

## **Oliva U3A steering committee meeting 10<sup>th</sup> September 2007**

Those present:

Andrew Slepyans, Brenda Beavis, Jackie Clarke, Jim Payne, Joe Bellenie, Tina Bellenie

### **1. Apologies**

There were no apologies. Judy has left the committee for personal reasons

### **2. Minutes of previous meeting (June 11<sup>th</sup>)**

The minutes were accepted as a true record

### **3. Matters arising**

The Constitution has been approved by the Town Hall and the Hacienda has given us a temporary CIF number. Once the Association has been registered we will receive the permanent number. The Treasurer is in the process of setting up an account with Sol bank.

### **4. Communications and email protocol**

It was agreed that copies of emails between committee members should be sent to the Secretary as a minimum and to the full committee if necessary, and that all such emails should be acknowledged. There were no adverse comments on the new website apart from the suggestion that it was not very eye-catching, but it was very clear.

The committee members should now make online membership applications to test the process.

### **5. Arrangements for inaugural meeting on Sept 26th**

Although we do not yet have official confirmation of our venue, it seems we have a booking.

The committee will arrive at 09.30 on Sept 26<sup>th</sup> to get the room ready.

On arrival the participants will be given a 'Welcome' pack consisting of a brief description of the aims of the U3A, an application form and a list of potential groups.

The proposed program for the meeting is:

- Welcome and introductions (Joe)
- The U3A in Spain (Mary Anderton – founder of Calpe U3A)
- The U3A ethos (Ian Nixon – Denia president)
- How the groups work (Joe)
- Website, communications and membership applications (Tina)
- Questions from the floor
- What next? (Joe)
- Closing remarks (Joe)

Lunch afterwards for invited guests will be at the Tasca Olivense at 13.30.

Numbers and menu choices required by the 19<sup>th</sup> September.

## **6. Other business**

It was agreed that our monthly meeting would be on the 4<sup>th</sup> Thursday of each month at 11.00, excluding December, July and August, although individual groups could continue meeting if they wished.

The web forwarders are now in place for the president, vice-president, treasurer and secretary, and Jim asked if these could be tested.

It was agreed committee phone numbers and email addresses should be made available on the website with the exception of phone number for Jim and Brenda.

## **7. Next meeting**

The next meeting of the steering group will be on Monday 8<sup>th</sup> October at 18.00 at Andy's house. (The committee meetings will normally be on the second Monday of each month.)