

**Dulwich & District U3A Minutes of the Executive Committee Meeting
Monday 2 December 2019 at Helen's home, 10.00 am**

		<u>Actions</u>
1	Present: Liz Day (LD, chair), David Beamish (DB), Helen Graham (HG), Joy Harris (JH), Neil Abrahams (NA - Minutes), Roman Bednarz (RB), Rona Black (RoB), Sandra Tait (ST), Susan Elias (SE), Verity Mosenthal (VM)	
2	Review Agenda: Add: Communications (RB)	
3	Minutes: Corrections: 4. Feedback. Add 'London Region network constitution approved.' John Bent IS London Region's Trustee. 7. Cleaning. Replace 'RoB' with 'NA' AOB. ST to write summary of talks. DB to write self-profile for newsletter.	
4	Feedback: The 'Moon' talk by Andrew Graham was very well received and highly praised. The 'Astronomy' presentation and short quiz by Roman were also well received. SGM: The explanations and rationale behind the constitutional changes given by David Beamish at the SGM were much appreciated. The motions were all passed unanimously. ICO Progress: The new constitution of the ICO has been sent to the Third Age Trust and there have been no comments back from them. The Constitution is to be sent to the Charity Commission with details of the current Trustees. VM to check with the bank regarding opening a new bank account for the ICO as soon as possible.	RB/VM VM
5	Planning: Quiz (9 th Dec): LD, SE, RB, RoB, together with Jenny Taylor were meeting at Carnegie to view the site at 1.00pm, with Helen Schofield. Setting up at 1.15pm. Discussed: sound system, projector and screen, tablecloths, membership list, prizes, refreshments. RoB and JH on door. 10 tables of 8. Xmas Lunch (18 th Dec): 75 places paid for. Maximum number 80. Committee to be available to help and circulate. It was agreed that the staff gratuity would be paid for from U3A funds. AGREED.	
6	Future events: Art History Workshop at DPG postponed till 9 th January. The booklet was greatly admired, thanks to Lore, Niesje, and Di. 100 copies printed. To be made available at Conveners' meeting and Teas etc, for internal and educational use only. Collect from Lore. Open Meeting: Monday January 13 th : Diana Driscoll, 'Silk Road Cities'. New members' teas. 3 rd December. About 20 invitations sent out. The next Tea will be in February. Angela to be asked to plan it for Francis Peek Centre as there are better parking facilities and easier to get to. (RoB) Conveners' Lunch Meeting - Proposed date January 20 th . The Co-ordinators (SE, HG, NA) had looked at having the lunch in a restaurant/pub venue. The Plough, in Lordship Lane, offered a good variety of buffet and bar food, and vegetarian options. The pub will give us an exclusive ground floor area to hold around 50 people. Some free parking spaces. Estimated food cost £400-£500. AGREED The programme (to be finalised) would include discussions on: National U3A Day; fun video; Interest Group Fair; Art History Group booklet; survey; insurance issues; fun game; Convenor's spending suggestions.	LD RoB

7	<p>Rosebery Lodge:</p> <p>a. Cleaning: NA reported that he had investigated 6 companies and that he and Diana had met with Radiant Rooms who are prepared to start on 11th December at 9.00 am on a monthly basis. To check if London Living Wage is in place (NA). Cost is £30 for 2 hours to be paid by bank transfer. AGREED.</p> <p>b. Vacuum cleaner: A new vacuum cleaner is required to replace the old one. Numatic Henry at approx. £100. AGREED.</p> <p>c. Fire Safety: A fire alarms system has been installed by Southwark together with fire extinguishers in every room. Diana is waiting to hear from Robert Roach to be instructed in the use of the alarm system and extinguishers, in order to produce an instruction sheet for users of RL.</p> <p>d. Stair bannisters: Robert Roach has been asked to have bannisters installed on the stair wall. He has so far not responded. Diana is chasing for a reply. If there is a reason this cannot be done by Southwark, it was agreed that U3A will pay for the bannisters and installation by a professional. AGREED</p>	<p>NA</p> <p>NA/ DMcl</p> <p>DMcl</p> <p>DMcl</p>
8	<p>Treasurer's Report:</p> <p>VM reported:</p> <p>a. Gift Aid of £2,839 had been claimed. £1,609 paid for TAM magazines. Current balance £30,286.</p> <p>b. Estimated balance by end of March 2020 - £25,000 (last March £21,000) despite the reduction in subscription rate.</p> <p>c. It was agreed that it was necessary to spend money on projects which would enhance the offering of U3A and at the same time reduce our future income by reducing subscriptions further.</p> <p>d. VM produced various subscription scenarios which would help to reduce the balance.</p> <p>e. There were a number of proposal on how to use our money. These included:</p> <p>i. Giving groups the option to spend e.g. £50 or £100 on group related projects e.g. equipment, subscriptions, outings, printing, tools, fees, meeting rooms.</p> <p>ii. Other potential additional expenses:</p> <p>a. Rosebery Lodge (possibly £1000 annual lease)</p> <p>b. Beacon system start-up and maintenance (estimated £700 pa)</p> <p>c. Loss of revenue from Gift Aid on lower subscriptions.</p> <p>Action: It was agreed that JH and VM would produce a further estimate of income and expenditure with additional budgeted items and additional scenarios.</p>	<p>JH/VM</p>
9	<p>National U3A Day: 3rd June</p> <p>There were various suggestions for this and it was agreed to ask Conveners for their input. There is a Facebook site with suggestions from other U3As: https://www.facebook.com/groups/485363562065891/about/ <i>"where members can showcase what happens in their U3A, challenge negative perceptions of older adults and invite other Third Agers in the community to learn about the contribution U3A makes to the quality of life of retired people"</i></p>	
10	<p>Communications:</p> <p>RB reported on a Communications Workshop which he attended. It was agreed to produce a spring update and calendar, to post out to members, which would update any corrections and amendments to the Programme Booklet.</p>	<p>RB/SE</p>
11	<p>AOB</p> <p>a. Copyright: DB to investigate U3A's advice and any other legal implications.</p> <p>b. London Region Delegates Meeting - 24th January. RB and NA attending.</p>	<p>DB RB/NA</p>
	<p>Meeting closed at 12.35pm</p>	
	<p>Dates of next meetings:</p> <p>Monday 6th January at David's home 8 Townley Rd.</p> <p>Monday 10th February; Monday 9 March</p>	