

Wetherby and District U3A

Minutes of a Committee Meeting held on 5 December 2017

Present: Brian Taylor, John Pentith, Sue Jakeman, Pat Harrigan, Lesley Titchmarsh, Alan Pengilley, Christine Naylor, Delia Wells, Sue Addinall and Lesley Newnham.

1. Apologies: Clive Springle.

2. Welcome: The Chairman welcomed the Members to the Meeting. He advised members that Carolyn Mercer had informed him that she had decided not to take on the role of Events Coordinator from Lesley Titchmarsh or serve on the Committee. Efforts would therefore be needed to find a replacement for Lesley.

3. Minutes: The Minutes of the last Meeting held on 17 October 2017 were approved.

4. Matters Arising:

- **Editorial Position re standing down of current Editor:** See item 6e below.
- **Approval of Liaison Officers – Job Description:** this has been produced by Lesley Newnham and had previously been circulated to the Committee. **The document was agreed.**
- **Table Tennis enquiry re disability:** The advice of the U3A Trust had been sought on this issue and they advised that a risk assessment be made and kept on file. This had been completed by Lesley with copies to the Group Leader, the individual concerned and to the Secretary. In respect of wider issues of disability, special needs etc., a group comprising Alan, Lesley Newnham, Christine and Brian, will meet to consider U3A policy.
- **Data Protection:** This will affect how Wetherby U3A stores information. Guidelines will be issued by U3A Head Office in 2018 and they will then be considered by the Committee.
- **Update on Christmas Showcase:** See Item 6e - Communications.

5. Membership Update: There are currently 1187 paid up members of Wetherby U3A.

6. Reports from Subgroups:

(a) Finance and Admin: Total funds held at 30 November were £16,798.79. The cost of the Wild Apricot System had risen due to the value of the dollar. The invoice for the printing of the Newsletter has yet to be received.

(b) Groups – Nothing outstanding was reported.

(c) Events – Deposits from 40 people have been received for the Ireland Trip. There are still 5 possible places that may yet be taken up.

(d) Meetings – Nothing significant to report, although two good Open meetings had been held since the last Committee Meeting. It was proposed and agreed that after the forthcoming Showcase event there should be an evaluation.

(e) Communications – (i) Editor - Joyce would like to hand over the Editors job next year and there had recently been a meeting to discuss the way forward. It was agreed that a piece be put in the February Newsletter asking for an Editor to work alongside Joyce for a few months with a view to taking over. **(ii) Showcase Event** – 13 December at the Engine Shed - The Chairman agreed to take charge of parking and Joyce will produce a programme and Christmas Card for attendees. Clive Springle will attend in place of the Treasurer. A Meeting for involved groups had been held. There will be six group displays and these will commence with Folk Dancing at 2.30pm and finish at approximately 4pm following the Ukelele Group's programme. It was suggested that the number attending be monitored with a view to a possible change of format in future. **(iii) Volunteers** – To be discussed at the next Meeting. It was agreed that the Chair would write a message for the next newsletter asking for volunteers.

Any Other Business:

(a) Portable Voice Amplifiers – It was agreed that Alan would purchase a small portable amplifier and this would then be assessed regarding its benefit to the membership.

(b) Taster Sessions – It was agreed that non-members should not attend Taster Sessions. Attendance of non-members at Meetings held in homes would be at the discretion of the home owner. If a non-member wished to attend a regular Meeting then they would only be admitted at the discretion of the Group Leader for one or two visits and if brought by a member. All visits would be with a view to joining U3A.

Date of Next Meeting: 16 January 2018 at 10am at the One Stop Centre.
The meeting closed at 11.15am