

SECRETARY'S REPORT 2014/5

It now falls to me to report to you on the work carried out by the Sub-Committees. The Executive Committee has, if it feels the need, the right to delegate some of its work to sub-committees who report to the main Committee each month. Our U3A has over 1,900 members so there is always an abundance of work for everyone. Each of these sub-committees is chaired by a member of the Executive Committee and over the last twelve months a great deal has been achieved by them. Namely.....

Publicity Committee. Chaired by Stan Livingston.

This group has 9 members each with a specific role but all contributing to the whole. They meet four times a year and, amongst other things they:-

Plan and execute the production of our quarterly magazine, the distribution of which is also part of their remit. Out of 1,451 magazines distributed there is now a 40/60 split between posted and collected or hand distributed by our distribution team. Quite a splendid achievement. I feel I must mention Bill Evans here, who works tirelessly and cheerfully, to edit our quarterly, award winning magazine.

This committee have produced a two page spread in the magazine on Communication. They have also now produced a tri fold leaflet about our U3A and ensured distribution to appropriate locations. These leaflets are available in the computer room.

Keep abreast of digital media including the appearance and content of the website, publicising the existence of Facebook for group activities and in future will produce an on-line calendar which will work in conjunction with the Wall Planner at HQ. They plan, review and manage the E news – now issued once a month to all members who supply us with an email address– used for updating events and group news and announcing official notices.

A small gazebo and banner were purchased and put to good use at various public functions – a McMillan coffee morning, a West Lancs show case at Edge

Hill, Park Praise in Coronation park and an older peoples day at Ormskirk Library.

They have discussed many other issues during the past year, too numerous to mention here, that impact on communications within our U3A.

Also under the banner of Publicity is the extremely important role of Webmaster performed admirably by Margaret Wiechers. Without Margaret's expertise in creating and maintaining the website – it just wouldn't exist. Margaret does all kinds of magic things which are a complete mystery to most of the rest of us and yet computers are such an important part of most people's lives these days. Until recently Margaret managed all of this on her own but is very glad to now have the support and assistance of Maureen Boumphrey.

Finance & Resource. Chaired by Bernie Handford. (for at least 5 years.)

They have received very few requests for equipment this year – their work has mainly been organising the maintenance and repairs to existing equipment but they have purchased a replacement projector for the small room at HQ.

Their main project this year was to monitor Groups' incomes and the way in which they fund their refreshments etc. The aim was to try to apply uniformity to all groups. Forms were sent to all groups – 70% of which were returned. The outcome contained the following recommendations:

- a. A minimum of 50p per member should be paid to the Treasurer.
- b. Tutor costs should be charged on enrolment and paid to the Treasurer at the start of the course.
- c. Refreshment costs are to be covered by the individual groups.

They advised that these recommendations should be valid from September 2015.

Social Committee. Chairman Lily Bunner.

The gala Day which took place last Summer was a huge success and a similar event is planned for 20th June this year.

165 tickets were sold for the Christmas Lunch at the Adelphi. This proved to be a very happy and enjoyable occasion.

An evening with Abba has been arranged for the 2 Oct.2015 at Aughton Village Hall and promises to be very popular.

We end the year with a Christmas lunch at the Adelphi followed by a raffle and dancing, further details will follow later.

Groups Support. Chaired by Iain Smart

A very successful New Members Social Afternoon took place on September 24th last year where some new members agreed to become actively involved. 8 Executive Committee Members were in attendance and all surplus food was served at Horizons the following day.

A Social Evening for Group Leaders was held on 31st October where there was a discussion on Group Account procedures. Key holders' responsibilities were explained as was the availability of various pieces of U3A equipment and future training on how to use these would be organised. 90 members were in attendance at this event which was also a great success.

New Groups that have been started include:

German Conversation; Recorder Group and a new Book Reading Group. (the first one is full)

Short Courses have been organised and include:

Basic Needlework; Women Poets; Guitar for Beginners; Wellbeing; and Cake Decorating.

In the pipeline are: Architecture; Chemistry and a session on dealing with Dementia.

Phoenix Groups :- Concern has been expressed over three groups that face closure unless new Group Leaders can be found. If no replacements can be found then the Gardening Group, the Sunday Social Group and the

Philharmonic Group will be have to fold in the hope that they will eventually rise again from the ashes.

Although not strictly a sub-committee, never the less equally important are

Speaker Meetings: Organiser – Mia Faza

The following Speaker Meetings were organised over the last 12 months.

Gordon Greenwood - Life of a "Vicar" David Stuckey - how cigarette card won the war. William Sergean t- Liverpool heroes. Dr David Martlew- Pilkingtons glass makers. Christmas Carols by the U3A choir

2015. Peter Quint from the John Lewis partnership.

Dr. Alex McMinn - Reinventing Retirement-Next 10 years.

Singer - Jill Fielding with Duo Gold.

In future Speaker meetings will be held quarterly and bookings have now been made until February 2016.

A huge thank you to you all.

Pauline Jones (Hon. Sec.)

