

Eastwood & District U3A Executive Committee Meeting

Monday 11 September 2017 10.00

Sun Inn

Present

Chris Niven (chair)	CN	Bob Ford	BF	Christa Gunby	CG	Janet O'Neill	JN
Val Simons	VS	Jim Stirland	JS	Caroline Winfield	CW		

	Subject	Discussion Points	Action	By whom	Time
1	Apologies	Val Beecham, Margaret Naylor, Andrea Sadler, Lorna Stirland			
2	Minutes of last meeting	Held 7 August 2017. Verified			
3	Matters Arising	<ul style="list-style-type: none"> a. 6b to be put on hold for now b. 8d training done c. 8e there is now a link from the Eastwood U3A website d. 9f group leaders have been informed. None have come forward to go e. 9g done and acknowledgement received 			

Signed:

		<ul style="list-style-type: none"> f. 10b to be done later g. 14a Approval has been given and a list of relevant equipment drawn up 		CN	
4	Chairman's Report	<ul style="list-style-type: none"> a. Not much to report. 	Continuing to meet with business secretary after Wednesday meeting to set agenda	CN, VS	monthly
5	Treasurer's Report (separate)	<ul style="list-style-type: none"> a. Accepted with modification to July figures 			
6	Members Secretary report (separate)	<ul style="list-style-type: none"> a. Accepted 			
7	Group Co-ordinator's report (separate)	<ul style="list-style-type: none"> b. Psychology group has started c. October Showcase. <ul style="list-style-type: none"> i. 25 groups have booked tables ii. Room plan has been done iii. Ukulele, French and Spanish groups to do a piece iv. Chairs will be in the centre of the room and tables outside v. No blue-tack to be used, masking tape, lo-tack or similar instead d. There has been a suggestion of a 'mental quiz' group. Possibly logic puzzles 	Plan could be put on the website/newsletter	JS, CW	Before 4 Oct

Signed:

8	Group Co-ordinators meeting	a. No group leaders have come forward to go	JS to book	JS	1 Nov
9	U3A conference and AGM report	a. JO reported verbally b. Speakers excellent, food good c. AGM voting appeared haphazard d. BEACON workshop e. There will be an extraordinary AGM at the end of March to ratify some changes to wording and some changes to committee roles f. Procedures and Policies should be in place for all local U3A's g. Report	Our Procedures and Policies need reviewing in line with national guidelines. Check national guidelines on website JO, AS to put together a written report	BF	
10	Eastwood & District U3A website	a. The website should be 'owned' by the U3A as a group b. BF met with website owner to discuss handover to group and submitted report to meeting (see separate)	Unanimous vote to accept proposal as suggested	BF	
11	Social Events Form	a. New form submitted b. NT visit to Waddeston 22 Nov 2017	Unanimous vote to accept this form Procedure document needed Group leaders to be informed Accepted. Form to be duplicated. One copy for group and the other for treasurer	JS,MN JS	

Signed:

12	Christmas Dinner	<ul style="list-style-type: none"> a. 52 people expressed and interest at the last Wednesday meeting. 4 for the Three Ponds and 48 for Eastwood Hall b. Dates and times c. Payment d. Advertising 	<p>Eastwood Hall booking to be confirmed for Thursday 14 December 12 for 12.30</p> <p>Members to be asked to pay in one go during October & November meetings. Cost is £22.95. Menu choice will also be needed Newsletter & website</p>	<p>JO</p> <p>JO,MN</p> <p>CW</p>	
13	Social Dance	<ul style="list-style-type: none"> a. 14 people expressed an interest at the last Wednesday meeting b. Possibly some time next March 	Put on website asking people to register their interest at the next Wednesday meeting	CW	1 Nov
14	PAT testing	<ul style="list-style-type: none"> a. Approval given to have equipment PAT tested. b. Interest groups may also have equipment which should be tested. 	<p>Relevant U3A member to be given approval to do this</p> <p>JS to find out who used what appropriate for PAT testing</p>	JS	
17	AOB	<ul style="list-style-type: none"> a. U3A merchandise. National U3A selling off stock. Can take orders for diaries & we have a few items for sale b. Christmas fuddle for Wednesday meeting c. Singing for Pleasure have cancelled September and October's meeting due to lack of venue 	<p>Check stocks then advertise on web</p> <p>Sign up list of who brings what Bucks fizz provided Interest groups to provide entertainment</p> <p>Check date change so CW can publicise it</p>	<p>JO, CW</p> <p>JO</p> <p>JS</p> <p>JS, CW</p>	

		d. Posters.	Check the sites they were at to see if they are still there and up to date. JO has list of sites	AG?	
		e. Group material costs for craft group. Can a charge be levied to pay for materials?	Agenda for next meeting to be clarified after checking policies	VS	9 Oct
		f. Christmas fuddle entertainment			
		g. Milk at Wednesday meetings. It was skimmed at the last one	Groups to be asked	JS	Before Dec
			Check the situation and alter if appropriate	JO, AS	4 Oct

Meeting Closed at 11.33 Next Meeting: Monday 9th October 10.00 at The Sun Inn

Signed: