

MINUTES

Committee Meeting Wednesday, 16th October, 2024

Present:

Stuart Kirkman (Chair)	James Farrell	Veronica Murphy
Robert Baker	Marie Gornell	Janice Parr
Pat Bright	Michael Jolley	Ted Southworth
Jane Clarke	Sue Jones	Kate Williams
Roger Darling	John Latham	

1. Apologies

Apologies for absence were received from Stephen Doyle and Irene Molyneux.

2. Minutes

The minutes of the meeting held on Wednesday, 18th September, 2024 were agreed as an accurate record and signed by Stuart.

3. Matters Arising

There were no matters arising.

4. Business Secretary's Report

The following documents were received by designated officers –

- September and October updates for U3as from the Third Age Trust
- Papers and book to attend forms for the Third Age Trust AGM 2024

The following documents were forwarded to committee members –

- U3a North West Region newsletter
- U3a Friends newsletter
- October newsflash from Gilliam Russell

A leaflet was received regarding a Science Day to be held in Heswall on the Wirrell on 17th October, 2024. This was forwarded to Stuart.

5. Treasurers's Report

Roger had previously circulated this month's figures. He gave a brief outline of the responsibilities of the new members of the committee as they are now Trustees of our U3a and therefore jointly responsible for finances. Roger stressed that if any of the new members have any queries at all he will be more than happy to answer them.

6. New Committee Members

Stuart welcomed the new committee members and outlined how the committee is run. He informed them of the roles some of the committee members undertake and explained that new members may be allocated individual jobs to undertake in the future, as and when they arise.

7. Future of the Committee

Stuart explained that we will need to be aware of time limits of service for some committee members, in particular his role as Chair, Sue's role as Vice-Chair and Roger's role as Treasurer. All three will need to be replaced in two years time. He pointed out that we will need to be trying to identify a person to undertake the role of Treasurer twelve months before Roger finishes in order that this person may be mentored by Roger well in advance. This also applies to the post of Chair.

Prior to the AGM Stuart circulated an email to new members who had joined in the previous twelve month period asking if anyone would be interested in considering joining the committee. One of our new members, James, has subsequently joined the committee. Some other members showed an interest and Stuart proposes in the spring to hold tutorials to give prospective new committee members an insight into how the committee is run and what is involved.

Stuart has asked Gurby to discuss with the MVH trustees whether they would give consideration to our representative on their committee becoming a trustee of MVH. He will follow this up with an email outlining the possible advantages.

8. The coming months and discussions Stuart has had with Carole Cook

Following discussions held between Stuart and Carole, Membership Secretary, it was agreed that in order to increase the number of members renewing their membership on line Carole would hold a couple of tutorials on a Wednesday morning to demonstrate how this can be done. Many of our members may not be familiar with IT and may find this useful. At the beginning of February Carole will start the process of renewing membership.

It was agreed that we will hold another new members' lunch in the same format as last year. Stuart asked as many committee members as possible to attend if they are able.

It was agreed that after Christmas we will hold a group leaders' lunch. This could be a good time for Carole to hold a tutorial to demonstrate the use of Beacon as all group leaders should be using this system. Stuart pointed out that only Carole Cook and Frank Blundell can issue user names and passwords for Beacon.

9. Other Jobs

9.1 Ted has arranged for two first aid courses run by the Red Cross to be held on Wednesday, 27th November and Wednesday, 4th December in the annexe from 10.00 – 11.30. Details regarding booking will be available shortly.

9.2 The inventory of equipment held by our U3a needs updating.

9.3 A brief discussion about the possibility of an archivist was held but no decision made.

10. Children in Need

Sue enquired about fund raising for Children in Need Day which this year is being held on Friday 15th November. It was agreed that we would fund raise on Wednesday 20th November and hold a raffle. A request for raffle prizes will be placed in the newsletter.

Following discussion it was agreed that next year we ask various groups if they would be willing to donate an item to be raffled in aid of Children in Need, for example a picture from the art group, a photograph from the photography group, etc.

11. Christmas Lunch

It was agreed that we hold our Christmas lunch on Wednesday, 18th December at the Red Lion after the committee meeting. Sue and John will book this.

Date of next meeting: Wednesday, 20th November, 2024

J. Clarke