

UNIVERSITY OF THE THIRD AGE – Watford & District
Minutes of the Study Group Leaders' Meeting
held on Friday 14th March 2008 at 2.30 pm in Hollytree House.

1. The Chairman welcomed the Study Group Leaders to the meeting.
2. Present 39 SGLs and the Study Group Co-ordinator from Watford Park U3A. Apologies 4.
3. No matters arising from the Minutes of the September meeting.
4. Booking trips. Booking for a trip at the monthly meeting or/and by telephone should be at the discretion of the SGL. Telephone booking is often necessary to ensure enough members book to fill a coach.
5. SGLs' pack available by e-mail or from Study Group Co-ordinator.

Newsletter Editor: Newsletter format reminder. Request for Study Group Members' e-mail address. With members' permission this may be used by U3A exclusively for administrative purposes.

6. Treasurer needs Study Group financial returns by 31st March. Note to this effect in Newsletter.
7. Three Computer Courses requested have been arranged at Watford Boys' Grammar School: Cards and Posters 9th & 16th April, Word 3 starting 23rd April and Digital Photography 4th June. A response will be made to any course requested. If members sign up PLEASE attend or if unable to do so, phone as an act of courtesy.
8. August monthly meeting. No Study Group Fair but an opportunity for members to meet SGLs, and enjoy a social chat over coffee. SGLs wanting more members could publicise their group. Opportunity for new members to meet other members. Raffle. Information leaflets of general interest to be given out
9. SGLs should not feel obliged to completely fill their Study Group. Options if a group is oversubscribed: move the venue or start a second group. TAT has suggested that Study Group Leaders be called Group Leaders. There was no enthusiasm for this change and there were convincing arguments put forward for the retention of STUDY Group Leader.
10. Request to keep the Membership Secretary informed of change of address, telephone number etc.
11. Study Group Co-ordinator to be informed of Study Groups that are full.
12. Keep Almoners up to date.
13. Date of next SGLs' meeting Friday 24th October 2008 at 2.30 pm in Hollytree House.

14. AOB

The Secretary asked if Watford U3A would be interested in a Clarins evening for the ladies. A positive response. To be investigated.

Study Group Co-ordinator attended headquarters meeting in London and was very impressed by Lin Jonas and her team.

Sources magazine available from TAT.

Notice boards at monthly meeting: two exclusively for U3A notices and third for general notices. Boards to be re-located.

The Chairman thanked the Study Group Co-ordinator for his hard work on behalf of the SGLs.

15. The Chairman closed the meeting at 4.04 pm.