

WARWICK DISTRICT U3A
Minutes of Management Committee Meeting
held on 11 June 2019 at The Moorings

Present: Margot O’Keeffe (Chair); Ann Bailey; Mike Cronin; Chris Forse; Sharon Hancock; Mary Holden; Sam Sexton; John Wilks; Gisele Kirby

1. **Apologies:** Sue Sheen, Richard Piggott
2. **Minutes of the previous Meeting** were approved with the following corrections:
Item 6 – Cover for MC Members’ Role: Penultimate sentence to read – It was confirmed that a Job Description for *some roles* (instead of ‘each role’) on the Committee...
Item 8 – Treasurer’s Report: Change to Banking arrangements to read as follows:
 - *cheque signatories (3): Treasurer, Chair and Deputy Treasurer (any 2 must authorise)*
 - *on line internal transfers (2): Treasurer & Deputy Treasurer (any 1 can authorise)*
 - *on line external payments (3): Treasurer, Chair, & Deputy Treasurer (any 2 must authorise)*
 - *Submit/Authorise/View : Treasurer (SAV), Chair (AV), Deputy Treasurer (AV)***Item 11 – Membership:** 1st para, 4th line to read – the Database Administrator (instead of ‘database manager’).
3. **Matters arising from the Minutes:** None
4. **AOB:** Date for the Group Leaders’ Forum (AB)
5. **Open Meetings:** Chair will ask Sue R whether the speaker for the January OM, Annabel Hill (Warwickshire NHS), was the same person from South Warwickshire NHS who had sent a note to Mary offering to give a talk. Subsequently, Sue confirmed it was the same person.

Chair will reply to *Fred Clarke-Baptiste* from Bluelight Wills and Legal Services Limited to inform him that two speakers had already presented a talk on wills in the last two years.
6. **Cover for Management Committee Members’ Roles:** Relevant notes had been submitted, except for Sue Sheen.
7. **National AGM:** The Committee decided not to be represented at the AGM.
8. The Regional Network meeting will take place on 19 June. Neither Chris nor Brian will be able to attend.
9. **Calendar for 2019:**
Eglantyne (11 May): Successful event which had attracted 100 people and positive feed-back.

Economics (3 June): 52 members were in attendance; successful event which generated interesting discussions. John Grant's presentation had been clear, to the point and easy to follow. Roland Straub's presentation had been interesting. The technical problem with the computer had been overcome. Royce from Dormer Place had been helpful, despite the lack of initial contact prior to the event.

The model of a morning event had been successful and therefore Chris Forse proposed organising a similar event on "Wealth, Income and Inequalities".

Day outings: Chair will invite Maggie Watts to attend, if available, the next meeting in July to provide details of the planned programme of outings, as listed on the Agenda.

Skittles evening: The Committee approved the event proposed by Keith Kitto. Chair will inform him of the Committee's interest, and suggest he proceeds with the organisation of this event. She will ask for a detailed programme, when available, with a date and venue for a Mailchimp to the membership.

10. Treasurer's Report (MCR): Current financial position -

Activities Account:	£ 4,537.47
General Account:	£ 1,625.17
Deposit Account:	£ 9,451.05

Small deficits recorded on recent outings/events, but not all receipts had yet been received.

Membership fees for 2019/20 had started to arrive.

Relevant forms had been completed and submitted to Unity Trust Bank; the ID documentation remained to be finalised.

11. Group Information:

It was agreed to promote at the OM, and on the notice board, the leaflet received from *Motionhouse*, which offers dance-exercise classes for older people. Chair will reply to inform them that their classes will be promoted to the membership verbally and through their leaflet, but that the U3A could not cooperate directly with them.

12. Membership (MH):

Number of members to-date – 1,109

Recently 4 new members had joined, and 22 renewals had already been received for 2019/20.

John Morgan had borrowed 'Roger' which had proved helpful during one of his events. It was proposed that he should be responsible to look after it and to keep a record if borrowed by anyone else.

13. ITT Report (SSE):

Chas Hildich had worked hard at making the membership form into an interactive pdf. A number of technical problems and changes were still outstanding and were to be addressed.

Peter Blackledge had finished streamlining the production of the mailing lists. Membership cards had been received.

14. TAT Correspondence: In SMS's absence none.

Chair referred to the mail received from *Elnaz Gultekin*, a MSc student in Clinical Mental Health Science at UCL, requesting whether she could ask U3A members to complete a questionnaire to assist in her research. The Committee agreed it would be worth helping her with her studies and proposed for a Mailchimp with a link to her questionnaire to be sent to members. Chair will draft a reply proposing above and will circulate to Committee members for comments.

15. AOB (AB):

A date has to be agreed for the **Group Leaders' Forum** in October. John agreed to check the venue's availability on the week starting 14 October.

16. Date for the next Meeting: Tuesday, 9 July 2019 at 2.15 pm

The meeting closed at 3.15pm

Circulation: Management Committee Members; Brian Tillyer; Website

MC/June/gk/draft 13.6.19