

MINUTES OF THE HUCKNALL & DISTRICT U3A COMMITTEE MEETING HELD ON WEDNESDAY 4th JULY, 2018 AT THE JOHN GODBER CENTRE

Present:

Barrie Saunders, Chairman
Christine Berrill, Treasurer
Mark Jackson, Business Secretary
Marguerite Hodgkinson, Membership Secretary
Maggie Huckerby, Speakers' Secretary
Diane Heenan, Co-opted Member

Siobhan Lee, Groups' Co-ordinator
Sandra Green, Minutes Secretary
David Rose, Short Course Co-ordinator
Angela Cornish, Webmaster
Phil Attenborough, Equipment Manager
Dianne White, Co-opted Member

There were no apologies for absence

Minutes of Previous Committee Meeting (circulated via email) were approved and signed.

June monthly meeting

Speaker: Dr Ann Featherstone 'Fools and Horses' – the Victorian circus. There were mixed feelings about this speaker's talk.

Future monthly meetings

- i. **Refreshments** – Chris Berrill had sourced new cups but on investigation she felt the cups used at present were recyclable. She would do further investigation. There were enough cups for the next meeting but then a decision would be made on whether to get different ones.
- ii. **Announcements** - Comments had been received that the former announcements system had been missed by the members. Whilst it was appreciated that only up to date information/changes should be given out at the meeting, it was felt members did like to see representation from the various groups. It was decided to proceed with the new system for a total of three months and then a poll be taken in September to see if this was acceptable to members. Siobhan Lee felt that members would appreciate more "social" time during the break for refreshments and in order to achieve this, announcements should be kept to a minimum, including the Fire Safety announcement. Maggie Huckerby, at a recent Fire Safety course, had been told not to operate fire extinguisher equipment but just to leave premises quickly by the nearest exit. It was also felt group presentations should be restricted time-wise. Sandra Green felt her "And finally" comments at the end of announcements didn't fit in as an individual announcement. There had been comments at the last meeting about how cold the room was (from the air conditioning) and that the newer chairs were most uncomfortable but nothing could be done about this.
- iii. **Group Presentation** - The Singalonga Group would do the Group presentation at the July meeting, with three songs.

Speakers' Secretary

Maggie Huckerby reported that the speaker for July would be Jo Carter on "The Life of a Lady's Maid". She would need a lapel mike and a table. There would not be any slides. Maggie reported she had been contacted by the MacMillan Nurses Network who had speakers available and asked if it was appropriate for us to have speakers from other charities. It was agreed this was OK and Maggie would book them for a meeting next year.

Social Events

- a. **Hog Roast:** This event had been very successful. However it was felt the group "Acoustic Dream" was not quite as good as last year. Because of the group's equipment on stage during the break, the Ukulele Group had to perform in front of the stage and this was not good acoustically. There was a query whether lapel mikes for each member should be purchased. There were also complaints that many people were talking through both performances which added to the problem of hearing the group. At future events an announcement should be made to ask people not to talk during the performances. There had also been comments made that tickets for the event should have been offered to members only at *two* monthly meetings as, when members were away, they missed the opportunity to buy tickets and then couldn't get them as surplus tickets had been sold to non-U3A members.
- b. Sandra Green had received an emailed copy of the Social Sub-Committee Meeting Minutes but hadn't realised the main Committee members hadn't received them; she would forward them on to Committee members.

Webmaster

Angela Cornish said she was still not receiving copies of articles sent to the newsletter by group co-ordinators, who would be reminded by email to do so. Marguerite suggested that Angela's email address should be shown at the bottom of each page on the newsletter in the same way as the newsletter email is shown, this was agreed by the Committee.

Previous Months' Accounts

Christine Berrill, Treasurer, had emailed a copy of the May & June Financial Statements to all Committee members. There were no queries raised.

Christine reported there was no security system on the Committee laptop which she had been given and she was given permission to purchase and install such a system.

Equipment

- a. There was a request from Viv Ellis of the Ukulele Group for sound equipment. Barrie Saunders had received an estimate from Brian Stanley for the extra sound system equipment which totalled approximately £1255. This was discussed fully but it was felt the sound equipment was too large an expense for what would be used for perhaps only twice a year. It was said that this equipment was not suitable for the Drama Group to use, or the Ukulele Group.
- b. In the Social Sub.Committee minutes, Fred Ridley had wondered whether there was a need for a safety rail at the front of the staging. There was a handrail to the left of the stage on the steps and also a handrail to the right of the stage. It was felt that none was needed for the front as the microphone tripod meant no-one needed to get close to the front of the stage.

Short Course Co-ordinator

David Rose reported as follows:

- a. A "Fun, Fat & Fitness" one day course had taken place with 19 people attending.
- b. First Aid Course – David reported that the British Red Cross had been booked for 4th October for a course (focusing on "Falls") for a maximum of 15 people. This was a free course. St. John's Ambulance charge for their courses but this would provide a three year certificate. He asked to which account this cost should be applied and it was decided the Committee Account would be used.
- c. East Midlands Emergency Team would be giving a talk in August.

- d. David was also looking into the possibility of another Dementia course and also a Driving course.
- e. Hucknall U3A archive – David had brought two large boxes of archive folders to the meeting and asked who could store these. One was the Admin one put together by Marilyn Gretton (which was excellent) and the other was a more general one done by John Tedstone. Barrie Saunders agreed to take both boxes and sort out what was essential to keep (ie financial) and would store them temporarily. The possibility of a storage locker was discussed.
- f. Marguerite Hodgkinson had a large supply of U3A stickers and leaflets and she was asked to bring them to the next meeting for distribution to local shops etc. and for the next monthly meeting.

Groups' Co-ordinator

- a. David Rose reported the new "Pickleball" group would be starting 12th July and would be a weekly event from 2-4 pm at the Hucknall Leisure Centre. However there would not be any sessions during August as the hall was pre-booked for out of school activities.
- b. Siobhan Lee was making enquiries about the Tesco Community Room for a new group "Fat Club" being set up. It all depended on how many people were interested.
- c. The proposed River Cruise was going ahead on 15th August.

Membership Secretary

Marguerite Hodgkinson reported that the 700th member number had now been reached although membership this year is 466 at present. On average 200 members are attending the monthly meetings. The updated Membership list had been sent to all Committee members. Marguerite replied to a query about "next of kin" on membership forms and confirmed this was not needed. Temporary membership cards and forms had been sent to those groups requesting them and to the Social Sub-Committee. Marguerite will send temporary member forms and membership cards to all the Group Leaders.

Business Secretary

Six members had attended the introductory training day for the National U3A GDPR/Beacon scheme and they were very impressed with both the demonstration and the system which was very user-friendly. There were three modules – Membership, Group Admin. and Finance – which gave excellent analysis of the contents. The cost was 50p per member per year and 200 U3As had signed up so far. Mark Jackson would re-send the demonstration email to Committee members and said he would be happy to set up the scheme. Siobhan would be involved in the Group Admin. section. It was therefore proposed and agreed that the Beacon system be set up.

Any other business

Policies, Documents & Guidelines – Mark Jackson had enquired what policies, documents and guidelines Hucknall U3A had and Barrie had checked both ours and other U3As (including National U3A) and apparently there were not many, apart from Equality and Disability. It was felt generally there was not much more to be done.

Date and time of next meeting - Wednesday 1st August, 2018 at 10.00 am at the John Godber Centre. Apologies from Marguerite Hodgkinson and Maggie Huckerby.

The meeting closed at 11.35 am.