

Oliva U3A Committee Meeting

Thursday 11th Jan 2018 – Tossal Gross 10.30 a.m.

Minutes

- 1) **Present:** Mick Goy (MG); Mike Dunkley (MD); Ron Colcombe (RC); Anja Homburg (AH); John Flannigan (JF); Nigel Hobman (NH), Peta Cole (PC)
- 2) **Apologies for absence:** John Melville (JM); David McFarlane (DM); Robbie Gordon (RG); Marj Hatten (MH); David Proctor (DP).
- 3) **Matters Arising:** There were none.
- 4) **The minutes of 9th November:** were agreed and signed by the President.
- 5) **President's Report:**
 - a) **Charity and Giving:** The Committee discussed a number of issues: requests made to the committee to donate raffle prizes at Christmas; requests to attend events, and the issue of charity generally. MG said he had perhaps not made himself clear, and all requests were strictly voluntary. Committee were of one mind that our first priority was our members and the groups. We also felt that the U3A was supported and assisted by the local community and it was right that we should reciprocate by donating to local causes. AH suggested that some of our members might also need assistance e.g. to attend more expensive trips. However it was suggested that our available surpluses would be insufficient to make much impact on trip tariffs if applied across the board. The Committee agreed to leave the discussion there, though it was something we should keep under review.
 - b) **Submission of accounts to the Generalidad:** MG reported he had checked and there was no such requirement.
 - c) **Business cards:** MG showed the proposed design and this was agreed. Committee approved the purchase of 500 cards since the cost appeared to be relatively minor (50 Euros approx)
 - d) **Leaflets:** Agreed we would drop the idea of leaflets on cost benefit grounds. We would however use business cards with Tourist Information, and estate agents etc, in an attempt to attract new members.
5. **Group Co-ordinator's Report:**
 - a) **Review of GL Notes and use of central funds:** There was some confusion about which was the most up-to-date version. Agreed that JF, MG and MD would meet to agree a revised and consolidated version for adoption by U3A.
 - b) **New groups:** A weight loss instructor had come forward to offer to lead a weight loss group at the quoted price of 5 Euros per person per session. Agreed that the way forward was to ascertain whether there was demand for a weight loss group amongst members, and whether there was a willing group leader. This group could then employ a trainer if the requisite skills were not available within the U3A, i.e. on a self-help basis. Noted that the Oliva U3A set a maximum limit to what we would pay any trainer. Noted also that more clarity was needed on the terms offered by this individual e.g. was there a minimum number of members to make a class viable.
 - c) **Wine Appreciation Group:** This had been set up by David Proctor, but nothing would

Actions:

MG

JF MD
MG

JF

start before April.

- d) **The Photography Group:** had also been set up by David Proctor and would meet on the first and third Wednesday of the month, starting 17th January.
- e) **Badminton:** this was now running twice a week Tuesdays and Fridays.
- f) **Petanca:** The new group leader had not yet been set up on the website despite requests. There seemed to be a problem with the links to groups. Emails were not getting through to Petanca, or to Ballroom dancing and this was causing problems. Some amendments were needed to the Programme. JF asked for training on the website. MG offered to do what he could pending JM's return to Spain.
- g) **Art Group:** Graham Flowerdew had been in contact to say it was no longer viable to run this group as an U3A group. MG would reply.
- h) **Zumba:** There were more than 56 people interested but no group leader or instructor. In the past there had been problems matching income/attendance numbers to the fees required by instructors. After dealing with walking football JF would call a meeting to try to stimulate a new group leader to come forward.
- i) **Walking Football:** JF would seek the use of a room from Ana so that a meeting of those interested could be held with a view to starting the group.
- j) **Walkers:** Need to find a new Group leader. MG to email walkers.

6) Press and Communications:

- a) **Facebook:** now had 84 members. Noted that there had been little input as yet from committee members.
- b) **Press:** DP had achieved a half page coverage in the local press for U3A Christmas events.

7) Travel Co-ordinator's Report:

- a) **Silver Travel:** MG was travelling to Javea and would see if this was worth pursuing.
- b) **Christmas Party:** AH reported this had been well received and successful. In response to comments last year the date had been set nearer to Christmas, but this had placed the event in close proximity to events held by the British Legion and Gandia Social Club. Agreed we should seek more information on rival events next year where available.
- c) **La Zenia Trip:** There were 39 people going. This was slightly short of breakeven but committee agreed the trip should go ahead.
- d) **Benidorm Palace:** There were 27 people booked – this too was short of the breakeven level. After discussion the Committee agreed to go ahead in the hope that more people would yet join, but in the knowledge that there was sufficient surplus in the Travel Account to cover any shortfall.

8) Webmaster's Report:

- a) DM reported that the reporting form was now prominently displayed on the front page of the website.
- b) Tina's problem had been resolved.
- c) DM was working on the 'error 44' jot form problem.
- d) MG was checking further into the reported problem with PayPal when a credit card was used for payment.

Actions:

MG

RG

MD

ALL

ALL

MG

9) Membership Manager's Report:

JM reported that membership was now up to 486 for the present year. 77 members had been archived as not having renewed or paid their fees. This number was in line with past years. The drop in membership since last year seemed to be explained by a reduction in new members, who this year had not been numerous enough to replace leavers.

10) Financial Report:

Due to pressure of work the audited accounts were now expected in Feb/March. The Nov/Dec accounts were not available but would be circulated.

11) Secretary's Report:

- a) Papers were now prepared for submission to Valencia to incorporate the new quorum clause in our constitution. Signatures would be collected at the meeting.

12) Any Other Business:

- a) Arrangements for a meet-the-committee evening were discussed. Agreed the event should be held on a Tuesday night on a 'drinks and nibbles' basis. The President pointed out that we would be seeking a new Secretary and Treasurer at the coming AGM. Ideas required for the venue.
- b) Monthly meetings: MG again appealed for help with setting out chairs.
- c) AH suggested the showcase event should be combined with another end of year event for example the BBQ. Perhaps the report back from groups could be done by means of a video. Another suggestion was that only new or selected groups should present their activities to shorten the programme.

There being no further business the meeting was closed at 1300.

Oliva U3A Committee Meeting

Wednesday 14th Feb 2018 – Tourist Information 10.30 a.m.

Minutes

- 1) **Present:** Mick Goy (MG); Mike Dunkley (MD); Ron Colcombe (RC); Anja Homburg (AH); John Flannigan (JF); Nigel Hobman (NH),
- 2) **Apologies for absence:** John Melville (JM); David McFarlane (DM); Robbie Gordon (RG); Marj Hatten (MH); David Proctor (DP). Peta Cole (PC)
- 3) **The minutes of 11th January:** were agreed and signed by the President.
- 4) **Matters Arising:**
 - a) The business cards had arrived. Committee was pleased with the way these had turned out.
 - b) MG had had a conversation with Graham Flowerdew. The art class would continue on a more commercial basis outside of the U3A.
 - c) Silver Travel Moraira – MG had been unable to locate.
 - d) Two volunteers had come forward to run the Walking Group.
- 5) **President's Report:**
 - a) **Meet - the - Committee Event:**

MD reported a possible venue 'Sabore' restaurant had a private room. He would investigate further. Committee voted a budget of 100 euros (proposed NH, Seconded AH). Agreed the event should be held at lunchtime and in the next 3 to 4 weeks. MD asked whether personal invitations could be sent to new joiners this year. MG would consult with JM
 - b) **Next Year's Committee:** We will need a new Treasurer and Secretary (time expired) RC was not sure he could continue as Vice President. MG asked members to sound out possible replacements as a personal approach was often the most effective.
- 6) **Webmaster's Report:**
 - a) Wild Apricot were increasing their charges to 1728 Euros per year. MG referred to a report from DM. At the present juncture it was not seen as advisable to seek to change to another provider.
 - b) The Jotform problem appeared to have been solved.
 - c) Payment via PayPal with a card was now resolved and previous problems should no longer be experienced.
 - d) Website changes: MG asked all members to look critically at the website, compare it with others e.g. Denia, Val de Pop etc. And suggest ways in which ours could be made more welcoming – for discussion at the next meeting.
- 7) **Group Co-ordinator's Report:**
 - a) **Review of GL Notes and use of central funds:** This remained outstanding.
 - b) **Walking Group:** now had new leaders.

