

## **How the Cotswold Link is Run**

### **The Committee**

The Link is run by a committee of up to six members, three of whom are officers. Officers and committee members may serve for a maximum of five years and are elected in accordance with the Constitution. It is expected that the three officers will come from different U3As and ideally this also applies to the other three members but, as always, any willing volunteer is gratefully accepted.

### **Funding for the Link**

The Link requires very little finance and this is obtained mainly from a modest annual subscription from its member U3As. Small grants are applied for occasionally to defray the costs of meetings and study days.

### **Communication with the Link's member U3As**

Each member U3A is asked to nominate a Cotswold Link representative who will receive all information pertaining to the Link for distribution to their own committee and any other interested parties in their own U3A. It is anticipated that these representatives will attend the two General Meetings or, if this is not possible, will send a deputy.

### **General Meetings**

There are two General Meetings held annually in September and March. The meeting in March is preceded by the Link's Annual General Meeting. The format of the General Meetings is to conduct the business of the Link in the morning and to arrange a seminar related to the running of a U3A in the afternoon. Each member U3A has one vote on any motion. Each may send two delegates (although only one may vote), and as many further members as they like as observers; all are welcome to take a full part in the afternoon seminar.

### **Hosting a General Meeting**

Member U3As are asked to host the General Meetings in turn by providing and paying for a venue. They also arrange refreshments and lunch, this cost is met by members attending (or their U3As), and should be kept as low as possible. Any small profit after paying for the venue and catering is for the benefit of the Cotswold Link. The Link committee organises the receipt of entries, books the speakers and meets their costs.

### **The Special Interest/ Study day**

The Link also aims to organise a Special Interest/ Study Day, usually in July, open to all members of U3As in our area. There is an admission charge per person which covers all costs, lunch and other refreshments. Member U3As who volunteer to host the day are asked to book a venue, organise the catering, and inform the Link committee of the *cost* price of the catering. The Link committee organises the speakers, receipt of the bookings and pays all costs. The Link retains any small profit from the day, or alternatively bears any loss.

### **Sharing a group activity**

In the interests of sharing and perpetuating the aims of the U3A movement, the Link has set up a reciprocal agreement between its member U3As. Any member of a Link U3A may attend one group activity in another Link U3A, without having to become a member of that other U3A. General Meetings ('Monthly Meetings') of a U3A do not count as a group activity. Session fees for the group activity will still apply. This is an entirely voluntary agreement between Link U3As and although it is hoped that all will participate, the independence of any dissenting U3A is recognised.