

**U3A Ballina/Byron Inc
Committee Meeting
Friday March 12th 2021**

The President opened the meeting at 9.30am

Present: Greg Unwin, Warren Hastings Harris, Sue Bell, Barb McCall, Di Cuthbert, John Reid, Richard Grzegorzulka, Ann Neal, Andrea Redman-Williams & Viv Miller

Apologies: Heather Munro & Jill Gibbons

Welcome: The President welcomed participants to the meeting.

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

Minutes of previous meeting: Sue Bell moved that the minutes of meeting held February 12th 2021 be accepted: Seconded: Di Cuthbert Carried: All

Business arising from previous minutes:

- Re rental subsidies – Ukulele group not meeting next term so no subsidy will be paid & Fabric Art group does not exceed 10 members so does not qualify for rental subsidy
- Air Con repairs – Council is still investigating the cause of the damage. The bill for \$498 payable in 7 days is now overdue. Sue suggested that U3A pay the bill now & seek a refund from the Council once their investigation has finished., thereby avoiding any bad reflection on U3A. The committee agreed. ACTION:

Correspondence In:

- Rental increase for Fripp Hall of \$25 – rent is now \$155pw
- Letter of congratulations from the NSW Premier for our Grant
- Advice about death of U3A member
- Statements from CUA, Westpac, Telstra & PO Box renewal notice
- Letter from Uni researcher re mobility scooters – put up on Facebook

President's Report: Nil (will be read at AGM 10.30am today)

Treasurer's Report: (see reports attached) *As Feb 28th is our EFY this is a Final Report for 2020-21 FY*

- Total Income for FY \$25,771.23; Total Expenses \$29,898.11 – net position minus\$4,126.88. It is important to note the cost of A/C \$11,780 & Office re-modelling \$3,013 will be offset by our \$9000 Grant.
- Bank a/cs reconciled to 28th Feb 2021, total + floats \$134,040.97; total receipts \$10,693.20; total expenses \$4,646.10 – net position of +\$6,047.10
- Monthly payments – Office Experts \$44; Telstra \$53.38; Cleaning \$264; Refund to Gerti (hall hire) \$50; Northlakes hall hire (March) \$138; Fripp Hall hire (Term 1) \$1690; Insurance \$627.96; Refund to Sue Bell for keys \$56.96, badges \$40; Dolphin Office Choice \$51.50; Mastercard top up \$868.57 & Sailing Club Tap Dancing hall hire \$90 (5wks credit due to pre-COVID payment). Payments on Mastercard – Reckon \$8 & Stamps \$110

Sue Bell moved that Treasurer's report be accepted & payments made ratified: Seconded: Di Cuthbert Carried: All

Sue has received quotes for a Security Door - \$1000 (obtained by Geoff Jacobs) \$600 from another firm but recommends the quote from Granger \$599. Sue moved that the Granger quote be accepted & paid: Seconded: Di Cuthbert Carried: All ACTION:

Social Report: - Lunch at Shaws Hotel Fri 26th March 12.30pm. AIR & Probus are organizing a bus trip to Tweed Head/Kingscliff. Ann will put details on notice board/social group email list ACTION:
Move that Social report be accepted: Sue Bell Seconded: Warren Hastings Harris Carried: All

Secretary's Report: (see attached)

Move that Secretary's report be accepted: Warren Hastings Harris Seconded: Greg Unwin

Carried: All

General Business:

1. *Grant* & 2. *Air-Con* – see Secretary's report

3. *AGM* – we have received 20 apologies. Brian Lewis will conduct the election of committee. Di will present Faye with Life Membership Certificate & flowers.

4. *Defib* – Geoff Jacobs has sent in a joint grant application noting Council support. If successful we would need to make up a shortfall of \$500 each (U3A/Sports Clubs)

Any other business: - Jill & Steve Gibbons will run the walking group proposed by Barb at our last meeting. The walk is short & suitable for those with walkers/limited walking ability.

Meeting closed at 10am

Next Meeting Fri 14th May 2021 9.30am

Signed as true and correct copy Date

President

U3A Ballina / Byron Inc

TREASURER'S REPORT - March 2021

During January and February 254 people renewed their membership and 54 new people joined U3A Ballina/Byron Inc. There have been 134 more people renew their membership in March and 12 more new members joined so we currently have 454 paid members. (388 renewals and 66 new members) There were 513 paid members last year and 571 in 2019. Sue and I sent out letters to all members who were still on the database and had not renewed. We have been able to delete a lot of names.

March 2021 Bank Accounts

- Bank accounts have been reconciled to 31st March 2021 with a total for the two bank accounts and floats of \$140,193.66.
- The total receipts for March were \$7,636.70. The total expenses for the month were \$1,484.01 leaving a net position of +\$6,152.69.

Payments for the month:

- The Office Experts \$63.46
- Telstra March \$46.30
- Cleaning March \$330.00
- Northlakes Hall Hire (April) \$138.00
- Dolphin Office Choice \$58.25
- Hall Hire – Scottish Dancing \$150.00
- Contribution to Security cameras \$200.00
- Air-conditioning repairs \$498.00

Payments on Mastercard:

- Post Office Box Renewal \$136.00
- Kmart -paper \$11.25
- Coles Milk \$7.50 & Flowers \$25.00
- Woolworths -Cockroach Baits & Folder \$14.00
- Service NSW \$47.21
- Martins- tutors cake & sandwiches \$80.00
- Reckon 1 \$8.00.
- Officeworks – Individually packaged biscuits \$94.85
- Stamps \$110.00

The Mastercard balance is now \$466.19.

Reports as attached for March, 2021

- Bank Statement up to 31st March 2021
- Balance Sheet up to 31st March 2021

I would like this report to be accepted and the payments made be ratified. Barbara McCall (Treasurer)

U3A Ballina/Byron Inc

Secretary's Report 12 March 2021

Grant: No further news. I will follow this up after the AGM.

Air-Con: No further news from the Council. I move that the invoice for payment in relation to repairs be paid so as not to put U3A Ballina in a difficult position with a creditor. This account can then be taken back to Council.

AGM:

1. The overhead projector is not working so we will have to use the television (I will run off a couple of agendas just in case).
2. To avoid signing in I will have a list of members available at the door. A couple of Committee volunteers will be needed for registrations. The list will have 'unfinancial members' highlighted as these people cannot vote. Instead of writing down attendees we will highlight (in a different colour) those who attend.
3. When registered members will be issued with a coloured slip of paper to hold up for voting as the AGM may have some attendees who are ineligible to vote.
4. Questions that may get asked: *Why did we not receive a discount on fees like other U3A's.*
Ans Other U3A's did not have to pay for a venue during the close down. Plus we installed airconditioning for the benefit of members. I would ask Committee members to think about any other questions that may be posed so that we can preempt as many as possible.
5. Brian Lewis will act as returning officer.
6. Di, Greg and the eight non-executive committee members will be declared elected as there is not further nominations.
7. The positions of secretary and treasurer are vacant with no nominations. Therefore, nominations need to be called for each position from the floor.
8. We will have a certificate, badge and flowers for Faye Duncan.

Defib machine: Geoff Jacobs has submitted this grant on behalf of the AFL, Cricket and U3A with a supporting letter from the Council. Cost will be approx. \$500 for AFL, Cricket and U3A.