

**Minutes of a meeting of
Great Glen U3A Committee held on 4th June 2019**

1. **Present:** Robert and Patricia Mansfield, Roger Edwards, Janet Fanko, Lynda Williams, Stella Orbell, Rachael Snashall, Bill Maxted, John Johnson. There were no absences.
2. **Committee roles**

It was proposed and accepted that the following offices should be confirmed

Robert Mansfield	Chairman
John Johnson	Vice Chairman and Group Co-ordinator.
Janet Fanko	Membership Secretary
Roger Edwards	Treasurer
Lynda Williams	Newsletter Editor
Stella Orbell	Business Secretary
Bill Maxted	Gift Aid Secretary
Patricia Mansfield	Speaker Finder
Rachael Snashall	Meet and Greet

Lynda and Janet were welcomed as full committee members.

3. **The Minutes of a Meeting held on 7th May** were confirmed as a true record.
4. **Matters Arising:**

The present broadband contract runs until November when Roger will endeavour to re-negotiate a better deal.

5. **June Main Meeting**

- Speaker requires stand, mats, tables and screen.
- Refreshments - table tennis.
- Chairman will in future open the Village Hall at 9.30 a.m., not earlier.

6. **Finance**

- Gift Aid received - £3.074
- Over £12,000 in the bank at present. Changing bank signatories has caused some difficulties which are ongoing at the moment.
- Constitutional changes have now been approved.

7. **Membership Matters.**

- 1 person (Weller) has paid but Janet has no details as to identity. Bill to check his registers.

- Group Convenors have received a members list. Any further new members during the year should produce their membership card as proof of payment.
- Peter still producing the register for the main meeting at present.
- Janet would like to look at the Beacon System which may be more helpful with keeping track of all membership information. To discuss with Peter who has some knowledge of this.
- 360 members at present. (44 reduced. 74 do not require TAM) A few people have not included a form with their payment. These are to be reminded by newsletter and Group Convenors if appropriate.

8. Gift Aid

Bill has discovered 1 person attending a group who does not appear to be a member.

9. Group Co-ordinator's Report

- John has attended a day course in Lincoln which was very helpful and interesting. Emphasis was on U3A being a self-help organisation and he hopes to visit Group Convenors individually to discuss this.
- David Brooke has resigned as Swimming co-ordinator and Frank Wilcock has to be confirmed as his successor.
- Tai Chi. The co-ordinator and expert has sadly died, therefore no new members can be accepted until a trained leader can be found.
- Astronomy struggling for numbers. Interested people to be asked if a change of day would be helpful. (The Network hopes to hold a Science study day at the Space Centre which might appeal)

10 Open Day September 3rd 2019 10 - 12 noon.

- There will be no main meeting in August.
- Sports Hall and Village Hall confirmed as booked.
- Layout discussed in detail.
- Toni to be asked for her photos of physical activities for a display.
- Publicity. Stella to produce posters emphasising the different aspects of membership - social, physical, educational and creative.
- Refreshments. Tai Chi, and volunteers asked by Rachael.
- Stella to order large banners from TAT.
- Bill and John to bring tables from Methodist Hall.
- Timetable for Sports Hall demonstrations to be drawn up in advance.

11 Group Convenors working lunch. 14.06.19

- Sandra Brown to help arrange the lunch with Patricia and Committee members. (From M & S)
- Roger to provide labels for attendees.

- Janet and Lynda to have short spots to introduce themselves and their roles.
- John to explain his role and to advise use of the Resource Centre and the broadband.
- Open Day plan to be explained and time table to be drawn up.
- Policies to be visited: Safeguarding, Privacy, Social Prescribing.

12 Correspondence.

- Letters of Thanks from U3A re donation to the Barbara Lewis Fund.
- Card of Thanks from Peter and Sue re their presentations at the AGM.
- Various items from the May National Newsletter: Conference info re 27 - 29th August, Archive material, Request for Open Day stories, suggested 'Litter Picking Walks' and new logo and strapline missing out the words University of the 3rd Age and replacing with Learning, laugh and live.

13 Newsletter.

- To include change to programme, Open Day date etc., - Robert to put into his Chairman's Chat. Photograph of Robert required.
- Possible combination of August and September newsletters.
- Print 90 for June.

14 Other Business.

- Group Convenors need to update their website group introductions.
- Robert is now on the Network Committee.

Date of next Meeting 2nd July 2019 2.15 p.m.