

Glossop U3A
Committee Meeting, Bradbury House, Thursday May 26th 2011 12.00 noon
Minutes

1. **APOLOGIES.** David Woods, Kath Shaw,
2. **PRESENT** Rita France, Alan Conchie, Maureen Hobson, Sylvia Rodgerson, Jean Saunders, Graham Sharratt John Searle, Jean Cliff, Ann Woods, Peter Fish, Pat Manchee.
3. **CHAIRMAN'S OPENING REMARKS** Headquarters had thanked us for our prompt payment of capitation fees, and had sent information regarding the AGM in Nottingham. After some discussion it was agreed that we would not be sending a delegate and therefore no further action need be taken.
4. **MINUTES OF THE LAST MEETING** JC proposed that the minutes of the meeting of 7th of April 2011 be accepted as a true record. The proposal was seconded by AC and agreed by all.
5. **MATTERS ARISING**
 - The document 'How to Start a New Group' (2008) was discussed and it was agreed that it was too wordy and that a new leaflet should be devised. **ACTION(i)PF/AC/GS**
 - Management of the Thursday Group to be dealt with by the Thursday Group at a meeting on June 30th which will be started by RF. **ACTION(ii)RF**
 - Three volunteers to help Arnie with getting speakers **ACTION(iii)RF**
 - Update for application form for Thursday Group. **ACTION(iv)RF**
 - AC proposed that the responsibility for the induction of new Committee Members should become part of the role of Vice Chairman. This was seconded by JOS and agreed by all. **ACTION(v)AC**
 - It was agreed that all paperwork relevant to the AGM should be sent out in July this year. RF volunteered to do this. **ACTION(vi) RF**
 - £72 start-up contribution to the extra Thursday Group has been paid.
 - Reduction in subscriptions for next year to be decided at a later date
 - The sheet re financial responsibilities of group leaders will be sent out to all group leaders along with their invitation to a GL meeting on Friday 24th. June. **ACTION(vii) PF/SR**
 - At the GL meeting, group leaders will be asked to list any assets which they are holding. **ACTION(viii)PF/SR**
 - The announcement of dates of next meetings of groups, or the use of a CD to do the same will be discussed at the Thursday Group meeting on June 30th. **ACTION(ix)RF**
 - 'Code of Conduct for U3A Trustees'. AC suggested that the responsibility for explaining this to new committee members should become part of the role of Vice Chairman. This was agreed by all. **ACTION(x)AC**
ACTION(xi)JOS
 - 'Are you in a Rut' to be on the next agenda for discussion.
6. **TREASURER'S REPORT** GS distributed a budget forecast showing a deficit of £1000 by the year end. However, £800 of this is capital expenditure, therefore leaving an acceptable deficit of £200. In response to a query from AC, GS explained that his replacement would be shadowing him, starting in June.
7. **COMMITTEE SECRETARY'S REPORT** JOS apologised for having to miss the next meeting. JC offered to take the minutes at that meeting. **ACTION(xii)JC**
8. **MEMBERSHIP SECRETARY'S REPORT** New membership lists have been distributed to all committee members.
9. **EVENTS COORDINATOR'S REPORT** JC reported that the system is working well and dates are coming in to her.
10. **GROUP COORDINATOR'S REPORT** PF reported that the Singing for Pleasure group is functioning well, as is the Bowling Group, and the Strolling Group. The quiz group has some support but not enough at present. It may get off the ground in the autumn.
11. AOB There being no other business, The meeting closed at 1.55 pm

The next Committee Meeting will be held on
Thursday 7th July 2011 at 12 noon at Bradbury House

Jean Saunders
Committee Secretary
30th May 2011