



**Minutes of Committee Meeting held at
14:30 Friday 19th July 2024**

PRESENT:

Vivienne Fleet, Chair; Sue Ogilvie, Business secretary; Ian Mayfield, Treasurer and Membership Secretary; Jan Gordon, Committee Member, Stephen Hall Committee Member

1. Apologies

Susie Amodio, Groups Coordinator

2. Minutes of Last Meetings

Accepted as a true record.

3. Matters arising from Last Meeting

3.1. Ian has circulated an updated members list and will continue to notify Sue and Vivienne when the membership changes. This will enable Vivienne to contact new members with a welcome phone call. **IM/VF**

3.2. Larry Lampert has indicated that he cannot contribute anything new to the proposed meeting, so the meeting can go ahead without him. Geoff Hoskin is ok with attending. **IM/SA/VF**

3.3. Susie to check with the Poetry group leader to confirm if it is possible to charge per session, rather than the current annual charge. Action carried forward. **SA**

3.4. Vivienne or Ian will contact Dorothy Davidson to ask if she plans to continue her membership. **VF**

3.5. Ongoing action for Susie to ask Group Coordinators to get new attendees to complete the membership form. **SA**

3.6. Stephen has put together a disclaimer form for visitors to our groups, but he questions its validity. The signing of a form might make visitors aware of potential issues but would not remove our responsibility.

Vivienne will check with the Chairs' forum whether visitors from another u3a will be covered by insurance. **VF**

It was agreed that we need to contact Group Co-ordinators to remind them that visitors are only allowed to attend 2 taster sessions (adults only, not in full time employment) **SA**

Other actions complete or addressed in the following record.

4. Membership Update/Finances

4.1. Membership Update:

We have 151 members paid up to date (19th July). Ian will contact any unpaid members to remind them to renew their membership. **IM**

5. Treasurer's Report

5.1. Financial Situation

Ian has circulated the latest summary, and the latest financial projection shows that we will have a healthy balance of more than £4500 at year end. A possible payment holiday was discussed and will be revisited towards the end of the financial year.

5.2. Contactless Payment

This is in progress. Ian is finalising details.

5.3. Other Financial Points

It was agreed that Ian can buy a filing cabinet hold the Treasurer's paperwork. **IM**

6. External Backup Storage

Sue has created USB backups for general Committee data and for our financial files. The Financial one has been passed to Ian. These will replace the repository on the old website.

The committee minutes need to go on to the website. Sue will check with John to work out how to do this. **SO**

7. Social Events and Talks

7.1. The **garden party** was a great success, and the weather was good despite a poor forecast! There was a good turnout, probably helped by the subsidised fee. All those present joined in wishing Florence a very happy birthday.

Elke (musician) has joined a larger group who might provide entertainment for next year's party.

There is a question over the future of the Three Wheat Heads as it is due to change hands. We will consider alternative venues including the Golf Club.

7.2. There are some issues with continuing to use the Jubilee Hall for future **Quizzes**. The Golf Club was suggested as a possible alternative, and Vivienne will contact them to discuss the potential cost and other details. **VF**

The next quiz will be scheduled for some time in the autumn.

Vivienne will also contact Paul Cramman to discuss the possibility of future quizzes in the Jubilee Hall. **VF**

7.3. The **Foraging Walk** is scheduled for 19th August. We currently have more than 10 people signed up. Vivienne is meeting Gemma next week to check possible venues. Attendees will be asked to pay their monies into our bank account, and Gemma can then invoice us.

7.4. We've had some renewed interest from members in the proposed trip to Raby Castle. Vivienne will check the status of this with Pete Burrow. When we have details, Sue will include something in the next newsletter. **VF / SO**

Chris Dixon can drive the minibus which will be very helpful when Pete is no longer able to do so. Vivienne will check with Lesley Leeson to check what training will be necessary given Chris's previous experience. **VF**

7.5. 2025 Talks. Vivienne is progressing details of next year's talks.

8. Publicity

8.1. Local Shows

It was agreed that we will not have a presence at any of the local shows. Susie has had offers of help from Mags Bell and Clive Wilkinson, but they need to be thanked and notified that their help won't be needed. **SA**

9. AOB

9.1. u3a Matters Magazine – Joan Wilkinson is no longer a Group Co-ordinator so will not receive a printed copy. Sue will confirm the current recipients. **SO**

Susie will contact the remaining Group Co-ordinators to see if they need a paper copy, while reminding them that it is available online. This could be included in the communication about taster sessions. **SA**

9.2. Ceilidh Dancing Vivienne will check with Susie to confirm details of who's taking on the Group Co-ordinator role from Joan. **VF**

9.3. Coquetdale email account – Sue will let Vivienne have details of the email address and password as a backup. **SO**

Date of Next Meeting: Monday 2nd September 3pm