

## Minutes of Bishop's Stortford U3A Committee Meeting 3<sup>rd</sup> October 2018

### Present:

Susan Shaw (Vice Chair) SS	Jim Paterson (Speaker Co-ordinator) JP
Jack Treves (Treasurer) JT	Rene Locke RL
Kath Hird (Membership Secretary)KaH	Carole Scott CS
Kim Shaw (Secretary) KS	Roz Howlett RH
Sandra Baker SB	Stuart Jacobs SJ

### 1. Apologies:

Keith Hicks KH	Ken Wheatley KW
Alan Draper AD	

Item:	Action:
<p><b>2.</b>The previous <b>minutes</b> were checked for accuracy and signed. The Membership Secretary's report was for August, not July. The London Footsteps address is .co.uk not .com</p>	<p><b>KH</b> to let Walking Groups know.</p>
<p><b>3. Review of Group Co-ordinators' Workshop</b></p> <p>Everyone felt it had gone well. Good speakers and professional approach. The grouping had worked well. A chance to recognise the contribution of Group Co-ordinators. Positive reaction to Beacon. Important not to marginalise the non-tech savvy. Good idea to have second (tech) person in group. Very noisy when all talking. To repeat every 6 or 12 months. Massive thanks to Kath, Kim, Richard and Vicky..</p>	<p><b>.KS</b> to email Greg Ault re. acoustics in refurbished Markwell. <b>KS</b> to get card for Richard and Vicky.</p>
<p><b>4. Chair's Report</b></p> <p><b>Info Desk</b> covered at Monday meeting.</p> <p><b>New Member Induction:</b> Kath presented the plan. An accompanying Powerpoint to be used in January.</p> <p><b>Tackling a Recruitment Drive:</b> SS suggested building on Workshop with invitation of Group Co-ordinators to Committee meetings starting next meeting with a standing item including them on the agenda. Agreed. A Groups' Manager is needed to cope with an influx of members. To return to recruitment in November. Article JP has left with Independent to be published asap though while still relevant.</p>	<p><b>KH</b> to emphasise friendliness of U3A. <b>KaH</b> to approach Tech team.</p> <p><b>KS</b> to invite reverse alphabetically.</p> <p><b>JP</b> to contact Independent.</p>

Item	Action
<p><b>5. Outings Report</b></p> <p>Dave Branchflower organising 2 new trips and holidays in Eastbourne and Devon planned for next year. <b>Meeting</b> of Trip Organisers on <b>Tues. 23<sup>rd</sup> Oct at 2.30</b>. Those interested in attending should liaise with SS.</p> <p>Receipt books to be used for cash.</p>	<p><b>SS</b> to send List to <b>KS</b> to circulate</p>
<p><b>6. Speaker Arranger's Report</b></p> <p>Lynne Garner (Herts Hogline) had been very good. Note that the U3A cannot pay another charity.</p> <p>October speaker: a Turkish Shirley Valentine.</p> <p>JP presented next 3 speakers. Recent speakers had been complimented at Gp Co-ords Workshop.</p>	
<p><b>7. Membership Secretary's Report</b></p> <p><b>Attendance at September Monthly Meeting</b></p> <ul style="list-style-type: none"> <li>• 110 Members attended the September Meeting according to the scan results.</li> </ul> <p><b>Membership Statistics:</b></p> <ul style="list-style-type: none"> <li>• Paid up Membership at 1.10.18 is 1050</li> <li>• There have been 9 new members admitted since my last Report, 3 of whom are members who did not renew in March 2018.</li> <li>• From loading 'group membership' on to Beacon, 15 people have emerged so far as apparently actively participating in various groups but not having renewed their membership. Only 5 so far have renewed since I told the relevant Gp. Coordinators. If/when they do renew, the Membership Subscription will remain at £10 (not the reduced rate of £6 for joining after September).</li> <li>• A Membership Update will be sent to Alan Draper for distribution to Group Co-ordinators and the Committee.</li> </ul> <p><b>Deaths</b> None notified</p> <p><b>Group Coordinator Workshop</b></p> <ul style="list-style-type: none"> <li>• 46 Group Coordinators attended the Workshop and all the remainder (11) identified deputies. Total attendance was 54 excluding Vicki who was toiling away at the catering.</li> <li>• 66 Membership Lists were received and loaded on to Beacon.</li> <li>• The Workshop seemed to be well received and ran smoothly in all respects as far as I could tell</li> </ul> <p><b>Beacon</b></p> <ul style="list-style-type: none"> <li>• If the Group Coordinators do as asked, we should be well on the way to having more comprehensive contact information for members by Christmas and a little more assurance that what we hold is accurate.</li> <li>• The next challenge will be Membership Renewals</li> </ul>	

Item	Action
<p><b>8. Treasurer's Report</b></p> <p>JT spoke to his previously circulated spreadsheet. Beacon bill had been smaller than expected. The loss for 2018 is not as worrying as it might appear but not something that could be sustained.</p>	<p><b>Committee</b> to review subs in January.</p>
<p><b>9. Groups Manager's Report</b></p> <p>Volunteer still needed. Hopefully one is on the horizon.</p>	
<p><b>10. Secretary's Report</b></p> <p>Weekly requests are being received for the <b>list of tradesmen</b> which needs updating.</p> <p>The <b>Facebook page</b> needs a boost.</p>	<p><b>KS</b> to ask <b>AD</b> to circulate members in his next Newsmail.</p>
<p><b>11. AOB</b></p> <p>SJ reviewed his thoughts on <b>Beacon</b> which should prove a valuable tool once everyone is used to it.</p>	
<p><b>14. Next meeting:</b> Tuesday 6<sup>th</sup> November 10 am.</p> <p>Meeting closed 11.30am</p>	