**Date:** 10 October 2019

**Meeting Opened:** 1.35pm **Chaired:** Fleur Dwyer

**Present:** Fleur Dwyer, Chris Bembrick, Nan Kennedy, Kaye Separovic, Carolyn Smith, Carole Thomas

Margaret Nicoll, Ann Murray (Team Office), Pam Summerill (Team Social)

**Apologies :** Garry Clear, Terry Prowse

**Welcome**

Fleur welcomed all.

Minutes from previous meeting passed as being true and accurate.

**Moved:** Nan Anderson **Seconded:** Chris Bembrick

**Business Arising from Previous Meeting:**

* Gazebo has been researched by Carolyn. We have received a letter from Jess re subsidy for funding
* Try Booking for Christmas Party & other events – we need to rely on people’s honesty as to whether they and their friends are members or not. We need to make it clear that when paying at the office – people pay the 50c booking fee, which is one of the best rates around.
* Hillgrove House – follow up
* Members from outside HG House would require a police check to join residents in activities
* Deb from HG House didn’t know how many residents would actually be involved so at this point it has been left in the hands of staff as to further interaction between our organisations
* Increase in yearly subscription to $30 – Chris has had positive emails and heard no complaints
* Renovation of Tura Centre – Carole has a copy of the revised plans (tabled at this meeting) and has been getting costings
* Operable wall. Sound proofing, folding partitions, timber work, plastering, painting, hard floor (hybrid) in shared area, 2 x new air conditioners,
* Has spoken to Mens’ Shed who will remove inside cupboards etc
* Chris asked that Carole try and break down the renovation into manageable parts that we could fund in an ongoing fashion so that we can pay as our bank accounts mature

**Treasurer’s Report (tabled)**

Due to renovation expenditure our accounts will not roll over as they mature.

**Motion:** That payments listed in cashbook and bank reconciliation are approved and accepted

**Moved:** Carolyn Smith **Seconded:** Nan Anderson **Carried**

**Other Business:**

* Team Social – Floriade Trip has taken place.
* Bus company excellent and charged no more than quoted
* Difficult to get numbers
* Gained two new members
* Christmas Shopping Trip – bus company would be prepared to let people pay straight over the phone for the trip.
* Discussion re commercial enterprise taking responsibility for this
* Team Social not keen to go ahead with this trip after difficulties of Floriade
* Christmas Function locked in
* A good opportunity to showcase events
* Class leaders to contact Pam directly re their involvement
* Jane organising displays
* 12.20 – 1:30 dessert
* Discussed Seniors Festival briefly re Team Social involvement
* Team Office
* Going well
* Gaining new volunteers
* Barbara and Michele have set up a One Drive account in which to store digital records
* People on team have good computer backgrounds
* Procedure manuals being developed
* Attendance Sheets are required for insurance purposes
* Renewal Drive for members in November to try and encourage membership renewals prior to building work commencing
* Program Team
* A permanent trainer is required to assist us with MyU3A
* Succession for 2020 – what is happening?
* Fleur has approached Elle Milstead to consider position of president for next year
* Constitution Review – Judith Reed is interested in being a member of the team revising
* We need to consider the tenure of Management Team positions for a period of 3 years with a 2 year extension option
* Let Fleur know whether you will be continuing on as a member of the MT.
* First Aid Training – discussion re U3A SC funding training for Course Leaders.
* Third Party Insurance
* Courses held in member’s homes are an issue
* Public Liability covers U3A members
* Every course leader needs to be contacted and asked to assess their own home for risks and to sign a declaration in regard to Public Liability Insurance

To be discussed at next meeting

* Nan:

Enduring Guardianship – mental health is a nightmare when dealing with this area

Meeting closed: 3:34pm