

## POCKLINGTON & DISTRICT U3A

### SUMMARY OF MINUTES OF COMMITTEE MEETING

1. **Apologies** - Treasurer and Eileen Ducker.

2. **Approval of Minutes of Previous Meeting held on 15<sup>th</sup> September 2015**

The minutes were unanimously approved as a correct record of that meeting, proposer Past Chair, seconder Frank Challoner.

3. **Matters Arising**

**3.3.3.10 Pocklington Canal Project – Open Meeting 6<sup>th</sup> October 2015**

The Chair commented that the open meeting had been well attended and feedback from members had also been very positive both about the talk and about having open meetings. She proposed that a donation of £100 be sent to the Pocklington Canal Amenity Society, which was seconded by Brian James and agreed by all present.

**Action:**

1. **Treasurer to send cheque for £100, payable to Pocklington Canal Amenity Society, to Graham Ball with a letter of thanks from the Chair.**
2. **Secretary to check numbers that can be seated at the Community Centre.**

**3.3.8 Publicity**

The Chair advised that she had contacted the Holme-on-Spalding-Moor, Shiptonthorpe and Barmby Moor parish magazines and the Pocklington Post and was looking at places to put up posters.

**3.9.2 Anniversary Project**

The President and Frank Challoner were arranging a small number of volunteers for 2.00 p.m. on 14<sup>th</sup> October.

4. **Vice Chair's Update**

The Vice-Chair reported the following information about groups:

**Chess** - still liaising with the member who is seeking to start a Chess group;

**Cookery** - now investigating Woldgate School as a possible venue;

**Computer Workshops** – responses have been that the role of administrator is onerous and people are not interested, so the whole issue needs a fresh approach;

**Model Railways** – a new member is interested in starting this but does not have premises; the Past Chair said that the premises issue was why the previous group had foundered;

**Garden Group** – the Group Leader had advised that she would not continue after April 2016 and suggested splitting the group with two new Group Leaders;

**Travel** – the Group Leader wishes to give up next year – the Chair volunteered to take over as Group Leader;

**Mahjong** – seeking new members;

**Square Dancing** – doing well;

**Ballroom Dancing, Patchwork and Singing for Pleasure** – all re-starting.

**YAHR Workshop for Group Leaders** - the Vice-Chair had attended this event in September in Doncaster and circulated a report.

Regarding circulars, the Secretary commented that she felt people missed parts of the email when it fell below the area visible on the screen and suggested that the heading could signpost all items included.

**Action:**

1. **President to ensure that the subjects covered in circulars are listed in the heading.**
2. **Secretary to circulate report from Merton U3A on their survey of people who did not re-join.**

5. **Treasurer's Update**

The Secretary informed the meeting that the membership now stood at 800.

## 6. Secretary's Update

**Action to be taken when the death of a member became known** - the Secretary proposed that the Membership Secretary should be responsible for sending an email notification to Committee Members and Group Leaders which was agreed.

**Action: Secretary to advise Membership Secretary.**

## 7. Review of the Constitution

The Secretary updated the meeting that the working group had reviewed all the clauses and she was now compiling a first draft with the suggested revisions which she would circulate to Committee members in time for consideration at the next Committee meeting in November.

**Action: Secretary to compile first final draft and circulate.**

## 8. Website

Ian Smith updated the meeting on this project's progress saying that he had contacted another local website builder but without success.

**Action:**

1. Ian Smith to liaise with Alastair Fraser who had offered to assist with the project.
2. The Vice-Chair to talk to one of his contacts who is in the website business.

## 9. Open Meetings

It was felt that, following positive feedback from members that they would like more open meetings, the Committee should plan to hold 4/5 open meetings a year, including the A.G.M.

**It was agreed to hold open meetings with speakers in mid/end January, at the A.G.M. in April, in mid June and in mid October.**

**Action: Chair and Secretary to liaise to organise mid-January and A.G.M.**

## 10. Group Leaders' Meeting

The Chair reminded the meeting that the last Group Leaders' meeting had been in February 2015 and the Vice-Chair added that YAHR had spoken openly about holding a yearly 'thank you' meeting for group leaders.

**It was agreed to hold a Group Leaders' meeting in February 2016 and include a working lunch.**

**Action: Vice-Chair and Past-Chair to work together to draw up a format for the meeting.**

## 11. Forward Planning Working Group

Ian Snape said that, to progress the project, he needed the Committee to respond to the questions raised by the draft plan and reminded the meeting that the project arose as a way to resolve utilising the accumulating funds. He re-stated that the situation could be addressed either through proactive planning or by an emergent approach, dealing with issues as they occur. The Secretary said that the membership of the organisation is very fluid as is the Committee and she had sensed that the general feeling of the Committee was that the draft plan was just too big and too long sighted for the organisation at this time. She perceived that the Committee were happy to operate an emergent approach, whilst seeking to spot issues before they become problems. The meeting expressed general agreement with these statements.

**Action: The use of funds to be brought forward to the next Committee meeting.**

## 12. Any Other Business

### 12.1 Purchase of CD Player & CDs

The Vice-Chair reported that the German group would like the Committee to authorise purchase of a portable CD player and language CDs – this was agreed.

**Action: Vice-Chair to spend circa £100 on such a purchase.**

### 12.2 Membership Cards 2016

The Chair showed the meeting an example membership card produced by the Membership Secretary with a purple stripe and a small photograph in the left hand corner and the U3A logo in the right hand corner.

## 13. Date of next meeting:

Tuesday 17<sup>th</sup> November 2015 at 10.15 a.m. at the Station Hotel, Pocklington