

**MINUTES OF THE DUKERIES THIRD AGE COMMITTEE MEETING ON MONDAY, 12<sup>TH</sup>**  
**OCTOBER 2020, BY ZOOM**

<b>PRESENT:</b>	
Leslye Henstock	Chair of Dukeries U3A Establishing DU3A Virtual World on Zoom
Pam Hardwick	Group Secretary/Assisting Chair Links with Regional/National U3A and local community
Richard Titmuss	Treasurer
Ann Street	Co-ordinator of Guest Speakers Marketing and Communications in local press
Nick Mason	IT and Zoom Advisor
John Harris	Newsletter Editor
Marie Bartle	Membership Manager Contact for members' wellbeing
Christine Yates	Co-ordinator of Group Activities
Margaret Titmuss	Catering Manager and Health & Safety
Valerie Saunders	Minuting Secretary at meetings

## **1. INTRODUCTION**

Leslye welcomed the Committee members to the meeting and thanked everyone for their efforts in completing the action points assigned to them at the last Committee Meeting.

There were no alterations to the Minutes from 14th September. Nick proposed that the Minutes be accepted and John seconded. Leslye signed the Minutes as correct.

## **2. MEMBERSHIP**

Marie reported that we now have 82 members which includes 6 Associate Members and a new member who was attracted to the Dukeries by the new WhatsApp walking group. Marie said that there was also another person who had expressed an interest in joining.

Marie said that she had subscription fees totalling £212.00 to hand to Richard.

Marie reported that there are now only four current members who do not have email. John has printed out copies of the Newsletter for those members and hand-delivered them.

There was a discussion around what we should do about members who have not enrolled this year. Marie said that she would contact those members by telephone to try to ascertain their reasons for not renewing.

Marie will prepare a revised list of members and send it to John.

Leslye has sent out a personal email to all current members asking whether they are willing to join the AGM on Zoom. 34 people have responded to the email, most of whom are willing to attend the AGM. Leslye will contact those members who have not responded to her email again.

### 3. AGM

The Annual General Meeting will take place on Monday, 19<sup>th</sup> October at 2.0pm.  
The membership will receive an invitation to the AGM and a copy of the Agenda.

The Agenda for the meeting is as follows:

Time	Person	Topic
2.00pm	Leslye Henstock	Welcome to meeting Introduce members of the committee
2.05pm	Pam Hardwick	*Sign Off last year's minutes We will ask for someone to propose and someone to second this
2.10pm	Richard Titmuss	Report on the accounts Time for questions
2.20pm	Leslye Henstock	Short term and long term plans for Dukeries U3A
2.25pm	Open Forum	Time for members to ask questions
2.35pm	Pam Hardwick	**Vote for the new committee
2.40pm	Leslye Henstock	Closing remarks
	Date of next AGM	May 2022

DU3A Committee Members (from 10 August 2020) and standing for election are:

Leslye Henstock	Chair of Dukeries U3A Establishing DU3A Virtual World on Zoom
Pam Hardwick	Group Secretary/Assisting Chair Links with Regional/ National U3A and local community
Richard Titmuss*	Treasurer
Marie Bartle	Membership Manager Contact for members' wellbeing
Christine Yates*	Co-ordinator of Activity Groups
John Harris	Newsletter Editor
Val Saunders	Minuting Secretary at meetings
Ann Street	Co-ordinator of Guest Speakers Marketing and communications in local press
Margaret Titmuss*	Refreshments/Health and Safety
Nick Mason	IT and Zoom Advisor

\*until 31 March 2021

Minutes of the meeting will be taken by Val Saunders, with Ann Street also taking minutes as a backup. Margaret Titmuss will identify members who vote.

#### **4. MARKETING AND ADVERTISING**

##### Short-Term and Long-Term Strategy

In the next six months we shall stay in touch with members as much as possible, with personal phone calls to members who need it. We shall continue to send out the monthly Newsletters, arrange fun evenings on Zoom and those groups that are still able to meet outdoors will continue.

For the long term, we need to establish links with the local community in order to attract new members. Leslye and Pam have already spoken to Andy Oxnard, who is Community Group Co-ordinator for Newark and District Council. A meeting had also been scheduled with Alan Perry of Ollerton Community Group regarding Workshops run from Dukeries Comprehensive. Unfortunately, due to the current virus situation in the area, this meeting will now have to be rescheduled.

It was decided that we should also look at Edwinstowe as an area to encourage more members.

We also need to attract people who have the skills to set up new groups.

National U3A have produced some new advertising literature which we should take advantage of.

##### Marketing

Leslye thanked Ann for her efforts in putting out advertising material to the local press.

#### **5. TREASURER'S REPORT**

Richard had previously sent out copies to the Committee of the Accounts for September 2020. He had nothing further to add.

#### **6) DATE OF NEXT MEETING**

9<sup>th</sup> November 2020