

MINUTES OF U3A COMMITTEE MEETING MONDAY, 2nd NOVEMBER,  
2020

at 2 pm via ZOOM.

PRESENT: Carmel Audrey Caroline Judith Lawrence Anita (Gail joining  
as needed)

1. APOLOGIES FOR ABSENCE:

There were none.

2. MINUTES OF LAST MEETING:

The Minutes of the last meeting held on Monday, 5th October, 2020 were  
discussed.

Thanks were offered to the Treasurer and the Business Secretary for  
subsequent work that had been carried out to the financial statement and  
charts.

The Treasurer is drawing up a Group Action Finance Plan and has  
requested details from one Group Leader regarding funds in hand.

IT WAS PROPOSED BY JUDITH AND SECONDED BY CAROLINE -

THAT THE MINUTES OF THE MEETING HELD ON MONDAY, 5th  
OCTOBER, 2020 BE PASSED AND APPROVED.

3. LOCKDOWN STATUS:

(a) As from 1st November there had been a change in lockdown  
regulations to take effect from Thursday, 5th November. It was expected that  
these would be confirmed by National Office in due course.

(b) There had been no further feedback from the National AGM. The  
Business Secretary had incorporated the new logo on the Nomination Forms  
on the web site,

(c) Since the last Meeting, considerable work had been put into working  
through the highly detailed spread sheets from which the charts on the web  
site are derived.

(d) Following questions from a Member, a list of explanatory notes had been added to the Finance details on the web site. Thanks were offered to the Treasurer and Business Secretary for these.

#### 4. FINANCE STATEMENT:

There was nothing to add to the previous statement.

Reimbursement had been made to the Business Secretary for the cost of domain registration for the web site. Registration has to be renewed every year. All domain details are now in one place in order to simplify any hand-over to a subsequent Business Secretary.

#### 5. AGM:

(i) Preparations for the trial run were in hand with statements all prepared.

(ii) On the AGM Agenda:

Item 4 - Treasurer's Report - there will need to be a vote on acceptance of this. A poll will be set up on the Zoom meeting.

Item 5 - Forecast re. Future Membership Fee - A poll will also be set up to vote on the proposal that the Membership Fee from 01/08/21 shall be £12. per person.

Item 6 - Election of Officers and Committee - There was considerable discussion as to the best and most efficient way to present the votes for this.

All proposed Officers and Committee Members have already been proposed and seconded. It was agreed that, for the election of the Chair, the Vice Chair should propose the vote, then hand back to the Chair.

The form suggested was that the Chair should be named and a vote taken as to acceptance of the proposal. The same form would be followed for the other Officers and then for the remaining Committee Members.

There will be an opportunity for a "dry run" at the Meeting already arranged for Monday, 16th November, 2020.

(iii) Questions: A detailed question had been received from one Member on the finance details and also one on procedure. As a result of this helpful

input, more details had been added to the AGM section of the web site.

Thanks were proffered to the Business Secretary and the Treasurer for these.

#### 6. GROUP STATUS:

It was felt that there was nothing to add to the previous report

#### 7. SPEAKER STATUS:

The Speaker Secretary reported that she was in touch with the Speakers booked for January and February about the possibility of these talks being produced via Zoom in the likely event that face-to-face meetings would still not be possible. There was also a possibility of putting out extra talks via Zoom, particularly if Groups were still unable to meet.

#### 8. MEMBERSHIP STATUS:

There was no change from the last report.

#### 9. NEWS BULLETIN:

A further news bulletin would be issued within the next day or two reiterating the AGM procedure and also with an up-date on recent Covid regulations.

#### 10. A.O.B.

The Chair reported that two Members were proposing to write a series of plays which would be sold in book form with any profits being generously donated to the Tetbury and District U3A.

The Business Secretary undertook to up-date the Committee on the AGM status after the 12th November deadline for nominations and questions.

It was decided to hold the next Committee Meeting on Monday, 7th December, 2020 at 2pm via Zoom.

Lawrence, as Business Secretary, was thanked for setting up the meeting.

