

TRING U3A COMMITTEE MEETING

Minutes

Thursday 6 August 2020

Time: 19.15hrs Virtual - WhyPay

1. Those Present

Rob Jones (Chairman), Jill Collinge (Vice Chair) & Paul Simmons (Treasurer)

Committee Members: Jennie Scott, Mike Perry and June Courtney

Non Committee Members: Liz Murray (Newsletter Coordinator), Sue Williams (Speaker Secretary), John Cameron, (Membership Secretary) and Barry Salmon, (Group Coordinator)

Joy Petticrew (Secretary)

2. Apologies for absence:

David Griffiths who is unwell.

3. Minutes of the last meeting held on 8th July 2020

The Minutes were approved and digitally signed by Jill.

4. Actions arising from the Minutes

11(c) Rob circulated the photograph of the metal bench he saw, regarding National U3A Day in June 2021

<https://www.davidogilvie.com/sb-seat>

“Price for the majority of our War Commemorative bench seats is £896 +VAT each +Delivery.

Price for a stainless-steel dedication plaque 120x80mm accommodating up to 45 words of engraving, fitted, is £49 +VAT.

Price for a bolt down kit to secure to a hard standing is £9.50 +VAT or alternatively price for a set of underground leg extensions for securing into a soft standing is £27 +VAT.

Delivery of 1no bench seat to Tring, Hertfordshire is £105 +VAT and we accommodate a subsidised delivery cost for multiple products required.

(We deliver with our own driver and very large articulated lorry and delivery addresses must be able to accommodate this size of vehicle).

We manufacture all from steel, hot dip galvanize for weather and corrosion protection, then wet paint in our 2-pack acrylic paint system in your colour of choice.

They are virtually vandal proof, maintenance free and come with our 25-year guarantee.

All our products come fully fabricated, CE and ISO 9001 certified and IPR (intellectual Property Rights) protected.

(All prices exclude VAT, delivery charges and are valid for 60 days, errors and omissions excepted).”

At the meeting it was noted that the bench would have to be approved by Tring Council. It is a very good idea and the Committee thanked Liz for her original suggestion. This item will be held over to the Agenda of the Committee Meeting in the Spring 2021, as National U3A Day is now postponed until October 2021.

5. Treasurer's report (PS)

(a) Bank balances as per Bank Statements received in June 2020

	Brought forward	Income	Expenditure	Carried forward
Main account	23,025.60	0	203.02	22,822.58

(b) Represented by

Cash	0
NW1	12,654.48
CAF	10,168.10
Total	22,822.58

Paul noted that there was not much activity in the accounts; however he has just paid the U3A Trust Capitation fee for this year which is approximately £2,000, that will appear on the accounts next month. We have not received an invoice from the U3A Trust for our Beacon Membership to date. That accrual is £1.00 per member so approximately £560.

(c) Beacon Software (Finance)

None

(d) Membership Renewal 2020/2021

This item will be discussed in more depth at our September meeting. However, a short discussion took place at this meeting. Membership may be extended from 2020 as we are not able to provide much benefit for members this year due to Covid19. We would want to cover our costs, the U3A Trust capitation fee for 2021 remains at £3.50 per member which we have to pay. All members are benefiting from the monthly Newsletter, some groups are continuing to run virtually and about 15% of our members are benefitting from the virtual monthly meetings.

John noted that if we do charge a fee for membership next year, he will still have to prepare membership cards, print and post out to members as he will be unable to use the volunteer members who help out in normal times with this type of mailing.

6. Membership Secretary's report (JC)

(a) Membership stats and 4th Isolation Newsletter circulation

July Isolation Newsletters sent by email to all members with an email address (9/6/20)	474
Actual Isolation Newsletter emails sent (allowing for people with the same email address)	437
Virtual single attendees at July Monthly Meeting	62
Virtual Dual attendees at July Monthly Meeting	14
Total virtual attendees at July Monthly Meeting	76
Booked virtual meeting but did not attend	13
Newsletters posted	65
Current Membership	547
New members who have joined so far in 2020	26
Queries logged in 2020	128

Noted.

