

Minutes of the executive committee meeting September 4, 2017

Present: Liz Day (LD, chair) Roman Bednarz (RB) Neil Abrahams (NA) Rona Black (RoB) Helen Graham (HG) Lore Arthur (LA) Caroline Knapp (CK) Diana McInnes (DM) Chris Henry (CH); Susan Elias (SE) Mary Fyfe (MF) Di Deudney (DD) Pamela Ruben (PR)

There were no apologies for absence.

1. Agenda Review. No change.

2. Minutes of the last meeting and matters arising. These were accepted for accuracy; the word 'financial planning' should be used instead of 'financial business'. The Minutes of July 10 will now be posted on the website.

3. Reporting back: The Open Meeting on the Future of Dulwich Gallery, July 7th, took place at the Dulwich Gallery. With about 88 members the event was well attended. The speaker, Jenny Scott, newly appointed director of the Gallery, gave an inspiring talk about a number of paintings in the Gallery. Strawberry cream tea and sunshine made this a special event.

The U3A National Conference 29-31 August, 2017, at Nottingham University, was attended by RoB and LD. Both stressed how valuable it was to meet other U3A members from across the country. Most of workshops attended they attended were considered to have been useful. It was agreed that other committee members should try to take part in the annual National Conference, at least once. RoB was particularly keen to find out more about the SE Network; LD reported that the National Executive Committee (NEC) was keen to involve more volunteers to help at regional level and to reduce the size of the NEC; the outcome of the current consultation would be ratified at the AGM in April.

RB reminded committee members that a new password was needed for the U3A website; CH pointed out that a whole range of documents, including induction material, were available on the U3A website.

4. Exec. Committee business; LD discussed the need to have more time for strategic planning in addition to dealing with business matters. It was necessary to have a long term view about where D&D U3A was heading. For example, should we aim to increase member numbers or be content with the current level of uptake? Should we consider succession planning to ensure continuity within the committee? It was agreed that time should be made available at the next

committee meeting on October 5. In the meantime, members of the committee should send points to be raised to LD in advance of the meeting (Action: all)

5. Treasurer's report: MF reported that the balance remains healthy as of August 31. Any outstanding expenses claim forms should be submitted as soon as possible. MF intends to step down as treasurer at the AGM in May. She reported that three U3A members had come forward with the view of taking over, or at least helping out, and that she would have informal chats with all three about responsibilities involved. NA also expressed an interest in the position. The committee would make the final decision.

6. Membership report: Currently the membership has risen to 475. 11 had joined in July and 2 in August. CK also indicated that she would want to step down at the end of the year, having served for 4 years –leaving aside her time on the original steering committee in 2011. A successor will have to be found in time for the AGM.

The question of who has access to the membership data base was raised and clarified. Accordingly, the Secretary, the Treasurer and the Membership Secretary are the only committee members who access the data base. The Membership Secretary (CK) is the only person able to edit the membership data base.

Communications such as SLP notifications aimed at the wider membership of D&D U3A should be sent to the Secretary (RB) who is also in charge of the website.

7. Convenors' meeting, 9th September. 33 convenors (out of 64) have so far agreed to come. There are more places left in the afternoon. Any committee member wanting to attend should contact SE in the first instance. The agenda for the meeting was agreed previously.

Convenors will receive the updated Convenors' Pack - which will not include 'behaviour guidelines'. These will be modified and included in the Welcome Pack for new members –to be discussed at the next executive committee meeting (Action: NA).

The issue of waiting lists and activities during August will also be discussed at the Convenors' meeting.

8. Programme booklets: following lengthy discussion it was agreed to have only one booklet only in April, in time for the AGM – and not one in January.

Amendments made to the current booklet will be distributed as a leaflet and in the newsletter. This will be a trial for this year. Some members of the committee would have preferred to keep to the current system of three booklets annually.

DD is hoping to discuss a different way of processing information with the Interest Group Coordinators.

9. Monthly Open meetings: The next Open Meeting, September 15, will be on Polish Migration at the Herne Baptist Church. Roman Bednarz will be the speaker. Ian Haywood (Lecturer at Roehampton University) will talk about Caricatures and Cartoons on Friday 13th of October (Action: LD); Professor Michael Baum will talk about the history of surgery through the artists' eyes on Monday 13th November (Action: SE).

Daniel Greenwood of the London Wildlife Trust could be a possible speaker in the New Year (Action: LA).

10. New Members' Tea 4th September, 7th November (Action: CK)

11. Newsletter. Copy needed by 28th September (Action: SE, RoB).