

WARWICK DISTRICT U3A
Minutes of Management Committee held on
12 March 2019 at The Moorings

Present: Margot O’Keeffe (Chair); Sharon Hancock; Ann Bailey; Margaret Coggins; Mike Cronin; Chris Forse; Richard Piggott; Sam Sexton; Sue Sheen; John Wilks; Sue Roy; Gisele Kirby

The Chair welcomed Sue Roy who joined the meeting to discuss options for speakers for next year’s Open Meetings.

1. **Apologies:** Mary Holden
2. The **Co-option of Chris Forse** onto the Committee as Education Officer was proposed by *Sharon Hancock*, seconded by *Sue Sheen* and approved unanimously by the Management Committee.
3. **Minutes of the previous meeting** were approved and signed by the Chair, with the following corrections:
 - Item 6 – Chairman’s Report:* last sentence to read ‘...Chris Forse to be co-opted *onto* the Committee...’
 - Item 10 – Social Prescribing:* Last sentence to read: ‘AB to research *GP practices in the area*’.
 - Item 13 – TAT Correspondence:* Second sentence to read: ‘Due to the short deadline, *she had not consulted the MC on her reply*’.
4. **Matters arising from Minutes:** Chris Forse reported on the West Midlands Regional Network meeting he had attended on 20 February. The meeting had consisted of reporting on activities undertaken by each U3A. There was no exchange of views nor discussion on possible regional cooperation. He had promoted the forthcoming Education Day on Economics and had received a positive response.
5. **AOB:** AGM Minutes (SSE)
6. **Open Meetings:** As the programme for the current year was confirmed, Sue Roy proposed a number of options for next year, such as:
 - inviting back Heidi Meyer
 - Dairy farmer’s wife from Coventry
 - Walking across Africa
 - Psychotherapist
 - Dogs for Good (towards the end of the year)
 - Martin Green, Industrial Archaeologist (suggested by AB)
 - A speaker for the AGM: someone from the local arts scene. The Loft Theatre’s Artistic Director was suggested as a possible candidate (RP).
 - Speaker on Coventry City of Culture (AB)

It was agreed that Sue R. would draw up a budget for the year on the basis of £600 to cover nine Open Meetings. Speakers should be made aware, in advance, of the time-limit on their presentation.

The speaker for the 13 March Open Meeting had requested for a donation to be made to the relevant charity in lieu of a fee. It was agreed to donate £75, in addition to the voluntary personal contributions by members.

The Chair thanked Sue Roy for her efforts in planning next year's OM programme.

7. Change to the Constitution:

At the last AGM Judy Morgan (JM) had proposed an amendment to TAT's resolution to change the first object clause in the Constitution. The reason for the changed clause had been to ensure that not only educational but also social events, such the Christmas party, were also covered by the clause. TAT refused to allow us to amend the clause. At the AGM, Chris Forse had stated that the amendment proposed by the floor (JM) was subject to TAT's approval and that, in case of refusal, the Committee would revert to TAT's resolution. The Committee agreed to adopt TAT's resolution. The Chair stated that she had phoned to explain to JM the outcome; JM was happy with that.

8. Cover for Management Committee Members' Role (RP):

On the basis of the paper he had circulated, Richard raised his concerns that, in case of incapacity, would anyone know where and how to access information and documents held by individual Committee members.

It was agreed that paper-copy and electronic versions of information held by members had to be accessible.

RP proposed producing a list of information/documents held by each member as part of their role on the Committee and how to access them. SMS suggested that such a list could be loaded on the OneDrive.

Another proposed option was for members to be deputised by a counterpart on the Committee.

CF pointed out that it was important for Sue Roy to have a deputy who would know how to have access to the Dormer Place key. Then discussion focused on the non-availability of Royce when needed at Dormer Place. It was proposed to find out whether a second key could be obtained, before raising these concerns with Royce. Sue agreed to contact Royce to request a second key.

