

Eastwood & District U3A Executive Committee Meeting

Monday 9 October 2017 10.00

Sun Inn

Present

Chris Niven (chair)	CN	Val Beecham	VB	Bob Ford	BF	Christa Gunby	CG
Margaret Naylor	MN	Janet O'Neill	JO	Andrea Sadler	AS	Val Simons	VS
Jim Stirland	JS	Lorna Stirland	LS	Caroline Winfield	CW		

Visitor Derek Hart

	Subject	Discussion Points	Action	By whom	Time
1	Apologies	None			
2	Minutes of last meeting	Held 11 September 2017. Verified			
3	Matters Arising	<ul style="list-style-type: none"> a. 7c October Showcase. Thanks to JS, LS and others b. 13 Social dance. Sign up sheet was not put out during the October meeting c. 14 PAT testing. There is now a list of equipment for testing d. 17a U3A merchandise. We can still order badges and diaries but nationally there is not much left 	Sign up sheet to go out during November meeting		

Signed:

		<ul style="list-style-type: none"> e. 17b Christmas fuddle. AS has priced champagne flutes f. 17c Singing for Pleasure. November meeting booked g. 17g Milk for big Wednesday meetings. Semi-skimmed only is being used 	Approval given to purchase 200 champagne flutes	AS	
4	Chairman's Report	<ul style="list-style-type: none"> a. Succession Planning b. Notts Network AGM c. New U3A's 	CN to attend. Let her know if there is anything you wish her to take to this meeting May need to look at as we grow. CN to undertake training	All	25 October
5	Treasurer's Report (separate)	<ul style="list-style-type: none"> a. Accepted 			
6	Members Secretary report (separate)	<ul style="list-style-type: none"> a. Accepted. Highest percentage of members at last meeting b. Christmas lunch 	JO & MN to visit Eastwood Hall. Will check if they need a deposit and also numbers limit	JO,MN	
7	Group Co-ordinator's report (separate)	<ul style="list-style-type: none"> a. Psychology group is already almost full b. October Showcase. Successful c. Interest Group Matter Seminar 	3 places to be booked	JS, LS	Before 1 Nov

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		d. French group have asked for funding for a large French/English dictionary	French Group to put the bid in writing. Do we need a pro forma for this?		
8	U3A conference and AGM report	<p>a. Written report accepted & discussed</p> <p>b. Our membership form. Should it ask for skills & experience?</p> <p>c. BEACON. Accounting system not acceptable to us and there are no plans for them to change it. Would need data protection policy in place. National U3A have committed the money for a private company to maintain the system.</p> <p>d. Diversity – looking at class, ethnicity and religion we are doing well at present</p> <p>e. There will be an extraordinary AGM at the end of March</p>	Added to action plan. JO & MN to look at	JO, MN	Before January
9	Policies & Procedures	a. There seems to be no standard policies offered by the national U3A. We can check other U3A's for theirs. They need writing down and easily available.	Step 1. List policies and procedures that we need. All to look before next meeting	All	Before Mon 6 Nov
10	Christmas fuddle	a.	Council to be contacted re acceptance of grant, presentation during our Christmas fuddle	VS	

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11	Interest group payments for materials	<ul style="list-style-type: none"> a. Group members must agree payments b. No profit to be made c. Group leader to fill in expense forms to cover what's used and sign and date it d. Receipts needed if materials are being replaced e. Group needs to be told what the group leader is claiming f. Receipts to be itemised 			
12	Charity commission news	<ul style="list-style-type: none"> a. Our accounts can now be entered 	Enter accounts	MN, VS	
13	AOB	<ul style="list-style-type: none"> a. Welfare. CG has contacted a U3A member who was delighted b. Refreshment equipment. Some of it needs replacing. c. Timescales. E.g. when to start AGM planning d. Xmas fuddle. Sign-up sheets to be out next meeting e. Website. There is to be another meeting on Friday (13th). All going ahead. f. Succession planning. BF expressed an interest in the role of treasurer for next year 	AS to action Calendar to be produced Sign-up sheet for next big meeting Ongoing work VB to continue engaging speakers	AS MN, JO MN, BF VB	

Signed:

		<p>g. Speakers have been booked for meetings up to March. 4 people have offered to speak during April</p> <p>h. Social committee. Their meetings and our committee meetings fall in such a way that it is difficult for them to get their proposals to us for ratification in time. It was suggested that they either moved their meeting to fall before ours or plan more in advance.</p> <p>i. Motor bike interest group. JS is interested in a joint group with other local U3A's</p> <p>j. Website. We now have a new website to duplicate the old one. The old one points to the new. Email addresses to be sorted on Friday.</p> <p>k. Christmas fuddle. Groups will be asked to entertain, e.g. creative writing, poetry, Xmas singalong, ukulele. Also raffle & quiz</p> <p>l. Nottingham Philharmonic Orchestra. It is too late to do anything about their performance except perhaps put details on our website</p> <p>m. Action plan</p>	<p>Suggestions put to social committee</p> <p>Local U3A's to be contacted</p> <p>Work to continue</p> <p>Groups to be asked Raffle prizes to be donated by committee U3A member who did it (previously to be asked if she would like to do the quiz, otherwise CW will</p> <p>CN to update and email out</p>	<p>LS</p> <p>VS</p> <p>MN, BF</p> <p>JS, LS All</p> <p>CN</p>	
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Signed:

Meeting Closed at 11.52 Next Meeting: Monday 6th November 10.00 at The Sun Inn

Signed: