the month if required.

3. Minutes of the previous meeting.

Many people had not received the minutes. It was believed there had been some problems with the email list as others were having problems posting messages.

Action: Terry to resend the December minutes.

4. Fans Director Remit

- a. Joy had previously sent a draft version of the Fans Elected Director (FD) remit, with the Supporters Direct document "Being a Director – What you need to know".
- b. Various points were discussed, including:
 - i. As a Director responsibility is to the Club before the Fans,
 - ii. The FD should emphasis CFU, and the policies agreed by the Committee,
 - iii. Change "Attending meetings.....unless impractical" instead of impossible,
 - iv. SAG is Safety Advisory Group, not Stop Anything Good,
 - v. Change Personal to Interpersonal,
- c. Other comments were:
 - i. CFU should aim for a second Fans Elected Director,
 - ii. The FD should receive help from the rest of the Committee,
 - iii. Could a delegate attend meetings in place of the FD? (Johnny Hon often has a delegate),
 - iv. Media skills training (as given by Mark Squires in the past) may be of use to the FD.
 - v. **Action: Joy to update the document and send to the Committee.**
- d. Joy had previously met with Norman (who had been extremely busy), they had agreed that Joy would help by:
 - i. Generating policies and procedures for the staff, including manning and holiday cover systems.
 - ii. Talk to the staff to generate job descriptions, including voluntary and part time workers.

iii. Staff on the playing side (Jimmy/Alan/Jez) would also be included.

5. Communications

- a. Dave was fed up with having to apologise for the poor communication CFU have with the members.
- b. He would like the website to be up and running by the end of January.
- c. The Cambridgefansunited.org website was no longer working, he thinks the name is “owned” by Jamie Dyer who is soon to move abroad.
- d. Emails to info@cambridgefansunited do not get through.
- e. The helpcfu name is “owned” by Peter Stern and has not been updated for a long time, Peter has not replied to any messages.
- f. Carolyn has a friend who is working on a new website.
- g. Pen pictures of Committee members should be on the website
- h. Ryan has generated a generic newsletter template which has two boxes for sponsor advertisements. **Action: All to find possible advertisers.**
- i. The newsletter is to be sent out 3-4 times a year.
- j. Anton agreed to produce the Newsletter.
- k. Dates for the Newsletter will be put on a diary on the website.
- l. Will agreed to produce the Junior U’s Newsletters.
- m. “Constant Contact” is an email system that is being considered, it costs ~£20/month. It allows many emails to be sent at the click of a button.
- n. The CFU mobile phone needs a top up card. The phone/SIM was supplied by Mark Slater. **Action: Martin to contact Mark Slater**
- o. Dave would like there to be a “First touch – Last touch” system to deal with calls and emails (The person who receives the call/email ensures the caller/sender gets a suitable reply).
- p. Martin agreed to be Communications Co-Ordinator. He would not do the work, but would ensure the things got done.
- q. The possibility of a regular Consultaion Point was suggested, possibly in the Supporters Club or in the New bar where CFU members could contact CFU committee members.
- r. There are contact people for each stand:
 - i. Main Stand: Robert and Joy,
 - ii. Habbin: Martin,
 - iii. NRE: Will.
- s. CRC could have some input to the newsletter.
- t. Dave asked that all Committee members think of how communication can be improved.

6. Review of 2007

- a. Dave had a list of things that CFU had done in 2007, and would email it the next day. **Action: Dave to email Review of 2007.**

7. Goals and Roles

- a. SSI. Will reported:
 - i. The next SSI is against Altrincham on 26th January, and is for Junior U’s, members can come to the game and bring 3 friends free of charge.
 - ii. Adults pay a discounted price.
 - iii. CUFC are co-ordinating the ticket sales, ~£250 sold so far
 - iv. The will probably be less SSI games this season (probably 3) as the club are doing well.

