

MINUTES OF THE BEESTON U3A COMMITTEE MEETING HELD ON MONDAY  
7<sup>TH</sup> JANUARY 2019 AT BMC STARTING AT 1.30PM

1 Apologies: L.J. Beardsley and C. Chater.

Present: S. Blackley, C. Billau, M. Gale, A. Pinnock, K. Shipway, S. Austin, R. Eddleston, B. Cooper, J. Patterson, M. Brookbanks, J. Muxlow and E. LeMBrock.

2 Minutes of the December Meeting:

- Agreed and signed.

3 Matters Arising:

- 2 members have signed up to the RUG's.

4 Reports:

Chair's Report:

- The Practical Gardening group wish to adopt a raised bed at the Canal Heritage Centre and the committee has given its approval. **SB**
- The final version of the agenda for the Group Leaders meeting has been approved.
- Wollaton U3A now has a steering committee and Mike Johnson is the chair.
- We wish the Wollaton U3A which is inaugurated on 22/1/19 well.

Treasurer's Report:

- The Treasurer's report on financial activity in December was received and noted.
- PayPal renewal payments going well.

Membership Secretary:

- There were 9 new members which takes our membership to 900.
- When we reach our 1000<sup>th</sup> member they will have free membership for a year.
- Celia to send out an email about the PayPal/Beacon means of renewal. **CB**
- Margot to remind members that they are able to collect their membership cards in church at the open meeting. **MG**

Business Secretary:

- Publicity Liability insurance renewed.
- Beacon cost has gone up from 50p to £1.
- There will be an upgrade to Beacon 2 soon.

Group Co-Ordinator:

- Wine Tasting 1 is changing its meeting day to 1<sup>st</sup> Thursday of the month from March 2019.
- The group leader of Practical Gardening is stepping down.

Publicity:

- New membership pages now live with Celia's instruction document added to the website.
- Breda to let Steve know those speakers that are already booked and to add a short explanation if the subject of the talk is not obvious. **BC/SA**
- Put page back into the rolling notices about sitting upstairs if the members have to leave before the talk at the open meeting has finished. **SA**

Communications Officer Report:

- Group leaders to be encouraged to use Beacon. **CB**
- The present printer is not suitable for printing off a large number of membership cards and so they had to be printed professionally. Should a different printer be bought or continue to pay to have them printed? **CB**

Events Co-Ordinator:

- 10 Disco tickets sold.

Welfare Officer:

- Nothing to report.

5 Notts Network News:

- D. Fischer-Harmon to host a peer support half day for Architecture Group leaders from the Notts Network. Beeston U3A will fund the event.

Succession Planning:

- Nothing to report.

Data Protection:

- Nothing to report.

Beacon/PayPal:

- Discussed.

New Members Coffee Morning:

- Margot to print out information sheet and new and revised membership forms. **MG**

6 Group Leaders Meeting:

- GLs to sit round tables as last year.
- Celia will want to use a laptop and to have it connected to the church screens. **CB**

7 Volunteers Thank You:

- The committee decided that the venue and time of year to be changed – suggested possible venues Resources Centre and Christchurch and the food could be strawberries and cream/ice cream. To be discussed by new committee.

8 Short Story Competition:

- As the competition has been won by the same person for the last two years it was agreed a suggestion for the future could be as follows 'when a member wins the competition then perhaps the following year they don't take part so there is more motivation for the other entrants' S. Blackley to contact H. Stewart.

**SB**

9 Committee Job Descriptions:

- The job descriptions for Chair, Vice Chair, Membership Secretary and Group Co-Ordinator were discussed and changes have been made.
- Sue will draw up a document detailing general responsibilities for all trustees. **SB**
- Next month the JDs for Business Secretary, Treasurers, Minuting Secretary and Communications Officer will be discussed. The appropriate committee members have been asked to look at the current ones and draft any changes/ additions etc. **RE**

10 New Constitution:

- This needs to be adopted at the May AGM. A sub-committee comprising of R. Eddleston - chair, M. Brookbanks and S. Blackley will consider it in depth and then present to the committee. The first meeting will be on Wednesday 23<sup>rd</sup> Jan at 3pm. **RE/MB/SB**

11 Confirmed Future Meetings:

- Friday 8<sup>th</sup> February @ 1.30pm
- Monday 11<sup>th</sup> March @ 1.30pm
- Monday 8<sup>th</sup> April @ 1.30pm
- Suggested date for May Monday 13<sup>th</sup> @ 1.30pm, agreed and booked.

Signed..... Date.....