Actions:

MG

All

ALL

MD JF
MG

- c) **Wine Appreciation Group:** This had 26 supporters and would start later in the year.
- d) **Walking Football:** There were some 16 people keen to take part. MG reported that there would be some start-up costs for the U3A – footballs and 'bibs', but these could be contained within 50 Euros.
- e) **Meditation Group:** JF was exploring possibilities.
- f) **Petanca:** It was hoped that problems were now resolved..
- g) **Golf Lessons:** this was now up and running.
- h) **Insurance:** There was a discussion on insurance and liability. U3A insurance is third party only and all members undertake activities at their own risk. Some members were concerned that even so the association might be sued for negligence if there was an accident. MG asked MD to approach the lawyer for reassurance.

MD

8) Press and Communications:

Nothing to report.

9) Travel Co-ordinator's Report:

- a) **Trips:** to Guadalest, Fallas, were all fully booked, and 16 people had booked for Ikea in June thus far. .
- b) Committee discussed Terms and Conditions for trips. It was decided on a majority vote that the terms and conditions should remain unchanged. These are that refunds for trips will only be given for real medical emergencies, and where it is possible to fill seats from the waiting list. Otherwise members are themselves free to find someone to take their places. Where there is no medical emergency and seats cannot be filled either from the waiting list or by members own efforts, then no refund can be made. It was felt that if refunds were not given where places could be filled from the waiting list, we would be removing any incentive to report cancellations i.e. members might just fail to appear and this would reduce our ability to operate the waiting list effectively.
- c) **Survey:** AH said she wished to survey members about the level of interest in longer trips, perhaps over several days. Committee was fully behind this idea, and MG said he would help with technical aspects.
- d) **Opening trips to all-comers:** We had recently dropped a previous requirement allowing members only booking in the face of lower numbers of bookings. MD enquired how this policy was working. AH reported that the new arrangement was working well.

10) Membership Manager's Report: There was nothing to report

11) Financial Report:

The accounts were now up to date and had been circulated. Due to pressure of work the audited accounts were now expected in Feb/March. The Nov/Dec accounts were not available but would be circulated. Preparations for audit were underway and the President would invite the auditor to report to the committee in March.

MG

12) Secretary's Report: There was nothing to report

13) Any Other Business:

- a) An insurance company was offering 10% reduction on travel insurance. Agreed that this might be shown on the website.

There being no further business the meeting was closed at 12.10.

Oliva U3A Committee Meeting

Wednesday 8th March 2018 – Tourist Information 10.30 a.m.

Minutes

- 1) **Present:** Mick Goy (MG); Mike Dunkley (MD); Ron Colcombe (RC); Anja Homburg (AH); John Flannigan (JF); Nigel Hobman (NH), Marj Hatten (MH). Apologies for absence had been received from: John Melville (JM); David McFarlane (DM); Robbie Gordon (RG); David Proctor (DP); Peta Cole (PC)
- 2) **The minutes of 14th February:** were agreed and signed by the President.
- 3) **Matters Arising:**
 - a) There were none
- 4) **President's Report:**
 - a) **Meet – the – Committee event:**

Negotiations with Sabore Restaurant had been difficult and long-winded. The original offer was at 15 Euros per head which was clearly not acceptable. More recently the restaurant had offered 7 Euros per head. We had put a proposal equivalent to 5 euros per head but no response had been obtained to date. Committee asked the Secretary to approach Tasca Olivense. MG said the event would be particularly focused on the 70+ most recent members. NH said the projected date of 15th March was now too close. Committee agreed to reschedule for the 29th March.
 - b) **The AGM and Next Year's Committee:** Of those present MG, AH; RC and JF indicated a willingness to continue next year if elected. MG had spoken to a couple of members with a view to recruitment, but there was no definite news so far. MG asked members to sound out possible replacements as a personal approach was often the most effective. Committee discussed a relaxation of the rule that husband and wife should not both sit on the Committee. It was **agreed** that husband and wife should continue to be barred from both being *officers* of the association. However, having heard arguments on both sides the Committee **passed by majority vote** a motion (Proposed by MH and seconded by RC) allowing spouses to sit on the same committee provided both were not officers. **Agreed** that members should have at least 20 days notice of the AGM. Nomination forms to be available 6 weeks prior to AGM (MD to check rules). MD pointed out that although the EGM had passed a motion limiting the AGM quorum to 50 members; and although this rule-change had been submitted in timely fashion to Valencia for approval, the change had not yet been formally accepted. Committee **decided to defer** a decision on whether to seek a speaker until the next meeting when the position might be clearer. Committee **agreed** that we should ask the auditor to be present at the AGM, particularly since it was unlikely that the Treasurer would be able to attend. **Agreed** that Committee would sit at the front to support the officers.
 - c) **The Closing of the Art Group:** MG outlined an exchange with the Group Leader of the Art Group, who had resigned as leader. The Committee felt it would be very sad to lose this opportunity for members. *The essential requirements for all groups were that group participants should be U3A members; and that the groups should be run on a not-for-profit basis. There should be a simple account available to the Treasurer at end of year to show the expenditure on costs and materials or trainers paid for by members.* JF **agreed** to speak to the Group Leader concerned to see if an art class could be saved.

Actions:

MD

MD

ALL

JF

Actions:

5) Webmaster's Report:

- a) Wild Apricot were increasing their charges to approximately 1300 Euros per year. As agreed at the last meeting on the advice of the webmaster there was not at present a viable alternative.
- b) The Committee discussed proposals for improving our current website. There were detailed contributions from JM, DP and MG. MG requested all members to send their views to him for collation. Hopefully a consensus could be agreed on which decisions could be based.

ALL

6) Group Co-ordinator's Report:

- a) **Review of GL Notes and use of central funds:** This remained outstanding MG, JR and MD would agree a date for a meeting
- b) **Walking Group:** now had new leaders.
- c) **Wine Appreciation Group:** The first meeting was still two months away.
- d) **Walking Football:** There were some 16 people keen to take part. MG reminded the Committee that 50 euros was available for initial start-up costs. It seemed unlikely that the CPC pitch would be suitable after all. JF would seek a pitch at the sports centre. The key issue at present was that there was no-one prepared to act as Group Leader. MG suggested an initial game in the hope that a leader would emerge to take the group forward.
- e) **Creative Writing:** JF had been informed that the U3A group was dwindling. Those involved wanted to merge with another non-U3A creative writing group – which would then continue outside Oliva U3A. JF had offered to publicise the group in search of new members but this offer had been turned down. JF said he would proceed with a more general email to Group Leaders about the possibilities for using the website/email/FaceBook page for recruitment.
- f) **Information Form:** a form collecting information would be going out to Group Leaders.

