**U3ASC MANAGEMENT TEAM MEETING**

**Date: December 13, 2018**

**Meeting open: Chaired:**

**Present:**

**Apologies**: Carolyn Smith (Secretary)

 1. Welcome

1. Minutes of previous meeting held on 8 November 2018
2. BUSINESS ARISING:
* Request that Chris’ advice re public liability be formally incorporated into MTM minutes (Garry)
* Christmas Party
* Futures Planning (see Other Business)

 REPORTS

 \*Treasurer’s Report

 Chris

OTHER BUSINESS

* Review of webpage (Terry)
* Futures Plan report and recommendations – 45 minutes at least (Garry)
* Computer purchase for Tura Centre to be used by office volunteers, enrolling members and course enrolments online (Kay)
* Update of CL booklet – left over money at the end of the year – legality of CL using this for end of year celebration, sponsoring orphans etc – accountability issues?
* Yarn Bombing – Merimbula (see attached)