

**Blackburn Rovers Independent Supporters Association
DRAFT MINUTES FOR AGREEMENT**

Meeting No: 2

Waters Edge

17th May 2005

Present: Den Gasgarth
Claire Lloyd
Clare Nolan
Glenn Pegden
Jill Pedgen
Hazel Gasgarth
Tris Stock
Mark Whalley
John Harkins

Apologies: Paul Brooking
Ste Birtwell
Scott Thornton
Stuart Wilkinson

Item	Discussion and Notes	Action
1.0	Apologies Tris opened the meeting by welcoming all present and offering apologies on behalf of others.	
2.0	Last meeting's minutes Minutes from the last meeting were accepted without discussion	
3.1	Budget / Bank Account SW was unavailable for update, but it was confirmed that a HSBC (Treasurers Account) has been opened with DG and SW as signatories. The cheque book for the account requires a signature from both DG and SW.	
3.1	Summary of expenditure and income to date Income: £5 each from the 6 present at the initial meeting = £30 Expenditure: £15 room hire at Fernhurst for initial meeting = £15 Current Balance: £15 As there was no charge for room hire for this meeting, it was agreed that no fee would be taken from those who did not attend the first BRISA meeting.	
4.1	Receiving Communication - Voicemail CL has set up a voicemail number. There was not cost to set up the number and credit will be topped-up with a swipe card. When the number is in use, credit will be purchased as necessary. The cost to retrieve voicemail is 10p per minute. The voicemail number is 07815 670337 (although no message has been recorded for it yet)	
4.2	Receiving Communication - Postal It was agreed that the current brfcs.com PO Box address would be used, with a different first line address to distinguish from brfcs.com mail. Need to agree this with PB.	<u>Paul</u>
4.3	Receiving Communication - Website Initial design of website has been completed by CN, but requires content when applicable. (via Gmail, 21 May 2005) PB confirmed that domain name (insert domain name) has been purchased and webspace will initially be borrowed from brfcs.com. Need to decide if separate webspace will be purchased by BRISA or if 'rent' fee will be paid to brfcs.com	<u>Paul/Clare</u>

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5.0 **Mission Statement**

DG suggested that as IMUSA have allowed us to use their constitution, we should adapt relevant sections from this to form BRISA's initial constitution. DG and SW (?) will draft constitution.

Den/Stu (?)

All agreed that mission statement would be taken from the initial constitution

GP suggested a Question and Answer section to help people understand BRISA. It was suggested the members of the ISA forum on brfcs.com could provide the questions.

6.1 **Our Next Step – How to go public/When to go public**

A brief timescale was set:

- Mid June – Constitution and Mission Statement finalised
- Mid June – Contact other organisations/branches of OSAs (see 6.2)
- Start of 2005-06 season – Public launch of BRISA – BRISA will be advertised through a variety of media at the start of the season. MW suggested first public meeting should be held a few weeks into the season once awareness has been built.

6.2 **How to use what Rovers have offered – Letter to go out to OSA members**

Gmail used to draw together comprehensive list of all OSAs

The meeting agreed that existing OSAs should be contacted prior to the public launch of BRISA. It was suggested that chairman/main figures from existing OSAs could be offered place on BRISA committee. It was suggested that this should be avoided to ensure BRISA is seen as democratic, however, they could still be encouraged to stand for election.

It was agreed by all that the initial contact with existing OSAs should be made by letter. It was proposed that the initial contact letter should be an introduction to BRISA and an invitation for the chairman/representative to attend a future BRISA meeting (suggested date: end of June).

Tris to update Tom Finn on the outcome of the current meeting and follow up the offer of the ISA being publicised in the clubs own letter to OSA members

Tris

6.3 **How to use what Rovers have offered – Programme, Big Screen, Official Website**

The generosity of the club in offering the use of such facilities was acknowledged. It was agreed maximum use should be made of these, but no definite plan/content could be set at this stage.

6.4 **How to handle use of brfcs.com**

It was felt that with the wide range of exposure anticipated through other channels, that the risk of the ISA being solely associated with the website was diminished.

6.5 **How to use the assistance offered by other members of the ISA forum**

The meeting agreed it important to keep all members of the ISA forum updated. Minutes from this meeting will again be made available to all on the ISA forum.

tba

GP suggested that other members of the ISA forum could provide the questions for the Q and A section.

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6.6 **How to maximise exposure via other channels**

LET – It was suggested the LET should be forewarned prior to the public launch. It was noted that the LET may be keener to include BRISA content over the summer, before the new season starts. TS knows Andy Neild and agreed to contact him when relevant.

Tris

Local Radio -

Radio Rovers – CL suggested this as another outlet for information and has contacted Alan Yardley previously regarding the use of Radio Rovers to cover Fans Forum/BRISA. Alan Yardley said he would be happy for someone from BRISA to appear/be interviewed on Radio Rovers. He also suggested the possibility of himself or someone from Radio Rovers to attend meetings and report back if appropriate. CL will contact Alan Yardley again when appropriate.

Claire

Schools – MW suggested advertising BRISA through work with schools, this would allow input from younger supporters. MW will investigate this further.

Mark

606/talksport – JP suggested we organise people to appear on phone-ins, such as talksport/606. GP advised that GP, DG, PB (**any others?**) were often contacted by radio stations for comments on ‘Rovers stories’. GP said, from previous experience, these stations were quite happy to ‘plug’ organisations such as BRISA.

Bushys

Paul Astley (PA Travel) – GP suggested as well known and may be interested in sponsorship

6.7 **Use of “honorary figureheads”**

Various potential figureheads were suggested.

Birdy – a well recognised Rovers fan

Ex players such as Colin Hendry or Mark Atkins

Simon Garner and Glenn Keeley – could advertise BRISA through their columns in the LET

(Added after by CL - Wayne Hemmingway – well recognised, independent from club)

6.8 **Guidelines, Timelines or Deadlines**

(see item 6.1)

6.9 **Authority/Mandate to make decisions in order to progress without delay**

The group with access to the gmail forum to continue to discuss and decide on the issues which arise.

GP to set up a private mailing list for the same group of people, for those who dislike the gmail format.

Glenn / all

7.0 **Any Other Business**

There being no other business the meeting closed at 7.15pm