MD
MG JF

JF

JF

7) Travel Co-ordinator's Report:

- a) **Trips:** Guadalest was sold out; there were 4 places available on the trip to Fallas following cancellations.
- b) Anja said that the **lack of volunteers to lead trips** on the day could restrict the number of trips that could be offered since Anja and Nigel could not be expected to supervise all trips personally, particularly since trip leaders/supervisors did not go free. RC suggested paying someone outside the U3A to undertake this role.
- c) **Feedback:** AH was concerned by the paucity of feedback which made planning future trips more difficult. MD suggested distributing a form on the coach on the way back to be collected before people got off.
- d) **Coaches :** MG said he did not believe we were getting the best service from our current supplier. AH said she was ready to consider alternative suppliers.
- e) **End of Year event:** this had been cancelled due to other commitments and events at this time.

Secretary's Report:

- a) **Insurance:** MD reported that he had as agreed at the last committee made enquiries with our lawyer concerning potential liability for the U3A/officers in the event of a member being injured in the course of an activity. MD had also consulted with Pablo Faus who had some expertise with insurance matters. U3A carries only third party insurance. The advice is that in principle both the U3A and/or its officers could be sued for negligence in the event of an accident during a U3A activity. However, the U3A has little money and therefore may not be worth taking to court. Individual officers have more assets but it would be difficult to establish liability. Insurance against such a risk is available but whether it is available at acceptable cost is not yet known. MG said he would consult with other U3As to see what the practice is elsewhere. MD will pursue costs and availability of insurance through Pablo Faus.

Actions:

MG MD

8) Financial Report:

- b) The annual accounts are with Pablo Faus for audit. Pablo would attend the April committee to go through them with members. The monthly accounts were not available since there was a discrepancy with the PayPal account and a response was awaited. It was important to publish the audited accounts early so that any questions could be addressed prior to the AGM.
- a) Decisions as to the membership cost would be taken in May.

9) Membership Manager's Report: Membership numbers had recovered to 520.

10) Press and Communications: No report – (DP recovering from surgery)

11) Any Other Business:

- a) Discounted electrical services and angling opportunities were agreed for inclusion on 'Members' Benefits' page.
- b) Committee recorded its thanks to Sarah Tree for arranging the speaker for the March GM – the subject was local geology.
- c) NH gave his apologies for the meeting on the 22 March
- d) The projected date for the showcase event was 28th June.

There being no further business the meeting was closed at 1300.

Oliva U3A Committee Meeting
Thursday 12th April 2018 – Tourist Information 10.30 a.m.

Minutes

- 1) **Present:** Mick Goy (MG); John Flannigan (JF); John Melville (JM); Nigel Hobman (NH), Marj Hatten (MH).

Apologies for absence had been received from: Mike Dunkley; David McFarlane (DM); Robbie Gordon (RG); David Proctor (DP); Peta Cole (PC); Anja Homburg (AH); Ron Colcombe (RC).

In attendance as observers: Diana Jameson, Victor Sinden, Francoise Montcombe.
MG welcomed these three new volunteers for the committee.

- 2) **The minutes of 8th March:** were agreed and signed by the President.

3) **Matters Arising:**

a) **Meet - the - Committee event:**

The meeting went well. Plenty of useful suggestions recorded and one member volunteered to join the committee.

b) **Insurance:**

MG had details of insurance used by Vall de Pop. These would be passed to the Secretary for follow-up.

4) **President's Report:**

- a) MG showed the committee the draft nomination forms. This was agreed.

- b) Committee discussed the AGM that would be held on the 24th May. A sample notice to go out to all members was amended.

5) **Webmaster's Report:**

- a) All systems functioning normally. It was **agreed** to delay the website review until after the AGM. A view was expressed that the only change possible was a colour change from blue to something brighter.

6) **Group Co-ordinator's Report:**

- a) **Golf group:** committee noted and discussed the changes occurring.

- b) **Canasta:** NH suggested that the cards used were a consumable item and should be paid for by the group rather than central funds. **Agreed** to pay on this occasion but the issue to be discussed with the group for future reference.

7) **Travel Co-ordinator's Report:**

- a) There was none.

MD

8) Secretary's Report:

- a) **The Statutes of the Association:** Agreed to put changes to the AGM: being the changes now requested by the Generalidad of Valencia and the change of the quorum that had been agreed at the EGM in September.

9) Financial Report:

- a) Noted the Balance Sheet was not attached to the accounts.
- b) The form of accounts is very similar to last year's.
- c) PayPal had caused problems in formulating the accounts.

10) Membership Manager's Report: Membership numbers had recovered to 530.

11) Press and Communications: No report

12) Any Other Business: There was none

Actions:

MD

Oliva U3A Committee Meeting
Thursday 10th May 2018 – Tourist Information 10.30 a.m.

Minutes

Actions:

- 1) **Present:** Mick Goy (MG); John Flannigan (JF); Nigel Hobman (NH), Marj Hatten (MH), Mike Dunkley (MD), Peta Cole (PC), Ron Colcombe (RC), Anja Homburg (AH);

Apologies for absence had been received from: John Melville (JM); David McFarlane (DM); Angela Town (AT), Diane Jameson (DJ).

In attendance as observers: Victor Sinden (VS), Francoise Montcombe (FM), Maureen Terry(MT), David Wynne (DW).

MG welcomed newcomers to the committee. David Wynne had agreed to stand as VP; Maureen Terry as Secretary, with Angela Town as deputy; and Diane Jameson as Treasurer (officially with effect from 31st August 2018)
- 2) **The minutes of 12th April:** were agreed and signed by the President.
- 3) **Matters Arising:**
There was none
- 4) **Committee Nominations Received:** MD and MG explained the procedure for electing the new committee at the AGM. Nomination forms were circulated.
- 5) **Quorum and choir:** MG explained that our proposed constitutional changes had not yet been ratified by Valencia. Therefore the old rules about the quorum at the AGM still applied. This rule was that the quorum should be one third of the membership (some 530). But the rules also provide that if there is no quorum then the meeting must commence anyway after a delay of 30 minutes. Since we were not expecting a third of the membership to attend MG had arranged for the choir to sing prior to the commencement of business. This required a payment of 50 Euros to the choir director and **this proposal was agreed** (proposed RC, seconded NH).
- 6) **Questions received from members for the AGM:** there were none.
- 7) **Finalise the agenda:** MG reported that RG was not certain to attend for health reasons. MG said that he would cover the presentation of the accounts in RG's absence. Committee made several suggestions about the presentation of accounts. The accounts were available on the website in full. The fine detail of the accounts would not be legible if projected onto a screen at the meeting, therefore the slides should be headline figures and subtotals only, as these at least should be readable on screen. Committee discussed and **agreed** that we would not invite the auditor (Pablo Faus) to attend the AGM.
- 8) **Any other items for the AGM:** MG appealed for help in setting up the room.
- 9) **Nominations:** these were checked for completeness.
- 10) **Decision on possible subscription increase:** MG had informed the EGM in September 2017 that the U3A needed to maintain a surplus of 5000 Euros to cover unforeseen risks. The U3A is now running, as confirmed by the auditor, at a loss on an annual basis. **The Committee agreed** that we needed to increase the subscription, and after discussion the Committee voted to increase the subscription to 10 Euros a year.

