



Minutes

For Group Co-ordinator's meeting Wednesday 3rd May 2017 at 2:00pm in the Buckingham Community Centre.

Bryan Weston-Thomas (Bridge Club)
 Simon & Susie Kelly (Square
 Dancing/Creative Writing)
 (Chairman & Film Study) Clive Cowdy
 Don Horne (Philosophy & French
 Intermediate)
 Paddy Collins (Treasurer)
 Derek Morgan (Webmaster)
 Geoff Shaw (Alternative French Lunch)
 Marilyn Crawford (Scrabble)
 Helen Preston and Sue Norman
 (Recorders)
 Peter Bowtell (Architecture)
 Julia Morton (Book 2)
 Anne Champion (Book 1)
 Roger Short (Wild Life)
 Margaret Clarke (French Beginners)
 Pam Gower (Painting)
 Barbara Willis (I Pads)
 Sheila Dalzell (Strollers)

Maggie Pringle (Catering)
 Rosemary Gadd (Secretary)
 Gina Crouch (New Members Liaison and
 Line Dancing)
 Beryl Carr (Outings)
 Diane Proctor (Theatre Trips)
 Anne Mack (Canasta)
 Roger Edwards (Croquet)
 Lorna Joy (German, Russian)
 Anne Liddle (Craft and local history)
 Cath Fitzhugh (Flower Arranging)
 Lilia Bogle, (Group Coordinator Liaison)
 Margaret Clarke (Gardening)
 Marion Makin (German)
 Pamela Tonga (Art Appreciation)
 Ani Savage (News Letter)
 Daphne Forsythe (Board Games)
 Sheila Harkness (Bridge Beginners)
 Russell Tobin (Bridge Improvers)
 Mike Weston (Chess)

Ginny Booth and D Morgan (Bus
 Explorers)
 Linda Shiner (exploring the past)
 Judith Dipple (Italian Beginners)
 Anne Mercer (Folk Dancing)
 June Lewis (Friendship)
 Julian Handley (French and Italian
 Improvers)
 P. Ellis (French Conversation)
 Ed Conroy and Jane Albertina (Local
 History)
 Peter Franklin (Music for pleasure)
 Betty Stubbs (Poetry Reading)
 Pam Gower (Painting)
 Jo Taylor (Relax with recorders)
 Dorothy Morgan (Science and
 Technology)
 Judy Austin (Spanish Revision)
 Roger Jarret (Ukulele)
 Dusty Rhodes (Publicity)
 Martin Paul (Vice Chair and Speaker
 secretary)

1. Welcome: The Committee was introduced
2. Apologies (Committee) Janti Mistry.
3. Acceptance of Minutes of the Meeting held on Thursday 7th April 2016 Signed by Clive Cowdy
4. Matters Arising: Pam Tongue: Art appreciation: Asked if Venues were automatically renewed by coordinator. Paddy confirmed this.
5. Chairman's Report:

The chair began by thanking everyone for the work put in to making our U3A such a continued success. He then stated this was an opportunity to ask any questions and raise any issues.

The chair then went on to talk about the turnover of leaders both at committee and GC level.

He pointed out that' the constitution says that nobody can be on the committee for more than 6 years and nobody, except for the treasurer, can hold a particular job for more than 3 years. This



ensures that the U3A cannot be run by a small group and should ensure that there is a continuous flow of people with new ideas.'

He stated that despite a membership more than 800 we struggle to find replacement leaders as GCs and new committee members. He then asked for people to consider taking on the role of shadowing to stand in for absence. Also, currently nearly every committee member does not have a shadow, so he appealed to all to consider becoming one of the committee shadows as a risk-free way of finding out what it is like being on the committee.

6. Group Liaison Officer's Report

Lilia began by thanking everyone for coming stating that GC's were the lifeblood of the organization. She also thanked the new coordinators for taking on the role.

Twelve new groups started this year and some groups had been rearranged to allow more members to join in eg gardening had been split into two to avoid waiting lists.

Lilia requested that each GC had a shadow and that she and Derek the webmaster should be informed of who that might be in case of emergencies.

The current membership stands at 829 members with approximately 84 groups and at present we have 7 new proposed groups which are: Calligraphy, Orchestra, Second Line dancing, Latin, Greek and Guided Meditation

Lilia asked GC's to check their web page was up to date and inform the webmaster of any changes needed. This was to ensure that new members trying to find information are accessing current details. She encouraged GC's to put pictures of activities on the site as it made groups more inviting.

Using the website to inform GCs is a more efficient method. Lilia asked if GC's would verbally pass on information eg about trips, committee meetings and important updates at their meetings. This was agreed. The purpose of this is to cut down the flood of emails to GC's. Derek assured members the website was up to date daily and the notices section held all relevant information.

Lilia then asked that GC's talk to their groups about new start up groups as they are currently taking 3-4 months to get going. Verbal communication might assist this process. Lilia will inform GC's of all information in a monthly e mail.

To support running the groups Lilia pointed to the TAT Guidelines which had been given to all GC's. This is also on the website. She also pointed out that the Third Age Trust offers training and seminars to groups. These are also on the website.



Lilia ended with a request for a shadow to assist her in the task of coordinating groups. She is happy to help and support where needed but felt a shadow would future proof the role.

Comments during the Group Liaison Officer's Report

Lorna Joy: emails to GC's reduced by being put on website rather than email message. This will be in the post section of webpage or what's new section.

Don Horne: Looks daily. Suggests others use it.

Di Proctor: Theatre trips. Have usually filled spaces with last minute email: They do go on website.

Meeting agreed to pass on information re new groups.

eg: Geoff Shaw: French lunch alternative group struggling to get off ground. Only one meeting so far. Printed in newsletter in small version. Frustration experienced. Group leaders could help with this by announcing as part of meetings.

Thanks given to the coordinators.

Clive summarised that for communication there will be one email after the monthly meeting to be conveyed verbally to the members.

7. Treasurer's report:

Thanks to home groups (No Costs)

Prefers cheques payments from the groups rather than cash

Ethos of U3A: Each group to be self-sufficient.

Current Figures from £10 membership: (£11.50 with gift aid 50% of members)

£3.50 TAT costs:

£1.50 Open meeting

£2.00 Newsletters

Not much spare fund so if there is a future shortfall we will contact members as needed.

Marilyn: Scrabble: Can we do bank transfer. Paddy to email bank details

Julian: Friendship. Has anyone approached university for space: Usually donation only so this could be a cheaper venue. Paddy thanked him.



8. Open discussion on Group Co-ordinators ideas and issues

Pam: Art appreciation: Are we having a festive lunch? Clive replied we will be planning one. Complaint re cold vegetables and waiting to be served at last year's event.

Don Horne: Responded. Depends what happens with Villiers.

Ann Mack: Canasta: A couple of years ago membership reduced to £10. Prefer to charge active members. Very hard to change annual subs due to difficulties.

Judith Dipple: Beginners Italian. Do I need to do anything with the information on register Informs attendance/finance numbers and Health and Safety purposes.

Rosemary (secretary) Talked about Readers .org and the support 20 U3a members are giving to readers. She asked that GC's talk to their members about this initiative as it is making a significant difference in the local schools. All information in the news letter or on the board at the open meetings.

The meeting was closed at 2.40