

LEWES U3A EXECUTIVE COMMITTEE MEETING

Wednesday 15 July 2020 at 2 pm using the Zoom conferencing facility

Participating: Liz Bradshaw (in the chair), Marion Tyler (Secretary), Michael Austin, Derek Blayney, Ann Holmes, Janet Kennedy, Hazel O'Hare, Jennie McWalter, Neil McWalter, Margaret Sheppard

1 Apologies for absence: none

2 Minutes of the meeting held on 24 June 2020: after one amendment these were approved for publication.

3 Matters arising from the minutes not covered elsewhere on the agenda:

Item 3 it is hoped the college print department will reopen soon

Action: DB to continue to monitor this

Item 4 all actions completed except the letter to the Film Appreciation group still has to be sent

Item 5 it was not thought a Town Hall meeting would be helpful yet. TAT does not have a risk assessment form for home groups yet.

Item 7 Lewes lectures have been booked for 26 August and 7 October

4 Treasurer's report: report circulated

It was **agreed** to raise the course fees provisionally to £1.25 per session if booked in advance and £1.50 for members attending occasionally.

It was **agreed** that Anne Williams and Sue Davies be removed as signatories of the Out and About Account and replaced with Carol Morgan and Hazel O'Hare. Ann Holmes is to remain a signatory. The address of the account should be altered from Anne Williams to that of Carol Morgan.

Action: HO'H to send credit notes from the Town Hall to J and NMcW for checking and use against future bookings.

5 The Autumn Programme:

(i) Report from the Programme Editor: draft report circulated. Several amendments were discussed. It was **agreed** not to print the autumn programme in hard copy.

Actions: MT to liaise with HG over revising the draft

DB to set up an Assistant Treasurer's email account to receive course applications. Zoom courses will be free to members.

(ii) Consider suggestions from Anne Williams: letter circulated.

Action: MT to make a first draft of a general letter to members to be sent out in the Chair's name and circulate this to the committee for comment. The letter will be circulated with information about the renewal of membership fees in August.

6 Accommodation Officers' report: report circulated

Actions: J and NMcW to inform all venues that we will not be holding meetings in the Autumn term and to ask the Town Hall to send us their proposals for their reopening.

7 Membership Secretary's report: It was **agreed** that annual fees would remain the same and the new year begin on 1 September as normal.

Action: JK to prepare information to be circulated next month

8 Beacon replacement update: DB has formed a project team of himself, Gordon Bull, JK, HO'H and MT. They have begun their work.

Action: DB to circulate U3A Support Forum information to the committee..

9 Review of the last three months. Have we 'missed a trick' by not involving 'ordinary' members as volunteers to assist?

Action: MT to request help eg as buddies for members without the internet or visiting members living alone in the draft of her letter (see Item 5 above).

10 Any other business:

(i) Date of AGM: This will be delayed to try to hold an actual meeting. Our constitution allows this until 14 February 2021.

(ii) Open Day: cancelled

11 Date of the next meeting: Wednesday 5 August 2020 via Zoom, and at four 3-weekly intervals thereafter.

Action: DB to set up Zoom invitations.

The meeting closed at 3 25 pm.