11) Top up of cheque to U3A charity of the year (AECC): MG explained that in previous years U3A had topped up monies raised for our local charity of the year. We raised money every year from the sale of refreshments at General Meetings, from the book stall and in other ways. We generally topped up this amount in recognition of the support we receive from the local community e.g. free use of community buildings. This year our charitable fund-raising had been more successful than usual: 304 Euros from books and refreshments; 424 Euros from the Christmas Party Raffle, and 30 Euros from the choir's carol-singing tour, making a total of some 758 Euros. Committee felt that this figure represented a substantial contribution and that whilst U3A was running at a loss we could not afford a large additional contribution from central funds. **Committee agreed** a top-up to bring the total to 800 Euros.

Actions:

RG

12) Any Other Business:

- **Maureen Terry (MT)** spoke as a member of the art group. The members of the group wished the committee to send a representative to see the group in action, and to find a way for the group to continue within the U3A. She advised the committee that the group was almost entirely made up of U3A members, and that non-U3A group members were informed that they should join the U3A if they wished to continue. Moreover the 5 Euro weekly contribution was no more than was needed to cover the expensive art materials purchased by the group leader. MG welcomed MT's request. He acknowledged that with hindsight the U3A might have handled the position better. However, it was the Committee's remit to defend the basic U3A principles of being a not-for-profit, members' organisation, and we had acted in good faith with the information available. MD suggested that art group members might assist the Group Leader, for instance with keeping simple records to show the use of the weekly 5 Euro charges. MG said that we very much wanted the group to continue within the U3A, and to that end **it was agreed** that one or two committee members would attend on a Tuesday as requested.

JM MG

- **MG** reported that Rosa Mansell wished to make a presentation to the group and to raise funds for a charitable activity. **Agreed** on the basis that the presentation itself should be factual rather than putting members under pressure to contribute. Rosa, however, would be free to set up a stall outside the hall so that members who wished to could contribute to a very worthy cause.

DW

- **MG** reported that Izzy Hardy wished to make a second presentation on internet security – this time focussing on apps. This was **agreed** possibly for the January meeting.

DW

- **JF reported that the Golf Group** appeared to be disintegrating and the Group Leader no longer wished to continue. It was agreed that the U3A membership as a whole should be canvassed for interest in playing golf with a view to replenishing the pool of players of differing abilities and identifying a new leader.

JF

- **JF** would approach the **chess group** to see if there was a desire to keep the group going.

JF

- **Canasta Group:** The Group Leader had resigned saying that no-one wished to replace him. However, we have since had a volunteer to take over.

- **Travel: AH reported** that there was now a healthy group of assistants including Peta, Françoise and David Wynne. The group would develop a plan for next year starting in September. MG urged a separation of planning for events and travel.

AH

- **Showcase:** JF reported that line-dancing, ballroom dancing and the choir had all confirmed. One of the Sing and Play Group had been injured and the group may not be able to participate.

JF

- MD reported that Tina Bellenie planned to retire in August as the **U3A almoner**. MT and others referred to the huge impact that Tina had had helping members suffering sudden illness or other misfortune. The committee **voted to record their thanks** to Tina for a wonderful job. MD/MG would seek a replacement.
- **AGM:** MH agreed to take on the **refreshments** at the AGM 24th May.
- JM was working on the **membership cards** for the AGM

MG closed the meeting by thanking all members for their hard work during the year.

Actions:

MD/MG

MH

JM

Oliva U3A Committee Meeting
Thursday 14th June 2018 - Tourist Information Office 10.30 a.m.

Minutes

Actions:

1. **Present:** Mick Goy (MG) David Wynne (DW) John Flannigan (JF) Maureen Terry (MT) Marg Hatten (MH) Ron Colcombe (RC) Anja Homburg (AH) John Melville (JM) Angela Town (AT)

2. **Apologies:** Diana Jameson (DJ) Francoise Moncomble (FM) David McFarlane (DM) Victor Sinden (VS) David Proctor (DP) Peta Cole (PC) MG reported that Victor was taken to hospital with a minor stroke and the committee wished him well.

MG welcomed all to the new committee year, and looked forward to a good year, all working together as a team.

3. **Minutes of (Thursday 10th May):** had been circulated and these were agreed and signed.

4. **Matters Arising:** There were none.

5. **Presidents Report.**

AGM One or two queries were raised during the meeting regarding the travel exp. and the budget but it was felt these were answered satisfactorily and **MG** felt it went well overall.

The subscription increase to 10 euros has been published on the website.

JM asked at this point that any costs or charges for travel, events etc., were priced not at 10 euros but either just above simply to make it easier when he was trying to identify the Membership fees from other payments made into the U3A account.

The changes to the constitution have been written, (Thank you to Mike Dunkley for preparing these) and **MT** is in the process of preparing them for submission to Valencia for approval. **MT** will pass them past Pablo for a quick check before sending.

MT

Presidents Meeting The only absentee was Calpe. **MG** brought up the subject of funding with the other presidents. It had been reported back to **MG** that some of the Groups were funding Tutors. The outcome after some discussion was that other groups said this wasn't happening and that they work to the same guidelines as we do In Oliva.

Data Protection: (GDPR) The Val de Pop U3A (**VDP**) has approached an agency which came up with an enormous document relating to GDPR. It has now been reduced to a three-page document and **JM** will have a look at this with a view to us using the same guidelines. **VDP** have no objections to our using it. **JM** will report back in September.

JM

JM advised that as an association we do not need the same level of documentation covering this subject as say a large Company. However, **MG** stated that we as an association had already made changes within our systems to ensure members data protection. One item of importance was

JM

appertaining to the publishing of photos without prior permission. **JM** will look at incorporating an Opt out clause within the membership forms

Digital Signatures. One of the officers brought up the subject of the requirement now of having a digital signature to enable any communications with the Town Hall, Banks etc. They were told that provided the President has a digital signature, that will suffice. It was agreed that when Peta returns from holidays we ask her to enquire at the Oliva Town Hall to see if the requirement was the same for us here. **MG** reported that it has been agreed that there will be a Presidents meeting every six months.

PC

Charity cheque. **MG** presented a breakdown of the monies raised for the charity cheque. which will be given to this year's charity AECC at the Showcase on the 28th June. The total is 1048.11 euros. After a discussion it was agreed to bring the total to be presented up to 1200 euros. We have received a positive response from both Anna and Yolanda that they will be attending the showcase to receive the cheque and it was agreed to purchase two bouquets of flowers.

Regarding the reporting of charity donations, **JM** reported that we will be breaking down the individual donations more clearly in next year's new accounting system, as was requested at last year's AGM.

MG

Sub Committee to look at Bank and Paypal commissions. This was put forward to the September meeting.

Insurance Policy. There had been some queries regarding our overall members cover and following discussions **MG** had with other groups it had been agreed to ask Mike (**MD**) to make some enquiries as to exactly what we were covered for with regards to individuals cover whilst on outings trips etc and if we should be looking at any other policies regarding cover and costs. An email from **DP** raised some queries which were discussed. It was felt that our existing policy covered everything we needed and why change for changes sake. This insurance was already changed over two years ago so it was felt that we should stay with the status quo. But as an addition **JM** felt we should write a disclaimer into the membership form which ensured members indicated (tick box) that they were aware of terms and conditions of the U3A Group and that they understood that our insurance was Third party.

MG distributed a Health Leaflet that might be a good idea to be given to members on which they can fill all relevant information regarding their own health details. Useful to carry around in the event of problems. Before obtaining quotes for printing **AT** said she will look at producing/ replicating one for ourselves to include our own help info.

