

Minutes of a meeting of Great Glen U3A Committee held on 5th February 2019

1. **Present:** Sue and Peter Russell, Roger Edwards, Patricia and Robert Mansfield, Bill Maxted, John Johnson, Rachael Snashall, Stella Orbell, co-opted member Janet Fanko and Visitor Lynda Williams.
2. **The Minutes of a meeting held on 2.01.19** were agreed as a true record.
3. **Matters Arising.** Following the meeting Toni Smith agreed to act as a back up to Eric Orbell re Direct Mailing of Third Age Matters. There will be a number of changes in the list if people fail to tick the appropriate box on this year's membership renewal form.
4. **February Monthly Meeting.**

Speaker will require a full set of equipment. Pub Lunches, now convened by Margaret Hudson, to provide refreshments.

5. Membership and Renewals.

- Sue and Janet had prepared all the renewal notices ready for delivery. Some had already gone out and the committee were invited to take bundles to post through doors.
- There have been 9 new members and 1 reduced membership in January.

6. Finance.

- After discussion it was agreed to change the information in the Constitution so that people are asked to pay by the end of April rather than having 3 months grace to do so. It would be helpful to have the definitive list by this date. This to be set out in a motion for the AGM and to come into effect next year.
- Reserve Policy. It was agreed that the objective for this should be to have 3 months monies in reserve based on average outgoings for the year.
- The price of TAM magazine has increased to £2.90 per household. At present this is being absorbed and may be somewhat offset by people choosing not to receive it despite it being included in their subscriptions.
- A decision was made to bring a motion to the AGM saying 'due to the uncertainty of the situation (TAM, possible demolition of the Village Hall and Sports Hall), we may need to review subscriptions for next year'. The committee to monitor the situation and call an EGM if needed.

7. AGM

- Last year's Constitution amendments have not been officially recognised by the Charity Commissioners but we have to assume they are accepted.
- It is necessary to send out the Agenda etc. 21 days before the AGM. Two thirds will go by e-mail, the rest will be by letters which can be picked up from the Methodist Hall or the March monthly meeting. Any remaining to be posted by the April committee meeting.

- Forms for committee nominations to be provided by Robert and available at the main meeting or the Methodist Hall. Info re this to be put in the newsletter.
- Entertainment following the AGM: Toni to provide several short films (in her absence) and the Writing for Pleasure Group to read 2 or 3 entertaining pieces if possible.
- There are to be no Outstanding Service Awards this year.

8. Gift Aid.

Registers coming in well. Bill met with Sue and Roger re process. Bill needs access to both bank accounts. Roger to arrange.

9. Committee Vacancies.

Janet to take over Membership from Sue. Bill Gift Aid, Linda to take responsibility for the Newsletter in April or May. Peter to continue as Webmaster though off the committee. (Person required to produce sign in register for main meetings). Robert to take over as Chairman. John Johnson to take role of Group Co-ordinator. Others as before.

10. Newsletter. 100 to be printed.

11. Group Co-ordinator Report.

- Astronomy Group have received a telescope on loan. Ann Norton standing down so John Johnson leading at present.
- Gardening Group have a reduced committee at present.
- Elizabeth Cook helping with the walking Group.

12. Correspondence.

- January National Newsletter circulated. Featured N.H.S. social prescribing to U3A and Memory Cafes information.
- Survey completed on line regarding ways in which central office might assist U3As.
- New Direct Mail costs and dates for 2019 received.

13. Safeguarding.

Group Leaders to be encouraged to watch the first few minutes of an internet link via Youtube. Peter to arrange.

14. Other Business.

Sue to update programme card and send out for checking. Review at March Committee meeting.

Next Meeting Tuesday March 4th 2019 2.15 p.m.