



Disabled Supporters Association

LIVERPOOL DISABLED SUPPORTERS ASSOCIATION

COMMITTEE MEETING MINUTES

FRIDAY 5TH JULY 2019 1PM

COMMITTEE ATTENDING

Steve Evans (Secretary); Tom Hutchinson (Vice-Chair); Graham Lewis; Karl Lindsay & Kay Lindsay.

LFC STAFF & OTHERS ATTENDING

Lorna Duckworth (Safeguarding & Equality Manager); * Leigh Hawksworth (Ticketing); * Simon Thornton (Diversity & Inclusion Manager); * - *denotes part meeting.

APOLOGIES

Pat Baxter (Treasurer); David Higham (Chairman); Laura Higham and Ian Littlewood.

WELCOME

The Vice-Chair welcomed everyone and explained why he was chair of the meeting (see below), the meeting was opened at 12.55 hours.

MATTERS ARISING & RATIFICATION OF MINUTES

The minutes from the May/June meeting were read and seen as a true copy and are now on the LDSA website www.liverpoolsa.co.uk. Proposed by Kay Lindsay and seconded by Karl Lindsay.

ANNOUNCEMENT

Tommy Hutchinson, the Vice-Chair, assumed the stand-in role of Chairperson in the absence of David Higham. Due to personal reasons, David cannot be present at the next few meetings, therefore, he has decided to bring forward his resignation from the Committee from next April until today. However, as David is a signatory on the bank account, he will remain a silent member until such times that a replacement signatory is established and a new Chairperson put in place. The Committee agreed that David will remain as a signatory for bank details in the interim.

VICE-CHAIR ANNOUNCEMENT

Tommy requested that it be recorded that the Committee are sorry to see David step down. He has helped build a good foundation for the Committee to move forward on and we thank him for his commitment over the past few years.

TICKETING

- The half-season members sale will take place on the 11th and 12th July for wheelchair and subsequently ambulant supporters. Starting on the 11th at 8.15am. There will be no window sales, it will be online only. However, a team will be in place should members need any help, and that team can be contacted by the Ticket Office telephone.
- The new telephone queueing system is still not in place due to technical difficulties and a systems issue. It is hoped that it will now be ready for the November sale. The Ticket Office stress that this is out of their hands and no fault of theirs.
- The recent auto-cup scheme registration that was done via the telephone with success and was a source of some complaints fed back to us. The volume of calls was particularly high on the day, many disabled members struggled to get through. It was stressed that it is usual for both disabled and non-disabled registration to be on the same day.
- Tickets for the Community Shield are not yet available. Members should keep an eye on the club website for further details in the next few days.
- The Super-Cup tickets are still available, and more tickets have been released. Details are on club website.
- Once you have purchased your match tickets for the new season, you can request disabled car parking on the disability email address by confirming all games you have purchased.
- There is some uncertainty over the egress plans in place for the Stanley Park car park onto Priory Road after games, particularly at the traffic lights. Kay, the Social Secretary is to contact the Ticket Office regarding this.

VICE-CHAIRS REPORT

- The applications for the new Committee members were read by the Committee and a discussion had over who was eligible and met the criteria. As a result, there was no need to go to a members' ballot. There were only enough suitable applications to fill the vacant places. Steve Evans and Tommy Hutchinson were both re-elected after applying.
- The three successful candidates will be informed in due course and will attend our next meeting to be formally welcomed and introduced to the Committee.
- The election of a new Chairperson will be delayed until the new Committee members are settled in. Therefore, Tommy, Vice-Chair will act as Stand-In Chair for the interim period.
- The LDSA mobile telephone has gone missing 10 days prior to the meeting. It was decided to approach Tesco for us to replace the SIM card and request a PUK code. This will allow us to keep the same number. The Secretary will action this in due course.
- Membership of Level Playing Field is now active again after their recent rebranding exercise. Membership is free and there are some worthwhile benefits. A donation to the charity will be accepted. The LDSA Committee members present voted unanimously to join, and we will donate £30 to the charity as was suggested. The Treasurer is to action this by liaising with the Secretary for LPF BACS details.

FINANCIAL UPDATE

- The balance on the account as of 30th June 2019 was a very healthy £15,588.87. However, the recent AGM and Forum invoices are still to be received and paid. The End of Season Dinner and Ladies Day will also need invoices paying when they arrive, and any profit margin accounting for. Details to follow next month.

MEMBERSHIP UPDATE

- Current membership stood at 236 in May. The Membership Secretary was unavailable for an update. New, and some existing members have renewed already for the new season though.
- A request was made for a new batch of membership cards to be sourced. The Social Secretary will investigate this within a few days, and if the price is right, order a new batch.
- The Committee agreed that the Membership Secretary could now send out the new 2019/20 Membership Application forms via email and post with an associated letter. This form will also be put on our website in place of the old one.

SOCIAL UPDATE

- The End of Season Dinner and Ladies Day were both a big success. Many messages of support and praise were received with only one negative comment. The raffles raised a substantial amount of money at both events, the full amount is still to be finalised.

DIVERSITY & INCLUSION MANAGER (DIM) & STADIUM OPERATIONS

- The DIM informed us of the revised proposals for the PA and disabled member supporter registration process. We agreed to its inception. This will be rolled out along with other club initiatives in due course, but it is not imminent.
- Clarity over whether the proof of disability required needs to be dated within the last 6 months or a year was sought. The club will investigate.
- A discussion was had over whether disability membership cards could be introduced and whether other schemes that exist could suffice. Any suggestions would be welcoming by the DIM.
- The Secretary asked whether the DIM could approach the club social media team with a view to them possibly helping raise the LDSA profile via the club social media accounts.
- The recent Forum actions given to the DIM & Safeguard & Equality Manager are still outstanding.
- There was no update available on our query of the potential for a DLO being employed by the club.

AOB

- The Social Secretary will arrange a get-well card for Ian Littlewood after his recent spell in hospital. The Committee wish Ian a speedy recovery and return to action as soon as possible.
- A last-minute request before our End of Season Dinner for the disco to produce a current PAT for equipment, was cause for alarm since the owner did not have one. Therefore, the Social Secretary sourced a local electrician to do the relevant test on said equipment. It was agreed by the Committee that this can be claimed back from the Treasurer.
- The Social Secretary had the dinner tickets and other items printed by Shepherd Printers. The Committee also agreed that the Treasurer should reimburse Kay.

- The Vice-Chair will approach the bank with a view to continuing the investigation into whether we can claim back our recent losses after theft.
- The Vice-Chair will also investigate changing the signatories on the account as and when it is possible.
- Karl and Graham are to follow up with the courts if the procedure for the recent court case has been followed correctly.

The meeting closed at 15.40 hours.

DATE OF NEXT MEETING

Friday 2nd August 2019 at 1pm. The relevant lounge has been booked in the **Kenny Dalglish Stand**.

If members have queries or comments about these minutes, please feel free to contact us by E-mailing LDSA@liverpoolfc.com. The Secretary will respond to all enquires as soon as possible.