## Minutes – u3a Farnham committee meeting October 21st 2024

1	Apologies: Jane	
	Observer: Margaret Popovic	
2	Previous Minutes were agreed and signed	
3	<ul> <li>Daylight projector – At next quiz the most powerful projector that we have will be used to see if this is any better because the projectors that Clive was looking at were no more powerful than what we already have. Sound is still an issue in some rooms, and this can come from non u3a bookings.</li> <li>The Maltings may set up an arthouse cinema in the Tindle Room and collaborate with us. Fleet u3a already have a film society</li> </ul>	
4	Events:	
	a) Monthly / Theme meeting committee attendance Discussed and Cynthia noted b) Feedback from New Members Meeting – Some new members did not reply but came on the day and had to be turned away. It was felt that the room could take 2 more tables. If there are not enough committee members to man each table, we could ask Group Leaders to host a table. The capacity of the room is 110 in rows and 80 – 85 with tables. Spare chairs could be provided for those that have not responded but attend. c) Advisory Group Meeting Agenda and practicalities – An Advisory committee meeting is on the calendar for November and March but dates have not been published beyond the committee. Sally suggested a couple of topics to be covered in the next meeting, reflection on Open Morning as opposed to Registration Morning and thoughts on what our website should include Whilst these proposals would be good topics it was felt that we are not yet at the point of running the Advisory Group and that Jan/Feb is a better time to run it. Organisation to be done primarily by Chair and Secretary but also involve those people that have proposals that are being discussed, along with events. d) Christmas event – Agreed that cast, technical help and refreshment organisation should not pay for places. It was decided that we could have a donation box and Shree will supply. The availability of tickets through	Philip/Sally  Vivienne  Shree

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	events will be staggered to ensure that there is availability at all events.  e) Remembrance Day Andrew has a wreath and we can donate to British Legion, but collect the wreath after a reasonable length of time so that we are not creating plastic waste.	Philip
5	Shadowing committee members Margaret Popovic is in place to support Cynthia and attended today's committee meeting. Shree discussed how much access the person shadowing her should have and she will have access to spreadsheets and could access the demo version of Beacon. Steve would like another person to be involved with marketing. He has arranged for posters to be printed that are in use on display boards, currently in the library. Events shadow to be considered, and a precis written to	Shree  Philip to put something in enews Vivienne
	describe what is needed for it to be advertised at a later date.  Add to agenda in January	Sally
6	Email issues Sally shared information she has gathered from Val and Keith as to what issues people are experiencing, including lack of communication between Treasurer and Secretary. It is not understood by committee members how Stackmail works and if that is relevant to the issues. Check with KallKwik to see if there is an alternative to Stackmail, and if not, how this problem can be overcome.	Annette
7	Trips policy	A and a second
8	Andrew is in the process of writing a policy for Trips.  Programme  Various options were discussed, and it was decided to print  250 programmes and ask The Maltings to sell them for £5 each, which The Maltings could keep. If The Maltings are unable to sell them then they will be available from Monthly and Theme Meetings. If the initial run of 250 is insufficient further copies could be printed.  Members will be informed through e-news	Andrew Philip
9	Confirm Christmas lunch location, date and time Book The Castle at 12:00 on 16 <sup>th</sup> Dec in order to meet for 1 hour then have lunch	Sally
10	AOB Having set up the display boards that are currently in use at the Library it was suggested that we could ask The Maltings if we can display them there from time to time.	Philip to ask Pete Glanville, in conjunction with request re programme selling

Sally will not be at next committee meeting due to holiday. She will need to ask for reports etc by Friday 8 <sup>th</sup> Nov in order to	book
prepare prior to going away.	
11 Card machine – Steve, Sally and Philip now know how to use the card machine and Christmas Event tickets were sold using it.	