



SANDBACH AND DISTRICT U3A

U3A Committee Meeting

15/10/18

1	<p>PRESENT Arnie Laing, Barrie Hacking, Alex Black, Don Rickards, Alice Holmes, Alan Casey, Kevin Dean, Geoff Coldwell, Paula Reilly-Cooper</p> <p>OBSERVERS Isabel Carrahar, Tony Richards, David Twidale, Pam Thomas</p> <p>APOLOGIES Judi Hewitt, Sandy Boyle, Kath Smith, Sam Boardman</p>	
2	<p>MINUTES 17/09/18 The minutes were accepted as a correct record and signed by AL</p>	
3	<p>MATTERS ARISING</p> <ul style="list-style-type: none">a) Ann Macaulay spoke about the New Members Coffee Mornings. The next will be on Monday November 12th at the Old Hall from 10.00 to 11.30 at a cost of £3.95 a head. Six committee members agreed to attend. Following coffee mornings will be on the second Monday of April and November.b) Alex asked what leaders should do with completed risk assessments. There is no store for these documents but Alan explained that their purpose is to identify risks so that appropriate action can be taken.c) Kevin explained that he had tried to contact the Red Cross to enquire if their "Safe and Well" checks are a suitable substitute for the phone number of a relative or friend for members who have neither. Nobody answered the phone or responded to the message he left. No action.d) Arnie has discovered that the lady from Kendal, who said she particularly enjoyed the theatre group at Kendal U3A, had never attended it because it never started.	
4	<p>CORRESPONDENCE None</p>	
5	<p>TREASURER'S REPORT The total available in all 3 accounts is £40,449.34 of which £4,297.31 belongs to the social account. The annual accounts are not yet with the auditor but they will be in a few days. Geoff said that the outcome for the year looks like we shall make a small surplus as opposed to the £3,000 deficit last year.</p>	
6	<p>MEMBERSHIP The figures in the membership report previously circulated give a misleading picture because some existing members have joined instead of renewing their membership and 20 members have tried to renew twice. At the end of October 130 members who have not renewed will switch to "Lapsed" status and the leaders of any groups they are in will receive an email saying that the members have lapsed. There are 17 members who belong to a group and will be affected. Barrie will advise the leaders of these groups.</p>	Barrie

	A laptop, tablet or smartphone to access the SWISH system will be useful for library duty but, at busy times, a list of current members will be more practical because of the slow response time of the system.	
7	<p>PROGRAMMES AND VENUES</p> <p>One of the painting groups at the Masonic Hall has a problem putting out the tables; the members are all old and the caretaker is not present. We have no answer to this problem. A similar problem affects the bowling group at the Wesley Centre, where the bowlers have to manhandle a 100kg mat onto its stand.</p>	
8	<p>GROUP COORDINATOR</p> <p>The public speaking group, that Shena Lewington wants to run, may not start because only a small number have expressed an interest in joining it.</p> <p>An invitation for table tennis players to join a competitive setup will appear in the next diary update.</p> <p>Paula will host a meeting for new group leaders after the committee meeting and will offer them a revised handbook for leaders. She will revise it further and, when complete, it will go to all leaders.</p> <p>Arnie asked for a list of forms for the use of group leaders to be displayed on a board at the leaders' lunch in February. Don will organize the lunch and the board.</p> <p>The CVS room is now available for hire as two smaller rooms.</p>	<p>Kevin</p> <p>Paula</p> <p>Don</p>
9	<p>SWISH</p> <p>As a result of a feature requested by other U3As using the Simple Membership software, members joining online sit in "Approved" status until they pay the annual membership fee. In this state they have all the benefits of normal membership. There are only two of them at the moment and they can be seen quite easily so Barrie will chase them to pay the annual fee.</p> <p>With one or two exceptions the groups are now populated with member details and working well.</p> <p>The group finance recording is now live and Paula will give instructions to the new leaders at this afternoon's induction. After that it will be published to all leaders.</p> <p>The group display on the website now includes a tab to show all groups that have vacancies.</p> <p>Some progress has been made on ensuring that emails go to BTinternet.com accounts but it is not clear if the problem is solved yet.</p> <p>The major features to be added to the SWISH system are now the recording of finance transactions by the treasurer and recording trips and social events.</p>	<p>Barrie</p> <p>Paula</p>
10	<p>MEMBERS' MEETINGS</p> <p>All meetings for this year (to May 2019) are finalized but no speakers have been booked for next year. Kevin asked for someone else to take over the booking role. Arnie suggested that he will ask for a volunteer at the AGM.</p>	<p>Arnie</p>
11	<p>DIARY UPDATES</p> <p>Kevin will add an item on updating personal details on SWISH in preparation for using email as the main channel for communications instead of mass mailing. He will also include a warning about websites pretending to have a local presence.</p>	<p>Kevin</p>
12	<p>SOCIAL EVENTS.</p> <p>Alice listed the social events she is planning for next year:</p> <ul style="list-style-type: none"> • Trafford Centre shopping (19 November this year) • Boundary Mill shopping (25 February) • Grosvenor Garden Centre in Chester with lunch aboard a boat (March) • Bury Market on a steam train with afternoon tea (April) • York (7 May) 	<p>Alice</p>

	<ul style="list-style-type: none"> • Highgrove House (June) • Llangollen horse drawn boat and steam train (July) • Southport Flower Show (August) • British Ironworks Oswestry (September) <p>Kevin will write a description for each and add them all to the website.</p>	Kevin
13	<p>LIBRARY DUTY Pam Thomas will maintain the rota as part of the library officer role.</p>	Pam
14	<p>AOB After a long discussion about the best way to prepare for the AGM vote about group leaders paying the annual membership fee and session fees, the committee agreed to recommend that members vote as follows: <i>Require leaders to pay the annual fee and allow them to choose to pay session fees or not.</i> Arnie will announce this at the AGM before the vote.</p>	Arnie
16	Next meeting: Monday Nov 19th 9.30 CVS Hope Street	

Signed Date