AT/MG

New Microphone requirements: **MG** advised the meeting that we were down to only one working headset and asked if we should consider purchasing an additional set. Having just one made it difficult when other members or guest speakers got up to talk. We do have a hand microphone for use when a member of the floor wished to speak, but the old headset and an old hand microphone were not working or proving unreliable. After

some discussion it was agreed that **MG** go ahead and purchase a new headset.

Almoner Replacement: Our existing Almoner Tina is resigning this year. After advertising by email **MG** received a response from a member named Joanne Humphrys. A meeting was held between Tina and **MG** whereby Joanne indicated she was more than happy to take on the role of Almoner. Joanna (**JH**) will take over from Tina on September 1st. Tina will do the handover and will introduce **JH** at the September general meeting and give everyone a short talk on the role of the almoner and where she can maybe help members.

MG

6. **Group Co-Ordinators Report:** **JF** reported that he had a meeting planned the following day with Yolanda (**CPC**) regarding bookings for the different groups for the coming year. The meeting was advised that the Choir group will be relocating to Viva Espana. One of the reasons given was the lack of adequate heating at the CPC.
JF gave the meeting an update on the plans for the Showcase. The Showcase starts at 11am. He went over the program of events. Each of the Groups, 5 in total, will have a 10min slot allocated for their presentations. John is expecting 9 or 10 tables set up for advertising individual groups in the foyer. **MG** asked if there were any cups or presentations to particular groups at the Showcase.
7. **Press and Communications:** **DP** sent in his report via email the contents of which were read to the meeting. Although the members of this group had now reached 166, concern was raised that our Facebook page was not being utilised by many of the Committee. **DP** urged Committee members to use the page as a way of communicating information. It was noted that some of the committee are unhappy with Facebook as a whole and were reluctant to start using it. However, the Page is open to U3A members and non-members so the hope is it may be a good way of recruiting new members and disseminating information.
DP has received feedback from two of the English Language Newspaper editors and he outlined in this report, the criteria as to the types of articles the papers would be happy to print. The reports need to be of interest to their readership, grammatically correct and **DP** will be happy to assist with edits to such articles. They stated they would be happy to help us by publicising forthcoming events but generally would require at least two or if possible three weeks' notice. **MG** expressed concern that reports on recent Trips had been sent to the newspapers but that he had never seen anything actually printed although many reports appear from other U3A Groups.
9. **Travel and Events:** **AH** reported that the group Sub-Committee had their first meeting recently and had come up with a fairly full programme of possible trips and events over the next year. A question was asked as to whether Events should also come under the heading of Trips and Travel

and AH said that it had been decided to include as she didn't see who would take charge of Events in isolation. Ideas and suggestions include, BBQ/Picnic, trips to Novelda, Confruentes, Christmas Party, (possibility of moving it to Viva Espana this year) A Teruel trip, Valentine's day to Benidorm Palace Theatre and possibly trips to Valencia and Jalon, Castellon and Cartagena.

AH

10. Webmaster's Report: JM has the new email addresses for the committee and will forward these to us in the next day or so. Problems with Jot Form last year have now been resolved. It was reported that the Template forms for Committee emails need to be cleaned up.

11. Membership Secretary's Report: JM reported membership is now standing at 547. **AT** stated that there had been some comments as to Groups including non U3A members within their ranks. The rules state that new group member could attend two meetings but after that must either join the U3A or leave the group. **AT** suggested that some sort of check or register should be made by the Group Leader. **MT** advised that we had already had this complaint within a group recently that caused issues and that all Groups must be treated the same. **JF** said he will blast group leaders to reiterate that this was not allowed in the U3A constitution. It was stated that we should look at some sort of written registration within the Groups. This would also be a requirement for safety and Insurance reasons. To be discussed further. **JM** asked if we could have a Group Leaders Meeting in September where these points can be raised and discussed.

JF

JF

ALL

JF

12. Financial Report: No Report as yet for May but Robbie advises that all is up to date and will be distributed asap.

13. Secretary's Report: MT just requires signatures for all members for the official document advising of changes to the committee.

14. A.O.B.: MH advised that a number of people were unhappy with the quiz, this month. One Table got up and left and it was not completed due to time issues. The points have been noted for future reference. There was a question raised as to whether or not the quiz was held for U3A members only. The Quiz is run as an Event and not under the Group banner. The only requirement was that each table must have one U3A member as they are required to do the registration of Tables and meal requirements. **MG** asked that all new committee members send him a copy of their passport. These will be required in September for registering the new Committee for the Bank.

There being no further business the meeting was closed at 12.34pm.

Oliva U3A Committee Meeting
Thursday 13th September 2018 - Tourist Information Office 10.30 a.m.

Minutes

Actions:

1. **Present:** Mick Goy (MG) David Wynne (DW) John Flannigan (JF) Maureen Terry (MT) John Melville (JM) Victor Sinden (VS) Francoise Moncombe (FM)
2. **Apologies:** Angela Town, (AT) Diana Jameson (DJ) Marj Hatton (MH) David McFarlane (DM) Anja Homburg (AH) Ron Colcombe (RC)
3. **Minutes of 14th June 2018** had been circulated and these were agreed and signed. At this point JM distributed the new years committee ident badges.
4. **Matters Arising.** The new Almoner has been appointed. At the next general meeting Tina will officially step down and Joanna will take over. **MG** confirmed the new microphone has been purchased as agreed at the last committee meeting.
5. **Presidents Report:**

MG

Revised Group Leaders notes. The revised Group Leaders Notes has now been circulated to the committee. A note has been added that the notes will be updated at the start of each new year and any required inclusions can be added at that stage. An email has been sent to all Group leaders from **MG/JF** explaining any additions.

Digital Signature. Peta has been to the town hall to enquiry about the requirements for this but at this moment they are not interested. If any such requirement comes up we will deal with it then.

Attendance Sheets. The committee discussed the requirement for attendance sheets to ensure that for security and insurance purposes we are able to ensure all persons can be accounted for in the event of a fire or suchlike emergency. We will instigate this procedure at the next General meeting on 27th September. **MT/AT** will assist on the badge check out table to ensure signatures are obtained of all attendees to the General meeting next week. An email has been sent to all Group Leaders to ensure the same is done for all group meetings/gatherings. Sample forms were distributed to the attendees.

MT/AT

Sub Committee to look at Bank and PayPal commissions. This was put forward again to the next Meeting as Diana was not in attendance. We need to pursue the bank charges issues. When an account holder holds 2 or 3 direct debits (which we do) we should incur no charges, as happen currently.

Resignation. An email has been received from David Proctor resigning as Press Officer and also from the committee. He has a new book coming out in October and will be very busy with this. It will also probably be necessary to replace David as a Facebook administrator. It was agreed by the committee that since David Proctor was no longer a committee member he could not remain as a Facebook administrator.

.
MG

U3A Charity recipient. **MG** asked the meeting if the consensus was that we continue with the current charity (AECC) or did anyone have any other proposals. **DW** suggested that we ask for ideas at the general meeting. It was agreed that an ideas box could be put out at the GM for suggestions from the membership. Decision will be made in the October meeting after time has been taken for consideration.

Vice Presidents report. Monthly speakers update:

Sept 2018 John Melville will speak at the September General meeting re: The Website and getting more from it.

Oct 2018 Izzy from Telitec is being moved forward to the October meeting as our original speaker will be unavailable now.

