

Warwick District U3A Management Committee

Minutes of the meeting held on Tuesday 9th May 2023

Present: Clare Johnson (Chair), Ann Bailey, Sam Sexton, Jen Hemming, Mike Cronin, Richard Piggott, Sharon Hancock, Susan Meeks (observing).

1. **Apologies and welcome:** There were no apologies. CJ welcomed Susan Meeks, who was attending the meeting with a view to joining the committee. She expressed a willingness to help in any way that was asked of her.
2. **Minutes of the April meeting:** these were approved.
3. **Matters arising from the minutes:** there were none.

4. Reports

4.1 Chairman's report

- Nick Booker (Chair of Ku3a) has asked for dates for an early evening meeting with his committee – Monday 12th June, Thursday 15th and Wednesday 21st were identified. **Action:** CJ to share these with NB.
- There was discussion regarding communications from TAT – **Action:** CJ will circulate those that she thinks will be of general interest to committee members.
- There was discussion regarding a message CJ had received from Jean Jackson (JJ), newly elected TAT Trustee for the West Midlands. **Action:** CJ to contact her as to whether the meeting to be held on 19th July is a regional or national meeting.
- **Action:** AB will consider accessing this meeting via Zoom.
- **Action:** CJ will register to vote at TAT's AGM to be held in Milton Keynes on 18th October.
- CJ felt that the Education event held on 5th May (The future of Democracy) had been a great success, with excellent speakers and venue. **Action:** CJ to write to both CF and Philip Bushill-Matthews to thank them for their participation.
- It was felt that we should offer more such events, with CF leading on these but with perhaps John and Jean Morgan also being involved. A joint Education event with Ku3a might allow for speakers to be paid more generously. The possibility of a full day event was discussed and CJ will include this when writing to CF.
- CJ had been very pleased with the gender balance of those attending the Education event and suggested that we look at the topics of OM talks to ensure there was a balance of contact. **Action:** CJ to talk with Sue Roy about this.
- There had been problems with the sound system at the event and it was agreed that thought should be given to the purchase of our own equipment (to compliment that kept at Chris Nichols' home and used predominantly by the Folk Dance Group). **Action:** SSE to investigate.
- CF is keen to assist with a quiz, although he is busy in July. **Action:** CJ to talk to CF with regards dates in September. It was felt that Hill Close Gardens would be an ideal venue and could probably accommodate 10 tables of 4.

4.2 Treasurer's report

Current Financial Position – as at 07 May 2023

Activities Account	£5,167.25 (April meeting £6,362.25)
General Account:	£8,428.08 (April meeting £14,250.88)
Deposit Account	£ 7,514.72 (April meeting £7,506.38)
Total	£21,110.05 (April meeting £28,119.51)

a. Activities Account – see Annex 1

Transactions since last meeting:

- Natural History Group (Receipts £44, Payments £475-coach hire)
- Folk Dancing Group (Receipts £194, Payments £198-hall hire)
- Dressmaking & Sewing Group (Receipts £20)
- Badminton (Receipts £144, Payments £216- court fees)
- Bridge (Payments £514- hall hire)
- Winterbourne (Receipts £266, Payments £460-coach hire & admission)

Group Funds held in Activities A/c (£1,594.63):

- Bridge - £133.96 (deficit)
- Badminton - £207.70
- Architecture - £27.39
- Ramblers - £382.75
- Nat History - £702.89
- History - £50.00
- Railway - £138.86
- Dressmaking & Sewing - £219.00

b. General Account – see Annex 1

Receipts since last meeting:

- Membership subscription income £140
- Contribution to bank charges £0.90

- *Costs since last meeting:*

- Third Age Trust – £3,636.00 Membership subs 01 Apr23-31 Mar 24
- Third Age Trust – £2,008.80 Third Age Matters printing & mailing to Mar 24
- Hill Close Gardens £105 Hall hire Democracy study morning
- Speaker fee £100 (April OM)
- Apr MC refreshments £17.00
- OM Hall hire £59.40 (Apr)
- Leamington Baptist Church £37.50 CAMEO group start up funding

c. Membership income 2022/23

Membership receipts to date £13,082 (935 paying members) slightly below the same point last year £13,352 (954 paying members).

