

Eastwood & District U3A Executive Committee Meeting

Monday 10 July 2017 10.00

Sun Inn

Present

Chris Niven (chair)	CN	Val Beecham	VB	Margaret Naylor	MN	Janet O'Neill	JN
Andrea Sadler	AS	Val Simons	VS	Jim Stirland	JS	Lorna Stirland	LS
Caroline Winfield	CW						

	Subject	Discussion Points	Action	By whom	Time
1	Apologies	Bob Ford Ishbel Walsh tended her resignation due to change in personal circumstances	Committee accepts with regret and wishes her well		
2	Minutes of last meeting	Held 19 June 2017. Verified			
3	Matters Arising	<ul style="list-style-type: none"> a. 3a done b. 3b. Work in progress c. 3g North Broxtowe Community Forum Reach Out &Connect meeting d. 12a Directory e. 14b Showcase 	<ul style="list-style-type: none"> CW to chase PH Two people to attend Has been done On newsletter & web. Group leaders informed. Speakers in hand 	<ul style="list-style-type: none"> CW CN & AS 	Fri 19 Sept

		f. 15c Photographs g. 3c	Photos to be taken today or sent in to CW See 17 h AOB	All	17 July
4	Chairman's Report (separate)	a. Action Plan b. Chairperson/ Business secretary meetings c. Committee meeting agendas	Any comments, suggestions questions to be put to CN Regular meetings to be held to set agenda etc Agenda items to go to CN or VS a week before the meeting	All CN & VS All	
5	Business Secretary's Report (separate)	a. Minutes format b. U3A conference	Accepted but comments and improvement welcome Workshop places to be booked	VS & JO	August
6	Treasurer's Report & report on workshop (separate)	a. Deficit of £1,118.91 in the community account due to income subscriptions appearing in previous period. Similarly the deficit in this period of £495.00 in the social account is because monies paid in for the visit to Harrogate appeared previously but the expenditure appears in this	Explanation notes added to future accounts where this appears	MN	Ongoing
7	Members Secretary report (separate)	a. Number attending the monthly meeting should read 185 (not 175) b. Very successful coffee morning held for new volunteers.			

8	Group Co-ordinator's report	<ul style="list-style-type: none"> a. Email reports b. No date set yet for Art Appreciation c. Psychology, d. One group leader is leaving the area, affecting 3 groups she runs 	<p>LS to try to do this for next meeting with help from JO</p> <p>MN to look at setting this up</p> <p>Look for 3 new group leaders</p>	<p>LS & JO</p> <p>MN</p> <p>JS & LS</p>	Fri 4 Aug
9	Banking Signatories	<ul style="list-style-type: none"> a. Resolution: It was resolved that the authorised signatories in the current mandate for all Eastwood & District U3A Bank Account be amended as following: Ann McGillivray & Andrea Sadler to be removed. Chris Niven & Val Simons to be added. The current mandate to continue as amended 	<p>The resolution was voted on and passed unanimously</p> <p>The forms to make these changes be taken to the bank</p>	CN & VS	
10	Community Grant	<ul style="list-style-type: none"> a. Possible items to be bid for: Roving mike c£50 Speakers mike c£70 Phone covers £10 Solid case for projector 	<p>Form to be collected before next meeting</p> <p>Specific items decided on at next meeting</p> <p>Form to be handed in before deadline</p>	<p>VS</p> <p>All</p>	<p>Mon 7 Aug</p> <p>Mon 7 Aug</p> <p>25 Aug</p>
11	Action Plan	<ul style="list-style-type: none"> a. The action plan was accepted as a working document 	To be referred to, followed and amended as appropriate	All	Ongoing
12	Feedback from Managing Growth	<ul style="list-style-type: none"> a. Discussion re report from meeting on 5 July which JS attended. Various points mentioned including: b. Advertising what U3A is. We have exhibition stands which can be set up 	Continue to monitor progress	All	

		<ul style="list-style-type: none"> c. 'Associate membership' can be offered if there is not enough room for member to be accommodated at meetings d. Trustee on Social Group committee 			
13	Social Event Forms	<ul style="list-style-type: none"> a. Social event committee need to submit some form to trustees before offering events to general U3A not to invalidate insurance b. Interest groups may need to do the same, although the group membership monitor. Most relevant for National Trust Group 	<p>Form can be redesigned to make it easier to fill in. Need only include what the social committee do now to get an idea of costs</p> <p>Forms to committee for approval before general U3A hears of event</p> <p>Talk to National Trust Group Leader</p>	<p>LS & Social Sub Committee</p> <p>LS to pass to MN</p> <p>MN</p>	
14	BEACON	<ul style="list-style-type: none"> a. Pros and Cons discussed b. Need more information & to discuss with current users c. Everyone using it will need to be computer literate d. Data protection – ordinary members may be able to get details of other members e. Support system 	Attend workshop at conference and report back	JO	End Aug
15	Succession Planning	<ul style="list-style-type: none"> a. As per constitution, about half committee must leave their posts next year b. JS cannot continue as group co-ordinator. May leave committee c. MN wants to finish as treasurer. Not sure about leaving committee. 	<p>Look for and encourage new people with relevant skills</p> <p>Speak to any interested people at big meeting</p>	<p>All</p> <p>CN</p>	<p>Ongoing</p> <p>Wed 2 Aug</p>

		<p>Would like to start training new treasurer</p> <p>d. LS may continue as group coordinator if someone to work with</p> <p>e. VB cannot continue as is, but may be able to leave committee but still be speaker finder</p> <p>f. CW has one more year as is</p> <p>g. AS can continue as is</p> <p>h. JO cannot continue as membership secretary, may leave committee</p> <p>i. VS can continue as is</p> <p>j. BF might he be interested in BEACON and/or web?</p>			
16	Date of September Meeting	Vote taken whether to move September meeting from 6 th to 13 th because of cycle race	Voted to stay as the 6 th (7 votes to 1 with 1 abstention)		
17	AOB	<p>f. October Showcase organisation</p> <p>g. Christmas Dinner</p> <p>h. Social dance. Plan for next year now</p> <p>i. U3A online survey</p>	<p>Room plan with table layout Agenda with talks, ukulele, singing etc Volunteers to clear room</p> <p>Agenda for August meeting. All to think of venue before then</p> <p>Interested U3A member to be asked to book a date in the New Year</p> <p>LS to forward to committee to be looked at next meeting</p>	<p>JS & LS</p> <p>AS</p> <p>All</p> <p>JO</p> <p>LS/All</p>	<p>Sept</p> <p>Aug</p> <p>Aug</p>

		j. Dogs attending interest group e.g. 5 mile walkers	Committee recommend saying no dogs, but group leaders to decide		
		k. U3A merchandise. U3A member has offered to run a stall selling this during Wednesday meetings	Ask her to do this, with merchandise we currently have or money with orders.	JO	Aug

Meeting Closed at 11.56 Next Meeting: Monday 7th August 10.00 at The Sun Inn