Balsall Common U3A

Minutes of the Committee Meeting held at 4.00pm on Monday 27th April 2015 at the Village Hall, Station Road

Present: Martin Richards (MR), temporarily in the chair, Alan Buckland (AB), Peter Calver (PC), Margaret Burleigh (MB), Peter Vine (PV), Sandra Heard (SH)- for items 1 to 6, and Lynn Brinkworth (LB)

1. Apologies for Absence

Two newly elected members of the committee Jan Bayliss (JB) and Jim Melville (JM) had sent their apologies for the AGM so these were taken for the committee meeting.

2. Welcome to New Members

MR welcomed the new members MB, PV, JM & JB onto the committee.

3. Minutes of the Committee Meeting held on 26th January 2015

The minutes were agreed as a correct record.

Matters Arising

(i) Memory Course

AB and JB still to review the content with a view to rolling the course out to members.

(ii) Meeting of Co-ordinators 30th January 2015

Co-ordinators of all groups had been invited to a tea/informal meeting at Haig’s Hotel to share news and experiences in their groups. It was a useful and pleasant meeting but no major issues had been identified.

(iii) National AGM 27th August

No-one present at the meeting was interested in attending this year’s AGM in Nottingham. AB had attended the last 3 and although he said it was an interesting day he felt it was not essential that we be represented.

(iv) Quiz Evening

This was felt to have been a success which we will repeat later in the year.

(v) Hall Attendance

As discussed at the last committee meeting and a query raised at the Co-ordinators' meeting was whether numbers and the seating arrangements at Core Meetings were safe. This had arisen because of a particularly well-attended Core Meeting when the room was crowded.

The question of seating was raised with the Village Hall Committee and they have advised that the limit for the room is 110 seated (we have never reached this) and the chairs must be arranged so that there is an aisle for every 7. They are looking into getting chairs that can be locked together to stabilise them in the event of an emergency evacuation but this is not imminent.

The need to find an alternative venue if our numbers continue to rise will be kept under review.

(vi) First Aid at Core Meetings

It was agreed that we would not follow up organising a first-aider for Core Meetings as it was extremely likely that a qualified person would be present.

4. To Note Outcome of Committee Election, Allocation of Duties and Appointment to Office Vacancies

No-one present was willing to take on the role of Chair. It was agreed that MR would approach JM to see if he would.

AB will continue as Treasurer and will be assisted by PV.

The role of Secretary will be split into Hon/Correspondence, Membership and Minutes Secretaries. MB will be Hon/Correspondence, PC will absorb Membership into his current role as Administration Officer and LB will take and publish minutes.

PC will continue as Webmaster and Publicity Officer and will look after microphones.

SH will continue as Speaker Secretary, shadowed by LB ready for a take-over of the role next year.

MR will continue as Diary Secretary and will continue to organise the Hall Set-up Rota.

MR will ask JB if she will take over the role of making hall bookings for the Core Meetings and the groups that use the main hall and the Westlake Room; and representing us on the Village Hall Committee.

5. Correspondence

The outgoing Secretary, Geoff Kennedy, had left the meeting so no information was available.

6. Reports

(i) Treasurer

AB said that the financial position remained healthy, in fact we have more funds than recommended by Head Office so will need to consider spending some. Subscription for 2015/16 has remained at £10, provided members renew by 30th April. New members and late payers will pay £16.
AB will carry out an audit of all keys for the Village Hall and all U3a assets.

(ii) Secretary

The new Hon Sec MB, having only been in post for 1 hour, had nothing to report.

(iii) Speakers Secretary

All speakers for the year have been booked and are published on the website.

(iv) Publicity Officer

PC reported that the Photographic Group have been invited by The Bugle to make a regular contribution. Although the photographs will not all relate to U3A matters it will be good publicity that the photographers are all U3A members.
In view of the changes on the committee PC will review the Pony Express list and try to establish whether those getting a hand delivery still need one or whether they now have email.

7. Solihull Cluster meetings

Although the cluster meetings were not always very productive it was felt that they are a useful contact with other local U3A groups. Historically they have been attended by the Chair but this can be reviewed when we have one appointed.

8. Meeting Dates 2015/16

It was agreed that we need to have a meeting very soon to review the Chair situation. The best availability for those present was the afternoon of Tues 5th May. MR will arrange and advise asap. The Venue for this meeting will be his house, 100 Needlers End Lane. Other committee meetings will be following the Core Meetings on 27th July & 26th October 2015 and 25th January & 25th April 2016. The July meeting will be in the Westlake Room all others in the main hall at The Village Hall, Station Road.

9. AOB

It was agreed that we should buy the retiring Chair, Mary Dawson, a gift to acknowledge her 4 years in that post. It will be presented at the next Core Meeting. LB to arrange this, one suggestion was a paperweight.