

Agenda Chess Valley U3a Group Coordinator's Meeting at 10.00- 12.00 on 31st March 2017, held at Chesham Town Hall.

1. Apologies

2. Minutes of meeting held 2nd December 2016

3. Matters Arising

4. Coordinators Report

a. Group list, members to sign in as it is a U3a requirement. We have recommended an extra contact for emergencies.

If you have 2 Convenors you will only have one mail address.

b. Group membership lists, waiting lists, to the Membership Secretary Derek.

c. First Aid, note postcode and first aid kit, action 999.

5. New Membership Forms and Membership Cards -Blue

a. Remind members that subs are due, check cards.

b. Visitors from other U3a's. Joining, Capitation Fee, Proof, Refund.

c. Late payers, no newsletter!

d. Gift Aid, separate cheques for spouses.

e. Attendance

6. Chairman's Report

a. AGM.

b. Tony Biddle - Retirement as Vice Chair.

c. 10th Anniversary 2018 Celebration- ideas please.

7. Newsletter

a. Members Noticeboard, p 24

8. Events

a. HS2, 31st March 2017 Impact on the Chilterns

b. Brighton 16th May 2017

c. Highgate Cemetery 20 June 2017 (History Group)

d. Oxford 27th September 2017

9. A.O.B. Douglas Mc Minn Centre, East St. Chesham

Meeting Dates for 2017 (5th Thursday in the month)

[29 June 2017](#)

[30 November 2017](#)