

## Dulwich and District u3a Executive Committee Meeting

**Thursday 8th October 2020 10.15 on Zoom. Minutes (Final)**

**Attended on line:** Angie Brown (AB Chair), Neil Abrahams (NA), David Beamish (DB), Rona Black (RB), Pam Cohen (PC), Diane Deudney (DD), Sue Elias (SE), Richard Elliott (RE), Helen Graham (HG- Minutes), Joy Harris (JH), Sarah Howell-Davies (SHD), Verity Mosenthal (VM), Anne Sharpley (AS), Sandra Tait (ST).

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|-----------|---|-----------------|
| <b>1</b>  | <b>Apologies</b> None   |                 |
| <b>2</b>  | <b>Minutes of last meeting 10th September. HG distributed.</b><br>No corrections needed to final draft.   |                 |
| <b>3</b>  | <b>Matters arising.</b><br>Future draft minutes to be first sent to AB for checking, then circulate with agenda for next meeting.   | HG              |
| <b>4</b>  | <b>Review of Simon Pearson's talk.</b><br>SHD placed Simon's recorded talk on the Battle of Britain on DDU3A website and Facebook "Keeping in touch". To announce in next newsletter that recorded talks are now online.  |                 |
| <b>5</b>  | <b>New logo Trust compliant. DD distributed.</b><br>To adopt new U3A logo for DDU3A. No consensus on new logo design. Decision to stay with "old" new logo until consensus reached. SHD & DD to experiment.               | DD<br>SHD       |
| <b>6</b>  | <b>Outreach strategy. NA distributed.</b><br>DD to work with NA on letters for circulation to recruit new members through "Influencers". Outreach to liaise with Inclusivity.   | DD,NA<br>PC     |
| <b>7</b>  | <b>Financial subcommittee VM.</b><br>VM would like help to work on reviewing financial controls and preparing a budget. Volunteers to VM.   | VM              |
| <b>8</b>  | <b>Appointment of independent auditor VM.</b><br>Need new auditor. RB has potential contacts.   | RB,VM           |
| <b>9</b>  | <b>Minute the appointment of officers VM.</b><br>Trustees are required to ratify appointment of officers following the AGM, ongoing. AB and DB ongoing.   | AB<br>DB        |
| <b>10</b> | <b>10. Pattern of future monthly meetings. RB</b><br>Decision to send email reminder day before the Open Meeting talk.<br>NA to create chat time before and after meeting.<br>RE sends reminder to email "non openers."   | NA<br>RE        |
| <b>11</b> | <b>Beacon. JH distributed.</b><br>Exec Ctte agreed to Beacon team's recommendation to adopt Beacon asap. AS and SHD appointed to take this forward and complete application form. Team thanked for their productive work. | JH<br>AS<br>SHD |
| <b>12</b> | <b>Welcome letter to New Members. JH distributed</b><br>Agreed. JH to use.  | JH              |
| <b>13</b> | <b>Coffee morning rota volunteers ST.</b><br>ST to circulate dates of upcoming coffee mornings and ask for two volunteers for each meeting to converse with members on ZOOM.  | ST              |
| <b>14</b> | <b>New members' tea volunteers required. ST.</b>  |                 |

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|           | SE and RB volunteered to help at next tea on 29th October.  | SE, RB   |
| <b>15</b> | <b>Minutes of committee minutes. SHD.</b><br>RE to look at process of uploading Exec Ctte minutes on DDU3A website.<br>Final version of minutes to be sent to SHD for uploading on website.   | RE<br>SHD  |
| <b>16</b> | <b>Email addresses.</b><br>SHD asked members to use their correct email addresses. If members have difficulty accessing group email addresses, inform SHD.  | Ctte<br>members                                      |
| <b>17</b> | <b>Communications strategy including proposed questionnaire and printing costs for this month. RE (Distributed).</b><br>Various suggestions for additional questions & phraseology. RE to rework.<br>Questionnaire to be emailed to all members to be completed and returned. To be timed to happen one week before paper copies sent out in same mailing as the new Interest Group Directory. Members who cannot complete the emailed version will be asked to purchase their own envelope and stamp and return by post. RE to collate responses.<br>Committee requested RE to cost photocopying of 700 sheets of paper. No other costs involved in questionnaire.<br>SE volunteered to print, AS,VM, NA to print and distribute 11 paper newsletter copies for members without computers.<br>No decision taken on mid-monthly Meetings of Interest.<br>Posters for Open meetings: AB proposed printing be done by Printers. Agreed. | RE<br><br>RE<br><br>AS,<br>VM, NA<br>Events<br>group |
| <b>18</b> | <b>Letter from Irene Green (TAM).</b><br>AB asked ctte to look at cartoon on p16 of Autumn TAM-woman vacuuming and man at desk. Agreed AB to write to TAM on behalf of some members.  | AB   |
| <b>19</b> | <b>Decision on distribution of late notification of events from London Region.</b><br>RB to include London Region events, if notified in time, in the mid monthly Meetings of Interest. Also to include note advising members to check the London Region website for other meetings.  | RB   |
| <b>20</b> | <b>Decision on proposal in Derek Harwood's letter.</b><br>Decided against Harwood's suggestion that London U3As share Open meeting talks on ZOOM.   |  |
| <b>21</b> | <b>Requests for contributions to the Newsletter. DB.</b><br>DB thanked SHD and NA for their contributions to the last DDU3A Newsletter and requested more contributions.  |  |
| <b>22</b> | <b>Exec ctte meeting ended at 12.15</b><br><b>Date of next meeting.</b> Thursday 12th November 10.15.on Zoom  |  |