

**U3A Ballina/Byron Inc
Committee Meeting
Thursday 6th June 2019**

The Vice President opened the meeting at 11.05am

Present: Warren Hastings Harris, Sue Bell, Barb McCall, Ann Neal, Richard Grzegorzulka, Diane Cuthbert, John Reid, Gerti Krebs, Heather Munro, & Jill Gibbons.

Apologies: Greg Unwin

President's Welcome: The Vice President welcomed participants to the meeting.

Conflict of Interest: Warren asked for any conflicts of interest to be declared in relation to the agenda – none were raised.

Minutes of previous meeting:

Move that minutes of the previous meeting be accepted: Sue Bell Seconded: Diane Cuthbert
Carried: All

Business arising from the Minutes:

- Re meeting with Council regarding U3A inclusion on the lease for Fripp Hall - Richard asked how soon should we engage with the Sports Club & local MP Tamara Smith. Sue said Greg returns tomorrow & we should wait till then. She reminded the meeting that only the Minister has the power at the moment to alter the terms of the lease. This power will be transferred to Council but we have no timeframe. A meeting with Peter Plumber, Geoff Jacobs of the Sports Club and ourselves with Tamara Smith in an informal manner asking for guidance of how to proceed through this transition period best serves our interests.

Correspondence In: - Telstra/Westpac Statements

Correspondence Out: Sue wrote a letter addressed to Council for tutor Rick Dillon who wished to hire Nth Creek Hall for his class – he needed a U3A letterheaded document to get the community discount hire rate.

President's Report: Nil as Greg was away

Treasurer's Report: see attached

- Bank accounts reconciled to 31st May 2019. Total of 4 accounts & floats = \$126,564.38
- Term Deposit 3 matured 20th May & was re-invested. Interest earned = \$166.54
- Tax problem on accounts now resolved thanks to bank assistance
- Total May receipts \$2,859.23; expenses \$2,798.04; net position \$61.19
- 21 new members & 5 membership renewals
- Mother's Day stall raised \$495.35; Biggest Morning tea \$393.45; Craft group stall \$170.40
- Barb informed the committee that our Load & Go card expires at end of June & suggested amount on card be increased to \$1000 so purchases can be made rather than reimbursements to committee members.
Di Cuthbert moved that Load & Go limit be increased to \$1000 Agreed: All
- One off refund of bus fee \$30 to be given to Margaret Robinson who missed the bus. Margaret is a founding member of U3A & needs assistance. The committee agreed that in future one of us will pick her up at home – Move that refund payment be made: Sue Bell
Seconded: John Reid Carried

Move that treasurer's report be accepted & all payments made be ratified: Sue Bell Seconded: Jill Gibbons Carried: All

Secretary's Report: see attached

- U3A Facebook – only members will be able to post items but anyone can look at the page. Posted items will first be vetted by Sue & Andrea. Please invite as many U3A members you know. Di asked if need for guidelines to be sent to members. Sue suggested we wait & see how it goes before making decision. All agreed.
- Of 629 members 63 are unfinancial (reduced from 100 thanks to tutor efforts) so deadline will be at end of next week when all unfinancial members will be deleted from the database & then Sue will send out updated list.
- Sue will be away from 22nd June to 5th August (apology for 4th July meeting) – would like to get Newsletter done on afternoon of 21st June. All agreed.
- Speaker's Forum 21st June beginning time changed from 10am to earlier time of 9am so French classes can commence at 11.15am. 9am is the new start time for all future Speaker Forums – Sue will send out notice of time change in the Mid update email.
- TFN item still outstanding. Sue has not heard back from ATO. Barb suggested that the lap top be given to Heather while Sue is away in case get some reply from ATO. Sue offered to print off the letter we sent to ATO as a ready reference in case something changes.
- Wifi out of date so Sue will renew before leaving so can access internet if need be.

Move that Secretary's report be accepted: Di Cuthbert Seconded: Heather Munro Carried: All

Mullumbimby Report:

- Gerti has reduced classes to fortnightly but is desperately looking for an Arts Appreciation tutor for second Tuesday of the month. Gerti will put a request for a tutor in the Newsletter. Have received no response from the Brunswick Valley group re reciprocal rights between them and Ballina U3A.

Move that Mullumbimby report be accepted: Sue Bell Seconded: Jill Gibbons Carried: All

Social Report:

- Bus trip to Ulmarra very successful
- Piano bar 21st June at Ballina RSL 4.30pm
- Coach trip 'Tour of Cardiff Alpaca Farm' organized by Probis Club 24th July
- Christmas in July organized by AIR group at Ballina Jockey Club 24th July
- Heather suggested we include in the enrolment form a 'Social email list' tick-box for those people who are interested to get onto the list & be informed what's happening.

Move that social email list tick-box be added to enrolment form: Di Cuthbert Seconded: Sue Bell Carried: All.

Barb suggested that perhaps we should have a tutor's meeting report – Gerti felt not necessary. Gerti will send a reminder of the next tutor's meeting to the Website, Newsletter & tutors.

General Business:

1. Insurance: (see report attached)
 - Barb contacted the treasurer of Network U3A Richard Coggan re Protector/Association Liability & Voluntary Workers Personal Accident Insurance as our insurances were due 31st May. In response to the Network's very favourable negotiations with our current Public Liability Insurance Broker Aon, Barb has accepted Aon's quotes giving us a savings of \$561.14. However, Aon's quote on Content Insurance was too expensive (over \$1,100) & included cover we did not need. Barb has accepted the NRMA quote of \$333.
2. Telephone:
 - The office telephone needs to be replaced so Heather suggested to the committee that we invest in a mobile phone + square connector giving us more flexibility in accepting

payments (memberships, bus trips). Barb & Heather will investigate - including method of securing the phone from 'wandering off' - & report back to committee.

3. Closure of RSL Bowling Club:

- Sue proposed to the committee that after the Club is closed, we should consider asking them if we could hire out their rooms for classes at a 'peppercorn' rent up until a decision is made re the use/sale of the Bowling Club & grounds. Sue will draft a letter & circulate to committee members for comment.
- Meanwhile the Sports Cub is continuing to clear out the Hall of unnecessary items though the painting of walls & ceiling has yet to be done. We, together with the Sports Club, are getting quotes from an architect re renovation plans to be put to Council.

Other Business:

- The committee considered if there will be a security issue for Office staff once the Bowling club closes as there will be less people around. They decided best option is to call '000' if any safety problems so closure does not affect this.
- Ann suggested that the 'seeking volunteers' page on the enrolment form be amended to delete volunteers for Cleaning, Social committee & Special functions & add Fund Raising.

At 12.18 Diane Cuthbert excuses herself from the meeting

Heather volunteers to redesign the enrolment/volunteer form & present to committee. Sue asked all the committee members to carefully look at all our forms & email their comments – something she asked them to do last year & did not receive **one** response & now people are complaining that forms need updating. The committee agreed this was a valid point.

- Andrea asked if the Cancer Council sends a thank you letter to us for the monies raised for the Biggest morning tea. Sue answered yes. Andrea suggested that this letter be put up on the website so members can get some feedback on their donations. All agreed.
- Andrea also mentioned that Meditation class members had fallen to about 4. Since participants have each to contribute to the hire of a hall this is becoming expensive for the remaining class members. Sue questioned the viability of continuing as it seems students have not paid up front. Gerti will talk to the tutor & try to sort something out.

Meeting closed at 12.32pm

Next Meeting July 4th 2019

Signed as true and correct copy Date
President