

## Short Notes on the presentations from the 2016 Group Coordinators Annual Meeting.

The Group Coordinators Annual Meeting is a chance for people to talk with the General Coordinators and the EC, and to meet the new General Coordinator, Barbara Lowe as well as fellow group coordinators.

A View from the Chair, Samina.

The membership of U3A nationally had increased to approx. 365,000. The new Chair of the Third Age Trust (TAT), Pam Jones, was also looking at the way TAT is run. One aspect of this was looking after members who become less able, and encouraging new members who are perhaps less able than they were. The Third Age Trust continues to work closely with the Charity Commission to ensure that our charitable status, and all the benefits that brings, is maintained.

Our own EC set itself three key tasks for this last year; reviewing our constitution which has been completed and the adoption for the revised constitution is on the agenda at our 2016 AGM on Wednesday 18 May. A review of paid tutors to ensure we are fully compliant with Inland Revenue and Charity Commission regulations has also been successfully completed, and following up on a main action from last year's Group Coordinators meeting, that of how to encourage and support volunteers. The ideas developed in last year's meeting have been implemented and resulted in a significant increase in the number of volunteers to assist with the administration and organisation of our U3A and have seen the introduction of a new role, Volunteer Coordinator. Work on this task continues into a second year.

Wild Apricot and all Things Electronic, - Clare & Camilla.

Clare Chiba requested that any errors in the Group information on the centre pages of Links must be given to the General Coordinators, and they will forward it to her. The same applied to the website; errors or changes should be notified to the General Coordinators and to Clare. The names of the General Coordinators are shown at the top of each set of Groups in the centre pages. Groups with vacancies can be seen on the website. Clare drew attention to the Group Coordinators' pages on the website, which include important documents, and details of insurance etc.

The Group Pages on our website will have a slightly different look depending on whether you access the site via a touch screen device such as iPad or Tablet or a keyboard device. The Group Coordinators Page is found under "Our Groups" and contains much very useful information ranging through [Advice Sheets from National U3A](#) to [Important Documents for Coordinators](#), do occasionally access our page for latest news and updates at [http://www.sheffieldu3a.org.uk/group\\_coordinators'](http://www.sheffieldu3a.org.uk/group_coordinators)

Recently you will have received from [grouprolls@sheffieldu3a.org.uk](mailto:grouprolls@sheffieldu3a.org.uk) (Camilla), an email asking that you check your group membership against the details generated by Wild Apricot. This is required on an annual basis to check current memberships.

The following questions were answered by the team.

Question on checking the names of people in groups. Members who had not renewed could be reminded by email.

Question on sending an email to the whole Group. This was not currently possible with the Wild Apricot system.

YAHR Update and Showcase Event, - Denise.

YAHR, Denise West.

Denise West, who is the representative on YAHR, said there are now 49 U3As in the Region. Denise is the YAHR coordinator for: Sheffield, Holme Valley, Doncaster, Barnsley, Wakefield and Rotherham, and is your source of knowledge for all things YAHR. Check the YAHR website, <http://yahru3a.co.uk/> for the latest information on subject days. The free showcase event at Askham Bryan would be on 3 August, and it was hoped some Groups from Sheffield would take part in the show, eg with an exhibition of their work, or an entertainment. There would be a large marquee at the centre of the site for stalls and catering. Information could be downloaded from the YAHR website

YAHR is paid for out of the capitation fee, so members are urged to make use of the various events and workshops it runs on specific topics. It was agreed that Denise could email details of relevant events to Coordinators.

Paid Tutors, Chris.

A major consultation and discussion with all affected groups in Sheffield U3A following detailed advice and best practice recommendations from Third Age Trust. Much good will and compromise by all concerned has led us to a pragmatic and workable conclusion with minimum impact on existing groups. If you wish to use the services of a new paid tutor, see the advice sheet on our website, and ensure you have a discussion with your General Coordinator.

In answer to a question about giving a bottle or other small gift to a speaker, this was in order. However, if groups are paying, say, £30-£40 a time, this may be a problem. Donations to other non-U3A groups or charities are illegal unless the aims are the same. If a group wanted to give a donation they could have a collection for it, but money from group funds should not be used for this purpose.

General.

Ann Granville appealed to members to read their emails. Coordinators should emphasise to group members the importance of people coming to the AGM, as a large quorum was needed.

Samina reiterated the importance to our U3A of the coordinators' ideas