9. Calendar for 2019: The following events had successfully taken place:

- *The AGM (13 February)*: It had been well attended and had run fairly smoothly. The speaker's (Lady Hamilton) presentation had been too long. The speaker might have been the attraction for the good attendance of members at the AGM. The arrangements at the Spa Centre had been satisfactory. If used next year, members should be informed of the available parking areas.
- *The Coffin Works (15 February)* followed by a visit to the Jewellery Museum
- *The Magic Flute (7 March)*: Due to heavy traffic in Birmingham, an earlier departure time from Warwick was proposed for future evening events.

The following future events were being promoted and would be mentioned at the OM:

- *Lichfield (29 April)*:
- *Eglantyne (11 May)* - the Save the Children event at Stratford
- *Highgrove Gardens (5 June)*

- *Wrest Park in Bedfordshire (October)*
- *The Musical 'Waitress (possibly in November)*

It was proposed to invite Maggie Watts to a Committee meeting to discuss her ideas for a future programme of events.

Education Day on Economics (Monday 3 June): CF had booked Dormer Place. The day would start at 9.30 am till 1pm, with a 20-minute break. Chris will Chair, Roland Straub and John Grant will be the speakers. The theme will be '*Economics: Myth and Reality*' and will include Q & A sessions. An attendance of 40 to 60 people is hoped for.

It was agreed to charge £3 per head towards the fee of hiring Dormer Place. There would be no fee for the speakers. Sam will print the tickets, to be available from Chris and at Open Meetings.

10. TAT AGM (29 August): No resolution for submission.

11. Treasurer's Report (MCr):

Current Financial position (as at 10 March):

Activities Account: £4,180.67
 General Account: £ 6,227.91
 Deposit Account £11,445.29

Activities Account:

The trip to the Coffin Works had made a surplus of £247. The surplus made on some events covered the loss made on others. However, Maggie Watts will be advised to be less generous in her future estimations. Should the case occur, Gift Aid could underwrite an eventual loss.

General Account:

The fee to hire of the Spa Centre for the AGM had been paid, as had been the donation to the MacMillan Cancer Trust on behalf of Lady Hamilton.
 The total membership fees paid by February had totalled £15,512.

Request for Funding:

The Woolpack Group had been invited to provide a display at Leamington Art Gallery in July and had therefore requested £100 to help them purchase the necessary materials for the display. The Committee approved the payment and requested that our U3A would be promoted. MCr to inform the Group Leader.

MOK queried whether the TAT membership fee had been paid. MCr confirmed that it was due to be paid in April.

12. Group Information (JW): The monthly 'Sunday Club' lunches had been cancelled.

13. Social Prescribing (AB): Ann had identified 15 GP surgeries in the area. She suggested sending each a letter, together with a leaflet, to enquire whether they would be willing to display the promotional leaflet. The proposal was approved for such a promotional mailing, to be undertaken as soon as the updated leaflet would be available.

14. Membership: In Mary's absence, Derek reported (via SSE) that 87 new members had joined since September 2018, bringing the number of members to 1,085.

15. ITTP Report (SSE):

The group had been renamed IT Team as WP had been a former working party project. John Tolson had joined the team, bringing the number of team members to six. He will be trained and assist Sam in the production of INFO.

Sam and Mary will continue work on updating the promotional leaflet.

The 'Protocols and Procedures' document had been updated with actions needed when membership of the Committee or ITT changes.

The U3A sites management were imposing restrictions on the number of photos stored on the site. Kate was reviewing the existing number of photos. A time limit might have to be imposed on their retention, and if relevant, GLs would be informed accordingly.

16. TAT Correspondence (SMS):

News from TAT continues to be accessible on their website only. Sue commented that there had been a change from the days when they sent her coloured posters for display at Open Meetings. She now has to create and print them.

Updating of the Committee Membership List: It was agreed to continue using personal email addresses for the exchange of correspondence among MC members, except with Mary who had asked for the use of the wdu3a email.

17. AOB (SSE): It was agreed that the AGM minutes, once updated, would be approved as 'Draft Minutes' at the next Committee meeting so that they can be loaded onto the website.

18. Date for next Meeting: Tuesday, 9 April at 2.15 pm at The Moorings.

The meeting closed at 3.40pm

Circulation: Management Committee Members; Brian Tillyer; Website

MC/March 2019/gk 17.3.19