

## POCKLINGTON & DISTRICT U3A

### SUMMARY OF MINUTES OF COMMITTEE MEETING

held on Tuesday 15<sup>th</sup> September 2015

1. **Apologies** - Vice-Chair, Past Chair, Brian James and Ian Snape.
2. **Approval of Minutes of Previous Meeting held on 4<sup>th</sup> August 2015**  
The minutes were unanimously approved as a correct record of that meeting, proposer David Bragg, seconder Eileen Ducker.
3. **Matters Arising**
  - 3.3.10 **Pocklington Canal Project – Open Meeting 6<sup>th</sup> October 2015**  
**Action: President to send out a circular publicising the event and Bev Austin to oversee provision of refreshments.**
  - 3.3.10 **Burnby Hall Gardens Project**  
Carried forward
  - 3.8 **Publicity**  
**Action:**  
**The Chair volunteered to take on the responsibility for publicity** and to liaise with Joyce Turnough who currently puts notices in The Link and Wilberfoss News. She asked Committee members to provide her with details of publications they were aware of in which notices might be placed.
  - 3.9.2 **Anniversary Project**  
**Action: President and Frank Challoner to assess work to be done and pull together a working party.**
  - 3.9.3 **Secretary from 2016**  
The Chair informed the meeting that a new member, Graham Gillyon, had offered his services as replacement Secretary. **The Secretary proposed that he be invited to stand for election to the role at the A.G.M. on 21<sup>st</sup> April 2016. The proposal was seconded by Pauline Carter and passed unanimously.**  
**Action: Secretary to liaise with Graham Gillyon and invite him to attend the next Committee meeting as an observer.**

The Chair reminded the meeting that a Vice-Chair also needed to be recruited for 2016 and asked current Committee members to consider standing for this role as experience of the Committee and how the organisation functions was a vital factor in providing continuity.
4. **Update on Groups**

The Vice-Chair had provided a report which the Chair read out in his absence.

  1. **New groups:**
    - Chess** - the Vice-Chair was working with one member who was willing to start a Chess group.
    - Archaeology** - another new member had offered to start a group in Archaeology.
    - Quiz and Classical Music** - members had enquired about the possibility of these new groups.
    - Cookery** - the Vice-Chair was investigating Pocklington Working Mens' Club to run a Cookery group.
    - Spanish** - a new member was willing to run a Spanish Intermediate group in the Spring.
    - Cycling** - another member had proposed setting up a Cycling group from next Spring.
    - Wine Appreciation 5**  
The Vice-Chair had spoken with the Group Leader of Wine Appreciation 5 and she was trying to identify a group member who would start a sixth group.
  2. **Link Committee Members' reports:**
    - Mahjong** - David Bragg advised that Mahjong was down to four members and could no longer meet at Judsons, although they hoped to use Mr. Chu's.
    - Action: David to provide details to the President for a circular to go out seeking new members.**

**Yoga** - Frank Challoner reported that the recruitment for Yoga had been very successful with 13 attending the last session.

**Italian Beginners** - Eileen Ducker advised that the Group Leader now had a very small group who were no longer beginners. Committee wondered if these could move to the Italian Conversation group that has spaces for people with experience of the language, freeing up Italian Beginners to recruit members.  
**Action: Eileen Ducker to discuss with the Italian Beginners Group Leader how to proceed.**

**Computer Workshops** - the Secretary said that advertising for a new Group Leader had proved unfruitful and that, because of on-going difficulty in filling this role, it was felt a different approach was needed. The Treasurer suggested small groups could be set up on specific topics, e.g. iPads, to run for a set number of weeks. Kay Stephenson agreed with this suggestion adding that after, say, six weeks these people could then start another small group, so cascading their knowledge.

**Action: Chair and Vice-Chair to liaise to set up an iPad group for the Autumn and put together a circular.**

## 5. Treasurer's Update

### 5.1 Current Financial Status

The Treasurer reported that the balance stood at £12,879 and there were 773 members, with 24 joiners in August. Regarding the discrepancy between the subscriptions account and the records held by the Membership Secretary, two of these had come to light as bank transfers in February not recorded as paid.

**Action: Treasurer to provide list of bank transfers to Membership Secretary so that she can check the database recording.**

## 6. Secretary's Update

The Secretary had no reports that were not already covered in other items on the agenda.

## 7. Forward Planning Working Group Report

The Chair acknowledged that Ian Snape was awaiting a decision from the Committee on how they wished him to proceed and that he had put a great deal of work into the project so far. However, it was apparent that the general feeling of Committee members was that the approach was too corporate in style and they did not feel it was appropriate for this organisation.

The Treasurer reminded the meeting that the reason for the project was to help make decisions on utilising the funds held, adding that, unless the Committee identified projects on which to spend funds, they could be criticised at the A.G.M. for holding unnecessarily high amounts which had not been redeployed for the benefit of members.

The Secretary wondered how those local U3As charging £15 p.a. spent their funds. Ian Smith responded that they ran a lot of meetings with speakers which could be quite costly. The Secretary felt that there should be someone on our Committee with a responsibility for providing speakers and arranging open meetings. The President said that when open meetings had been held previously the attendance had been quite low but the Secretary had the impression that latterly the speakers had had rather bad 'press' and she felt that it was worth revisiting, especially as a way of utilising funds.

**The use of funds was brought forward to the next Committee meeting when more members would hopefully be present.**

## 8. Website

Ian Smith reported back on his enquiries about the website of Wetherby U3A, saying it had been designed and built by one of their members and that 45% of their renewals were paid through it.

Ian Smith and the Chair had met with a Web Designer in Pocklington who could provide a similar website for around £2,000, taking six weeks to build it, and including training for Group Leaders in updating their information. Another Web Designer had offered a basic website for around £250.

The President asked why the existing website was no longer considered suitable; the Secretary replied that the appearance was dated and a new website would be more interactive and appealing. Eileen Ducker and Ian Smith emphasised that we must move with the times as new members were younger and relied more on using the internet. It was generally agreed that being able to pay subscriptions on-line would be a very useful feature but Eileen Ducker counselled that there was a great deal to take into consideration when setting up on-line credit, especially concerning security and the cost attached to transactions.

**The Chair asked the meeting to agree to exploring the designing and building of a new website and advertising for a member or members to assist with this. This proposal was seconded by the Secretary and carried unanimously.** The Chair added that three quotes should be obtained and that we should trawl our membership to see whether there was a member who was prepared to design and/or build it.

The Chair advised that she had spoken with the current Web Master and, although he was happy to continue to support the current website, he would not wish to continue with a new one. Therefore, she stressed that, if it is decided to proceed with a new website, we will need to identify a new Web Master early on in the project to work with a small sub-group on the design and content.

**Action:**

- 1. Chair and Ian Smith to proceed to research the provision of a new website.**
- 2. The Treasurer to provide the Chair, ready for the next Committee meeting, with an analysis of the implications we would be facing in setting up on-line subscription payments.**

**9. New Members' Meeting**

The Chair asked for volunteers to attend the next new members' meeting on Thursday 8<sup>th</sup> October at 2.00 p.m. at the Catholic Church Hall as a fairly high attendance was expected.

**10. Any Other Business**

There was no other business.

**11. Date of next meeting:**

Tuesday 13<sup>th</sup> October 2015 at 10.15 a.m. at the Station Hotel, Pocklington

The meeting closed at 12.00 p.m.