

Minutes of the Management Committee
meeting, held at St Elphin's Park on July 22nd 2016.

Present: Barbara Phelan (Chair), Mike Frosdick (Equipment Officer), Penny Ackland (Web Manager), Jenny McEwan (Membership Secretariat), Diane Frosdick (Groups' Secretary), Helen Boocock (Business Secretary), Judith Hodges (Treasurer, Derbyshire Network Rep), Peter Hume (Ordinary Member), Dave Puxley (Ordinary Member), Ingrid Pasteur (Ordinary Member).

The meeting started at 2 p.m. Barbara welcomed new members Dave Puxley and Ingrid Pasteur to the committee.

1 Apologies for absence: Martin Eyre, Bea Jagger. No apologies were received from Fred Rosindell.

2 Minutes of the Meeting of May 6th 2016 were accepted without amendment.

3 There were no Matters Arising from the Minutes.

4 Financial matters. The return from Gift Aid this year is £847.30. All income to date: £6,687.

At the beginning of the year there was a surplus brought forward of £177 on the Social Events account. However, there has been a shortfall on all 3 events so far this year. The accumulated surplus on the Social Events account has therefore reversed to a shortfall of £40, making the total loss this year £217. It was the Chester trip and Race Meeting that made the greatest losses. Agreed that more accurate costings are required and that if necessary, trips will be cancelled if there are insufficient numbers.

5. Publicity. This is covered mainly in the Social Committee report. In addition there was a suggestion that we put leaflets in estate agents' offices. Also that we put up-to-date phone numbers in the remaining leaflets. When the leaflets run out we should consider an A5 leaflet as they are cheaper to produce.

6. Report from the Membership Secretariat. Jenny had circulated a report about membership renewal. Our constitution says we have to allow 3 months for people to pay before they can be taken off the membership list. There was a disappointing use of the facility to use internet bank transfers this year. It was suggested that the reminder letter should emphasise the use of this method.

Derbyshire Network is developing a digital system called Beacon, linked to Paypal; it is said to be complicated and groups will need help to set up using it. The WebSite address for the U3A Beacon System is: <https://u3asystems.wordpress.com/2014/12/18/welcome-to-u3a-systems/>

Penny has researched Apricot which Sheffield U3A uses. She can help anyone to look into the pros and cons of using this or other databases.

Taking in payments by cheque and issuing membership cards is very labour intensive.

Agreed – a notice to go in the November and December What's On asking for payment on the due date of January 1st. The request email/letter to go out in December. Coordinators to be asked in February to ask group members who haven't paid by then to pay.

Agreed we will no longer issue membership cards, receipts or further reminders.

7. Groups' Secretary's report. There has been no meeting since the last management committee meeting. Diane's written report sets out changes to groups.

8. Report from the Communication Sub-committee. Written report noted. There was a request at the meeting for the Dying Embers to be asked to play a mixture of decades of music.

9. Website report. Penny has been maintaining the website for about three months. She would like to begin to make some tidying up changes. Penny sent her first What's On today. Currently there are insufficient events to advertise so we should consider issuing it bi-monthly.

10. Equipment report. Agreed to buy a laptop from the local Computer Shop for £329 which includes software and anti-virus protection.

11. Derbyshire Network report. There were meetings in February and June. Highlights: a Wirksworth U3A is still being discussed. The usual way of establishing a need for a new U3A is for the people of Wirksworth to be consulted directly. However, Brian Smith is the development officer who is meant to be taking this forward and prefers to make contact via MAU3A. Otherwise, there was a discussion about how to get people to lead groups and take positions of responsibility.

12. Any other business.

12.1 Penny uses the MAU3A MacBook which is getting old and may need to be replaced.

12.2 Judith has offered to be Vice Chair. Hurray. She will resign as link for the Region. Diane has agreed to be convener of the Social Committee meetings; Barbara will attend and be replaced by Judith when unavailable.

12.3 It was noted that there is an item in the Third Age Trust Sources from Dave Puxley from the Science and Technology Group.

12.4 Peter mentioned a possible speaker last time. The Social Committee are still looking into this. It was suggested they try the Luncheon Club for suggestions.

12.5 Peter has had a look at the national website – it seems busy.

12.6 The National Secretary said there was a folder coming to all U3As in the mailing before the last one – we haven't had it. Helen to chase this up. Do we want to respond to the request for feedback about what we think of the national organisation? - next meeting agenda. Bring thoughts. The article is in 'Third Age Matters' Spring 2016, page 45.

12.7 Diane suggested we consider having a big monthly meeting for all members with a speaker or activity. Social committee to discuss again.

13. Date and time of next meeting: November 4th 2p.m. to 4p.m.

The meeting ended at 3.39 p.m.