

## THE MINUTES

of the third meeting of the Tetbury & District U3A Steering Committee held on Wed. 10 July

- PRESENT; Jeremy North, John Rees, Lawrence and Gail Moss, Pat Jackson, Judith Walker, Caroline Langston, Anne Osborne (co-opted)

- APOLOGIES ; Douglas Looman, Gill Parsons, Carmel Burton.

- The MINUTES of the previous meeting were approved.

- DL had produced a FINANCIAL report. All appeared to be well ; money being spent should be covered once cheques were being banked. The meeting approved travel expenses (£40) claimed by Beacon advisor David Barrett. There was a discussion of the pros and cons of the various means of subscription payment. BACS and PAYPAL both had issues ; cheques or cash would be acceptable and a revue would take place in due course. PJ requested guidance from DL on behalf of Group Leaders about their expenses. (see also note below).

- re. BEACON, LM presented a paper on Gift Aid compliance. It was proposed that membership fees for year 2 should be £14 per member. Log-ins for Business and Membership secretaries, Treasurer and PJ would be available later.

- MEMBERSHIP . There would be issues to sort out following the Inauguration Meeting, notably that group leaders would need to ensure that participants were actually U3A members. Membership cards were distributed and judged to be appropriate and tasteful. LM suggested that membership forms could be made 'electronically fillable' but there were cost implications. He also suggested that the national U3A's status as a charity could facilitate the purchase of discounted software. Both issues to be investigated.

- the WEBSITE would require input. All were welcome to make contributions.

- the details of the INAUGURATION MEETING were discussed in depth. GM supplied a 'to-do' list for the day.

- sample publicity for the first MONTHLY MEETING was distributed. It would take place on a Wednesday morning in September, but thereafter, Thursday am would be an option. There could be on-line booking. Membership cards would need to be shown on entry. GM was added to the SPEAKER PLANNING group. Suggestions for venues for GROUP MEETINGS were asked for.

- The next committee meeting was scheduled for MONDAY 5 August at 2 pm

- POST MEETING, in response to a request from a group leader about help with funding for group expenses, the committee was circulated for its views. Overwhelmingly, the response was that groups should, in principle, be self-financing.