

Minutes of meeting on 15th March 2012

Present:- Ian, Angela, James, Ken, Paul, John, Owen, Colin B, Barb, Chris, Jason

Apologies:- Simon S, Colin L

Meeting commenced @7.10

1. Apologies as above.

2. Action points from last meeting

3b – Actionpoint closed.

3c – Actionpoint closed.

3d- Actionpoint closed.

3i- Sponsorship of CTSA

Barb has talked to Ivor Gillespie regarding the ideas for sponsorship. Fundraising sub committee to follow up and look into sponsorship promotion issues.

Actionpoint:-

Ian will include the issue of sponsorship in the email which is to be sent out regarding the Christmas raffle.

3. Finance & Constitution

Angela read out the email which had been forwarded to her by Simon.

Copy was sent to all board members.

4. CTSA Cabin

John has looked into this and obtained a quote. Following discussion a spending limit of £2K was agreed to include the cost of groundworks, etc. Jason will supervise groundwork, volunteers required to provide brute force etc. All work to be done in close season.

Old cabin – it was agreed that Ian Hands may be interested in buying this.

Actionpoint:- Ian to discuss with the club the idea of giving the old cabin to Ian Hands and the repositioning of it. John to look into best purchase options.

5. Fundraising

- Golden Gamble (GG)

James gave a synopsis of the Golden Gamble figures.

The latest data is attached.

It was agreed that CTSA members would continue to sell tickets alongside the 2 GG girls to increase sales.

- Use of Redz

The club can only give CTSA the use of the bar on Saturdays in June.

Actionpoint:- Owen to email Ian a date in June when the Mauritian night can be held.

- Chestnut Tree Hospice

It has been agreed with Terrina (fundraising manager for Chestnut Tree) that joint sponsorship events will be organised and the costs/ revenue split 50/50.

Ideas for sponsored events:- darts, pool, walk from stadium to training ground to meet the players.

Actionpoint:- Paul & Ian to meet with Terrina to discuss these ideas.

6. CTSA Membership

After discussion the following prices were *provisionally* agreed for the coming year:-

Kids (U/16) £1

Adult membership -£15

Concessions (65+) - £10

CTSA will no longer offer family membership.

It was agreed that surplus membership cards from this season would be used for new U/16 members.

Season Tickets+membership – James introduced the possibility of adding £10 to the cost of a season ticket was discussed. £10 would come directly to CTSA to subsidise travel next season and may also encourage more people to travel. It would include membership and a free trip to an away league match.

Actionpoints:-

- 1. James to check prices for purchase of new membership cards;**
- 2. Ian to discuss with Club whether Junior Reds will be coming back before new prices are finalised- plus James suggestion re season ticket prices.**
- 3. Barb to send Jason details of current family/ children memberships to enable him to prepare spreadsheet showing projected costs for next season.**
- 4. Once meeting has been held with the club, Ian will meet with Barb and Chris to formalise arrangements for next seasons memberships.**

7. Travel

Ken advised 2 coaches booked for Gillingham. 11 people have booked for Bradford so far. Ian has asked the Club to fund the Bradford trip and is awaiting a response.

Actionpoint: Ian to advise re Bradford trip asap.

8. Community

John reported that between October and February £900 had been spent on 2 soccer schools and there was 4/5 months of the scheme to run.

A meeting had taken place with Dave Francis which looked at encompassing new schools in the scheme. An idea being considered is incentivizing on increased academic performance/attendance although the schools themselves will choose the selection criteria for pupil selection. The CTSA will then pay for these pupils to attend a 3 day holiday soccer school. The cost to CTSA is £40 per pupil (6 pupils per school will bring the total cost to £1500). This will be offered to 6 schools in the most deprived area of Crawley and will be run in conjunction with the soccer school run by CTFC.

Successful pupils will also get a free ticket to a Crawley match and a presentation of a certificate on matchday.

9. AOB

Rob Lowndes has volunteered to help with the CTSA website and will undertake the website training. JH will also help.

AGM- no date has been fixed as yet;

Minutes from last meeting – these are now on the website;

Football tournament – IT will discuss with Alan Williams whether this can be incorporated with an end of season Funday;

Easter egg donation for Chestnut Tree Hospice – Ian will put out a request for donations on the website. Paul and Ian will deliver the eggs.

Meeting closed at 8.45pm

5th April 2012, Wingspan Club, 7PM.