- v. There may be some form of affiliation between Junior U's and Funky Fun House.
- b. Brian felt that the good attendance for the home game on Boxing Day was due to the seeds being sown through SSI the previous season.
 - i. The club are putting out a positive message through the local Councils.
 - ii. More development centres for YD/FITC are being planned at places such as Baldock (Jez had noticed the all weather pitch and had contacted the to arrange coaching sessions).
- c. The St. Ives U's template should be used to drive forward fans groups in other areas such as Royston U's.
- d. Norman had suggested an "Amber Army"
 - i. To target fans in the 16 to 21 year age groups where interest may tail off due to other attractions and less money.
 - ii. Similar to Junior U's with a discount on entrance.
 - iii. Currently at the idea stage, it has not gone to the Board.
- e. Gary had seen an advertising board for Rushden & Diamonds in a supermarket:
 - i. The theme was "your town, your club", which was eye-catching.
 - ii. It included leaflets with discount opportunities.
 - iii. A CUFC version could have a picture of a family at a game,
 - iv. Junior U's leaflets could be available on it.
- f. Dave wanted Communications to be sorted out first, then a Membership Drive.

8. Chairman position.

- a. Dave had experienced a difficult last few months:
 - i. Promotion Fund issues,
 - ii. Family matters.
- b. He would stand down as Chairman if anyone wanted to take his place.
- c. Dave and Will recently met some members of the POSH trust, they have an Admin Group to deal with administration matters.
- d. Doing the Agenda for meetings was a pain, Terry agreed to do them.
- e. As the best known CFU member Dave gets asked all sorts of questions at the caravan. It would be useful to have leaflets for all the commonly asked questions.

9. AOB

Terry:

- a. Asked if anyone knew of any members who had not received an AGM letter to pass on their details.
- b. A number of duplicates had been sent out where he had been informed of a change of address, or the original letters had not been received.
- c. Asked if there were any changes to the AGM Agenda, there were none.
- d. Asked for confirmation of the guests. **Action: Brian to confirm who will attend.**
- e. Completed nomination forms would be required for Dave, Derek, Anton, Carolyn and Joy.
- f. Asked for 2 people on the door with the latest membership list, suggesting Eleanor and another.

- g. Suggested that Lionel be asked if he would be “escort” for Colin Kreidewolf.
- h. Suggested Carol do the raffle on the night, and asked for donation of prizes.
- i. Asked for someone to have the roving microphone, Anton offered.
- j. Suggested a press release for the media.
- k. Reported that the Xmas 5-a-side tournament raised £519.
- l. Handed out copies of the latest SD magazine.
- m. Has received a letter for renewal of SEEE membership, passed to Justyn to decide if it is worth continuing.
- n. Has to report on how much the various raffles have raised as part of the lottery licence. **Action: Carol to give Terry the figures.**

Brian:

- a. Promotion fund currently stands at £19,600
- b. U16 Scholar Luke Berry has signed, he was wanted by Portsmouth and Colchester, but chose CUFC.
- c. Brian recently met Brian Lee, the Conference Chairman, and talked about the problems there have been with Crawley manager Evans and assistant Raynor. It was suggested that the 4th Official has to be stronger.

Shane:

- a. Offered a vote of no confidence in his position.
- b. Feels he is in a difficult position, representing CRC which does not exist.
- c. Most other teams in the league believe CRC is CUFC reserves, and that CUFC subsidise CRC.
- d. Shane believes his role is to help the lads get a professional contract.
- e. Will felt Shane was acting under a 3rd Party.
- f. There was a discussion on Shanes position, it was agreed there would not be a vote of no confidence, and that the matter would be discussed more fully next time.

Robert:

- a. Has told the club that he will not be the Designated Premises Supervisor (for the sale of alcohol) beyond the end of the month.
- b. The temporary licences he obtained were not used correctly; there could have been some personal liability issues.
- c. He started the role over 2 years ago on a temporary basis, the club were expected to take over the position some time ago but nothing had happened as this was a low priority for the club.
- d. He has submitted Temporary Licences for the Altrincham and Exeter games.

Will:

- a. “Bounce Bounce Amber Army” merchandise may be produced.
- b. A singer/songwriter is possibly making a Cd of songs.

Dave:

- a. Thought the match at Wolves had been great.

The meeting closed at 10:15pm.

Next Scheduled Meeting: AGM on 21st January 2008.

Next Monthly Meeting: 4th February 2008.