

Minutes

Goulburn Valley U3A Committee Meeting

Wednesday February 14, 2018 at 3pm

Committee Members: Madeline Dyer, Barbara Brown, Carole Trotter, Bridget Brisbane, Glen Burdekin, Kerrie Midgley, Greg Barnes, Sue Walmsley, Sally Parker, John Hetherington

Apologies:

Absent: John Hammond

Minutes: Moved: Brigitte
Seconded: Greg Barnes
that the minutes be passed with these corrections
1] John Gribben's secretary is, in fact, Alison
2] Don Brisbane should have been Don Roberts
3] Elsie Bullock is, in fact, Elsie Mutton
Passed

Correspondence In: Late

- Completed nomination forms from 6 members as following..
Ray Watt for Committee member
Sue Walmsley for her current position of Catering officer
Kerri Midgley for the position of Treasurer
Greg Barnes for his current position of Course Coordinator
Sally Parker for the position of Treasurer
Glen Burdekin for her current position of Committee member
- RACV offer of a presentation aimed at older members of society
- Notification that a fire extinguisher inspection was carried out in February
- Letter from Mary Heneghan, Leader of the Writing4Pleasure group, requesting that the Committee subsidise the printing costs of the publication of their 2017 writing results

Moved: Carole
Seconded: Glen
that the correspondence be accepted. Passed

Business Arising from Correspondence

- Madeline, Barbara and Carole worked on, and submitted to the Greater Shepparton City Council's Round 2 of grants, an application for a \$500.00 grant to fund training in the use of the defibrillator

- RACV offer handed to the President who will book that organisation in the future for a Social morning
- Mary Heneghan spoke to her application. The President suggested that in future she might speak to Heather Earl at the Council re Grants application. The Committee approved the granting of \$100.00. Moved Carole, seconded Kerri. Passed.

Reports:

Treasurer

Carole spoke to her report. She corrected the mistake in the balance. She explained that the money on hold had come due and was accessible but she had not transferred \$5,000.00 into our cheque account as our financial balance was much healthier now due to the early payment of fees.

Sally asked to see a copy of the cleaner's quote as she missed the last meeting- to be provided by the Secretary

Moved by Carole that the Treasurer's report be passed
Seconded Madeline.
All were in favour

U3A Network

- Proposed Network meeting on May 6 and 7 this year- there is a meeting on Feb 15 with several members of the U3ANetwork Education Committee including Anne Thompson regarding this matter. Suggestions were made for a tour on Sunday May 6
- March 21 – there is a Network meeting which needs an attendee. Several members are not sure at the moment [Barbara, Greg]. Carole will consult with Jan Maude on possible attendance.

Hall Report: - .

- Toilet locks in the Disabled- pending still as wish to get OH&S approved lock. Sally suggested that we purchase an Australian approved lock from Bunnings and Carole suggested getting Bobbie Dohnt to install it.
Motion: Moved Carole, seconded Greg, that this be done. Action- Carole
- John Gribben has been today to look at the pile of dirt- some to go at the front where holes have been dug, some at the back on the garden beds
- The sagging ceiling in the shed has been fixed
- David Muir can go ahead with the shelves in the store room as the electrical work has been done- Carole to advise him.
- Fan in kitchen- John Gribben looked at today and suggested that it could be replaced by a window. **The offer was accepted ? correct.**

- Smoke alarms – Barbara to ask John Gribben as she will be seeing him on other business
- Kerri mentioned the stain on the new carpet which was untreated for several days after it happened although it has now been attended to. It was suggested that this be mentioned in the newsletter and Greg will notify the Course Leaders.
- Those people requiring a key need to contact John Hammond eg . the incoming Treasurer's need a key to the office.
Motion Moved Sally, seconded Barbara, passed, that appropriate keys are provided to all committee members

Course Coordinator

There are pleasing initial numbers in many courses.
Gardening is a new course

Catering: Sue asked about the plumbing of the extra hand basin in the kitchen for kitchen functionality. **What was the outcome here?**

Membership: 200 **??correct**
The President suggested asking members to comment on their experiences on Facebook as an advertising method

Risk Management:

- Instructions for the operation of the Hall fans- Madeline/Carole-finalised
- First aid kits- both mobile kits have been checked
- Carole will investigate Test and Tagging
- February Risk Management was read and we are complying with all aspects.

Motion that Risk Management be accepted as accurate moved Sue, seconded Glen. Passed

General Business:

- Painting of hall- grant –Carole still to speak to John Gribben but Barbara will speak to him instead about this, along with other items.
- ACFE- for discussion at next meeting and then we send out ideas to the Network to put to the Government eg. Learn Local doesn't fit our circumstances. The Committee has been sent all the paperwork as it arrives. Barbara suggested that we ask Susannah Sheed to approach the Minister regarding the ACFE funding.
- Council and power supplier- still pending, waiting on Council decision
- Anniversary- discussion of ideas eg photos, cakes speakers. No date set. A working committee will be formed. Carole will bring a list of helpful people eg photographers, to next meeting.

- Treasurer's position/ Membership Officer.
Derek Poulton wants to step down from his role in the membership register and from making the membership badges. Sally, as prospective Treasurer, was not aware that this duty [as in Membership record keeping and badge making] was included in the role of Treasurer. She advised that she and Kerrie would both be away a lot this year. Carole advised that she would volunteer to continue doing the list to save Kerrie from doing, but not if she [Carole] was Secretary.
Motion--Carole moved a motion to create a new position of Membership Officer within the Committee [seconded Brigitte, passed]
Carole will continue to do that role until Kerrie and Sally take over.
Stubbs and Wallace are currently doing the audit in time for the AGM.
- Glen is not available to take a position at the moment as she will be frequently away for the first 6 meetings of the year
- Brigitte spoke to her old publicity job [which has not been filled for a year] which included organising speakers, organising the printing of pamphlets, making up folders for new members, library display, publicity
- Carole asked that an old piano stool be removed from the premises as in the way.

Meeting closed: 4.50pm

Next meeting: Wednesday, March 14, 2018 @3pm

GV U3A Financial Report

February 2018

Bendigo Bank Account 1201 (General Account)

Balance as at 13/02/18 **\$7538.07**

Accounts to be ratified

Gail Jelliff \$58.00 Newsletters

S&F Cleaning	\$1027.00	Cleaning Account
Nigel Wong	\$60.00	Mowing Account
Kerrie Midgely	\$81.37	Office/Hall Supplies
Fairleys IGA	\$90.12	Refreshments
Telstra	\$50.85	Telephone
Greg Barnes	\$47.75	Office Supplies

Balance on Hand	\$7438.07
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Bendigo Bank Account 1202 (Trip Account)

Balance as at 13/02/18	\$7401.36
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Balance on Hand	<u>\$7401.36</u>
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Total Cash on Hand	\$14839.43
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Bendigo Bank Term Deposit

Balance as at 8/11/17	<u>\$15000.00</u>
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Total Bank Balance	\$29839.43
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New Member 2018

Kay Boast, Nancy Barca, Kath Eade, Cheryl Follett, Dave Jones, Keith Knight, Bill Kuewnapfal, Marie Kleinitz, Jill Myers, Kay Mulcahy, Kiki Passenheim, Michael Worcester, Ann Worcester.

Total paid Members 170
