**KINGS NORTON U3A**

Minutes of the Committee Meeting

Bournville Quaker Meeting House

19TH April 2022

2pm

Present: Linda Curry (chair), Jenny Snashall, Paul Smith, Vicki Hone, Helen Kempster, Pauline George, Lorna Brown, Margaret Lusher.

Apologies had been received from Beryl Blood and Pauline Amor.

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|  | Linda welcomed everyone to the meeting. Linda thanked Paul Smith for his considerable contribution to the success of Kings Norton u3a.He was standing down as a committee member, after five years as business secretary. Paul was presented with a garden gift voucher. |  |
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| 2. | The minutes of the meeting of 15th March were accepted as an accurate record. |  |
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| 3. | Matters arising: It was agreed that VH would ask the Jane Evans to provide a monthly report regarding welfare and support for members. | VH |
|  | LC would continue to investigate ways the Committee could share on line documents. | LC |
|  | Helen Kempster reported that computer problems had delayed her making contact with Allan Walmsley regarding hybrid History Group meetings. | HK |
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| 4. | Chair’s Report: a meeting of chairs and secretaries of K Heath, Harborne and K |  |
|  | Norton had been held in March. It was agreed that K Heath and K Norton would continue to offer reciprocal places to members, where this would allow the continuation of interest groups. The collaboration guidelines had been agreed within the three groups. The M/KH Secretary had offered to advertise in their newsletter any IGs we wished to share. LC to continue to press M/KH and H/E for an IG coordinators’ get together. | LC |
|  | M/KH secretary had offered support for grant applications. |  |
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| 5. | Speaker bookings: these were confirmed to July 22. LC would share the speaker list with the committee for comment and handover the speaker file to VH. | LC |
|  | The committee agreed that the model aircraft speaker should be invited to speak in the autumn. |  |
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| 6. | April meeting: 63 members and 3 guests. Feedback forms were not used. |  |
|  | Alternative venues: LC had visited Selly Oak Methodist Church. There was a hearing loop system and mics available, seating for 100. But kitchen was extra and parking for c. 27 cars, but no facility to store anything. Plus no handwashing up – dishwasher only. It was agreed that the venue was not suitable. LB agreed to contact Selly Oak Quaker Meeting House about the facilities and contact the diocesan offices about improving provision at St. Joseph’s.  It was agreed to experiment with the positioning of the loud speaker in the hall. | LB |
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| 7. | May meeting and arrangements for AGM. It was agreed that the AGM would start at 2.15 |  |
|  | LB would send the committee draft versions of the Agenda and members’ letters for comment, prior to mailing all members. It was agreed that neither Proxy Voting or Hybrid AGMs would be added to the proposed changes to the constitution. She would send an annotated to agenda to LC with the procedures required. It was agreed that the 2023 AGM would be on Tuesday 2nd May. | LB |
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| 8. | Committee nominations: all the members standing again had submitted nomination forms. To date no additional nominations had been received. |  |
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| 9. | Treasurer’s report:  Annual accounts: It was agreed not to put the accounts on the website with the other AGM papers. The committee had no questions about the accounts. |  |
|  | The card reader no longer worked, it was agreed not to replace it. |  |
|  | It was agreed that the committee would discuss the wifi subscription again in a few months’ time. JS would ask the Treasurer at St Joseph’s if the church would be prepared to pay toward the cost of the wifi.  Room hire costs were expected to rise again. It was agreed that the IG leaders were able to charge a maximum of £3 a session to cover costs. However, this was a guideline and there might be occasions where the leader needed to charge more to cover the costs if we were no longer subsidising room hire. | JS |
|  | JS will keep a record of the cost for each group leader who have hire charges. | JS |
|  | St Joseph’s from 1st April 22: large room £60, small room £20 for two hours. |  |
|  | PG would notify the IG leaders of the increases. | PG |
|  | The option for small groups to use other venues, instead of St J’s, was discussed. |  |
|  | The Kings Norton u3a website list of venues was now out of date. |  |
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| 10. | Interest Groups: PG reported that both Zoom, hybrid and face to face meetings were now taking place.  New members’ coffee morning at Toby Carvery went well, 9, including committee members, remained for lunch. |  |
|  | Second Beacon Workshop for IG leaders: session went well. But it was apparent that not all leaders keep up to date with Beacon. PS would say in all future emails to IG leaders that the messages were secure because they were sent via Beacon. IG leaders must use Beacon to check that all their members had paid current subs.  Future plans: Meeting with K Heath and Harborne IG co-ordinators, | PG |
|  | asking I G leaders for suggestions on Guidelines on running groups, distribute | PG |
|  | notes from Inclusion Workshop and Inspiration Day and ask Beryl to help with 3 items from IG coordinator’s job description. |  |
|  | The committee was invited to PG’s Jubilee Get Together at her home on 8th June. | All |
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| 11. | Membership: 300 members, 45 had not renewed so far. Reminder emails and a letter had been sent to all members. Online renewals seem to have worked well with no complaints from members, some had opted to pay by cheque, a box for cheques was available at the April general meeting. |  |
| 12. | Publicity: Photographs of members: HK would provide a notice for General Meetings telling members that photos may be taken during general meetings for use in the newsletter, website and publicity.  LC would include an item in the newsletter explaining that members should be aware that photographs may be taken and that they can opt to be excluded. | HK  LC |
|  | PG suggested that when the 300th new member joins this should be publicised. |  |
|  | JS would check the brand centre for new publicity material. | JS |
|  | LB would approach Croydon u3a to see if K Norton can use their publicity postcards. Inviting K Norton members to design the front of the card was discussed. | LB |
| 13. | Next meeting: 2pm Tuesday 17th May Bournville Quaker Meeting House. |  |
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