

## Minutes of Bishop's Stortford U3A Committee Meeting 5th March 2019

### Present:

Keith Hicks KH	Jim Paterson (Speaker Co-ordinator) JP
Jack Treves (Treasurer) JT	Roz Howlett (Groups' Manager) RH
Kath Hird (Membership Secretary)KaH	Sandra Baker SB
Kim Shaw (Secretary) KS	Jim Tatchell (Exidex)
Alan Draper AD	Ian Hudson (Exidex)
Rene Locke RL	Jean Mittins
Stuart Jacobs SJ	

### 1. Apologies:

Ken Wheatley KW	Susan Shaw (Vice Chair) SS
Carole Scott CS	Daphne Page
Richard Owen	Chris Morris
Janet Moody	

Item:	Action:
<b>2. Welcome to Jean, Ian and Jim.</b>	
<b>3.</b> The previous <b>minutes</b> were checked for accuracy and signed. It was agreed to omit "email has to be long term aim" from 5.	
<p><b>4. Exidex</b></p> <p>This was founded three years ago as an "experienced individuals exchange". About work generally and using the accumulated resources of those over 50. Website: notretiring.com. Limited company: Gotoex: a consultancy / advisory / mentoring organisation. Requesting publicity for Exidex.com and offering help with problems / a critical friendship.</p>	Ian Hudson and <b>KH</b> to liaise with a view to BSU3A advertising Exidex to our members and Exidex providing some professional advice to our trustees. <b>KH</b> to report on progress.
<p><b>5. Beacon Update</b></p> <p><b>KaH</b> reported KW is now the Committee Chair. Alan O'Dowell Keith McDowall has joined the sub-committee looking for a possible alternative to Beacon. KW/KH liaising with breakaway group of Cumbria / South Coast. It was felt we are covering all bases for now.</p>	
<p><b>6. Report re. planning next Group Co-ordinators' Meeting</b></p> <p>Difficulties with date. General plan fine.</p>	<p><b>KS</b> to find alternative date / venue (if necessary).  <b>To be on next agenda.</b></p>

<p><b>7. Chair's Report</b></p> <p><b>AGM prep.</b> Treasurer's Report to be followed by Increase in Subs (5b). The Speaker will go on first. Caterers are booked for 3.30pm.</p> <p><b>Annual Show</b>  <del>£250</del> £200 already received in donations. Replacement for Debbie still urgently needed. Show on agenda for Group Co-ordinators' Meeting.</p> <p><b>Vice Chair position.</b>  Vice Chair needed from AGM onwards. Job description circulated. It was agreed this was a bit daunting. The Vice Chair will not be expected to take over the role of Chair when KH stands down.</p> <p><b>Encouraging Volunteers Course.</b>  This was felt to be important but as it clashed with the AGM, the latter took precedence.</p> <p><b>Accessing Social Prescribing.</b>  BS U3A is now registered with the National Prescribing Network.</p>	<p><b>AD</b> to adjust Powerpoint, omitting the word "auditor".</p> <p><b>KH</b> would redraft and circulate before next meeting. To be on April agenda.</p> <p><b>KH</b> to send info on BS U3A for them to forward to GPs.</p>
<p><b>7. Groups' Report</b></p> <p>Four Group Co-ordinators had been invited but none were available. Chris Morris to attend next meeting.</p>	
<p><b>8. Treasurer's Report</b></p> <p><b>JT</b> has made both a full and summarised explanation of why the subs need to be increased.  Ex gratia payments have been made to Silver Leys and Peter Bass as agreed.  <b>JT</b> has noted our Gift Aid form needs updating and the HMRC notes mention a Joint Declaration form which may work in our favour.</p>	<p><b>JT</b> to update form and further research Joint Declarations.</p>
<p><b>9. Groups' Manager's Report</b></p> <p><b>RH</b> is working on Group Co-ordinators' Meeting.  Floristry has started though has not yet settled to a time and date.  Philosophy / Psychology in the process of starting. There is a new London Walks Group. Without an email address and with call blocking on the phone, it's very difficult to communicate.</p>	
<p><b>10. Speaker Arranger's Report</b></p> <p><b>Review of Feb:</b> Brian Carline had been popular and entertaining.  <b>March:</b> Paul Winspear of BS Independent / AGM Organisation in place with a range of speakers for next 3 months.</p>	<p><b>KS</b> to check Hall booked.</p>

<p>Next year, Easter falls on the second Monday of the month. Agreed monthly meeting to be on 3<sup>rd</sup> Monday.  <b>JP</b> gave apologies for next month.</p>	<p><b>SJ / AD</b> to meet and greet speaker. <b>RH</b> on Info Desk.  <b>JP</b> to continue to pass on info re. speakers to appropriate Gp Co-ordinators.</p>
<p><b>11. Membership Secretary's Report</b></p> <p><b>Attendance at February Monthly Meeting</b>  212 Members attended the February meeting according to the scan report.</p> <p><b>Membership Statistics</b>  5 people have joined in February, which, taking into account the 2 deaths detailed below, brings the current membership at end February to 1085.</p> <p>The usual Membership Update list has been sent to Alan Draper for onward distribution to the Group Coordinators (together with a request that they remind their members that current membership lapses on 31<sup>st</sup> March 2019)</p> <p><b>Deaths</b>  I have been informed of two deaths this month – Madeleine Field on 3.02.19 and Pam Leggett on 20.01.19. Both of them have husbands who are U3A members although one does not intend to renew.</p> <p><b>Membership Renewals</b>  Renewals are proceeding well, with 700 received by the end of February.  I have sent out a reminder via Beacon e-mail to all those who have not yet renewed and have a recorded e-mail address (270 people). This leaves currently 102 members who have not been reminded. After the March monthly meeting I will consider phoning them.</p> <p><b>Membership Data Verification</b>  Of the 64 sheets issued to Group Coordinators, for one reason or another 10 were not completed/returned. Of the remaining 54, there was a 70% or better return from 44 of them. The result is that we have now verified the data and have GDPR signatures for 507 members (leaving 578 for whom we do not !) On the whole this is a disappointing result. I am going to re-issue the sheets for the 10 groups that have not been covered. Rose Anderson is contacting other members living in her locality. After 1<sup>st</sup> April, I will consider what I think can be done to pick up the remainder.</p>	<p><b>The Committee</b> to return to question of collecting subs by Direct Debit.</p>
<p><b>12. Trips and Outings Report</b></p> <p>List of trips previously circulated. The Committee are very pleased with the trips on offer.</p>	

<p><b>13. Secretary's Report</b></p> <p><b>KS</b> had received copies of umbrella licences for film etc.</p>	<p>JT to check against what had been previously paid for.</p>
<p><b>14. Webmaster's Report</b></p> <p>Some variation with Beacon sending emails. Recipients could be asked to check Spam folder. Could be caused by Talktalk security. Problem of group members being unable to get to meetings because of no longer being able to drive. Could they use Town Council minibus? Could RUGS help?</p>	<p><b>KS</b> to put on next agenda.</p>
<p><b>17. AOB</b></p> <p>There had been a <b>Grants and Loans enquiry</b> from the Classical Music Group.</p> <p><b>KS</b> gave apologies for April meetings. <b>RH</b> to take Minutes.</p>	
<p><b>18. Meeting closed 12.00.</b></p> <p><b>Next meeting: 10am Tuesday 2<sup>nd</sup> April.</b></p>	