

## ARNOLD U3A

Minutes of Committee Meeting held on Tues 11<sup>th</sup> July 2023 at 10.00am at

The Salvation Army, High Street, Arnold

**In Attendance:** Sylvia Hale (Chair) Hazel Ward (mins), Gwen Isherwood, Chris Gardner, John Gardner, Jean Heeson

1. Apologies : Sue Matthews, Helen Catchpole, Pam Gant, Gwen Whitehouse, Pete Hewitt,

2. Minutes and Matters Arising from committee meeting on 16th May 2023

- a. SH to add docs to each category of last month's minutes
- b. GI Referred to a question asked by HC to do with if a member could bring her disabled son to a u3a meeting. GI pointed out that insurance could be an issue, unless the son was also a member.
- c. SH. Agenda item for future meeting, ahead of our constitution change at the AGM
- d. SH. Future agenda item to discuss encouraging diversity.
- e. Storage for financial records. SH suggested we could ask Nottingham City Council about archiving u3a financial records

3. Minutes of last Meeting - Agreed as a true record (signed by SH, passed to JH for posting then for storing by GI.)

4. Treasurer's report - CG to attach in soft copy.

- CG stated that shortfall of members compared to last year explains lower current holdings
- A potential grant of up to £5000 for publicity at qualifying events was discussed. Types of large events that might be frequented by people fitting the u3a demographic were discussed
- u3a day in September. Arnold u3a and Network not planned anything.
- Lack of good publicity for all such events is a problem.

5. Status Reports

- a. Membership - JG to attach a soft copy of his report.
  - Buddy system for members without email suggested by HW
- b. Business Secretary - GI.
  - Responsibility for Health & Safety and safeguarding needs to be further discussed by the committee
  - Group leaders need to be aware of risk assessment processes that are needed for their interest group activities.
  - CG - All members should be reminded and encouraged to carry their emergency cards with them at all u3a events.
  - The health incident at the July main meeting was discussed. PH doing incident report form. The actions of our doctor u3a member, to be recognised.
  - PH doing risk assessment for the main meeting venue.
  - HC is doing an excellent job with the speakers. Speakers now secured for 12 months. JH to put onto the website.
- c. and d) Interest Groups Coordinator. JC will happily help and support our new Group leader Coordinator SM. The date for the group leaders meeting will be discussed at the August committee meeting.

6. Publicity

Brian Cluff has worked on a publicity A6 sized single sided leaflet/flyer for publicity.

Some positive first impressions from the committee were that a. It was very colourful b. We liked the shape better than the old leaflet and c. The slogan "We laugh; We live" has been used before but BC added "And so can you".

*Hazel Ward*

The committee felt that there could be some improvements to the leaflet and that the final offering needs the work of several people. although there wasn't time to do it at this meeting. It was therefore decided that we could use the next committee meeting to be a working group meeting instead of the regular format, to discuss. BC should be involved in compiling the final leaflet content.

7. Any other Business.

Meeting closed at 11.59 am.

Next meeting Tuesday 8<sup>th</sup> August at Salvation Army Church at 10.00am

*Hazel ward .*