Minutes of meeting on 5th April 2012

Present:-

Ken, Ian, James, Rob, Angela, Chris, Barb, Colin L, John, Paul, Owen

Apologies - Colin B, Simon, Jason

Start time 7.05pm

6. Travel (agenda item brought forward due to Travel Ken having an additional meeting to attend)

- As of today's date:-
 - 3rd coach for Barnet - 117 booked at the moment.
 - 25 booked for Dagenham
 - 20 booked for Accrington

2. Outstanding Action Points from last meeting

3i. Still to be done. Apologies from Ian.

- **Sponsorship**

Discussed trying to get companies to sponsor the coaches next season. Also to strengthen links with the Chestnut Tree Hospice.

- **Egg Appeal**

There will be a formal presentation on the pitch to representative of the Chestnut Tree Hospice. Cheque of £2K from the club and £206 from collection made on the coach from CTSA. And, of course, the eggs.

- **The Cabin**

Discussion ensued regarding the meeting with AW at which he had stated that he did not wish us to replace the existing cabin as it would create onerous planning issues which the club would then have to deal with. Chris, John and Colin said that they had talked to Paul Baker who was responsible for planning permission at the council and specifically for CTFC who had advised that there would be no problem.

John has been looking at the pricing of 4 different size cabins. One of these is to purchase a cabin from a builder known to Barb for £1800 or perhaps significantly less after negotiation, the cost of which would include modification to our requirements.

It was agreed that:-

John would put points in writing to the Club which Ian had already put verbally to Alan Williams regarding the use of the cabin and the need for expansion.

Put suggestion of a cabin to members at the AGM (if agreed with AW)

Membership Premises

Agreed if necessary- on a temporary basis to use a car parking space and a gazebo.

Concrete over the area where the cabin is and gravel.

- **Use of Redz**

CTFC have had to apply for a new license for the away supporters bar.

Police have said that they must comply with the present license requirements before the new license can be sanctioned. This means that at the present time drinking outside the Redz Bar is not allowed.

AW has agreed that the CTSA can advertise on back of the pitch side advertising hoardings on the East Stand side. James to speak to extreme signs.

4. Fundraising

GG - figures already circulated.

Mauritian night - 16 June 2012. Ian will check with Amy and Sue that this date is OK. Need 200 leaflets to advertise.

Chestnut Tree Hospice Quiz night - 29 June 2012

5. Membership

Charges agreed for adults, u/16'S, concessions but Barb & Chris think family membership (2 adults & 2 children) should remain - £25. Must be u/16 on 1 July 2012. If Junior Reds happens we can refund the £1 cost of our membership from the price. All prices agreed.

Selling memberships will commence at the AGM.

Agreed to advertise what CTSA has achieved via a letter advising members of new membership drive. Barb and Chris working on this.

Montage of photographs in Redz Bar at AGM to show CTSA activities throughout the season.

7. Community

Meeting with Dave Francis and agreed strategy as described in the last meeting. Dave Francis had drafted a letter which was not fit for purpose and so was redrafted by John.

Chased Dave Francis up but presently away in Birmingham so not sure if the letter John has drafted has gone out to the schools. This delay means that the holiday courses may now have to take place in June or July.

Next season - go direct to scout groups, community groups.

AOB

Rob has designed a t-shirt for team members to increase their visibility at home games. Suggestion was made for committee members to wear black hoodies next season. How will this be financed? Agreed all committee members would buy their own.

Actionpoint - Ian will talk to AW to see if the merchandise can be produced more cheaply.

School Fairs - AW has said that we can have Reggie suit and sell club merchandise.

GG - 2.30 to 2.50 Chris will sell tickets at turnstile in West Stand.

Disabled area - no decision made by club.

£35 - advertising in Fanzine. Decision made not to continue with this, no longer good value. **Ian to communicate this.**

Meetings with AW - Ian to advertise meetings to committee members so that they can attend to raise issues relating to their sub committee

Community day out to Dagenham & Redbridge - ticket costs too high to pursue as children charge is £13.

CTSA meetings - remain 3 weekly.

Possible Summer coach trips - 2 June 2012- England V Belgium - coach to Wembley, Thorpe Park.

End of meeting 9.15pm

Next Meeting- Thursday April 26th 2012, Wingspan Club

Minutes of meeting on 26th April 2012

Present:- Ian, John H, Jason, Ken, Chris, Simon, James, Paul, Angela.

1. Apologies - Colin L, Colin B, Barb, Owen.

2. Outstanding Action points from last meeting

- **New Cabin or old cabin?**

John has sent an email to Paul Baker (council planning liaison officer) re impromptu chat he had had re planning permission for cabin. Paul Baker has advised that the club are planning more cabins for the ground space and that unless the cabin size was to fit the space exactly it would be best to liaise with Alan Williams.

John to send copy of email to Ian. Ian to discuss further with AW.

