

Dulwich & District u3a Trustees' Executive Committee Meeting (final)

Thursday 8th April 2021 10.15 am-12.10 pm

Attended: Angie Brown (AB, chair), Neil Abrahams (NA), David Beamish (DB), Rona Black (RB), Pam Cohen (PC), Di Deudney (DD), Susan Elias (SE), Richard Elliott (RE), Helen Graham (HG, Minutes), Sarah Howell-Davies (SHD), Verity Mosenthal (VM), Anne Sharpley (AS), Sandra Tait (ST).

1.	Apologies from Joy Harris	AB
2.	Agree minutes of last meeting, sent 17th March	HG
3.	<p>Matters arising not covered by agenda AGM proposed by NA that AGM is included as agenda item.</p> <p>Item 3: D&D u3a Handbook: Decision: DB reported – to delay release of 2021 handbook and aim to produce updated text by AGM for Trustees. SCID minutes. SHD reported group approves sharing with TEC.</p> <p>Item 14: Trustees “storage drive”. Discussed by AB, SHD, RE. Action: updating to be completed by AGM. RE has created draft folders e.g. for TEC meetings.</p>	PC
4.	<p>Standing Item: Treasurer’s Update</p> <p>Total balance today £21,009</p> <p>Since the last update on 11th March when the balance was £17,952</p> <p>Income £3970 from subscriptions £5 donation</p> <p>Spending £351 on enhancement funds for interest groups £215 on mail chimp for last year £14 on zoom £207 on stationery and postage £32 on gifts £100 on Paul Wood’s talk</p> <p>Membership</p> <p>On 1st April: 703 individual, 15 associate, 2 carer members, total 720</p> <p>On 8th April: 688 individual, 15 associate, 2 carer, 2 concession members, total 707.</p> <p>267 have paid subscriptions this week, 13 have informed me they will not be renewing. That’s a 39% response rate in the first week.</p>	VM

	Action: Membership update and subscriptions: ask Convenors to check																																											
5.	<p>AGM Treasurer's papers – already sent. VM</p> <p>VM circulated her draft Treasurer's Report for the AGM prior to today's meeting. VM steps down from her Treasurer's role in May. She has interviewed two interested members to succeed her.</p> <p>VM was complimented by NA on producing a precise report, and by AS for managing Beacon transfer so smoothly.</p>																																											
6.	<p>Standing Item. Membership Secretary's update JH</p> <p>INFORMATION ITEM</p> <table border="1"> <thead> <tr> <th>Current members</th> <th colspan="2">06/04/2021</th> <th colspan="2">07/03/2021</th> <th>Change</th> </tr> </thead> <tbody> <tr> <td>Associate</td> <td>14</td> <td>2%</td> <td>17</td> <td>2%</td> <td>0%</td> </tr> <tr> <td>Carer</td> <td>2</td> <td>0%</td> <td>2</td> <td>0%</td> <td>0%</td> </tr> <tr> <td>Concession</td> <td>1</td> <td>0%</td> <td></td> <td>0%</td> <td>0%</td> </tr> <tr> <td>Individual</td> <td>692</td> <td>98%</td> <td>700</td> <td>99%</td> <td>1%</td> </tr> <tr> <td>Total</td> <td>709</td> <td></td> <td>719</td> <td></td> <td></td> </tr> <tr> <td>Email</td> <td>697</td> <td>98%</td> <td>703</td> <td>98%</td> <td>0%</td> </tr> </tbody> </table>	Current members	06/04/2021		07/03/2021		Change	Associate	14	2%	17	2%	0%	Carer	2	0%	2	0%	0%	Concession	1	0%		0%	0%	Individual	692	98%	700	99%	1%	Total	709		719			Email	697	98%	703	98%	0%	
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7.	<p>Review of Open Meeting 18th March Paul Wood's London Trees</p> <p>Reported that Paul Wood gave an excellent talk. AB purchased a copy of his book with D&D u3a funds for members' use. Suggested an Open meeting on "Gardeners' Question Time" with a panel of gardeners to answer the questions.</p> <p>Actions. Contact Donna Warenik, gardening group convenor.</p> <p>Open meeting 21st April. NA reported that the speaker, Barry Linton, requested his talk is not recorded and not advertised except to members of D&D u3a for reasons of security.</p>	NA																																										
8.	<p>Poster Printing at Seniors DD</p> <p>The Art Group proposed purchasing a printer for its group use. Could also print D&Du3a posters. VM and others in Newsletter group (NA, SE, AS) confirmed that they are willing to continue with current arrangements for printing hard copy newsletters for the 12 members without email.</p> <p>VM proposed that financial contributions by group members for personal use should be directed to the Art Group. They could apply for extra funds through the normal Group Enhancement provision</p> <p>Action. Refer to next TEC for further management.</p>																																											
9.	<p>SCID Feedback PC</p> <p>PC reported two SCID meetings since last TEC. Considering member survey.</p> <p>Actions:</p> <p>Appoint Accessibility Officer.</p> <p>D&D u3a Open Day- aim to make contact with diverse groups in the area.</p> <p>VM requested minutes sent to TEC, initially to AB.</p>	PC																																										
10.	<p>Inclusivity Register PC</p> <p>PC agreed to undertake anonymous survey and liaise with RE to construct the survey to include baseline questions on diversity issues.</p> <p>RE questioned if this methodology will provide a representative sample of members, and valid comparability if repeated one year later .</p> <p>DB suggested delaying the survey until after Derek Harwood's presentation on</p>																																											

