

LEWES U3A EXECUTIVE COMMITTEE MEETING

Wednesday 26 August 2020 at 2 pm using the Zoom conferencing facility

Participating: Gordon Bull (Chair), Marion Tyler (Secretary), Derek Blayney, Ann Holmes, Janet Kennedy, Hazel O'Hare, Jennie McWalter, Neil McWalter (from Item 6), Margaret Sheppard (Minutes Secretary)

1 Apologies for Absence: Michael Austin

2 Minutes of the meetings held on 5th and 19th August 2020: After a minor correction these were approved for publication.

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

5 August 2020

Item 4 Steve Brentnall has not yet been approached

The Badminton Group will pay for the courts termly

Action: HO'H to sign a contract with the University of Sussex

DB has contacted Zoom leaders and run 3 courses with more to follow

There is no obvious reason to use Webex at the moment.

Item 5 both actions completed

Item 10 completed

Item 12 completed

Item 15 this has taken place and GB sent a letter of thanks to Liz Bradshaw

19 August 2020

Item 4 The letter to members has been sent and Jackie Ralph set up on Beacon Other actions ongoing – see Item 11 below

Item 6 GB and MT will interview prospective Vice Chairs together

Action: G B to circulate job descriptions to each committee member for their comments

4 Treasurer's report: report circulated. Subscriptions are coming in well. It was **agreed** that Elizabeth Bradshaw's name be removed as a signatory on the COIF charities deposit account and replaced by Gordon Bull.

5 Membership Secretary's report: report circulated. There are very few new members and many current members are paying by bank transfer in advance.

6 Groups coordinators report: report circulated. Monthly meetings will not be considered until face-to-face meetings are allowed again.

7 Publicity Officer's report: Three reports circulated. It was noted that the term 'University of the Third Age' should not now be used unless legally necessary.

Action: GB to discuss with MA if he wants to continue this role.

8 Beacon replacement update: The release date for Beacon 2 is being put back

Actions: DB will investigate Simple Membership as an alternative and reconvene the sub-committee.

9 Tutors/Convenors meeting: There are only 6 positive responses so far but it is only for members running courses during the summer term.

10 Buddy system:

Actions: MT to make contact with Jill Townsend

DB to link J and NMcW to the membership list

11 Newsletter: Jackie Ralph has interviewed GB and some other members and is now putting together a draft to be circulated to committee members.

12 Any other business:

i Zoom Licences

Actions:

DB to revise numbers of courses and recast the options, then email them to committee members.
GB to enquire if we can have a grant from the Lewes Town Council.

ii Internet storage options: report circulated. It was decided to keep our current 2Tb Dropbox account for use of transient current information

Action: GB to talk to Science Matters members to try to find a long term archivist.

iii Birdwatching group:

Action: MS to reply to Clare Holdsworth's letter and advise her to use the TAT guidance and the Ramblers guidance it cites.

iv Booking new courses:

Actions: DB to contact MA to send out further guidance to members on booking new courses by email.

13 Dates of future meetings: Wednesdays 16 September and 7 October at 2 pm.

The meeting closed at 3.52 pm.