

MINUTES OF EXMOUTH AND DISTRICT U3A COMMITTEE MEETING: 3 MARCH 2020

Present: Sandra MacQueen (Chair), Keith Phillips, Olwen Smith, Camilla Benyon. Christine Chittock, Maurice Chittock, Ian McLauchlin
In attendance: John Hunt (for items 3 & 4)

1. **Apologies:** Richard Morgan, Lyn Holmes, Sheila Clarkson.

2. Minutes of meeting held on 4 February 2020

These were agreed without amendment and signed by the Chair.

3. Basic IT training

John Hunt explained that the Connect & Learn group included a module in October with basic IT information and advice. John also runs a computer group (maximum of 24) which meets monthly and is useful to iron out problems.

John suggested a number of ideas including:

- A link could be set up for all members taking them through to this topic, which would be free and provide basic information and support.
- The link would in turn show the links to a variety of free online information and training resources
- Some of these resources would require members to login but would not be a problem with 97% of members on email.
- The library has good computer facilities which can be used for 2 hours, and this may be helpful for those members who do not have their own computer or other device.

These could be reported in the newsletter and included on the website and on facebook There was a discussion about a possible one to one computer clinic as a quick and easy way of resolving some problems. The Committee agreed that this would not have any legal implications as any information shared would be purely advisory to assist members with issues.

It was agreed that John would draw up a summary with suggestions for taking this forward, including any additional resources required.

Action: John Hunt

4. Facebook Proposal

Ian has set up a facebook page and group (with help from John Hunt) and produced detailed notes on how it could operate. The Committee thanked Ian for his hard work and expressed support for the proposal. After further discussion the following were agreed:

- A facebook group be established for members
- Not to have a facebook page which would duplicate the website. Ian will delete the existing page.
- A monitoring system is required to prevent inappropriate postings, adverts etc.
- Ian to be the administrator to manage the system and vet/approve postings supported by a team of moderators.
- Ian to draw up a policy note for consideration at the next committee meeting

Action: Ian

5. Cyber crime/scams event

This proved popular with 100 attending including 6 visitors plus 13 helpers. The venue and speakers were excellent and the subjects were relevant to our members. Feedback has been positive and Ian has produced a detailed report for the newsletter. The cost was less than £100.

It was agreed that occasional events of this kind should be arranged in future.

6. Matters arising from the action sheet

The membership secretary's role description had been sent to Sandy, Keith and Olwen who had no comments. **Action: Maurice to circulate to the committee.**

7. Reports

Reports (previously circulated) from Christine, Richard, Sandy, Maurice, Sheila & Lyn were noted, for filing with the minutes.

The following points were noted from the reports:

- Lyn reported that the Eden Project trip is fully booked and visits to Abbotsbury swannery, Delamore House and Exeter Quay were planned for May and June and then the Met Office in July.
- Maurice reported that there are 989 members with only 28 not on email.
- Membership renewals are progressing slowly, but this will increase as we near the end of the month and when standing orders are included. Organisers will be asked to remind members of their groups. **Action: Maurice**
- The list of speakers for the rest of the year plus 4 already booked for next year was circulated by Christine.
- The bank balance at 24 February was £9746.68 plus £912 unbanked membership fees.
- Sheila confirmed that the new members February meeting had been successful with 15 members attending.

8. Monthly meetings.

A suggestion to make power point presentations by speakers available for those members who were not able to attend was considered. In view of various problems this raised, it was agreed not to pursue this.

A proposal by a member for a speaker about illnesses was not considered appropriate by the committee.

An enquiry about a possible speaker from a fireman's charity in order to raise funds was mentioned. There are no objections in principle to the speaker but we are not able to directly fundraise or pay charities. Speakers from charities can have collection boxes and recent ones have raised more than the usual speaker's fee.

9. AGM

AGM information including the nomination form has been sent out with the March newsletter. The formal notice of the AGM will be sent out in the April newsletter and the agenda in the May newsletter. The notice will refer to the vacant positions and also state that anyone can apply for the three officers posts. If two or more people are proposed for an officer post and there are more than 12 nominations overall then voting will be required. **Action: Keith**

Committee members intending to stand again must not be proposed or seconded by existing committee members. **Action: committee members**

10. Succession planning.

Sandy has decided not to stand again and Christine has expressed an interest in becoming Chair.

There is a vacancy for a speakers' co-ordinator which will be advertised in the newsletter as well as room on the committee for one or two others.

Sandy reported that a member is prepared to take on the role of newsletter editor.

11. National U3A day – 3rd June

Due to the short notice and the committee changes expected in May, it is not proposed to plan anything specific this year.

12. 10th Anniversary

Christine reported on a proposal to plant some trees on Council land which was supported by the committee.

It was agreed to set up a 10th anniversary group after the AGM to plan events.

Action: Keith for forward plan

13. AOB

Keith reported that the payment to the TAT for the magazine would increase by 20p pp.

Ian mentioned the further advice from TAT about coronavirus had been received today and it was agreed that this should be sent to all members. **Action: Keith**

Next meeting: 7 April at Albion Court. 14.00 pm start.

Signature:

Date: