

AFCW PLC
Minutes of Board meeting held at 7.30pm
On 21st October 2021
(online meeting)

Board Members

Iain McNay (Chair)
Ed Leek
Hannah Kitcher
Jane Lonsdale
Joe Palmer
Nick Robertson
Charlie Talbot
Xavier Wiggins
Mick Buckley

In attendance

David Charles (Secretary)
Tom Mak
David Rey

1 Introduction and apologies

None. It was noted **JL** would join the meeting later.

2 Minutes of the meeting 16 September 2021

The minutes were confirmed as accurate and approved.

3 Matters Arising not on the agenda

JP reported that following feedback from the EFL there was the possibility of further requirements in response to the current Covid levels at that time. This could affect attendance numbers and staffing.

4 CEO's report

JP updated the Board on ticketing issues, following a meeting with Secutix, and capacity issues. The Safety Advisory Group (SAG) required further work to be completed in the away end before the capacity could be increased. It was hoped when the work was completed 1200 away fans would be allowed for the Portsmouth game. The SAG had been very positive about the club's handling of the Sheffield Wednesday game.

Additional perch seating would, subject to the approval of the SAG, be made available on the 3rd floor on the West Stand which should free up seats by some fans moving up from the 2nd floor.

It was agreed customer service could be improved with a strategy, and it was agreed that a Donsmaker with relevant experience could assist in developing a plan. The need for further staffing, resourcing and job specifications would be discussed between JP and the DTB.

Having reviewed the report circulated by **JP** the Board was keen to explore the benefits of a diagnostic centre and it was agreed a meeting would be arranged between some of the members of the Board with the specialist to discuss the benefits and implications if they were to proceed.

The Board noted the issues with season ticket payments, progress made with Seedrs, the education hub, football performance, the provision of food and drink around the stadium, and the Ladies team who were about to play their first game at the stadium. It was noted attendance at this game was free of charge and not all home games would be played at the stadium.

The Board noted the management accounts and that receipts from the Arsenal Cup game were not included. Although there had been a spike in policing costs, they were lower for stewarding. The yearly audit was going well and **TM** confirmed the auditors had indicated the Plc accounts were on track to be ready on time for the AGM.

5 Stadium Re-financing, Finance Committee report and cash flow

David Rey joined the meeting and updated the Board on the work of the Finance Committee which included the future financing, the loan repayment in 2022 and possible equity investment.

The Board was also brought up to date regarding the issue of a second Bond.

6 Risk Management paper and draft Risk Register

The Board noted feedback was still required on the papers previously submitted and this would be followed up.

7 Update on Strategy paper

The Board noted the need to release the results of the two surveys with the aim of having the draft strategy ready in time for the AGM. The Plc would review the strategy once it had been reviewed by the DTB.

8 AOB

JL noted the Wolves players all learned CPR and queried if our staff and players would be trained. **JP** confirmed this will be done, as well as a survey of what equipment is available in the stadium.

Date of next meeting

18 November at 7.30 pm

The meeting concluded at 10.30 pm

Signed

I McNay, Chair