

Dukeries U3a Committee Meeting Monday 11th December 2023

Present

Leslye Henstock -Chair

Maria Pitrilino – Baranauskas -Deputy Chair

Barbara Baglee -Minuting Secretary

James Bartlett -Business Secretary

Pam Hardwick -Charity Organiser

Chris Neighbour – Health and Safety Officer

Wendy Neighbour – Membership Manager

Jane Young – Activity Group Coordinator and Press Officer

Ann Street -Website and Speaker finder.

Apologies: Barry Callieu, John Harris

1 Welcome: Everyone was welcomed by the Chair. James was welcomed as Business Secretary, Chris as Health and Safety Officer.

2 Minutes of the last meeting:Matters arising. -Committee roles, Leslye is still Chair. James was welcomed as Business Secretary and will eventually be responsible for booking the Jubilee Hall for committee and members meetings, Leslye will do this for 2024, to advise James and Maria what needs to be done. Barbara will remain as Minuting Secretary. Chris has undertaken the role of Health and Safety Officer whilst Jane has become Press Secretary. (all external press releases must be proof read by a second person). Ideally, we need to recruit 2 Deputy Chairs. Maria, as Deputy Chair, will take responsibility for refreshments at committee meetings. Leslye explained some responsibilities as chair.

Minutes proposed by Pam and seconded by Ann. Signed by Leslye.

Treasurers report: Barry was unable to attend the meeting but will circulate the accounts. We are in good health financially. We need to look at who is signatory to the account. The treasurer needs to be a signatory. Leslye and Wendy need to be able to access the accounts to check on payments made. We need to check how many people can be signatories. At the moment Leslye needs to drive into Mansfield to pay in cheques however she does not mind. Barbara offered to do it in Worksop. This will depend on if there is a paying in book, to be discussed with Barry. Barry , as Administrator also to be asked to look into why Chris has been locked out of the account and re-instate him.

4 Laptops: John took 2 laptops back to John Lewis. It was discovered that they had not been taken out of demonstration mode before being sold. This took 5 minutes to rectify. Jane has had her laptop returned to her. Maria will have the second laptop; Barbara will use her own.

5 Air Ambulance Appeal: received £50 from sale of goods from the U3a stall at the lights switch on in Edwinstowe. Pam is still waiting to hear how much the sale of knitted goods from the Knit and Natter group raised. The bring and buy at the November Members Meeting raised £101. The total raised now stands at £4,992.36. It is hoped that after the fundraising planned for the Christmas party we will exceed our £5,000 target. Maria questioned that as we are a charity, can we legitimately raise funds for another charity. James to investigate.

6 Membership: Membership currently stands at 145. 140 full members, 4 associate members and 1 honorary member. A draw was made for the free membership prize from the Edwinstowe event. There were 5 entries. The name drawn was Ronald Burton. He will now receive free membership up to the end of March 2025. The other 4 entrants will be offered membership for £4 pounds from January 1 until 31 March. James asked if any one follows up on members who have not attended groups for sometime. It was agreed that group leaders be asked to make contact with members who have not attended for a while to check that they are ok.

7 Events: The quiz night was deemed a success. Thanks were given to Barbara and Jim. Thanks were also recorded for Clare who, although not a U3a member, gave her time to help. Barbara will write the questions for next year's quiz.

Christmas party – 62 tickets have been given out and this event is now full.

Beetle Drive – After a slow start this event is also full.

Chinese New Year – sellout.

Murder Mystery -sellout.

U3a Fun Day will now be held in a local park, date and venue to be confirmed. There will be no cost to individual members except parking fees.

Future events under consideration – Visit to Bletchley Park, Southwell Minster and Workhouse, Proms Concert. A River Cruise has already been booked for July 10.

8 Health and Safety: Chris has undertaken the role of health and Safety Officer. His first task was to confirm that personal carers, who are non u3a members, are covered under our insurance policy. It was also agreed that we need a Health and Safety policy.

9 Inventory: This has been started and James will undertake to complete it and keep it updated.

10 Marketing: The stall at Edwinstowe was a great success. The Christmas tree looked very good and received excellent feedback. Social Prescribing was discussed and it was agreed that this needs further investigation. James has offered to become our Facebook administrator.

11 Refreshments: It was agreed that Leslye will ask June Nunn to purchase decaffeinated tea and coffee for Members' Meetings. This follows an incident where we were unable to give a guest a hot drink.

12 Next Committee meeting: This will be held on Monday 8th January 2024 at 1pm. Leslye, Chris and Wendy gave their apologies. Maria may also be away. If she is, Ann will chair.

Barbara will lead the January members meeting and Val Saunders will be asked to operate the membership table.

The meeting closed at 2.55pm

