

## Leicester U3A (Charity Number 1083274)

### Minutes of the Committee Meeting

Held on 5<sup>th</sup> July 2022 2pm at Charles Keene Baptist Church

**Host & Chair:** Tony Davison (Chair)

**1. Attendance Present:** Sue Took (minutes); Neil Taylor (Groups Coordinator); Ros Devine (Secretary); Margaret Potter (Membership Secretary); Sandra Barker (Hospitalty & Wellbeing); Bob Collins; Phil Proud; Bob Holness (Treasurer); Karen Closs (Newsletter); Henry Paulinski (Vice Chair)

**Apologies:);** Keith Pyne; Angie Barnes

- 2 Minutes** Committee meeting 31<sup>st</sup> May 2022. Approved. **ACTION TONY/ROS**
- 3. Chair's report.**  
a) No Report given
- 4. Secretary's business**
- a) Circulation of Committee Documents
- Roles & responsibilities for most roles as agreed to be resent to Ros & will be sent to all committee members, Chair; systems admin; speaker finder to be carried forward to next committee meeting **ACTION ALL / ROS**
- b) Induction – An induction meeting will be held on 29<sup>th</sup> July 2022 at 10.30am or 2.30pm at Ros's home for anyone on the committee who have not had induction. Please let Ros know which meeting they are attending (Date change due to other commitments) **ACTION ROS**
- d) Micro Software Problems – Karen will source new laptops up to the value of £600 each; it was agreed at committee meeting on 31<sup>st</sup> May 2022 to buy two new laptops. **ACTION KAREN**
- e) Management of Leicester u3a 40<sup>th</sup> Anniversary; activities progressing well, tickets for Cheese & Wine to be printed soon & on sale in August. Discussion had on whether to have tickets to the Garden Party **ACTION ROS**
- 5. Treasurer's report** –Has been circulated to committee members.  
a) Digital Charities – letter to be sent recorded delivery & reply received. Bob to send another letter stating loss of income **ACTION BOB HOLNESS**
- 6. Groups Report** – report circulated & agreed; A member was verbally aggressive to 4 committee members at the last monthly meeting. A discussion & letter will be given to this member at the next monthly meeting about behaviour. **ACTION ROS/NEIL/DENISE**  
- Any member can organise a group with the approval of the group coordinator or committee this is for insurance purposes.
- 7. Membership report** - Membership currently stands at: **394** (7 Associate, 6 Honorary, 381 members)
- 8. Programme** – no report
- 9. Wellbeing and Hospitality**  
a) Coffee Morning – Coffee mornings finish 12noon – 12.30pm.
- 10. A.O. B** – none

**11. Date and times of next meeting**

Tuesday 5<sup>th</sup> July at Christchurch 2pm – 4pm

Tuesday 30<sup>th</sup> August at Christchurch 2pm – 4pm

**12. Holiday Dates** These were checked and confirmed as:

Ros: Nov 2022 TBC.

Tony: 19<sup>th</sup> September – 3<sup>rd</sup> October 2022; 13<sup>th</sup> – 17<sup>th</sup> October 2022

Margaret:

Karen: 16<sup>th</sup> – 23<sup>rd</sup> September 2022

Bob C. 22<sup>nd</sup> – 24<sup>th</sup> July 2022

Sandra 12<sup>th</sup> – 16<sup>th</sup> September

Neil

Henry: 11<sup>th</sup> – 19<sup>th</sup> July 2022; 4<sup>th</sup> October – 12<sup>th</sup> October 2022

Keith:

Angie: 1<sup>st</sup> July – 10<sup>th</sup> July 2022

Sue:

*MEETING CLOSED @ 16:05*

APPROVED