

Pocklington & District U3A Committee Meeting

Held on Tuesday 21st November 2017 at 10.30 a.m.
at the Station Hotel, Pocklington

PRESENT:

President: Freda Snelson
Chair: Graham Ball
Vice-Chair: Brian James
Treasurer: Paul Giles
Committee Members: Val Wosket (minutes), Frank Challoner,
Eileen Ducker, Ian Smith, Elizabeth Walker,
Moira Laverack, Kay Stephenson, David Bragg

1. Welcome

- The Chair, Graham Ball, welcomed members to the meeting.

2. Apologies for absence

- Graham Gillyon, Pauline Carter

3. Approval of the Minutes of the meeting of 17th October 2017

Approved without amendments.

- Proposed: Graham Ball
- Seconded: Val Wosket
- Approved Minutes to be posted to website at close of Committee Meeting

4. Matters arising from minutes of previous meeting

- **Audit of Assets (PG)**
 - PG reported steady progress on this. There are a few items still to chase up but PG hopes this can be concluded at the next meeting and before the year end.
- **Secretary Role – cover for GG absence and role for 2018-19**
 - GB, BJ and GG have had a meeting to discuss this. They propose that the number of Open Meetings is cut down due to poor attendance at recent events and in order to alleviate pressure of work on the Secretary. Suggested that a maximum of 4 Open Meetings per year be held in Pocklington. Committee welcomed this suggestion and agreed to keep the issue under review.

5. Groups

- **Review of Group leader Meeting (BJ)**
 - BJ reported back on the group leader meeting of 15.11.17. Atmosphere was positive and relaxed. Issues discussed were: (i) as some groups are full, group leaders were invited to think about how to manage this, e.g. whether it might be possible to move a group to a bigger venue to accommodate more members; (ii) the question was raised as to whether anything can be done to improve people's experience of Drop-ins. Committee agreed more could be done to welcome and integrate new members and that Committee members should take turns in guiding new members

around the Drop-in – e.g. having coffee with them and introducing them to members of groups in which they might be interested. Overall the group leader event was considered a success, although it was noted that over-ordering of food and drink led to waste and this needs reviewing for future events.

- The view raised by one group leader that Pocklington U3A could be more proactive in community events and learning projects was discussed. The issue has been raised before and the Chair reminded members that our role is not to take on community tasks and projects and that as a charity we are not allowed to donate to another charity.
- There was some discussion of how finances should be handled in relation to groups, e.g. the possible introduction of payments using credit cards. PG will seek guidance from U3A head office on this.

6. Treasurer's Update (PG)

- Currently in bank £9,243.00. New bank account with the National Westminster Bank is now up and running.

7. Membership Secretary's Update (ML)

- Current membership stands at 856. ML circulated examples of draft membership cards for next year and Committee agreed a preferred version.
- A new card printer has been purchased. It was agreed that ML need not attend December's Drop-in as no new members are likely to join before the new year.

8. Secretary's Update (VW for GG)

- Nothing to report

9. Meetings: Committee Attendance

- Drop-in on Thursday 7th December: Majority of Committee will attend.
- Open meeting on Wednesday 13th December: PG, ED, KS, EW, FS, GB.

10. Website Update (EW)

- There are still a few problems with emails not getting through to intended recipients. EW is forwarding these as necessary and is happy to continue to do this until problems are ironed out.
- ML reported that access and website data now match up. It is still not possible for new members to pay on-line, except possibly by BACS. Progress is being made but for now some aspects of new membership still need to be done by post.
- Members were reminded that input on news and events needs to go through the webmaster.

11. AOB

- **Committee Christmas Lunch**

- A menu was circulated and people planning to attend paid a deposit of £5.00. All Committee members are to pay for their own Christmas lunch.
- Lunch invitations (at their own expense) have been extended to 3 members in recognition of their substantial contributions to the work of the Committee over the past year. With the exception of one person present who thought these invitations were inappropriate, the rest of the Committee supported the majority decision to invite these members to the Committee Christmas Lunch.
- IS raised the question of how instructions for using the new website are to be rolled out to all members. To take this forward, the Chair asked for a message to go out to EW, PC and Chris Smith asking them about how best to organize a website training session for members.

Date of Next Meeting:

- Tuesday 19th December at 10.30 a.m., followed by Christmas lunch.

The meeting closed at 12.00 midday.