



Committee Meeting Tuesday 13th August 10am The Pavilion
MINUTES

DOCUMENTS RELEVANT TO THE MEETING

- *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*
- *Communications Report – Sandy Guest*
- *Activities Report – Yvonne*
- *LSV Beach Program (for approval)*
- *Arranging a Funeral (for approval)*
- *Introduction to Comparative Religions (for approval)*
- *Men’s Dinner (for approval)*

1. WELCOME, APOLOGIES & CALENDAR OF PLANNED ABSENCES

- President Opened the meeting and welcomed all attendees
- Apologies: Bronwyn Mills
- Present at meeting: all other Committee members present
- Calendar of planned absences

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

2. MINUTES FROM PREVIOUS MEETING

Minutes of the meeting 9th July were confirmed, with an amendment re abusive member

MOVED SANDI; SECONDED IAN- Carried

3. CORRESPONDENCE RECEIVED

- Gellibrand Cricket Club re grant submission to upgrade the sound system at Digman Reserve pavilion
- Letter from ATO re our reporting requirement
- Email from Peter Doull re the pool at Laverton
- Letter from Maribyrnong U3A re our members in their Italian class, and requesting to use our space. Followed up by Yvonne. Cottage only available Thursday and Friday afternoons. Ian advised space at Dennis reserve is available. We will support them

MOVED PHIL; SECONDED YVONNE - Carried

4. BUSINESS ARISING FROM MINUTES

- Review the Action/Strategic plan. All committee members took part to amend their goals in the original draft. Sandy and Sandi to review for presentation to ratify the document at the September meeting. **ACTION: SANDY & SANDI**
- Wifi for Digman Reserve. Ian to follow up with Cricket Club. We will offer to pay half the cost for a full year of coverage. Ian to follow up with Cricket Club **ACTION: IAN**

5. FINANCE UPDATE – Bronwyn Mills

- Report received from Bronwyn. We have a balance of \$32,722. 10 new member subscriptions. It is recommend we put \$15,000 into managed funds **ACTION BRONWYN**

MOVED BRONWYN; SECONDED PHIL

6. GRANTS REPORT – Sandy Guest

- Report received and circulated to Committee

7. ACTIVITIES UPDATE - Yvonne Davidson

- Report received and circulated to Committee
 - As a result of our news flash 42 activities were suggested. 17 people responded and 4 offered to be convenors
 - A proposal received from an accountant offering to run an Activity on Superannuation and steps needed to prepare to enter an Elder Citizens Centre. We will follow up and ask for further details before a decision is made.
 - Issue raised re our previous decision not to offer activities currently being conducted elsewhere in the community. This policy will be amended. We will look at each suggestion on its merits, and its relevance to our community
 - Venue for Art Exhibition. Dennis Centre would be ideal but it does not have any hanging facility for the paintings. Ian to discuss with HBCC to see if they will pay for hanging space. Currently we are booked at the Library

Activity	Convenor	Approved Y/N
LSV Beach Program	Ian Barclay	Y
Arranging a Funeral	Ian Barclay & Ann Young	Y
Introduction to Comparative Religions	Roger Hampson	Y
Men’s Dinner	Phil Quinn & Lars Jonasson	Y
Proposed: Christmas Function <ul style="list-style-type: none"> • Proposal form must be completed and submitted 	Vinny Fitzgerald	

ACTION: YVONNE

8. COMMUNICATIONS

- UMAS – Nothing to report. Usual day to day activities being done
- Website – Nothing to report
- Newsletter – 2 profiles to be submitted for next edition **ACTION: Phil and Clara**
- News flashes – material needed for next news flash



9. CONVENOR SUPPORT – Clara Brack

- Clara is continuing to offer support as needed, mostly on UMAS

10. OTHER BUSINESS

- Document Management – Lars presented an initial draft of our document management protocols, for revue
- Welcome letter. This will be sent out to all members when subscribing/renewing. Phil to amend to bring up to date. He will circulate when finished for amendment/ratification

ACTION: PHIL

11. NETWORK UPDATES - Ian Barclay & Phil Quinn

- U3A Network – refer to U3A Network Newsletter circulated by Phil
- U3A Western Region – Nothing to report.

12. DISCUSSION FOR FUTURE DIRECTION OF U3A

- Roles and responsibilities of Committee members
 - Ruth will not be standing next year.
 - All other committee members attending have indicated they will stand again.

13. NEXT MEETING DATE 10th September, 9.45am, at the Pavilion

- Meeting closed at 12:20 pm