

**Leicester U3A (Charity Number 1083274)**  
**Minutes of the Committee Meeting Tuesday 22<sup>nd</sup> February 2022 at 10:30 by ZOOM**

**Host: Henry Paulinski , Chair: Tony Davison**

**1. Attendance**

**Present:** Tony Davison (Chair); Henry Paulinski (Host & Vice Chair); Bob Holness (Treasurer); Neil Taylor (Groups Coordinator); Ros Devine (Secretary); Margaret Potter (Membership Secretary) Bob Collins.

**Apologies:** Keith Pyne (Speaker finder); Sandra Barker (Wellbeing); Karen Closs (Newsletter Editor).

**2. Minutes of the Committee Meeting 25<sup>th</sup> January 2022.** These were approved subject to two minor corrections. Margaret to update then distribute approved version. Tony to print, sign and send to Ros for filing and sending to the web site **ACTION MARGARET / TONY/ROS**

**Matters arising (not already on the agenda).** There were none.

**3. Chairs report**

**a) Evington Echo:** Bob has made contact and submitted an article which is now with their editor. He expects it to appear soon as the deadline for submissions is the end of this month.

**b) Mirthy:** Neither Neil or Tony who user this service have ever been charged so we are unsure of need for the 'free' voucher. Neil had contacted them but was still waiting a reply. Meanwhile the link will be put in the next newsheet with a warning to members to be aware of the possibility of charges after the three month free offer. **ACTION NEIL**

**4. Secretaries business:**

**a) AGM:** Ros has now received nomination forms from herself, Henry, Bob H, Bob C; Karen, Margaret and Neil; also from another member Phil Proud. It was also said that Angie Barnes was interested in being nominated. Outstanding are Tony, who will complete this week, and Keith, who Neil will contact via WhatsApp. Ros will then get nominations and seconder for him and post the form for his signature with a SAE to meet deadlines. **ACTION TONY/NEIL/ROS**

Reports are due to be circulated to members about a week before the AGM Still outstanding is the Chairs report. When this is received Margaret will print out paper copies of this and the treasurers report for sending to those without email no later than 1<sup>st</sup> March. She will also check with Irene if the laptop and projector can handle word and Excel documents and if not prepare a PowerPoint presentation for display at the meeting. These will be brought on a memory stick. **ACTION TONY/MARGARET/ROS**

Ros will supply cakes which she will purchase using the debit card so committee members do not need to make them. The Treasurer approved this. **ACTION ROS**

A short committee meeting will be held immediately after the AGM to confirm posts on committee for those elected. There will be no other business, and the minutes of this (current) meeting will be approved together with those at the meeting at the end of March. **ACTION ROS/MARGARET**

**b) Covid Restrictions/Newsletters:** An article for the newsletter had been received from a member who 'discussed' the conflict between Covid advice in the newsletter and the reality of the situation with regard to members' safety. The editor had declined to include it in the March edition until the committee had seen and discussed it. After some consideration, and as there had been no update to

advice on the Third Age Trust website, it was agreed that it was not appropriate for the newsletter but that the chair will draft a reply to the member for agreement by the committee. **ACTION TONY**

The subject of the need for both the newsletter and newsheet was discussed. On occasions the same information was appearing in both and often they were published close together on the current schedule. Neil proposed and it was finally agreed that the newsheet would now be issued monthly to appear two weeks after the newsletter which is published monthly. Neil and Karen would agree the content between them though Margaret was happy to advise if required as she and Neil used to confer on content previously. **ACTION NEIL/KAREN**

**5. Treasurers Report.** This had been circulated previously. Bob referred to the changes to the way in which he presents the accounts. He has made provision for the anticipated increase in rental but did not know about the increase to the cost of TAMs. Ros will forward him the relevant email. She will also speak to Sandra about purchasing refreshment supplies on the debit card in future. **ACTION ROS**  
He has not included increases in charges to groups as they are self-financing.

a) **Zoom Licence Renewal:** Ros has been in contact with the Charity Commission about the incorrect information on their web site. The error of £70,000 income has now been reduced to about £8000 but Bob has yet to check this. The other corrections required to remove the overdue notices are being looked at by the Charity Commission IT department but if not corrected by Monday, Ros has a meeting schedules on line with their representative. **ACTION ROS**

Ros already has a new log in password for Charity Digital. Bob has still to arrange the transfer from Irene to him but will await the outcome of Ros' meeting with them. **ACTION BOB**

**6. Groups Report:** This had previously been circulated. There have been a number of minor changes to group names and convenors so he and Margaret will arrange to do a full update to ensure that Beacon, the web site and the contact list are all up to date. These include needing generic emails for the new groups. **ACTION NEIL/MARGARET**

**7. Membership report.** This had been previously circulated but was updated as follows:

Membership currently stands at:	individual	359
	Honorary	6
	Associate	6
	<b>TOTAL</b>	<b>371</b>

Of these 12 have joined since 1<sup>st</sup> January 2022, and 24 have lapsed.

There are at least two more expected imminently. Ros has also received enquiries and given them application forms and a list of groups.

Margaret is holding a few cheques but Bob H requested she hold them until the end of the month as he also has a post-dated cheque which is waiting to be banked. **ACTION MARGARET**

**8. Programme:**

a) **Speakers programme:** As Keith was not present there was no update. WE still need information on the gaps in the programme and the individual charges. May needs confirming – possibly the Wildlife Trust; June has been changed to July and is now vacant. If Keith does not have a speaker Ros has a possible substitute. She is waiting for the return from leave to check with the 'fragile' nurse to see if she can step in. **ACTION ROS/KEITH**

Neil will include a request in his WhatsApp message to Keith **ACTION NEIL**

**BO 40th Anniversary celebrations:** The subcommittee has now met once and is meeting again after this committee meeting. They will then hope to have a project plan in place to submit to the committee, and will request ideas and volunteers from the group convenors. **ACTION ROS/HENRY/NEIL**

**9. Wellbeing & Hospitality:** In Sandra's absence Ros has spoken to Angie & Dave Barnes who are happy to continue running the coffee mornings and refreshments at the general meetings until she can return. She will continue to purchase the necessary supplies.

**10. A.O.B** It was reported that one u3a had obtained a significant grant from Asda to purchase equipment. Although this particular grant had now expired it was agreed that Neil and Ros will try and source appropriate companies for us to approach with the intention of updating our old laptop and projector. **ACTION NEIL/ROS**

**11. Date and times of next meeting – ZOOM**

Tuesday 8<sup>th</sup> March (after AGM to allot posts)

Tuesday 29<sup>th</sup> March 2022 at 10:30 (Apologies from Tony who will be on holiday)

Tuesday 26<sup>th</sup> April 2022 at 10:30

**12. Holiday Dates**

Ros: 24<sup>th</sup> June – 1<sup>st</sup> July 2022.

Tony: 26<sup>th</sup> March – 4<sup>th</sup> April 2022; 3<sup>rd</sup> – 13<sup>th</sup> May 2022

Margaret: 30<sup>th</sup> April 2022 – 11<sup>th</sup> May 2022; 21<sup>st</sup> – 29<sup>th</sup> June 2022

Karen: 1<sup>st</sup> – 7<sup>th</sup> April 2022; 24<sup>th</sup> June 0 1<sup>st</sup> July 2022; 16<sup>th</sup> – 23<sup>rd</sup> September 2022

Bob C. 16<sup>th</sup> – 22<sup>nd</sup> May.

Sandra 12<sup>th</sup> – 16<sup>th</sup> September

Neil 11<sup>th</sup> – 24<sup>th</sup> April and September **TBC.**

**The meeting closed at 12:25**