Nov 2018 The speaker will be Rosa Mansell

Jan 2019 Gloria will give a talk and update on Brexit and what progress has been made.

Feb/Mar/Apr TBC.

MG Suggested possibly asking the Red Cross Oliva to come and give a talk and maybe a couple of demonstrations. Will ask Peta to help with a request to them.

DW asked what the rules surrounding speakers at our meeting were. Generally, it is that they don't attempt to sell either their business or product during their presentation. If they wished to have a table outside in the foyer with business cards that people can ask questions of later, then that was acceptable, but not anything related to direct selling.

Group Co-Ordinator's Report.

JF reported that he had done a lot of work rehashing and updating all of the website info for the different groups. He feels happy that improvements have now been achieved.

Emails are being received by **JF** regarding possible future members who only spend approx. six months of the year in Spain. These should all be forwarded over to **JM** as membership secretary to action.

A request has been received from someone wishing to start/extend a 20th century History group.

Press and Communications. Nothing more to report here but **MG** confirmed he will look after the Press and Facebook admin requirements at present.

FM

Travel and Events:

Xmas party: We had provisionally booked Viva Espana for this year's party but it was felt that the price quoted was just too high. **JM** expressed

AH

surprise at this as in previous discussions Jackie (VE) had been very keen to get the U3A back for our functions. **MG** suggested we look at Moli Cañar once again. It has been left that Anja and the subcommittee will make a final decision this month. **AH**

Wine Tasting Trip: Planned for Nov 6th. Details to be confirmed. **JM**

Webmaster's Report:

JM reported no real recent problems with the website. They are still awaiting a response from Wild Apricot regarding admin control. **MG** asked if it was possible to move the homepage colour away from blue and maybe look to changing to a warmer colour. **JM**

Data Protection Update: **JM** reported that our current privacy documentation covers this issue pretty well. We do now need however to email members to request that they revisit their accounts and read the conditions and be sure to tick the check box to say they have done so. An email had been received from a group leader asking what implications there were regarding the attendance sheet requirement and Data Protection, but as members are not asked to detail any personal info other than to sign their names, there are no issues.

We do ensure that members are not able to access other personal information. They can send a message to another member through the website without locating that members email address. Only Admin members are able to access this information and **JM** attempts to restrict this as much as is practical.

Membership Secretary: **JM** reported that the current membership was at its highest ever level at 581 members. Some discussion was then had regarding the cost and printing of membership badges as each year quite a high percentage of badges are not collected and therefore have to be scrapped. It was agreed that we need to try to come up with a possible alternative and cost-effective way of producing membership cards. **JM**

DJ/JM

Financial Report: **DJ** was unavailable for this meeting. The financial report as of 30th June has been circulated. The format for the future reports is being looked at with a view to some increased clarity in the interpretation.

A.O.B.

AT

Safety Leaflet. **MT** thanked Angela for the great work she has done so far on the layout of the leaflet. Some changes must be made with regard to translation, the logo and final sequence and once the format has been completed we will review it again with decisions as to printing etc.

Help at the GM. **MG** requested help regarding the Book Stall. **MT** volunteered David Terry to take care of this. Also help required for setting up the room at 9.30am. **JF** will set up a Group table and possibly Anja will have a Travel and Events table.

FM spoke to the committee regarding an idea she had been to see whereby all meetings, activities, etc were all held within the same premises and which also then included coffee, refreshment facilities. Concern was expressed regarding costs and practicalities but after some discussion it was suggested that **FM** do a little more research and put it on the agenda for the next month. **FM**

Date of next meeting: 11th October 2018

Oliva U3A Committee Meeting
Thursday 11th October - Tourist Information Office 10.30 a.m.

Minutes

Actions:

1. **Present:** Ron Colcombe (**RC**); Diane Jameson **Treasurer (DJ)** ; John Flannigan **Group Co-Ordinator (JF)**; Françoise Moncombe (**FM**); Mick Goy **President (MG)** ; Maureen Terry, **Secretary (MT)** ; John Melville **Membership Secretary (JM)**; David Wynne Vice **President (DW)**

2. **Apologies:** Angela Town, Anja Homburg, Marg Hatten,

3. **Minutes of 13th September):** These were agreed and signed.

4. **Matters Arising:** There were no matters arising.

5. **Presidents Report:**
 - a) *This year's Charity:* As no contrary suggestions were received it was agreed that we continue with our present Charity: **AECC**.

 - b) *Children's Christmas Party:* The sub-committee for the party will be Mick and Linda Goy, John and Jaquie Flannigan and Maureen Terry. The first meeting will be held on Monday 18th Oct. at 4pm in the Bar Centro, in La Font D'en Carros. The CPC is booked on the 12th December for the Party. There could be up to 60 children (TBC) and Atul and Veronica who have provided the entertainment for the last two years have agreed to do it again this year. The committee present agreed to a budget of 150 euros, as per previous years. Costs last year were well inside of this budget. (Proposed – JM, seconded, RC) there will be a provision to give out the blue and pink cards for the Children's Xmas boxes at the General Meeting.

 - c) *Facebook Update;* Following some criticisms that arose on the U3A Facebook page on the 15th September, regarding the running of the Facebook group, Mick (MG) was quickly able to make some adjustments/corrections that had been brought to his attention. However, it was firmly agreed that Facebook was not the place to air such grievances. Any person that has a complaint or problem with the running of the Facebook Page should contact a member of the Admin team directly. We are still on a learning curve with the administration of the pages. It was agreed that we need to provide **clearly** what type of content regarding posts will or will not be allowed, ie.: Selling, abusive comments or criticism and grievances. The mission statement has been updated.
A discussion about who can or cannot post on to the Facebook pages took place and it was agreed the pages should be open to the public to read and look at but that only members should be able to post. Members will be vetted after asking three simple questions about their interest in the U3A Facebook site, and only when they have replied to

MG

these questions can they be added as a group member.

JMMG

- d) *Member Benefits*: MG has received a request from a Carer Company asking if we would advertise their services. It was explained that whilst we do not advertise in this way we were happy to put them on our Members Benefit page provided we were given a discount of some form. This will be on the provision that the person requesting the service (i.e. for themselves or an elderly relative) is a member of the U3A. The committee agreed to the proposal.

6. **Vice Presidents Report**: Monthly meeting speakers as already reported. An additional offer has been received by email from a company called Blacktower Financial Management Group of a potential speaker regarding Residence for Expats in Spain and the implications of Brexit. We do already have a speaker possibly booked for this subject but DW will look at the options. As MG is away for the next general meeting, all slides etc will be passed to DW beforehand. DW
7. **Group Co-Ordinators Report**: JF is continuing with the updating of the group pages on the website, along with the Group Leaders which is taking quite some time. Walking Football. JF is in the process of organising and booking the court at the Oliva Sports Centre and has negotiated a discount on the booking rates. From a normal rate of 22 euros/hr we will be paying a rate of 12 euros/hr. There are 17 people that have registered an interest in the football to date. The start date will be confirmed shortly. There are several possible changes within a couple of groups. We hope to clarify better by the next meeting. JF
JF reported that the Petanque group is currently well supported with 22 players at the last two or three meetings. A new Meditation group is due to start and believed to be scheduled for 4 weeks only at this stage. The annual Group Leaders meeting takes place Thursday 18th October at the **CPC**. At the moment there are 13 positive attendees and 1 possible from the Leaders and 8 committee members. A request has been received by the Cookery Group to purchase two gas burners which was approved by the members.
8. **Press and Communications**: Following the resignation of David Proctor as Press officer, Angela Town has expressed an interest and agreed she would like to take up this roll. Angela's roll was proposed by DM and seconded by DW. DW/MG
Angela is continuing her work on the Emergency leaflet. There is more work to be done on the provision of different language facility, and in simplifying the document overall, enabling it to be folded into pocket size. AT/JM
9. **Travel and Events**: FM (on behalf of Anja) reported that the wine tasting booked for the 6th November was now fully booked with a waiting list. Finalisation of the preparation Xmas Party is near completion and will soon be put on the website for registrations. The visit to Benidorm Palace is set for 14th Feb 2019. A number of other trips and Events were itemised and plans for these are ongoing. MG asked that we try to finalise our plans for the next 3 or 4 months and be ready for price notification and registration

a.s.a.p. It was also suggested that we relook at the Coach company we use for our trips as we seem to not be getting the size of coach we request.

