

Pocklington& District U3A Committee Meeting

Tuesday 19th February 2019 at 10.30 a.m.

at the Station Hotel, Pocklington

PRESENT:

President	Steve Fraser (present after item 4)
Chair	Brian James
Vice Chair	Chris Mills
Past Chair	Graham Ball
Secretary	Ron Tinkler
Committee Members:	Ian Smith, Moira Laverack, Martin Braidley, Pauline Carter, Val Wosket, Eileen Ducker & Elizabeth Walker

1. Welcome

- The Chair welcomed members to the meeting.

2. Apologies for absence

- Paul Giles, Graham Gillyon

3. Approval of the Minutes of the meeting of 15th January 2019

- Approved with one amendment: The meeting closed at 1225, not 1255.
- Proposed: VW. Seconded: BJ.
- Approved Minutes to be posted to website at close of Committee Meeting. (Minutes are accessible under the 'Resource Centre' heading within 'Minutes').

4. Matters arising from Minutes of previous meeting

- It is in the gift of the Committee to appoint the President and the Secretary reported that Steve Fraser would be delighted and keen to remain as President for the forthcoming year. Proposed GB; seconded MB and agreed unanimously.
- GG has indicated that he wishes to stand down from the Committee at the end of this year. BJ put forward the names of two people who might be interested in joining the Committee. He will follow this up. IS also put one name forward. Everyone present indicated their willingness to continue on the Committee for another year. It will be announced at the March Drop-in that the Committee is actively seeking new members. (At this point the President joined the meeting.)

5. Groups (CM)

- Seven groups currently have waiting lists. Approximately 100 people leave our U3A each year and the question arises as to whether some people are leaving because they cannot get into their preferred group(s).
- CM has canvassed Committee members for their ideas on how to manage the twin issues of full groups and waiting lists. He summarised responses received and further discussion took place. CM pointed out that there are 3 ways to communicate with the membership about group issues and initiatives – website; email circulars and the Drop-in. Committee agreed the following actions:
 - Where a group is full and other people are keen to join, a circular will be sent out in an attempt to stimulate members to set up another group.
 - A 'Groups' table will be established at the Drop-in. This will be a place where people interested in joining a group (including where

the group is full), or establishing a new group, can speak to a Committee member about how to set up, or get into a group.

- A monthly email circular to members will go out to inform them of possible new groups and vacancies within current groups.
- RT will look into setting up signposting to the 'Groups' table at Drop-ins.
- Every 3 months the Membership Secretary (ML) will garner information from Group Leaders about how full each group is. Where a full group has a waiting list of at least 2 people a 'co-ordinator' from the Committee will meet with these people and, ideally, with the leader of the initial group, to help them set up a new group. The co-ordinator will follow up on this meeting and provide support for the new group to establish.
- RT will liaise with Brian Snelson about sending circulars out and will take the lead in co-ordinating agreed initiatives.
- CM will draft a summary of a response to Group Leaders following the Group Leaders' meeting held on 22nd November 2018 and will circulate a draft of this to Committee members.
- CM will ask Committee members to say for which groups they would be interested to act as co-ordinator.
- SF, BJ and CM will meet to take forward the issue of group co-ordination/management and will report back to Committee.

6. Treasurer's Update (PG)

- Nothing to report.

7. Membership Secretary's Update (ML)

- Current membership stands at 881. 11 new members attended the new members' meeting. 14 new members joined at the last Drop-in and there were 165 renewals.
- ML has had a meeting with WDY and is informed that on-line renewals should go live shortly. From 1st May on-line renewals will be suspended for that current year. The details of people who don't renew will be securely archived.

8. Secretary's Update (RT)

- This will be given at the AGM.

9. Community in Action.

- The Market Weighton action group is still keen to set up their own U3A and this is now in process.

10. Website

- 'Suggestions for new groups' and 'availability within groups' are now accessible on the website under the heading 'About our Groups'. This section can be accessed before members sign in, so that interested members of the public can also see what is available.
- Committee expressed its appreciation of the recent excellent website training provided for them.
- Officers of the Committee were reminded to respond to enquiries within 24 hours, wherever possible.

11. Meetings: Committee Attendance

- Next Drop-in, Thursday 7th March 2019. The majority of Committee members are available.

12. AOB:

- SF raised the need for a new group of helpers to be trained up to help with staffing the new members' desk. RT will follow this up with GG to ensure that at least 3 people have undergone familiarisation to help in future on the new members' desk.
- Organisation of AGM:
 - Professor Sue Grimley of York University, and a Trustee of Kew Gardens, will give a talk about the environment and sustainability on the theme of 'Feeding a Growing Population'. GB will contact her for introductory material. BJ will give the introduction and CM will give the vote of thanks.
 - VW will take the minutes with the help of PC.
 - Examiner of Accounts: PG has nominated Gerry Hutchinson who has agreed to stand. It will be confirmed that the subscription rate will remain at £10.00 for the coming year.
 - Brian Snelson will need to receive information about the AGM to circulate to the membership by Wednesday 27th February.
 - ML and RT will organize the mailing out to members where this is needed.
 - A summary of finances will be included on the reverse side of the AGM Agenda for people who attend the meeting, but will not be sent out.
 - Nominations: PG to continue as Treasurer. PC will be leaving, having reached the end of her tenure. SF continues as President. It will need to be announced that the Committee would like RT to continue as Secretary, given that he initially took this role on as a co-opted member.
 - There will be a standard Agenda. Apologies will only be accepted in advance of the meeting and not on the day.
 - Looking ahead, the 2020 AGM will be on 23rd April and the Methodist Chapel has been booked for this.
 - AOB is to be advised in writing to the Secretary in advance of the AGM (by 5th April).
 - Catering: Margaret James and her team have this in hand. Refreshments will be served at the end of the Guest Speaker's talk, before the main business of the meeting starts.
 - The Singing for Pleasure and Ukulele groups will provide entertainment prior to the meeting (15 minutes for each) from 1.30 to 2.00. The meeting will start promptly at 2.00 pm.
- A request has been received from the leader of one walking group to fund the replacement of a broken 2-way radio at a cost of £49.99. The Committee approved this expenditure.

Date of next meeting:

- Tuesday 19th March 2019. (Apologies received from VW)
- The meeting closed at 12.10 p.m.