

# Dulwich & District U3A Minutes of the Executive Committee Meeting

Monday 11 February 2019 at Angela's home - 10.00am

Action

- 1. Present:** Liz Day (LD, chair), Angie Brown (AB), Diana McInnes (DM), Graham Ashton (GA), Helen Graham (HG), Melinda Tenant-Flowers (MTF), Neil Abrahams (NA - Minutes), Pamela Ruben (PR), Roman Bednarz (RB), Susan Elias (SE), Verity Mosenthal (VM).

**Apologies:** Joy Harris (JH)

- 2. Review of Planned Agenda:** Agreed

- 3. Corrections to previous minutes:** Item 8 - Rosebery Lodge. The lease is with the Dulwich Society (not Sydenham Society).

- 4. Matters arising from Minutes of 07/01/19** (not covered by the agenda)

- LD reported that Chris Henry had resigned from the Executive Committee. She paid tribute to Chris for his many contributions to the D&D U3A and for his support over many issues including his work with the Complaint sub-committee, Policy sub-committee and Brixton Prison group.

- 5. Review of meetings and events:**

- January open meeting: David Beamish, approx. 100 attended. Very well received talk.
  - Request that JH makes a list of numbers attending monthly meetings over the past year or more for statistical purposes.
  - New cups were used and washed.
- London Region meeting had 40 delegates attend. Topic was Volunteers.
- SE London Study Day had 178 attend. Catering from Waitrose was excellent.
- Brixton Prison: AB and DM reported they had met the staff of the prison and will be meeting again the following week to give the "University of G-Wing" further advice.

JH

- 6. Open Meetings:**

- Wednesday 13 February - Christopher Woodward (Garden Museum)
- Wednesday 13 March - Alastair & Patricia MacDonald (Psychiatrist & Psychotherapist)
- Wednesday 24 April - Esther Cheo Ying/Samson (Red China)
- Monday 20 May AGM - Daniel Raven-Ellinson (National Park City, London), followed by AGM.
- Friday 21 June - Carnegie Library
- Friday 19 July - Bell House

## Future Meetings:

- g. Conveners' Meeting:** Friday 5 April, 2.00pm at Bell House.
- h. AGM: Monday 20 May - Planning**
  - Notification of AGM and Nomination Forms, at least 28 days before AGM. (RB)
  - Agenda (LD & RB)
  - Accounts to be ready for AGM.
  - Activity Report leaflet to be produced with input from Conveners. (NA)
  - Open Day - agreed this should be bi-annual i.e. not this year.
  - Programme: To be ready August/September subject to Di Deudney's availability. (RB/DD)

RB

LB & RB

VM

NA

RB/DD

- i. Constitution changes:**

RB and MTF had previously circulated options for possible changes to **tenure of offices; introduction of vice-chair role;** and when best to implement any changes if agreed. These were discussed in detail but would be required to be put into a formal motion for the AGM to vote on in order to implement them.

RB was asked to summarise the options for the committee to consider carefully before the next exec meeting when a vote would be taken.

- 7. Membership Report:** New Membership Cards. It was agreed to accept JH's recommendation (C) previously circulated for printing new cards. Cost including postage around £550.
- 8. Treasurer's Report:**
- Gift Aid records have been updated and corrected.
  - Draft renewal letters were discussed with some suggested amendments.
  - 4 cheques sent to unwell members for Christmas lunches
  - Amplifier leads purchased £46.50.
  - St Barnabas hire price has increased from £30 to £32.
  - The grant of £200 for our Open Day has now been received. (VM)
  - VM will be attending a U3A Finance Workshop on 1 March.
  - Total Bank balances £21,612.
- 9. Room Hire:** LD proposed a Room Hire Matched Funding to encourage groups which have difficulty obtaining premises. The idea will be discussed at the Conveners' meeting.
- 10. Sub-Committee Reports:**
- Communications:** RB looking to create own Google account.
  - New Members' Teas:** (AB) 17 January had 12 new members. Next Tea, Tuesday 26 March at Rosebery. Dates for May and July to be confirmed.
  - Rosebery Lodge:**
    - It was agreed to purchase 2 new heaters (DM) and a CD player for the French group (RB).
    - The Italian group Convener had asked that all monies collected at Rosebery be channelled through the U3A account, but it was agreed to continue the practice of money/cheques being handed to DM on behalf of the Dulwich Society in line with the arrangements outlined in the agreement produced by the Dulwich Society and given to all users of Rosebery Lodge. VM would communicate this to the Convener.
  - Co-ordinators:**
    - Conveners' Meeting at Bell House Friday 5 April at 2.00 pm. Agenda to be confirmed. To include: Health & Safety; Room hire matching funds; Preparation for new Programme booklet and AGM leaflet; D&D Policy documents.
    - SE reported that there had been 21 responses to the proposed new Bridge Group. She had held a meeting of interested people and expects a new group or groups to be formed shortly. They will be asking for donations of card tables, cards, bidding boxes, and may require seed funding for this.
    - Bowls in Dulwich Park. GH agreed to liaise with Alan Gilbert at Dulwich Park Bowls club.
  - Policy sub-committee:** DM reported that the group had met and agreed the Data Protection Policy; and the Website/Facebook/Photograph Policy. They are also working on a Health & Welfare policy, and a Ways of Working document for the exec committee.
  - Appeal sub-committee:** (GA & VM). GA reported that they had considered all the evidence and concluded that the process was flawed and there were gaps in the evidence. They decided that there was insufficient evidence to support the conclusions arrived at by the complaints sub-committee, and therefore upheld the appeal. This being the final stage of the process, the matter was closed.
- 11. AOB.**
- Health & Safety:** Bell House deficient in some parts (MTF) and Carnegie Library to be checked out. (MTF)
  - Volunteer Workshop 11 March, Acton Street 10.30am -3.30pm
  - SE Network study day 24 April at Coolings, Knockholt (Hanging baskets and Photography Click (to be confirmed)

Action
MTF

The meeting closed at 1.10 pm. The next meeting will be held on **Monday 04 March** at Liz's home. The following meetings will be held on Monday 01 April (Helen's); Monday 29 April (Susan's); Monday 10 June; Monday 08 July