

POCKLINGTON & DISTRICT U3A

MINUTES OF COMMITTEE MEETING

held on Tuesday 15th November 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:	Apologies noted
Vice-Chair:	Apologies noted
Secretary:	Eileen Ducker deputing for Graham Gillyon (Apologies noted)
Committee members:	Eileen Ducker, Kay Stephenson, Val Wosket, Elizabeth Walker, Steve Fraser, David Bragg, Brian James, Frank Challoner

1. Welcome:

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

2. Apologies for absence:

- November: These were noted for Graham Gillyon, Paul Giles, Graham Ball

3. Approval of the Minutes of meeting : 18th October 2016

- Proposed: Pauline Carter
- Seconded: Steve Fraser
- Approved Minutes to be posted to website at close of the Committee Meeting.

4. Matters Arising:

- **Group Leader event:**
 - Pauline Carter summarised the Group Leader event and it was suggested that Graham circulate the committee with the order of the day and confirm numbers attending. It was agreed that the Group Leaders would be encouraged to submit any questions for the Q and A session at the beginning of the day or during the breaks. The Committee were asked to provide questions as a backup. Pauline reported on a disappointing presentation of the website by the designers and hoped this would be addressed at the Group Leader Event. She had offered to act as a Group Leader in their presentation and, it was hoped, this would inspire group leaders to use the website. It was also agreed that Brian Snelson would advise committee members with the use of the microphone. Elizabeth Walker asked for a name badge to be provided.
- **Audit of Assets:**
 - To be carried forward for action by PG and GG
 - Appointment of 'Acting Chair' for January & February 2017: Frank Challoner agreed to be acting chair for this period and it was agreed unnecessary for a proposer and seconder.
 - Open Meeting – 16th November at 2 p.m. Brian James was meeting a representative from the Methodist Church at 11 a.m. today to familiarise himself with the equipment. Pauline offered to host the event and give the vote of thanks and asked for the committee members attending to be at the venue for 1.15 p.m. Eileen and David would check members in and charge £1 to any guests. Frank, Ian, Kay, Elizabeth, Val and David would also be in attendance. Margaret and Loraine were providing the refreshments and, as this was expected to be a busy meeting, committee members may be needed to help. Matt Brash's fee was £200, donating £100 of this to his chosen charity.

5. Groups:

- The Link Committee Coordinator reported that the Arts Appreciation Group had no leader but a further meeting was planned for this week and it was hoped someone would step forward.
- Update re Groups – Link Committee members. It was reported that the Ballroom Dancing Group was doing well and Pauline reported back from the New Members Meeting that there was interest in Beginners ' Italian Course, Metal Detecting and Microsoft Basic Training.

6. Treasurer's Update: reported to committee by Eileen Ducker in absence of Treasurer

- Nothing further to report.
- Membership was reported as 844

7. Secretary's Update:

- Suggestion Box: Provide Perspex A4 display stands to allow Group Leaders attending our Drop Ins an opportunity to promote what they are doing. The cost would be approximately £100 and Graham would supply these. This suggestion originates from Yashpal Anand but adopted by Gerry Hutchinson. This was to be brought up at the Group Leaders Meeting to see how many would be required and check if any were in circulation as some had been purchased previously.
- Eileen reported that Bev Austin was stepping down from her lead role in catering and Margaret James and Wendy are going to lead all catering needs, splitting the role between drop ins and open meetings. The Committee thanked Bev for all her hard work which had been much appreciated.

8. Meetings:

- Drop-in session 1.12.16: GG, PC, ED, EW, VW, IS, SF, DB, FS. It was agreed that announcements at the drop in would be at 10.45 a.m. Graham was asked to clarify with the caretaker who is responsible for putting away the chairs at the end of the drop in. Pauline reported that Bucks Fizz and a cake/mince pie would be provided.
- Open Meeting: GG, PC, ED, EW, and FC.

9. Website Update: This had been mostly covered under the Group Leader Event, however Pauline mentioned that volunteer administrators would be needed. It was hoped that Ted House would still be involved as his help was much appreciated.

10. AOB:

- Committee Christmas lunch choices were collated and passed to Secretary for ordering
- It was proposed by Steve and seconded by Pauline that a £50 M & S gift card be given to the Caretaker at Burnby Hall.
- An email had been sent regarding an invitation to the Health and Well Being Festival to be held at Burnby Hall on 24th January 2017. It was agreed that this does not fit in with U3a ethos and Graham asked to decline the invitation.
- Frank asked for Everingham Village Hall to be added on to the list of venues in the Group Leaders' handbook
- Pauline suggested that a new email be set up for President of U3A and Freda agreed.
- Freda suggested the purchase of a "Visualiser" and gave the Committee a leaflet on its uses. The cost, according to model and capacity, is from £40 to £600. The Committee were asked to come back with their views at the next meeting.

11. Date of next Meeting:

- 20th December 2016. Apologies received from Val Wosket.

The meeting closed at 11.25 a.m.