	<p>Diversity and Inclusion (Item 11). This information might influence the survey design.</p> <p>VM recommended choosing an IT platform e.g. Mailchimp, include questions on age.</p> <p>RB suggested involving convenors to encourage survey responses.</p> <p>Decision</p> <p>PC, VM, RE to meet to review progress and proposals, and delay survey until membership subscription period has closed.</p>	<p>PC, VM RE</p>
11.	<p>E-mail received from Derek Harwood. Re-sent 5th April</p> <p>Derek Harwood offered to talk on Diversity and Inclusion. Most Trustees agreed to pursue an invitation. RB proposed to talk to Trustees and convenors initially.</p> <p>Action. AB to contact Derek for advice on his offer.</p>	<p>AB</p>
12.	<p>Link Age Southwark RB</p> <p>RB had face to face meeting with Sophie Wellings, Director of Link Age Southwark, to explore potential collaboration with Link Age and D&D u3a, especially from the perspective of inclusivity.</p> <p>Action: RB to take forward</p>	<p>RB</p>
13.	<p>Hearing Loss ST</p> <p>ST organised a Zoom meeting on Hearing Loss on March 29th. 43 members attended. The following proposals were discussed:</p> <p>Possibility of self-help groups.</p> <p>Proposed talk on tinnitus or general issues on hearing loss. RE offered to provide information on tinnitus,</p> <p>Action</p> <p>AB proposed purchasing resources e.g. books on hearing loss.</p> <p>ST proposed a monthly meeting of the group for initial period of 4 months.</p>	<p>ST</p>
14.	<p>U3a Day volunteers</p> <p>DB reported slow recruitment of volunteers (so far only 2 responses) to organise u3a day stalls in local area suburbs to promote D&D u3a. Suggested public spaces may require official permission for use.</p> <p>Action ?</p>	<p>?</p>
15.	<p>Eventbrite proposal</p> <p>Option of using Eventbrite free of charge for meetings. Useful for non-members with the advantage of taking pressure off RE for people wishing to access u3a meetings. Consider trial for next Open Meeting.</p> <p>Action ? <i>NA to organise Eventbrite access for non-members for the April 16th Open meeting.</i></p>	<p>? NA</p>
16.	<p>London Region Meeting 23rd April. AB</p> <p>AB invited Trustees to contact her if wished to attend.</p>	<p>All</p>

17.	<p>AGM AS reported on AGM subcommittee i.e. AB, RE, AS, Roman Bednarz AS awaiting contact with Central Office about changes for AGM 2021.</p> <p>Actions: E-mail members with formal notice about AGM early May with links to all AGM papers on website and attached proxy voting forms for non-attendees. AB to provide final Chair's report for AGM by April 26th. so that papers to the 12 non-email members may be posted by 29th April, allowing for Bank Holiday weekend. AGM documents on website to include current constitution (22 pages), proposed new constitution (22 pages), and document listing changes (6 pages). Only the document listing changes will be sent to the 12 non-email members. NA raised the issue of documents being too lengthy and deter members reading them. Action: AS offered to provide a one-page summary of the constitution changes. The 6-page document still has to be sent to members as required by our constitution.</p>	AS AB AS
18.	<p>AOB Dulwich Park Bowls Group. AB reported offer from Dulwich Park for D&D u3a to use their Bowls area. Need to explore extent of members interest and clarify what is on offer. Action. AB to visit Dulwich Park Bowls Club and confirm offer.</p> <p>Listing meeting dates HG and NA suggested restoring previous practice of adding list of D&D u3a forthcoming meetings and dates at end of minutes.</p> <p>Date of next meeting 13th May 10.15-12.15</p> <p>Meeting finished at 12.10</p>	AB HG AB

Dates of forthcoming meetings 2021

Tuesday 13th April Coffee morning Zoom 10.30-11.30

Friday 16th April. Open meeting "Map of a Plantation" by Jenny Mitchell. Zoom 2 pm

Wednesday 21st April. Staying Safe online. Zoom 2pm.

Wednesday 12th May Link Age Southwark by Sophie Wellings, CEO. Zoom 2pm

Tuesday 18th May AGM 2pm. Zoom

Wednesday 2nd June u3a Day. Live

Monday 21st June. Organised Crime.