

MINUTES OF EXMOUTH AND DISTRICT U3A COMMITTEE MEETING: 5 MAY 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 7 April.**

These were agreed without any amendments.

3. **Matters arising.**

Christine reported that the National U3A day has been moved to October 1st and we need to consider what we should do. **Action: Committee**

4. **Reports.**

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

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

- The bank balance at 31 April was £13,241.67. The draft Income and Expenditure for the year 2019/20 and the Social Account for 2019/20 had also been distributed.
- Paid up membership was about 691 with some standing orders (involving about 130 members) yet to be processed on Beacon.
- There were about 160 outstanding renewals and it was agreed that Maurice would contact these to find out if they intended to renew. It was further agreed that they could defer the actual payment. **Action: Maurice**
- Maurice drew attention to various overpayments or incorrect payments. It was agreed that Olwen would contact the members concerned to try to resolve the problems on the basis that the overpayments may be treated as donations. Refunds would be made if requested. **Action: Olwen**
- There appears to be a discrepancy about those members who have paid the £10 for the postal newsletter. After discussion, it was agreed that Maurice, Richard and Olwen should consider how to resolve this. **Action: Maurice, Richard & Olwen**
- Chris Woodward had suggested another event on the theme of 'Sustainable Living'. This can be considered when it is safe to meet again.
- Camilla has three telephone contacts who she is regularly in touch with.
- The Facebook Group now has 93 members and Ian provides regular updates for the bulletins.
- The draft Policy Note on the Facebook group was approved. Keith to circulate the final version and place on the website. **Action: Keith**

- Christine is arranging short presentations from our own members and also some external speakers for the Connect on Thursday meetings. The external speakers will be on the second Thursday of the month with the first one being on the 14th May. Christine will also contact the planned speakers for July, August and September to see if they are able to change to Zoom. **Action: Christine.**
- Ian has supplied a list of presentations for consideration. **Action: Christine**
- Christine and Lyn have asked Marion to update various sections of the website.
- John reported that the Tech team has successfully dealt with 25 requests for assistance with computer related problems.
- A format for the Connect on Thursday meeting has now evolved and it was agreed that these will take place on Thursday mornings only from June. Average attendance is about 25. **Action: John**
- The numbers using the Connect and Learn website has increased significantly and John has produced a summary of the most popular pages.

5. Group Activities.

While some groups appear to be operating, it was considered that we should consult organisers to find out what each group was currently doing. Sheila offered to do this. (Afterwards it was noted that Lyn would be assisting Sheila).

Action: Sheila & Lyn

6. AGM.

Further advice is expected from the TAT next week following a review of the lockdown arrangements. As large gatherings may not be possible for some time, the AGM may have to take place by another method such as Zoom. Keith will investigate and advise how this may take place. **Action: Keith**

All members confirmed that they are willing to continue on the committee for the time being. Although standing down as the Membership Secretary, Maurice said he is willing to remain on the committee.

Sandy suggested that those members doing important support roles (website, newsletter, equipment, groups admin) should be invited to the retiring committee members' dinner.

7. Newsletter.

Sandy thanked Chris Woodward for his excellent newsletters over the last two years. John Hunt will now be taking over and he would like to encourage more group reports with some lockdown photographs.

8. Zoom.

John has a subscription which allows a maximum of 100 links (computers, tablets, smart phones etc). At the moment this is sufficient for the Connect on Thursday meetings but we may need to upgrade if the lockdown continues for a long time. Furthermore we may wish to have virtual meetings even when the Pavilion meetings resume.

Christine reported that at last week's Devon Link meeting it was mentioned that Zoom could be purchased through Charity Digital at a discount. Richard is investigating this. **Action: Richard**

After discussion it was agreed that the Tech Team should review the options for video meetings for larger audiences and report back. **Action: Tech Team.**

John has a personal subscription to Zoom which he is happy to use for U3A meetings but he suggested that another member of committee should also have the ability to organise Zoom meetings. This will be considered at the next meeting.

9. Next meeting

This will take place by Zoom on **Tuesday 2 June at 14.00**

Signed

Dated