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Asociación **Learning for Pleasure - Costa del Sol**

Registro Provincial No. 8340, Sección 1

**MINUTES OF THE NINETEENTH ANNUAL GENERAL MEETING HELD ON
MONDAY, 4TH APRIL, 2016 AT 15.15,
AT THE ARK FELLOWSHIP HALL, LAS RAMPAS, FUENGIROLA.**

PRESENT:

- | | | |
|----------------------|---|-----------------------------------|
| 1. Geoff Cooke | - | President |
| 2. Peter Hayes | - | Vice President |
| 3. Phaedra Ram | - | Secretary |
| 4. Julie Cooke | - | Member, Group Leader Co-ordinator |
| 5. Lesley Edge | - | Member, Membership Secretary |
| 6. Pam Hayes | - | Member |
| 7. Angela Houlson | - | Member |
| 8. Leigh Beaton | - | Member |
| 9. Nigel Beaton | - | Member |
| 10. Jacquie Berg | - | Member |
| 11. Richard Berg | - | Member |
| 12. Peter Cadman | - | Member |
| 13. Margaret Cadman | - | Member |
| 14. Eileen Edwards | - | Member |
| 15. Rob Edwards | - | Member |
| 16. Ann Matthews | - | Member |
| 17. Noreen Lee | - | Member |
| 18. Chris Lee | - | Member |
| 19. Joyce Lewis | - | Member |
| 20. Jim Lewis | - | Member |
| 21. Jacky Lipson | - | Member |
| 22. Keith Pheasant | - | Member |
| 23. Sue Pithouse | - | Member |
| 24. Rochelle Shapiro | - | Member |
| 25. Ellen Stapleton | - | Member |
| 26. Ann Todd | - | Member |
| 27. Hazel Tomlinson | - | Member |
| 28. Ray Tomlinson | - | Member |
| 29. James Wright | - | Member |
| 30. Kathleen Wright | - | Member |
| 31. Maggie Wilkinson | - | Member |
| 32. Wendy Smith | - | Member |

PROXIES

33. Ana Maria Arjona	-	Member
34. M.F. Barnes	-	Member
35. Daryl Bockman	-	Member
36. Denise Board	-	Member
37. N. Fletcher-Egan	-	Member
38. Paul Coyne	-	Member
39. Liz Cochrane	-	Member
40. Anthony Doran	-	Member
41. Graham Edge	-	Member
42. Graham Gee	-	Member
43. Ronald George	-	Member
44. Jane Gunby	-	Member
45. Mike Griffiths	-	Member
46. Winifred Haydon	-	Member
47. Valerie Harris	-	Member
48. Valerie Hudson	-	Member
49. Robert Hudson	-	Member
50. Natasha Hugoson	-	Member
51. K. W. Knight	-	Member
52. Sheila Knight	-	Member
53. Julie Lloyd	-	Member
54. Kay Malone	-	Member
55. Judith George Malo	-	Member
56. Mrs. J. Macer	-	Member
57. Rita Marandino	-	Member
58. Karen Miratore	-	Member
59. Francesco Muratore	-	Member
60. Tonie A. Owen	-	Member
61. A. Owrin	-	Member
62. Lindsay Pheasant	-	Member
63. Lynne Poel	-	Member
64. Natasha Quirin	-	Member
65. Anthony Ruiz	-	Member
66. Peter Saunders	-	Member
67. B. Sivewrign	-	Member
68. David L. Shapiro	-	Member
69. Margaret Shotton	-	Member
70. Diana Scoles	-	Member
71. Lloyd Thomas	-	Member
72. William Thomas	-	Member
73. P. Tyndale Biscoe	-	Member
74. Lydia Thomas	-	Member
75. Robert Turner	-	Member
76. Mary Zimmerman	-	Member

1. COMMENCEMENT OF MEETING

At the first call of the Meeting by the President at 15.15, 20.99% of the members and representatives were present. The meeting commenced after the second call.

2. APPROVAL OF MINUTES OF THE 18TH AGM

The Minutes of the 18th AGM were noted.

3. ADDRESS BY THE PRESIDENT

The President welcomed everyone to the 19th AGM of the U3A Costa del Sol.

He reported that the U3A Committee had after deliberation recommended that the date of the AGM be moved from October to April of each year, commencing 2016 so as to provide an opportunity for the widest possible attendance of the membership and to complete forward planning for the coming year before most of the Committee members returned to the UK or to vacation elsewhere.

