

Dulwich & District U3A: Minutes of the Trustees Executive Committee Meeting

Thursday 8 September 2022, 10.15am, at Rosebery Lodge

		Actions
1	<p>Present & Apologies</p> <p>Present: David Beamish (DB, Chair), Richard Elliott (RE, Secretary), Karen Chessell (KC), Jane Coupe (JC), Julia Bairstow (JB), Christine Hensby (CH)</p> <p>Apologies: Tim Pagan (TP, Vice Chair), Ruth Colvin (RC, Treasurer). Keith Ball (KB), Caroline Knapp (CK), Helen Robertson (HR), Anne Sharpley (AS)</p> <p>In the absence of TP, RE took the minutes.</p>	
2	<p>Approval of Minutes of TEC meeting 14 July 2022</p> <p>The minutes were approved and DB will post them on the website.</p>	DB
3	<p>Matters Arising (not on the agenda)</p> <p><i>DD u3a Banner:</i> Meeting agreed that this was out of date (previous Chair contact details) and rather too much text. CH and DB to investigate what banners we have and recommend way forward - Di Deudney could be involved in any new design required.</p>	CH/DB
4	<p>Secretary's Report</p> <p>RE reported on the all member emails. RE will produce a short piece for the Newsletter on the Mailchimp 'unsubscribe' policy.</p>	RE
5	<p>Membership Report</p> <p>JC reported as follows:</p> <p>Current members 641 Deceased 1 (from 1 April) Lapsed 48 (from 1 April) Resigned 35 (from 1 April) New since last meeting 19 New since 1 April 54</p> <p>In addition to the Welcome Letter, KC offered, and it was agreed, that she would follow up with all new members regarding their interests, volunteering and participation.</p>	KC
6	<p>Recruitment</p> <p>DB noted the series of materials and advice available from national u3a on member recruitment. This information link has been circulated to the Committee by the Secretary. The meeting noted it was important to maintain recruitment and retention initiatives as the opportunity arose and that this would provide a resource.</p> <p>It was noted that in the past we have put up posters on a regular basis advertising our meetings at various sites. Agenda item for October.</p>	
7	<p>Treasurer's Report and Bank Account Position</p> <p>RC's report was tabled as follows:</p> <p><i>Bank balances:</i> current a/c £13,182.80 deposit a/c £10,031.29 petty cash £50</p> <p><i>Income in July/August 2022</i> From members £225 From table tennis group £66</p> <p><i>Spending in July/August 2022:</i> Support for Mah Jong group £34.99 CLA licence via Third Age Trust £60</p>	

		Actions
	<p>St Barnabas re table tennis £66</p> <p>I have submitted an updated mandate variation form to Lloyds Bank, showing all the signatories that were agreed by the committee. I was informed that their timescale for dealing with this sort of work is 25 working days. I calculated that this meant that our forms would be dealt with on or about 4 October.</p> <p>I have maintained the books of account, as usual.</p>	
8	<p>SCID Report</p> <p><i>SCID Poster:</i> After some discussion it was agreed that the Poster/Flyer should have a link that can be tracked via the D&D website in order to monitor the effectiveness of the materials in attracting members. DB will make the necessary alteration and establish the web landing page accordingly. He will liaise with SCID to agree tweak to design.</p> <p>Agreed that 500 flyers and 50 A4 posters would be produced – cost £95</p> <p><i>SCID Newsletter Item:</i> After some discussion it was agreed that JC, CH and Pam Cohen would meet to finalise the text. DB stressed, and it was agreed, that the article should be written in a positive tone.</p>	<p>DB</p> <p>JB/CH</p>
9	<p>Report back on events – July Open meeting</p> <p>DB noted that only 2 Trustees attended.</p> <p>The meeting agreed that it was desirable if more Trustees could try to attend future meetings. We are also still short of catering volunteers.</p>	
10	<p>Meeting/Event Future Programme</p> <p>DB asked for volunteers from Trustees and members to assist with the events programme and event support. Ideas welcomed on how to attract more volunteers.</p> <p>DB reported on (to addition to circulated email) progress regarding the October and November open meetings – he will update by email to Trustees and the website.</p> <p>The question on whether to have a members Xmas lunch was raised, in addition to the regular December meeting which will feature a Quiz. Xmas lunch to be agenda item on October agenda – this will require a Trustee/volunteer team to organise</p> <p>Decided to hold in-person meetings only with no zoom, as we had been unable to establish reliable zoom technology at the meetings.</p> <p>Agreed that we should try to mix both days of the week and venues.</p> <p>Agreed that we should advertise (free) with the SE Magazines – RE to investigate</p>	RE
11	<p>U3A 40th Anniversary</p> <p>It was noted that the Dulwich & District u3a ukulele groups will be playing 40 numbers from 40 different years (1940 to 1979) from 12 noon, by the café in Dulwich Park. Wed Sep 21st to celebrate u3a 40th anniversary</p> <p>The meeting agreed that, due to difficulties with available venues and helpers, the potential u3a 40th Anniv. Social Event on Sept 19 would not go ahead</p> <p>As part of a project by the London Region u3as, DB (as convenor of the “Explore London” Walks Group) is to lead a walk on part of the Capital Ring between Crystal Palace and Streatham Common station (4.5 miles).</p>	
12	<p>Newsletter</p> <p>Agreed that the Newsletter should have a fixed slot on the TEC agenda</p> <p>JC offered to look into a follow-up article for the newsletter regarding the national u3a tree planting initiative that D&D had contributed to last year (Sandra Tait had organised)</p>	JC

		Actions
	CH to ask Neil to provide an article about the Ukulele performance in Dulwich Park for the newsletter.	
13	Digital Skills Programme Future programme (until end of September) was noted CH to confirm with Keith that the Digital Skills Workshops could be promoted on the u3a Facebook page	
14	Directory Trustees wanted to clarify the situation regarding the Directory of Interest Groups which is being undertaken by Helen and Caroline. RE offered to clarify by email regarding completion timescale, print and distribution arrangements. It was suggested that 1000 copies could be printed with distribution preferably being handled by the printer. Di Deudney to be consulted re print/distribution It was agreed that HR and CK will send the final draft to DB as Chair to review and sign-off the final copy. Newsletter to contain an article promoting the new Directory	RE HR/CK HR/CK
15	Interest Group matters None reported	
16	AOB 1) DB circulated an email from Sandra Tait. Agreed to offer our thanks through DB to Sandra on her work for the Dulwich & District u3a. Article for Newsletter	DB
17	Date of next meeting Thursday 13 October 2022 at 10.15am at Rosebery Lodge.	
	The meeting closed at 12.10 pm	