

MINUTES OF U3A COMMITTEE MEETING MONDAY, 5th OCTOBER, 2020 at 2.00pm via ZOOM

PRESENT: Carmel Audrey Caroline Douglas Gail Judith Lawrence Anita

1. APOLOGIES FOR ABSENCE:

There were none.

2. MINUTES OF LAST MEETING

The Minutes of the last meeting held on Monday, 7th September, 2020 were discussed.

It had been agreed under Matters Arising to add first names to the Committee aliases. A problem had arisen regarding spam messages received and subsequently the names had been deleted. Since then, the Web Master had added preventative measures against spam so it was agreed that the names could be reinstated.

IT WAS PROPOSED BY AUDREY AND SECONDED BY LAWRENCE - THAT THE MINUTES OF THE MEETING HELD ON MONDAY, 7th SEPTEMBER, 2020 BE PASSED AND APPROVED

3. REPORT FROM THE CHAIR:

(A) LOCKDOWN STATUS:

Guidance from National Office had been changeable but it had been confirmed that groups of up to six persons, from up to six households, may meet either outdoors or indoors with social distancing. Sports groups must follow national guidelines where they exist or keep to groups of six. There can only be a maximum of six in a community venue although on visits there can be separate groups of six at intervals. These groups must not mix.

ACTION: Audrey as Group Coordinator will reiterate this advice to Group Leaders.

(B) NATIONAL AGM:

Carmel and Lawrence had both attended the Zoom AGM, for which they were thanked.

The Resolution by National Office to increase members' contribution to £4.00 from £3.50 from April 2022 was passed. 700 attendees were eligible to vote and 200 voted against.

It was confirmed that there are several hundred branches of U3A, some with several thousand members. The 50p increase will add approximately £250,000 to the National Office budget.

It was felt that the argument put forward for this, namely that there had been no increase for many years, was unconvincing and a comment to this effect had been made upon our behalf to the AGM.

National Office was also asked about relocation of head office but this degenerated into a discussion of the amount of office space needed, also about the 30% increase in staffing costs. It was confirmed that TAM is self-supporting and that members' contribution is solely for postage.

The budget includes a new version of Beacon and plans to try to widen the membership which is predominately white, female and educated. A new logo has been developed and the word 'University' is being dropped in an effort to present a more inclusive image.

Because of Covid 19 a drop in membership is expected country-wide. With more people retiring early, it was hoped that this group could be used to extend numbers.

Regional Representatives were elected with the South West candidate, whose excellent credentials had previously been put before the Committee, being confirmed.

#### 4. AGM:

Following cancellation of the proposed October AGM, it was agreed that an email should be sent out to all members who had booked in case any had missed the number of announcements already made.

Advice from National Office is that AGM can be held via Zoom if wished. It would be necessary to establish a protocol beforehand in order to make sure this runs efficiently. Questions would be out forward in advance. Only the speakers would be seen. Voting could take place either using a poll built into Zoom or by an online form.

The Agenda for AGM is short, consisting of reports from Chair and Treasurer, normalisation of subscriptions and proposal of and voting in of Committee.

A majority of the Committee were in favour of holding the AGM via Zoom and it was agreed that there should be a separate meeting to discuss details.

#### 5. GOODS SHED:

Anita reported that there had been no change since the report last month which had resulted in cancellation of the next two monthly meetings.

#### 6. FINANCE:

The Treasurer reported that the reconciliation statement needed an adjustment to reflect the likely closure of monthly meetings, certainly until the end of the year and possibly beyond, and to remove the assumed additional members joining in the remainder of the year which would then support a £12 membership fee for next year.

#### 7. GROUPS:

It was reported that a number of Groups are meeting under various circumstances.

The Group Coordinator had asked Group Leaders to follow up their members whose names were in red in the lists to remind them that were about to be deleted.

If members either resign or lapse their membership, on rejoining they have to apply again to join Groups as it is important that space is made for new members to join Groups.

**ACTION:** Caroline will put a note in the next Bulletin to this effect.

(This decision was made under general discussion on Bulletins.)

It was confirmed that Group Leaders must submit annual accounts, although none had so far done this. There is a system in place for Groups to collect money and pay in advance for any ventures which involve larger sums,

although smaller sums, up to £50, can be handled by the Group Leader. There is a Group Leaders' handbook but, to supplement this the Treasurer will draw up a finance action plan.

**ACTION:** Douglas to draw up a Group finance action plan.

It was confirmed that no one within a Group should be subsidising another member and receipts should be given for all cash transactions.

The Treasurer felt that he should add a note to this effect in his AGM statement.

#### 8. SPEAKERS:

The Speakers for the rest of this year have been cancelled but Speakers are now booked for all of 2021. The Speaker Secretary felt that, if the Covid 19 restrictions are still persisting at the beginning of next year, then arrangements should probably be made for Zoom presentations.

#### 9. MEMBERSHIP STATUS:

It was reported that 49 members have either resigned or lapsed but it was felt that, in the current circumstances, renewals of 174 were very good.

#### 10. BULLETINS:

Caroline confirmed that a Bulletin is being produced every two weeks, or more if necessary.

#### 11. AOB:

Judith asked that any information for the Tetbury Advertiser be sent to her by the 15th. If a date is fixed for the AGM before then, that could be included.

We were informed that the Tetbury Advertiser is anxious to have stories to include so it was suggested that details of the various Groups' activities could be included.

There was no further business.

It was agreed that the Committee should meet again at 2pm on Monday, 12th October, 2020 to discuss plans to hold the AGM via Zoom.

It was agreed that the next monthly Committee meeting be held at 2pm on Monday, 2nd November, 2020.

Lawrence was thanked for organising the meeting via Zoom.