

Minutes of the CFU Monthly Meeting held on 8th November 2006 at the Cambridge Joint Ex-Services Club, Barnwell Drive, Cambridge.

Note: The meeting scheduled for 1st November had been postponed due to the Youth Cup game on the same night.

1) Attendees & Apologies

1. Present:

Dave Matthew-Jones (Chair),	Brian Attmore,	Justyn Medd,
Colin Proctor,	Carol Looker,	Martin Jordan,
Andrew Lang,	Terry Wilby (Minutes)	

2. Apologies:

Derek Wick (Treasurer), Robert Osbourn, Anton Thacker, Lorna Morley-Medd, Ben Yelton, Carolyn Cater, Jon Keane.

3. Guests:

Will Jones, Ben Phillips, Shane Kind.

2) Last months Minutes/Matters arising

The minutes of the last meeting were taken as read, however Martin had not received a copy through the CFU Committee email list. Terry agreed to send them to Martin. **Action: Terry.**

3) Financial

1. As Derek was unable to attend Dave gave a brief report:

- Approx £11,600 in the bank. There are some outstanding bills to be paid.
- Completion of the cheque signatories documentation was outstanding.

Action: Justyn, Martin, Terry.

2. Dave was to write to letters to CUFC for the following:

- To convert the £20k loan into shares,
- To convert £1k calendar money into shares (although Dave believed that the correct sum should have been a little higher),
- To convert £1865 membership money from season tickets into shares,
- To remove the minimum 15% shareholding for a Fans Elected Director on the CUFC Board, this would have to be an agenda item at the CUFC AGM.

Another probable agenda item would be the removal of the 20% maximum individual shareholding.

3. CUFC had asked CFU to pay the money to them for the FITC coaches kit sponsorship as it was the most cost effective way, CUFC will be able to reclaim the VAT. Dave would pay £1197.75 cheque next Saturday.

4. CFU had been asked to consider donations for the following:

- IT Learning Centre,
- CUFC Ladies Football Club,
- Learning disabilities Football Team.
- It was agreed that CFU would donate £50 to each group to purchase specific items.

5. It was considered that CFU sponsor the forthcoming Youth game against Tranmere. This was agreed with a value of £250.

6. CUFC had requested a while ago that CFU purchase 2 (for coins and notes) money counting machines, each ~£225. Dave had supplied some details to CUFC and asked which they wanted, no answer had been received yet.

4) Membership

1. Dave reported on behalf of Eleanor:
 - Current membership is around 424 but is dropping every month.
2. There was some discussion on the reasons, in general there is no perceived crisis at the moment.
3. Possible incentives to join:
 - A defined set of Members Benefits
 - Development of Social activities.

Justyn agreed to help Robert with the membership issue.
4. Dave had heard at the SD conference that business card style leaflets were less likely to be immediately discarded compared to A5 size leaflets. It was noted that the CFU PO Box post code would change in the near future when a number of Cambridge post codes change.

5) CFU AGM

1. Terry reported that he had the letters from the previous AGM and had started updating them accordingly.
2. The suggested date was Monday 19th February 2007 in the Supporters Club, Terry would contact Paul Mayes to book the venue.
3. The meeting would be as before, the first part to be the formal CFU business, followed by a Q & A with one or more club officials.
4. The AGM documentation (Agenda and covering letter with committee member nomination form) would have to be posted by the end of January, which meant that the content would have to be confirmed early in January 2007.
5. In the past a Newsletter has been included.
6. Address labels from the membership database would be needed.
7. Renata Stroud, Carol and Colin offered to stuff envelopes.
8. Dave believed that CFU need to consider aims and objectives for next year, and asked that all consider how CFU should move forward. Discussion through the email list.

6) Events

1. Calendar (Dave):
 - First copies now delivered, cost to be £7 (unsigned) and £10 (signed).
 - Signing at Sainsbury's on Sunday 10th December.
 - Signing at Grafton Centre (in association with N & P) to be arranged, possibly late night Wednesday.
2. 5-a-side (Terry):
 - 5 teams so far are interested which is good so early, most will decide in December.
 - Sooty has agreed to sponsor the "Team of the Tournament" prize through Limousine Cuisine.
 - Details for inclusion in a matchday programme have to be with Dave by Sunday.
 - Dave to check what medals are left over from the Summer tournaments.
 - Asked if a player would be available for the trophy presentations.
3. Xmas Raffle (Carol):
 - Other groups (such as Youth Development, FITC, Away travel) will sell tickets, each will keep the profit from those they sell.
 - Initially the prizes were to be £100, £50 and £25, Colin agreed to donate a further £100 to increase the prizes to £150, £75 and £50.

7) CFU Youth

1. Ben reported:

- Lorna had organised the recent raffle which should raise £751
- The money was earmarked for Youth Development Kids parties and to take the youth players to dog racing.
- So far CFU Youth had raised over £1000, which had been used to purchase new beds and an industrial washing machine for the digs. A pool table had been donated for the youth players to use. A lawn mower was required, it was agreed that this would be purchased from the profits of the next Bingo night.
- CFU Youth have their own bank account with N & P.

