## **Committee Meeting Tuesday 13th August 2024 9:30**

## **Venue: The Cottage, Bayview Street, Williamstown**

## **AGENDA**

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| ***DOCUMENTS CIRCULATED WITH THE AGENDA:***   * ***Minutes of July 9th meeting (draft for approval)*** * ***Updated draft Strategic Plan for discussion*** * ***Letter of support to Gellibrand Cricket Club*** * ***Welcome Letter for discussion*** * ***U3A Document Control draft for discussions*** * ***Activities Report – Yvonne*** * ***Communications Report – Sandy Guest*** * ***LSV Beach Program (for approval)*** * ***Arranging a Funeral (for approval)*** * ***Introduction to Comparative Religions (for approval)*** * ***Men’s Dinner (for approval)*** |

## **WELCOME, APOLOGIES & CALENDAR OF ABSENCES**

## Welcome

## Apologies:

## Calendar of planned absences – review (see table below).

|  |  |  |
| --- | --- | --- |
| PERSON | WHEN AWAY | COVER NEEDED? |
| Phil Quinn | 26/8 to 21/9 | Committee to cover |
| Ian Barclay |  |  |
| Sandi Fallshaw | 25/10 – 6/11 | None needed |
| Sandy Guest |  |  |
| Yvonne Davidson |  |  |
| Bronwyn Mills | 2 weeks August – 2 weeks September | None needed |
| Ruth Patching |  |  |
| Clara Brack |  |  |
| Lars Jonasson |  |  |

1. **MINUTES FROM PREVIOUS MEETING**

Confirmation of the Minutes of the meeting **9th July 2024**

1. **CORRESPONDENCE RECEIVED** 
   * Gellibrand Cricket Club re grant submission to HBCC to upgrade the sound system at Digman Reserve pavilion
   * Letter from ATO re our reporting requirement
2. **BUSINESS ARISING FROM THE MINUTES**

* Review the Action/Strategic Plan –
* Wifi for Digman Reserve

1. **FINANCE UPDATE BRONWYN MILLS** 
   * Finance Update
2. **GRANTS REPORT**

* Current status **SANDY GUEST**

1. **ACTIVITIES UPDATE YVONNE DAVIDSON**

* Any new activities to review & approve?
  + LSV Beach Program
  + Arranging a Funeral
  + Introduction to Comparative Religions
  + Men’s dinner

1. **COMMUNICATIONS SUB-COMMITTEE UPDATE SANDY GUEST**

* UMAS
* Website update
* Newsletter
* Newsflashes
  + Next newsflash – When?

1. **CONVENOR SUPPORT CLARA BRACK**
2. **ANY OTHER BUSINESS**

* Document Management **LARS JONASSON & PHIL QUIN**
* Welcome Letter
* Fundraising Opportunity - United Energy Around the Bay

**11. UPDATES IAN BARCLAY**

* U3A Network Update
* U3A Western Region Update

**12. DISCUSSION FOR FUTURE DIRECTION OF U3A**

* Roles and responsibilities of Committee members

1. **NEXT MEETING DATES**