

MINUTES OF EXMOUTH AND DISTRICT U3A COMMITTEE MEETING: 11 OCTOBER 2017

Present: Jan Harper Shea (Chair), Keith Phillips, David Gingell, Alice Robson, Melanie Parker, Lyn Holmes, Richard Morgan, Mary Solway.

1. Apologies: Cliff Rebbeck, Nigel Day, Marion Ricketts

2. Minutes of meeting held on 13 September 2017

These were agreed without amendment and signed by the Chair.

3. Matters arising

A storage unit at Albion Court is available and further details are awaited.

Action: Jan

Article on 'How the committee works' to be put in the November newsletter.

Action: Jan

Member response to setting up a social events group had been disappointing. This will be included in the newsletter. **Action: Jan**

Alice reported that 92 tickets for the Christmas meal had been sold (out of 130 available). Alice and John Robson have collected the money and cheques. Richard to discuss the handover of the money and cheques with Alice and John. **Action: Richard/Alice**

Consideration be given to online banking. **Action: Richard**

4. Reports

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

The following points were noted/raised:

- The new members meeting would be on Monday 6 November; Jan has booked Albion Court for the whole day. **Action: Nigel**
- The meeting with the Meeters & Greeters and the Time Team will take place on Thursday 9 November at 9.00 am at the Pavilion (before the monthly meeting). **Action: Jan**
- There are now 766 paid-up members. Attendance at the September meeting was 157 including 11 new members and 5 visitors.
- Gift aid information has been issued to members.
- Income and expenditure for September and the year to date was summarised. The bank balance as at 30 September was £11,569.34.

- There are currently 95 groups of which 62 have vacancies, with several new groups proposed.
- The Co-op have requested information on expenditure of the Local Community Fund money. **Action: Jan to respond.**
- It was agreed to investigate the purchase of Microsoft software for the laptop. **Action: David.**

5. Study Day

Jan reported that over 40 tickets have been sold since the recent email to members. Tickets will be available at the October monthly meeting. The maximum number will be 150.

Revised costings had been circulated and the Committee noted the projector hire of £270 (including Pavilion technical costs), the use of the Co-op Fund for the projector and the estimated subsidy required of £760.

The Committee agreed that there would be no concessions or free tickets to any members assisting during the day.

6. Monthly meetings.

Jan confirmed that Wendy Bishop was willing to organise an entertainment event for the January meeting. **Action: Cliff**

Mary reported that the Films of Rural Life (November 2018) would be flexible as there were a number of films of various lengths. **Action: Cliff**

7. Communication with members.

Emails from Nigel, Mary and Jan had been circulated. As Nigel was away it was agreed to defer this item to a future meeting. **Action: Keith**

8. Succession Planning.

Jan agreed to announce the need to fill two vacancies (Chair and membership) at the monthly meeting and in the newsletter. **Action: Jan**

9. Expenses of Committee members

It was confirmed that Committee members may claim travelling expenses for attending Trustee meetings in accordance with PN6.

10. Posting minutes on the website.

The Committee agreed to this subject to the exclusion of any confidential items (part 2). **Action: Keith/Marion**

Next meeting: 10am Wednesday 8 November at Albion Court.

Signature:

Date: