



# MINUTES OF EXMOUTH AND DISTRICT U3A COMMITTEE MEETING 3nov20 by Zoom v2

**Present:** Christine Chittock (Chair), Ian McLauchlin, Maurice Chittock, John Hunt, Richard Morgan, Olwen Smith, Lyn Holmes, Camilla Benyon, Marion Ricketts for item 2.

**1, Apologies** Sheila Clarkson, Jan Collett

## **2, Website with Marion Ricketts**

Christine welcomed Marion and thanked her for all her superb work on the website over the years. She then talked about items in her own document (website notes 201103.pdf) setting out thoughts on how the website might be developed. Marion also thanked the Committee for all their work keeping meetings going and for keeping members involved in these difficult times. She had enjoyed the 'zoom' sessions with speakers. Christine noted that she had looked for ideas for Speakers from other U3As but many had stopped their meetings completely.

Marion pointed out that she had already updated the website with the new U3A logo and colours. Everyone agreed that it was vastly improved already. Marion asked if we could provide her with some recent photographs with description at intervals. **Action: All.**

Member news Marion thought that these items could be removed and a link to our Connect and Learn should be included.

Hot news Much was redundant and links to Newsletter and FB could be included instead. Delete after 3 months.

Groups Many entries were out of date. Lyn had already asked organisers to provide updates. **Action All, Lyn:** to provide Group updates to MR as available. These can be emailed as text.

Links There was much discussion on the inclusion of links and their position on the page. **Action MR:** Add a link from Groups page to latest Covid information from National U3A site. John will look at Links page with CC and MR to update but check any alteration to a link doesn't break the whole site **Action JH, CC, MR**

Gallery **Action John, Christine:** Ask Speakers to provide a photo and short description – check copyright – for website.

Marion said that we are getting about 4000 page views per month. Which the Committee thought was really good. Christine thanks Marion again for all the work she had put in over the years and for her usual prompt response to requests for updating.

**3. Any New Business** None.

## **4. Minutes of Committee Meeting 6oct20**

These were agreed without amendment.

## **5. Actions from 6oct20 meeting**

1. CC Done.
2. RM Ongoing. The possibility of acquiring a debit card was discussed. RM will contact Devon Link U3As to see what they do about credit cards **Action RM.**
3. MC next Beacon workshop date 13<sup>th</sup> Nov.
4. MC started.

5. RM settled on a standard format and will circulate **Action RM.**
6. IM done
7. OS agenda item 7.
8. Noted.
9. OS done.
10. IM will put on Agenda.
11. Not heard officially. Keith had followed Rambler's Association Official guidelines. Christine pointed out that much covid advice arrived too late and noted that for the most part TAT was run by volunteers. She would suggest that, while the covid situation was changing by the day, TAT should consider employing someone temporarily to concentrate on providing timely covid advice to U3A branches. She will send this suggestion to June Keith E Devon rep for the South West meeting on 201123 when the Chair of National U3A will be attending. **Action Christine.**
12. New members meetings **Action OS,LH and CC** to help.
13. MC noted a problem with yahoo accounts and urged the Committee to consider setting up separate U3A accounts with separate inboxes to keep U3A emails separate from personal ones. **Action All.**
14. Christine had received a lovely response from Lyn at the Pavilion and our Thursday slots will be kept on hold as long as they are able.
15. Richard said that the requirement had been superseded by the new lockdown but would consider if there was a new need.
16. CC done.
17. CC done.
18. Post lockdown: Christine will be attending the East Devon Link meeting on 24nov20 and it will be interesting to see the minutes from the SW region. **Action All** : Let CC have questions prior to the SW regional 23nov20 meeting which will be attended by Ian McCannah Chair of the Third Age Trust so that she can send them to June Keith, the Regional representative.
19. Coffee and Chat now on hold because of new lockdown. **Action JH, SC** ongoing.
20. and 21. **Actions ongoing.**

## 6. Reports from Committee Members

### Secretary and FB Group OK

Groups It was noted that Lyn had provided a useful list of suitable venues. Christine asked if Lyn could provide an additional note of which have disabled access.

**Action Lyn.** John mentioned that the print shop on Victoria Rd was good and can phone orders during lockdown.

Membership/New members Olwen noted that we are still getting new members, often with a small influx just after our monthly meetings. Christine noted that it was good that we were still attracting new members. A notable reason for lapse of membership was that the member had entered the 4th age! Sheila was keen to restart new members meetings at the Pavilion when possible. Christine had looked at Greenfingers as a possible 'open' venue.

### Treasurer OK

Database Maurice mentioned again that the next Beacon training session will be on 13nov20.

Christine asked about training for Group organisers and Lyn will deal with that with each group in turn.

Chair and Speakers After April, Christine had adopted an approach to contact speakers who were happy both to speak at the Pavilion OR via Zoom, thereby covering all future covid restriction possibilities. Ian and John had discussed the possibility of providing instructions for members for creating a shortcut of the Thursday Zoom link on their computer desktop. This would mean that members should know exactly where to find the link prior to each Zoom meeting. John would chase Susi for instructions for Apple devices **Action John, Ian**. Christine thanked John for his excellent work producing the monthly newsletters. Ian, John, Lyn and Christine to liaise on content and issue date of next Bulletin to contain Zoom link, latest Government covid advice and also to publicise the next 'Connect on Thursday' external speaker session. **Action CC, JH, IM, LH**.

#### **7. Rolling item – Committee Roles; Membership**

Olwen had circulated her comprehensive Role Description document and pointed out the areas which perhaps needed attention. There was discussion of support for new Committee Members and of recording Emergency Contact details for members. Olwen suggested that her item on arranging regular new members meetings could be included in Sheila's New Members Role description. John suggested that we should discuss in the New Year the provision of 'Welcome Packs' for new members including an outline of the Advantages of Becoming a U3A Member. **Action All** to let Olwen have comments on her Membership Role Description.

#### **8. High St Project**

It was noted that this had involved a lot of work. Further discussion was held over till any more requirements were known.

#### **9. Devon Link and East Devon Link meetings**

We are hosting (Christine, Ian and John) the next East Devon Link Zoom meeting on 24nov20. This was after the South West Regional Meeting and so there may be useful input from that.

#### **10. Christmas Party by Zoom**

Christine had suggested that the Quiz Group should be approached to see if they would like to organise a Quiz and they were pleased to be asked and agreed. Christine asked if anyone had particular ideas for the party and if so to let her know. **Action All**. She also asked whether the Social Committee would like to be involved and Lyn agreed that they should be asked. The time of day was discussed and it was agreed that it should be in the afternoon, with logging on starting at 14:00 for 14:30 start, aiming to finish at 16:00, fancy dress encouraged. Olwen thought that there should be some music provided by members of our Music Group, either live or pre-recorded, and all agreed. Ian said that he had a number of Music Quizzes in the form of YouTube videos and he would re-brand them for our U3A and let Christine and John have copies to assess their suitability. **Action Ian**.


#### **12. AOB**

There was no other business.

#### **13. Date of next meeting 1 dec20 at 13:00 via Zoom**

*Ian McLauchlin, Secretary*

*5nov20*

Signed:   
pp Christine Chittock, Chair

Date: 2dec20