

POCKLINGTON & DISTRICT U3A

MINUTES OF COMMITTEE MEETING

held on Tuesday 20th December 2016 at 10.15 a.m.
at The Station Hotel, Pocklington

PRESENT:

President:	Freda Snelson
Chair:	Ian Smith (elected November & December 2016)
Past Chair:	Pauline Carter
Treasurer:	Paul Giles
Vice-Chair:	Graham Ball
Secretary:	Graham Gillyon
Committee members:	Eileen Ducker, Kay Stephenson, Elizabeth Walker, Steve Fraser, David Bragg, Brian James, Frank Challoner. Apologies received from Val Woskit

1. Welcome:

The 'Acting Chair' (elected November & December 2016) Ian Smith welcomed members to the Committee Meeting.

2. Apologies for absence:

- December: These were noted for Val Woskit

3. Approval of the Minutes of meeting : 15th November 2016

- Proposed: Frank Challoner.
- Seconded: David Bragg.
- Approved Minutes to be posted to website at close of the Committee Meeting.

4. Matters Arising:

• Group Leader event:

- The Secretary reported that he had received feedback for a number of those attending that they enjoyed the event, gained some learning and considered the event to be worthwhile. The Secretary confirmed that revised Group Leader handbooks had been supplied to all those attending the event and copies were posted to non attending Group Leaders.
- The Committee thanked Graham as Secretary for organising the event and that this recognition is recorded within the minutes.

• Audit of Assets:

- To be carried forward for action by PG and GG in early 2017
- Concern re the 'big' printer stored at the Methodist Church was discussed as the warden had communicated that this item would need to be PAT Tested if used at their venue. It was agreed that at the audit of Assets PG & GG would review use of the printer and agree what action needed to be taken (considering disposal / PAT Testing compliance)
- The President raised a discussion re use of some speakers that are available for U3A use (possibly by Latin group?). The Secretary communicated that he had received a recent enquiry from Patrick Laverack (Group Leader for German) requesting some speakers and it was agreed that he would speak with Patrick putting him in touch with Brian Snelson who knew more about the technical compatibility of these and if suitable that they be made available for the German (and other) group use as required.
- The President outlined some of the benefits re U3A purchase of a Visualizer and it was agreed by the committee that further research needed to be done re which model and price point would be most suited to U3A use. The President agreed to researching further and would propose spend at the January meeting.

5. Groups:

- The Link Committee Coordinator confirmed that Jane Henley is the Group Leader of Art Appreciation (though it was noted that this group is led as a cooperative from within its members). A new Photography Group (led by Vic Shadworth) had commenced and had already met. The Secretary commented that the group appeared to be forming well and that it covered a wide spectrum of subjects within the sphere of Photography and that when the group had established he would ask for some editorial content for inclusion in the Members Handbook.
- Update re Groups – Link Committee members. Brian James reported that there were some technical problems with the Sound Bar used by the film Group and that he was monitoring this issue.

6. Treasurer's Update:

- Membership was reported as 854
- Cash at bank: £11603 (approximate value only available as there were some issues re statements supplied by Nat West Bank). Cash at bank included Gift Aide payments.
- The Treasurer shared his frustrations re change of the Yorkshire History Group (YHG) banking to a new Subscriptions account and outlined a number of issues that needed to be addressed. It was agreed by the committee that the YHG account should be 'dormant' until the Treasurer and the Membership Secretary had further planned how this could be managed best going forward. Net of a deposit which was 'in hand' the YHG account had a nil balance.
- £10 subscriptions for 2017: there was some discussion re the reduction in subscriptions from £12 to £10 and the impacting factors especially for members who made payment via their bank account Standing orders and Direct Debits. It was agreed that the Treasurer and Membership Secretary would further look at this and that for now a series of communications to members would summarise the payment options of 2017 – primarily these being communicated at Drop-in (handout of hard copy leaflet) and via email circulars

7. Secretary's Update:

- Suggestion Box: No suggestions were noted following the December Drop-in
- Membership Matters:
 - The Secretary presented the artwork for the 2017 membership card – there was a plain version and one including a Lily design. The committee approved the plain version as this was thought to be distinctly differing from the 2016 card design and therefore easily identified at the Drop-in check-in reception. The Secretary confirmed that he would inform the Membership Secretary so that production of the new card could be set up.
- Finders Keepers offer of a meeting venue:
 - The Secretary explained that he had been approached by Rebecca Jackson of Finders Keepers who are based in Market Weighton and that had offered their premises free of charge for U3A member gatherings. David Bragg had investigated the venue on behalf of the committee and reported back that this was an ideal local venue for smaller groups on the understanding that members who do use the facility purchase refreshments from the venue host (as is usual when a venue is offered on a FOC basis). It was agreed to include this venue in the U3A reference listing (Secretary to update and publish on website for reference)

8. Meetings:

- Drop-in session 5.1.17: GG, EW, KS, ED, DG, SF, FC, IS, PG and GB who would be the speaker
- Open Meeting 23.1.17: GG, KS, ED, PC, FC

9. Website Update:

Past Chair presented a revision of the headings for the home page of the new U3A website – these were further discussed and some amendments noted.

A number of other learning's gained at the recent group Leader event were noted and communicated to WDY (website designers) – including inclusion of facility for social media (Face book & Twitter)

10. AOB:

- The Secretary confirmed that U3A catering from January 2017 was to be managed by Margaret James and Wendy Kelsall and that Bev Austin had stepped down after a number of years service.
 - Past Chair (Pauline Carter) read a letter of thanks from Bev for the flowers she received from the U3A at the December Drop-in.
- Hearing Loop facility:
 - The possible requirement of a Hearing Loop was discussed as a result of member feedback experience at the Group Leader event and the following action was agreed:
 1. Secretary to write to Burnby Hall asking if they will fund / support the funding of a hearing loop at the venue
 2. Secretary to update the U3A Venue Summary at each amendment with details of those venues that do have a hearing loop fitted.
 3. Secretary to investigate the purchase of 'mobile / portable Hearing Loop' equipment
- Committee Membership – looking forward
 - The Secretary explained to Committee that he was reviewing the service of Committee membership so that the group could understand when vacancies would occur and consider how as a group the committee progress – The Secretary agreed to provide a summary at the next meeting for sharing.
 - Brian James offered to stand as Vice Chair if Graham Ball was to be elected as Chair for 2017 – this expression of interest was noted and others were asked to consider their interest in 2017 and beyond. Further discussion would progress at the January 2017 meeting.
- AGM: 20th April 2017
 - As the Committee was led by a 'rotating Chair' through 2016 it was agreed that Pauline Carter (Past Chair) would host the 2017 AGM
 - It was agreed that the introduction of the new Website to all members attending would be the key sharing of the AGM. The Website Committee to agree a plan to provide 'hotspot' learning zones at the meeting venue with 'IT Experts' signposting members re the new website capabilities
 - It was agreed that the lady originally selected to talk re Bletchley Park would be better suited to present at an Open Meeting (Secretary and Kay Stephenson to arrange)

11. Date of next Meeting:

- 17th January 2017.

The meeting closed at 12noon.