(b) Members joined since last Committee Meeting

Michael Rockman 2101

This person had been attending the Discussion Group for some time, but John recently discovered he was not a member.

(c) Beacon Software (Membership)

None.

7. Group Co-ordinator's report (BS)

(a) Nora Grace Hall Risk Assessment Form

Barry is going to speak to the Nora Grace Administration Team, because the last item on their Risk Assessment says that all hall users are responsible for cleaning toilets and points of frequent contact during the session. Also to wipe down the door handles and other points of frequent contact as you leave.

(b) St Leonards Hall

The booking secretary of this hall wrote to confirm recently that they will not be taking any bookings for the remainder of 2020 as they have to prioritise facilities for the Childrens Nursery which runs there. We normally run our short mat bowls group there.

(c) Group closures

The **Armchair Travel** group is closing. 2 members said they were leaving and the Group Leader has been unwell so Barry has thanked her for her support and contribution to Tring U3A. Joy will write to formally thank Jasmine from the Committee. **Action: Joy**

Recorder Group

The group Leader is moving out of the area in September. She has told her members that the group will have to close unless another Group Leader can be found. It was suggested that perhaps she could continue this group via Zoom if that is practical. Barry will discuss this with her.

(d) Summary of Group Leader Zoom users (email from Barry 23/07/20)

Poetry Group

Initially favoured free 40 minute zoom session with added time, given. Accepting reconnecting for a second session is not a major issue, time interval between sessions fragments, interrupts proceedings, and time is spent getting back on track.

Thelma Fisher has so far personally funded two monthly Zoom licences to enable continuity and will buy monthly licence number three for August meeting. Speaking to her today, I said I will let the committee know about her goodwill gesture.

Genealogy Group

As confirmed, Sue Gordon is happy to pay for a licence herself as this will be used for other non U3A groups as well.

Painting Group

Linda Downey looked at Zoom, and decided to use email /attachments instead which has worked extremely well for her group members

Discussion Group

Inaugural Zoom meeting last Monday was a success, there were a couple of hiccups that will be resolved by next meeting. Providing more group members log on to Zoom, then free session time may not be sufficient. A monthly licence will be needed as numbers increase, allowing more time for members input and discussion. John confirmed that the meeting that he is happy to purchase his own Zoom licence for this group and share with other group leaders if required as he attends a large majority of our U3A groups in normal circumstances.

The following was noted at the meeting.

Singing for Fun

This group is continuing to run on a 2 week virtual basis via Zoom, although it is taking a summer break until 8 September.

Photography

This group is continuing to run via Zoom very successfully and also 6 members of the group went to College Lake Reservoir recently with Mike to take photographs. Mike noted at the meeting that he is encouraging his members to submit photographs to the National Wildlife Competition being run by the National History Museum. Mike will provide Liz with some information about this project for the September Newsletter.

Action Mike

Summary.

Group leaders using Zoom will decide whether a longer meeting time is more productive and meets the requirement of group members.

Paul said that any direct cost for the U3A can be reimbursed however the Committee felt that if Group Leaders were purchasing the Zoom licence to use at other groups/places that they are involved with then they should cover the cost of the Zoom licence themselves.

Victoria Hall is open for some groups that they can run with social distancing in place. Graham Smith is enquiring if they can resume the Table Tennis Group.

John has done some work with Brian Porter (Science & Technology Group Leader) and Graham Smith with Zoom and Skype and their findings are that Zoom is much more reliable.

It was noted that on the Zoom website there are videos showing how the software works, which are easy to follow.

The **Walking** Group run by Rose is not going to resume at the moment.

(e) Victoria Hall monthly meeting dates for 2021

The Committee agreed that Joy should wait for a few months before booking the U3A monthly meeting dates for 2021 to see how Covid19 Guidelines develop.

