

Malvern Branch

Charity Reference number: 1069591

Minutes of Trustee meeting Friday 29/11/2019: 10am @ The Cube (VF)

Present: Angela Cantrell (AC), John Elkington (JE), Val Fare (VF) (Secretary), Tessa Hartog (TH), Roger Hunt (RH), Brenda Johnson (BJ), Sue Lamberton (SL) (Chair), David Oliver (DO) (Treasurer), Janet Oliver (JO), Richard Phillips (RP), Linda Scott (LS), David Street (DS) Jeff Thorogood (JT).

Apologies: None

Committee attendees introduced themselves

1. **Minutes to the previous meeting** – amendments to 1b made and signed.
Item 4: Roger Hunt (The Cube Liaison) Trustees discussed the agreement between Malvern U3A and The Cube as the latter is working on a new draft agreement.
2. **2.1** Chairs have arrived at the Bowling Club, 10 chairs and we have paid half the price ie £20
2.2 "To extend space for the email address..." Done already.
2.3 On rare (non-existent) occasions when an accident form required. No change agreed.
2.4 Nothing to report.
2.5 Decided against
2.6 Committee members to come with suggestions for the 25th anniversary (2020) at the next meeting in January.
3. **3.1** Financial report. Grateful for the work of our Treasurer, David Oliver. Need to change the wording for Gift Aid by couples on the subscription sheet. Treasurer will re-jig the wording on the subscription form and this will be reported in the bulletin. Funding bids – nothing to report.
3.2 Discussion went smoothly except the chairman's report did not go on the website but is now in document form on the website. It was agreed that refreshments at next year's AGM should take up 15 mins after AGM and before the talk which should start at 3pm.
3.3 VF – Secretary; JO – Group Co-ordinator; DS – Venues Co-ordinator.
DS asked to book theatre for September Malvern U3A Groups Fair
3.4 Already done.
3.5 John Price – equipment officer; Roger Hunt- members' support; No technical officer. JT proposed and TH seconded the buying of a laptop for the U3A secretary, and John Price requested to get another Hewlett Packard laptop.
4. **AOB** Agreed to ignore Australian health book received by the Chairman.
Website up to date. Individual emails updates.

Trustees meeting dates (3rd Friday of every other month) 17th January; 20th March; 15th May; 17th July; 28th August (to discuss Groups Fair); 7th September (Groups Fair); 16th October; 24th November (AGM); 27th November Wash-Up for AGM 2021 to be booked; 15th January 2021.

NEXT MEETING FRIDAY 17th January 2020: 10am The Cube

Signed _____ Sue Lamberton

The Minutes above were approved with a minor amendment to 2.1 at 17 January 2020 meeting.