- 10. Webmaster's Report:** JM reported that with the exclusion of a couple of niggles that had been pointed out and that he believed had now been corrected, all else seemed to be operating ok. He had an enquiry from a member regarding the personal information that was or was not available on the website. The only people who had full access to such information is the website admin personnel. Anyone requiring more detail should submit a request to the Webmaster John Melville who would then pass this request on to the relevant person. Regarding the Group Leaders pages, JM will be doing a presentation at the Group Leaders meeting on what a Group page is and why it is important to keep them up to date, from this he plans to arrange a session (maybe at the CPC) to outline the method of using and operating these pages. A review is to be taken to the Web Administrators Access during this month.

JM

- 11. Membership Secretary's Report:** JM reported that there are 597 members on record with 477 members currently active. Still waiting for some subscriptions to be paid.

- 12. Financial Report:** DJ presented the accounts for the month to 30th September 2018. DJ and JM are talking to the bank with a view to reducing our charges which stand quite high. It is believed that we should be eligible for free banking if we have direct debits going out. This will be taken up with the bank regarding the Groups account. Diane reported a positive Balance at the end of the month. Pablo has been contacted regarding this year's auditing once again. DJ requested that all refunds are made via PayPal if they were originally paid that way, enabling us to also claim our charges back. A check needs to be made regarding timescale relevance.

DJ/JM

- 13. Secretary's Report:** Nothing further to report

14. A.O.B.:

FM has done some research into her proposal regarding the U3A having their own premises available for use by all members for all meetings, groups etc. Whilst generally feeling the idea was positive, and the President thanked François for her efforts, after a lengthy discussion it was unanimously felt that this facility was not conducive to the type of structure that we have in the U3A here in Oliva. It was also felt that the cost was very prohibitive.

A brief discussion followed regarding the General meeting and arrangements for the set up on the day.

The meeting closed at 12.35pm

Next Committee Meeting Thursday 8th November.

Oliva U3A Committee Meeting

Thursday 8th November 2018 - Tourist Information Office 10.30 a.m.

Minutes

Actions:

1. **Present:** David Wynne **Vice President (DW)** Maureen Terry **Secretary (MT)** Diana Jameson **Treasurer (DJ)** Anja Homburg **Travel Co-Ordinator (AH)** John Melville **Membership Secretary (JM)** Angela Town **Press and Publicity Officer (AT)** John Flannigan **Group Co-Ordinator (JF)** Victor Sinden **(VS)**
2. **Apologies:** Mick Goy **President;** Marg Hatten; Ron Colcombe
3. **Minutes of (11th October):** These were agreed and signed in the Presidents absence by the Vice President.
4. **Matters Arising:** There were no matters arising.
5. **Vice Presidents Report:**
 1. Children Party Boxes. **DW** reported that despite some rigorous pushing at the Monthly General meeting, the uptake on the Pink and Blue Box tickets was disappointing. A few more had been issued since then but it was agreed that members would try to get some more tickets distributed and that a general blast should go out to all members requesting help once again.
 2. Rosa has confirmed that she will be giving a talk on her life and work in Tanzania.
 3. Gloria has also confirmed to **DW** that she will be presenting a talk re Brexit at the January General Meeting.
 4. There is a meeting given by the British Consul in Denia coming up regarding Living in Spain and Brexit that may be of interest to some members, The poster with details will be posted on the Webpage. **JM**
6. **Group Co-Ordinators Report:** **JF** advised the meeting that the **New History group**, being run by Ann Heidi will be running once a month and the first meeting was held in October and the next is on 15th November. The **Golfing Group** is still under negotiation. TBA **JF**
JF has had 10 enquires for a **Belly Dancing Group**. **JF**
The **Cookery group** has now restarted as of Oct. November TBA
A **new Simple Yoga group** is starting and details are TBA **JF**
Walking Football **JF** advised that this is ready to go but he awaits responses from the interested members as to their preferred day. Only 3 out of a possible 11 have responded to date. **JF**
There has been an enquiry re a possible **Astronomy Group**.

JF advised that he has an enquiry from a couple living in Valencia to ask if they could join the U3A in Oliva. The reason being they felt Oliva had more going on than their present group. The enquiry will be passed to the membership secretary.

A discussion then took place regarding the reinstatement of the Art Group.

JM reported that he had had a discussion with the past Group Leader and felt some progress can be made. **DW** then advised he would like to put the subject forward to the next meeting for further discussion when the President returned from his break.

MT

8. Press and Communications:

1. **Promo Poster.** AT had already circulated a copy of the promotion leaflet she had devised. It was approved and agreed that members would print a copy/copies to distribute in prominent places ie notice boards, bars, shops and cafes etc.
2. **Emergency Leaflet.** This has been circulated after a few changes requested and AT asked the committee to please advise her if she felt there was anything else they felt needed improvement. Present members gave the leaflet the OK. It was agreed that the leaflet would be printed, once agreed, in a suitable format to fold easily into a wallet size document.
3. **Central Data Storage.** AT feels that it would be useful for the Club to have a central Data storage facility where things like Data, Music etc, that form part of individual group activity requirements could be stored in the event of Group Leaders retiring or moving on. **JM** agreed to investigate.

JM

- 9. Travel and Events:** **AH** started by making a formal request for help for herself and on behalf of several Group Leaders who feel that they are totally overwhelmed by the requirement for Computer literacy when putting their Group activities on the website. There are many GL's who feel unable either by capabilities or due to having no interest in uploading or entering information to the Website. It was felt it would be useful (or needed) to have somebody who could do this for them. **JM** reported that he had been contacted by somebody who had volunteered his services about the possible computer assistance. **JM** will have another word with him on our behalf.

JM

AH reported a very successful trip to the wine-tasting event. As this had a large waiting list and more people are showing interest , she asked if she should maybe look at putting another on possibly in January.

Xmas Party; Plans for the Annual Xmas party are going well but we need more ticket sales. It was agreed another blast would go out to members reminding them of the event.

AH

Alcoy Three Kings: This will be just the option of us hiring a coach to get people to the town for the parade, then people will do their own thing. We need to find out how many people are interested before we decide. The minimum coach size is 26 persons.

Benidorm Palace: This event on 14th February is ready for registrations once meal plans are finalised.

AH

Jalon: The plan for this trip was to visit a local garden. It was understood there had been comments regarding the viability of visiting the gardens and the Rastro and also lunch. It was generally felt that if this was to be just a visit to the Rastro and then lunch, then this was something people do often anyway and might not necessarily attract much support. More discussion required.

