

MINUTES OF THE STUDY GROUP LEADERS' MEETING
2.30 pm Friday 20th March 2009 at Hollytree House.

1. The Chairman welcomed the Study Group Leaders.
2. There were thirty two present and eight apologies for absence.
3. The minutes of the SGL's meeting held on 24th October 2008 were approved.
4. New study Groups: 'Photo Manipulation' (proving successful); History Group, Betty & Eric Long have retired and Jackie Connal has taken over temporarily as leader. Leaders needed for a second Exploring London Group, the existing group is too large to take more people. WBGS (Watford Boys' Grammar School) languages courses: Mandarin is full and WBGS has not replied about availability of the French course.
5. SGL packs available by e-mail or as hard copy from SGC.
6. Financial Matters. SGL accounts needed by Treasurer asap. SGLs to tell Treasurer if they give any money to charity because the U3A is asking for money from "Grassroots" and it needs to know about our contribution to the community.
7. Computer Courses. WBGS; very few requirements from our U3A now, so Watford Park benefiting. Timing of courses is a problem. New members coming into U3A are generally more computer literate.
8. Study Group Fair 4th August. Report of Sub. Committee.
 - a) reduced number of tables.
 - b) fewer chairs and no speaker. A few SGLs to speak who do not usually do so. Opportunity for members to ask questions.
 - c) Some chairs to be removed at coffee break.
 - d) establish number of lunches required.
 - e) coffee break to be followed by raffle.
 - f) questionnaire issued for SGLs to inform SGC & Secretary of their plans for fair.
 - g) Study Groups put in categories so that people can locate group leaders and displays.
 - h) Suggestion of photo of each SGL but badge important.
 - i) SGC + Secretary to put the above into operation.
9. Secretary reported documents available on website from TAT. There are 13 start up group leaflets available.
10. Age Concern would like to have a display table at the August Fair. It was agreed.
A suggestion put forward that one monthly meeting be set aside for agencies, of benefit to our age group, to be invited to advise on services available. (No speaker to be invited on that day).
11. A few members complained they did not know the SGLs. Various suggestions were put forward but it was agreed that the SGL badge the easiest solution. Other members are there to help.
12. SGLs speaking at monthly meeting. How much time do we need? Notices should be short and to the point, relating to emergencies, and not routine news about individual study group, which should go in the Newsletter.
- 13 Structure of monthly meeting. It was agreed that the current structure was the best.

14 Diary & Synopsis. Please let the SGC know of any changes or additional information. Let the Membership Secretary know of change of address, telephone number or e-mail. E-mail is a very easy means of communication. The back page of the Newsletter has the telephone numbers of the committee.

15. Keep the Almoners up to date with information about members whose circumstances change.

16. Date of next meeting 2.30 pm 18th September 2009 at Hollytree House.

17 AOB

a) Dennis Fitton will be retiring as SGC and Margaret Foster will take over. A vote of thanks to Dennis was given by the Chairman.

b) A member complained that the Treasurer's Report is only presented on the morning of the AGM and so does not give members time to consider the report especially as the new mandate of £25 seems rather excessive. The Committee will consider the timing of the report at the next meeting.

c) Request for details of numbers of members joining and leaving will be passed to the Membership Secretary

18. The Chairman closed the meeting at 4.45 pm.