

Mansfield & District u3a

Policy on dealing with the death of a member

Given the age profile of the u3a movement, it is inevitable that from time-to-time members and former members will pass away. It is important that Mansfield & District u3a has a Policy in place so we know how to deal with this issue in what can be distressing circumstances.

First Steps

How the u3a gets to know of the death of a member can vary. If the member is an active member of a group, then it is often the case that the first point of contact will be the Group Leader. If that is so, the Group Leader is asked to notify the Membership Secretary, so that adjustments can be made to membership records and a sympathy card may be sent to the family. The Group Leader could also pass on the news to other members of the group.

If the notification is made to either a Committee Member or another u3a member, then a similar procedure is to be followed.

Announcements

With the agreement of the family, an announcement concerning the death of a member can be made orally at the main meeting, on Facebook or on the Website. This will mainly be for members who have played a major role in the running of the u3a over time, for example, service on the Committee or some other such similar role and is known to the wider membership. This may well apply to former members who may no longer be active in the u3a but will be remembered by current members.

Funeral Arrangements

Once the funeral arrangements are known, these can be placed on Facebook/Website as this is the most accessible medium to get the message across to the general membership if between the main meeting. This will usually be the role of the Web Editor, if we have received express permission from the family to place such an announcement. This notice will be in the name of the person posting the notice, and not in the name of Mansfield & District u3a as an organisation.

Attendance at funerals will depend on circumstances and will be a matter of personal choice for any member.

14 February 2020

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