**DOWNHAM MARKET & DISTRICT u3a MINUTES OF THE ANNUAL GENERAL MEETING**

**On 12 APRIL 2021 via Zoom.**

1. **Welcome:** The meeting started at 14.02 with a welcome from the Chairman. BG explained how reactions, contributions and voting would be managed using Zoom.
2. **Apologies:** Janet Burbeck; Hazel & John Miles; Helen Cross; Heather Salt.
3. **To agree the minutes of the previous AGM held 8 April 2019:** TS pointed out the error in his name. RG amended this and will scan a signed copy to CH. The Chairman requested members’ approval for him to sign these Minutes as being a true and accurate record of the meeting.

Proposed by: Roger Gee Seconded by: Caroline Hansford

Members voted by a show of hands for the Minutes to be signed.

1. **Matters arising:** There were no matters arising.
2. **Chairman’s report:** RG reported on events since the last AGM in 2019 (copy attached).
3. **Questions on the Chairman’s report:** a vote of thanks to all committee members for their continued efforts during the pandemic was proposed.

Proposed by: Joan Alfred Seconded by: Maggie Smith

This proposal was passed by a show of hands with RG adding his thanks.

Any solutions to the problem of the participation of non-internet users was welcomed and awaits suggestions.

1. **Adoption of the Chairman’s report:** The Chairman asked for his 2019-2021 report to be adopted.

Proposed by:Maggie Smith Seconded by: Stephanie Dent

There are currently no objections

1. **Treasurer’s report:** RM referred members to her report and statement (see attached). Tim Stamp asked for an explanation of how voting would be conducted. GT stated that online plus postal plus Zoom voting would be calculated to ascertain reactions and ensure a quorate. It was proposed that the Treasurer’s report be adopted.

Proposed by: Roger Gee. Seconded by: John Cowin

The proposal was passed by a show of hands.

1. **Approval of the appointment of the examiner of the accounts (including online and postal voting:** it was proposed to request Mrs Hibling to fulfil this role again.

Proposed by: Stephanie Dent Seconded by: John Cowin

The motion was passed.

1. **Questions on the Treasurer’s report:** none.
2. **Adoption of the Treasurer’s report:** see 8.
3. **Announcement of nominations for Officers and Committee Members:** these had been made available to all members.
4. **Election of Officers and Committee Members (including online and postal voters):** GT reported unanimous acceptance of the nominees bar one abstention. A motion to accept the amendment to our constitution to allow future online voting was proposed. TS questioned the wording, which BG explained was an amalgam of u3a and the Charity Commission’s wording, hopefully never to be used again. GT & SD explained that it would form an addendum. The proposed amendment to be forwarded to u3a HQ in due course:

**Clause for constitution**

Where it is not possible to hold an Annual General Meeting in person within three months, due to HM Government restrictions, then the committee can hold a virtual meeting using electronic means.  In order to use this option, your committee would need to:-

* have a virtual committee meeting to plan the AGM and formally note that you were holding an AGM via video conferencing due to restrictions
* formally notify the membership of this decision allowing the usual advanced notice period regarding elections and resolutions. The timelines in our constitution for running a normal AGM would need to be followed (or exceeded but not reduced)
* state your intentions for hosting the meeting, inviting attendees via telephone and internet to join.
* If a meeting is held by video or other electronic means, any votes received by the secretary in advance of the meeting from members unable to participate shall count towards the number required for a quorum.

Proposed by: Joan Alfred Seconded by: John Cowin.

The motion was passed by a show of hands,

1. **AOB:** JC thanked RG & BG and other committee members now standing down for their excellent and extended stint in their roles, adding that he hoped normality would be resumed shortly. RG thanked all those committee members who had served with him and new members coming on to the committee. JC asked that all committee members join him in an informal meeting he will arrange shortly.
2. **RG closed the meeting at 14.33, thanking all attendees.**
3. **Date of next AGM: 11 April 2022.**