

Minutes

Burton Joyce & District U3A



Meeting Number
1615

Time 10.00 – 12.30
Date 16/01/18

Location	Wheatsheaf Pub	
Purpose	Committee Meeting	
Attendance	Judith Wright Jenny Carr Alan Comerie Debbie King Peter Rose Rupert Williams Malcolm Littlefair	David Falkner Jan Smith Alwyn Foster Chris Sheath Caroline Roberts Anna Moore
Apologies	Rob Taylor	Ann Whitfield

Circulation Committee Members

ACTION	
1.0 Apologies As above .	
2.0 Matters arising from last meeting – Judith wrote letter of thanks to Bob Clifford who replied saying he was ‘most touched’ by the sentiments. Potential speaker on Dementia: Rupert has emailed him requesting he phones but as the chap hasn’t done so Rupert will now call him. Monthly Meetings: Jan has been organising the signing in of members and this is working well. Beacon laptop: Anna has now another laptop that is updated with Windows10.	RW
3.0 Committee Reports (Previously circulated) a. Treasurer – Jenny is running The Beacon system parallel with her usual methods for the time being until established whether Beacon is going to suit us. Apparently none of the other groups in our area are using this part of Beacon at the moment. Caroline to investigate which other U3As use it for Finance and Jenny can then liaise with them. b. Speaker Finder – Rupert will speak with the potential speaker on Dementia to ensure that he realizes he will not be speaking to an academic group. Rupert plans to attend a local area speaker finder workshop in Southwell on 14 th February. c. Membership Secretary – All new memberships and membership renewals are now successfully operating through Beacon. d. Website – It appears that most people use the website to go directly to Newsline.	CR/JC RW

ACTION	
<p>4.0 Beacon Update – We had an excellent live introduction to the Beacon system. As previously noted, all new and renewing memberships now operate very well through this system. Renewals are now sent by email (apart from those very few members without email). This system provides a ‘trail’ which is helpful. It was agreed that Anna will take over from Caroline as Administrator on the Beacon site in February. Anna has entered all the Group Coordinators onto the database and it was agreed that we will demonstrate Beacon to them at a meeting on Tuesday 12th April.</p>	AM/JW/DF
<p>5.0 Draft Trustee Timetable – previously circulated. Agreed to adopt.</p>	
<p>6.0 Data Protection Policy – Alwyn was thanked for previously circulating a draft policy. This was agreed to be adopted and it will appear on our website.</p>	PR
<p>7.0 Celebration Disco – 17th March 2018 Rob Taylor is unwell at the moment but happy for everything to go ahead. 70 tickets have been sold already. Remainder of tickets will now be available through Judith. Message appears on website already. Caroline offered to send out mailing to all members through Beacon. Rob is slightly concerned about the electrics. Trevor Wright and Peter Rose will do a run through with Rob at the Village Hall to check the sound system. Volunteer helpers for setting up earlier in the day are Judith, Peter, Jan, Anna, Alan, David, Alwyn, Chris</p>	JW TW/PR JW/PR/JS/ AM/AC/DF/ AF/CS
<p>8.0 Open Day Tuesday 9th October - Malcolm Littefair delivered his report on this event. Very pleasing and encouraging response so far from group coordinators. A small but strong sub committee (Malcolm, Alwyn, David and Chris Shepherd) has formed. They have put together similar groups and appointed a coordinator for each grouping/category. A common theme coming through in every discussion is that this should be a social event and a celebration. Catering is required. David will email main leaders to request that they produce some broad ideas of what they will do by late February so that at our March meeting we have a clearer idea of where we are. Malcolm has a contact that will help produce a DVD to demonstrate/showcase other activities. This would run continuously through the afternoon as people come and go. Malcolm will book the Village Hall as a complete let and discuss with them the possibility of having the main hall from midday. He proposes the Open Day will run between 13.00 and 16.00 but with setting up we hope to have the Hall between 12.00 and 17.00. Malcolm will attend the March committee meeting to feedback progress.</p>	ML

ACTION	
<p>9.0 Review of Christmas Meeting – A huge success. Agreed that limit numbers to 140 maximum in future. Need to know numbers for catering purposes. Full members only should be allowed in, i.e. no prospective members as it's not appropriate. We may consider making this a ticketed event so that we can restrict attendance. A note perhaps to go in Newslite towards end of year that unfortunately it will be ticket only due to fire restrictions? Judith to consult with Gren Shepherd regarding this.</p>	JW
<p>10.0 New Members' Coffee Morning Tuesday 6th February – 10 acceptances received so far. Additional Coffee Mornings agreed for Tuesday 1st May and Tuesday 2nd October. Church Centre to be booked.</p>	JW
<p>11.0 Gedling Seniors Update – Ann Whitfield currently unwell. However, she has been asked to become Vice Chairman. The next meeting will be in February and she will report back then.</p>	
<p>12.0 Notts Network – Alwyn will attend the next meeting at the end of January. Debbie to get recent mailings to Judith asap for her and Alwyn to discuss. Judith and Alwyn to attend EGM in Birmingham on Wednesday 21st March.</p>	DK
<p>13.0 Any Other Business – There was none.</p>	
<p>Date of next Meeting – Tuesday 20th March, 10.00 – 12.00 to be held at the Church Centre as normal. Debbie King unable to attend. Jan Smith agreed to take the notes.</p>	JS