

Leicester U3A (Charity number 1083274)
Minutes of the Committee held on Tuesday 25th June, 2019
at 2pm, at Christchurch

Host: Elisabeth

Present: Steph Smith, Chair; Jenny Foxon, Vice Chair; Ros Devine, Secretary; Bill Manners, Treasurer; Margaret Potter, Membership Secretary; Neil Taylor, Groups coordinator; Sandra Barker, Wellbeing and Hospitality; Stella Memory, Minutes Secretary; Elisabeth Somogyi, Committee member; Gabi Garland, Committee Member; Tony Davison, Committee Member; Bob Holness, Future Treasurer

1. Welcome and Apologies

Steph Smith welcomed us all. There were no apologies for absence.

2. Minutes of committee meeting held on 29th May, 2019

A couple of further corrections were made by the minute secretary, and were then signed by Jenny, as she was Chair at the last committee. There were no matters arising.

3. Chair's Business

a) Large print Newsletter

Large print text only version to be sent to Margaret via Cliff Ault. It will cost £1.32 for eighteen copies. The recipients will provide an SAE, and 'Articles for the Blind' will be written on the envelopes.

b) Social committee

There have been plenty of ideas put forward but no interest in helping to run it.

Action: Margaret proposed that at next general meeting, if nobody comes forward, we will not be able to go ahead with it. We might also need a less formal name for it.

Gabi and Sandra volunteered to help out if needed, and we will advertise it in the Newsletter again.

c) Chair's Lunch

Less than half have replied. Steph asked for volunteers to help on the day.

d) Review of Data Management Policy

Margaret Potter brought to our attention a point in **B. For anyone handling personal data**, ie we must shred all personal data within 20 years and **D. For Group Convenors**, personal data to include details for research projects, and inform group convenors not to keep old lists. Gabi Garland proposed we send out an email to convenors stating this.

Action: We still do not agree with all the wording, as sent to TAT last year, but the committee agreed to sign it. It will be reviewed again in June 2022.

e) Microphones

Margaret proposed that at each general meeting, we test the mics to see if anyone is unable to hear properly. We are unsure if it is a problem with the mics or how we set them up.

Action: Ros to email Alan and Christine to do a session with a few people.

f) New Projection Screen

Difficulty is being encountered with putting up the projection screen before monthly meetings.

Margaret proposed we ask the manufacturer to come out and do a demo for us.

Action: Ros will ring the manufacturer, and inform Irene Ault.

4. Secretary's Business

Ros Devine met with the RVS regarding social subscribing for loneliness. Elisabeth Somogyi provided us with notes from the meeting, highlighting the following: We need to identify who is a carer, and reiterate that we are not carers ourselves. We need to make new members feel welcome,

and have someone with them, and we need more 'meet and greeters'. We also need to ensure that the new members' coffee mornings are suitably attended. Margaret Comer has volunteered to be a New Members meet and greet person. Neil Taylor is to go through the Groups with new members, and another meeting is to be set up with Margaret.

Ros queried whether a link in with CRUISE would be useful and informed us that a Nurse Consultant will give a talk on how to navigate the care system. This would be advertised to members. Ros will find out when Aimee is free to do this.

Ros informed us of an article in TAT about making use of commercial organisations, but the committee thought this would be unsuitable for us.

Tea and coffee

5. Treasurer

Bill Manners informed us he has to pay a £409 bill for Beacon this year. If we use it, it is presumed we agree with the terms and conditions. Last year we did not sign the contract because we did not agree with some of these, but we still paid. **Action: the committee agreed to pay, pending more information about our grievances.**

Bill has refunded the Theatre Group for the cancelled booking recently. He will liaise with Kay, but will reiterate that this is a one-off precedent to pay out of general funds.

6. Groups Coordinator

There are now 74 groups. Lorna Pollard is the convenor of the newly -formed Spanish Beginners; Mah Jong Beginners and Current Affairs 3 are both ready for viability meetings; Diamond Painting will be advertised again but Perudo will not be advertised again.

Neil will advertise the social committee again and put it in the Newsletter report. He will underline it's periodic and specific nature.

Mike Rowberry wishes to step down as convenor of Steam Railways. As well as a new coordinator, a Deputy will probably be needed.

Neil has been in touch with Darren Hill of Sanders Senior Living, who wondered if we would be interested in using his services at Graysford Care Home on Elmfield avenue.

Action: The committee advised that Neil send an email to Darren saying we could potentially use his services on a commercial basis.

Neil is also in contact with Clare King, Service Coordinator, Leicester and Coventry British Red Cross. She is offering First Aid sessions to adults over 65 at risk of falls etc.

Action: The committee think this will be very useful. Neil is to enquire about dates and how many can attend.

7. Membership Report

Membership currently stands at 426.

Margaret informed us that we now have someone to set up training sessions for computers. Anyone with access to the internet can fill in a form and post it back to the Leicester Computer Group, who would become the convenor. We are in agreement with this.

8. Publicity and communications

Ros informed us that there has been a breakdown in communication. She is seeing Henry Paulinski on the first Monday of the month to discuss this.

9. Wellbeing and Hospitality

Sandra informed us that she sent out 20 invites to coffee mornings on 18th June but only received 10 to 12 replies. Steph suggested that Sandra give them a reminder 2 weeks before they occur.

10. Dates and times of meetings

Next meeting, 21st August, at 10am, host, Tony; September 24th at 2pm, host to be decided.

12. AOB

Steph informed us that Becky Milligan, a reporter from Radio 4 would like to record one of our meetings.

Action: We will inform members, and are in favour of her coming. Steph will phone her.

Meeting finished at 4.15pm

Date of next meeting, Wednesday 21st August

Time, 10.00am

Venue, Christchurch

Host, Tony