

u3a Bearsden & Milngavie

Committee Minutes

Date: Tuesday 14th May 2024

Place: Milngavie Community Centre

Attendees: John Davies, David Gow, Trish Kerr, Anne Lindsay, David Martin, Richard Petty, Maureen Smith /Chair, Linda Tindall

Apologies: David Bland, Linda Boyle, Jim Thomson

Agenda item	Actions
2 Minutes of April Committee Meeting & Matters Arising if not covered below. Minutes approved	
3a Chair's Report Maureen thanked everyone who contributed to the article asking for volunteers which will appear in the May NL. A flyer will be produced to hand out at the MM. The Trust are keen for all u3as to promote the 'Friends Newsletter' and 'Friends Extra'. John will mention it in the NL covering email. There has been a good response to the Greater Glasgow BBQ in June. A very nice email had been received from a new member thanking the committee for the information on BaM in the Community Magazine. As a result, she has joined and is thoroughly enjoying her membership.	Maureen John
3b Treasurer's Report Capitation, Third Age Matters magazine and Beacon Fees, have all been paid to the Trust. Funds are still healthy, but membership fees will require to be increased next year.	
3c Membership Secretary's Report 9 new members joined in April. At present there are 678 paid up members with 44 still to renew. Members, who have not renewed by the end of May, will then become lapsed.	
3d Groups Coordinator's Report Jim was on holiday but had summarised the status of our 'new groups'. Most were progressing well, although MOTO were struggling to find a Convenor and Wine Appreciation would like to find an evening venue as an alternative to meeting in a private house.	

<p>3e Events Coordinator's Report</p> <p>Planting out hanging baskets at Dobbies had been very successful, with 20 members attending, and Linda had received several thank you emails. The initial article in the April NL had not generated much of a response, but a separate email advertising the event had proved to be more successful.</p> <p>The 2 wine tasting events are not full yet, but have a reasonable number signed up.</p> <p>It was decided to avoid events over the summer, and Linda will ask Ability Net to talk on online safety and recognising scams in September.</p>	
<p>4 Retention of members' data</p> <p>At present we do not have a policy for deleting records from Beacon when members cease to be active (lapsed, resigned or deceased). John proposed that records for lapsed members are kept for one year, and records for resigned and deceased members are deleted with immediate effect.</p> <p>The grace period for renewing membership is 8 weeks at present and John recommended that this be reduced to 4 weeks. This will be implemented next time the constitution is refreshed.</p>	
<p>5 SharePoint</p> <p>David M demonstrated how to access SharePoint. Isobel and David have sufficient data to work out the most secure way of implementing it.</p>	Isobel and David M
<p>6 Venue information and new committee member handbook</p> <p>After discussion Richard offered to take forward the venue information and Linda T the handbook.</p>	Richard and Linda T
<p>7 AOCB</p> <p>There was discussion on providing new committee members with a better introduction to the committee, over and above the handbook, and it was agreed that this would be looked at.</p>	Maureen
<p>NEXT MEETING:</p> <p>10AM TUESDAY 11th JUNE '24 IN MILNGAVIE COMMUNITY CENTRE</p>	