Balsall Common U3A
Minutes of the Executive Committee Meeting held at 4pm
Thursday 5th October 2017 at Balsall Common Village Hall

Present: Jim Melville (JM), Richard Drake (RD), Margaret Burleigh (MB), Jan Baylis (JB), Len Tomnie (LT), Linda White (LW), Ian Hedley (IH), John Peat (JP), Lynn Brinkworth (LB)

1. Welcome and Apologies for Absence:

No apologies for absence as Sally Bell has now resigned from the Committee. It was agreed that a replacement would be required and LT to advertise the position in the next newsletter.

2. Draft Minutes of Committee Meeting held on 3rd August 2017

The minutes of the above meeting were approved and signed off for publication, LW to send copy to Peter Calver.

Matters arising from above:-

a) Membership Application has been submitted by JP, some amendments having been made.
b) Membership form as approved is now on the website
c) The meet and greet 'buddy' system was discussed and the committee agreed to ensure that there was always a committee member at the desk when people were signing in for the Core Meetings and to particularly look out for new members Group Co-ordinators also need to ensure that new members to the Groups are made to feel welcome, this will be discussed at the next Co-ordinators meeting.
d) The power pack for the Lenova laptop has not been PAT tested, RD to follow up.

3. Reports

Treasurer (RD)

No major outgoings since the last Committee Meeting, there are two new renewals one of which is still an issue.
Account Balances:- No 1 account (main account) balance of £4191.25. This needs to last us until the next membership renewal in 2018 and cover most 2018 Third Age Trust costs including Capitation.
No 2 account (the groups account) balance of £3347.35 We have not paid for any Village Hall costs since March (c£1200) although we have now received the invoice for April-June which is being checked.

Secretary (MB)

A list of correspondence received was presented:-
From the list supplied action needs to be taken to remove the Legal Helpline from our website as this is no longer available, MB to discuss with Peter Calver.
MB had received various 'Helpful Hints' cards that were passed to the appropriate Committee Members, these will be discussed at the next meeting.

Membership Secretary (JP)

JP reported that we had another 2 new members. IH to ensure that their names are put on to the lists for signing in at Core Meetings. Concern was raised that members email addresses, telephone numbers etc, were all too easily available. Apparently these lists should only be held by two people in the BC U3A. A separate working group to be organised to resolve this issue (IH, RD & JM).
Concern was also raised that members from other local U3A Groups attend Group activities and we have no official lists of names or contact numbers.

Speakers Secretary (LB)

Speakers for Core Meetings until May next year have been organised. A request by the Personal Support Unit in Birmingham to speak at a Core Meeting was passed to LB via JM, it was agreed by all that we did not wish this section of our Core Meetings to be used for advertising purposes. LB will be attending a 'Speakers Meeting' in the near future. LB also suggested that a new committee member could be a 'fresh pair of eyes' for this Committee role.

Groups Liaison Officer (LW)

Due to a poor response from the new members to the invite to a coffee morning, it was agreed that this event would be cancelled. LW to inform new members, group co-ordinators and cancel the booking with Haigs Hotel.
New Group - A 'Beer/Cider Appreciation Group' has been formed by one of the members, first meeting being held on Friday 6th October.
The idea to form a 'Play Reading' group is not feasible as there are no books available to support it. A basic IT Group was also suggested that would cover items such as 'how to use your phone'. Table tennis is available at the Methodist Church Hall, LT to gather more information. Co-ordinators for the above could be requested via the next newsletter.

4. Core Meeting Dates

JB confirmed all meeting dates are in place for 2018. IH has 'keyholder cover' until April 2018.

5. Village Hall Bookings

JB confirmed that dates (up to June 2018) for the Village Hall and Westlake Room (for U3A Groups) will be confirmed with Jackie Tomnie.

6. Quiz Night

17th November confirmed as date for Quiz Night, poster has been sent out with the last newsletter. There are 60 places available (10 teams), 24 already taken. A member can bring only one guest. Alcohol licence is not required as it is not for sale, members supply own drinks. A light supper as last year will be provided, this will be after the 4th round. LB and RD to shop for the event. Wine will be the prize for the winning team and Chocolates will be the prize for the word search winners. Closing date for payments is 3rd November,

7. Core Meeting Duties

IH has updated this to include the new PA system

8. Next Meeting

Thursday 7th Dec 4pm Westlake Room

9. Any Other Business

It was agreed to hold a Christmas raffle for a hamper, to the value of £50, open to all members. JM to purchase. The draw will take place at the December Core Meeting. JP to arrange a list of members with their membership number which will be put on display. This list of names will be used to prepare appropriate raffle tickets.

The AGM is to be held on the 10th May. RD stated that the Financial Reports would be available for that date.

MB reported that some members of other U3As were surprised by our low membership fee. Secondly a recent member had commented on our good communications including the joining information and The Sentinel. JP to check with Peter Calver to ascertain what exactly was sent out to new members.

JM suggested that the Co-ordinators meeting be held early next year.

JM had been approached by Peter Vine to say that there was a position available as Site Manager at the Hornets Ground where the walking football is held.

Trusteeship to be discussed at the next meeting.