2. Dave thanked CFU Youth for all their hard work.

8) South Stand initiative

1. Will reported on the South Stand initiative:

- A cost breakdown from the Crawley game was handed out (See appendix). The Gate attrition figure for 97 away fans was wrong (the Crawley fans paid the same to stand as sit) which made the net profit £250 higher at £1265.
- Heather had asked for the extra stewarding costs to be paid.
- The next promotion will be tickets for the Burton game to residents in the Queen Edith/Cherry Hinton/Coleridge areas, including Addenbrookes and the Frank Lee Centre.
- Carol agreed to check on the local bus routes to see if there was an opportunity for a discounted fare for those with free tickets.

9) Fans Director report

Brian reported:

1. Next CUFC Board meeting is Thursday 9th November.

- Discussions on a Plan of Action regarding the ground buy-back option are under way, with experts giving their views.
- Media information on the ground buy-back will have to be carefully managed.
- CUFC have to show the money is available for the buy-back.
- It is possible direct contact with Steve Clarke (part owner of Bideawhile) may be attempted.

2. Cambridge City ground share at the Abbey:

- Has read of "conspiracy theories" on message boards.
- Phil Law's motives were being questioned as he did work for Brian York (CCFC landlord).
- CEN incorrectly reported details from the recent Fans Forum.
- It would be CCFC choice to ground share.
- There might be no viable alternative for CCFC
- Supporters Direct had asked that Brian meet Rab Crangle (CCFC trust member) in London. Dave commented that he had done all that Rab had asked, such as going to their launch and set-up meeting, but had not been asked for any other help.
- Brian has a legal obligation to do the best for CUFC.
- If CCFC do share the Abbey an alternative ground for the CRC team would be required.

3. Safety Advisory group

- Medical costs at CUFC were ~£900 per game.
- Medical costs at Dagenham (for gates under 3000) were £120 per game.

- CUFC are considered to have very good medical coverage for the fans. Sainsbury's have many thousand customers each day, but do not have any medical staff for customers.

10) AOB

1. Terry:

- Had confirmation that the Grant Application for £350 had been received by Cambridge City Council, and would be considered at their meeting in January.
- Had received the renewal notice for the CFU lotteries licence, cost £17.50.
- Had enjoyed the Supporters Direct conference, but had found out that the Secretary had a lot of legal responsibilities he had not been aware of!
- Would look into the insurance requirements for Committee members.
- CFU would be voting for Sean Hamill, Brian Lomax, Elaine Dean and Neil Le Milliere in the SD board members election.
- Need to inform the FSA of the change of address (from Lionel's to Terry's home address).
- Had enjoyed the recent poker tournament that had raised £150 for CFU.

2. Carol:

- Had heard from Gus Jeaver that he now had his CFU membership card.
- Recent Race night raised £1618
- CFU/Away Travel now sponsor Michael Gash and Jordan Patrick.
- Some money passed to Heather to cover coach hire losses.
- Xmas Bingo with Youth Development on 18th November.
- Quiz night on 6th December.

3. Colin:

- Had not received a new membership card.
- Casino Night on 1st December.
- Sporting Dinner on 4th December, Alan Kennedy is guest speaker, comedian not yet confirmed.

4. Dave:

- Paul Barry would like CFU to help raise the profile of the N & P affinity account by handing out leaflets.
- N & P would sponsor the crossbar challenge at the Stafford game.
- Gary Atyes was trying to set up a Marketing Group partnership to help the marketing of CUFC, and would probably require some help from CFU.

The meeting closed at 9:30pm.

Next Scheduled Meeting:

The next regular monthly meeting scheduled for Wednesday 6th December 2006 at the Cambridge Joint Ex-Services Club.

Appendix 1

Financial review of Crawley Town match

Scheme objectives

- ◆ Bring 500 new fans to the club
- ◆ Breakeven impact on the club financially

Logistics

- ◆ Leaflets Issued 5000
- ◆ Tickets Issued 1400
- ◆ Take up 1056 (inc approx 200 re CFU Youth Tournament)
- ◆ Take up rate 15% of those canvassed, 75-80% of tickets issued

Expenses

- ◆ Stewards £320
- ◆ Turnstiles £0
- ◆ Tea Bars £100
- ◆ Other wages £10
- ◆ Leaflet printing £50
- ◆ Total cost £480

Income (net)

- ◆ Tea Bars £650
- ◆ Merchandise £65
- ◆ Other £150
- ◆ Sponsorship £500
- ◆ Oxford Vouchers £400
- ◆ Total Income £1765

Gate Attrition

- ◆ Expected home gate was 2200-2300
- ◆ Actual home gate net of South Stand was 2289
- ◆ Attrition of home fans directly offset by extra interest generated by the publicity for the promotion, no net impact to the club.
- ◆ 97 away fans – terrace pricing £2.50 per fan less than seats, £250 loss

Final Summery

- ◆ Direct costs £500
- ◆ Attrition (home) £0
- ◆ Attrition (away) £250
- ◆ Total Cost £750
- ◆ Total Income £1765
- ◆ Net Profit £1015