

WOLDS U3A COMMITTEE

Minutes of the meeting held on 3rd February 2017

1. Present: M. Blackwell, J. Dunn, P. Dunn, B. Kavanagh, M. Killin, K. Taylor, H. Walker.
2. Apologies: S. Adamson, G. Carrick, T. Carrick, B. McIntyre.
Bill Mc is very unwell and our thoughts are with him.
3. Minutes: 5a] Janet pointed out that only some sections of the TAT file are advisory. We agreed to discuss this in detail at the next meeting. The minutes were then signed.
4. Matters Arising: None.
5. Notes of & Matters Arising from meeting 06.01.17 [paid tutors]: Margaret had briefly mentioned to the tutor about a fixed payment based on mileage. He said he did not always use the same route. Otherwise there has been no further progress due to personal circumstances. Hopefully there will be some by the next meeting.
6. Communications: Fliers - RHS / Knit and Stitch / Summer Schools / Saltaire visit / Science at the Royal Institute.
7. Membership Report:
 - a] **Current numbers** – 430.
 - b] **Recent members** - some joining after 31st December have sent £10 subscription fees. Bill, with their permission, has taken only £5 and carried the rest forward.
 - c] **Membership renewal** – after a lengthy discussion -
 - i] **Subscription** - keep at £10.
 - ii] **Dates** - clarify on the form that the subscription period is from 31st March 2017 – 1st April 2018.
 - iii] **Waiver/disclosure form** - [see amendment to Minutes 02.09.16 when it was decided to send this out with the membership form and that, once signed, it would cover all groups]. It was agreed to put the waiver on the back of the renewal form. A covering note is to be included this time explaining the change. **Keith is to produce the form a.s.a.p and circulate it to the committee for approval.**
 - iv] **Distribution** - **ALL** renewal forms are to be sent out by **post** this year to try to ensure everyone gets one and to avoid problems with computer downloads etc.
 - d] **New Members** – the U3A ‘Learn, Laugh, Live’ leaflet will be given each new member.
8. Treasurer’s Report:
 - i] **Monthly financial statement** - circulated together with figures showing the average running costs.
 - ii] **Emails** - Maureen voiced her concern over an email she had received purporting to be from another committee member and asking for a large sum of money to pay a U3A bill. She had queried it, realised it was a scam and contacted the police. We must all be vigilant either deleting or ignoring anything suspicious.
 - iii] **Purchases** - we clarified once again that groups are self-supporting and buy their own consumable or small items. These should be itemised on the group’s accounts. Any larger items, purchased from U3A monies via the Committee, belong to the Wolds U3A and can be used by any group on request. It was suggested that group

leaders should be given a list of available items. Maureen continues to work on the asset register.

iv] **Requests** - the Local History Group has requested the purchase of another projector stand as its meetings coincide with those of the Film Club which also needs a stand. [Margaret to ask the group leader for costings to present to the committee.](#)

iv] **Monthly book sales** - a letter of thanks has been received from Action Research for Children thanking members for a donation. This money has been generated by book sales at the monthly meetings. Members had agreed that the money raised could go to this charity but it had not gone via the Treasurer and the U3A account. [Maureen is to mention this to the person in charge.](#) It was suggested that, in the future, after nominating a 'charity of the year' for book sale profits, we could have a speaker from it at one of our monthly meetings so we could donate directly.

v] **Auditor** - Maureen is contacting the existing auditor to see if he wishes to continue. If not members will be asked if they know of anyone willing to undertake the task.

9. Committee Roles and Responsibilities: We decided to have an extra meeting on Thursday, 9th February at 4.30pm to tackle this item. If time we shall also discuss Committee Procedures and Etiquette. If not this will be on the next agenda.
10. Wolds U3A AGM 2017: Susan sent a draft agenda including an amendment to the constitution. This was accepted other than deleting 'Honorary' from the proposed clauses. Janet mentioned that any proposed changes should be notified in advance to TAT.
11. Suitability of Newsletter: A couple of items had been queried and explanations given. Keith says, usually after consulting Margaret, he occasionally adds community items of interest to members. Once again it was mentioned that contributions from the groups would be more than welcome.
12. Caretakers' Christmas Boxes: We had forgotten to do this before Christmas!! They both work hard to help us and it was agreed to give them £25 each.
13. Any Other Business:

Thanks - Toby and Gill for organising a good Christmas meeting and overcoming last minute hitches.

Thanks - Margaret for guiding us through a very full agenda almost on time!

THE NEXT MEETING WILL BE ON FRIDAY, 3rd MARCH 2017