

MINUTES OF
ERU3A COMMITTEE MEETING HELD ON MONDAY 14 June 2021
AT 1:30PM BY ZOOM

Present: Douglas Yates (Chair), Marbe McNeil (Vice Chair), June Weston (Business Secretary), Allen Walker, Robert Humphrey, Isabel Monks (Minutes), Roy Bryce, Teri McCormick, Rosalind Holmes, Allison Kershaw, Richie Adams, Graham Greenhalgh

| | | Action |
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| 1 | WELCOME DY welcomed everyone to the meeting. | |
| 2 | APOLOGIES Ann Scott | |
| 3 | MINUTES OF PREVIOUS MEETING Accepted. | |
| 4 | MATTERS ARISING FROM PREVIOUS MINUTES Any outstanding matters are covered under the appropriate agenda item. | |
| 5 | CORRESPONDENCE | |
| 5.1 | u3a Mailing dated 24 May 2021 – u3a Click and Save The TAT information on this scheme had been circulated to committee members prior to the meeting. JW reported that there had been mixed reaction from the u3a community on the complexity of the scheme. It was noted that if ER u3a join the scheme then we can't claim Gift Aid but we do get 10% from purchases made by members. It was decided to gather further information for discussion at the next meeting with the new committee. JW will complete the form to register interest but it doesn't commit us to the scheme. | JW |
| 5.2 | u3a Mailing dated 4 June 2021 - Advice, Volunteers Week and u3a day (circulated to Committee on 04/06/2021) See section 13 for feedback on the u3a day. See section 7 for Covid advice relevant to groups. | |
| 5.3 | u3a Mailing dated 10 June 2021 - AGM 2021: Director Election voting open (circulated to Committee on 11/06/2021) JW reported that because of our size ER u3a get 2 votes i.e., one vote but counted twice. It was agreed that JW will record the vote for ER u3a. JW will distribute information on the candidates where there is more than one for a position for a decision to be made at the next meeting. | |
| 6 | BEACON and WEBSITE UPDATE Web site: The home page displays events from the u3a day. They will be displayed until the end of the month. Beacon: Facilitator changes have been made. See the group coordinators report for further information. Personnel on the website and Beacon and their roles will be updated after the July committee meeting which will be the first with the new committee, | |
| 7 | GROUP COORDINATORS REPORT | |

Groups:

Brenda and Denis Mason have resigned as Table Tennis co-facilitators. Bob McCreight has agreed to become the facilitator. GG pointed out that there is a £90 float for this group which has been returned and the new facilitator may require. It was reported that new table tennis bats will be required and it was agreed that up to £35 can be spent in acquiring new equipment for the group.

Lilias Dunlop has resigned as facilitator for the Enjoy The Arts Group. A new facilitator or probably co-facilitators and/or a team will be sought and hopefully in place for when outings can resume. RHo emailed the group asking for volunteers and has had 2 replies to be part of an organising team but the group will need a facilitator. RHo has now emailed individuals personally to ask if they will join the team. It will require a committee member to facilitate and organise the team at the start.

2. The Knitting Group had a meeting at Michael's at Parklands although there appeared to be more chatting than knitting! The group are planning to have some garden meetings when the weather permits.

3. The Spanish Improvers group is planning to meet at The Redhurst for coffee and conversation.

4. Summer Evening Strollers are starting at the end of June with 8 people only at each meeting.

5. There are plans for the Out and About Group to meet in July and possibly for the Nature Watch Group to actually meet rather than just online. The Photography Group plan to meet in July at a location rather than online.

6. The Walking Groups, Saturdays and Amblers groups are meeting and the Trust recommends that risk assessments are done.

7. A new Personal Risk Assessment form is needed now as groups are starting to meet face to face. The draft was sent to committee members for comment and approval. RH will send it to the facilitators for them to use with their members and replace the current one on the website. JW asked that forms are dated with a version to enable version control. Facilitators will refer group members to the forms. It is the responsibility of individual members to ensure that they have performed the risk assessment prior to a meeting and it will be assumed that if they turn up that they have performed an assessment. RHo will remind facilitators that they need to keep a record of the people who have turned up for the meeting. The forms were agreed without any further change required.

8. MM has suggested a Boules Group at Crookfur Playing Fields. An email has been sent out to all members with 28 positive replies (+ 1 new member). The plan is to meet from the 23rd June on 2nd and 4th Wednesdays in the afternoon and then refreshments at Michael's. It was agreed to purchase some new boules sets up to £35, it is planned to buy 4 sets of plastic beginners sets. RHu requested that he is informed when they are acquired so that they can be added to the asset register. TMC has emailed facilitators in her group but not received any responses yet.

Advice on Participation in u3a Activities and Covid-19 Tests

There was discussion on the advice received from the Trust.

TAT do not say this is what should happen re tests and vaccinations, but rather it is allowed under equality legislation:

