

## **MINUTES OF EXMOUTH AND DISTRICT U3A COMMITTEE MEETING: 9 MAY 2018**

Present: Jan Harper Shea (Chair), Keith Phillips, Nigel Day, Melanie Parker, Richard Morgan, Lyn Holmes, Alice Robson.

1. **Apologies:** David Gingell, Mary Solway, Marion Ricketts.

### **2. Minutes of meeting held on 18 April 2018**

These were agreed without amendment and signed by the Chair.

### **3. Matters arising**

Richard has received 29 replies to the questionnaire about rented accommodation. Further action necessary to encourage replies. **Action: Richard.**

Nigel confirmed that contracts for all the paid tutor groups had been completed.

### **4. Reports**

Reports (previously circulated) from Jan, Richard, Melanie, Lyn & Nigel were noted, for filing with the minutes.

The following points were noted/raised:

- Mary had circulated a detailed summary of the Devon Link meeting on 30 April.
- Jan has met the incoming Chair and she would prefer to attend a meeting first rather than host a Devon link meeting. It was agreed that Jan would seek to change the venue. **Action: Jan**
- Jan has replied to the Co-op regarding the use of the Community Fund for the study day.
- The Manager of the Pavilion has agreed that we can use the stage for speakers. There was no mention of any additional costs.
- There are now 777 members, of which 667 have completed the consent form. At the April meeting there were 156 present including 13 new members and 3 visitors. Melanie also supplied a summary of the attendance figures for the monthly meetings and new members per month.
- A summary of the income and expenditure for the month of April was reported. The new Lloyds account is up and running with the facility for electronic payments. The HSBC account which receives standing orders will continue for some time. The bank balances at 6 May were £17151.73 with the capitation cheque for £3003 yet to be cleared..
- There are currently 87 groups, 52 with vacancies and 35 full. The Italian for beginners has started.
- The new members' meeting on the 24 April was attended by 20 members and a questionnaire at the end supported the idea of guidelines for new members. **Action: Nigel**

- It was agreed to have the organisers' Tea Party on Friday 17 August at the Royal Beacon at a cost of about £10.50 pp. **Action: Nigel**
- A feature finally appeared in last week's EJ about the study day.
- The social committee are planning two outings - SS Great Britain (September) and a bird watching cruise (November). It was agreed that these would be for U3A members only and if there was space other U3As could be invited. It was also agreed that we would be prepared to subsidise the trip to SS Great Britain and possibly other trips subject to approval. **Action: Social Committee**

## 5. AGM

The format for the AGM was discussed and the following noted:

- no motions had been received
- Richard would pre-empt any questions on the accounts by referring to various ideas to reduce the surplus
- Jan to assist with recording the proposers and seconders
- the appointment of the independent examiner would be dealt with by Keith after the Committee appointments.
- The incoming chair will introduce the speakers and also close the meeting.

## 6. New Committee considerations

Jan has met the incoming chair and completed an induction process. Keith is arranging inductions for the other new members. **Action: Keith**

Handover of roles with appropriate notes to take place by agreement.

## 7. AOB

The retiring Committee members' dinner to be arranged in due course. Keith to check on possible dates with those concerned.. **Action: Keith**

**Next meeting: 30 May at Albion Court**

**Signature:**

**Date:**

**Signature:**

**Date:**