

Minutes of Meeting

Monday 24th March 2025, 6.30 pm

Microsoft Teams



		Action
1.	Attendees	
	Janine Bailey (Chair) (JB), Matthew O'Donoghue (Secretary) (MO'D), Grace Bailey (GB), Pete Chilton (PC), Ohad Green (OG), Paul Scaysbrook (PS), Paul Peros (OxVox) (PP). Apologies: Pete Green, Andy Holding	
2.	Approval of Minutes from 13th March 2025	
	The minutes of the meeting on 13th March 2025 were approved.	
3.	Matters Arising	
	Item 7 – A new date for the Ticketing presentation will be agreed based on availability, details have been circulated. Item 8 – OxVox spoke to TW last week to initiate plans and are awaiting availability of the Chairman before confirming a date for the upcoming fans forum.	
4.	Review of FSA Proposals	
	The FSA proposals were reviewed, and the following amendments were proposed and agreed at the meeting (in bold). <u>a. Confidentiality Policy</u> 4. The FAB fan group representatives may request that an item deemed confidential can be shared and discussed with their member group board 6. Information falling within clause 5 <u>b. Code of Conduct and Disciplinary Policy</u> – approved with no amendments <u>c. Election Policy</u> Insert: <i>Candidates should not be employees of Oxford United Football Club. Candidates carrying out volunteer roles may also be ineligible subject to the nature of the volunteering. The decision of the application & interview panel on eligibility is final</i> The Application & Interview Panel will consist of <ul style="list-style-type: none">● 2 independently elected panel members from OUSP / Oxford United FAB● 1 club employee● 1 independent representative	

	<p>The following was agreed post meeting electronically</p> <ul style="list-style-type: none"> ● <i>The independent representative will hold the casting vote in the event of a tied decision on any matter.</i> <p>The status of newer fans within any election process was discussed in relation to their chances of being elected if they are less well known. Points raised included; the importance of being known to fans so that reps are visible, the role of the application and interview panel in making sure everyone has a fair chance, the option to co-opt members onto the FAB and working groups. It was also noted that those who may be most well known are those who are vocal on social media/forums and that it was important for people who have skills to offer but are not as vocal to be encouraged to participate as well.</p> <p>It was agreed that it will be important for the Application and Interview panel to have awareness of these issues and that the panel should consider how to include the offers of volunteering from all applicants to the FAB.</p>	
5.	<p>Revisit FSA proposals discussed on 13th March</p> <p><u>a. Terms of Reference</u></p> <p>Point 3.1 – For clarity it was agreed to remove the first sentence of this section and include the point that representatives may vary through the year within the bullet points.</p> <p>Under “new Applications” <i>Two</i> existing [insert OUSP/FAB] representatives <i>neither of whom is deemed to be impacted by the applications. OUSP/FAB representatives will select their appointment committee representatives by vote</i></p> <p>Point 6. It was agreed to insert: <i>(See also the confidentiality policy [INSERT LINK].)</i></p> <p><u>b. Memorandum of Understanding</u></p> <p>Under “The Club Will”, insert after current point 12: <i>The Club may consult with or update the OUSP/FAB between meetings. The Club will disseminate relevant information by electronic means to all fan representatives, with responses collated and returned via the OUSP/FAB Chair or Vice-Chair unless agreed otherwise between the Club and OUSP/FAB.</i></p> <p>Under “Both Parties Will” insert after current point 2: <i>3. Draft minutes will be circulated to attendees within three working days of the meeting, with deadline for comments being three working days from that point. Minutes are published on the OUSP/FAB webpage within ten working days of the meeting.</i></p> <p>PP explained that OxVox would like a written agreement from the club ensuring OxVox meetings continue with the club FD and Chairman, and noted the importance of Fans Forums. The meeting agreed that these should be addressed through the Fan Engagement Plan, as they are now, and that OxVox should raise this in FEP</p>	

	<p>development. PP raised some suggestions from OxVox regarding the structure of the FAB that had been proposed. A discussion around these new proposals followed.</p> <p>Members of the meeting were unclear on the exact nature of the proposals and how they would work in practice. For clarity PP agreed to provide OUSP with the proposal in writing by Wednesday so that OUSP could review and reflect on it. It was noted that any amendments would need to be submitted to the FSA by 31st March to fall within the timeline issued on 27th Feb, so that elections could take place in time for next season.</p> <p>The 3 independent reps who had participated in the meeting with the Club, FSA and OxVox agreed that the current proposals were a fair reflection of the meeting's discussions.</p>	PP/MO'D/JB
6.	Any Other Business	
	There was no further business to discuss	
7.	Date for Next Meeting	
	<p>Ticketing Proposal Meeting – to be confirmed based on availability for 14th or 15th April at 5pm. The meeting will be extended to ratify final proposals for FAB</p>	MO'D