

Carlton, Gedling and District u3a Meeting of Executive Committee

10.30 am – 12.15 pm Tuesday 25th August, Manor Green Walk Community Centre

1. Welcome – Jenni White, Barbara Lane, John Preston, Ken Brown, Cheryl Larcombe, Sue Warren, Gayle Harris, Teresa Storey, Mark Reynolds, Jackie Taylor
2. Apologies – Sandra Stanley & Teresa Clark
3. Minutes – it was noted that CL had the list of poster locations not SW
4. Matters arising not on the agenda – distribution of colour copies of Newsletter to libraries agreed – collection at GM – JT = Mapperley KB = Gedling CL = Carlton x 2

Reports

5. Chair
 - a. Attendance at General Meeting – approx..120 members with 1 visitor and 3 online
 - b. Beacon Training – in future BT will be advertised online with a self booking format. Richard Downing has offered to run small group training. SW noted some groups did not complete their calendar maybe due to lack of training. **Action JP configure interest groups alphabetically.** Consider if interest groups should be using Beacon to records finances.
 - c. Zoom Training – RD available for additional training if required.
 - d. Meeting Dates – schedule sent by SW for CM and GM. Venues booked until September 2027.Christmas CM falls on 22nd December moved to 17th after GM. **SW to confirm with CPC if space is available**
 - e. Next GM – JW is away and JT agreed to run the meeting.PM is also away. **Action ask Roy Palmer to run the online streaming.**
 - f. Mobile Phones – agreed for CL to continue with PAYG in her name and BL to install new PAYG sim card purchased by MR.
 - g. Committee Members at GM – to be visible to members at GM with lanyards and a committee table.
 - h. CPC Contract – SW has agreed new contracts with both venues to next September.
6. Business Secretary
 - a. Update – SW has updated the Charity Commission and Third Age Trust with details of the new committee members.
7. Treasurer
 - a. Update – BL asked for confirmation of the regularity and data required by the committee from the Treasurer. MR advised that monthly bank figures, and more detailed figures on a quarterly basis should be fine.

- b. JP reported he had attempted to access the Sum-up accounts email prior to the CM today. Microsoft advised there were discrepancies with the email and or username, so he was unable to access further information. He was able to establish that each sum up device is identified differently, making it difficult to follow the data reports.
- c. The Treasury team are working hard to simplify accounts, their accessibility and signatories. JW noted how grateful the committee are for sorting this.
- d. BL confirmed she has the 8th Sum-up device. KB suggested we purchase 8 new devices rather than struggle to sort out the current issues.
- e. BL reported that the bank accounts show a balance of £27,510.69 in total.

8. Membership Secretary

- a. Update – Current membership is 515, non-renewals – 53, these have been contacted. Their reasons for not renewing, has not identified any failings of the u3a. Over the last month we have gained 6 new members, 7 honorary, 30 Associate and 1 identified visitor at the GM

9. Newsletter

- a. Update – JW welcomed JT to the committee.
- b. JT reported she is getting used to the system, adding that she was finding it confusing because convenors send articles to herself, SW and GB. SW has requested that all articles go to her or GB initially for editing then she will forward to JT for formatting. **Action – SW will communicate this to convenors.**
- c. At the August GM there was a shortfall in number of B&W copies of the newsletter. The committee agreed that with greater number of members attending GM's we could increase the print run to 50 copies. **SW to action.**

10. Minutes and Social Secretary -

- a. Social Secretary role – JA has arranged for the Folk band 'The Poppies' to play at our Christmas social from 11.30am – 12.30pm. They have requested refreshments for the group of 8 – 10 people and will take donations. On discussing it was felt a meeting with a couple of the group prior to the function would be useful for both parties to discuss setting up and use of the stage **Action – GBH email JA for contact details.** At the beginning of the December social, we will have a short period for notifications and then 2 skits from the drama group. Both skits will be performed around a table. The raffle will continue as usual and games will be available in the coffee area. Hot drinks and mince pies/biscuits will be free as per usual at our social events. The Social will again begin a 10am. **Action – GBH compile PPP slide for display in Oct and Nov.**
- b. Minutes – GH would still very much like to have a formal second to share this role - can we advertise for a team as soon as possible – GBH requested that a second person be appointed to carry out this role on the committee alongside her. Following mistakes with July's Minutes GBH felt she couldn't keep doing them every month.
- c. General meeting – oversight of Raffle and 'Meeter - Greeter' teams. GBH will hopefully hand back the organisation of the Raffle team to Julie Adamson in September. The team has several prizes bought in August that should last until Christmas. Following that £30.00 of the takings will be held by the team for purchasing prizes each month, this will be additional to the £25.00 float. **Action - GBH to contact PD re 'Meeter-Greeter' team**
- d. Suggestion Box – 2 suggestions received in Aug. Our Local History group visited the Mary Potter Museum on Regent Street, PO suggested it might be worth liaising with other local u3a's to let them know how interesting our members found it. **Action – TS to take suggestion to the interest groups next meeting.** The second suggestion was

for an informal group to gather and be taught safe use of smartphone, tablet and computer for purchasing online. The committee felt a couple of meetings would be useful for members; we would need to source a member familiar with using online purchasing. Action – **GBH to contact JA to let her know we have it in hand.**

11. Interest Group Coordinator

- a) Update – Natural History group – PM has offered to convene this group. The initial meeting was held 24th August so TS and Interest group team are awaiting feedback.
- b) RD arrange a bowling group at CPC for our members, very few attended so it is felt we should advise members they can access the CPC's own session held on Wednesday afternoons.
- c) JT enquired if anything had evolved from the discussion several months ago regarding a curling group. TS confirmed the nearest available facility is in Newark but that at present no further interest has been received for this to become a group.

12. Speaker Seeker

- a. Update. JA has speakers booked at least until Christmas. The Speaker at the August GM was extremely interesting and donations totalled £215.

13. AoB –

- a. MR confirmed this would be his final CM. He has resigned having fulfilled 3 years as a committee member. On behalf of all the committee and C&G members JW acknowledged Marks input and thanked him for being such a great help to us all.
- b. GBH offered apologies for September's CM.

Next Committee Meeting. *10.30 to 12.15, Tuesday 22nd September, Manor Green Walk Community Centre*