

Notes from Quinssa Committee Meeting 13 July 2005

All 7 committee members were present.

Item Subject

A Committee members' specific roles

It was agreed that, as well as their elected roles, individual committee members should have overall responsibilities as follows:

Simon Coleman – Membership administration; email communication to members

Duncan Franklin – Website maintenance and publicity

Cliff Funnell – Membership liaison

John Hartley – Coaches; Richard Langhorn Trust liaison; travel advice

Emma Stewart – Club liaison, Quinssa table organisation,

Rob White – Liaison with other clubs and supporters' clubs

Will Warner – Match day program; direction to other grounds

All – Recruitment

This responsibility is a lead / coordinating role, not an exclusive role and all committee members expect to participate in most of these activities.

The committee recognised the need to ensure it has good communication with its members and the club.

A.1 Liaison with club

Emma will prepare proposals for the creation of an informal, Quinssa led, group to discuss issues with the club

A.2 Liaison with members

CF will prepare a strategy paper for this.

It was also agreed that at least one committee meeting this season will be in “open forum” on a match day. Also, at certain times, the Quinssa table will host a “topic of the day” discussion.

Quinssa members will be invited to these events.

B Events

Various events were discussed and it was agreed to create a schedule of planned activities for publication after the next committee meeting. Events suggested so far include:

- A mid-season ball
- Evening(s) with the coaches / management
- Video analysis evening(s)

C Finances

Quinssa has a healthy bank balance (around £ 6,000). An outline budget was agreed. It was recognised that sufficient funds must always be available for the following items:

- Coaches “float”
- Administration
- Printing costs
- Events “float”
- Further academy bursaries

C.1 Academy bursaries

Academy bursaries will be made only if Quinssa is satisfied that these will be used in addition to anything the Academy may expect from other parties, not as a replacement.

C.2 Fund raising

Two schemes for targeted fund raising were discussed. These are being considered and further investigated for practicality. A decision on implementation is expected at the next meeting

D Membership

Membership numbers continue to grow with 529 active members. Less than 5% have not renewed. Those who have not recommitted for 2005 / 2006 season are being followed up.

Quinssa will implement an easier way for members to renew.

E Merchandising

Several ideas were discussed to create merchandise at low or no cost and will be further investigated and / or implemented. These include:

- T-shirts
- Calendars
- Quins bins

Bam-bams are still available and will continue to be marketed

A member has generously offered printing services for large items, such as flags, giant T-shirts, banners, etc.

F AGM matters

Several members raised issues at (and before) the AGM and the committee discussed these. The committee will respond direct to the individual members and the committee's decisions / views on these matters will then be summarised as a separate item on the web site

G Other matters

A member has generously offer Quinssa the use of a corporate box for one match this season. Various methods of taking advantage of this offer were discussed and the favoured approach will be discussed with the donor before action is taken.

There were some other minor matters discussed which will be reported upon in future meeting notes, should they be pursued.

H Next meeting

The next meeting is on Tuesday 23rd August.