

## FARNHAM U3A

Minutes of Committee meeting, 1 June 2015, 12.15, at the Maltings

**Present:** Michael A'Bear (Chair), Gordon Barnett (Vice Chair), John Carter (Hon Treasurer), Bernard Whelan (Hon Secretary), Sue Willson, Bruce Oelman, Nickie Brander, Ann Vickers, Joanne Watson, Brian Arthur, Eileen Williams, Patricia Thorns.

**In attendance:** Mary Williams.

The Chairman welcomed Mary Williams to the meeting.

### 1. Apologies: Gordon Stirton.

### 2. Minutes of meeting 20 April 2015

- a) The minutes were approved, and signed by the Chairman.
- b) Matters arising: Eileen Williams will take on the Class Manager job on a trial basis, to see if it fits in with her present function as Venues Secretary.

### 3. Reports circulated prior to the meeting

Michael A'Bear (Chairman) Gordon Barnett (Vice Chairman), John Carter (Hon. Treasurer), Sue Willson (Dir. Of Studies), Brian Arthur (Programme Manager), Eileen Williams (Venues), Bruce Oelman (Equipment Training), Bernard Whelan (Hon Sec).

### 4. Chairman's report

Michael had attended the twentieth anniversary celebration of Haslemere U3A, which had been founded as a "daughter" U3A to our own.

The Third Age Trust had produced a document entitled "The Way Ahead" which all U3As were asked to discuss. Points considered by the committee were:

- a) that U3As should promote the formation of new U3As if they were getting too full. It was agreed that this was not the case for Farnham U3A; the question of recognition of membership of other U3 years was raised: agreed that the present system under which visitors from other U3As may attend meetings at a cost of £1 per meeting will continue; the Treasurer confirmed that receipts are passed on to him.
- b) That we should maintain an open recruitment policy, ensuring that no members of minority groups (including the disabled) should feel excluded, although we should also be aware of what other local organisations are doing for minority groups.

Michael will report to the TAT that we have discussed its document.

Problems concerning the "booking" of equipment had arisen. While the committee does its best to ensure that requests by Groups for particular types of equipment were met, specific crates of equipment cannot be booked.

## 5. Vice Chairman's Report

- a) The equipment cupboard in the corridor the South West Wing: Eileen advised that Maltings says that fire regulations require a minimum width of 1.5 m in the corridor when cupboard doors were open, and this would be infringed if we had a cupboard with hinged doors. Gordon will discuss this further with the Maltings chief executive.

**Action: Gordon**

- b) It was agreed that we do need a cupboard in the corridor, Eileen and Bruce will work out exactly what needs to be stored in it, and this will be limited strictly.

**Action: Eileen, Bruce**

- c) Eileen will get clarification in writing as to exactly what help can be given by Maltings staff in carrying equipment from storage cupboards to individual rooms where it is to be used.

**Action: Eileen**

- d) Out of term group meetings: the committee considered whether Farnham U3A should pay for hire of rooms in the Maltings for individual groups wishing to have meetings out of term. It was agreed by 7 votes to 1 that U3A would not pay, and groups wishing to meet out of term should make separate arrangements with the Maltings.

- e) Obituaries. The committee decided by 3 votes to 2 (others abstaining) that news of members' deaths will not be published on the website or the Owl.

## 6. Hon Treasurer's Report

The Treasurer had circulated a draft budget for the financial year 2015-2016 which was approved unanimously. The committee thanked John for the clear and comprehensive presentation of the budget.

## 7. Hon Secretary's Report

- a) Bernard had circulated a suggested policy concerning bulk emails to members of Farnham U3A as follows:

- i. No more than one bulk email per week will be sent, though it may contain several messages.
- ii. Only the following messages will be sent:
  - from the Chairman, or from the Committee as a whole, addressed to all members;
  - announcing of monthly meetings or project events;
  - from Editor of the Owl calling for entries;
  - announcing spare tickets for Theatre and Concert Clubs outings;
  - announcing open meetings and outings of individual groups.
- iii. Messages addressed to members of individual groups will not as a rule be sent; exceptionally, urgent messages may be sent to members of a large group where it is not practicable for the group secretary to maintain a list of email addresses, but only if there is a general bulk email being sent out that week in any event.

