

V-CV U3A

Minutes of Committee Meeting held by Zoom on 18th March 2021

Present: Brenda Kember (BK), Ron Fenn (RF), Ken Pragnell (KP), Cathy Jones, (CJ) Nick Photi (NP), Steve Bowler (SB), Gill Davies (GD) Dick Downs (DD), David Collins (DC)

Apologies: Julia Scott (JS), Fran Smith (FS)

MINUTES	ACTION
<p>1. Acceptance and approval of February 2021 minutes: The minutes were accepted and approved.</p> <p>Acceptance and approval of Extraordinary CM minutes of 18th February 2021: The minutes were accepted and approved.</p>	
<p>2. Matters arising from February 2021 minutes:</p> <p>2.5 Membership Renewals: RF/DD in regular contact with CH. To date, RF had been sent 60 renewals by CH which had been returned as email attachments. BK stated that CH had informed her by email (11th March) that 320 renewals had been received so far. Those returned by post to be scanned and put on Dropbox, emailed returns to also be saved in Dropbox. BK advised it is a CC requirement to store renewal forms for 7 years. A discussion was held on how this should be achieved. The committee agreed this would be done by saving into Dropbox until end of membership year, then transferring files to the VCV Archive.</p> <p>2.11i) A.O.B. Members attending the Open Day Zoom presentation by Air Ambulance found it a very interesting and professional presentation.</p> <p>2.11ii) A.O.B. BK and CJ attended the Cluster Group meeting on 1st March. The minutes have been circulated to committee.</p> <p>Matters arising from Extraordinary CM minutes of 18th February 2021:</p> <p>2.3 Update on post-AGM actions: CJ had sent VCV's Report & Accounts and amended Constitution to TAT and CC. TAT then questioned the wording of our amended Constitution. BK advised TAT that the wording had been discussed and agreed with TAT prior to amendment and was subsequently approved by our Trustees and therefore VCV's new Constitution has now been accepted, in writing, by the Trust. TAT have since issued a completely new Constitution, but it does not have to be adopted if we do not wish to do so.</p>	RF/DD/CH
<p>3. Acceptance and approval of 2020 AGM minutes of 18th February 2021: The minutes were accepted and approved</p>	
<p>4. Matters arising from 2020 AGM minutes of 18th February 2021: There were no matters arising from the minutes.</p>	
<p>5. Internal Communications: BK raised the problem of committee members sending emails "piggy-backed" onto previous emails on a different subject, thereby making it difficult to locate a particular email at a later date. Committee were requested to remedy this. CJ referred also to her requirement to circulate so many emails from TAT to committee. BK explained TAT is currently looking at circulation issues of their documents so hopefully this problem will be remedied also. BK thanked RF on his draft filing policy paper As a consequence she has been revamping Dropbox and stated it required attention in many areas. DC had clarified the Dropbox storage capacity which is relevant to any decisions to be made. There was a discussion regarding the decision-making process on which documents required archiving, who should be responsible and who should be able to make amendments. RF/DC to draft a redesign of Dropbox archive and submit to committee. DC suggested 12 months' Newsletters be kept on website, with the month and year to appear on each Newsletter instead of just issue number.</p>	ALL RF/DC TP/DD
<p>6. The Way Forward post-COVID19: BK stressed we should be striving to retain our current membership and has contacted GWP Manager to clarify what the Parish Council would deem a breach of regulations during COVID19 restrictions. Each committee member was asked for their views on organising events to get members socialising again. BK suggested that, after 17th May when hopefully restrictions will be partially lifted, a "Picnic in the Park" event could be held outdoors for 30 members at a time (28 members and 2 committee members), although weather would be an issue. This was discussed. BK to mention at GM on 18th March and email members to ask for feedback. Replies to be sent to DD. It is hoped the June CM can once again be held at GWP, with possibly the first GM indoors in July, both only if regulations permit. BK stated the Beaucrees (booked for December 2020 dance) had disbanded but a similar band could be booked for a future date perhaps in Summer 2022. The Xmas GM was discussed. A professional singer or Kings of Herts, both popular at previous GMs, were suggested.</p>	BK DD
<p>7. u3a Day June 2021: BK thanked NP and GD for attending the recent TAT presentation on the upcoming u3a Day on 2nd June 2021, and for their previously circulated reports. Committee unanimously agreed VCV should <u>not</u> take part in national u3a Day events, concentrating instead on VCV events.</p>	

