

Date: 11 July 2019

Meeting Opened: 1.35pm

Chaired: Fleur Dwyer

Present: Fleur Dwyer, Chris Bembrick, Nanette Anderson, Kaye Separovic, Carolyn Smith, Cherie Glanville, Garry Clear, Carole Thomas, Terri Prowse (and Margaret Nicoll and Pat McKay from Team Office)

Apologies: Barb Perry

Chair's Welcome

Fleur welcomed Margaret and Pat from Team Office who gave an overview of membership badges and keys.

ONGOING ACTION: Chris to advise Margaret when someone re-enrols from a year prior to the last one.

ONGOING ACTION: Any items for the newsletter need to be sent to Carole, Terry, and cc-ed to Michelle Patten at mikepapa88@bigpond.com.

Business Arising from Previous Meeting:

Carole is now advising Chris on an ongoing basis when non-financials get the emails and want them stopped. Chris will action the necessary steps in MyU3A.

OUTSTANDING ACTION: Cherie to amend the section of May's minutes regarding: 'The MT agreed to delay further discussions regarding **U3ASC's Values** until the next meeting' to something that better describes the incomplete nature of this issue.

ACTION: Cherie will now present info on personas at the August meeting.

Newsletter team is now repeating the article on correct enrolment procedure every two months.

Carole placed an advertisement in the next newsletter for someone to offer one-on-one technical assistance to members.

Barb is liaising with Karl D regarding the running of a couple of technology beginner classes.

Kaye and Fleur will be running a trial four week TED Talk program next semester.

Carole purchased and installed a bookshelf inside the Tura Centre and the Book Swap is up and running.

Carolyn has confirmed that the Council don't own the footpath outside the Tura Centre, so if the Management Team (MT) want to consider an outside bookshelf, those discussions need to be had with the building owner.

Pat McKay is now the Key Registrar. MT agreed that members won't be charged for replacement keys unless they have lost two or more keys.

Chris reviewed additional insurance options and presented a number of them to the MT. Chris then advised that as more insurance information will be made available at the NSW U3A meeting on 10th August in Batemans Bay, he will not take any further action until after that meeting.

ACTION: Given that the NSW U3A meeting in August will also cover some constitutional matters, MT members now have until 7 September to read the U3ASC Constitution (available on the U3ASC website) and provide feedback to Cherie.

Garry emailed a link of the Incorporation Act to Team Constitution. Carolyn has agreed to join Team Constitution.

ACTION: Cherie to schedule a reminder for MT members regarding their feedback for 7 September.

Accommodation

Members of the MT visited other accommodation options and deemed them unsuitable.

Richie McNeil provided his plans for the proposed renovations and use of the Tura Centre for review. Approximate costs are \$20,000. To date the Tura Centre landlord hasn't returned calls so Fleur has been unable to speak with them regarding a possible renovation. Even without the need for structural renovations, the costs are still substantial so the MT needs assurance of a long term lease before firstly, seeking any Grant assistance or secondly, committing any funds.

Chris proposed that the MT attempt to deal with the Tura Centre owner and until that negotiation, including a long term lease, is complete, the MT cease looking at any other alternatives. Proposal was seconded and passed.

Reports

Chris provided the **Treasurer's Report**.

Assets Report: Chris proposed the asset revaluation as at July 2019 be accepted. Motion was seconded and passed. Assets will remain on the list that Barb prepares.

Other Business:

OHS

ACTION: Kaye to advise Course Leaders to ensure their course space is a safe environment and to report any OHS issues to their Program Team contact as soon as any issues are noted.

ACTION: Pat from Team Office to create another sign for the toilet at the Tura Beach Centre.

Amy the **Cleaner** has resigned. Fleur placed an advertisement for a replacement and is interviewing a few people over the weekend.

Team Office has lost a few members. Ideally they will have eight people.

ACTION: Team Office to prepare an ad for new members and a blurb about their 'mini open day' and email it to Carole, Terry and Michelle.

ACTION: Team Office to advise Chris on an ongoing basis whether members paying for their membership with cash have been given a receipt.

There is a **MyU3A Workshop** being held in Melbourne. MT agreed to fund two people's attendance at a cost of \$500 each. More details to be discussed in coming meetings.

As noted above, the **NSW U3A Network Area Meeting will be held August 10th in Bateman's Bay**. They will be covering constitutional and other matters. MT are still determining who will attend from U3ASC.

Tura Beach Centre Window

ACTION: Carole will look into the option of a Perspex insert for the Tura Beach Centre window to solve the issues of course lists blocking the natural light.

Carole showed the MT a prototype for **U3ASC Thank You Cards** and it was approved.

Webpage Review

ONGOING ACTION: Terry has asked MT members to contact her and Michelle Patten when they notice any out of date items or other discrepancies on the website.

Hillgrove House in Bega are interested in U3ASC running some courses for their residents. This raises a number of issues including U3A's remit, available resources and subsequent requests from other aged care facilities for the same opportunities. If U3ASC was to offer courses to aged care facilities, then a number of requirements would need to be met. Those requirements have not been fully discussed, nor agreed upon.

Meeting Closed: 3.35pm