- **Meeting with Alan Williams**

Chris will attend the meeting with Ian tomorrow which is scheduled for 10am.

- **Membership & Junior Redz**

It was agreed to discuss this with AW tomorrow. If CTSA are to administer Junior Redz then there are many issues to discuss. This point will be discussed with AW.

3. Fundraising

Ian has written a fund raising/promotions strategy for discussion.

The fund raising sub committee has already discussed this and various amendments have been made. Copies will be emailed out to the Board shortly.

Agreed to look at opportunities for CTSA members to help out with fund raising activities. **Chris will collate some ideas and circulate to the Board for discussion.**

4. Finance

Financial update circulated to board.

-Travel has broken even for the season.

-GG - operating at a reasonable profit.

- Accounts prepared to 30 June 2012. Accounts need to be submitted to FSA along with annual return.

- Agreed if can get accounts audited for free will do so as this entitles CTSA to full rather than associate membership of FSA. Ken will take this forward.
- Agreed AGM first week in July so that the accounts can be signed off by members.

5. Memberships

-It was agreed that membership forms should go out to members separately from notification of AGM.

- Quote for membership cards - 1000 for £450. Previous year £265 plus VAT. Details given to James so that he can get a quote from last years supplier.

5. Constitution

Agreed to ask AW at the meeting tomorrow if the club are interested in having a member of the club co-opted onto the Board. John suggested Steve Martin, the new head of the Centre of Excellence. Ian & Chris will raise this at the meeting with AW tomorrow.

6. Travel

It was agreed that next season CTSA should continue to aim to break even as this is in members' best interests.

7. Community

Money to Crawley Town football coaches - £1550 to date. Likely to be £2300 by the end of June.

Dave Francis has recontacted some of the schools re the football incentive scheme being offered to 6 schools. Francis has now had tentative enquiries from 2 of the 6 schools and will now be visiting those schools. This means that the football scheme will take place in August as opposed to June.

The approach to this will be looked at again over the summer.

8. AOB

- Travel 'phone - would be beneficial if it was on contract. Agreed £7.50 contract would be best. Ken will arrange this through his personal account and then give the invoice to Simon for reimbursement.
- Player of the Year award - agreed to do this next season.
- Golden Gamble- previously agreed that 50% of profit (£650) would go to Centre of Excellence. Agreed that this should go to the Club for something specific and this point will be raised with AW tomorrow.
- Agreed to ask for a report on how the money given to the Centre of Excellence was utilised.

Minutes of meeting on 7th June 2012

1. **Apologies** - Apologies JH, JL, PP, CL, SS

2. **Outstanding Action points from last meeting- discussed**

3. **New Cabin**

Need cabin required before start of new season.

Jason will pursue all cabin issues with AW and advise what is required. Paul will assist.

Requirements:-

-Cabin dimensions 2.7SQ with hard standing area next to cabin for a gazebo.

-Consideration for a dropped kerb/ramp.

- Door at one end

All to help with vegetation removal and any other preparatory work to be advised.

Actions: Jason/Paul

4. **Fundraising**

a) **Mauritian Night - 16 June 2012**

Permission has been given to have Reggie Red at the venue. **Owen** to collect the costume.

Agreed -

- **Ian** will supply footballs and assist on ball court, and probably play the role of Reggie (unfortunately!), as well as purchasing raffle tickets for sale and providing a box/stickers for "confiscated" liquor, oh, and taking photographs of the evening.

- **Chris & Barb** will take money at the door and sell raffle tickets,

Extra raffle prizes such as family tickets for pre season friendlies if the club can provide- **Ian** to ask.

Angela & Jason to sell raffle tickets;

Ian will publish any profit made.

b) **Corporate Sponsorship**

Ian suggested that the tab on the website entitled About CTSA be renamed friends of CTSA. This can be used to advertise sponsors. Suggested rate £50 a year for website advertising.

Owen has found a pizza shop & fish and chip shop who may want to sponsor the CTSA. Will discuss further.

Jason will approach Phil Jarman to see if he will be interested. Also suggested a discounted haircut on production of a CTSA membership card.

Also discussed putting advertising board on cabin/ ball court (club will take half of the advertising revenue from this). **Jason to discuss with AW.**

c) Opportunities for CTSA members to help out with fund raising activities.

Agreed to put requests for help on website to include details of what is required and who to contact. **Ian to do this.**

Community based projects - requests can be put on the community website.
Chris agreed to put out a request for IT help with website.

5. Constitution & AGM

Resignations-Need 3 new board members as 2 have decided not to stand again - John H & Colin L. Rob Lowndes will make a decision shortly on whether he is able to stand for election. Jason will be standing for the first time. Any others interested? **Ian will canvass the membership.**

AGM date agreed as 19 July 2012.

