



## **Buckingham & District U3A**

### **Minutes**

For the 231st meeting held on Monday 22d July 2019 at 10 am in the Buckingham Community Centre

**Present:** Lila Bogle (Vice Chairman), Paddy Collins (Treasurer), Roland Simpkins (Speaker Secretary), Derek Morgan (Webmaster), Carolina Kennedy (Newsletter Editor) and Cliff Dammers (Secretary)

#### **Apologies**

Martin Paul  
Steve Heywood  
Lorna Joy

The Vice Chairman welcomed the Committee Members and opened the meeting.

The minutes of the meeting held on 24 June 2019 were approved.

#### **Matters Arising**

The Committee discussed the Beacon system. The terms and conditions of the Beacon system are a bit onerous and are under review by Beacon. The Committee decided to hold off a decision on adopting the Beacon system in place of the RoundCube system.

The Association can continue to use Access for the membership database. It should be backed up once a month and a copy of the back up sent to a second member of the Committee so the Association always has a secure copy.

It was agreed that the Treasurer will assist the Membership Secretary with the Gift Aid procedures.

The Committee discussed the sound system in the large hall of the Community Centre. Blue tooth should be made available to help with the speaker system.

The Committee considered the upcoming annual general meeting of the Third Age Trust.

No one on the Committee is available to attend to represent the Association. The Committee agreed that the Secretary should ask the Group Co-ordinators if any of them would be willing to attend. The Association will pay their reasonable travel expenses.

The Committee discussed the emergency contact cards members are asked to prepare.

The arrangements for the Summer Social were reviewed and confirmed. The Committee expressed its thanks to Karen Burton and Jo Taylor for their work.

The Committee decided to postpone setting a date for the Group Co-ordinators workshop until Steve Heywood returns.

The Committee discussed the Friendship Group. It had been proposed that it be deleted; the Committee deferred a decision until Steve Heywood could be consulted.

### **Treasurer's Report**

The Treasurer reported that the Association is in excellent financial condition. The groups have become more self-sufficient and membership has grown (subscription income is £12,000). The Committee decided that the social meetings could be free and that the Association would cease charging members to attend open meetings from the September 2019 open meeting.

The Committee discussed the decline in attendance at the open meetings. There were 94 members and guests at the most recent open meeting; in the past the open meetings averaged 120 attendees. Could more publicity attract more attendance?

Carolina Kennedy volunteered to make a poster and it was agreed that the notice of the upcoming open meetings would be put at the top of the newsletter, before the Chairman's report.

In the long term, the Association will have an e-mail address for every member and can send a notice of the open meeting every month.

### **Speaker Secretary's Report**

The Speaker Secretary reported that speakers were scheduled for the next year and there were no problems.

### **Any Other Business**

The Alzheimer's Association has asked to solicit at the Association's Summer Social. The Committee agreed that it could put up a notice board. The Vice Chairman will make an announcement about the Alzheimer's Association at the Summer Social and an announcement will be put on the Association's website.

### **Newsletter Editor's Report**

The Newsletter Editor reported that the newsletter will go out shortly.

**The next meeting of the Committee will be held on 23 September 2019 at 10 am in the Buckingham Community Centre.**