

The Management Committee meeting, held at St Elphin's Park  
Friday May 6th 2016

Minutes

Present: Barbara Phelan (Chair), Bea Jagger (Communication Sub-Committee), Mike Frosdick (Equipment Officer), Penny Ackland (Web Manager), Jenny McEwan (Membership Secretariat), Diane Frosdick (Groups' Secretary), Helen Boocock (Business Secretary), Martin Eyre (Gift Aid), Judith Hodges (Treasurer, Derbyshire Network Rep), Peter Hume (Ordinary Member)

The meeting started at 2.04 p.m.

1. Apologies for absence: Dave Puxley. (Apologies later from Ingrid Pasteur. Fred Rosindell also absent)

2. The Minutes of the Meeting of January 28<sup>th</sup> 2016 were accepted without change.

3. Matters arising from the Minutes that were not addressed in items below:

- The Dying Embers have been booked for the Christmas Social – Dec 2<sup>nd</sup>.

4. Membership of the Management Committee

4.1 Barbara welcomed new members – Peter Hume and Penny Ackland. Ingrid Pasteur joined the Committee after the AGM and has agreed to shadow Jenny as membership secretary this year with a view to taking over in 2017.

4.2 We have two co-opted members, Martin Eyre and Mike Frosdick who were elected for a further 12 months – proposed by Bea and seconded by Judith.

4.3 The post of Vice Chair is vacant. Taking it does not have to mean someone will automatically become Chair. To be discussed further during the year.

4.4 The Social and Communications Committee will elect a new convener when they next meet. Committee members are: Penny, Bea, Diane and Barbara. Concern was expressed that as the MAU3A grows we need more people to lend a hand to organise events. Agreed – the Communications Committee to email this Committee after meetings to outline what's needed and members will be asked to take on specific practical tasks. Others within U3A are increasingly organizing events. Agreed to encourage this.

4.5 Dave Puxley has agreed to take on Publicity from Brian Smith.

4.6 Bea has agreed to fill the second Derbyshire Network role.

4.7 Retirements due in 2017 – Jenny, Bea and Fred.

## 5. Matters arising from the AGM (March 21<sup>st</sup>) and Annual Report

5.1 The organization of the afternoon worked well. Some complaints from people who were at the back having difficulty seeing and hearing the speaker. This was in part due to him not using the podium which is small; it can be resolved by hiring equipment to increase the size. We also need to hire a better audio system that can cater for the hard of hearing.

5.2 Annual Report – next year earlier deadlines could be set and the Groups' Co-coordinator can assist with encouraging early completion.

## 6. AGM 2017 and 2018

6.1 Matthew Parris is booked for Monday March 20<sup>th</sup> 2017.

6.2 For 2018 Peter has suggested Ben Mitchell the oldest competitor in the Marathon des Sables; he is a local from Turnditch. We don't know if he is a speaker and suitable for the AGM or perhaps a different meeting. The Social Committee will follow that up.

## 7. Financial matters:

7.1 Treasurer's report. In addition to the written report: on the Main account, Derek and Catherine to be removed as signatories and Helen added. On the Theatre Group account, Derek to be removed and Barbara added.

Judith proposed Diane seconded. Agreed.

7.2 Requests for funding: from the Signing Group

Request for seven signing dictionaries at £15.99 per copy: £112 total. Pam Wildgoose to be informed that the dictionaries will belong to MAU3A by Barbara – to mark them as such. Agreed a maximum amount of £150.

## 8. Reports from the Membership Secretariat

8.1 In addition to the written report, Jenny rang Chesterfield and Sheffield U3A membership secretaries to explore their methods of renewing membership. The Chesterfield method was not helpful. Sheffield work wholly online using Wild Apricot (an alternative to Mail Chimp). They send out one letter and one hard copy magazine together annually. If members have not paid by the end of February, membership ends. Late renewal incurs a charge of £5. They don't have membership cards. Penny to investigate the Wild Apricot software and feed back to the next meeting.

8.2 Suggestion: we set the fee at £15 with a £5 discount for payment by January 31<sup>st</sup>. The MAU3A financial year starts on February 1<sup>st</sup>.

8.3 From the Co-ordinators' Committee: Perhaps some of the work of the Membership Secretary could be delegated to coordinators e.g. check membership, take payments, give out membership cards? This could work for some but not all groups. The process could start and end earlier.

Agreed to discuss at the next committee meeting and agree how to manage renewal.

## 9. Groups' Secretary's report

9.1 In addition to the written report, Jane Burgess is the Birding coordinator – a joint group with Bakewell. She has been tasked with finding out how Matlock has grown so much – Bakewell would like to have a closer liaison with us and Jane will probably make contact.

9.2 Martin Emery would like to start a 2<sup>nd</sup> Boules Group on Wednesday afternoons.

9.3 A discussion took place about the MAU3A Geology group meeting with the South Peak Geology group. It is possible for them to meet together under the auspices of the MAU3A twice in one year as visitors in order to be covered by our insurance. Agreed. To put on this on the next agenda for clarification of how to deal with visitors e.g. on coach trips.

10. Report from the Communication and Social Sub-committee

10.1 Agreed. This Committee will continue in its current format.

10.2 No action yet on the Fire Officer's offer of a talk on safety as the Group Co-ordinators did not think members would turn out to a discrete talk but that it might work as a preliminary to the Coffee Morning.

11. Website report

11.1 It is early days yet for Penny managing the website. She is getting grip of it and has no plans to change anything in the short term. Penny will work with Dave Puxley on publicity.

12. Equipment report

12.1 In addition to the written report, both laptops have been updated this week and Mike can find no fault with them, however, they are dated and slow. We could buy replacements at £199 which would be adequate but a better option costs £279. Proposal to buy one that the Art Group considers meets their specification up to a maximum of £300. Agreed. Mike to take this forward. There have been complaints about a screen and projector which probably relate to St Elphin's equipment which is being used by mistake.

13. Secretary's report

13.1 To note that Helen has taken over responsibility for updating the membership details on the Charity Commission website.

13.2 Details of training events for committee members were circulated.

14. Derbyshire Network report

14.1 Next meeting: Tuesday June 28<sup>th</sup> 2016

15. U3A Regional Conference September 19<sup>th</sup> 2016, 9.30 a.m. to 4 p.m., Eastwood Hall, Nottingham, cost £10. No-one was available to attend.

16. Any other business

16.1 In a recent Third Age Matters magazine it was suggested that we ought to have been sent a folder – we haven't. Peter agreed to have a look at the

national website and magazine from time to time to see if there are items of use for us. To report back next time.

17 Date and time of next meeting  
Friday July 22<sup>nd</sup> 2.pm at St Elphin's.

Meeting ended at 3.53 p.m.