

## CRAWLEY U3A

### Note of a Committee Meeting held by Zoom

20<sup>th</sup> May 2021

**Attending:** George Redgrave, Phil Light, Alan Pay, Peter Beckley, Ann and Stewart Sole, Janet Morris, Jim McGough

1. The minutes of the 25<sup>th</sup> March meeting were agreed.
2. **Matters Arising.**
  - a. Technical sub Committee. This would be arranged after u3a day.
  - b. Publicity. The materials had been received.
  - c. Members handbook. Stewart was working on it. A decision was required on the level of fees (see below). The membership form would be updated. **Action: Ann & Stewart**

We now had 620 members. Table tennis would resume on 27<sup>th</sup> May.

3. **Invoicing and payments.** The new procedures had been agreed at the GLs meeting and work was now needed to implement them. It was important to explain the options to members. Phil, Alan, Ann and Stewart would meet to discuss. Their conclusions would be brought back to the Committee in good time before the renewal process begins.

**ACTION: Phil, Alan, Stewart, Ann**

Fees would be:

Room based groups £1.50 per session

O&A groups: £3 per annum

Home based groups: 75p per session

Weekly groups: As currently

Zoom groups: To be determined

Annual membership £15 single, £25 couple, Associate member £11.50

4. **Risk assessment**

Peter had received a query about Risk Assessments and whether we still need them. It was agreed that they are important for potentially riskier activities eg walks, outings where leaders could include potential hazards eg stiles, busy roads etc. There was no need to send them to the Committee for approval. Peter would report back to the member concerned.

**Action: Peter**

5. **Development.**

Nothing to report.

6. **Helping members with IT.**

Alan had found some information to help develop questions and answers to establish why some members shun technology and what they would like to know. There was a discussion

about the best way to find a few such members to start the ball rolling. It would be mentioned in the newsletter and Peter would ask GLs to identify any group members who may wish to be involved.

**ACTION: Peter, Jan and Alan**

- 7. U3a Day.** Arrangements were well under way with fingers crossed for good weather. It was unlikely that the mayor would attend as the new mayor would not be in place until the end of May. Ann would bring along some membership forms. George would be on hand to greet Henry Smith at 11.00am

**8. Format of future monthly meetings**

The tea party for relaxed seniors on 9<sup>th</sup> July would go ahead if restrictions allow. Ann planned to give her talk and broadcast it to remaining members by Zoom. Peter would check if we can access the Friary's internet. There was also a need to check whether we had the equipment necessary to simultaneously broadcast a talk. There was a discussion about using You Tube.

**ACTION: Peter**

It was agreed to hold the Open Afternoon as usual in September. Without an Events Coordinator it would be necessary for someone to take on the organisation. Peter would let Liz T know.

**ACTION: Peter**

**9. Virtual Coffee Morning.**

It was agreed to hold a virtual coffee morning on 18<sup>th</sup> June.

**10. AOB.**

A decision about face to face Committee meetings would be taken once the restrictions are eased. In the meantime we would continue with the weekly short meetings

**11. Date of next meeting.** Thursday 27<sup>th</sup> May at 5pm

There was no other business so the meeting closed at 5.19pm