

## NOTES FROM GROUP LEADERS' MEETING

Friday 22 March 2024 at 2 pm

Of the theoretical maximum attendance of 69 (all group leaders plus 2 committee members who are not also group leaders) 35 members were present with 20 apologies received (similar to 2023).

**Item 1: Welcome and Introduction** by Robert Proctor (outgoing Chairman).

**Item 2: Group News** by Ray Hodgson (Groups Coordinator).

- Overall in excellent health, financially and in membership (currently close to 490).
- 72 active groups – compared with 66 at the same time in 2023.
  - Some groups lost (or will cease at the end of this session) to membership decline or no leader available. Defunct groups are removed from the website but marked as INACTIVE on Beacon to allow possible later reinstatement.
  - New groups formed mainly from waiting lists of existing groups.
  - A few groups face an uncertain future – dwindling membership and/or no imminent leader.

**Item 3: Beacon and Perth u3a website** by Anne Trant and Dave Smith.

- Group waiting lists – question posed as to how lists are handled: either 'keep membership at maximum for accommodation available?' or 'admit everyone but keep a booking system for each meeting on a first come-first served basis?' Practices varied and included a hybrid of both alternatives, leading into a demonstration of how Beacon can now assist the management of waiting lists for the benefit of Group Leaders and those committee members who use this information.
- Demonstration of group information available via public website versus members portal.
  - Website draws some information directly from Beacon.
  - Access to Beacon varies according to need. The members portal allows all Perth u3a members to access only a very limited part of Beacon. Finding the link to the members portal on the website Home page will be made easier.
  - Group details need to be accurate (Group Leader responsibility); they are seen by members and non-members, the information is used to develop the programme before the start of each new session, and the Membership Secretary uses the waiting list information in answering queries from non-members.
  - The present website has reached the end of its shelf life and we are migrating to a new website maker (SiteWorks) which is more up to date and flexible. The timescale for the change is uncertain but a working group of 11 brave souls has just formed with 3 web editors already training in preparation for the migration. As the group becomes more familiar with how the new site will look the membership can expect periodic updates.

**Item 4: Open discussion.** Nothing significant to report.

**Item 5: Closing remarks** by Ray Hodgson (Groups Coordinator). The meeting concluded at 15:15.

Ray Hodgson (Groups Coordinator)

24 March 2024