



BOARD MEETING (18)

Date & Time	Friday 17 th September 2021	Location:	Bonded Warehouse & Microsoft Teams
Present:	Stuart Cain (Director) Mike Perls MBE (Director) Stacey Knight (Director), Robert Sullivan (Director), Sue Catton (Director) Karen Moorhouse (Director), Lord Jonathan Caine (Director), Jon Dutton (CEO)	Chair:	Chris Brindley MBE
Apologies:	Emma Young (Director) Graeme Thompson (Observer)		
In attendance:	Esther Britten (Observer) Hattie Hughes (Observer) Michael Livingston (Observer) Chris Gallagher (Observer) Stephen Brown (COO) Michelle Gibson (Company Secretary)	Danny Kazandjian (Observer) Dean Hardman, RLWC – in part	

Item	Agenda Item	Action
1.0	Welcome CB welcomed everyone to the meeting and apologies were noted as above. The Board welcomed DK representing the IRL in an observer capacity.	
2.0	Declarations of Interest Declarations of interest were noted as follows: <ul style="list-style-type: none"> • CB – SID on the RFL board. • KM – Director and Company Secretary on the RFL board. • RS – CEO of the Football Foundation 	
3.0	Minutes & Matters Arising 3.1 Board Minutes The minutes from the meeting held on 16 th July 2021 and the conference calls held on 22 nd & 28 th July, 4 th & 23 rd August 2021 were approved as an accurate record. This was proposed by KM and seconded by MP. 3.2 Subcommittee Minutes The Board received the minutes from the Remuneration Committee held on 3 rd September 2021	
4.0	Strategic Overview JD summarised the three distinct phases for the tournament going forward, together with planned activity.	



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5.0	Board Agreed Focus Areas	
5.1	Tournament Period The Board was pleased to note confirmation of the tournament period for 2022.	
5.2	Participation Agreements The Board noted the participation agreements received.	
6.0	Executive Agreed Focus Areas	
6.1	Schedule DH joined the meeting to update the Board on the revised schedule. It was recognised that the scheduling of FA Cup fixtures may impact some of the venues. The draw was due to take place on 17 th October and discussions were taking place with The FA to resolve any potential issues.	
6.2	People The Board noted the update on the People department provided by SB.	
6.3	Ticket Retention The analysis of the first phase of refund requests was noted.	
7.0	Any Other Business	
7.1	Meeting Dates It was confirmed that a meeting matrix for 2022 would be circulated to the Board.	MG
	<i>There being no further business, the meeting closed at 14.10.</i>	