10. **Webmaster's Report: JM** Nothing more to report
11. **Membership Secretary's Report: JM** gave a run through of membership numbers and those active or not. He advised that lapsed members are not removed from the database (and therefore mailing lists) for two years when they are archived.
12. **Financial Report: DJ** distributed the monthly accounts and then gave a rundown on the Groups balance sheet which looks healthy. This will now be published on the U3A website.
13. **Secretary's Report: MT/JF** advised that the sub-committee had met to discuss plans for the **Childrens Xmas Party**. Despite much pushing both at the door of the general meeting (**MT**) and through a double announcement to the room by **DW**, the uptake of tickets for the present boxes only reached approx 50%. All members were asked to push for more people to help by supplying boxes and it was agreed a blast would go out to all members. It is believed **MG** already has this in hand. Boxes need to be handed in at the November general meeting. **MG**
- MT** advised that she has also taken a role of admin alongside **MG**, for the **U3A Facebook** page, though she reported there seems to be some issues with it. She will work with **MG** to solve the problem. **MT**
14. **A.O.B.: JM** has been given a leaflet for a group calling themselves Peace of Mind. This is a help group which gives help regarding, all aspects of elderly life. They provide a helpline for a monthly cost.

There being no further business the meeting was closed at 12.22pm

Next Committee meeting Thurs 13th December.

Oliva U3A Committee Meeting
Thursday 13th December 2018 - Tourist Information Office 10.30 a.m.

Minutes

Actions:

1. **Present:** Mick Goy **President (MG)**; David Wynne **Vice President (DW)**; Diana Jameson **Treasurer (DJ)**; Maureen Terry **Secretary (MT)**; John Flannigan **(JF)**; Anja Homburg **Travel Co-Ordinator (AH)**; Francoise Moncombie **(FM)**
2. **Apologies:** Angela Town, John Melville, Ron Colcombe
3. **Minutes of 8th November 2018:** These were agreed and signed.
4. **Matters Arising:** There were none
5. **Presidents Report:**
 - 1, **Charity Donation Request:** **MG** read out an email received from Philip and Julia Radford **(PR)** commending Rosa for her excellent presentation on her work in Tanzania at the November General Meeting. Rosa asked him to convey her thanks on the sale of hand-crafted jewellery and the two pledges of 50e received at that meeting. Philip then asked if the U3A would consider a small donation towards her school project for the Massi children in Tanzania.
After some discussion the committee all agreed that this was a very good and worthy project to support. However, **DW** expressed a concern that we didn't want to create a precedent of giving away to other small charities once our Annual Charity had been decided. **MT** put forward an idea that rather than a donation directly from U3A funds, that we donate the proceeds from the book sale at the monthly General Meetings. After further discussion the idea was accepted by the committee and **MT** was asked to write to **PR** with our offer. **MT**
 - 2, **Resignation:** A resignation letter has been received from Marg Hatton (Committee member). The president has emailed Marg thanking her for her contribution over the year and reluctantly accepting her resignation.
6. **Vice Presidents Report:** **DW** stated that all the monthly meeting Presenters were as previously minuted.
7. Group Co-Ordinators Report: JF reported that the Salsa and Padel groups were ready to go but were just awaiting a decision on times and days. The Choir is requiring new members and JF will send a blast out to all members about the group. **JF/MG**
The walking football is requiring a referee to begin the meets. Due to personal health issues that John is having **MG** told the meeting that he will be supporting JF on a temporary basis with the groups. An email to the Group Leaders asking for them to direct enquiries to him in the interim. **MG**
Art Group: the Art Group is being reinstated as a U3A group with Graham Flowerdew as the Tutor/Instructor and Maureen Terry will take over the role of group leader.

8. **Press and Communications:** **AT** has requested that we decide on whether we go ahead with the Emergency Leaflet that we were proposing to have printed. **MG** voiced his concerns over whether we might have a problem with copyright over the leaflet as we were planning to use the Jalon Valley Help format. It was agreed that **MT** write to them to ask if this was going to be a problem.
- Update:** After writing to them **MG** has received a phone call telling us that they do indeed have a copyright over the leaflet, so we will not be able to copy. They did not have a problem with us distributing their leaflet but with a U3A sticker attached.
9. **Travel and Events:** **AH** reported on a very successful Christmas Party held at Moli Canar. It was well attended, and feedback was very good. The Alcoy trip for Three Kings on 5th January is going ahead – at this time there were just 10 places left. Benidorm is scheduled for Valentine's day but although members are registering, members are being very slow to pay the fees and we must pay monies to the Palace upfront if we wish to reserve enough places. A blast will go out to members in the new year reminding members that invoices for this event need to be paid asap. It was decided that the March trip to Jalon would include a walk round the Rastro and then a lunch at Pepe's after. April Trip will possibly be another trip to a winery. The last one was overbooked so there should be a good take up on another this year.
10. **Webmaster's Report:** **MG** asked **DJ** if she could advise him of the cost of Jot Form (email links) Apparently, we are at the upper limit of allowance with our current monthly fees on Jot Form. A discussion was then held on the benefits or not of using Jot Form for our emails. **JM** has a meeting shortly with the Webmaster David McFarlan to see if we can set up our own email system and not be reliant on Jot Form, so making a monthly saving to the U3A on these fees and simplify the system.
11. **Membership Secretary's Report:** The current membership is running at 506 active members. We have had a few problems with the paying and identifying membership payments. Needs investigating as those members that have not paid after three months of the new year are automatically archived and there is a query over some that have paid but it has not been picked up.
12. **Financial Report:** **DJ** reported a loss on the month due to the website annual charges. She is now paying the required monthly amount into our general account rather than in our PayPal account, which means we will now get free banking. This will give us a saving as each transaction was occurring a fee, which amounts to quite a substantial amount over the year. **DJ** felt that we did not need to hold two bank accounts ie: a General and a Travel account, because the Travel account figures can easily be picked up by those who need the information from the monthly financial report. This was a concern voiced by **MG**. After some discussion it was agreed that we would revert to one general bank account. We should then save approx. 300 euros per year. **DJ** has spoken to Pablo the auditor who can see no issue. It was agreed that we would confirm that the Membership Secretary can see no problem with having the one account before making the final decision.

13. **Secretary's Report:** Nothing extra to report other than **MT** asked just to confirm if the monies from the book stall to the Tanzania school fund would be paid monthly or in a lump sum. It was agreed that we would present Rosa Mansel with a cheque at the showcase in 2019 and back date the book donations to the beginning of the U3A year being September 2018.

14. **A.O.B.:**

Carol Singing; MG reported that the choir raised 116.16 euros by singing carols around 3 cafes before Christmas. These were Amigos, Sanchis and Vale Vale. All three premises requested that the choir next year to do the same. So, a very positive outcome for the effort.

Party Presents; We have several donated children's presents left over from the party. It was agreed that Betty from the line dancing group would pass these presents to the local orphanage.

UK Consulate; MG reported that the UK Consulate were interested in coming to Oliva to do presentation on Brexit. This would be aimed at all local British Ex Pats not just U3A members. There is no fixed date yet, but it was suggested that maybe January would be a good time. This would be a standalone meeting rather than being included in the January U3A general meeting. Further discussions will be held to determine a date before proceeding further.

Gandia Social Club; MG was approached a while ago by the club who suggested that maybe we could have a closer working relationship with things such as linking the Website info. Committee members were asked to have a think about ways in which we could pursue this aim.

There being no further business the meeting was closed at 12.30pm.

The next committee meeting will be on 10th January 2019.