

POCKLINGTON & DISTRICT U3A
MINUTES OF COMMITTEE MEETING
held on Tuesday 18th April, 2017 at 10.15 a.m.
at The Station Hotel, Pocklington

PRESENT:

President:	Freda Snelson
Chair:	Steve Fraser (elected April 2017)
Past Chair:	Apologies received
Treasurer:	Paul Giles
Vice-Chair:	Apologies received
Secretary:	Graham Gillyon
Committee members:	Eileen Ducker, David Bragg, Frank Challoner, Ian Smith, Elizabeth Walker, Moira Laverack, Kay Stephenson

1. Welcome:

The 'Acting Chair' (elected for April 2017) Steve Fraser welcomed members to the Committee Meeting.

2. Apologies for absence:

- April: These were noted for Val Wosket, Brian James, Pauline Carter and Graham Ball.

3. Approval of the Minutes of meeting : 21st March 2017

- Proposed: David Bragg
- Seconded: Eileen Ducker
- Approved Minutes to be posted to new website at close of the Committee Meeting.

4. Matters Arising:

- **Group Capacity:** Secretary confirmed that he and Gerry shared group Capacity data with Terry (at Meet & Greet) and that Secretary was looking to announce groups with capacity at Drop-in's and on the website going forward.
- **Green Spaces:** Secretary explained that Gerry Hutchinson of Green Spaces would confirm back re proposed actions of his independent group and plans to merge it within our U3A. The Secretary said he would invite Gerry to the May meeting to clarify and agree the way forward re this initiative.
- **Audit of Assets:**
 - Treasurer to meet with Ian Wadsworth to label up all U3A property at Methodist Church.
 - Treasurer to review Asset Register and discuss any equipment queries with Committee and agree disposal of surplus (out of date) equipment.

5. Groups:

- Medieval Monasteries had changed Group Leaders: new leader is Jennifer Clarkson.
- Mah-jong Group request for funding of new felt and Mah-jong set was approved by Committee – David Bragg to advise leader to progress re purchase.
- Mah-jong group request for laminated sheets for scoring. It was discussed and agreed by committee that a laminator and supplies should be purchased so that this request and others could be satisfied (Secretary advised that equipment and supplies are relatively low cost and that he would research this).

6. Treasurer's Update:

- The accounts as at 31st March were shared with Committee and will be presented at the AGM

7. Membership Secretary Update:

- Membership: 710
- A number of bac's payments need to be rectified
- Outstanding subs of Group Leaders being chased by Membership Secretary
- Subs of 205 members remained outstanding – final payments to be taken at AGM, overdue members to re-join
- Membership Secretary to present Geographic data spread of membership at AGM

8. Secretary's Update:

- Suggestion Box: Initiative of Roger Bruton was discussed and Secretary to respond on behalf of the Committee.
- Open Meetings: Secretary advised that he had secured bookings of Speakers for further Open Meetings of this year. Secretary suggested that Open Meetings were to be held on set days each month so that members could more easily reference when and where they are to be held.

9. AGM Specifics:

- Freda Snelson (President) and Steve Fraser (a Past Chair) to co-host the AGM due to absence of Pauline Carter.
- Meeting venue to be accessible from 12.30pm on 20th April for set-up.
- All volunteer helpers have confirmed their availability for the event.

10. Meetings:

- Drop-in session 4.5.17: Frank C & David B to lead Reception desk and Elizabeth W to lead Theatre group. PG, ED, IS & ML to attend also.
 - Secretary to advise Terry (and meet & Greet re placement at right hand side of entrance in a permanent basis along with Membership Operations)
- Open Meeting 17.5.17: Eileen Ducker to lead – it is expected that this meeting will be very popular and therefore the talk by Langland's may be repeated to accommodate all members who attend.
- New Member Meeting 11.5.17: Graham B to lead (with Moira Laverack & Elizabeth Walker attending).

11. Website Update:

Graham Gillyon announced that the new website was now live and that final amends were being reviewed by him together with Brian Snelson, Ian & Chris Smith and Elizabeth Walker. The new site was launched to a number of Group Leaders and new members and initial response have been very encouraging. The site will be launched at the AGM on 20th April with a presentation by Brian Snelson.

12. AOB:

- Volunteers:
 - Steve Fraser raised concern that members who had volunteered to assist at Drop-in's etc where being overlooked. It was agreed that the incoming Chair would announce that help is required at Drop-in's and would pass a list to the Secretary who would engage willing volunteers in order to get them more involved.
- Thank you message:
 - Pauline Carter (Past Chair) wished to thank members of the Committee for their support and kind wishes following the recent bereavement of her husband Harold. Pauline wishes that it is noted that the thoughtfulness and support of the committee and friends is appreciated at this difficult time. Furthermore Pauline wishes to thank Brian Snelson who has stepped forward to lead the development of the new Website in the final weeks leading up to the AGM – Brian's help is appreciated by all committee members and it is noted that he has been instrumental in chasing our web designers and enhancing the final version of the website which he is to present to membership at the AGM.

13. Date of next Meeting:

- 16th May 2017.
 - Apologies noted for Graham Gillyon (Val Wosket to deputise as 'Minute Secretary' with Eileen Ducker assisting if required).

The meeting closed at 11.30am.