

Pontesbury & Rea Valley District u3a: Committee Meeting 9th January 2023

Minutes

Present: Sue, Merle, Bob, Steve, John, Hugh (part), Janet (part), David

Apologies: Doreen

Minutes of Last Meeting:

Accepted by all

Matters Arising:

Constitution amendments. Possible issues include:

Quorum size for committee meetings: HQ recommends 66%. We suggest 50%

Quorum size for AGM: Was 20% HQ now says 10%. Committee agreed.

Member eligibility. HQ says for older people irrespective of employment status.

Meeting agreed not to stipulate min age in constitution but target 50 years +)

Action: Janet & Sue to review & make recommendations to the committee.

Hadrian's Wall

Not much interest shown by groups to-date

Action: Merle to send out reminder to co-ordinators

Two Minute Items:

Accident & Health & Safety

It was agreed that this requires reviewing.

Action: David to review & present a proposed policy to the committee. To include an H&S Policy, Accident procedure & Risk Assessments etc. Present by next meeting ready to issue to Group Co-ordinators at March Open Meeting.

Action: Steve to collect emergency contacts as part of the membership renewal process

Finance

John emailed update as at 1st Jan including 40th Anniversary

Bank Balance as at 1st Jan was £4663.

However, because John has to hold transactions back until invoices and cash match up, the likely net balance will be around £3600 (Magazine invoice from HQ in dispute).

John gave notice that he would be stepping down as Treasurer at the next AGM.

Membership:

Total members = 175 (up from 170 last month)

U3a National Newsletter

Currently costs us £3.35 pp, increasing to £3.60 pp.

Invoice rec'd July 2022 from u3a HQ for magazine still not paid (in dispute)

Action: Do not pay invoice. Janet to write to u3a, send what we believe we owe & request credit for the balance.

Action: Going forward: Only order sufficient mags to cover one for each group co-ordinator + 10 to hold in library.

Action: This means we can keep annual subs to £15 pp rather than increase for TAT membership and Beacon cost

Action: Membership renewal date 1st April 2023 rather than 1 March 2023

Groups:

Gardening: to get going this Spring, Sue to be the co-ordinator

Astronomy: Telescope being installed at the Bog this week. Merle to donate an additional Telescope.

Café Society: Still Struggling. Janet to try Mytton Arms & Cock Inn as possible venues

Website Hits: Sue presented update showing number of hits Groups have had. Gives an indication of popularity.

Publicity:

January: Janet's full-page advert & presentation already in circulation

February: In hand

News Letter: Deadline for contributions 20th Jan

Age UK: **Action:** Sue/Steve to visit & drop off our brochures

Brochures: **Action:** Sue to design and order more when required

Open Meetings:

February 15th Rick Morris now agreed

March 15th No Open meeting, Group Co-ordinators event

April: Alison Nutting ref Agnes Hunt presentation

May Possible: Pontesbury Florist, Choc Ladies or James Taylor

Site Builder:

SiteBuilder the u3a website platform was hosted by TPO, which unexpectedly ceased to host numerous sites nationally. All data recovered and put onto the same platform as the u3a website, but docs & pictures lost.

Sue has updated & revamped website and our website is back up and running together with more information on how to join and the committee

Action: All Committee members to review website & get back to Sue with comments.

Action: Sue to give Janet & David + any other Committee members a refresher on the website use

Beacon:

Beacon is the Information Management System to help u3a groups manage their membership and financial information – run completely independently from the u3a website.

It appears that it is, whilst basic, simple and functional. However with the problems around SiteBuilder there is some concern from the committee about proper u3a oversight. The decision was to temporarily put Beacon on hold but

Action: Janet to get other u3a's opinion at the upcoming u3a Network Meeting

Action: As a temporary measure, Sue to put existing u3a information into a shared OneDrive facility which the rest of the committee can access – this will help with continuity issues

Next Meeting:

Monday 6th Feb at 4.00pm at the Pavilion

2 main topics for next meeting (Committee members to prepare in advance)

1. Aims & Vision for our u3a for 2023.
2. Plan & Prepare for March Co-ordinators meeting