**Minutes of Grove RFC Board meeting held 15/12/2014.**

Present: - Adrian Amies, Niki Dinsey, Chris McCarthy, Martin Stalder, Paul Walsh, John Sevier.

Apologies: - Craig Burrows and Phil Connolly

1. Minutes approved and signed off.
2. Treasurers Report.

The treasurer reported that at the current time the club has a balance of approximately £11k. However, it has outstanding bills of around £8k. Payment for showers being the main component of this. (This could be increased even further when the outcome of the VAT appeal is finalised.)

PW has completed a half yearly audit and it shows that the income to date is down on last year.

The bar profit margins are up (53%) however turnover is down by approx £7k.

The main reasons for the lower income are seen as:-

1. No 3rd team so less money over the bar
2. No functions organised this season.
3. Club closed for refurbishment.
4. Membership down by approx £1K.

The ordering of extra kit is seen as a problem with our account balance as it is.

The board have re-iterated that no kit can be ordered with-out the prior approval of the treasurer.

PW is talking to Dale at Elmer Cotton so see if a new deal can be struck that would save us money.

**Action: -** CM to talk to Simon W-J to ensure he is made aware of the rules governing the any purchases made on the club’s behalf.

CM will also talk to C B reference the player’s budget and ask him to consult with PW before any new arrangements with players are made

1. Report from the Director of Rugby.

No report submitted to date.

1. Report from the Director of youth/junior Rugby.

The U16’s are doing exceptionally well this season. The coach is working well with the lads and the numbers attending each week are growing.

U/9’s are tending in the opposite direction with numbers dropping. NK to investigate and see if a problem can be identified and things turned around.

The ladies/ girls teams are also doing very well with Helen doing a great job.

All Junior coaches to put out an appeal to parents for more help in the kitchen on a Sunday.

ND has now quit his coaching role with the mini’s in-order to be able to devote more time to the role of Director.

1. Clubhouse/bar area and re-development.

The ladies toilets still need to be completed but the hope is that Milo and Eggy will come in on Monday 22nd and finish the job so that the toilets will be ready for Xmas.

The honours board is still outstanding but again it is hoped to be in place by Xmas.

ND has sorted a new computer and sound system which he is in the process of installing.

New Sky cables have been installed which in turn means we can now watch different programs and record a 3rd all at the same time.

The refurbishment of the bar is still outstanding but this will be left till later in the season when a new top and facia will be fitted, along with the new tills.

The RFU representatives have visited the site and are happy with the work completed to date. They have suggested a new grant that may be available to help with the refurbishment of the men’s loos and site security. They are also happy to talk to the club with reference to expanding the building upwards.

We can also apply to Wantage Council for a grant towards the refurbishment of the site.

The state of the changing rooms is still an area of concern regarding cleanliness.

All teams must be encouraged to store away gear in the proper place rather than use the changing rooms as a storage area.

Jimmy W has been consulted and it has emerged that the cleaning equipment and materials are not up to the task at hand.

Jimmy will be asked to provide quotes for new equipment best suited to the job and to look at the cleaning materials used at present.

**Actions: -** ND will liaise with the RFU to establish what grants we can get and also talk to Wantage council.

MS to order new power washer to be used in the showers.

1. Key Register

NO Progress

The list of actual key holders is growing but is still not a definitive list.

The board as a whole need to keep asking individuals if they have keys.

1. Christmas and New Year.

The Xmas Raffle is progressing well with over 22 prizes now promised and nearly 100 tickets sold. The club will be open Boxing Day and the raffle will take place in the afternoon

New Year’s party – Kim and Margret have taken on the responsibility of organising the New Year’s Eve Party. Disc Jockey booked, fireworks ordered and posters out, so all going well. Tickets £10 each, children £5

The organisation of the End of Season Ball is still a little uncertain. CM to talk to Christine B.

1. Update on supply of Coaches Jackets.

There are still a number of the new coach’s jackets that have not been distributed.

The main reasons for this being that not all the coaches have paid their membership so are not entitled to a jacket.

These jackets will now be put on sale in the club shop at £35 each.

1. Review of ongoing negotiations regarding the Grove development.

CM distributed a paper explaining where we are regarding the forthcoming development of Grove Airfield.

How this would affect the club and in particular the rugby training lights and first team pitch where discussed.

The club has an agreement with the developers and the RFU regarding the issues.

1. Review of the functioning of the reduced board and the ways to move forward.

It was agreed that the current board structure has many advantages; however, at present there is no real sub-structure.

A management group is needed who meet every few months and also report to a board member on a regular if not informal basis.

In order to move forward a sub-structure with defined job roles and job descriptions needs to be identified. (The sub structure as defined by Strategic planning group that was presented last season being a good place to start).

Once defined the roles need to be advertised and volunteers assigned to the roles.

This needs to be done before the next AGM in order that the roles and people can be presented to the membership.

This topic will be reviewed each month.

1. Letter from Roger Williams regarding the Strategic Planning Advisory Group.

The letter was well received by the board, however, it was decided that the terms of reference and wording as laid out in the letter would need to be adjusted before the board could give full approval.

**Action: -** MS to revisit the wording and send back to RW.

1. AOB.

The first batch of RFU raffle tickets arrived and was sold at the pre-match dinner.

Each ticket sold earns the club 90p so a further 300 tickets have been requested from the RFU.

Date of next Board Meeting -Monday 19th January 2015

**Time – 7.30pm** Location -Grove Rugby club