In response to interventions from members Jimmy and Kathleen Wright and Ann Mathews questioning the validity of holding an AGM within 6 months of the AGM, held on 29 October 2015, the President responded by-

- (a) Reiterating the need to provide an opportunity for the widest possible attendance of the membership and completion of forward planning in readiness for the Autumn and Winter terms before the Committee breaks for the summer;
- (b) Quoting Article 7 a) Ley 4/2006 of 23 June (BOJA 126), applicable to all associations in Andalusia which provides inter alia that “The General Assembly, ...the governing body made up of the members, must meet at least once a year.”;

On a proposal by Sue Pithouse and seconded by Keith Pheasant, that the meeting was a bona fide General Assembly to deal with the published agenda and should continue, the vote was carried by a majority.

The President expressed his gratitude on behalf of the U3A to the past committee volunteers for their commitment to the membership and saluted them for the efforts that have created a healthy organisation to help others. He further reported that in order to meet the changing needs of the organisation the present committee had made some changes. Amongst these changes were the increase in the number of Groups to 41 and the number of Group Leaders to 28. This together with the excellent publicity provided by Sheila Knight had resulted in the membership increasing to 362. However, there was no complacency about this increase for reasons that would become clear on the Report of the Membership Secretary, Lesley Edge. The professionalism of the Group Leaders had meant that more new members were attracted by word of mouth.

He further expressed his admiration for their co-operation with both the Group Leader Co-ordinator Julie Cooke and himself, in the timetable rearrangements brought about by Lux Mundi requiring that all classes finish by 14.30 each day.

He added his gratitude for the co-operation received from the staff at Lux Mundi with whom an excellent working relationship had been developed. Furthermore a similar excellent working relationship existed with the staff at the Ark, Las Rampas and at the many other

venues that U3A was fortunate to be able to use throughout the town. He thanked the Group Leaders for the way they had conducted their activities at these venues.

The procedures for Registration and Enrolment have been streamlined so as to enable Group Leaders to register members throughout the year. This meant replacement of the very time consuming weekly Information Desk at the Ark, with the U3A Information phone, thus allowing members to obtain information at any time of the day every day.

The committee recommended increasing the Membership Fees to cover increase in costs of Group Leaders Allowances, the amounts and reasons for which were provided in the Treasurer's Report.

4. REPORT OF MEMBERSHIP SECRETARY

The Membership Secretary, Lesley Edge reported that the current membership was 362 an increase over last year's figure of 324. This was despite the loss of 127 members from last year due in part of the return of some to their countries of origin. Whilst 111 did not renew their membership, a gain of 146 was made of new members. The membership in general looked very healthy. It was to be noted that the majority of gains were made by word of mouth publication, for which she thanked all existing members.

5. REPORTS OF TREASURER

(a) Financial Statements For The Period Ended 29 February 2016

Peter Hayes, Treasurer reported that he had undertaken the task of Treasurer, although he had no previous experience in that regard, in order to avert the crisis faced by U3A due to the lack of a Treasurer.

He had been fortunate to have the services of Richard Berg, Retired Chartered Accountant in the preparation of the circulated Financial Statements for the period ended 29 February 2016. Due to an increase in membership the overall income for the period had increased and showed a positive balance despite the purchase of much needed equipment such as a projector, and the 'thank you' lunch in appreciation of the work of the Group Leaders.

Nigel Beaton recommended that the Financial Statements be audited and properly signed off, by a competent member. The President stated that, according to the Spanish Law governing this institution it was not required to carry out a costly external audit. The Treasurer also re-assured the membership that the Statements had been reviewed by Richard Berg, a member who was a retired chartered accountant and signed by him as well as by the Treasurer and President.

Accordingly, the Statement of Accounts, for the period ended 29 February 2016, as circulated was received and adopted by the Members on the proposal of Mr. Geoffrey Cooke, seconded by Mrs. Lesley Edge.

(b) Update Of Financial Statements To The 31 March 2016

As the Treasurer proposed to hand over his portfolio at this meeting, he presented an update to the said Financial Statements of 29 February 2016 to the 31 March 2016, as circulated to the members

On a question being raised as to how the miscellaneous expenses which amounted to €463.29 were made up, it was agreed that in future such expenses would be supported by explanatory notes. Accordingly the update, to the reviewed financial statements of 29 February 2016, up to 31 March 2016 was noted by the members.

