

**Coordinators Meeting Monday January 22<sup>nd</sup> 2018  
St Elphin's 2 – 4 p.m.**

Minutes



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Welcome, including  
welcome to new  
members.

Diane Frosdick  
Group's Secretary  
MAU3A  
[dfrosdick@sky.com](mailto:dfrosdick@sky.com)

2.

Helen

[www.matlockareau3a.org.uk](http://www.matlockareau3a.org.uk)

Present: Diane  
Frosdick (chair) ,  
Boocock, Malcom  
Molloy, Trevor

Boam, Peter Hume, Mike Frosdick, Jane Burgess, Penny Whitney, Steven Schmidt, Janet Pidgeon, Sue Cain, Keith Bailey, Lesley Shawe, Sybil Dunn, Patricia Wildgoose, Gill Oldroyd, David Gadsby, Janice Wells, Tony Wells, Anne Oldfield.

Apologies for absence: Sarah Puxley, Dave Puxley, Hazel Finch, Mary Mellor, Karen Hale, Martin Emery, Max Price, Hilary Essen, Ruth Gordon, Hartley Jenkinson, John Mann, Jill Fawcett, Tracy Sims, Jo Beresford, Liz Walker, John Mann, Nick Binns, Ros Bourne, Ruth Gordon, Maggie Shields, Pam Wildgoose, Colin Hawthorn, Roger Keeling, Julie Dumelow, Mike Steel, Hilary Casey.

3. The minutes of the meeting held on September 29<sup>th</sup> 2017 were approved.

4. New groups and coordinator updates:

New Groups starting up are History 4 led by Sybil Dunn, focussing on the period from 1890 to 1950 and History 5 led by Steven Schmidt who will be looking at the history of Derbyshire and Yorkshire, details are on the website.

There have been several changes of coordinators for existing groups. Jeremy Taylor has handed over Art Appreciation 2 to Penny Whitney. Pam and Nigel Johns have stepped down from the Walking group and Jo Beresford and Colin Hawthorn have taken over. After 10 years as coordinator of the Painting Group Liz Chisnall has passed on the reins to Gill Oldroyd. Tony and Janice Wells have taken over from John Lamb for the Table Tennis group. Dave Puxley has stepped down from Science and Technology to be replaced by Keith Bailey, Mary Mellor and Mike Steel; they are sharing responsibility for coordination with a joint email address. Malcolm Molloy has taken over Creative Writing from Lyn Mason.

5. AGM March 2018

This year the AGM will be on the afternoon of Monday 19<sup>th</sup> March 2018 in the large hall at the Imperial Rooms, Matlock. This is a town centre location with parking nearby, handy for the bus station etc. but members are still encouraged to use public transport if possible. The Hall is easily accessible with no stairs and has a Hearing Loop. Refreshments will be served from 1.30pm with the AGM starting at 2.00pm. The speaker will follow on from the business part of the meeting and this year will be James McKay. James is a local man who is a zoologist and former CEO of the UK's

National Federation of Zoos. He has made many TV appearances. Coordinators are asked to encourage their members to attend as we need around 100 to attend to achieve a quorum.

#### 6. Groups Secretary role and management committee vacancies.

Another reminder that several members of the management committee will be retiring in March. Coordinators are asked to consider joining the committee themselves and to ask their groups to consider volunteering. This is not an onerous task – four committee meetings a year and being willing to support at coffee mornings on a rota basis and the AGM etc.

Diane will be stepping down as Groups Secretary and this is a role best undertaken by a coordinator (not necessarily a current one). Details are on the web site but the main role is support to the coordinators and passing information to and from the Management Committee. Diane has pared the role down to liaison with coordinators by email, at Coffee Mornings and in this meeting. A new Secretary would decide for themselves whether to run meetings and their frequency. Helen will continue to assist with agenda and minutes if required for another year.

Jane Burgess proposed a Vote of Thanks for Diane's hard work and support.

7. Petty Cash returns to the end of January 2018 are due and should be sent to the treasurer Judith Hodges as soon as possible. The only coordinators not needing to complete a Petty Cash return are those whose meetings are held in members' homes with only a small contribution made for refreshments. Anyone incurring costs for room hire or use of facilities, who collects monies from their members to cover this, needs to complete a return. If anyone is unsure please ask Diane or Judith.

#### 8. Coordinators Forum/Discussion time.

From Hilary Casey: the International Folk Dancing group is going well and look forward to celebrating its 10th anniversary on Friday 9th March. They are planning a special lunch following a session and will be inviting all past and present members to join them.

Trevor Boam informed new coordinators that there are funds for equipment etc. to support groups. They can write to any management committee member with a request including costs. Examples from recent years of successful bids are bridge mates (part funded), atlases, song sheets, signing dictionaries. Equipment bought remains the property of the U3A.

There is also a central equipment store in the Studio at St Elphin's – mainly IT – laptops, projectors, dvd player, camera, video camera, screen pa equipment, printer, laminator. Mike is currently responsible for equipment and Keith will take over in March.

The Family History group have cds and books bought by the U3A that they no longer need as they haven't had new members for a long time. It was suggested that Trevor advertise them in the next What's On.

There was a discussion about closer cooperation between Bakewell and Matlock U3A's, particularly in relation to Creative Writing, Bridge and Bowls. Jane Burgess is a member of both and acts as Groups Coordinator for Bakewell.

Matlock is not in the Derbyshire U3A cluster/network but members of other U3As can join Matlock for £7.50. They can come once or twice as a taster. Non members attending intending to join later are covered by our insurance.

Lesley raised the possibility of canvassing interest in a Ukulele group. What's On again

is the way to do this. The person initiating interest does not necessarily have to become coordinator.

9. Information from the Management Committee. As mentioned at our last meeting, we are going to adopt the U3A Beacon system which initially will be a robust membership database held on a secure server used by 100+ U3As. Diane is Project Manager of a working party to facilitate this. It could be configured to record financial information and also some groups' functions at a later stage, if we wish.

10. Our next Coffee Morning is in February when members will be able to pay their subscriptions if they have not already done. Please remind members that if anyone comes to the Coffee Morning "just to pay their subs." they will still need to pay £1. We did ask for volunteers to run the Coffee Mornings and three people have come forward to do it: Hazel Finch, Hazel Silcock and Liz Vincent. Sybil Dunn and Lesley Shawe also offered. Diane plans to meet them at the February meeting.

11. Subscriptions are due and reminders will not be sent to members. Coordinators will be sent a list of people who have renewed, probably at the end of February and be asked to chase up members of their group who have not paid. If paying by BACs members need to include their name as the reference and email the membership secretary so that she knows promptly who the payment is from. This will avoid people who have paid being told that they have not. No acknowledgement will be given – we have 650 + members.

12. Any other business

We have had an email from a television company: Grace Dunsby, Casting Researcher for 'Gran Knows Best', Shiver Productions, ITV : *"We are looking for grandparents who have **3 or more adult (18+) grandchildren** who they would like to spend more time with. Many grandparents reportedly only see their grandchildren on average twice a year, it's not surprising the two generations often know little about each other's lives. In the programme, grandparents will spend one-on-one time with their multiple grandchildren in an attempt to get to know them better and see if they can offer any help. Along the way they will learn about the pressures their grandchildren face, the lifestyle choices they make, their hopes for the future and what, if anything, is standing in their way of achieving them."* If this is of interest to you or group members please call Grace on 0207 157 4588 or email at [shivercasting@shiver.tv](mailto:shivercasting@shiver.tv)

13. The meeting ended at 15.58 with thanks to Diane. No further meeting was arranged. The management committee will be in touch after the AGM with arrangements for communication with groups.