



Committee Meeting Tuesday 10th September, 10 am

Venue: The Cottage, Bayview Street, Williamstown

MINUTES

DOCUMENTS CIRCULATED WITH THE AGENDA:

- *Minutes of August 13th meeting (draft for approval)*
- *Letter from Ben Pollard*
- *Activities Proposal for a choir*
- *Activities Proposal for a music group*
- *RAS Kit – re My Aged Care*

1. WELCOME, APOLOGIES & CALENDAR OF ABSENCES

- Vice President Ian Barclay welcomed all members
- Apologies: Phil Quinn, Sandy Guest, Ruth Patching & Bronwyn Mills
- 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	10/9	
Yvonne Davidson		
Bronwyn Mills	2 weeks August – 2 weeks September	None needed
Ruth Patching		
Clara Brack		
Lars Jonasson		

2. MINUTES FROM PREVIOUS MEETING

Confirmation of the Minutes of the meeting 13th August 2024

MOVED: SANDI SECONDED: YVONNE - CARRIED

3. CORRESPONDENCE RECEIVED

- Letter from Ben Pollard – HBCC Acting Manager Arts Culture & Community, outlining the changes to the level of Council services and presence at events, festivals or launches/openings during the election period – from 17 September to 26 October 2024
- Flyer re Adult Learning Week 1-8 September

4. BUSINESS ARISING FROM THE MINUTES

- The review of the Action/Strategic plan will be held over to the October meeting when all committee members can attend

5. FINANCE UPDATE

BRONWYN MILLS

- Bank Balance August 31st \$33,173
- Monies Received
 - 9 Membership Subscriptions
 - 22 Christmas Lunch
- Payments Made
 - Electricity \$161
 - Telstra \$89



- Art Exhibition \$136
- Kitchen Equipment \$238
- Bridge Supplies \$127
- Toner \$92
- Bronwyn enquired at bank re adding to the term deposit. They recommend that the process is easier if we wait until January when the current deposit will be at end of its term.
- Ian advised there was another expense, as repairs were needed to the male toilet outflow of \$650. This invoice was sent to Bronwyn

6. GRANTS REPORT

SANDY GUEST

- Acquittal for Smarty Grants Hobson’s Bay completed and all monies spent on catering for workshops and catering equipment.
- Monies spent on microphones, whiteboard from the \$660 grant from Council.
Arts Exhibition – report from Ian. So far \$600 has been spent on materials, wine (on special). More to be spent on materials and food, Council have agreed to put up rails to hang paintings. We expect to be able to hang 50 of various sizes.

7. ACTIVITIES UPDATE

YVONNE DAVIDSON

- New activities to review & approve
 - Join a Choir
 - Join a Music Group
 - Beach Program – date 4/12 and will be based around the safety of older people.
Ian to update
 - A session on Finances for older people at the Pavilion in November
 - Play Readings (2025)
- All approved. Lars to activate on UMAS
- Yvonne to provide a list of activities using the Pavilion to Ian
- Ian to provide a list of activities at Dennis Reserve to Yvonne and Lars. Currently the Council does not have a booking plan for the use of Dennis Reserve. This has created some misunderstanding with other groups using the space. Ian is having a discussion with Council
- Christmas Party – there are currently 31 persons enrolled

8. COMMUNICATIONS SUB-COMMITTEE UPDATE

SANDY GUEST

- UMAS
 - Lars provided some useful information on waitlisted persons. We to check on people who have registered but have not enrolled in an activity **LARS**
- Website update
 - Query re 2024 AGM minutes. We to advise they cannot be posted until approved at next AGM **LARS**
- Newsletter
 - Copy needed by end of next week
- Newsflashes
 - Next newsflash – this week and will only cover details from Clara re the need to recruit more convenors

9. CONVENOR SUPPORT

CLARA BRACK

- Clara is currently working with Yvonne on the Choir activity
- A convenor bulletin to be sent out to encourage more male participation and promote the use of the new microphone and how it is used. It is very easy to use and currently in the storeroom in the Cottage. It will be useful when we have a guest speaker



10. ANY OTHER BUSINESS

- The Document Management protocols now complete and on the web site

LARS JONASSON

11. UPDATES

- U3A Network Update
- U3A Western Region Update
 - Nothing to report

IAN BARCLAY

12. DISCUSSION FOR FUTURE DIRECTION OF U3A

- Roles and responsibilities of Committee members – This will tie in with the Strategic Plan

13. NEXT MEETING DATES

8th October at 9:30 in the Pavilion. The meeting closed at 11:15am