



## BUCKINGHAM & DISTRICT U3A Minutes

For the 228th Committee Meeting held on Tuesday 23 April 2019 at 10.00am in the Buckingham Community Centre

**Present:** Paddy Collins (Treasurer), Steve Heywood (Group Liaison Officer), Lorna Joy (Membership Secretary), Carolina Kenealy (Newsletter Editor), Derek Morgan (Webmaster), Roland Simpkins (Speaker Secretary), Robert Winks (acting for Secretary)

### **Apologies**

Martin Paul, Cliff Dammers, John White

### **Previous Minutes**

The Minutes of the March meeting were approved, one amendment being that there were 44 new members since 1 October, not 1 January. One addition should refer to the New Members Meeting organised by Ginny Booth on 8 May at 10am in the Community Centre. CK was helping with the tea and coffee.

### **Matters Arising**

PC chaired the meeting in the absence of MP and welcomed Karen Burton who was attending for the Group coordinators Lunch agenda item which was taken at the start of the meeting. Discussion took place on the culinary requirements and suggestions put forward were of crusty bread, cheese, pate as well as desserts. She requested a budget figure and approximate numbers which were settled on around £3 per head and a possible 50 attendees. It was agreed that wine could be offered as well as juice, tea and coffee. SH would follow up on confirmed acceptances especially as new group co-ordinators may not have accessed the invitation via Roundcube. The start time of 12.30pm for the lunch was agreed and it was thought that the meeting could start by 1.15pm and conclude by 2.45pm.

There was nothing further to report on the liaison with the Medical School.

CK went on to raise the topic of a "dodgy" email which had annoyed her greatly. It transpired that all group co-ordinators had received this offensive item via Roundcube DM has enhanced the virus checking with additional filters for all GCs and committee members. DM elaborated on the need for up to date virus checkers for private emails. The use of private emails could be unwelcomed by future committee members and group co-ordinators, so PC felt a further training focus on Roundcube would help. DM had highlighted his investigation with U3A on the Beacon system of

communication and membership management costing 50p per member which might eliminate "hacking" and help with membership management.

#### **Treasurer's Report**

PC reported that no pressures on the budget currently prevailed and discussed with LJ the seven year old laptop used for membership as funds were available for a replacement. LJ welcomed this proposal owing to problems creating zip files and other backup issues. PC also reported on demands of updating branch information on the Charity Commission website especially with the number of policies expected which proves to be unrealistic. The Third Age trust was quite helpful in this respect. LJ raised a query of two members overpaying subs and PC was able to raise cheques after the meeting to rectify this.

#### **Group Liaison Officer's Report**

SH reported on improvements with the sound system and updated the committee on two groups Guitar and Bridge Tuition without current co-ordinators. He announced the start of a second ukulele group on the first and third Wednesday of each month commencing 1 May with Keith Newman as co-ordinator. Numbers were now viable for a Spanish for Beginners Group.

#### **Speaker Secretary Report**

RS highlighted a double booking issue with the Royal Navy which had been happily resolved. He confirmed that Brian Freeland would be speaking on "Ladies of the Raj" for the April monthly Meeting on the 24th. He raised the question of the quiz which Dusty Rhodes prepared as a back-up at the monthly meeting if a speaker did not turn up. This is currently not forthcoming owing to his ill health.

PC confirmed that Lilia Bogle's offer to shadow the role of Deputy chairperson should be formally followed up. It was mentioned that Susie Kelly has a talk available at short notice on "looking at big cats in Africa."

#### **Membership Secretary Report**

LJ added her need for a shadow, especially if new members have to be dealt with during an extended absence. She reported that she was preparing data for submission to HMRC and that some matters relating to Gift Aid referred to in the previous minutes might need attention.

#### **Webmaster's Report**

DM raised an issue of communication with the group co-ordinator for Flower Arranging for Fun and CK agreed to intervene. He also advised that he needed co-ordinator names for the Badminton and the second Table Tennis groups.

#### **Any Other Business**

SH thanked CK for the items presented in the monthly newsletter which signed up members receive. DM raised an issue of communication with the group co-ordinator for Flower Arranging for Fun and CK agreed to intervene. He also advised that he needed co-ordinator names for the Badminton and the second Table Tennis groups. CK said that she was working on a quiz for the Summer Social involving initials and PC thought her 25 questions would be sufficient. DM suggested that a quiz involving logos could be tried in the future.

**Next committee meeting 20<sup>th</sup> May**