## **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)***
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## **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**