

## **MINUTES OF EXMOUTH AND DISTRICT U3A COMMITTEE MEETING: 7 NOVEMBER 2018**

Present: Sandra MacQueen (Chair), Christine Chittock, Maurice Chittock, Sheila Clarkson, David Gingell, Lyn Holmes, Richard Morgan, Keith Phillips, .

1. **Apologies:** Nigel Day, Chris Woodward.

### **2. Minutes of meeting held on 10 October 2018**

These were agreed without amendment and signed by the Chair.

### **3. Matters arising**

Following investigations with TAT and others, and having regard to the requirement to have provision for 6 months expenditure, Richard considered a balance of £10k would be appropriate. He agreed to produce a policy note for approval before consulting members on how to use any surplus. **Action: Richard**

A number of ideas were mentioned such as expenditure on equipment or fixed assets and storage facilities for equipment. Further suggestions from the committee are welcome: **Action: All committee members.**

Draft policy note on group finances to be amended to cover mileage rate and frequency of returns and circulated. **Action: Keith**

With regard to the monthly meeting support teams, Sheila reported that the Time Team was down to 2 members and suggested a broader role for meeters & greeters. **Action: Sheila, Sandy & Maurice.**

The dates for committee meetings was discussed and it was agreed to consider the Committee meeting in the last (fourth) week of the month. All committee members are asked to let Maurice know their availability during the last week. **Action: all committee members**

With regard to the emergency contact numbers, this will be discussed again once organisers had responded to Nigel's recent email. **Action: Nigel**

### **4. Reports**

Reports (previously circulated) from Richard, David, Maurice, Lyn, Christine & Nigel were noted, for filing with the minutes.

The following points were noted/raised:

- the balance as at 31 October is £13,160.41. The Co-op fund has £72.36 remaining.
- only 5 tickets for the Christmas lunch are available. Details of proposed trips for 2019 will be distributed at the monthly meeting to ascertain member interest.

- the projector may have developed a colour balance problem and the position will be monitored by David
- There are now 908 members with 69% female. Over 50 joined at the October 'open day'. 96% members are on email.
- It was confirmed that the half year subs for prospective members who are already U3A members would be £2.50 (£6 less the capitation fee of £3.50) subject to proof of membership
- There are currently 90 groups, 44 with vacancies and 46 full.
- Devon link meeting minutes to be circulated when received. **Action: Nigel**
- a proposed welfare role, previously circulated, was discussed. It was agreed that Sandy would approach a member who has expressed interest in the position. **Action: Sandy**

Sandy raised the following points:

- U3A diaries - in previous years the chair has ordered these for members. It was agreed that Sandy should place an order for 20. **Action: Sandy**
- Members attending committee meetings - it was agreed that members should be able to attend committee meetings as observers subject to notifying the secretary beforehand. This could be included in the newsletter. **Action: Sandy**

## 5. Study Day

It was noted that the sub committee do not wish to continue with organising the study day. The Committee appreciated the hard work undertaken by the sub committee in coming forward with the two proposals. The uncertainty over the cost of the refreshments at the Pavilion was a particular problem.

After some discussion, it was decided to investigate having a 'cyber safety day' in Budleigh Salterton and possibly other venues in 2019. Proposals for a study day will be considered again next year.

## 6. Pavilion Projector

Following a meeting with Jay and Ian Bateman, Maurice confirmed that the wireless connection did not work and the dongle has been returned. The conclusions are that the cables should be upgraded to Cat 5 or an alternative projector used or acquired. It was agreed that we should monitor the picture quality at the next presentation and also find out the cost of new cables and then meet with LED. **Action: Keith & Sandy**

## 7. Monthly meetings.

The programme for 2019 plus two dates in 2020 had been circulated. Christine reported on a Red Arrows speaker in February 2020 at a cost of about £200 which the committee agreed.

**8. Committee roles and succession planning.**

Deferred until the December meeting.

**10. New Members.**

Deferred until the December meeting.

**11. AOB**

**Next meeting: 12 December at Albion Court. 10.00 am start.**

**Signature:**

**Date:**