

**Minutes of Becconsall U3A Emergency Executive Committee Meeting  
Thursday 21<sup>st</sup> March'19 12pm at Hesketh Bank Community Centre**

**Present**

**Liz Baines**

**Bill Hall**

**Pat Hankin**

**Terry Mason**

**Glenys Mason**

**Gillian McKenna**

**Elaine Moon**

**Jackie Pickup**

**Liz Rimmer**

**Dave Smith**

**Christine Smith**

**Guest**

**Maggie Johnson**

**Minutes**

**Sue Wilson**

**1. Apologies**

**Mike Ellis**

**2. Mike Ellis's Resignation Letter / Website**

**The Chairman said he had called this meeting following receipt of the resignation letter from Committee and role of Webmaster from Mike Ellis.**

**The Chairman read emails he had received from Gillian and Dave and Christine in regards to Mike's resignation. Both are attached to the minutes.**

**Bill read Mike's email to the Committee, he was asking for clarification on his role as Webmaster.**

**Points raised were:**

### Website

**Who do I report to? - The committee agreed it should be the Chairman.**

### Website

**Management and email addresses etc management of hosting and domain name, will this continue? - Unanimously voted yes by the committee.**

**Forms and Promotional material have been my responsibility, will this continue and who will I report to? - Committee agreed Chairman and Committee.**

**Bulk emails, will I still be responsible or do I need to pass this responsibility on to other? – committee voted yes that Mike retains responsibility.**

**Charity Commission – Mike to remain as listed contact.  
Mike will stay as a signature on the Bank Account.**

**The outcome of the points raised is Mike's main contact is the Chairman and where necessary the Committee.**

**As stated in the constitution, the Chairman can make an Executive Decision when needed.**

**Any in house information about activities for the website would carry on as usual between the group leaders and Mike.**

**There then followed a discussion concerning Data Protection and the use of photographs on Becconsall U3A website without written approval of the member concerned. Christine Smith, said that she felt uncomfortable with photo's she had taken and forwarded to Mike for publication being on our website and requested that they be withdrawn. The Chairman said that he would speak to Mike Ellis and ask that they be withdrawn.**

**It was resolved that a printed slip be attached to all new membership forms and renewal forms asking members if they consent or otherwise to their photographs being taken and used on the website.**

**At that point (12.20pm) Christine Smith left the meeting.**

**The Chairman said he did not know if he had misread the Committees instructions or conveyed them to strongly when he informed Mike Ellis that the Committee would like to have sight and approval of material that goes on Becconsall U3A website.**

**Shortly after that meeting with Mike Ellis the Chairman said he received Mike's letter of resignation from the committee and asking for clarification on his role as Webmaster.**

**The Chairman said that on receipt of this letter he contacted the Vice – Chair and they arranged a meeting with Mike. At that meeting, Mike expanded on the views expressed in the resignation letter.**

**The meeting continued in a full and frank exchange of views, and resolved in Mike withdrawing his resignation from the role of Webmaster for Becconsall U3A, subject to clarification of his roles and responsibilities.**

**Mike will be invited to committee meetings when an item is raised on the agenda regarding the Website / Forms and Promotional Material. If there is no requirements Mike will submit a written report.**

### **3. Open Day at Booths**

**Dave advised the committee that Christine would not be updating the boards for the Open Day and would not be attending.**

**Bill said we would use them as is and arrangements are in place for the 2 days. Friday / Saturday 21 / 22<sup>nd</sup> March'19.**

**Liz Rimmer suggested sending an email to members who have volunteered to man the stand confirming their day / time slot.**

**there being no further business the meeting closed at 12.50pm**