

LRU3A – IT/WEB PEER GROUP

MEETING – 13th May 2024, 16.30, on Zoom

Zoom link details:

<https://us02web.zoom.us/j/88392263297?pwd=VmVHNEdzYnZVb3cxd1NzSFZCcVVOdz09>

Meeting ID: 883 9226 3297 Passcode: 760142

These meeting notes are not minutes – they don't try to capture all details discussed. But they do try to record key discussion points or actions arising.

ATTENDEES:

No	u3a NAME	REP NAME	Att	Apol.
1	Abbeywood & Thamesmead	???		
2	Barnet	Mick O'Reilly		
3	Beckenham	Liz Tarrant	1	
4	Bexley	Paul Wilkins		
5	Bromley	David Moody		
6	Crouch End & District	Julian Osley		
7	Croydon	Mary Randell		
8	Dagenham & District	Felicity Hawksley		
9	Dulwich	David Beamish	1	
10	Ealing	Phil Broomsgrove (PB) Jurek Narozanski	1 1	
11	Enfield	Gaye Illsley		
12	Hackney	Hettie Roelofs, Tony Hollingworth	1	A
13	Hammersmith and Fulham	Graham Tigg		
14	Harrow	Kathy Westhead		
15	Havering	Brian Hudson		
16	HGS	David Powers		
17	Hillingdon	Tony Kemp	1	
18	Hounslow	Sally Eggett		
19	Islington	Derek Harwood (DH) Vivek Nanda (VN)	1	
20	Kenton	Dick Nathan		
21	Merton	David Lusty		
22	Mill Hill	Richard Driscoll		
23	Northwood	Malcolm Bentote	1	
24	North London	Mike Christie (MC)	1	
25	Norwood	Nick Trotman		
26	Orpington	Roger Howe Mo Childs		
27	Palmers Green	Frances Halliday /Pat Bleach / Yvonne Marr / Sheena Thorne		
28	Redbridge & District	Lennart Christensen		
29	Richmond upon Thames	David Wood		A
30	SE London	Mark Serebriakoff Martha Fox	1 1	
31	Stanmore District	Martin Carr		

32	Sidcup	Trevor Ford		
33	Sutton	Phil Thomas		
34	Tower Hamlets	Peter Sellars		
35	u3a in London	Shafeeq Siffiqui Mari-Ange King		
36	Upminster	Richard Strauss		
37	Waltham Forest	Jane Harrington	1	
38	Wandsworth	Andy Carr		
39	Welling	Maria Guest-Naharnowicz	P	
40	Surrey Network	Ian Funnell		

AGENDA:

1. Status SiteWorks
2. Google Work Space/ Cloud Storage
3. Open discussion
4. Review of Actions Arising
5. AOB

DISCUSSIONS

1. **Sitebuilder (SB) Replacement/ SiteWorks (SW):** migration programme going well nationally. Now over 100 u3as are now live with SiteWorks. Another 100 in the pipeline. The issue of Ts & Cs has been accelerated and have been issued to many – to get them started on the process. The critical path now seems to be how long the u3a’s Web Manager takes to work through the ‘Work Book’. Some doing it within a month, some taking several months (partly based on time available, partly on subject complexity). Overall those that have migrated are happy – with the process, support, & result. The workbook (at 174 pages) is apparently verbose and isn’t as daunting as it seems. Beckenham are now live (making two London u3as, Palmers Green & District being the other). Liz (Beckenham) advised she found the migration ok. She had kept it simple (hence no complications during migration). Seven other (London) u3as are now at the migrations stage (Ts & Cs signed, now to work through the Workbook).

There are three support forums to be aware of. For those going through migration (inc those going the ‘start-up process) there is the ‘WordPress’ Forum’. This is an online query format. A weekly digest is issued to show points raised and solutions. But this is probably for the ‘techies’ amongst us. More useful is probably the Monday zoom drop in session for web managers going through migration. The other forum is for u3a’s that have completed migration and are live. This is an online Teams’ fortnightly support group (‘Web Managers Users Group’). Details on the Monday sessions are on SW Site (link as below).

While previously it had been understood that priority would be given to u3as migrating from SB and only once these have been completed would u3as wishing to create a website from SiteWorks (the ‘start-up’ route) be accepted and supported. This is now not the case. Both routes are receiving equivalent volunteer support.

The general site for SW information is: <https://siteworks.u3a.org.uk/>

There is a separate set of Ts & Cs for Networks. These are due to be issued to Network Chairs in early June.

2. **Open Discussion: Google Work Space:** Ealing are considering this. No other u3as had experience of this (fully). Ealing want to use: to provide free cloud storage (2 terra bytes) and generic/alias email addresses. Possible also to use Google Meet functionality (no time limit, & over 100 participants). Discussions then lead onto other forms of cloud storage, particularly Dropbox. Dropbox seen as easy to use – can set up folders with access only to eg one committee member; or to allow access to a group’s members. North London and Islington use paid Dropbox accounts.

Also mentioned that for high file size video recording files, YouTube is a free hosting service. YouTube check for copyright issues. But need to ensure permission received from presenters. If posting PowerPoint files need to check for copyright on images contained within.

Discussion on Charity Digital. If registered with them can get discounted software (eg MS Office, Zoom, etc). But their subscription cost now increased (from £50 to £120).

3. **Open Discussion: Generic Phone Number:** Core Telecom offer a generic phone number that several committee members can then receive incoming calls on. No one has used before. Some suspicious on security – selling on of private phone numbers.:
4. **Review of actions:** one remaining: DH to organise a physical meeting in due course (Spring/ Summer). No new actions arising
5. **AOB:** suggestions for next meeting topics: use of Social Media (was covered at last LRU3A Delegates meeting – PowerPoint on [Delegates](#) webpage. Or possibly invite u3a Subject Advisor on AI.
Send any other suggestions for agenda items for our next meeting to Derek.

Next Meeting:

Generally all meetings to be: 2nd Monday, every 3 months (ie next meeting: 12 August) at 16.30.