

## Committee Aims for 2024 (agreed at the 13<sup>th</sup> March Committee Meeting)

### Chair's Introduction

Set against the pillars of Continuity and Change **Crawley u3a's principal aims are the continuing maintenance of its resilience and effectiveness, accompanied by a firm accent on actions which promote its growth and development.** If we were to articulate a vision, we would see ourselves as a valuable community asset which will continue to offer high quality learning and leisure activities, and companionship, for those no longer in employment.

In setting out a list of aims below I bear in mind that the officers of the committee will continue to pursue their prime duties of ensuring that Crawley u3a remains both legally compliant and financially sound, by fulfilling the terms laid out in the description of their agreed roles.

<b>(A)</b>	<b>Growth and Development of Crawley u3a</b>	
<b>1</b>	<b>Number of Members</b>	
	(a)	A target of 660 members (including Associates) to be recruited by March 2025 (the u3a census cut off).
	(b)	90% of new members joining in the 12 months to end August 2024 to renew their membership for 2024/25, with an attempt made to ascertain the reasons behind any new members not renewing.
<b>2</b>	<b>Number of Groups</b>	
	Seek to develop innovative new formats for Groups	
<b>3</b>	<b>Number of Trustees &amp; Volunteers</b>	
	(a)	Fill the two vacant Trustees posts and recruit a replacement Speaker/Trips organiser(s) by or at the 2024 AGM.
	(b)	Recruit volunteers to act on Task Groups for the Summer Event, Open Day, and Christmas Party.
<b>4</b>	<b>Enhance the local profile of Crawley u3a</b>	
	(a)	Organise a programme of engagements with community bodies, and other publicity events, where we will market the values and benefits of membership of Crawley u3a.
	(b)	Look at ways in which Groups can form mutually beneficial partnerships with community-based organisations operating similar activities
<b>5</b>	<b>All Member Events</b>	
	Consult with members on their preference for a programme of all member events, with the outcomes of this consultation being used to inform the programme for 2024/25 onwards.	

<b>(B)</b>	<b>Resilience &amp; Effectiveness of Crawley u3a</b>	
<b>6</b>	<b>Trustees</b> Make serving on the Committee less intimidating, and prevent loss of knowledge when Trustees cease to act (especially if there is no prior warning):	
	(a)	Maintaining the Trustees Tasks List so all Trustees are aware of what other Trustees do, and that the key tasks undertaken by Trustee Roles currently vacant are temporarily assigned to other Trustees.
	(b)	Ensuring that two people (whether Trustees or Support roles) have Administrative access to Beacon and the website system.
	(c)	Developing a file sharing system so that key working files (Trustees Tasks List, Trustees Calendar, Accounting System, Groups Information etc) can be accessed by all Trustees.
<b>7</b>	<b>Improvement and Documentation of Processes</b>	
	(a)	On Membership: <ul style="list-style-type: none"> <li>(i) Improve the process for recruiting new members at the Open Day and other events</li> <li>(ii) Document the membership renewal and related processes</li> <li>(iii) Review the option of members paying membership fees by card so that it can be implemented fairly quickly should the need arise</li> </ul>
	(b)	Produce the Events Guidance
<b>8</b>	<b>Group Leaders</b>	
	(a)	Encourage Group Leaders (GLs) to appoint deputies, to plan ahead for their succession and to encourage other Group members to share in the administrative and organisational tasks.
	(b)	Producing a comprehensive Groups Handbook with a checklist for GLs starting up a new Group.
<b>9</b>	<b>Venues</b>	
	Reduce our reliance on particular venues by seeking out new venues for existing and new Groups.	
<b>10</b>	<b>Committee Meetings</b>	
	To try to reduce the number of purely routine operational matters (as opposed to those relevant to the Trustees' statutory and financial duties) considered at Committee Meetings.	