

Minutes of Leicester U3A (Charity Number 1083274) Committee Meeting
30th January 2019 at 10am, at Christchurch

Present: Jennifer Foxon (Chair), Steph Smith (Vice Chair and Groups Coordinator), Irene Ault (Secretary), Bill Manners (Treasurer), Margaret Potter (Membership Secretary), Stella Memory (Minute Taker), Elisabeth Somogyi, Ros Devine.

Observers: Neil Taylor, Bob Holness

1. Welcome and Apologies:

Jenny welcomed those present, and apologies were received from Sandra Barker. We introduced ourselves to Bob Holness, Beth Moontree informing us of her change to her birth names by deed poll, namely Stella Joyce Memory.

Action: Margaret to change Beth's name on the membership list and provide her with a new name badge, Irene to insert a notice in the Newsletter

2. Agreement of Ros Devine to the Trustees Code of Conduct: Ros agreed to abide by the Trustees Code of Conduct.

3. Minutes of Committee Meeting 17th December, 2018 and Matters Arising

The dates of the March meeting were amended to Monday 25th March or Tuesday 26th March at 10 am. The minutes were then agreed to be correct.

As Tony Davison would not be able to attend a meeting on a Wednesday morning, the Induction meeting time on Wednesday 20th March was changed to 1.30pm, host Irene.

4. Chair's Business

a) Revision of Constitution – current position

Jenny informed us there was no change to the previous position. The amendments would be discussed at a later date.

5. Secretary's Business

a) Arrangements for AGM – approval of Agenda

The draft agenda with the names of nominees for the committee with their proposers and seconders to be inserted when nominations closed was approved.

b) Discussion of proposed amendments to constitution, cakes.

There would not be a separate item about the potential amendments to the constitution as questions could be taken after the Chair's report.

It was agreed that Sandra Barker should be asked to organise the cakes for refreshments after the AGM and that we would ask her to cut them into portions before serving. Various committee members agreed to make a variety of cakes.

Action: Bill to provide Irene with the Treasurer's report in Word in order to produce a large print version; Irene to ask Sandra to organise the cakes

c) Use of Google forms for booking events on the website

Siham Turvey trialled Google forms for the Kew trip and reported mostly positive comments. Irene proposed that we should encourage others eg. Christmas Lunch, to use the forms. Irene noted that no password was needed to use the forms, and that those without access to the website could book by post in the usual way.

Action: Irene to pursue the proposal with Graham Williams, the website manager.

d) Newsletter

Irene reported that Sue Howard was happy to take over from Cliff Ault, but she did not want to produce the list of groups and their monthly details that appear in the current Newsletters. The alternatives suggested were dropping the groups information altogether or recruiting someone who could produce the information for Sue, eg a Newsletter Administrator. It was agreed to try to do the latter.

Action: Irene to inform Sue Howard

e) Request from Aimee Soar

It was agreed that this was a business venture that the U3A could not advertise. It was suggested that Aimee might like to advertise in Third Age Matters.

Action: Irene to reply to Aimee

Tea and Coffee

6. Treasurer's Report

a) Treasurer's Report for 2018

Bill Manners confirmed that the report was mostly satisfactory. Taking account of outstanding payments, the loss on the Community Account was covered by a reduction in the accumulated surplus which was what we were intending to achieve. The only notable item on the Events Account was the overspend by the Theatre Group which was covered by money they had in hand. The Proposal to formally accept the Treasurer's report, which was examined by David Barnes, was approved unanimously.

b) Budget for 2019

Bill tabled his proposed budget for 2019. We have broken even, and still have around £10,000. We still have to spend around £5000 on audio-visual equipment, and we might lose £1750. The surplus will probably be run down by about £1000, but there would still be half of what there is in the kitty at the moment.

Irene thought that it was a matter for the next committee as to whether to have an Open Day in 2020.

Proposal to put to AGM: To keep subscriptions the same for 2020.

This was approved unanimously.

7. Group Coordinator's Report

Steph Smith informed us that there were 72 established groups and 3 new groups ie. World History, Bridge Beginners and Little Theatre. Five groups were not viable as no interest was shown. Of the five budding groups, Orienteering would be the next viability meeting. The viability meeting for Mini Ramblers was inconclusive, but a walk was planned for the group. The name of the group would be Swans (short walks and no stiles).

8. Membership Report

Membership currently stands at 372. There have been 8 resignations for various reasons and sadly one death. Renewals at the January meeting totalled 53 and are still coming in by post. Non-renewals stand at 13% of last year's final membership There have been 18 new members since then, from friends' recommendations, website and the Newsletter.

Margaret Potter has done all the group audits apart from 15. The audit is going well and she is happy to do it again. Margaret asked for help with further renewals at the February meeting. Jenny Foxon offered to do this.

9. Publicity and Communications

No Speaker Finder had yet been found.

10. Wellbeing and Hospitality

Sandra Barker was absent from the meeting.

11. Dates and times of next committee meetings

February 20th, 10am at Christchurch, host Sandra; March 25th at 10am at Christchurch.

12. Verbal report from Leicester Ageing Together (LAT) meeting

Ros Devine reported that this was a well organised, interesting meeting, which Peter Stanfield and Burné Huttchins had also attended. Various ideas had arisen from the meeting:

it would be good to do some outreach again 'in the market place';

there was an opportunity via the Age UK and the Alzheimer's Society befriending schemes to reach people who could benefit from membership of U3A, though this would not be easy;

given the government's 'Social Prescriptions' scheme based on GPs, it would be a good idea to have U3A leaflets in doctors' surgeries.

After the meeting, Ros had spoken to Rob Hunter, the LAT Board Chair, who agreed to meet separately with her and others from our U3A.

Action: Ros to arrange a meeting with Rob Hunter, the LAT board chair, and those members of the Inclusivity sub-committee interested in attending

Discussion of the second two ideas was deferred to the next meeting.

13. Holiday Dates

An updates was noted.

14. AOB

Jan Hall has agreed to look after the Speaker at the next monthly meeting.

Steph Smith's AOB had to be postponed as she had another appointment.

Meeting finished at 12.40pm