

## POCKLINGTON & DISTRICT U3A

### SUMMARY OF MINUTES OF COMMITTEE MEETING

held on Tuesday 17<sup>th</sup> November 2015

The Chair welcomed Graham Gillyon who has volunteered to stand for the post of Secretary at the 2016 A.G.M.

**Apologies** - Frank Challoner and Ian Snape.

#### **Approval of Minutes of Previous Meeting held on 13<sup>th</sup> October 2015**

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

The Chair invited Terry Rogers to join the meeting for the item on the Revised Constitution as he had been a member of the working party that had produced the draft now before the Committee.

#### **Revised Constitution**

The draft revised constitution had been circulated to the Committee prior to the meeting with a resume of the changes and the Chair asked for comments. Concern was expressed at raising the number that constituted a quorum for Annual General and Extraordinary General Meetings from 40 to 70, given that the previous A.G.M. had an attendance of 99. It was agreed by all that this was a valid point and that the number 40 for a quorum should remain unchanged. The President felt that the paragraph about the appointment of a President did not sit well under the heading of "Membership". It was agreed that a new section should be created entitled "Appointment of President". It was confirmed that a President could be re-appointed after a three year tenure.

The Chair thanked the working party for an excellent piece of work and asked the Committee to accept the draft with the above amendments.

**Motion that the revised (amended) constitution be recommended to the membership for adoption was proposed by Brian James, seconded by Eileen Ducker and unanimously agreed.**

**Action: Secretary to send copy of revised constitution to Third Age Trust for comment.**

It was agreed that the constitution should be presented to the membership for adoption at an Extraordinary General Meeting in early February, with a speaker, as this would ensure that the revised constitution was in place for the incoming Committee in April.

**Motion that an Extraordinary General Meeting be held in early February to recommend to the membership that the revised constitution be adopted was proposed by the Treasurer, seconded by the Chair and unanimously agreed.**

**Action: Secretary to book venue, arrange to email/post a notice of the Extraordinary General Meeting, with a copy of the revised constitution and summary of changes, to all members at least 21 days before the event and to provide printed copies for members at the January and February drop-ins.**

Terry Rogers left the meeting.

#### **Matters Arising**

##### **Anniversary Project**

Maintenance work had been carried out at both the Rugby pitches and in Everingham.

##### **Website – On-line Subscription Payments**

The Treasurer had ascertained that there would be no additional cost levied for on-line subscription transactions. He outlined other implications of accepting on-line subscription renewals and added that, if members attended a drop-in to renew their subscription, it put them in touch with the Committee, Group Leaders and possibly other members.

**Action: Treasurer to discuss further with Membership Secretary.**

### **Vice Chair's Update**

The Vice-Chair reported that one member had responded to the email asking for IT tutors, offering to provide sessions in photography and using tablets.

**Action: Vice-Chair and Chair to meet the member to determine how to make this available to members.**

The Vice-Chair had written to each Group Leader asking them to advise him of the status of their group with regard to taking new members and the majority felt that they could accommodate some additional members.

**Beverley Beck Historic Walk:** It became apparent that the email had not been read as being exclusively for Pocklington & District U3A and so far only 6/7 have responded.

**Agriculture and Social Change:** The Group Leader had advised that he was closing the group as he felt it had run its course and was struggling for new topics.

**Travel:** The Group Leader of the Travel group had now decided to continue.

### **Treasurer's Update**

The Treasurer advised that the bank balance stood at £12,702 and that the membership was 812.

### **Secretary's Update**

The Secretary said that the Admin Assistant's (very old) U3A laptop had failed and that she had provided him with one of the Computer Workshops laptops from the store cupboard. Committee approved this.

### **Website**

Ian Smith updated the meeting that two quotes had now been received, both in the region of £2,000, and that a third was imminent. Discussion ensued about what exactly the quotations represented and what criteria could be used to assess them.

The Chair felt that a small working party should be set up to carry the website project forward and the Treasurer volunteered to be on the working party.

