



## Buckingham & District U3A

### Minutes

For the 234th meeting held on Monday 24 November 2019 at 10 am in the Buckingham Community Centre

Present: Martin Paul (Chairman), Lilia Bogle (Vice-Chairman), Paddy Collins (Treasurer), Derek Morgan (Webmaster), Lorna Joy (Membership Secretary), Roland Simpkins (Speaker Secretary), Carolina Kenealy (Newsletter Editor) and Cliff Dammers (Secretary).

#### Apologies

Steve Heywood

The Chairman welcomed the Committee Members and opened the meeting.

The minutes of the meeting held on 21 October 2019 were approved.

#### Matters Arising

The Committee discussed the annual general meeting to be held in November. The draft agenda prepared by the Secretary was approved with some rearrangement of the running order. Specific nominations for the officers are required and a general nomination for the remaining Committee Members. The Secretary distributed nomination forms to all of the Committee Members in attendance.

The Committee discussed plans for the Christmas Social to be held on 18 December. Karen Burton and Jo Taylor will handle the catering. They are authorised to spend up to £500. The Recorders Group will play as members arrive. The Chairman will welcome the members. There will be a quiz, distributed in advance and with additional copies on each table. A drink will be served. The Recorders Group will perform a 10-15 minute concert. This will be followed by readings by the Poetry Writing Group. The food will then be served and the answers to the quiz read out.

There will be open seating and sticky label name tags. The Secretary was directed to purchase the name tags and sharpie pens.

The Chairman reported that he had asked a member to serve as the Technical Resources person but he is not interested. John White has agreed to help his replacement get up to speed. Derek Morgan agreed to serve as the Technical Resources person and will get in touch with John White.

The Chairman reported that the Third Age Trust is holding a workshop in Milton Keynes on 28 November and asked if any Committee Members were interesting in attending. Lilia Bogle will attend. The Chairman will make an announcement about the workshop at the Annual General Meeting.

#### Treasurer's Report

The Treasurer reported that the Association enjoyed a substantial surplus during the year which will enable it to continue not to charge for Open Meetings and hold the subscriptions at the same level.

The Groups continue to be self-sufficient.

The Treasurer had received a notice from HMRC to file an income tax return. He has filed a return, showing that the Association does not trade and had no income.

#### Membership Secretary's Report

The Membership Secretary reported that she has a new laptop and has migrated most of the files to it successfully with the help of the Webmaster.

She has sent an e-mail to Group Co-ordinators asking them to remind their group members to renew their membership.

In a few weeks she will send a list of lapsed members.

There are 750 paid up members of the Association. Approximately 160 members have lapsed their membership.

#### Webmaster's Report

The Webmaster has taken another look at Mail Chimp and does not see anything to be gained from adopting it.

Pam Tonge had asked that Group-Co-ordinators not be permitted to edit their websites. The Committee felt that this should not be allowed.

#### Newsletter Editor's Report

The Newsletter Editor reported that she is receiving offers of articles for the newsletter and that the twice a year publication schedule is working well.

#### Speaker Secretary's Report

The Speaker Secretary reported that speakers have been booked for all of the open meetings in 2020.

#### Any Other Business

The Committee decided that when all the files on the old Membership Secretary's laptop have been moved to the new laptop, the old laptop will be stripped out and used for speaker presentations when the speaker does not bring his/her own laptop.

**The next meeting of the Committee will be held on 16 December 2019 at 10 am in the Buckingham Community Centre.**

Charity No. 1177534