

WOLDS U3A COMMITTEE

Minutes of the meeting held on Friday 7th April, 2017

Present: S. Adamson, M. Blackwell, T. Carrick, G. Carrick, W. Kavanagh, M. Killin, K. Taylor and H. Walker.

1. Apologies: J. Dunn, P. Dunn.
2. Minutes of 03-03-17: These were amended to record the death of Dr William McIntyre, Wolds U3A Honorary President and then signed.
3. Matters Arising 03-03-17:
 - [8] W. Kavanagh and K. Taylor are to visit Swanland on April 25th to see the data system there.
 - [11] Paid Tutors - no up-date has been received.
4. Report of the Group Meeting 27-03-17: Janet was thanked for sending out notes from the meeting. It was agreed that she should also send these to the group leaders who could then discuss any matters arising at the next group leaders' meeting.
5. Matters Arising 27-03-17 [group leaders' meeting].
 - a) The support both by committee members and group leaders was disappointing though mitigated to some extent by attendance at a funeral.
 - b) The Treasurer said that the system for paying rent at the Recreation and Cricket Club needs addressing especially as no receipts are issued.
 - c) The Treasurer is to up-date the finance sheet in the group leaders' pack and deliver it individually to each leader.
 - d) It was felt that the problem of the monthly tea rota could not be solved by asking each group to take a turn. The chairman is to raise the issue at the next meeting [13. 04.17].
 - e) The committee was surprised that the leaders seemed unaware of the appointment of a committee member to focus upon liaison with the groups. This happened as a result of requests for better information sharing and communication [see Minutes 07.08.15 {10a} Since then there have been 3 group leaders' meetings plus individual visits to the groups. Peter Casson initially took the role which is now held by Janet Dunn.
6. Communications:
 - a) University of Culture flier.
 - b) Error re Conference/AGM date noted – it is August 29th -31st [not September].
 - c) The chairman had received a letter from Michael Webb-Ingalls who runs the monthly book stall. He leaves the area in May. Thanks were expressed for all the hard work. An appeal for a new 'proprietor' will be made at the next meeting and in the newsletter.
 - d) The chairman read out the minutes from the recent YAHR meeting. Uptake of the Saltaire event has been good but not so for the Easingwold event maybe due to the August date and the cost. However the chairman will point out at the next monthly meeting that this event is LOCAL whereas so many aren't.
 - e) 'Making the News' publicity training details passed to P. Dunn.
7. Membership Report: 305 renewals plus 16 new members. The membership secretary asked about the best way to distribute the membership cards and his predecessor explained the system.

8. Treasurer's Report: The Treasurer tabled the monthly statement and explained there would be some adjustments due to the year end. The committee agreed that the detailed breakdown is useful. [Only the top section needs be shown should public display ever be necessary for any reason].
The Treasurer had complained to the Yorkshire Bank re slow processing procedures of account changes and a credit of £75 has been received.
ACCORD: The updated guidelines have still not reached us. The Chairman and H. Walker are to attend the next meeting on April 26th.
9. Newsletter Subcommittee: No volunteers have emerged from the monthly meeting though the editor has since received one suggestion.
10. Committee Procedures and Etiquette: deferred to the next meeting.
11. Blue File: still circulating. The minutes' secretary has a downloaded copy.
12. Revision of the Wolds U3A Constitution: It has been pointed out that the title of our U3A, as named in the constitution, is "The Wolds Branch" however it is commonly referred to as "The Wolds U3A". It was agreed that this needs considering and that a revision of the whole constitution would be appropriate once the new committee is in place.
13. Any Other Business:
- a] **Data Protection** – At the group leaders' meeting the issue of appropriate disposal of personal details was raised. It was clarified that this information is deleted from the computer data base once membership discontinues. The membership secretary holds a secure paper copy of the previous year's membership for about a year in case there are any queries. It is then shredded.
 - b] **Signing-in sheets** - at meetings these are chiefly necessary for health and safety reasons, and also to check that people are actually members and to monitor numbers attending. A printed name and membership number is all that is needed.
 - c] **Position of Honorary President** - It has been suggested that an Honorary President is chosen. Please put any views on this in writing to the chairman.
 - d] **Monthly Speakers** - The speaker-finder checked that he could offer a larger than usual fee to a recommended speaker. This was agreed.
 - e] **'Let's Get Physical'** - This event will not take place this year.
 - f] **The Study/Discussion Group** – This has been renamed the Friday Forum.

THE NEXT MEETING WILL BE ON FRIDAY 5th MAY AT 11.00am.