### **Group Leaders' Meeting**

The Vice-Chair confirmed the date for this meeting as Thursday 11<sup>th</sup> February 2016 (**Note: later changed to 17<sup>th</sup> March**) and suggested that the meeting should be open not only to Group Leaders but also to members who may be interested in leading or helping with a group. It was agreed that the event should run from 9.30 a.m. and finish with lunch at 1.00 p.m. ish. He talked through the draft programme, saying that his aim was to put the attendees in small groups to discuss issues relating to over-large groups, encouraging members to become leaders, setting up a new group. The Chair suggested asking a new Group Leader to talk about their experience in setting up a group.

The Chair reinforced that the greatest challenge facing our U3A is to find more Group Leaders and set up more groups. There was an extended discussion on why people do not come forward to run groups, what may be putting them off, how groups should function and how to "demystify" the role to encourage more volunteers.

**Action: Committee members to email Vice-Chair with suggestions for inclusion in the programme.**

### **Speaker for A.G.M.**

The Chair informed the meeting that she had booked Judith Hibbert, actress and singer, as speaker for the A.G.M. at a cost of £350 plus £65 travel expenses.

### **Open Meetings – Future Proposals**

Following on from the success of the open meeting about the Pocklington Canal in October, the Chair felt that we should maintain the momentum with further open meetings. To this end she had circulated a list of potential speakers drawn up by herself and the Secretary.

The Past Chair emphasised that we had put a great deal of effort into pulling our U3A back from a situation a while ago when focus on the fundamental principles of being a U3A, rather than a vehicle for entertainment, had been lost. The Vice-Chair suggested that we work from the YAHR list first and Brian James wondered if we could identify speakers from within our 800+ members to mix in between the external ones.

For the Extraordinary General Meeting in early February, the most popular choice from the current list was Susan Hickon-Marsay who had been well received by Driffield U3A.

**The date for the Extraordinary General Meeting was agreed as Tuesday 23<sup>rd</sup> February at 2.00 p.m., with the speaker from 2.30 p.m. (Note: later changed to Thursday 11<sup>th</sup> February)**

**Action:**

- 1. Secretary to contact Susan Hickon-Marsay to ascertain her availability and book a venue.**
- 2. Committee members to email suggestions for local speakers to the Secretary.**

#### **YAHR Askam Bryan Summer 2016 Event**

The Chair had received an email from our YAHR representative, Lorna Pope, requesting £150 to support the planned showcase event at Askham Bryan this coming summer. Some Committee members had concern about the value of such an event, whereas others welcomed closer networking with other U3As.

**Action: Secretary to liaise with Lorna Pope to establish the exact nature of the event and the target audience.**

#### **Any Other Business**

##### **Webmaster's U3A Laptop**

The dedicated U3A (very old) laptop used by Ted House for working on the website had failed and it was agreed to provide a newer laptop to the Webmaster from ones held in store.

##### **Publicity**

The Chair confirmed that notices of the drop-in and other meetings would appear in the Barmby Moor and Holme on Spalding Moor magazines, at no cost as U3A is a charity.

##### **Christmas Box for Caretaker at Burnby Hall Community Centre**

The Chair said that the caretaker had been extremely helpful with setting up and clearing away tables and chairs as each meeting and proposed a Christmas box as a thank you. The purchase of a £50 Marks and Spencer voucher was agreed by all present.

##### **Membership Cards 2016**

The Chair showed the meeting an example membership card produced by the Membership Secretary with two small photographs of water lilies in the corners and the U3A logo in the centre. This was agreed by all present and thanks recorded to the Membership Secretary for her work to produce this.

##### **New Members' Meeting**

The Chair advised that she cannot attend the next new members' meeting on Thursday 10<sup>th</sup> December at 2.00 p.m.

#### **Date of next meeting:**

Tuesday 15<sup>th</sup> December 2015 at 10.15 a.m. – **at the Francis Scaife Leisure Centre, Burnby Lane, Pocklington**

The meeting closed at 12.05 p.m.