

BURNLEY & DISTRICT U3A

Agenda for Committee Meeting – Monday, 7th March, 2016 at
10.00 a.m. at Unitarian Chapel, Padiham

1. Apologies for absence
2. Minutes of previous meeting
3. Matters arising
4. Correspondence received and Secretary's Report
5. Treasurer's Report
6. Groups Co-ordinator's Report
7. Group Leaders Lunch – Report
8. Format of newsletter
9. Publicity Officer's Report
10. Web Editor's Report
11. Speakers' Secretary's Report
12. Arrangements for A.G.M.
13. Committee meal
14. A.O.B.
15. Next meeting

N.B. Re A.G.M. – Members who have completed 2 years service and therefore have to be re-elected, if they so wish, are Alan, Pat, and Brenda plus there is another vacancy due to the resignation of Barbara Milne. We need to appoint a Vice Chair and a Groups' Co-ordinator.