

AUGHTON & ORMSKIRK U3A EXECUTIVE COMMITTEE MEETING.

MINISTRY CENTRE

MAY 12, 2015 at 9.30am

Present: Geoff Maitland, Geoff Roberts (Vice Chairman), Pauline Jones (Secretary), Iain Smart, Mia Faza, Lily Bunner, Stan Livingston, Dennis Morley, Dermot Glennon, Linda Burden, Denise Latham.

1. **Welcome** to everybody by the ongoing Vice Chairman, Geoff Roberts; especially to the new committee members, Geoff Maitland, Dermot Glennon, Linda Burden, Dennis Morley and Denise Latham.

2. **Apologies:** Cathleen Barnes, Ian Haskell, Ian Grant and Bill Watkinson.

3. **Introductions.** All members, old and new, introduced themselves to the other members present.

4. **Election of new Chairman.** Vice Chairman explained that Willem Wiechers had now resigned following a period of serving six years (inclusive of one year as a co-opted member) of the Executive. Vice Chairman proposed Geoff Maitland as the new Chairman, seconded by Lily Bunner. In reply, GM explained he'd been a Chairman previously but, in the absence of any other nomination, he accepted his nomination with thanks. ELECTED UNOPPOSED.

5. Chairman's opening remarks. GM said he intended his leadership would be that of a chairman who would be listening to the membership and building on trust with the intention of maintaining a happy and contented atmosphere within the organisation. He emphasized that no committee member has power as an individual; that it's for the committee as a body to make decisions.

6. Election of other vacancies:

- Vice Chairman: Geoff Roberts, proposed by Mia Faza, seconded by Pauline Jones. ELECTED UNOPPOSED.
- Secretary: Pauline Jones, proposed by Lily Bunner seconded by Iain Smart. ELECTED UNOPPOSED.
- Treasurer: Bill Watkinson, proposed by Geoff Roberts, seconded by Stan Livingston. ELECTED UNOPPOSED.
- Membership Secretary: Ian Haskell, proposed by Pauline Jones, seconded by Stan Livingston. ELECTED UNOPPOSED.
- Minute Secretary: Dermot Glennon, proposed by Pauline Jones. seconded by Geoff Roberts Following some enquiries by the nominee of minute taking policies within our U3A, he accepted his nomination and was ELECTED UNOPPOSED.

Sub-Committees:

- Social: Lily Bunner. Unchanged.
- Publicity: Stan Livingston. Unchanged.
- Group Support: Iain Smart. Unchanged.
- Speaker Secretary: Mia Faza. Unchanged.
- Resources & Finance: Membership depleted due to loss of BH & IW. Following some discussion, it was AGREED UNANIMOUSLY to dissolve this committee and to incorporate its business within that of future Executive meetings. Chairman asked PJ to write to remaining members to explain.
- There was also some discussion on current financial protocol and it was AGREED to discuss the subject further when the Treasurer was present.

7. Signatories to bank accounts:

It was AGREED to discuss this item with the Treasurer as to procedure and existing policy prior to confirmation of future policy.

8. Minutes of the meeting of April 21, 2015. It was AGREED to delete the word 'and' in the fourth line of paragraph 12 so the sentence reads: 'She had made bookings for September to June 2016'. Subject to this change, the minutes were approved UNANIMOUSLY.

9. Matters arising:

- It was AGREED a letter of thanks would be sent to Margaret Handford for her leadership of the Gardening Group for more than eleven years. Margaret has recently announced her resignation from the position.
- ***Chairman's note:*** *Could we also write to John Hayton in similar vein?*

- Chairman commented on the six-year term limitations announced by the Executive for committee members. It was his personal opinion that it had not been the intention of the 2004 Constitution to limit committee membership to a strict six-year term with no chance of a return at a later date.
- Vice Chairman reminded the meeting that the draft constitution was now in the hands of the Third Age Trust and the Charity Commission, although it was noted its content would ultimately be decided by the members at a general meeting, subject possibly to amendments, etc.
- The new Executive members had already been supplied with all relevant constitution documentation and it was AGREED that the draft constitution would be on the agenda for discussion at the next monthly Executive meeting.

10. Correspondence:

- The confidentiality of correspondents and the current policy of naming them in minutes was discussed. IS proposed the names of correspondents should be kept confidential when recording minutes. PJ seconded. And the proposal was AGREED by 9 votes to 1.
- The naming of proposers and seconders in minutes was also discussed and current policy supported.
- The content of a letter dated May 7 from a member was discussed and it was AGREED UNANIMOUSLY it will be an item for discussion as part of the constitution debate at next month's meeting.

11. Treasurer's Report:

- In the absence of the Treasurer, the Secretary read out bank account figures he had emailed to her. They were: Deposit account: £48,210.81 (Which includes the £20,000 bond which has now matured), Main account: £5,660.71 and Groups account: £14,471.57.
- It was AGREED to ask Treasurer to advise on the £20,000 bond, now matured and that the committee would like further clarification of the annual accounts to give them a better understanding of our finances.
- The content of monthly financial reports were discussed and it was suggested by DM that we go into them in greater detail in the future. It was AGREED to discuss a 'teach-in' with the Treasurer at the next meeting.
- A Vote of Thanks was proposed and UNANIMOUSLY AGREED for all the Treasurer's hard work, which was greatly appreciated.

12. Membership Secretary's Report: There was no report due to Ian Haskell not being present at the meeting.

13. Sub-Committees:

- Social: Lily Bunner said the plans were going well for the Summer Fair on June 20. The Musical Theatre group had agreed to put a small show on, as last year, and a game of Rounders had been suggested if the weather allowed.
- Group Support: Iain Smart reported on the problem facing the Gardening Club following the stepping down of the leader Margaret Handford and the difficulty in finding someone to replace her. A similar problem had arisen for the Philharmonic group with the resignation of leader Jean Welding, although it was hoped a replacement had already been found.
- Publicity: Stan Livingston reported on the new upcoming events calendar on the website which is designed to coincide with entries on the wall planner in the smaller room at the Scout HQ. Publicity group members who regularly attend Horizons will be endeavoring to regularly ensure both calendars are kept up-to-date.

Chairman asked that the sub-committees submit written reports to the Secretary prior to monthly Executive meetings in future in order to give Executive members plenty of time to formulate questions, etc. It was NOTED some sub-committee leaders have always done this.

14. Speaker Secretary's report:

Mia Faza said attendances at recent speaker meetings had shown an increase. There were now four meetings a year, all announced in the magazine.

15. Secretary's notices:

- It was noted a representative was now needed to continue the relations with external organisations and AGREED that Alex McMinn be asked to fill the role and supply regular reports to the Executive.
- South West Lancs Regional Committee. SL offered to speak to Sue Watkinson about the possibility of attending future meetings with her and to report regularly to the Executive.
- Following some discussion, PJ said she would in future email all reports with the monthly Executive meeting agenda. The committee thanked the Secretary for her hard work over the past year.

16. Any Other Business:

- IS raised the parking problems caused on Tuesday mornings when members of the Bridge group and Executive members were arriving for their meetings at the same time. Unusually, this month's Executive meeting was

being held in the Ministry Centre but, despite this, the gates to the car park were closed causing considerable difficulty to everyone concerned on arrival. No resolution was found, but the problem was noted for discussion in the future.

- It was suggested that a clear explanation of business that had been ongoing from the previous year's Executive needed to be given to the new one. PJ said all new Executive committee members had been supplied with all the necessary paperwork.

Next meeting: Tuesday, June 16 at 9.30am.

The meeting CLOSED at 12:40pm.