

U3A GLOSSOP COMMITTEE MEETING

THURSDAY 5th October 2023

BRADBURY HOUSE

M I N U T E S

Present: Chris Blackett, Alan Mortlock, Pam Zuntz, Maureen Brierley,
Jo Mortlock, Elaine Dodge, Anne Park

Apologies: Bridget Manchee, Hazel Allman

1. Minutes

Agreed: The minutes of the meeting held on 29th June 2023. Agreed by Alan and seconded by Maureen

2. Matters Arising

Noted: That there were still questions regarding the projector.

Chris Blackett reiterated his thoughts that the present projector was of a high specification and a replacement would be expensive.

Maureen Brierley would remind her son regarding this matter, but thought we would need a dongle to connect. The subject would be reviewed 2024 January/February

That the MPLC licence needs renewing in January

3. Correspondence

Noted: That the Secretary had circulated all Third Age Trust correspondence

to the committee prior to the meeting, by email. They are all listed in the agenda for this committee meeting

That Alan will mail Brigitte regarding attending the Third Age trust AGM (by Zoom) If that isn't possible then Alan will try to attend.

High Peak CVS (Karen/Bereavement Services) 5.8 in agenda. Alan will find out how long Karen needs for her presentation so that it can be slotted into the next Coffee morning.

The poetry group had intended to do a presentation about their group during that coffee morning but that may have to be rearranged.

4. Treasurer's Report

Noted: Copies of current financial statements and summary had been provided to the committee by the Treasurer. They were presented by the Treasurer during the AGM which was held just before this Committee Meeting

There are no budget forecasts this meeting. They will be finalised for the next meeting.

That Chris Parrack has agreed to continue to carry out the year end examination of the accounts.

2022/2023 – in credit by £418 this is in the reserve.

5. Secretary's Report.

Noted: That there was nothing to report beyond the correspondence received.

6. Membership Secretary / Group Secretary

Noted: That the membership was numbered at a little under 300.

Pam has worked really hard (along with Chris and others) setting up our members in Beacon. However she noted that membership renewal day ran quite smoothly and it will be much easier going forward.

Many group leaders were now getting to grips with setting up their groups in Beacon.

Noted: Sacred Geometry will be suspended for the time being. Pam to note that in Beacon

7. Any Other Business

Noted: We lost 3 Committee members this period, but gladly have gained 3 new members Anne Park – who has joined the committee and also agreed to shadow Maureen to enable her to hopefully become our future Treasurer.

Janet Rickard and Gail Lane.

We welcome them all. Thank you.

Noted: The cut-off date for late payments will be 1st November after which time lapsed members will be assumed to have left.

Noted: Next year 2024 will be the 30th anniversary of Glossop U3A. We need to discuss whether we should celebrate this in any way. Maureen to start conversations with people.

Noted: Group leaders need to refresh themselves with the constitution – which is available on the U3A website. With particular notice to the GDPR rules and regulations.

Door rota for Coffee morning – Thursday 2nd November will be Jo Mortlock

8. Date of Next Committee Meeting

Agreed: That the next meeting be held after the Thursday Group, 10.30 on 23rd November.

U3A GLOSSOP (ad hoc: Beacon) COMMITTEE MEETING

THURSDAY 2nd November 2023

BRADBURY HOUSE

M I N U T E S

Present: Brigette Manchee, Alan Mortlock, Chris Blackett, Jo Mortlock, Hazel Allman
Pam Zuntz, Maureen Brierley, Elaine Dodge, Gail Lane

Apologies: Anne Park

This meeting was held primarily to discuss Beacon and how it's roll out was progressing.

1. Membership process

Pam Zuntz gave us a general outline of the process of introducing Beacon for Glossop U3A. Overall the renewal of membership is much simpler and the system makes it easier to collate numbers such as below:-

21 members have left

24 new members have joined

45 members have lapsed (haven't paid their renewal fees)

32 members do not have email.

These members have been contacted by other means where possible, but we agreed that with the cost of postage we cannot keep sending out letters.

It was noted that if a lapsed member returned at a later date their membership information would all still be in the system and they could easily be made 'live' again.

It was noted that if a member who hadn't paid their fees joined a group activity, they would come up red in the system and should then be approached regarding their U3a fees.

We agreed that the end of November would be the deadline for payment of fees and that following this those people who hadn't paid would become lapsed members.

2. Financial /accounts matters

Finance team -:

Hazel Allman – Banker

Jo Mortlock – Bookkeeper

Maureen Brierley - Treasurer

Maureen Brierley gave a brief outline of how they were progressing with the transfer of financial/accounting matters on to Beacon

It seems that it is going quite well. There will still be some things which will need to be done using the old methods (this may change as the system is being tweaked constantly).

These are things such as summaries which need to be prepared along with budget forecasts and projections.

3. Group membership

4. Involvement of group leaders.

Pam Zuntz has worked extremely hard to encourage group leaders to use Beacon.

She has provided one to one training sessions with leaders and attended some group meetings to encourage them to go on-line.

However, Pam has found it very frustrating and there are still a number of groups who are not in the system. Namely -:

Bowling

Current affairs

Cooking for one (This group is not yet set up)

Getting Crafty

Dancing for fun

Local History x 2

Wednesday Walk

We agreed that we should all be encouraging the leaders of these groups to move on to Beacon

It was noted that as committee members we could each attend a different group and attempt to get them on line. This could be organised during the next committee meeting.

Group leaders can also record subs in the system (incoming and outgoing monies).

This information does not go directly into the finance side of the system, but it helps keep a track of the accounts for each group.

This information can then be printed off in excel and attached to the Finance Ledger at the end of each financial year, making it much easier than with the current system.

5. Publicity / Awareness

This subject was not thought to be one to discuss at this meeting.

6. AOB

In previous meetings Elaine Dodge had agreed to take over the business of members subscriptions to TAM (Third Age Magazine)

However, as yet the contact details have not been changed into her name. This will need to be organised by the Secretary. Once this is done Elaine can start working towards promoting the magazine and collecting the subscriptions in January/February 2024.