

Carlton, Gedling and District u3a Meeting of Executive Committee

10.30am – 12.00 pm Tuesday 26th May, Community Room Manor Green

1. Welcome – Mark Reynolds, Jenni White, Teresa Clark, Gayle Harris, Sue Warren, Cheryl Larcombe, Ken Brown, Teresa Storey Visitor - Barbara Lane
2. Apologies – John Preston, Sandra Stanley
3. Minutes – March Meeting (*copy attached*)
 - a. Matters arising not otherwise on the agenda – **MR Action (5.a)** to contact streaming team re GM streaming outstanding. Will be completed as soon as possible
 - b. SW advised payment for the Adobe programme currently used for Newsletter, will continue to be paid for by the u3a when the new Editor takes over.
 - c. JW discussed changes to pictures on the website with GB and MP, will be changed ASAP. Noted: one of the pictures includes a deceased member; so other members aren't distressed inadvertently JW has asked that conveners let the Committee know if a member of their group passes away. **Action JW**

Reports

4. Chair

- a. May General Meeting - numbers no longer counted due to the nature of the building layout, but the meeting was well attended
- b. MR advised a discussion re. subscriptions for 2027/28 Agreed : they will be held at current levels for the AGM in July.
- c. MR compiling Chairs report for July's AGM

5. Business Secretary

Update report – draft AGM papers - SW in the process of compiling reports for AGM. SW has informed the Third Age Trust and Charity Commission with updated Committee members as Trustees. KB to be added to the list. **Action SW**
Eight Sum up machines distributed to convenors. One available to be borrowed if required. To be added to the asset register - Flip chart stand acquired from RHC. **Action SW**

AGM – 16th July. Anton Robinson remains the C&G auditor.

6. Treasurer

AGM report to be compiled. At present C&G u3a has circa £30k in its bank accounts, the Committee proposed options to utilise money for members benefits. Proposal for GB to update his old current device. **Action SW**

Also suggestion made for the venues to be funded from our reserves and made FOC to relevant groups.

Meeting 28th May with MR, BL, KB and PC to begin handing over responsibilities and resources including debit cards, laptop and phone when appropriate.

Discussion re payment options available for members, do the treasury want to continue with cash, cheques and or PayPal?

JW, TC to continue process as signatories. MR to view statements from bank

7. Membership Secretary

Update Membership – total 569 / new members 5 / leavers will be noted once renewals have been completed.

Remaining members still to renew 145. Associate members 31, 1 guest and 7 Honorary members.

SW suggested a table at our June social for members interested in joining the Committee.

8. Newsletter. CQ has now resigned, SW is willing to compile a 1-page update for June plus the calendar

Future editions / Editor replacement – No volunteers yet, SW asked the printers if they could compile a newsletter for us. The cost would be £300 per month.

Looked at other options and potential for not having a Newsletter each month.

At present continue to try to recruit a new Editor. As confirmed above adobe programme will continue to be paid for by the u3a.

Proposal to discuss with CPC Pastor and Jared re them helping compile a newsletter on our behalf. **Action MR to discuss**

Copies of the Newsletter are given to local libraries, Committee members not always available to take them, if members do go ask them to take.

Discussed giving copies to other venues although, new posters have been printed to promote the u3a (See Marketing below).

9. Minutes and Social Secretary

Summer Social – Mock Trial/ games morning

Set up - 7/8 tables in main hall, Juries of 10 – 12 members per table. Paper & pens, Theatre tickets, Dine out, Suggestion box, Newsletter and other group displays at back of main hall. (Membership Renewal / New Committee members)

Market place – games area, raffle, tea/coffee. Budget for biscuits and cakes agreed GH to liaise with Maggie Martinez re: games **Action GH**

Format – 10.30am start / finish 12.30pm. Games set out for groups to play, tables and chairs set out Wednesday evening with CPC team
Memory stick with Powerpoint to Jared at CPC **Action GH**

Timetable – attached at end of minutes

Wednesday 17th June 4.30pm – GH, MH, CL, WL, TS and TC offered to help set up.
Thank you

Action GH email members for trial evidence characters volunteers. Forward notes to members already volunteered for roles. Also advise about games area.

GH is now overseeing the raffle. Following issues raised at the May General Meeting, the Committee agreed that a written process would be helpful. **Action: GH** draft the process and liaise with the team to organise who will run the raffle at each forthcoming General Meeting. Once Julie returns, she will continue with this process.

10. **Interest Group Coordinator**

Update - trial of Short Mat Bowling at CPC now RHC closed. Bowling group would like the option to continue playing.

New group proposed for members to be part of a 'nature' group, walks, talks and information regarding nature around us.

11. **Speaker Seeker-** MR highlighted JA doing a great job especially in being able to book a speaker at short notice in May

12. **Marketing**

SW provided the meeting with the A4 Posters recently received from the printers, the posters provide salient highlights of the u3a and options for contacting us.

Each Committee member was asked to take a few copies to distribute at different venues they attend.

13. **AOB**

- JW provided feedback to the Committee re, the two meetings arranged at CPC immediately following May's meeting. Pastor Sean moved their arranged prayer meeting upstairs without complaint, but the Committee agreed we need to ensure we don't overrun and use other rooms outside of our paid time.
- Barbara Lane, visitor at today's meeting has agreed to join the Committee, role to be decided. Thank you Barbara. **Action MR / SW**

Next Committee Meeting 10.30am to 12pm, Tuesday 23rd June, Manor Green Community Centre