CTSA Website - Aims & Rules -

The draft model rules are now on the website. We don't need a full election this year as we had one last year, however:

- 4 have to stand down. 3 resignations have already taken place over the season so 1 more resignation is required. Lots will be drawn to decide who, as per the constitution. Only real change to the model rules, upon which member approval is required, is our proposed change to the accounting dates to tie in with the football season.

- Agreed to try and get a player or the new manager from CTFC to attend - Ian will talk to Bruce.

6. Coaching in schools

The last season was successful and organised/promoted well by John H & Colin L, however it was agreed that the coming season should be approached slightly differently. **Chris** offered to lead the scheme due to her experience as a primary school teacher and contacts with the head teachers.

Agreed:-

-That the criteria for pupils to get places on football coaching programmes should be decided by the schools and publicised by the local papers.

-The best way of approaching schools is in person rather than by letter or email.

-Those who are successful in getting places on the training scheme should be encouraged to send 'Thank You' cards. These can be used to publicise the CTSA within the community.

7. Membership

7 paid up members to date for new season, one of whom was not a member last year.

Membership forms have just been emailed to everyone on the database and are available on the website. Paper forms will need to be mailed to those without email addresses.

Membership launch on Monday. Stand will be located in Redz bar for England game- and again on the following Friday.

CTSA membership cards will be available next week.

8. AOB

Football tournament

Agreed that this would be considered for a future project later in the year.

Crawley Town Supporters Alliance

Board Meeting 19th July 2012

Present:

Ian Townsend

Paul Prendergast

Barb Robinson

Colin Bowman

Chris Cheshire

Ken Blackmore

James Laraman

Simon Smith

Matt Putland

Gill Courtnell

Owen Pickering

Appointment of Chair

Following Ian's decision to step down as chair, Paul Prendergast was duly elected as his successor, with Barb Robinson taking on Paul's previous role as Vice Chair. The board acknowledges and is truly appreciative of all the hard work that Ian has done since the Alliance was formed.

Community Liaison

The board discussed linking Community Liaison with Membership since the two members of the Board previously handling it had resigned and Chris had taken up the reins following their departure. Matt Putland was asked if he would be willing to work in this area and agreed. Chris advised (and the Board agreed) that schools needed to be approached a term ahead of when coaching sessions would take place to ensure that the scheme was given maximum awareness. It was decided that we should work with the same two schools as last year as the children had turned up faithfully throughout, regardless of weather conditions, etc. It was decided that the best way to ensure awareness within the area's schools was by having face-to-face meetings with school heads. Emails were not efficient as they tended to 'get lost' in the vast numbers of emails received during the summer break. Adding a third school to the scheme was broached; there is sufficient money available to pay for this. When asked about his 'wish list' for sessions, Dave Francis stated that he would like to keep to the same format as previously, with three separate coaching blocks throughout the terms. It was decided that any initial approach to schools should be made in April so that we would know what to expect in terms of participants for September. It was also decided that we should continue with the current schools for a maximum of two years. According to the bills received from Dave Francis, the current cost for Football in the Community to the CTSA is £780 per month. Simon was asked to send a breakdown of the costs to Chris and Matt for information. As we don't appear to be receiving any publicity via FitC, it was decided that we should raise our own awareness. Chris is willing to go into local schools and talk to them in school assemblies.

It has recently come to light that the £5,000 donated to the Centre of Excellence last year has not actually been allocated. Following discussions this money will now be used to fund the refurbishment of the changing rooms within the Academy. Chris will contact Steve Martin to discuss how best we can be recognised for our donations.

Travel

As of the date of the meeting, Ken reported that 26 members had signed up to go to Millwall for the first round of the Capital One Cup; ten members had signed up for the Swindon trip and 12 for the Doncaster match. We will have five home matches to attract travellers for the trips, although it is believed that the younger members will probably travel to Millwall via public transport.

Ken told the board that prices for travel next season were the same as those for last year.

A meeting with Clarkes has recently been held to discuss drivers to be allocated to CTSA coaches and the possibility of overnight stays for both the Carlisle and Hartlepool matches. Unfortunately it was decided that it would be too expensive to do this; a day return trip to both places will cost the CTSA £1,000 per coach – an overnight stay adds £400 to this price. On top of this would be accommodation costs for the travellers. We would need to guarantee a full coach for each match to break even.