This was agreed unanimously. For the avoidance of doubt it was confirmed that this policy does not affect bulk emails addressed to group leaders and secretaries.

John advised that the offer made to groups last Registration Day, to produce contact lists of their members' email addresses, had only been taken up by one group.

- b) The committee considered the matter of publication of minutes of committee meetings on the website. The last meeting for which minutes had been published was 15 January 2015. It was agreed that the practice of publishing minutes (redacted where appropriate) would resume with the minutes of this present meeting, and that minutes of the last two meetings would not be published. Joanne Watson agreed to deal with redaction and publication of minutes.

**Action: Joanne**

## 8. Programme Manager's Report

- a) Brian is still receiving amendments to the programme. It was agreed that it is to be posted to members on 26 June, Brian will get two quotes for printing. 1500 copies to be ordered.
- b) Brian noted that the Maltings are tending to let the larger rooms more and more to other organisations, and we are finding increasing difficulty in booking for groups needing the larger rooms. We need to start looking for other venues altogether.
- c) Brian also reminded members that the Great Hall will not be available on Registration Day. He has been measuring the rooms which will be available to us, namely the Long Kiln Room, Barley Room and Tindle Studio, and thinks we can just fit although final measuring is to be done. Eileen will enquire if the Tannery might be available as well.

**Action: Eileen**

- d) The Photographic Group had requested purchase of a free-standing lectern/AV stand. This was not agreed

- e) Dates of committee meetings for the next financial year are still to be decided, Sue Willson to consider.

**Action: Sue**

The committee expressed its thanks to Brian for the great amount of work that he has done in preparing next year's programme.

## 9. Director of Studies Report

- a) A member had suggested formation of a new group, "Fun Tennis", at Kingsley Tennis Club: group membership would entail paying subscriptions for membership of that club. It was agreed that this looks like a recruiting drive: taster sessions have been offered, which will be acceptable if they are at no cost, not if they are to be paid for. Sue will enquire further.

- b) It was noted that Fleet U3A has a “Walking Football” group, it was agreed that such a group would be acceptable in Farnham U3A if anyone is willing to lead it.
- c) Both the Monday and the Wednesday Current Affairs groups are full, and a new one is needed. It would have a better chance of finding accommodation if the numbers are kept below twenty-five. It is unlikely that a group leader to start the new group could be recruited from among the members of the present groups, it is more likely that a waiting list could produce members and potential leader for a new group.

## **10. Social Secretary’s Report**

All well, nothing to report.

## **11. Newsletter and PR**

The next edition of the Owl is nearly ready. Pat requested that someone else should take on the PR job, as it involves more time than she has available.

## **12. Venues Report**

Eileen referred members to her written report previously circulated. She noted that the Cellar Bar is no longer available on Thursday mornings, and with other community groups being given bookings, Maltings accommodation is becoming less available to us: it is possible that they are trying to squeeze us out.

The crates inspection team is going well, Eileen was asked to pass on to her team the thanks of the committee.

## **13. Project.**

The final event of the project is a trip to Bath tomorrow (2 June). The Chairman thanked the project leaders Nicky and Joanne not only for managing the project so successfully, but for all their input to the committee.

## **14. AOB**

Arthur asked Bernard to liaise with him concerning the colour of programme cover and membership cards.

Eileen said that we need to have full consideration on the admission of members from other U3A’s to our groups. The moment it was agreed that the attendance fee will continue to apply.

The chairman notified that U3A diaries are for sale, in the past they have been put on sale at Registration. It was agreed that we would not supply them this time, members who want U3A diaries can get them via the Third Age Trust website.

**Next meeting** – 13 July 2015 at 12:15 pm, at Farnham Maltings.  
The meeting closed at 2.15 pm

