

# Grange and District u3a

## Minutes of Committee Meeting

Held on Friday 12 April 2024 in the Council Chamber, Victoria Hall

	<b>ACTION</b>
<p><b>Present</b> Hilary Wade, Mick Love, Michael McCormick, Brian Loader, Julia Nicholson &amp; Tricia Thomas</p> <p>Visitors- Margaret Brennand</p> <p><b>Apologies</b> Susan Jones, Ameer Tabarandak &amp; Janet Tabarandak</p> <p><b>1. Minutes of the previous meeting (held on 15 March 2024)</b></p> <p>The minutes were accepted as a true record and approved.</p> <p><b>2. Matters Arising/Actions Check</b></p> <p>a) Hilary has confirmed with Malcolm Kimber that the proposed change of date for the enrolment day from March to February is not a constitutional change, therefore, does not have to be raised as an AGM point.</p> <p>b) Hilary expressed how well she thought the enrolment morning had gone to which everyone concurred. She thanked Brian for his input to the organisation and running of the event along with all other helpers.</p> <p><b>3. Membership update</b></p> <p>Previously circulated to the committee by Susan. Difficult at this time of year because of renewals. Currently there are 523 members but 50 are still to renew. 29 new members since our March meeting.</p> <p><b>4. Finance</b></p> <p>A finance report had been circulated and the balance was in a very healthy position. Due to unforeseen circumstances the end of year audit is not yet fully complete, however, we will have an interim account for the AGM.</p> <p>Michael asked whether we still felt it necessary to have a third signatory to the account and we agreed that at this current time not.</p> <p><b>6. Group Leaders/Coordinators</b></p> <p>1. Brian reported that he agreed the enrolment morning had gone very well although with 34 groups being represented it was very busy.</p> <p>The Team Leader meeting with lunch went very well although, in hindsight, too much time was used for the individual introductions impacting on some of the other aspects that needed to be discussed.</p>	

On the basis that we agreed the Enrolment morning and Team Leaders meeting would in future be on the same day Brian stated that next year he would have a formal agenda and consider at what point lunch would be served.

Brian thanked Hilary for arranging the lunch and it was suggested and agreed that all helpers should in future be invited to attend the lunch.

2. Brian reported that he had had a concerned call from Bob Lear, leader of the Cinema group, as the projector was missing and not logged out in the book, he had checked with those he thought may have used it but they didn't know where it was. On investigation Brian had discovered that the projector used by Victoria Hall had broken and they had requested the use of ours through Hilary. Due to the timescale Hilary believed she had insufficient time to consult the whole committee but discussed it with Susan who agreed we should, as a gesture of goodwill, allow them the use. In hindsight Hilary agreed she should have ensured that Bob was informed and the log book updated. Brian will feedback to Bob.

Brian

3. Brian reported that he had been contacted by one of his Group Leaders who had had a problem with a member attending two of his groups, the member was very disruptive and upset his other members. The group leader was now seeking guidance from Brian and the committee as to what could be done.

It was discussed by the committee and agreed that Brian and Hilary would arrange to meet with the individual to address and hopefully resolve the matter.

Brian/  
Hilary

*17/04/24 This matter is now resolved. The member will not be attending either group again.*

4. While investigating the above Brian wanted, via Beacon, to find out if this member was a member of any other groups. Michael informed us that if you clicked on the individual member, it should show that information but only if the Group Leader uses Beacon.

## **7. AGM**

Hilary welcomed to the meeting Margaret Brennand who has agreed to act as Minutes Secretary on a temporary basis to help Susan while her time is limited. Malcolm Kimber confirmed that this is acceptable but only on a temporary basis and only if Margaret is voted onto the committee. We must legally have a named Secretary and Susan has agreed to do this, seconded by Ged Jones.

Hilary reported that Malcolm Kimber is concerned with the vulnerability of our committee and suggested that prior to the AGM Hilary sends out a further reminder to the members that the AGM is next Tuesday and we are still seeking people for key committee and non-committee roles and to state, it is not too late to put their names forward.

It was agreed that a few hard copies of the accounts should be available for members to see at the AGM and an electronic version on screen.

## 8. AOB

1. Julia reported that Phil had now moved on to stage two of the website project which has resulted in another 33-page document that he is working his way through now. This document has thrown up some questions/statements that he seeks committees' advice and or agreement.

- If we have a domain name that will need to be changed to point to your SiteWorks site make sure we have access to our ISP/registrar. Do we have access?

Hilary will contact Peter Webber, John Eakins and Andrew Platt to try and find out.

- Your choice of subdomain <subdomain>. u3a.uk e.g. runnymede.u3asite.uk This cannot be changed once the site is set up

Ours would be presumably grangeanddistrict.u3asite.uk  
The committee couldn't see any problems with this

- On the basis that we know the '&' cannot be used in our web address URL going forward and we agreed 'and' would be acceptable the committee should now consider where else the '&' appears i.e. Newsletter title, banners, posters etc. and whether these, for consistency, should be changed too.

2. Mick asked if we wanted to attend the classic car event again this summer. Mick is happy to organise and run the event. All agreed we should attend.
3. In order for Margaret to attend our meetings to record the minutes a new start time of 10.30am was put to the committee. All agreed.

## Date of next Meeting

Friday 17 May 2024 10.30a.m

Hilary

All