(f) Cancellation of Venue bookings in 2020

Barry will cancel all bookings that we have at the Nora Grace Hall e.g. Group Leader meeting in October and the Christmas social monthly meeting and Christmas coffee morning planned at Victoria Hall in December.

Action: Barry

8. Speaker Secretary's report (SW)

(a) Review of the Andy Smith first virtual monthly meeting on 9th July.

There was a total of 76 members attending. The feedback was very positive and it was a good start to our virtual monthly meetings. The speaker fee was £75. He used his own Zoom Pro Licence.

(b) Discuss the next virtual meeting on 13th August.

To date we have 70 members booked and 18 partners sharing screens. 2 members have requested to join by telephone. Both in the Newsletter and in a telephone conversation with each member, it was made clear that they will be charged at the standard UK rate by their telephone providers. The speaker fee is £75. The speaker does not have his own Zoom Pro Licence, hence the requirement for Tring U3A to purchase one in time for this monthly meeting. Rob noted that he would have expected speakers who are working now to have their own Zoom Pro Licence and that would be part of their speaker fee.

It was confirmed that Joy will ask members to provide us with emailed feedback following the session when she sends out the Zoom meeting invitation. As previously she will summarise the feedback and circulate to the Committee.

Action: Joy

John questioned whether the Committee was happy to continue to advertise these virtual monthly meetings both in the Newsletter and via Joy emailing the details to the membership as well. Historically it was decided not to email the membership too often. However, the Committee agreed that we need to advertise these virtual monthly meetings both via email and the Newsletter to get maximum attendance.

9. Any other Business

(a) Amended proposal to increase the capitation fee from £3.50 to £4.50 from April 2022 at the Trust AGM in September 2020.

Text copied from Trust communication to Chairmen & Secretaries 15 July 2020.

“Ordinary Resolution submitted by Chipping Norton & Area U3A.

Proposed by Chipping Norton & Area U3A – South East Region

Seconded by Craven U3A – Yorkshire and the Humber Region

The annual membership subscription paid by member U3As to the Third Age Trust on behalf of each of their paid up members, in April of each year be increased to £4.50 per member with effect from April 1st 2022”

Rob has written to Chipping Norton & Area U3A South East Region and Yorkshire and the Humber Region asking for their logic on this proposed resolution.

We are considering putting a counter proposal with another U3A. Joy suggested Herts U3A Network or Wendover U3A

- Robs suggested counter proposal was sent out in the Weekly Bulletin by the Herts Network of U3As, Chair, Barbara Cordina on 27th July.

Rob noted at the meeting that the decision has now been agreed to raise the Capitation fee to £4 from 2022. This is expected to be confirmed at the U3A Trust AGM in September.

(b) Is there anything we can do that would help groups operate more fully or recognise the value of belonging to Tring U3A ?

Currently the Committee cannot think of anything. Rob asked for any suggestions to be circulated to the Committee before the next meeting.

(c) Zoom Licence

Rob will purchase the Tring U3A Zoom licence. It will be used for the first time at the virtually monthly meeting on 13 August. Joy will send the Zoom meeting invitation out a couple of days ahead of the event.

(d) U3A High Street Research Project

Due to previous work undertaken with the Tring photography group Mike agreed to take on the role of Project Leader and investigate what is required. He asked Joy to re circulate the project brief received from the U3A Trust.

Action: Mike and Joy

(e) Christmas Online monthly meeting.

The Committee would like to try and run this virtual Christmas meeting in the same way as we would normally if we were in Victoria Hall. We would not expect to need a speaker. It is hoped that some of the groups would be prepared to take part in a Zoom production; however how this would work in practice is work in progress. Jill and Jennie will lead this project.

(f) To note the Copyright Licence Renewal 2020/2021 has taken place.

Noted.

10. Date and status of the next meeting:

Thursday 3rd September

Time: 19.15hrs

Via Zoom.

Signed off at meeting on 03/09/20

g S Collinge

Vice Chair