

# Dulwich & District U3A Minutes of the Executive Committee Meeting

Monday 7 October 2019 at Rona's home, 10.00 am - 12.45pm

1	<p><b>Present:</b> Liz Day (LD, chair), David Beamish (DB), Helen Graham (HG), Joy Harris (JH), Neil Abrahams (NA - Minutes), Rona Black (RoB), Sandra Tait (ST), Verity Mosenthal (VM)</p> <p><b>Apologies:</b> Roman Bednarz (RB), Susan Elias (SE),</p>	<u>Actions</u>
2	<b>Review Agenda:</b> Agreed	
3	<p><b>Minutes:</b> Agreed</p> <p><b>Matters arising:</b> Item 6 To check website for inappropriate medical research project links. To be actioned.</p>	RoB/RB
4	<p><b>Role of the Exec Committee:</b> It was agreed that the Committee should encourage members and conveners to consider standing at the next AGM. They should also encourage possible candidates to attend Exec Meetings, and allow work shadowing or sharing. Article to be written for the newsletter. Job descriptions are on the web site.</p>	
5	<p><b>Conveners' Meeting (17/09/19).</b> Notes had been circulated to the committee and will be sent to all Conveners. 40 Conveners attended. Main topics discussed were: Rosebery Lodge (cleaning); U3APlus; Programme Directory; Dementia Awareness; Problem solving; Interest Group Fair. Useful particularly for new and recent Conveners. An email from a convener criticising the meeting was read out, but this had subsequently been withdrawn. NA to make short report for the Newsletter.</p>	NA
6	<p><b>Draft Constitution:</b> VM explained the updated version of the CIO. RB had sent it to the Third Age Trust for ratification. Announcement about CIO to be made initially at Open Meeting on 14 October. Information and FAQ's to be circulated in Newsletter (RB). EGM: 13 November.</p>	RB
7	<p><b>Open Meeting 14 October</b> - New Green Deal, Panel discussion. Cllr Richard Livingstone (Southwark Cabinet Member for Environment) Cllr Claire Holland (Lambeth Cabinet Member for Green New Deal) Angus Hanton (Bell House &amp; Intergenerational Foundation, Dulwich resident) Jessica Rimoch - Zero-Waste shop at Jarr Market, Herne Hill.</p> <ul style="list-style-type: none"> <li>• Announce EGM for 13 November.</li> <li>• Future meetings, possibly Diane Driscoll, David Natzler, Geoff Pick.</li> </ul>	LD/ RoB
8	<p><b>Programme Directory</b> - feedback. Generally a good response, colourful and readable. There were 5 corrections which had been made in the Newsletter. To consider for next issue: An alphabetical list of contents; Daily timetable of groups; change some categories.</p>	
9	<p><b>Treasurer's Report:</b> (VM)</p> <ol style="list-style-type: none"> <li>a. Report previously circulated to committee with half yearly figures and projections. Current balance £29,357.</li> <li>b. Payment made for heaters (£27.50) in RL.</li> <li>c. Requests for funding received from Maths (£20) and Mah Jong (£100) groups (agreed).</li> <li>d. Unauthorised payment taken from account refunded by bank.</li> <li>e. Subscriptions: committee to consider next year's subs in order to reduce the current balance.</li> <li>f. Proposal that the Treasurer should have discretion to agree payments of up to £150 without consulting the committee. (All payments require 2 physical or</li> </ol>	

	electronic signatures). AGREED.	
10	<p><b>Membership: (JH)</b></p> <p>a. Membership 639 ((+22% (+118) since July 2018))</p> <p>b. 79% Gift Aid (76% July 2018)</p> <p>c. 97% on email (73% July 2018)</p> <p>d. Also included: Membership by postcode, and Open Meeting attendances</p> <p>e. Membership Secretary role: This had expanded greatly with the enlarged membership and subsequent administration. It was agreed that Sandra (ST) becomes assistant to the Membership Secretary.</p> <p>f. Agreed that (ST) has "Read-Only" access to the membership list.</p>	
11	<p><b>New Members' Tea:</b></p> <p>September - 17 new members attended.</p> <p>Next date moved from November 3 to December 3.</p>	
12	<p><b>Dementia awareness workshop:</b></p> <p>RoB reported that 12 conveners were coming to the workshop on 15<sup>th</sup> October at her home.</p>	
13	<p><b>Rosebery Lodge:</b></p> <p>a. Cleaning: RL requires occasional thorough cleaning. Possible options (a) groups or individuals do it occasionally (b) Recommended local cleaner (c) professional cleaning company. It was agreed to obtain a quotation from Molly Maid for a monthly cleaning. NA to discuss implications with Diana McInnes (DMcI) and contact Molly Maid.</p> <p>b. Fire safety: There are currently no fire extinguishers or other equipment. It was agreed to purchase fire extinguishers for user rooms and check whether smoke alarms are required. (NA/DMcI) <i>[Since the meeting, Southwark Council have installed fire extinguishers and a smoke alarm]</i></p> <p>c. Stairs: To investigate obtaining additional handrails (pigs ear handrail) for the outer perimeter of the stairwell. (NA/DMcI)</p>	<p>NA</p> <p>NA</p> <p>NA</p>
14	<p><b>Quiz (18 November):</b> To check the suitability of Carnegie Library for sound and catering.</p>	SE / LD / (+Jenny)
15	<p><b>AOB</b></p> <p>a. (RoB) Letter received from an organisation regarding setting up U3A's in retirement homes. Not being pursued.</p> <p>b. Interest Groups Fair. Last held in September 2018. Discussion on whether to have another one next year and the most appropriate month. Deferred for future discussion.</p> <p>c. Provisional dates of Open Meetings: January 13th; February 12th; March 16th ; wk April 20th; w/k18th May(AGM), Friday 17<sup>th</sup> July (Garden Party).</p> <p>d. Xmas Lunch 18<sup>th</sup> December - RoB arranging this.</p> <p>e. November 1<sup>st</sup> - London Region Meeting with Ian McCannagh (President U3A) discussing 3 year plan at Canada Water Library.</p>	
	<p><b>Dates of next meetings:</b></p> <p>Monday 11 November, at Susan's home.</p> <p>Monday 2 December at Helen's home.</p>	
	<p><b>Appendix:</b></p> <p><b>Rosebery Lodge:</b> Helen reported that on October 9 the toilets were blocked and the flush was not working. She and Andrew attended (Diana is on holiday) and installed a new flush system. She also reported that work had commenced on a fire alarm system and installing of 8 fire extinguishers. We presume this was done by Dulwich Park or Southwark, but not yet confirmed.</p>	