Golden Gamble

For next season this has been renamed the '50/50 Draw' with tickets costing £1 each instead of 50p. Since James will have other commitments at the club on match days, Keith Robinson will take over the administration. He plans to create a team of sellers from the board and CTSA members. This will ensure there is enough cover for each match without everyone having to work every home game. Paul will write to the council advising them that he is now the promoter. Keith and Barb will draft an email to go to the membership asking for volunteers. Our commitment to the Academy remains, and 50% of the money raised goes to the club. A sum of £670 is still to be handed over to the club.

A.O.B

Ken needs to have another supply of tickets printed; he mentioned that this year we may have sponsors printed on the back rather than the space being left blank. This would involve getting the appropriate artwork from sponsors. He also wants to change the colours to white and red. The board is more than happy for Ken to go ahead and get this done.

Colin as press officer was asked to ensure that we were featured in the local press as much as possible, with emphasis placed on our work within the community.

The topic of a membership drive was discussed, perhaps advertising the benefits of joining in terms of any special discounts/offers for which members became eligible by joining. Quantifying those benefits and displaying them on the Portakabin was thought to be helpful. Chris will put something together and then James will ask Dave Poulter of Extreme Signs to give us a quote. Barb will liaise with Ian to ensure we have the most up-to-date contact details for the membership in order to continue to write to them.

Next Meeting: 23rd August 2012, 7.30pm Wingspan Club

Crawley Town Supporters Alliance

Board Meeting 23rd August 2012

Present:

Paul Prendergast

Barb Robinson

Colin Bowman

Ken Blackmore

Matt Putland

Gill Courtnell

Apologies:

Ian Townsend

Simon Smith

Owen Pickering

James Laraman

Chris Cheshire

Minutes of Previous Meeting: Approved

Community Liaison

Barb Robinson met with Dave Francis; all invoices checked off. £600 left in fund which will more than cover Half Term activity (£480). We will contact the same two schools and offer them the same deal of 3 X 10 sessions as last year. One of the schools became an Academy so postponed some sessions; Dave Francis is happy to rearrange them.

Dave Francis also invited the Board to visit the Centre of Excellence to see where our £5,000 had been spent. Acknowledgements to the CTSA's contribution will be displayed (once agreed by the Board) but the bulk of the signage will be given to the main sponsor. Ken has already had a tour of the updated facilities and was very impressed with what had been done. Colin will do a feature for the CTSA in the near future.

New signage for the cabin was discussed and once a decision has been taken Extreme Signs will be approached for a quote. One of the coach signs will be cut down and attached to the fence between the two cabins. Paul and Barb will discuss additional signage to be placed around the ground.

A brief meeting had been held pre-season to discuss ideas on how to increase the CTSA profile in the area; ideas included putting up posters in local shops and using Owen's contacts within the 'Friends of CTSA'. It was suggested that hard copies of the 'Friends of' benefits should be available in the cabin for people to take away as well as signage for Chris and Barb to utilise. Matt will see what can be produced and Owen will investigate whether 'Friends of' have seen increases in their business as a result of their participation.

Membership

At the date of the meeting the CTSA had 211 members, of which 53 are new. £3,000 in membership fees has been banked.

Travel

The CTSA made £270 profit from the Swindon game plus £40 on the scratch cards, and £120 profit was made from the Millwall trip. Board members will continue to act as stewards on away coach trips. Ken has now ordered the new ticket stock. Both the club and Clarke's will provide one FOC coach each during the season.

Golden Gamble

Keith thanked all those volunteers who sold tickets at the previous home game, and the Board in turn thanked Keith for all his hard work getting the scheme off the ground. It was also decided that no tickets would be sold at evening games.

Meeting with Alan Williams

Copies of the notes taken at this meeting were given to the board members. Barb had previously received Alan's approval to the contents.

Other Matters

Tours of the Broadfield Stadium are now being offered, and are currently free of charge.

Paul is to continue the Chairman's Blog on the CTSA website, and Ben Blackmore will continue to update the Travel pages. Ian is very happy to continue updating the rest of the website as necessary.

Colin will co-ordinate any pieces the CTSA want to appear in the programmes but Barb will continue to be the point of contact with Bruce Talbot. Ideally we would like to feature more away travel information in the programme to reach as many supporters as possible. Colin will also liaise with Kaylee Seckington to get away travel details printed in the local papers.

It was suggested that Colin write a piece on Ted and Chris Covey, as Ted went to almost all the away games last season.

A monthly draw will be held at every home game for CTSA members, with the winning member receiving a free family ticket to the next home game. A Grand Draw was also discussed and the types of prizes that could be won including a cash prize and prizes from the club.

Finally, the Board wished to thank Sharkey for all his hard work in getting the new cabin sited.

