



Milton Keynes Dons Official Supporters' Board Terms of Reference

1. Board

The Official Supporters' Board (the "Board") is a formally constituted Board appointed by Milton Keynes Dons Football Club (the "Club").

The Official Supporters' Board has been introduced because of increased fan consultation and engagement during the Pandemic. Moving forward the Club wishes to ensure an open and fair process for supporters and a level of fan interaction with its Board and Senior Leadership Team.

2. Purpose

To provide an open, honest, transparent and independent dialogue with the Club and its supporters on all off pitch Club issues and supporters' match day experience.

The Board will make note of any recommendations put forward by the Tracey Crouch Fan Lead Review of Football Governance, and, in consultation with the Club, consider their incorporation into these Terms of Reference.

The Supporters' Board will be the official channel for supporters to communicate with the Club, and will be able to make recommendations to the Club and its Board.

3. Membership

i) Supporter Membership

(a) The Board will consist of a maximum of twelve (12) supporter members, all of whom will be Milton Keynes Dons Football Club season ticket holders or members, selected either as the nominee of an accredited Supporters groups or via the nomination and application process. It is our intention that the Board will reflect the diversity of our supporter base.

(b) The accredited nominees will be from the following accredited supporters' groups

- Milton Keynes Dons Supporters Association (2)
- Dons Action

(c) Applications for the remaining spaces from the wider fanbase will come from the following categories:

- General Admission (3)
- Club Red (2)
- Hospitality
- Disability
- Under 21 (2)

The application process consists of fans applying via the Club website comprising a form containing their personal details and their reason(s) for applying. Alternatively, supporters can pick up a paper application form from the DoubleTree by Hilton Hotel or call 01908 622933 and a member of the Box Office team can process your application over the phone.

(d) The initial selection of successful applicants will be agreed by two members from the MKDSA, one member of Dons Action and two members of staff.

(e) Successful applicants will be contacted via email following conclusion of the nomination and application process.

(f) If a successful applicant does not respond within fifteen (15) working days of the Club's contact informing them that they are a successful applicant, the Club reserves the right to withdraw their application from consideration.

(g) In consultation with the Club, the Supporters Board will produce a Code of Conduct for Board Members as one of their inaugural tasks.

(h) Membership to the Board will be for three (3) seasons, but a timeline for Board members will be agreed by the Board, unless the Board decides that special considerations exist which permits a longer term of membership.

The Board may elect a Chair at the beginning of each season.

(i) New members may be invited to join through the nomination and application process at the end of each season, or as required, depending on the number of members currently appointed on the Board. Final decision on any new members shall be at the Board's discretion.

(j) Membership of the Board is entirely voluntary, and no member of the Board will be paid for being a member of the Board.

ii) Club Membership

(a) The Club will make the commitment for each event to be attended by at least two (2) members of the Executive Committee and relevant members of the Senior Leadership Team, including but not limited to:

- Sales and Marketing Director
- Head of Marketing
- Head of Communications
- Director of Operations
- Head of Commercial
- Box Office Manager
- Any other relevant Senior Leadership Team member
- Relevant Football Executive Board member

4. Responsibilities

(a) Members of the Board will make every effort to be present at all meetings, except for extenuating circumstances.

(b) Members of the Board will be requested to propose items for the agenda for the meetings.

(c) Members are required to present the views of all supporters and abide by the Board Code of Conduct.

5. Governance

(a) The meetings will be chaired by the elected Chair. There will be up a minimum of four (4) meetings scheduled throughout the year (July 1 - June 30), with the ability to run additional meetings if required.

(b) Meeting minutes will be published online following the conclusion of every meeting and will be available for public consumption, although confidential information may be redacted from the minutes.

(c) Each meeting will include a section for feedback from the Club on any action points arising from the previous meetings.

(d) These Terms of Reference will be reviewed yearly by the Board and recommendations made for amendment if necessary.

(e) Decisions will be based on a majority vote, with the Chair having the casting vote if there is a tie.

(f) Board members will be asked to declare any conflicts of interest prior to each meeting.

(g) The Club may from time to time, ask Board members to sign a Non-Disclosure Agreement covering certain items.