a) Must follow national guidelines at all times

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| | <p>b) It is allowed for a venue or a coach company used by a u3a to insist on a negative Covid-19 test within 48 hours of the activity for a member in order to enter the venue or coach.</p> <p>c) It is allowed for a u3a to insist that entry to an activity (outdoors or indoors) is based on proof of double vaccination (and 2 weeks have passed) or a negative Covid-19 test within 48 hours of the activity as long as the rule applies to all members.</p> <p>d) Proofs would be shown but not kept or logged.</p> <p>It was decided that: if b) is relevant then it is probably too early for the u3a to consider use. c) is not required for our groups currently meeting face to face.</p> <p>Venues The council acknowledged receipt of our confirmation that we will continue to need venues and they will provide further information in time. There are two possible venues in Barrhead – the James McGuire building suitable for 8-10 people and the new hall built by Saint Andrew’s Church which may be suitable for monthly meetings. DY will investigate further, including the need for storage space.</p> | | | | | | | | | | | |
| 8 | <p>Treasurer’s Report – circulated on 8 June 2021 by AS</p> <p>The balance at bank as at 31st May : £12,831.06</p> <p>Membership Subs received</p> <p>April £ 48 May £1,272</p> <p>Significant Debits</p> <p>Expenses relating to u3a Day £804.37 TAT Members subs for 475 members £1662.50</p> <p>There are no known significant payments in the next month.</p> <p>Future forecast June</p> <table style="margin-left: 40px;"> <tr> <td>Balance @ 1st June</td> <td style="text-align: right;">13,119</td> </tr> <tr> <td>+ Subs (estimated)</td> <td style="text-align: right;">3,920</td> </tr> <tr> <td></td> <td style="text-align: right;">17,039</td> </tr> <tr> <td>-AGM Entertainment</td> <td style="text-align: right;">100</td> </tr> <tr> <td></td> <td style="text-align: right;">16,939</td> </tr> </table> <p>GG pointed out that during Amazon Prime day/period then we get 10x the normal amount through Amazon smile.</p> | Balance @ 1st June | 13,119 | + Subs (estimated) | 3,920 | | 17,039 | -AGM Entertainment | 100 | | 16,939 | |
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| | 16,939 | | | | | | | | | | | |
| 9 | <p>MEMBERSHIP SECRETARY’S REPORT</p> <p>There are currently 469 current members with 9 people informing RB that they are intending on resigning. There has been 1 new member and 4 enquiries about membership. 100 people have renewed so far.</p> <p>There have been a couple of people transferring money into the bank account without providing personal details, luckily through knowledge of the committee RB will be provided with details of the remaining unknown person.</p> | | | | | | | | | | | |
| 10 | <p>MONTHLY MEETINGS</p> <p>Fools Gold have been booked for the AGM and speakers have been booked for July, August, and October.</p> | | | | | | | | | | | |
| 10.1 | <p>Monthly reminder about regular social media postings</p> <p>The aim is to provide information to the local community on u3a activities such as the monthly meeting and some of the group activities.</p> | | | | | | | | | | | |
| 11 | <p>PAT Testing</p> | | | | | | | | | | | |

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| | PAT testing has been completed. JW will return the Newton Mearns Parish church equipment tomorrow (15/6) and equipment will be returned to RHu when suitable. | |
| 12 | <p>AGM</p> <p>There are 61 devices registered and it is estimated that this includes 15 couples. The nominations for Margaret Beard and Liliias Dunlop will be provided to members. JW has sorted out the running order with Fools Gold starting at 14:30.</p> | |
| 13 | <p>Feedback on u3a Day</p> <p>Although no new members have as yet joined as a result the day was successful in raising awareness.</p> <p>We had excellent press coverage particularly in the Barrhead News.</p> <p>National Office have been aware of our efforts and the photos posted on the u3a day Facebook page were highly acclaimed with 1 being chosen for the u3a day blog.</p> <p>Our evening event was well received and John Rankin's entertainment much appreciated. The breakout rooms gave some excellent feedback- mainly complimentary although some issues have to be addressed.</p> <p>The subcommittee held a debrief Zoom to discuss what was successful and what did not work so well. The issues raised in the breakout rooms were discussed at length and an Action plan will be drawn up in the new session. The issues were mainly to do with making new members feel welcome both in groups and at monthly meetings.</p> <p>We would also continue to use the local Facebook groups to advertise monthly meetings and other events in the future.</p> <p>It was noted that the u3a day did not appear to be advertised nationally. It was felt that there needed to be more flexibility of choosing the day with a Saturday possibly being preferable or even taking place over a few days. Locally we may have other promotional days. It was pointed out that this is an annual event and we need someone on the committee to handle this for future years.</p> | |
| 14 | <p>Generic email addresses</p> <p>JW has purchased the domain name ERu3a.org including protection. Everyone who needs an email address will need to be registered but the format of the addresses will be decided by the new committee. This will be retained on the agenda for the next meeting.</p> | JW |
| 15 | <p>Review of Policies</p> <p>Deferred until after the AGM.</p> | |
| 16 | <p>Zoom licences</p> <p>JW licence has been renewed. MM reported that she has set up 4 facilitators as administrators on her licence. The onus is on the facilitator to set up the meetings. It was agreed that this is the way forward with the facilitator agreement, in some cases support will still be required to facilitators.</p> | |
| 17 | <p>AOCB</p> <p>MM thanked DY on behalf of the committee. She spoke about how DY had started ER u3a and had nurtured it over the years and given great pleasure the community. The last eighteen months have been challenging but through DY's guidance and determination the group rose to the challenge. The committee clubbed together to buy a token of appreciation which will be delivered to DY on Wednesday.</p> | |

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| | <p>DY replied that he is 100% confident that the group will continue to flourish and is delighted and excited for the future. He is pleased that organisations such as the council and H&SCP have recognised that value of the group to the local community.</p> <p>In response to a query by AK it was agreed that we should anticipate that monthly meetings will be on zoom until the end of the year.</p> <p>RA wished the committee well for the future and offered to provide assistance if required.</p> <p>GG wished the committee the best for the future.</p> <p>DY thanked RA and GG for their contribution to the committee over the years.</p> <p>JW stated that she had forwarded information on the Media in Scotland Club to Rosemary Grace and the committee agreed that Rosemary should attend on behalf of ER u3a. Rosemary is also interested in looking at communication both within the group as well as external communications.</p> <p>IM and RB stated that they will not be at the next committee meeting.</p> | |
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There being no further business, the meeting closed at 15:10 pm. The next Committee meeting will be held on Monday 12 July at 1.30pm via Zoom.

Signed Date