

## **Pocklington & District U3A Committee Meeting**

Held on Tuesday 18th July 2017 at 10.15 a.m.  
at the Station Hotel, Pocklington

### **PRESENT:**

President	Freda Snelson
Chair:	Graham Ball
Vice-Chair:	Apologies received
Treasurer:	Apologies received
Secretary:	Graham Gillyon
Committee Members:	Val Wosket (minutes), Frank Challoner, Eileen Ducker, Ian Smith, Pauline Carter

### **1. Welcome**

- The Chair, Graham Ball, welcomed members to the meeting.

### **2. Apologies for absence**

- Kay Stephenson, Paul Giles, Brian James, Moira Laverack, David Bragg, Elizabeth Walker

### **3. Approval of the Minutes of the meeting of 20th June 2017**

Approved with one amendment: duplicate entry of Brian James' name in attendance list to be removed.

- Proposed: Graham Ball
- Seconded: Pauline Carter
- Approved Minutes to be posted to website at close of Committee Meeting

### **4. Matters arising from minutes of previous meeting**

- **Equipment purchased**
  - New equipment for the croquet group has arrived and group members are very pleased to have this.
  - A new projector has been purchased at a cost of just under £700. This is now stored in the equipment room at the Methodist Church.
  - Old laptops: GG to check whether Gerry Hutchinson is happy with the equipment he has been given. Other redundant equipment is being disposed of.
  - PG to be asked to progress the asset register when he is back from holiday.
  - New groups: Spanish Conversation is going well. People have registered interest in Aspects of the Past. One Canasta group has closed resulting in the previous two groups merging into one.
  - The Yoga group is now full again. The new website indicates which groups currently have vacancies.
  - As vice-chair, BJ will be holding induction meeting(s) with new group leaders.

## **5. Groups**

- There were no updates from Link Committee members.
- Committee discussed the need to update the list of groups and categories to more closely reflect the content and organisation of the new website. Agreed to take this forward at the next meeting when the vice-chair is present. An item for discussion will be how to position the new groups in relation to Link Committee Members.

## **6. Treasurer's Update (GG)**

- No new figures available.

## **7. Membership Secretary's Update (GG for ML)**

- Current membership stands at 792.
- No operational matters to report.

## **8. Secretary's Update (GG)**

- Membership Handbook 2017 is in production. A few discrepancies between the master handbook and the handbook on the website are being ironed out. The new handbook will go to print in late July and should be available for the August Committee Meeting. Agreed to have 700 copies printed. An insert will give information about the new website and how to access it. There is now a link to download the handbook from the website.
- TAT communications: GG has information about the AGM and Conference on 29th to 31st August for anyone interested in attending. Voting for the national committee is now open.

## **9. Meetings: Committee Attendance**

- Drop-in on Thursday 3rd August: IS, PC, VW, GG.
- Open meeting on Friday 28th July: ED, VW, GB.
- Open meeting on Tuesday 8th August: IS, GB.

## **10. Website Update (PC)**

- PC reported that the majority of committee members attended the recent website workshop run by Brian Snelson and found it useful.
- £2,300 is the original sum spent on the new website and members agreed this has been good value. It is now time to look ahead and consider future costs in maintaining and developing the website in liaison with the current designers. PC advised that it would be cost effective to have an ongoing contract with the designers of 5 hours, on average, per month. This would work out at £30.00 per hour, or £1,800 over the next 12 months. Members present thought this represented good value. As committee approval is needed before the next meeting GG undertook to email all Committee members asking them to commit to this funding. He will send a detailed proposal round for members to consider.
- FS reminded the committee that there are still a number of members who do not use the internet or email and that the committee needs to continue to take their needs and preferences into account.

- The facility to pay membership fees on line has now been set up though it is not yet available to access.
- PC advised that training and information about the new website needs to be rolled out to group leaders and in small numbers – with a suggestion of a maximum of 10 per group. Following this, FS suggested that website training for all members should then be offered.

## **11. AOB**

- FS raised an issue about misunderstandings and possible lack of clarity among members about what is and what isn't a U3A trip. The recent trip to Bulgaria is a case in point, where some members are referring to this as a U3A event when the organisers have been clear throughout that this is a group of friends on a trip, including some who attend a U3A wine group. VW commented that this group has been very clear from the outset that it was not a U3A trip and that it included people not in U3A. FS reminded members to look carefully at the group leaders' handbook which clearly outlines insurance issues to be addressed where any trip is organized as U3A travel. The committee needs to remain vigilant in this regard as to what is and what is not a U3A trip and to ensure that all guidelines in the handbook are followed. GG offered to clarify with the 3rd Age Trust who is covered by U3A insurance and in what circumstances.
- GB reported on security issues raised by the Methodist Church as the number of key-holders expands. Lights have sometimes been left on and (rarely) doors left unlocked. There is no suggestion that U3A members are responsible for this, but GB has been asked to clarify who holds keys. GG will ask all group leaders if they hold keys to the Methodist Church.
- GG reported that U3A diaries will be available from September.
- GB proposed that future committee meetings run from 10.30 until 12.00 at the latest in order to give members who attend the Healthy Lifestyles sessions at the gym time to get to meetings. Everyone present agreed to this change.

### **Date of Next Meeting:**

- 15th August 2017 at 10.30 a.m.

The meeting closed at 11.25 a.m.

