

THE MINUTES of the Tetbury and District U3A steering committee meeting, held on Monday 13 January , beginning at 2.45 pm

1. Apologies for absence ;

None

2. Financial report ;

A spreadsheet presented by Douglas was closely scrutinised. Various issues were raised particularly the suggestion that the membership year should be changed to come into line with National Office's financial year. Strong arguments were expressed in support of this change. It was agreed that the treasurer and finance subcommittee should prepare two cash flow statements to the end of 22/22, one showing the status quo and one showing the memberships years aligned. As changes would need to be agreed at the AGM, this is urgent. **Action: Douglas, Jeremy, Carmel**

Gift Aid status was also covered as was the issue of the presentation of accounts to the AGM, where simplicity was the key.

3. Monthly meetings ;

Details of the forthcoming meeting were discussed. Anita suggested that the Goods Shed Goods Shed might be offered an incentive from the £5 casual entry income as a quid pro quo for publicity services rendered. Jeremy undertook to see Kathryn Limoi but will report back before any decision is taken. **Action Jeremy**

4. Succession planning ;

Jeremy issued a document detailing the nomination process and the current situation as to how steering committee members saw their future. It was stressed that all members had to resign and then seek nomination if they wished to continue. Chair pointed out that anyone could seek nomination for any post, not just the ones vacant. It was established that for the limits for the elected committee were 5 min. and 15 max. However the nomination deadlines in the document were incorrect and need re-visiting . A sub-committee would meet to sort out details and an e-mail dispatched to all members, to be cleared by the whole committee first.

Action Jeremy Carmel

Pat suggested appointing an officer responsible for accessibility diversity issues. A new members officer was also mentioned. This idea will be covered in the e mail to members.

Action Jeremy Carmel

5. AGM ;

In the interests of bringing discipline to the event, not least because time was limited, it was agreed that members be requested to submit issues in advance of the meeting. The Agenda needs preparing for approval by the committee.

Action Jeremy Carmel

6. Membership status ;

Current membership is 222 . Changes in the membership form need to be made to cater for the exclusion of TAM. **Post meeting** : how do we allow for opting in? Sooner or later National Office may notice we are making no effort to promote it and in any case we have a duty to do so?

7. New/existing groups ;

'Badminton' and 'Music' were due to be introduced. 'Climate change' looked fragile. 'Cinema' could be combined with 'Members Out Together' owing to the ill health of the leader. The Steepleton complex was being researched for its suitability as a U3A venue.

Action: Pat

9. Beacon/website ;

Lawrence declared everything to be up to date. The announcement that a Beacon update was in the planning stage received mixed reviews. Lawrence reported very healthy levels of activity on the site and a December performance document for tetburyu3a.org is available on request.

10. Newsletter ;

Caroline observed that news letter contributions were becoming 'heavy', i.e. containing too much information of little interest to the general U3A reader with inadequate standard of photographs. . It was agreed the newsletter should promote news and new events and be succinct and above all interesting. Group detail could be referred to the web site. Suggestions 'from the floor' included: a quiet word with 'leaders', a 100 word limit, reducing the frequency, and a 'bulletin approach" for 3 issues a year. It was agreed to continue with the current schedule but that the editors would gently prompt contributors for the right material when sending out a reminder.

Action : Editors and all of us

11. Matters arising ;

Jeremy had researched the Cotswold Link. For a fee of £12 p.a., special events, shared learning projects, functions and meetings were on offer, a package that appeared to represent good value for money. We will also have a link to our website. Douglas has been asked to subscribe

Post Meeting: The web site is <https://u3asites.org.uk/cotswold-link/home>

12. AOB ;

Lawrence brought up the letter from the 3rd Age Trust. The word 'university', having been deemed 'a barrier to membership', was to be dropped from the logo and from 'the way we describe ourselves' The future 'strapline' was to be 'live, laugh, learn,' but not necessarily in that order. It also decreed there would be a 'celebrating U3A day' on June 3 2020. It was agreed that we should look at how we could support this event, to be discussed at our next meeting. This, Jeremy suggested, could be combined with an Open Day, involving interaction between members and prospective members.

Action: Carmel for Agenda please

13. Confidential Item – not for publication

14. Next meeting ;

Monday 17 February at 2.00pm . The meeting closed at 5.00pm with thanks to Caroline for her hospitality.