

Coordinators Meeting Monday June 12th 2017
St Elphin's 2 – 4 p.m.

Minutes

1. Welcome, including a welcome to new members.
2. Present: Trevor Boam, Helen Boocock, Jane Burgess, Sue Cain, Hilary Essen, Diane Frosdick (Chair), Mike Frosdick, Roger Keeling, John Lamb, John Mann, Janet Pidgeon, Dave Puxley, Sarah Puxley, Mike Reuss, Lesley Shawe, Tracy Sims, Anna Williams.

Apologies for absence: Nick Binns, Ros Bourne, Liz Chisnall, Barbara Davey, Martin Emery, Jane Entwistle, John Entwistle, Jill Fawcett, Hazel Finch, David Gadsby, Ruth Gordon, Peter Hume, Hartley Jenkinson, Pam Johns, Max Price, Maggie Robinson, Jeremy Taylor, Liz Walker .

3. Minutes of the meeting held on March 3rd 2017.
 - The minutes were agreed with one minor amendment.
 - Matters arising not on the agenda: Equipment - following a suggestion at our last meeting, a second set of laptop speakers is now available.

4. New groups and coordinator updates.

The new Beer Appreciation Group is off to a flying start. Coordinator Nick Binns has held a couple of meetings so far and has set up a web page with a programme of events.

Take up has been slow for the proposed Astrology Group with only two people showing interest so far. Bowls 3 which was proposed for Wirksworth has also still to get off the ground.

Patricia Wildgoose has taken over from Pam Wildgoose as coordinator of the Geography Group. Jane Entwistle has taken over from Jenny McEwan as coordinator of the Theatre Group – we wish them both well with this and thank Jenny and Pam for their hard work with these groups.

Lyn Mason has taken up the reins of the Creative Writing Group again as no one else came forward.

There are currently 54 groups.

5. Volunteers for helping with Social Events.

The very small Social Committee is short of members. We need people to join this sub-committee to think about and plan social events. As mentioned in the recent What's On we also need people to help on an ad hoc basis with social events and the Coffee Mornings. It would be really helpful if coordinators could mention this to their group members to encourage folk to come forward.

6. Coordinators Forum/Discussion time

Jane gave an update on the Birding Group which continues to go well. Jane had arranged for someone from outside of the group to organise a recent trip to Burbage Rocks to look for Ring Ouzels -which they found. This month, she had arranged a trip away but had to cancel due to the weather- birds don't like to come out in the rain!

Short Walks has been going well with two walks per month – 4 to 14 people each time. However, enthusiasm for organising them is starting to wane – no one is coming forward now to run new walks. Hilary is considering canvassing views about sorts of walks, days of week etc. Some members are not willing to commit themselves or to take responsibility.

Janet mentioned that all three History Groups require one person to take a lead every month; this is an explicit expectation on joining and works well.

It was clarified that coordinators should keep an attendance register.

There was a discussion about how to contact group members if the coordinators falls ill or there is an emergency etc. This has to vary from group to group due to differences in size or expertise. Some have an obvious deputy.

7. Information from the Management Committee.

Several key members of the Management Committee (Chair, Treasurer, Groups Secretary) are due to retire next year, Diane asked coordinators to consider coming forward and to encourage their group members to. Without a Management Committee (now formally a Board of Trustees because of our status as a larger Charity) we cannot operate as a U3A.

Lesley suggested sending out job descriptions so that members could see what was involved in each post. This should also go on the website. There are four committee meetings per year. People can join the committee as an Ordinary Member without taking up one of these posts, to see how they can help without a regular commitment.

Diane's term of office ends next year. Her role as Groups Secretary involves an amount of admin – keeping in touch with coordinators, supporting new ones and running these meetings. She is a conduit for information to and from the Management Committee.

Social Events – The Whist Drive and Chinese meal went well. The Art Appreciation trip to Hull, tomorrow, June 13th has proved to be popular with two coaches booked.

Equipment. Art Appreciation 1 meets at the Whitworth Centre. They rely on using a MAU3A projector and laptop and frequently find problems with them, missing cables etc, and people have to come back to St Elphin's to find parts. Mike confirmed that all equipment is labeled and that coordinators have been asked several times to make sure they bring back all elements. A suggestion was made to make a permanent loan of one of the old laptops and the old projector to the group and that replacements are bought for use by others. This was agreed but not unanimously. The Art Appreciation Group will be responsible for maintenance of this equipment. Following this a new digital

projector has been bought and is now available to be booked out in the usual way. There are now two laptops and two projectors for general use and should a third set be needed at any time, the equipment retained by Art Appreciation 1 will also be available.

A sub group is to look at new software systems to help with the running of the organisation, for a membership database and support for the website. Beacon is a system used by a number of U3As which is to be demonstrated in Matlock by the East Midlands Beacon Regional Coordinator in August. Jane expressed interest on behalf of the Bakewell group and will contact Judith Hodges about a joint approach.

8. Coffee mornings. Anyone wanting to showcase their group? No takers.

9. Upcoming events - 10th Anniversary Celebration of Matlock Area U3A. October 29th is the anniversary of the signing the constitution. The Management Committee has agreed to organise a train ride (earlier in the month to avoid half term), probably from Matlock, with afternoon tea or refreshments and will subsidise part of it. This is another example of an event for other members to get involved in organising and helping with. Christmas Social – the first Friday in December (Dec 1) has been booked at the Golf Club. Dying Embers are not available but The Burning Embers, an off-shoot, are available and have been booked. A local a cappella group have also been booked to perform during the meal.

10. Research study on Transient Ischaemic Attack (TIA or 'mini-stroke'). We are frequently approached for support for charities or by people wanting to sell services. Our Chair Barbara Phelan decided to support information about this request being circulated. Sophie Dawson, a postgraduate student on the MSc Health Psychology course at the University of Nottingham is currently undertaking a research study concerned with exploring the beliefs of people who have had a Transient Ischaemic Attack (TIA or 'mini-stroke'). She previously worked for the Stroke Association for 4 years (based in Chesterfield).

She is needing help from adults who have had a TIA in the last 12 months. The study will involve taking part in a one-off semi-structured interview at a mutually convenient time and place. Participants will be asked to share their views on TIA. All interviews will be anonymised, so no-one would be identified at any stage.

If you or any of your group members have had a TIA in the last 12 months and would be willing to help Sophie with her study please get in touch with her directly at msxsd@nottingham.ac.uk

11. Any other business

Tracy mentioned that the Folk Dancing Group had held an event to raise money for Junior Idiopathic Arthritis and had raised £136 – everyone had to wear purple.

12. Date and time of next meeting Friday Sept 29th, 2p.m.