d. Comparison against budget (2022/23)

Annex 1 also includes a comparison the actual year to date (8 months.) vs the full year budget 22/23. We remain within our budget on a pro rata basis. With 22/23 membership receipts all but complete we are currently 16% down against budget which has been offset by corresponding membership related savings in TAT subscription fees and TAM costs. We should also see some other savings before the end of the year (groups start up funding, speaker fees.) We have yet to see whether the reduced membership numbers thus far impacts the 23/24 membership income budgeted to be received in the remainder of the year.

JH suggested that a committee member attends the first class of each of Nicola Cammack's Dressmaking courses to collect monies as Nicola is finding this stressful as some members seem reluctant to pay the full fees in advance. **Action:** JH or MC to take

this on.

4.3 Groups

- JH reported that there had been two CAMEO gatherings at the Leamington Baptist Church, with 21 in attendance at the first and 16 at the second. Although the venue works well and the catering facilities are good, both JH and CJ felt it is not ideal and that a café would be better, if one can be identified in due course.
- JH has met with Judy Steele who hopes to set up a tap dance group. Possible venues and teachers have been identified but before things are taken further an indication of possible participants is needed. It was suggested that this might be a group that could be run jointly with Ku3a. **Action:** JH to contact her counterpart at Ku3a.

4.4 Membership

- AB reported that there were currently 921 members, with eight having joined since the April meeting.

4.5 ITT

- SSE reported that he had updated the information on the website as to how to prevent MailChimps and electronic copies of *Info* going into spam.
- This rest of the ITT report was covered under Agenda Item 5.

5. Communications

- CJ feels that *Info* is expensive and that much of the group information included does not change from issue to issue (a quick survey has shown that between issues 163 and 166 there was no change in the copy of 53 of 72 groups). Five group entries had minor changes, while only 14 changed regularly, although it was acknowledged that these are important changes. CJ suggested that thought be given to reducing *Info* to three issues a year and to sending out a newsletter between issues.
- As the majority of members attend at least one group, it was suggested that GLs be asked to have a conversation with their members as to what information they would like to receive, how frequently and by what delivery method. Those members who did not attend any groups could be asked about this at OMs. Additionally, CJ would request feedback and comments in her Chairman's letter in issue 167 of *Info*. **Action:** CJ to draft her Chairman's letter to include this.
- It was acknowledged that the timing of *Info* was important with regards to matters such as subs renewals, call for nominations and AGM papers being included.
- It was suggested that we issue an annual booklet listing group information (a la Ku3a) and that a hard copy be sent to all members. This would allow for *Info* to be slimmed down considerably and include dynamic group information only.
- Essentially, the discussion on communications with the membership boils down to how many issues of *Info* are produced and when, and what to have between issues.
- John Morgan has asked CJ about the possibility of having a leaflet, or similar, to give to prospective members, together with posters for venues. AB mentioned that TAT have templates for such publications which can be personalised for individual u3as. It was felt that the question of recruitment of new members should be discussed fully at the July meeting.

6. Public Liability Insurance for non-members

- MC had been asked by John Land, who co-leads the Railway and Transport Group, about the possibility of non-members joining the group's trips. This was an issue that had been raised before and it was felt that, having studied TAT's FAQs on this, we must continue to limit trips etc to fully paid up members.

7. Content for June Meeting Agenda

- Financial issues raised by William Clemmey – reserves, financial processes and the level of support for new groups.
- Date and venue for the 2024 AGM.

8. AOB

- There was none.

9. – Tuesday 13th June 2023 at The Fat Pug