Next Meeting: 20th September 2012, 7.30pm Wingspan Club

Crawley Town Supporters Alliance Board Meeting

Thursday 20th September 2012

1. Paul Prendergast
Barb Robinson
Ken Blackmore
Colin Bowman
Chris Cheshire
Gill Courtnell
James Laraman
Matt Putland
Simon Smith
Apologies from Owen Pickering and Ian Townsend
2. Minutes of last meeting: Approved with some amendments
3. Matters Arising
It was suggested that we fill the space under the window, beside the door with a big CTSA logo. James to source and price required signs. Matt has also produced an initial copy of the 'Members' Benefits' booklet. Ken suggested that we also include travel details to the booklet as well. Gill will check the disclaimer used by Cats Protection so that we can add something similar to the CTSA booklet. The board decided to go ahead with the idea and thanked Matt for all his initial work. Matt also volunteered to liaise with Ian with a view to becoming his back up as far as the website is concerned, possibly at some later point to take over all the site maintenance. Chris suggested we formally make Matt Ian's back up: Gill offered to assist as and where needed and when her other commitments allowed.
Action
JL
GC
MP
GC
4. Membership
At the latest count the CTSA has 253 members, some of whom are new members, the rest renewals. Barb is unsure at this point whether we are ahead against this time last year, but believes we are. The intent of the membership prize draw is that tickets given as prizes will be used by people who for whatever reason do not attend the Broadfield on a regular basis; the aim being to encourage more people to attend matches. Barb will ask Ian to email a reminder to those CTSA members who have yet to renew.
BR/IT
5. Community Liaison
We will be employing a different approach this season whereby the CTSA will be responsible for communication. Chris and Matt will compose and send letters to the head teachers of both schools we'll be working with (Bewbush Academy and Broadfield East Primary), and will then follow up with a phone call to make an appointment to see them. As last year, they will be offered one weekly session for ten weeks for each of the three terms giving thirty sessions in total. Steve Martin is happy for the CTSA to use the newly refurbished Academy for photo sessions with the players, etc. for inclusion in an issue of the programme. We will also be putting up signage once the
CC/MP

main sponsor signage positions have been agreed.

Matt Putland suggested using flyers in the local communities to promote CTFC, using volunteers to distribute/post on various sites/boards, although we are unable to use the council notice boards for this purpose as per Chris. Publicising away fixtures and travel details would be useful. Could we ask the club to produce them for the CTSA to distribute? Paul suggested that we might give leaflets to regular supporters to pass on to their children involved in playing football. The Reds Elite sessions were cited as a good example. The idea of involving Junior Reds was discussed but since this would have no real benefit to the CTSA it was decided against. It was decided that we concentrate on soccer in schools. Barb and Paul will talk to Alan Williams about getting some of the players out and about within the local community.

BR/PP

6. Travel (See attached pages from Ken for details)

Ken reported that after five away matches we are £117.50 in profit; We were in profit for Millwall (£120), Swindon (£310) and Colchester (£277.50) but we lost money on Preston NE and Doncaster (£295 in total). At the date of the meeting we had 34 people booked on the coach for Carlisle. As expected, short journeys are making up for losses on long distance trips. The board discussed ways of ensuring that travellers pay for their seats prior to the date of travel but came to no real conclusions. Ken has banked £5,300 and paid out £3,700 for coaches. We will be looking to take five possibly six coaches to Portsmouth on Boxing Day.

7. 50/50 Tickets

Keith reported the following sales for the previous three home games:

Scunthorpe	488 Tickets Sold	£448 Prize Fund	£244 banked
Leyton Orient	501 Tickets Sold	£461 Prize Fund	£230.50 banked
Portsmouth	498 Tickets Sold	£458 Prize Fund	£229 banked
		Total Banked:	£683.50
Expenses:	£40		
Ticket Printing:	£474		

Chris suggested we ask Alan Williams if there is a specific project or item the club needs which the CTSA would fund out of last year's profit. Also discuss anything that we could aim for this season, to the tune of approximately £2,000. Gill will draft a paragraph for inclusion on the website to describe what a 50/50 ticket seller would be expected to do on a match day. She will also send out an email to those on the membership list who expressed an interest in assisting the CTSA asking for their help.

GC

8. Programme Content

Barb provided the board with a list of deadlines needed to be met for pieces to be included in the programme. Ken was asked to speak with his son Ben and with Warren Lucy about the possibility of both or either writing a 'blog' for inclusion. Barb invited the whole board to contribute in some form or another, either with words or pictures. A piece on the Carlisle trip will be included in the Bury programme: Colin was asked to have this to Barb by 6th October for forwarding on to Bruce. The MK Dons programme will feature a piece about the drum and the fans' rendition of 'The Great Escape' – the deadline for this piece is 16th October.

