Carlton, Gedling and District u3a
Meeting of Executive Committee

10.30am – 12.00 pm Tuesday 21st July, Community Room Manor Green

1. Welcome – Barbara Lane, John Preston, Ken Brown, Cheryl Larcombe, Sue Warren, Sandra Stanley, Gayle Harris, Teresa Storey, Teresa Clark (In the Chair), Mark Reynolds.

2. Apologies – Jenni White

3. Minutes – June Meeting – Initials BS were mistakenly used instead of BL – Apologies

4. Matters arising not otherwise on the agenda
   SW is aware that the recent death of a member pictured on the website may cause distress for some friends and family. The pictures may be removed in a couple of months if that feels relevant by those closest to DS

Reports

5. Chair

   a. July Annual General Meeting – good number of members attended for the AGM. CL informed the committee that streaming had stopped as we went to the coffee break, despite trying to log back in the connection could not be made.
   MR delivered reports from the committee, finance, and interest groups. Anton Robinson, independent financier has agreed to review the treasury report once completed for no reimbursement. The final report has not been fully prepared due to continued transfer of bank details from previous Treasurer (PC) to the new team MR (temp) BL and JP.
   Each report was accepted by the members present at the AGM, proposed and seconded for submission to the Charity Commission. SW completed independent minutes for the AGM which have been submitted along with the completed reports

   b. Consultation – TAT- At the recent national meeting it was again proposed that the u3a work toward being cheque-less and cashless. JW attended for C&G u3a; but felt as we have just decided to go cheque-less from the 1st September it would be inappropriate to also introduce cashless.

   c. Committee Table - recruitment – JW would like to continue with the committee table at future GM to communicate to members who we are and what the committee roles entail. Next GM the table will be down in the café area and the sign to "join us" will be altered to ask members to come and talk to us. Action TS add PPP slide to the GM scroll

6. Business Secretary   Update report – AGM report ready for submission to the Charity Commission once the year end statement has been audited and adopted at the GM.

   Action SW book CM and GM venues to the end of year

7. Treasurer

Plans to move forward – Banking with TSB is currently solely in the name of the previous Treasurer (PC) as he has resigned from the role and has not renewed his C&G u3a membership, it is an imperative that we have all paperwork/ documents/ records back so we can maintain standards of GDPR. This includes access to Beacon. Action for GB
MR is working with BL and JP to transfer the business account from PC's personal details to a C&G u3a account that can be accessed by both BL and JP. In the first instance KB, having researched the needs for transferring the account, has sourced the Board Resolution form from the TSB. A Board Resolution form will need to be completed for each of our accounts, include personal details of each signatory and treasurers.
Action KB email copy to GH
Action MR collecting RO 26 – 27, paperwork, USB and 8th sum up device from PC

8. Membership Secretary

Update Membership – Members - 564. Deceased - 1. Resigned - 7. Associate – 31. Guest - 1. Honorary - 7. New members - 9. Outstanding renewal - 63
GB will identify members on Beacon who have not renewed as lapsed on the 27th July

9. Newsletter

Update – Jackie Taylor has agreed to take on the Editor role Action SW meeting JT Friday 24th July.
Gedling Library have contacted SW re receiving the newsletter each month, it has been missed in June and July. 4 colour copies of the Newsletter will continue to be printed for the 4 local libraries.

10. Minutes and Social Secretary
GH has asked to share the role of minute taking at the committee meetings, also highlighted need for a team to organise social events. Advertise as two separate options for members to be involved with. Action – GH compile advert for the newsletter.

11. Interest Group Coordinator

Update –
Indoor Bowls group arranged between RD and CPC will be held the 1st Wednesday of the month, beginning in August.
Creative Writing – current convener has handed the group to another member but will continue to support the admin requirements.
The Science and technology and Transport interest groups have seen progressively dwindling numbers. The committee agreed to review following holidays, taking into consideration the trip to Hucknall Air Museum in September; organised by the Transport group and opened to the local history group.
SS has arranged a convener social event for the 23rd October, including invites for all committee members. Permission from Treasury sought to use funds for the social as has been the case previously. – Agreed.
PD has requested another member take on the ongoing admin organisation of the Meeters and Greeters at the GM and coffee mornings. GH and TC will take over. Action – GH email PD and PO to let them know.

KB suggested that while numbers are low due to holidays etc, if a group is cancelled and members miss the company of their group we could invite them to join a brunch meeting. KB to review options and organise asap. Action TS to add a PPP slide for next GM.

12. Speaker Seeker – MR thanked JA on behalf of members for consistently organising engaging and interesting speakers

13. Marketing – continue spreading posters locally to advertise C&G u3a. SW collating places posters are displayed so far. Continue to search for other options for advertising. Advertise the opportunity for members to be part of a marketing team.

14. AOB

Nil

Next Committee Meeting -10.30am -12.15pm,Tues 25th August, Manor Green Community Centre