

Braintree Area U3A



Minutes of Committee Meeting held on 1st September 2021

Agenda items		Action
1.	Those present: Shirley Tyrell (Chair), Alan James (treasurer), Rebecca Fuller (membership secretary), Elaine Orpe (group co-ordinator/website). Pauline McAllister (speaker co-ordinator), Anne Briton.	
2.	Apologies for Absence: Sheila Vince. As Sheila was absent Shirley would take the minutes.	
3.	Consideration of minutes of meeting held on 4th Aug 2021: All correct.	
4.	Matters arising from minutes: <ul style="list-style-type: none"> • Signatures for Charity application. Shirley sorted Anne and Geoff's signatures. Elaine will now get the forms ready so when Shirley resigns they can be sent off. • Shirley spoke to Geoff and Geoff agreed to be named on the committee as a signatory. His position would be President. Everyone agreed that Geoff did not have to attend committee meetings. • Rebecca had updated the U3A computer and it was now running quicker. The cost of a laminator would be discussed at the next meeting. 	EO next m
5.	Data protection On-going.	
6.	Chairman's report. <ul style="list-style-type: none"> • Sheila was still not well and would not be at meetings. Therefore the agenda and minutes need to be covered. Until Shirley moves she will produce the agenda's for committee meetings and will write the minutes for this meeting. To be discussed again at the next meeting. • The afternoon in the park took place on Wednesday 18th August. It was again a lovely day. This will be the last meeting in the park as next month will be our first meeting back in the hall. • Groups. Shirley had rung most group contacts in the last week to see exactly which groups were running. After much discussion it was agreed to put on the website all groups which are running again, to take off those which were definitely not running and to leave groups on there which did not have a group contact and therefore were suspended for the time being. Elaine will sort this. • 	ST next m EO
7.	Treasurer's report. <ul style="list-style-type: none"> • The balance is approximately £8000. • Alan is up to date on the parallel run with the Beacon Finance module. 	

8.	<p>Group co-ordinators report</p> <ul style="list-style-type: none"> This was discussed in the chair's report. 	
9.	<p>Membership secretary.</p> <ul style="list-style-type: none"> Rebecca said there are now 272 members Shirley will give out the membership cards at the first monthly meeting if Rebecca is not there. Rebecca will drop them off at Shirley's house this afternoon. 	RF/ST
10. 1	<p>Speaker co-ordinator</p> <ul style="list-style-type: none"> Keith Lovell is booked for September and his subject will be Blue Plaques in Essex. There will be no meeting in October as the blood donors are in the hall. Pauline has booked a speaker for November Pauline is now working on next years speakers. She is going to try and book six months in advance. 	PM
11.	<p>Website</p> <ul style="list-style-type: none"> We had about three and a half thousand views last month. This was an increase from last month. Shirley asked if Elaine could put the September meeting on the website . 	EO
12	<p>AOB</p> <p>Once back in the hall we really need to ask people if they would join the committee. With Shirley leaving there are not enough committee members to cover the jobs.</p>	
	<p>Date of next meeting. 6th October 2021 on zoom from Lincoln.</p>	