9. A.O.B.

Barb provided the board with copies of her notes from the recent meeting with the chairman and Alan Williams. An item for the next meeting's agenda was put forward – that of having a Grand Prize Draw. Matt suggested we consider contacting local companies via email inviting them to consider becoming 'Friends of the CTSA'. The board thought this was a good idea.

MP

The board expressed its thanks to Keith for all his hard work, including mending the Cabin window following an accident, and putting up a shelf. Paul is going to check

whether the Cabin is covered by the club's insurance. It was also suggested that we might investigate having an alarm fitted. Pound Hill Security was the company mentioned.

Colin proudly told the board that he is now producing a regular column for the Mid-Sussex Times.

10. Date of Next Meeting
7.30pm on 25th October at the Wingspan Club.
(We will look into changing the day of week so that Owen might be able to attend)

Crawley Town Supporters Alliance Board Meeting

Thursday 26th October 2012

1. Attendees:

Barb Robinson

Ken Blackmore

Colin Bowman

Chris Cheshire

Gill Courtnell

James Laraman

Ian Townsend

Owen Pickering

Apologies from Matt Putland, Paul Prendergast, Simon Smith

2. Minutes of last meeting: Approved with some amendments/comments

3. Matters Arising

Action

Ian pointed out that he has no intention of giving up looking after the website, and is more than happy

to continue. The site is now looking good although problems remain with SPAM.

Under Item 7 of the previous meeting's minutes there was an error in the amount banked: the amount was £224 not £244.

4. Membership

At the time of the meeting 260 members had signed up. The half time draw is going well and so far all the winners have been season ticket holders. Barb has asked for a picture of winner(s) to be included in the programme.

BR

5. Community Liaison

Since the last meeting, letters had been sent to the heads of the schools we wish to involve. However, when Chris contacted Dave Francis she discovered that he had already begun the coaching programme and had committed £3,000 of CTSA funds without authority. Further to Barb's conversation with Alan Williams, the money will now come out of Dave's budget, and not from the CTSA. Ideas of where to commit the £3k were discussed: the idea of Christmas Soccer Schools was proposed in which the CTSA would sponsor local children. Chris asked that the finer points be left to her and Matt to finalise. Ideally the school would be held at a central location but if one was not available Chris has agreed a deal with Community Transport at £120 for three days. James suggested getting publicity for the scheme with half-time penalty shoot-outs, and offering family tickets. Three places could also be used as rewards within the schools, with the head choosing the children to attend. The board agreed to proceed with Chris' plan: the CTSA would also look at repeating the exercise next year. James also suggested offering children the chance to be match mascot – the board agreed.

**CC/M
P**

6. Travel

The board unanimously thanked Ken for all his hard work organising and administering travel. James has booked three coaches for the Met Police match, one of which has been provided FOC by Clarke's. Chris suggested that Colin put a piece in the local press ASAP advising that no parking whatsoever would be available at the ground. At the time of the meeting we have one coach nearly full for Coventry: Barb and Chris stated that we shouldn't turn away anyone wanting travel. Notts County is booked to 41 already. Ways of persuading travellers to pay in advance rather than on the day need to be found. The insurance paperwork was discussed as to whether it is sent directly to the CTSA or not... The premiums are based on numbers travelling, so inevitably they will rise. The board thanked James for securing the free coach for the Met Police match.

7. 50/50 Tickets

Barb reported that Keith has banked £1,074 in total from sales of 50/50 tickets. It was noted that Hartlepool's 50/50 tickets also offered discounts in restaurants local to the ground – could we possibly do something similar next year?

8. Financials

Very little has changed since the last board meeting so no additional information was offered. It was commented that it's good that we identify where our funds go, i.e. the Academy.

9. A.O.B.

Barb

We are OK for programme content until Christmas; however we need to have items ready for the New Year. The letter from our American fan is going in next Saturday's programme. Barb asked if anyone had specific questions to ask Alan Williams at their next meeting: the lack of student discounts was mentioned; might it be worth advertising in Crawley College to attract them to matches.

Barb also mentioned heating for the cabin as the one installed is unusable. Keith suggested purchasing a new one with a seven day programmable timer; however Chris kindly offered to donate one she had as long as Keith can fit it.

Colin

Colin asked about further benefits to CTSA members; Owen told him that if he was prepared to all the administration/writing, then Owen would speak with Hassocks Golf Club about holding a golf day there.

Ian

Ian informed the meeting that a minute's applause had been organised as remembrance for Ernie Cooksey, a player at both Crawley and Bury. He had died at the age of 28 so the tribute would be held during that minute of the match.

