

SUDBURY GROUP OF THE THIRD AGE TRUST
Minutes of the Executive Committee meeting
Tuesday, 11th June 2019

Present: Brian Orton, Treasurer
 Brian Hemmings, Webmaster
 Richard Thomas
 Nicola Godwin
 Sue Campbell

Jennie Leech, Groups Co-ordinator
John Freeborn, Membership Secretary
Dee Hoile
Colette Bentley

- 1) Apologies for Absence: Anita Floodgate, Janet Cruttenden.
- 2) Minutes of the Meeting held on Tuesday, 9th April 2019.
The minutes were adopted and signed by the Vice-Chairman as a correct record of the meeting.
- 3) Matters Arising:-
4 New members April 2018>March 2019 - There was discussion as to whether a specific event should be arranged for new members, and if so, who qualified. SC suggested those who have joined during our 30th year. What would such an event be expected to achieve and when would it take place? It was agreed that this should be discussed further at the next meeting. **ACTION: B/F**
U3A Christmas Tree in St Peters - It was agreed that the various craft groups should be asked to be involved with this. JL to contact suitable groups. **ACTION: JL**
November meeting at St Peters. AF has confirmed with Rugby Club that future bookings will not be affected by occasional meetings held at St Peters. **ACTIONED: AF**
Su3an fulfilment - this is now being handled by the printers. There were a few minor issues with the first run, but these have been resolved. See Chairman's report. **ACTIONED: AF**
Social Prescription letter & flyer - It was agreed that the flyer should not include a phone number, there were too many unresolved issues with this. It was felt that posters should be A4, with A5 flyers for people to take away. BH & RT to finalise content and pass to AF. **ACTION: RT&BH / AF**
Groups using Sudbury Institute - JL reported that all the groups involved are now aware and have accepted that they must be members of the Institute. **ACTIONED: JL**
Press Officer - Bruce Clegg has taken on the role. **ACTIONED: AF**
5 Amplifier - see Secretary's Report. No further action required at present. **ACTIONED: JC**
Window screen cost - CB to find out which meetings would benefit from this so a trial can be arranged. **ACTION: CB**
8 Committee e-mail addresses - DH commented that Michael Hughes was still on some distribution lists. **ACTIONED: JC**
9 ICE information on monthly meeting print out - some members are against this information being collected. It is not compulsory but is requested on the membership form. Group leaders should keep their own records. JL asked who keeps the information and Dropbox was suggested.
Drop Box for ICE information - BO & RT had run a trial with Dropbox. It is free to non-commercial organisations and can be kept up-to-date more easily than USB sticks. BO favours putting membership and accounts data onto Dropbox, if we join Beacon in the future the information can be stored there. Dropbox information can be made available to a group so would be available to other committee members should the owner be indisposed.

But only the owner would be able to alter the data, so would need to investigate how permissions can be changed.

ACTION: BO/RT

Groups Leaders to obtain their members ICE information

ACTION: JL

10 Updated Group Leaders list to Chair and Webmaster

ACTIONED: JL

13 30th Anniversary Celebrations - all arrangements now in place. This will be promoted at the monthly meeting. It is a private function for members only.

ACTIONED: AF/BH

14 Request for venue payment - this has been sorted.

ACTIONED: BO

4) Chairman's Report

Previously circulated. RT commented on the Network meeting that he and AF attended on 10th May. A new model constitution was discussed which involved some changes in wording, but will not make any significant changes. New guidance on financial matters is also forthcoming. RT also said merchandising had been suggested; as had a range of discounts, on items such as software, being available to U3A members. There were no other comments on the Chairman's Report.

5) Treasurer's Report

Previously circulated. There were no comments on the report.

6) Secretary's Report

Previously circulated. The Secretary was not present, and there were no comments on the report.

7) Speaker Secretary Report

CB reported that Jane Crumpton-Taylor will give the 'thank you' at the June meeting. The July meeting will feature a film on the Peterloo Massacre, CB will give the 'thank you'. The window screens will be required at the July meeting.

8) Group Co-ordinator's Report

Previously circulated. BO asked what aspects of IT the proposed new group would cover. Will this be aimed at complete beginners or those with some knowledge who would like further help? JL reported that she is to meet the leader to discuss this. At present it is not known whether any investment in equipment would be required. JL also said that there was the possibility of a further 5 groups being set up; and there were some changes in leaders coming up.

9) Membership Secretary's Report

Previously circulated. JF reported that, to date, 211 had not renewed yet and this was about the same number as this time last year. JF has asked JL to ask group leaders to check membership, and to inform members that they will be asked to produce their cards at the July meeting. There was some discussion as to whether we would be phoning people to remind them again. It was decided that this should be carried forward to the August committee meeting.

ACTION: B/F

10) Webmaster's Report

BH circulated the website hit sheet. There were no comments on this.

11) Communications

Bruce Clegg will now act as Press Officer and will attend the next Coffee Morning and the 30th Anniversary event in that capacity.

- 12) Network Matters
There is a national training workshop on 3rd July. RT and BO intend to go.
- 13) 30th Anniversary Celebrations
No further comments.
- 14) Social Prescribing
Covered under 3.4 above. No further comments.
- 15) Members Items / AOB
Sue Campbell was voted onto the Committee as a co-opted member.
BH had received an email from an MSC student in Clinical Medical Health who is looking for test/research volunteers. It was suggested that this could be put into the next SU3AN, subject to the Chairman's approval. **ACTION: AF**
AGM National Conference on 27th to 29th August. RT is going. Any other interested parties to contact AF or BO.
- 16) There being no further business, the meeting closed at 11.39.

Date and time of next meeting 13th August 2019 9.45 am for 10 am

Signed Date

Anita Floodgate, Chairman