

MINUTES OF EXMOUTH AND DISTRICT U3A COMMITTEE MEETING: 2 JUNE 2020 BY ZOOM

Present: Sandra MacQueen (Chair), Christine Chittock, Maurice Chittock, Richard Morgan, Keith Phillips, Ian McLaughlin, Camilla Benyon, Olwen Smith, John Hunt, Lyn Holmes, Sheila Clarkson

1. **Apologies:** None.

2. **Minutes of the meetings on the 5 May.**

These were agreed without any amendments.

3. **Matters arising.**

It was noted that only those who have paid should receive the postal newsletter.

Action: Lyn

4. **Reports.**

Reports (previously circulated) from Christine, Maurice, Richard, Sheila, Lyn and John were noted for filling with the minutes.

The following points were noted from the reports and verbal updates:

- The bank balance at 31 May was £10,639.53. Expenditure since 1st April has included large payments to the TAT for membership fees, Beacon and the magazine.
- Paid up membership was about 672 with 5 others who will pay later. There is a need to reconcile renewals and payments received. **Action: Maurice & Richard**
- There was an inconclusive discussion on how to pursue the large number (271) not yet renewed which may be due to the impact of the pandemic. One suggestion is to ask organisers to raise this with their group members. Maurice confirmed that members delaying renewal until we meet again at the Pavilion would still have to pay the full price for the year. **Action: Maurice**
- Maurice agreed to supply Olwen with a list of overpayments or incorrect payments for investigation. **Action: Maurice & Olwen**
- The Facebook Group now has over 100 members and Ian provides regular updates for the bulletins.
- Christine is arranging for presentations from our own members and also external speakers for the Connect on Thursday meetings for the next three months. The external speakers cost £60 and will be on the second Thursday of the month. It is proposed to have the annual quiz on 13th August lasting about 45 minutes. **Action: Christine**
- Christine has arranged various updates to the website but considers a more thorough approach is required. This will take place when the new committee is elected. **Action: Keith for forward plan.**
- John reported that the Tech team has successfully dealt with 45 requests for assistance with computer related problems.

- The Connect on Thursday meeting last week attracted 37 members while the external speaker on the 14th May had a very good response with 67.
- The experimental Together on Tuesday virtual café on Facebook had about 16 participants at the last session. These will run through June and then John and Ian will decide whether to continue.

5. Group Activities.

Lyn and Sheila had circulated a report on their survey of groups which had achieved a good return with 40% of the groups responding. Most groups seem to be maintaining contact by email or other technology. It was agreed that the report should be sent to group organisers and also included in the next newsletter. **Action: Lyn & Sheila.**

6. Policy Note 5.

The proposed amendment was agreed subject to the inclusion of the following after 'database manager' in point 4 : "*and other support functions that the Committee may agree*" **Action: Keith**

7. U3A support growth project.

Christine circulated a detailed note prior to the meeting about our U3A and it was agreed that if any committee members had any additional comments they should submit them to her. **Action: Committee**

8. AGM.

Keith had circulated a report on a possible Zoom AGM meeting as the Pavilion is unlikely to be available for some time. After discussion and careful consideration of all relevant aspects, it was agreed to proceed with this on the 13th August when it would be followed by the annual quiz. If the quorum of 20% was not met from those present plus those who have voted by email then the AGM would take place a month later when a quorum is not required. It was stressed that only paid up members could stand for election, propose or second nominations or vote.

Action: Keith

9. Use of Zoom.

The Tech Team has reviewed the options for the use of Zoom for organisers and U3A wide activities. The charitable discount option was excluded as it required a 12 month commitment and achieved limited savings.

For group organisers it was possible to use the Zoom service for up to 100 people for free for 40 minutes. They could then go back on again. Alternatively they could decide to take out their own subscription or use other video conferencing methods.

For committee and U3A wide meetings, it would be possible to have a 'corporate' subscription with a designated email address at a cost of £14.39 per months. A credit card would be required for this option. This would allow 100 participants with no time limit.

If we wanted to increase the capacity to 500 then the additional cost per month would be £62.39. This might be useful for the AGM and other events where we were expecting a large turnout.

After discussion it was agreed to take out the 'corporate' Zoom subscription at £14.39 per month with the occasional upgrade to 500 as and when required.

Action: John & Richard

10. U3A Credit Card.

Richard had suggested it would be useful to have our own credit card and the Zoom contract would require one. Initially a member's credit card could be used and the member reimbursed. It was agreed that Richard should investigate obtaining our own U3A credit card. **Action: Richard**

11. Devon Link.

Sheila and Olwen reported back on last week's meeting. The regional organiser has since asked whether any U3A group would take over hosting the next one at the end of the month. Sandy agreed to find out what was involved before committing us. **Action: Sandy**

12. Member's report.

Sandy had circulated a report from one of our members about how the U3A organisation could revamp and refresh its image. There was insufficient time to discuss this in detail but it was suggested that the member concerned may wish to submit it to the TAT for their comments. **Action: Keith**

13. Next meeting

This will take place by Zoom on **Tuesday 7 July at 14.00**

Signed

Dated