**Board Meeting: 18 January 2024**

**Summary Report to be used when sharing with members.**

This was a face to face meeting. Main items discussed:

* **Resignations.** Resignations were received from Tony Cheetham (North West Trustee) and Karen Green (Wales Trustee). It was agreed to commence the trustee nomination process in each region without delay to identify successors.
* **Trustee Skills Audit.** The Board had been receiving support from NCVO in an audit of current and future skills required by trustees. A response from NCVO is expected shortly.
* **Grants.** Following consideration at the last meeting and discussion in the Pilot Council, the Board approved the revised definitions for grants as part of the budget for 2024/25. Details will be circulated to u3as shortly.
* **Fit For The Future.** Proposals to commence the consultation period with u3as and networks were approved along with appropriate documentation that would be circulated following the meeting to all u3as and networks. The proposals included providing all u3as and networks with the opportunity to attend a presentation by current trustees, emphasising that the proposals represent genuine consultation and seeking responses/comments which will be analysed at the end of the period to assess the strength of support for the proposals.
* **Strategy Groups.** The terms of reference for future Strategy Groups were approved. Three groups of members and staff are to be created, each tasked with producing proposals in line with the strategic aims set out in the Strategic Plan. The groups will replace the Development Committee, Learning Committee and the Communications and External Affairs Committee (CEAC), and will report their activities to the Pilot Council pending the outcome of consultation on the Fit For The Future governance proposals.
* **Growth and Development Project.** Proposals were presented to conduct a limited communications exercise to engage u3as in sharing data and building on work already done in Epping Forest u3a. Members saw both benefits and potential complications and opposition in the proposal, and further discussion was deferred to the February meeting allowing the proposal to be refined.
* **Advertising Campaign**.Following the AGM resolution to grow the membership, discussions had taken place with the proposers and seconders of the resolution, and connected proposals were now presented to scope out an advertising campaign using specific radio stations. The suggestion was well supported, and a more detailed budget proposal and plan will be presented to the March Board meeting.
* **Respect Agenda.** A progress report was provided to the Board that explained the steps taken to improve relationships and recognise the value of all staff and volunteers operating through the u3a Office. Staff/trustee sessions seemed to have improved relationships although further steps are still needed to address occasional abusive behaviour within the movement.
* **TATTL Board Membership.** The Trust Board approved the appointment of Chris Winner as a Board member appointment on the TATTL Board.
* **Staffing Update.** The CEO, Sam Mauger confirmed that she had notified the Chair of her intention to resign following the forthcoming AGM in October. A recruitment process will commence with the aim of securing a successor to be in place in time for a handover and short overlap. The Board recorded their grateful thanks for the CEO’s professional and committed service to the movement over the last 8 years.
* **Festival 24.** In a progress update, it was reported that interest in the Festival to be held at York University in July, has been significant and most accommodation on campus had already sold out. Alternative accommodation is being identified. A programme and registration option is expected to be available in February.

**Please note that official minutes are the true record of discussions and decisions taken at Board meetings. This is a brief summary of the main topics discussed and should not be taken as an authoritative statement. If you require any further detail about any item, please contact your Trustee.**

**AW/20/01/24**