

AUGHTON & ORMSKIRK U3A EXECUTIVE COMMITTEE MEETING

Christ Church S&G HQ. 9.30am 20th October 2015

Present: G Maitland (Chairman), C Barnes, L Bunner, L Burden, M Faza, D Glennon, I Grant, I Haskell, P Jones, D Latham, S Livingston, D Morley, G Roberts, I Smart, B Watkinson.

ITEM 1 WELCOME: The Chairman welcomed all present to the meeting.

ITEM 2 APOLOGIES: No apologies. All members present.

ITEM 3 MINUTES OF MEETING HELD 15th SEPTEMBER:

The Minutes were recognised as an accurate record, signed by the Chairman and approved for publication.

ITEM 4 MATTERS ARISING:

PJ reported that the Ministry Centre car park is not available on 5th November and this could cause parking problems. Members will be encouraged to share lifts and an announcement will be made at Horizons.

The Chairman has arranged to speak to a member on a number of issues and will report back to the Executive.....ACTION CHAIRMAN.

PJ has responded to a letter from the Cribbage Group.

Concerns about wheelchair access to Scout and Guide HQ have been referred to the Scout Management.

Various issues are covered under other agenda headings.

ITEM 5 CORRESPONDENCE RECEIVED:

Concerns about the welcome new members receive at Horizons were discussed. It was agreed the Welcome Desk could be located in a better position and in the announcements new members could be encouraged to make themselves known at the Welcome Desk. Volunteers could wear "Meet and Greet badges. CB agreed to coordinate these suggestions.....ACTION CB.

In response to a letter urging U3A usage of the Civic Hall, it was recognised that the U3A does hold events there. Consideration will be given to holding other events there as appropriate to the size and timing of the particular events. The Secretary will respond.....ACTION PJ.

A letter was received from Oldham U3A asking for advice and support. This will be passed to Alex McMinn. The Executive would be willing to welcome and help the Chairman of Oldham U3A.

Concern expressed about the availability of the disabled spaces will be followed up by the Finance and Resources sub-committee.....ACTION F&S SUB-COMMITTEE

A letter asking the U3A to help raise awareness of prostate cancer was discussed. It was agreed that IH would circulate the communication to all Executive members asking them to respond within a week as to whether they feel we should put such an article in the December magazine. There was agreement that a future Speaker Meeting could have general cancers as a topic.

ITEM 6 FINALISATION OF NOVEMBER 5th MEETING ARRANGEMENTS:

It was emphasised that every effort must be made to ensure the Special General Meeting functions smoothly. GR will represent the Executive Committee in the organisational process.....ACTION GR.

IH will give A Nolan a list of members and their membership numbers.....ACTION IH.

Members will be counted in and issued with voting forms.

A Bonner has agreed to organise a team to undertake counting duties.

The meeting will begin at 10.30am with introductory remarks from the Chairman. The Chairman will determine when the formal meeting will begin and from this point no more voting slips will be distributed to latecomers.

If any more amendments arrive before the deadline, they will be circulated to the Committee and the Chairman will decide if a sub-group is needed to consider them.

Proposers and Seconders will speak to any amendment and full discussion will be allowed before a vote is taken on that particular amendment. If approved, that amendment will become part of the Draft Constitution. When all amendments have been discussed and approved or rejected, a vote will be taken to determine whether the final Draft Constitution is accepted or rejected by the members. The voting form compiled by PJ was approved.

The contents of a letter which highlighted an issue about length of combined Trustee/Committee service could be discussed at the Special Meeting.

It was recognised that the Constitution can be amended in future in the appropriate manner if issues arise.

ITEM 7 STANDING ORDERS:

IH led a discussion on the need for Standing Orders on how to deal with issues arising in a whole range of areas in the U3A. The areas identified by IH were agreed and IH requested that he be informed of any additional areas requiring attention. IH will make nominations on who should assume responsibility for writing Standing Orders in the various areas.....ACTION IH

L Burden reported that Joyce Nolan would be prepared to speak to the Executive Committee once the new web-site was established. This suggestion met with approval.

ITEM 8 GROUP SUPPORT SOCIAL EVENING:

This event will take place on Friday 30th October at 7pm. IS encouraged Executive Committee members to attend.

IS outlined the proposed programme for the evening and welcomed additional suggestions.

Cheese and wine will be available.

ITEM 9 REPORT ON THIRD AGE TRUST AGM:

IH had earlier circulated a detailed report on his attendance at the AGM. From this he drew attention to:

The need for more than one New Members meeting each year and a better way of describing it when advertising itACTION IS.

IH will change the Welcome Letter and include mention of an invitation to a New Members meeting. If a new member is unable to attend initial meeting, he/she will be invited to a future meeting.....ACTION IH

IS was congratulated on the success of the most recent New Members meeting.

IH is to give thought to using the Beacon system for membership issues.....ACTION IH

The next Resource Centre Workshop is in Lancaster. BW and IH will attend and others are welcome.

Group leaders will be asked to report to IS when they have undertaken spot-checks on membership.

There is a web-site which gives recommendations about committee volunteers. DL to follow this up.....ACTION DL.

ITEM 10 SUCCESSION PLANNING:

A paper was distributed giving details of when all Executive Committee members were appointed, when they are due for possible re-election and their retirement date from the committee. This will be considered at the next meeting following decisions taken at the Special General Meeting.

ITEM 11 TREASURER'S REPORT:

Documentation including accounts had been distributed in advance of the meeting.

Following discussion, it was recognised that a decision not allowing commercial advertising was still in place. It was agreed that money received for advertising purposes should be returned to the firm involved.

ITEM 12 MEMBERSHIP SECRETARY'S REPORT:

A paper giving current statistics had been distributed prior to the meeting.

We have one more member than this time last year. The pattern of our membership numbers is similar to many other U3As.

ITEM 13 REPORTS FROM SUB-COMMITTEES:

A detailed report was received from the Finance and Resources Sub-Committee and DM highlighted certain issues and recommendations. A particular invoice is being dealt with by the Chairman.

IS reported that the Cribbage Group had a new leader. He will liaise as appropriate in the possible formation of a new Gardening Trips GroupACTION IS.

The minutes of Social Committee meetings had been circulated in advance.

85 members attended the last Speakers Meeting.

ITEM 14 SECRETARY'S NOTICES:

PJ has a summary of recent developments in External Relations and this will be dealt with at the next meeting.

The Tai Chi groups are full. Possibly another group could be formed rather than members having to go elsewhere.....ACTION IS.

AOB:

Members are to be encouraged to attend the "Bob Cratchitt Retired" production by our Musical Theatre Group in December. Members are required to register to attend the "Head to Head" session between Eric Midwinter and Tony Crimlisk on December 11th.

The meeting closed at 12.50pm

DATE OF NEXT MEETINGTUESDAY 17th November 2015 at 9.30am at S&G HQ.