

# Minutes of Meeting of Great Glen U3A Committee

5<sup>th</sup> September 2023 at 2.15 p.m. in the Ruth Warner Room

**Present:** Robert Mansfield, Roger Edwards, Janet Fanko, Di Richardson, Patricia Mansfield, Lynda Williams and Elizabeth Cooke.

- 1. Welcome and Apologies-** RM welcomed Committee members to the meeting. There were no apologies.
- 2. Minutes of Meeting 1<sup>st</sup> August 2023 and Matters Arising:** The minutes were accepted. Matters arising were to be covered under the appropriate headings.
- 3. Membership Matters** - JF reported in August there were 3 new members giving a total of 345 at 31.08.2023, including 25 associate members.
- 4. Finance Matters** - RE reported £18,000 was in the bank.
- 5. Gift Aid (Paper G)-** Presented by RE. There was a thorough discussion and it was agreed to implement RE's suggestion based on the advice on the Third Age website and that received recently by the network. RE is to research the small donations gift scheme. **RE and JF to agree advice and wording to go on publicity and new Gift Aid forms.**
- 6. Monthly Speaker Meetings** – PM reported: September meeting – The Polish Resettlement Camp at Bosworth with speaker Bozena who will bring all the equipment she needs. Speakers have been arranged for November 2023 and January, March and May 2024. December is to be organised as a self-entertainment meeting and the February 2024 speaker has not yet been agreed.
- 7. Groups Coordinator's Report** – DR reported the Local History group has closed after lack of interest and agreement on way forward. The Bird Watching Group has been renamed the Birds and Wildlife Group to reflect the interests of the participants. Nothing further has been done so far on creating a new Crafts group. The Art Appreciation group leader will be stepping down.
  - 7.1 – Groups with Low Attendances (paper C)- It was agreed action should be taken on groups that were costing the u3a more than £300 p.a. **In view of this RM is to contact the Thursday Croquet leader and agree that they should reduce meetings to fortnightly effective from 1<sup>st</sup> November. They can specify the days.**
  - 2.1 – Writing for Pleasure wished to print and sell their annual book/booklet. As they did not sell all 200 printed last year it was agreed that 100 of this year's booklet should be printed to be sold this year.
- 8. Open Day, 20<sup>th</sup> September 2023** – Publicity has been actioned. **RE to send reminder to group leaders.**

9. **Equipment Matters** – A laptop computer was purchased 1<sup>st</sup> September (Asus Asu X1505 15 + speakers + wireless R400+ Sandstrom sedvBk22+ care services) with Windows 11 for £933.97. PR is to set it up. A training session will be arranged for all prospective users. One table tennis table has been moved and the other going to a university hall has yet to be moved.
10. **Health & Safety Policy** – Paper H was accepted with a generic risk assessment. **The policies to be communicated to members in the October or November newsletter by RM.**
11. **Business Secretary's Report** – EC had received the TAT 'Latest Updates' emails:
  - a. A 'Pilot Council' is being set up with a trustee and representative from each area to discuss any issues the member u3as wished to raise. We had been asked to submit any suggestions. The committee agreed they had nothing to add to the agenda, but would watch with interest if this develops.
  - b. u3a week is 16<sup>th</sup> to 24<sup>th</sup> September and there were various events online during the week. It was agreed **EC to submit summary for the newsletter.**
  - c. u3a Online Interest Groups fair 2<sup>nd</sup> to 6<sup>th</sup> October. . It was agreed **EC to submit summary for the newsletter.**

Also there had been a Leicestershire & Rutland Network meeting which RE had attended on our behalf. The Speaker support group had had a slow response. John Lewis (East Midlands Trustee) outlined the changes in the TAT. The next meeting will be 19<sup>th</sup> October 2023 RM to attend.
12. **Promotional Activity-** The Open Day had been covered. He timetable for the Great Glen update noticeboards is erratic. RM/RE not yet done to be carried forward.
13. **Newsletter** – LW reported this was nearly ready to go out. I copy will be printed for the noticeboard on open day.
14. **Confidential Item:** Proposal for collaboration (Paper O+ annex). RM/RE updated the committee and it was discussed. Await any possible developments.
15. **Any Other Urgent Business** – JF reported The Great Glen Gazette is now on line and should be considered for future publicity.
16. **Next Meeting:** Tuesday 3<sup>rd</sup> October 2023 in the Ruth Warner Room at 2.15 p.m.

The meeting ended at 4.50 pm.