

Moseley, Kings Heath and District U3A

Executive Committee Minutes

Friends meeting House: 24th September 2019

Chair: Sara Meyer

Attending: Sara Meyer, Anne Crerar, Tessa Bidgood, Roy Stove, Ken Fisher, Sylvia Butler, Brenda Bingham, Jackie Spearpoint

Apologies: Julie Alder, Mike Clark

Minutes: Diane Worland

AGENDA

1. Apologies
 2. Corrections and approval of previous minutes
 3. Action points and Matters Arising, not elsewhere on the Agenda
 4. a) Review of last Monthly Meeting, b) preparation for next Monthly Meeting and c) update on Future Speakers.
 5. Health and Safety.
 6. Sub Committee Reports
 7. Accounts Update and Additional Voluntary Contributions (AVCs)
 8. Availability of Interest Groups
 9. Any Other Business
 10. Date of next Committee Meeting
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2. CORRECTIONS

- 11b. 'DW to unsubscribe from 'Business Secretary', (not Banking responsibilities)
- 3 – 6c BB queried this comment re: waiting lists. Clarified
- 6 – 6b should be 'most elapsed members are NOT still attending Groups'.
- 7 – 7a should be U3A Site Builder,(not Beacon Building)

3. ACTION POINTS / MATTERS ARISING

- 11b. DW has not 'unsubscribed', but does not receive any mailing now.
- TB: has ordered U3A diaries and expects them to arrive in time for the next monthly meeting
- TB confirmed she holds CLA licence and Insurance documents
- 9c: Change of signatories...ongoing.

Minutes approved. Signed SM

4. REVIEW (etc) OF MONTHLY MEETING

b) Next meeting: Focus - The Coffin Works.

Responsibilities: Chair- SM. Enquiries desk- TB, SM. Meeters and Greeters- RS, AC.
Last out- TB. Setting out (1pm.) SB

c) Future Speakers: 9 / 10 potential speakers identified by SB who gave a list to EC members.

SM commented that there seemed to be a strong historical bias. We should try to vary subject matter to ensure a balanced listing.

Legal and/or health issues relating to 'older' people suggested. SB thanked for her work.

Review of last meeting (How to go Green): Difficulties re hearing.

SB – to remind speakers to be alert to needs of an older audience

Interesting, interactive...would have liked to hear more of own home

5. HEALTH AND SAFETY

There is a small working party focussing on this. Main issues are the problem of chairs not being linked and possibly presenting obstacles if the hall needs to be vacated quickly, and the procedure for vacating the hall quickly.

Health and Safety: will be a recurring item on EC agenda.

6. SUB-COMMITTEE REPORTS

6a: Social. Newsletter will give update. JA has sent apologies, so no verbal report today.

6b. Interest Groups: Final draft (BB) of Group list to be sent out to members

Emailing JS, Some printed copies for next meeting TB, Posting to members JS

6b1. Contact details of Group Leaders (GLs) are not published. Enquiries should be directed in the first instance to the Interest Group Co-ordinators (IGCs), RS and BB.

6b2. Contact details published in the Newsletter. The GLs must have agreed for publication.

6b3. Group news. Advanced French conversation – potential new Group. Spaces in some book groups. Crown Green Bowling closes 26th September for this season.

6b4. Should the 'open' Kings Norton U3A groups be publicised more widely. (Birdwatching, Table Tennis)?

JS to give BB information

6b5. JS queried why groups are now being identified as 'FULL', contrary to previous agreement of Committee. BB encourages GLs to make use of Beacon, so that they can input any current information about their Groups.

Agreed to leave decision to GLs.

SM suggested that a future Newsletter could feature guidance on setting up a new Group.

KF: Will ask in Newsletter what members would be interested inpossible future groups?

How can we find out the sizes / existence of Waiting list of Groups?

BB will send another email to GLs

6c: Finance (also Agenda item 7. TB)

6c1. TB distributed an account sheet to EC members. She highlighted:

- a healthy, appropriate balance,
- increased bank charges, - which now include Paypal charges
- Website expenses – this will be superseded by U3A Site Builder.

6c2. TB distributed a sheet reflecting deficits / surplus with regard to Group hire of venues and AVCs

- Deficits are not as much as last year
- Most groups have increased AVCs to £1.50.

Some groups, e.g. TalkFilm, will always be an 'expensive' group as it has specific venue requirements.

Agreed: Monitoring of these issues sufficient.

6c3. TB presented an updated inventory of U3A equipment

- Do GLs know of Digital projector availability?
IGCs to alert GLs
- Where is the laptop?
MC to investigate / update the list
- KF suggested that there should be a log, - registering where, when, by whom items are borrowed.
- DW knew there was also a sound / MP3 player... Ukelele? Roger Tyrell.
RS to investigate.

7. ACCOUNTS UPDATE.

Addressed in 6c

8. AVAILABILITY OF INTEREST GROUPS

Addressed in 6b

9. ANY OTHER BUSINESS

a) Role Descriptions: SM thanked all who have updated Role Descriptions. She felt that 'what has been sent out seems to cover all areas.' **They should be accessible on the website. SM, AC**

- RS felt that 'support the ethos of the U3A', common to all Role Descriptions, should be more succinct, precise.

- 'Chair' description will be circulated when complete.

SM, AC

b) Venue Co-ordination: responsibilities divided.

TB: Financial aspect RS: Listings, - published. RS is updating the list.

Dissemination? November meeting agenda

c) Newsletter 'deadline: Thursday am (KF away imminently)

d) Coffee morning: Friday October 11th

e) DW asked to present request for **December meeting** contributions on next Newsletter.
Agreed

f) Social prescribing. We are awaiting guidance from National Office on this. We have had one approach so far, but the GP surgery was outside of the Moseley/Kings Heath area. The topic is on the agenda of the meetings between MKHD and Kings Norton U3A.
AC to report when there is more news.

g) Regional Legal Workshop in November SM / AC attending.

10. DATE OF NEXT MEETING: Tuesday 29th October, 2pm. KH Meeting House.
BB – Refreshments.