

MINUTES OF EXMOUTH AND DISTRICT U3A COMMITTEE MEETING: 12 JULY 2017

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

1. Apologies: Lyn Holmes, Nigel Day

2. Minutes of meeting held on 14 June 2017

These were agreed without amendment and signed by the Chair.

3. Matters arising

Dates of committee meetings to be sent to Marion Ricketts, website editor, who has agreed to be co-opted as a member of the committee. **Action: Keith**

Request information from Marion for Charity Commissioners. **Action:Richard**

Following a discussion about the recent new members' meeting at which Melanie and Alice were present, it was agreed to ask Nigel to review future arrangements to include more interaction with members. **Action: Nigel**

Jan reported that the Time Team considered they had sufficient numbers for the time being.

4. Reports

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

The following points were noted/raised:

- Organisers' tea party will take place on Monday 21 August at the Royal Beacon. An agenda to be circulated. **Action: Nigel**
- The Devon County show and river cruise costs were signed off.
- Jan and Keith to attend East Devon link meeting on 28 July. **Action: Jan and Keith**
- New payments/deposit request form approved for introduction in September with a copy on the website. **Action: Richard**
- Member application form to be amended to include gift aid section. **Action: Melanie.**
- There are now 709 paid-up members.

- The bank balance as at 11 June was £12,679.29 and the income and expenditure for June was summarised.
- An article on ' How the Committee works' to be placed in the newsletter. **Action: Jan**
- New members, who are not on email and who do not join at the monthly meeting, to be sent a copy of the newsletter and groups list. **Action: Melanie/Nigel**
- There are currently 92 groups of which 55 have vacancies. 9 others require an organiser.
- It was agreed to review the operation of groups in due course. **Action: Jan/Nigel**
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5. Monthly Meetings.

The last speaker was well received although there was a relatively low turnout of 113. However there are problems with the projector and it was agreed to approach LED about upgrading. **Action: Jan**

Mary's draft programme for 2018 was approved subject to considering whether the November film can be shorter or a break included. **Action: Mary**

6. Study day.

Notes of the sub-committee meeting on the 3 July and ideas for a promotional poster and leaflet had been circulated beforehand. The Committee acknowledged the hard work put in by Jan, Mary and Rosemary in drawing up the draft proposals so quickly. The following aspects were discussed:

- the Pavilion on the 15 March for the venue and Todd Gray as the key speaker were agreed. **Action: Jan**
- The format was approved in principle. Various comments were made about the long first session and the length of breaks which the sub-committee should consider. **Action: Jan/Mary**
- confirmation of other speakers to be obtained. **Action: Mary/Jan**
- a financial summary to be provided once all costs have been established following discussions with Posh Nosh and the other speakers. **Action: Jan and Mary**
- The use of the Local Community Fund towards the cost of the event to be explored further. **Action: Jan to supply further information**

7. Succession planning

As informal approaches have not found a potential speaker coordinator, this will be raised at the monthly meeting. The appointment of Mary as Vice Chair to take place once a new speaker coordinator has been co-opted. **Action: Jan**

8. Next meeting: 10am Wednesday 13 September at Albion Court.

Signature:

Date: