

WITNEY U3A

Minutes of Committee Meeting

Distribution – all committee members and file

Date of meeting 16<sup>th</sup> June 2022  
 Time of meeting 2.00pm  
 Place of meeting Methodist Church  
 Purpose of meeting Annual General Meeting

Item	Minute	Action
	<p>Chair, Clare [REDACTED], welcomed members and gave a reminder that for technical reasons, voting would only be available to those present in the Church.</p> <p>1. Apologies:                      Apologies were received from Philip O [REDACTED], Jennifer D [REDACTED], Bridge [REDACTED], Carol S [REDACTED], Sandra F [REDACTED], Sue H [REDACTED].</p> <p>2. Approval of Minutes of AGM held on 15<sup>th</sup> July 2021:                      Minutes were approved. Carried by a majority show of hands.</p> <p>3. Matters Arising From Minutes of AGM held on 15<sup>th</sup> July 2021:                      There were no matters arising.</p> <p>4. Chair's Report:                      At the first meeting of the new Committee in July last year, we focussed on 3 objectives for the coming year: first, Interest Groups – how to support existing groups, how to encourage new groups, how to persuade more members to become group leaders. Secondly, as COVID receded, we concentrated on the safe re-opening of Speaker Meetings while still reaping the benefits of Zoom transmission. Thirdly, since our numbers fell by 17% during COVID, there was an urgent need not only to recruit more members, but also to retain the members we had by giving them best u3a experience we could offer.</p> <p>So how have we done? Well, we now have almost 60 Interest Groups ranging from yoga to recorders from croquet to moral dilemmas. Members continue to come forward with new ideas and enthusiasm which in turn encourages us all. Thank you to them, and, in particular, to Doreen, Groups Co-ordinator, for her energy and dedication. If there isn't already a group to match your interests, you can be pretty sure Doreen will make it happen if at all possible.</p> <p>Secondly, we're now back to almost normal for Speaker Meetings in the Church. What is new is, due to the phenomenal work and perseverance of the audio visual team, Roger, John, Adrian and Peter, we are able to incorporate Zoom in the meetings so members can choose, for a variety of reasons to watch at home. You may be aware that setting up and running hybrid meetings takes a great deal of time and commitment from the AV team.</p>	

The decision as to whether we can continue with these hybrid meetings will depend to some extent on more members coming forward to contribute.

And thirdly. Recruitment and retention. Well, a year ago we had 434 members. Today we have 537 and still growing. The nature of recruitment is changing – we still use posters but, to reach younger people, we are making increasing use of our own and local websites, social media and even the occasional radio interview. Many thanks go to Ralph, Gill and Roger for all their innovations. And, of course, the most effective form of recruitment? Word of mouth! So, thanks to all our members and keep on spreading the word to friends and neighbours.

Other innovations include the monthly Drop-in Café run by Ann [REDACTED] to welcome new members and give them the opportunity to get to know each other and find out more about the u3a. And IT support has continued. At the start of the pandemic, nearly 60 members had no internet access or struggled to use IT. Now, thanks to Adrian's team during the pandemic and Nick and Gill's weekly sessions in the Library that number is down to fewer than 30. IT is now an essential feature of all our lives. We are determined to help members as much as we can.

Key events during the year? Well, we had our first Open Day for two years in March this year and hope to have another similar event this September to mark national u3a week. And, of course, our Sewing Group have hit the u3a headlines by successfully contributing 3 winning blocks to the national u3a 40<sup>th</sup> anniversary quilt. Not only that, but the quilt will be on show in Witney's Blanket Hall for 12 months from August. A real tribute to Jane [REDACTED] and her team, and great publicity for Witney u3a. You may remember we asked for members' views on whether to plant trees as our contribution to carbon offsetting. Following feedback the Committee considered several sites: Witney u3a will probably have a tree outside the entrance to Witney Community hospital with a plaque expressing our gratitude to all the healthcare workers who cared for us during the pandemic. And there may be other trees elsewhere as some re-wilding sites are developed.

Going forward? This is for our new Committee to decide. But I wonder if you, like me, were struck by an article in a recent Third Age Matters by Eric [REDACTED], a founder member of the u3a. The u3a sprang from their vision. Here are some quotes: 'the u3a is a learning circle based on the needs and strengths of its members.' 'the u3a is not, nor should it ever become, a service charity in which a few provide a programme for the many.' 'Nobody should ever be a customer being served'. We are fortunate that so many of our members are generous in sharing their time and their skills. But we **all** have something, great or small to contribute. I hope our new Committee and all our members will make this the major theme running through all we do in the coming year.

Finally, I hope I've managed to thank just a few of the people who have contributed so much during the last year. Special thanks to our 56 volunteers who make our Speaker Meetings run smoothly. And further thanks to our Group Leaders who are the backbone of our u3a and keep us dynamic and growing. And thank you to our Support Team of members who offer regular help without being on the Committee. And last, but certainly not least, thank you to all those Committee members who work so hard behind the scenes, including managing membership carrying out essential administration, booking speakers, and keeping us legally and financially sound. All of them are the engine that keeps our u3a on the move.

There were no questions or comments.

Chair invited Doreen [REDACTED] to give the Treasurer's Report

5. Treasurer's Report:  
I would like to thank Andrew [REDACTED] for once again examining our accounts.

Our total income was down, from £11,088.43 to £9,742.85. This was due to a reduction in member's subscriptions, mainly being the early bird payment of £15. 412 members took advantage of this by renewing their membership in April 2021.

For the majority of the year, meeting up was still uncertain and people were being cautious but as small numbers continued to join throughout the year, our year end membership was 504 almost 12% up on the previous year.

Our total expenditure was £10,622.88 and this was up by £3,144.39 on the previous year. As speaker meetings started up again and as the membership increased, so did the related costs, such as capitation and stationery. The u3a day promotion in June incurred additional costs, although many of the purchases for this day will be used for future promotions, such as the pens and banners.

Overall we had a loss of £880.03, but with a healthy balance of £14,685.19 and a reserve account of £6,011.40, we have again been able to offer the Early Bird discount for this current financial year.

The expenditure for this current year is expected to be around £12,000 so it is likely that there will again be a small loss dependent on membership, but it is important to remember that increased membership also incurs additional costs.

Going forward, we are now seeing an influx of new members and this will mean that there will be a need for additional group activities, which we hope to be able to continue to offer financial support to, for room hire if needed.

I will now be standing down as treasurer and I am happy to be handing over a financially healthy Witney u3a to my successor.

There were no questions or comments.

6. Approval of the Accounts:  
Chair asked for approval of accounts. Carried by a majority show of hands.

7. Election of Committee Members:  
i) Re-election of existing committee members willing to continue  
ii) Election of three nominees  
Chair thanked Adrian [REDACTED] (Zoom Administrator) and Wendy [REDACTED] (Membership Secretary and Business Administrator), who are standing down this year. Chair asked the remaining members to stand so that they could be introduced. Roger [REDACTED] (Audio Visual and Website), Doreen [REDACTED] (Treasurer and Groups Co-ordinator), Iain [REDACTED] (Business Secretary), Clare [REDACTED] (Chair), John [REDACTED] (Beacon Administrator), Ralph [REDACTED] (Publicity Organiser), Corinna [REDACTED] (Programme Secretary).

Chair said that two co-opted members of the committee have been nominated to become full committee members. Iain [REDACTED], proposed by Ann [REDACTED], seconded by Linda [REDACTED] and Ralph [REDACTED], proposed by Nicky [REDACTED] and seconded by Valerie [REDACTED]. Two other members of Witney u3a have been nominated to join the committee, Keith [REDACTED], proposed by Roger [REDACTED] and seconded by Rosie [REDACTED] and Marian [REDACTED], proposed by George [REDACTED] and seconded by Jenny [REDACTED].

Chair asked for someone to propose and second election of all to committee. Election proposed by Roger [REDACTED] and seconded by Maggie [REDACTED]. Election of all approved by

8.	<p>majority show of hands.</p> <p>Any Other Business:</p> <p>Valerie [REDACTED] proposed a vote of thanks to the committee for their hard work over the last year.</p> <p>Chair said that Pam [REDACTED] was elected Honorary President at the 2021 AGM in recognition of her enormous contribution to u3a, both in Witney and nationally. Pam's knowledge and experience have been invaluable to Chair and the committee. Chair asked the meeting to approve Pam's re-election for a further year. Proposed by Roger [REDACTED], seconded by Shirley [REDACTED]. Approved by a majority show of hands.</p> <p>Formal Closure of the AGM: There being no further business, Chair formally closed the meeting at 2.23pm.</p>	

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