

**Minutes of Becconsall U3A Executive Committee Meeting February 14<sup>th</sup> 2019 12pm  
at Hesketh Bank Community Centre**

**Present**

**Liz Baines  
Mike Ellis  
Bill Hall  
Terry Mason  
Glenys Mason  
Gillian McKenna  
Liz Rimmer  
Dave Smith  
Christine Smith**

**1. Apologies**

**Action By**

**Pat Hankin  
Elaine Moon  
Jackie Pickup**

**Minutes – Sue Wilson**

**2. Minutes of the last meeting 10/1/19**

**Proposed as correct- Dave Smith**

**Seconded – Liz Baines – carried unanimously**

**3. Matters arising from the last minutes 10/1/19 – not dealt with elsewhere  
on the agenda**

**It was agreed by the committee that the previous meetings minutes will be emailed to the committee 2 weeks before the next meeting to allow time for any actions to be dealt with. The agenda will be sent out 1 week prior to the next meeting. S.W**

**The alterations to the rota for opening up the hall are completed. This allows 2 members of the committee to be present when opening up. E.M**

**The chairman said that he had been approached by several couples complaining that they had been split up on the opening and closing rota.**

**Resolved that couples would be kept together and singles paired on future rotas.**

**It was also resolved that everyone on the rota will do it for a 4 week period.**

**The chairman to ask Elaine to compile a new rota as soon as possible. E.M**

**A new Bank Account is to be set up with Nat West Bank. Once the main account is set up we will then open a Social Account. M.E**

**Table Tennis and Local History groups have handed to the Treasurer there surplus money over £50, this has been banked under each groups name. L.B**

**Liz Rimmer contacted Tarleton Health Centre as agreed at the last meeting and**

was advised by them that Steve Kirby had already been in touch.  
Bill will speak to Steve.

#### **4. Declaration of interests**

None

#### **5. Open Day at Booths**

Mike will liaise with Booths about the Open Days:

Dates - Friday 22<sup>nd</sup> March'19 / Saturday 23<sup>rd</sup> March'19.

Times – 10am -12pm and 12pm – 2pm on both days.

Members will be asked at next weeks Coffee Morning if we have any volunteers to man the stand on those days.

Three members for each time slot 12 members in total to cover both days.

Dave has produced a leaflet and poster to promote the Open Day.

The posters will be put up around Hesketh Bank and Tarleton and the leaflets will be handed out on the day.

The committee were handed proof copies of the leaflets and posters to look at and a number of amendments were suggested.

Dave asked the committee to contact him by the 21<sup>st</sup> Feb'19 with any alterations to the leaflets or posters that they think are needed.

Glenys said that the heading “The Third Age Trust “ would be confusing for members so that will be deleted and Beconsall U3A will remain as the heading. D.S  
It was agreed by the committee to order 250 leaflets and 50 posters from Banks Printers.

Gillian asked that Guest Speakers be included in the list of activities on the Leaflet.

D.S

#### **6. Local Life.**

Mike has submitted the article to Local Life for the March issue. The article to be circulated to committee members.

M.E

#### **7. New Website**

The website is up and running and we have received some positive feed back from members.

Gillian commented that she was disappointed that there was no mention on the site of the speaker for that day or any future speakers that had been booked.

Mike asked Gillian if she would send him a copy of her speaker itinerary and he would make sure it will be included on the website.

M.E

She also said there is an itinerary on the halls notice board.

Gillian suggested that a Proof Reader for the website would be a good idea. The Committee agreed and will be taken forward.

Mike proposed that we should change the server of the website to one that better suits our needs. This was seconded and carried unanimously.

Mike to take this forward.

M.E

**There will be a Tutorial of the website for members at Thursdays Coffee Morning on the 28<sup>th</sup> February '19.**

**8. AOB**

**Bill will ask Steve where the projector is stored at the moment.**

**Dave will look at purchasing a secure cabinet for storing the PA System and Projector.**

**It was agreed by the committee that once he has found one he could ring Bill for authorisation to buy it plus spare batteries for the mike and an electric socket extension.**

**D.S**

**Officers Reports.**

**Secretary.**

**The new Membership Forms need to be printed ready for membership renewals to start at Thursdays Coffee Morning on 28th March'19.**

**250 forms will be ordered from Banks Printers.**

**M.E**

**Members will be able to access Christine's survey on the website. Members will be informed about this on 21st February'19 at Coffee Morning and the website. M.E**

**Group Coordinator.**

**Dave asked that all ideas for new groups should be brought to his attention before announcing it to members.**

**Treasurer.**

**Income and Expenditure Accounts as at 31<sup>st</sup> January'19**

**Total Income           £9.116.24**

**Expenditure           £7.751.35**

**Surplus                 £1.364.89**

**Balance c/f           £7.039.32**

**Copy of account attached to hard copy of the main minutes**

**Liz stated she is starting to prepare her accounts for the AGM in April ,she asked if anyone would help her collate a list of our assets. Sue Wilson volunteered.**

**there being no further business the meeting closed at 1.25pm  
the next meeting is on the 14<sup>th</sup> March'19**