

## LRU3A – IT/WEB PEER GROUP

**MEETING – 12<sup>th</sup> August 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	
11	Enfield	Gaye Illsley		
12	Hackney	Hettie Roelofs, Tony Hollingworth	1	
13	Hammersmith and Fulham	Graham Tigg (GT)	1	
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		
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		
30	SE London	Mark Serebriakoff Martha Fox	1 1	
31	Stanmore District	Martin Carr	1	

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	1	
39	Welling	Maria Guest-Naharnowicz	1	
40	Surrey Network	Ian Funnell		

## AGENDA:

1. Status SiteWorks
2. Open discussion
3. Review of Actions Arising
4. AOB

## DISCUSSIONS

1. **Sitebuilder (SB) Replacement/ SiteWorks (SW):** migration programme going well nationally. Now over 253 u3as are now live with SiteWorks; another 150 are working through the Workbook; and 140 in the migration/ tidy up phase. So, overall, more than 600 have signed the Ts & Cs, started the process. Overall those that have migrated are happy – with the process, support, & result. However several in London were finding the task daunting & time consuming. At the stage of migration, all had ‘Migration Support’ but some needed a buddy before that stage (eg to explain sections in the Workbook, particularly if things didn’t work in Local). A key point was – don’t worry about getting it perfect for day one, going live. You can improve and add features after then.

The London u3a status (based on previous survey responses):

Item	Number	Comment
Expected to use SiteWorks	20	
No response Received	5	
Ts & Cs Stage	1	
Progressing through Workbook	8	
Live	6	

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).

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

There is a separate set of Ts & Cs for Networks. These are now issued to Network Chairs and London Region has started it’s prep for migration.

GT mentioned the 'Wales' Option'. This is where, either a u3a has no current website or they are struggling to maintain their own website (due to lack of a web manager or equivalent). The concept is that, the region maintains a website, but then u3as can have their own page on that website. Wales has run this way on SB for some time & will continue to do so on SW. While this concept means the u3a has some web presence it is limited what they can do then. There are 4 London u3as that have no website and hence might be interested in this sort of concept – although it is an extra burden on the Region's website/ web manager.

A charge of £50 per year will be charged for SW from next April.

2. **Open Discussion: Back Ups:** General discussion on this topic. Some were more thorough than others. Some kept a (digital) archive of many aspects – but there seemed little enthusiasm within Committees for keeping archive material.
3. **Open Discussion: Pass words:** Many felt writing down, while not best practice, was effective for web managers, considering the number of passwords a u3a might have. Particularly if they ran a number of eg gmail ~Group Coordinator accounts
4. **Review of actions:** one remaining: DH to organise a physical meeting in due course). No new actions arising
5. **AOB, Topics:** previous suggestions for meeting topics had included: use of Social Media. This has been covered now at a previous LRU3A Delegates meeting – PowerPoint on [Delegates](#) webpage. Or invite to the u3a Subject Advisor on AI – this has also now been covered at the last Delegates meeting: [AI Presentation](#). Worth a look at the presentation and the further links within it. Send any future suggestions for agenda items for our next meeting to Derek.
6. **AOB, IT Training:** there is going to be a further IT Training programme run by AbilityNet open to all London u3a members. Please cascade to your members. There will be four sessions each from 1.00 to 3.00 on 13<sup>th</sup>, 20<sup>th</sup>, 27<sup>th</sup> Sept and 4<sup>th</sup> October. Those interested should sign up here: [24 Aug IT Programme Sign Up](#) .

**Next Meeting:**

Generally all meetings to be: 2<sup>nd</sup> Monday, every 3 months (ie next meeting: 11<sup>th</sup> November) at 16.30.