

1. **Meeting opened:** 9.35 am

Lloyd welcomed all to the meeting.

2. **Present:** Lloyd Seaton (President/Membership/Programs - interim),
Chris Abbott (Secretary/Newsletter editor), Kerry Formann (Treasurer),
Liz Cross (Welfare), Jennifer Glassop (Luncheons Coordinator), Ann Haydon (Refreshments
other), Asha Vadujkar (Refreshments UC)
Karenne Norling (President invited to attend)
Apologies: Jennifer Kokany (Publicity)

3. **Minutes of previous meeting:** 28 April 2017

1. That the minutes of the previous meeting be accepted.

Moved: Chris Abbott

Seconded: Jennifer Glassop

Carried

2. Issues and business arising from previous meeting:

- Australian Business register request for information doc passed to Lloyd for action
- Correspondence in: NIL
- Correspondence Out: Thank you letter to Hon Auditor Keith; 39 Invitations to the Course Leaders' Meeting (18 June); our new executive details sent to U3A Network.
- Concert: Christine Ritchie has embraced Co-ordinator's role; she will act as compere, devise program; Welfare Officer to coordinate offers of transport to Club Taree for those needing it & this to be advertised in Term 4 Newsletter.

4. **Reports**

1. President

- Currently 401 members
- Liz Cross /Ann Haydon to coordinate refreshments for Course Leaders meeting with up to \$75 to cover this
- One generic management committee email addresses, 'Refreshments 1', not functioning due to issues with offshore server not accepting Hotmail addresses

2. Secretary

NIL

3. Treasurer

- Operating account balance:
30 April \$20,086.97
31 May \$18,264.20
- Term deposit balance:
30 April \$10,230.11
31 May \$10,331.57
Reinvested for further 6 months @ 2%.

That the Treasurer's report be accepted.

Moved: Kerry Formann

Seconded: Liz Cross

Carried

4. Program Director
 - Issues with keys at Cundletown Uniting Church identified and fixed
5. Publicity
NIL
6. Welfare
 - various members mentioned re support due to ill health; cards sent and visits made

5. General Business

1. Review of the draft Term 3 Newsletter, timetable and enrolment form
 - carried out and all shaping up well
 - corrections and changes to be made for accuracy and consistency as needed
 - c. 25% printed for members without email + handful of spares but at what cost?
 - Queries about printing internally; use of colour and cost of that; needs investigation with printer
2. Review of the production schedule for the newsletter
 - carried out and on time
3. Review of the invitees for OBE (Over Bloody Eighty) Luncheon 20.9.17.
 - List of those eligible previously distributed by email
 - Jenny G to issue invitations
 - Must be turning 80 this year and financial member
 - A copy of the gold certificate presented previously tabled
 - Jennifer G to design certificate for Lloyd to present at luncheon
4. Management Committee meeting minutes published on Manning Valley U3A website
 - That all can see what happens at these meetings. The webmaster to publish by placement in 'Governance' section of our website.

Moved: Chris Abbott Seconded: Lloyd Seaton

Carried

5. Review of the Manning Valley U3A website home page
 - Needs updating / refreshing
 - Placement of the information currently there into an 'About Us' page of the website
 - Focus on current news, events
 - Will require regular updating
 - Webmaster Ern to be asked to give his input on this
 - Broader context: the need to lift profile of U3A in community
6. Management Committee vacancies
 - Karenne N, not eligible to fill vacancy, but may be able to assist outside of the committee.

7. Other

- Lloyd S tabled draft 2018 calendar for committee review
- Course leaders who have unknown status to be offered Honorary membership in the short term with them being moved into full membership later. This applies to Fay Kent. Lloyd to follow up as membership officer.

6. Next meeting: 9.30 am Friday 21 July 2017 at Taree Uniting Church

7. Meeting closed: 10.55 am