

**Minutes of on-line (Zoom) committee meeting held on Monday 1<sup>st</sup> March 2021 at 5.30pm****PRESENT:**

Tony Henry, Chair; Pam Campbell, Business secretary; Lesley Patterson, Treasurer; Averil Fendley, Membership secretary; John Rutherford, Group Convenor Co-ordinator;

- **Apologies**  
Ian Webb

- **Minutes of last meeting**

Accepted as a true record. One amendment to previous Matters Arising relating to Lesley continuing in role of Treasurer, this should state that she is happy to continue for the following year (not "for the foreseeable future"!).

- **Matters Arising**

John now has access to the website and is able to edit details relating to the group. He will share the Web maintenance and updating with Gerry Hoye once Ian leaves the committee in April. Ian has offered to continue with advice as required.

- **Monthly Meetings and Speakers**

There had been 63 participants in the last Monthly Zoom meeting. Pam had been approached to see if these meetings could be recorded. Although this was technically easy to do she expressed reservations about potential legal ramifications if the meetings were then shared more widely. After discussion all agreed that we would not record meetings. Tony outlined the future meetings scheduled as follows:

- 15<sup>th</sup> March - Des Herron, Sailing from Cape Town to South America
- 19<sup>th</sup> April AGM including Karenza Storey reading her poem and Davy McCracken with an entertaining excerpt in Northumbrian dialect.
- 17<sup>th</sup> May A presentation from the Words and Pictures group, led by Bernard Harvey
- 21<sup>st</sup> June A talk on the Advances in Treatment of Stroke by Dr James Scott
- 19<sup>th</sup> July A garden party at the Three Wheat Heads following the lifting of Covid restrictions. It was proposed that the time of this event be changed to early afternoon.
- September – hopefully talks in the Jubilee Hall could resume so could revert to speakers previously planned

**Actions:**

- Tony to forward Davy McCracken's daughter's email to Pam so she can send the Zoom link
- Tony to contact speakers previously booked for face to face talks to use from September onwards

- Tony to contact the Three Wheat Heads re booking an Afternoon Tea slot (scones and tea) and to determine costs
- Pam to contact Adrienne Thunder re use of different mediums in May's presentation
- **Report back from Network Meetings**

April presented her report from the Northern Region Membership Secretaries meetings which had included discussion on using Beacon to aid membership administration. Pam reported findings from the Northumberland Network meeting viz:- Alnwick membership had been 200, but only 145 rejoined in September; Wooler membership has been 120 but all having a free year so current membership really uncertain; Berwick membership had been 370, only 280 had renewed in September. Attendance at monthly meetings via Zoom had been relatively low (circa 25)

**Actions:**

- Averil to send Pam details of someone willing to give a presentation on the use of Beacon to enable the committee to decide on how useful this system would be
- Pam to arrange a Zoom meeting for committee with the above contact

- **Assessment of membership for 2021/22**

Following on from discussions at the last committee meeting Pam had calculated the current "active membership" as 86. This comprised members who had accessed Zoom meetings in December (the Quiz), January or February and those engaging in group activities (sent in from John). John suggested adding on some additional members as some further people may engage in groups/meetings in the near future. It was therefore suggested to "round up" our active membership to 110. This would be the number that we pay national U3A fees (£3.50 per head) for and ensures we have some indemnity insurance for this number. It is also broadly in line with the reduction in numbers of other local U3As (as detailed above).

Membership fees had been agreed at ½ price i.e. £5 for this year (see March minutes). It was agreed to promote payment by BACS (members must be asked to use a reference name so that payments can be traced to the appropriate person), but to accept that some people would not be keen on this; cash payments would therefore be due by September in view of the fact that face to face meetings were not yet possible.

110  
Members.

**Actions:**

- Pam to draft an email to all members regarding membership fees and mode of payment and then circulate to committee to check this was clear

- **Preparation for AGM**

Tony and Pam had looked at the Constitution and were satisfied that this was sufficiently vague to allow for an AGM by Zoom, so no amendment was required. It was pointed out that in order for an AGM to be Quorate the constitution stated that at least 20% of members should be present. As the membership was now determined at 110 this meant we would require 22 participants via Zoom, and it was felt that this was unlikely to be a problem. Gerry Hoyer would need to be nominated (and seconded) onto the committee, and Lesley (as treasurer) would need to be formally re-voted on as > 3 years had passed since her original nomination.

Voting onto the committee was discussed and it was agreed that this could be done using a

show of hands via Zoom.

The minutes of the last AGM (which was April 2019) would need to be circulated. A treasurer's report and a report from the Social Secretary would be included for the AGM. It was decided that the AGM would run with the formal requirements first, followed by the entertainment.

**Actions:**

- Pam to get a copy of April 2019 Minutes from Geoff Hoskins in readiness to circulate with Zoom invites in April

**Any Other Business**

Nil

- **Date and Time of Next Meeting:**

Monday 12<sup>th</sup> April at 5pm via Zoom as a run-through of AGM  
Monday 19<sup>th</sup> April 10.30am AGM via Zoom