



**Chepstow**

Learn, Laugh and Live!

## **Minutes of AGM. Held at Chepstow Drill Hall, Tuesday 6<sup>th</sup> March 2018.**

**Present:** 90 members were present at the AGM.

The afternoon opened with entertainment by the Big Bad Woof.

**Minutes of 2017:** Accepted.

### **AGM 2018 Chairman's Report for 2017/2018:**

The Chairman summarised the main achievements of the Committee over the last 12 months

#### **Administration**

We now have a new Constitution, subject to approval by the Charity Commission, to replace the 1989 version while the web site has been continually updated throughout the year. We have participated in the All Wales Conference for all the Welsh U3As and three meetings for South Wales Network of U3As where we have persuaded them to remove a mandatory annual 5p per member levy from the proposed Network Constitution. Various Management tools have been introduced including a Risk Register, Trustee Induction, a Year Planner, Feedback Surveys, and Complaints Procedure and the groundwork has started for the introduction of the New General Data Protection Regulations 2018

#### **Beacon Management System**

This system, specifically for U3As, was introduced at the end of January 2017 and all members' records are now held on an on line database with access is closely controlled depending on requirements. Members can view and amend their own records. Conveners can manage their own Activity Groups and emailing is an integral part of the system. Gift Aid and the mailing of Third Age Matters can be handled easily within the system

#### **Membership**

By demand from members, Electronic Payment of Subscription has been introduced and 90 members have so used this system but payment by cash or cheque can still be made at coffee mornings as well as at monthly meetings. Many members have said they do not really want membership cards but they will still be given to members who would like one. We have updated the Membership Form for new members particularly to allow for those joining on line (introduced this year) and we have allocated a committee member to look after new members. We believe that 50% of new members leave after their first year and we would like to find the reasons for this to see if we can reduce this wastage.

#### **Activity Groups and Conveners**

We asked members what new Activity Groups they would like and this has resulted in 14 new Groups being formed with about 180 members participating in these Groups. We have also

supporting existing groups with low numbers by advertising for members in the monthly newsletter. We have had two Conveners Meetings where views of the Conveners are actively sought and acted upon.

### **Marketing**

We have introduced a new Magazine with a completely different format and content to replace the outdated newsletter. We have a new logo, posters, and a pop up stand. We have modern lanyards and badges for committee members and members representing Chepstow U3A to the public. The July Summer Party Montage created by Chris Whiteman is been used as publicity by the Third Age Trust.

### **Social**

We plan to develop the social side of our U3A and have started by introducing monthly Saturday Coffee Mornings and had an Inter Group Quiz

### **Monthly Meetings**

These are a bit of a problem for us as numbers have been falling steadily over the last 5 years so we have been trying to make the layout more social by changing the layout and doing an analysis of attendance and survey of members. We await the results of these. Following the recommendation of Conveners we are using more speakers from our U3A and Groups and we went to a new venue for our Summer Party

### **Highlight of Year**

This was undoubtable the Summer Party where we showcased the talents of five of our display and performing groups with visual displays from several other Groups. We expected about 120 members to come along but about 200 came which meant there was car parking chaos and not enough food but the whole event was incredible and the most successful event we have ever organised.

### **Finally**

The Chairman would like to extend his thanks to Committee for all their hard work throughout the year and to all Chepstow U3A members for their support throughout the year

### **Treasurer's report:**

The accounts for 2017 were approved.

The committee proposed that the subscription rate remains at £10. This was approved by members.

A question concerning the income from diaries was explained. That income spans the accounts for 2017 and 2018.

### **Election of officers and committee for 2018/2019:**

#### **Officers:**

Chairman Derek Shottin  
Secretary Raye Whiteside  
Treasurer David Phillips

#### **Committee members:**

Kay Mahony (Convener Liaison)  
Nancy Marsh (Programme)

Irene Hullah (Membership)  
Nicky Lee (Marketing and Gift Aid)  
Shelagh Davies (Constitution and new member support)  
Chris Stott (Membership Project)  
Jill Rundle (Data Protection)  
Marion Huckle

**Any Other Business:**

Kay spoke about potential new groups (non-fiction book group and photography) and reforming the Away Days group.

The meeting was closed and was followed by more musical entertainment by the Big Bad Woof.