(c) **Budget For Year Ending 28 February 2017**

The Budget for the year ending 28 February 2017 was presented by the Treasurer, as circulated to the Members.

Particular attention was drawn to increases in membership fees which, after consultation with the Group Leaders, the reasons for which were two-fold. The first was to cover increases in attendance allowances to Group Leaders, for their expenses which had increased considerably since the allowances were set some years ago and as it was unreasonable to expect volunteers to be out of pocket. The second was for new equipment identified as necessary for some of the activities. It was hoped to bring down the anticipated cost of the new Prospectus from €900 to a lesser amount.

Accordingly, the said Budget for the period ending 28 February 2017 as circulated, on the proposal of Mr. Geoffrey Cooke, seconded by Mrs. Lesley Edge was approved by the Members as follows-

- Annual Membership fee for year be increase by €5 to €30
- Half Year Membership fee be increased by €5 to €20
- Increase of Group Leaders Allowance to €30 per term (2 terms)

6. ELECTION OF OFFICE BEARERS

The President informed the members that, as he had undertaken the post of a period of two (2) years from the date of his election in October 2015, he would not be standing for re-election. However nominations had been received for the three (3) other positions of Office Bearer, namely, vice President, Treasurer and Secretary.

(a) **Secretary**

A nomination for the post of Secretary was received by the 25th March, 2016. Phaedra Ram, proposed by Peter Cadman and seconded by Wendy Smith was elected unopposed.

(b) **Treasurer**

A nomination for the post of Treasurer was also received by the 25th March, 2016. Alan Campbell, well qualified in the field, was proposed by Bob Hudson and seconded by Geoffrey Cooke and elected unopposed.

(c) **Vice President**

Two nominations for the post of Vice President were received.

- i. On the 30th March, 2016, Leigh Beaton was proposed by Kathleen Wright and seconded by Ann Matthews.
- ii. On the 1st April 2016, Peter Hayes was proposed by Lesley Edge and seconded by Bernadette Burns.

Members asked the two nominees to advice of their availability during the year. Leigh Beaton advised that she lived here and would be generally available

throughout the year, except of course some period of vacation. Peter Hayes informed the membership that, generally he would be here during the usual period of the U3A terms, October – May and this year even longer to sometime in June. However he advised that he would be available by e-mail throughout the year. The Secretary and Membership Secretary advised that they would be generally available throughout the year, subject of course to vacation breaks if the need arose.

At the request of the members present, Leigh Beaton and Peter Hayes were requested to leave the room during the voting, as both were known to most of the members present.

On a vote being taken of members present or represented, the following votes were counted.

	<u>Leigh Beaton</u>	<u>Peter Hayes</u>
Members present:	15	14
Represented:	<u>23</u>	<u>27</u>
Total	<u>38</u>	<u>41</u>

Accordingly Peter Hayes was elected Vice President, by a simple majority. At the close of the election, a number of members left.

7. CHANGES/CONFIRMATION - NON-ELECTED POSTS

(a) **Group Leader Co-ordinator and Membership Secretary**

The President informed the Members that both Julie Cooke and Lesley Edge had agreed to remain in their current positions, as Group Leader Co-ordinator and Membership Secretary, respectively.

(d) **Newsletter and Publicity**

The President further informed the Members that Sheila Knight had indicated that she no longer wished to continue to service the Newsletter and Publicity as from the end of May. Peter Hayes has undertaken to write the Newsletter when Sheila steps down.

Leigh Beaton, Publicity understudy to Sheila Knight, declined to accept the position. The President therefore asked for the help of a member with respect to this service

8. SIGNATORIES TO BANK ACCOUNT

On the election of New Office Bearers the signatories to the Unicaja Bank Account required revision. Accordingly, it was Resolved that:

- (a) the signatories to the U3A Costa del Sol current account No 2103 1109 59 0030004653 at the Unicaja Bank would, with immediate effect, be

Mr. Geoff Cooke	-	President
Mr. Peter Hayes	-	Vice President
Mr. Alan Campbell	-	Treasurer

- (b) that there be two signatures on every cheque or other bank document.

9. MEETING CLOSED

There being no further business, the meeting was concluded at 5p.m, with a vote of thanks from the Chair.

Approved by Geoffrey Cooke
President

Phaedra Ram
Secretary

Date ----- 2016