

CRAWLEY U3A

Note of a Committee Meeting held at 6 Barnwood Crawley

23rd June 2021

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

1. **Minutes of previous meeting.** The minutes of the 20th May meeting were agreed.
2. **Matters Arising.** These are covered by agenda items.
3. **U3a day feedback.**

The main items of feedback and suggestions are an appendix to the minutes. Jan was attending a TAT Zoom feedback session on Monday. We have recruited a lot of new members (mainly inputted "live" into Beacon). There had been an item in TAM about welcoming new members and an item on the web site under recruitment. It was agreed that we would use the membership phone number for all enquiries to our u3a.
4. **Short Mat bowls**

We had received an offer for temporary storage at Rusper Scout hut. St Barnabas costs £15 per hour to hire and is available on Monday Thursday and Friday afternoons. There is no storage so we would need to buy a storage unit suitable for a 6ft long trolley. Concern was expressed that the equipment may be difficult to manoeuvre. We would approach Horley to see if they know of a suitable venue and share the equipment with them. **ACTION Jan**
5. **Development**

We need to consider how we could expand especially if we have a lot of new members. It would be useful to have a list of venues within Crawley that could be used for meetings.
6. **Helping members with IT**

2 members had requested help and 1 had offered help. One lady had a phone and tablet but was unsure how to use them. It may be useful to set up a Really Useful Technology Group.
7. **Open Meeting**

It was difficult to plan an Open Event without knowing how many of our members will return and whether any restrictions will remain. The September event is generally very busy and there could be reticence among our members (And GLs) about a large meeting. It was agreed we have a "normal" meeting in September and an Open Meeting in October when we have more ideas about numbers. It was not currently possible to have a hybrid meeting as the Friary's wifi was not strong enough. Jan would let Liz T know. **ACTION: Jan**
8. **Invoicing and payments.**

The payment letters were almost ready and would be sent by early August. There will be a contact data check as well. Membership fees would be payable in September and Group fees in October. Bank payments should not be made before September but post dated cheques

will be permissible. We will have a “payment day” before the beginning of September where members can bring any issues they have with their renewal. It may also be helpful to have an IT help desk where members bring their tablets etc along for advice. No date or venue has yet been decided.

9. Calendar on the website

Jan was seeing the Beacon administrator tomorrow.

10. AOB.

- a. **Pathfinder project.** Ann and Jim met with a group of student OTs who are considering recommending the u3a as part of treatment/rehabilitation plans. Their course has finished but they will pass on the information to the next intake. This is linked to Social Prescribing. Jan is meeting the Social Prescribing Team in July.
- b. **Coffee Morning.** There were far fewer attendees last week than the first one which was held during a more severe lockdown. Everyone had a good chat! We may hold another one depending on any future restrictions.
- c. **French group** It was agreed to fund this year’s subscription to the magazine.
- d. **History.** The lockdown essays produced by the group are being formatted into a “book”. There was a need to consider copyright and plagiarism.

11. Date of next meeting. Thursday 1st July at 5pm

There was no other business so the meeting closed at 4.19pm

U3a day feedback

- Add contact details to the On the Day promo leaflets
- Have a crib card for helpers so we will all sing from the same song sheet eg membership fees, group fees, frequency of meetings, Zoom sessions etc etc
- Good to have it outside to attract passing traffic rather than in a hall where people have to make the effort to go in.
- Great to speak to people even if they weren’t interested in joining the group
- Re membership forms. I know Ann/Stewart prefer to take names and then contact possible new members, but on Wednesday they were not always available/apparent. It might have been better if one of them had sat at the table to talk to people as they came past. Many of us did that and then had to pass them on. If more membership forms had been available, they could have been filled in there and then or taken away to be filled in at leisure
- An old issue - contact number for general enquiries - no phone number(s) on the flyers, not even the membership number. However much we would wish it otherwise, there will be some people who do not choose to and/or have no access to pc/email/web
- I would say that people arriving early and standing chatting right where we needed to get things set up was the major problem.
- Start setting up earlier!
- The painting and drawing could have been set up in a more prominent area so people could see the lovely pictures. (The problem was the wind) Visual aids are always attractive.
- Blow up the balloons beforehand
- Blue tablecloths and yellow serviettes
- QR code on posters
- Painted stones with contact details spread round town