Owen

There are five more businesses to be added as 'Friends' of the CTSA. Owen asked that Simon ensure that receipts were sent to all the business involved for tax purposes.

Chris

Chris told the meeting that she had a cleaning service to add to the list of 'Friends'. We also need to ensure that the companies involved are more visible. Ian will email 'Friends' details to all CTSA members; however the website will need to be adapted to accommodate their information. He had looked at a replacement website provider but those available would not make the site any better.

Owen

Due to a conflict of interests, Owen was finding it difficult to attend board meetings on a regular basis

BR

OP/CB

SS

and therefore offered to step down. The board insisted that he plays a very valuable part and it was unnecessary for him to do that. Gill will liaise with Owen to work out which day would be most suitable for him.

All the CTSA merchandise has been given away.

10 Date of Next Meeting

7.30pm on Wednesday, 21st November at the Wingspan Club.

Crawley Town Supporters Alliance Board Meeting

Wednesday 21st November 2012

1. Attendees:

Paul Prendergast

Barb Robinson

Ken Blackmore

Colin Bowman

Gill Courtnell

Matt Putland

James Laraman

Owen Pickering

Apologies from Ian Townsend, Simon Smith, Chris Cheshire

2. Minutes of last meeting: Approved

3. Membership

Action

We currently have 278 members; two Half Time Draw family ticket winners will be submitting pieces to be included in the PNE match programme. CB will do a piece on our trips to Portsmouth and Bournemouth for inclusion early in the new year.

CB

We are around 30 members down on where we were in January this year. We need to be clearer about exactly what time period membership covers, i.e. twelve months or the football season. MP will contact the members from 2011 who haven't renewed.

MP

4. Meeting with Alan Williams

The subject of what the club does with its share of the 50/50 money was discussed at some length. Currently the club is due £674 from last season, plus 50% of the nett monies collected to date. PP will speak with Alan tomorrow to ask for other proposals towards which the money will be used.

PP

After some lengthy debate, the majority of board members agreed to cover the cost of Junior Devilettes' uniforms; a cheque will be handed to Alan Williams at the Sheffield United game.

Alan also confirmed that the Portakabin is not covered by the club's insurance policy, meaning we will have to source a policy of our own.

5. Customer Service

Barb read out a piece she had put together with her and Chris' thoughts on the matter. Issues had arisen around the stewarding for the game against the Met Police. Better arrangements need to be made prior to trips to avoid similar events from happening in the future. A couple of other 'complaints' were also referred to.

6. 50/50 Tickets

Matt asked if we were allowed to sell tickets inside the ground: it was confirmed that we do have permission to sell inside and out.

7. Community

Oriel High and Oriel Junior schools have been given three places each on the half term soccer schools, to be used as an incentive prize, the recipients of which will be picked by the school head.

Colin will accompany Chris and Matt when they visit schools so that he can take photos to maximise publicity for the scheme.

Paul has been approached by CTSA member Rob Lowndes with the idea of having two teams (one managed by the Rob and the other by Paul) playing some kind of tournament of legends day in aid of one of the club's supported charities, probably Chestnut Tree House.

8. Travel

At the date of the meeting, there were 37 people booked on the Crewe coach, which was a little disappointing as it represents a possible £100 loss on the trip. At this point we have 66 booked for Portsmouth and 44 for Bournemouth.

We probably need to publicise CTSA benefits to our members more, although most people join simply for the cheaper travel.

An incentive scheme for frequent travellers will be looked into for next season.

9. A.O.B.

OP has spoken with Hassocks Golf Club to investigate holding a golf day in May. PP will speak with AW about getting the players involved. Initial costing is £21-50 per person which includes coffee and a bacon roll before the game, and lunch afterwards. CTSA members will be encouraged to sponsor their favourite player. OP will obtain trophies to be given as prizes.

OP has also arranged a Mauritian Day for the Portsmouth game: inclusive price tickets will be £32-50 for adults and £22-50 for children. JL suggested doing a special price of £30 instead.

A suggestion was put forward to create a couple of children's teams sponsored by the CTSA. We would look at doing this for next season starting with under-10s and under-11s teams.

CB asked about the possibility of doing an overnigher on one of the longer away matches. This has been ruled out due to the additional costs and logistics this would involve.

In view of the numbers (relatively small as they are) who book, don't pay and then don't turn up the facility to prepay for coach tickets other than at the cabin was raised. However, at this point it would not be viable or practical to make alternate payment

methods available.

MP told the meeting about a new website provider called justhost.com which charges £1-99 a month and provides some support. MP to look into other alternatives and discuss with Ian.

MP

PP was happy for the Chairman's blog to be submitted to Ian with a copy going to BR for inclusion in the match day programme.