

MINUTES OF EXMOUTH AND DISTRICT U3A COMMITTEE MEETING: 13 SEPTEMBER 2017

Present: Jan Harper Shea (Chair), Keith Phillips, David Gingell, Alice Robson, Melanie Parker, Lyn Holmes, Nigel Day, Cliff Rebbeck.

Jan welcomed Lyn to her first meeting and Cliff as the new speakers' co-ordinator.

1. Apologies: Richard Morgan, Mary Solway, Marion Ricketts

2. Minutes of meeting held on 12 July 2017

These were agreed without amendment and signed by the Chair.

3. Matters arising

New members meeting to take place in November. Jan to book Albion Court and Nigel to organise having regard to feedback and suggestions made.

Action: Jan and Nigel

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

Action: Jan

Jan reported that LED will not upgrade the projector at the moment so we will need to hire one for the study day. **Action: Jan**

For the proposed discussion with the Meeters and Greeters and the Time Team, an agenda will be prepared by Jan, Mary and Melanie with input from Nigel. **Action: Jan, Mary, Melanie & Nigel**

Alice reported that the U3A Christmas lunch would be on the 18th January and details would be available at the monthly meeting tomorrow. **Action: Alice**

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:

- The organisers' tea party had been a success.
- The possible use of storage at Albion Court to be explored further.
Action: Jan
- Jan agreed to store the equipment while David is on holiday from 20th September until 10 October. **Action: Jan & David**

- Committee Xmas lunch to be during the week commencing 11th December at the Royal Beacon. **Action: Jan**
- There are now 737 paid-up members. Attendance at the July meeting was 127 and at the August meeting 110 including 9 new members.
- Income and expenditure for August and the year to date was summarised. The bank balance as at 24 August was £12,341.83.
- There are currently 89 groups of which 57 have vacancies, with several new groups proposed.
- The inaugural August meeting was successful and Mary & Andy are willing to repeat the format.
- The Copyright Licence has been renewed for another year.

5. Study Day

The notes of the Study Day sub-committee meeting dated 7th August, previously circulated, were updated by Jan. A revised projector hire cost has been requested. There was a discussion on the costings (noting that a subsidy is required), ticket price, programme time table, catering and marketing. As a result, the following were agreed:

- the ticket price to be £12 to include the refreshments (Jan considered the price should remain at £10)
- no tea/coffee to be offered at the start
- the mid morning break to be longer and subsequent speakers to be slightly shorter
- lunch to be longer and the study day to end at 16.30
- tickets to be offered initially to Exmouth and District U3A members and other Devon U3A groups, and then to the general public
- the Local Community Fund to be used for the projector hire. It was considered that this would satisfy the social inclusion criteria of the fund in terms of an accessible venue for those with sight, hearing and physical impairment problems.
- revised costings detailing the level of subsidy to be presented to the next meeting

The sub-committee will consider whether to issue tickets or rely on email confirmation. The committee appreciated the excellent progress made by the sub-committee.

Action to implement the above: Jan, Mary and Rosemary Walsh

6. Monthly meetings.

Jan to email Mary and Cliff regarding the proposals for the January meeting.

Action: Jan

7. Social Committee

Following the East Devon link meeting, Jan reported that another U3A in East Devon had a social 'committee' to organise social events. This could include theatre trips if no new leaders came forward when Rosemary and Wendy step down later this year. Rather than a committee it would be a more informal group in order not to deter members. Cliff suggested the title 'Just for Fun group'. Jan to publicise the idea at the monthly meeting to ascertain the level of interest.

Action: Jan

8. Purchase of Equipment for specific groups.

It was agreed not to support the request from the Geology group for hard hats. Nigel to reply. **Action: Nigel**

9. Succession Planning.

The Committee confirmed the appointment of Mary as Vice-Chair.

Existing members present, apart from Melanie, indicated that they were prepared to remain on the committee next year but no-one offered to take over as chair. Jan will therefore invite interest from members. **Action: Jan**

10. Expenses of Committee members

This was raised by Richard to cover travelling costs. PN6 does address this and national guidelines also allow expenses. It was agreed to defer discussion until Richard was present so he could supply more information.

Melanie mentioned the possible use of online banking which should be explored. **Action: Richard**

Next meeting: 10am Wednesday 11 October at Albion Court.

Signature:

Date: