

Leicester U3A (Charity Number 1083274)

Minutes of the Committee Meeting

Held on 26th April 2022 10:30 by Zoom

Host & Chair: Tony Davison (Chair)

1. Attendance Present: Sue Took (minutes); Henry Paulinski (Vice Chair); Neil Taylor (Groups Coordinator); Ros Devine (Secretary); Margaret Potter (Membership Secretary); Sandra Barker; Bob Collins; Angie Barnes; Phil Proud; Keith Pyne; Bob Holness (Treasurer); Karen Closs

Apologies:); None

2 Minutes Committee meeting 29th March 2022. Approved.

Minute Taker will send minutes to The Secretary to be circulated for comments **Tony** will print and sign once The Minutes have been agreed at The Committee Meeting

ACTION SUE/TONY/ROS

3. Chair's report.

a) Evington Echo – Have not seen this paper, Margaret to **try and** get a copy.

ACTION MARGARET

4. Secretary's business

a) Ros will conduct a risk assessment on the putting up of the screen & look at cost of new screen.

ACTION ROS

b) Newsletter – The committee thanked Karen for all her hard work on the newsletters. There will be no newsletter in July as Karen away.

c) Concert for Ukraine – Ros has sent details to all members about a fundraiser for Ukraine on 8th May. Anyone wishing to attend need to book their own tickets.

d) Minute taker – Co-opt Sue Took onto committee. Systems administrator to be informed

ACTION MARGARET

e) Digital Charities – Letter to Charities Committee to be drafted & sent to committee members & U3A for approval about the problems with the Digital Charities. Ros to send a timeline to Treasurer

ACTION BOB /ROS

f) Succession Planning –To be discussed in separate meeting.

ACTION ROS/ALL

g) Roles & Responsibilities – To be discussed at a separate meeting

ACTION ROS/ALL

h) Visitors Policy – Only visitors to sign in at coffee mornings. Everyone (EXCEPT guests of the committee) to pay for refreshment

ACTION ROS/NEIL/SANDRA

i) Hybrid meetings - It was agreed to hold the next committee meeting as a hybrid so that those unable to attend could also take part.

ACTION HENRY

5. Treasurer's report –Has been circulated to committee members.

a) Zoom – renewal of licenses. This item to be reviewed when this licence needs renewing in July 2022

b) First Aid Kit – It was approved that the Rambling group could buy a new 1st Aid Kit, any replacements to be funded by the group.

ACTION NEIL

PHIL PROUD LEFT THE MEETING @ 11:50

6. **Groups Report** – New members are joining groups

7. Membership report - Membership currently stands at:	Individual	371
	Honorary	6
	Associate	6
	TOTAL	383

8. **Programme**

a) Speaker programme – Keith had circulated an updated programme. **ACTION KEITH**

b) TAT 40th Anniversary – Neil is looking for venues to hold activities. Meetings of the subcommittee TBC to discuss what is happening in Sept. **ACTION NEIL**

ROS LEFT THE MEETING @ 12.30

9. **Wellbeing and Hospitality**

a) Coffee Morning – Coffee mornings finish 12noon – 12.30pm. Sandra is the lead for any Wellbeing & Hospitality issues & thanked for all the work she does to make this such a success. Emails have been sent to members about coffee morning. **ACTION SANDRA**

10. **A.O. B** - Could postcodes be added to venues on the programme / venue information because not everyone knows where venues are.

11. **Date and times of next meeting**

Tuesday 31st May at Christchurch 2pm – 4pm

Tuesday 5th July at Christchurch 2pm – 4pm

12. **Holiday Dates** These were checked and confirmed as:

Ros: 24th June – 1st July 2022.

Tony: 3rd – 13th May 2022; last two weeks September TBC

Margaret: 27th April – 3rd May; 21st – 29th June 2022

Karen: 24th June - 1st July 2022; 16th – 23rd September 2022

Bob C. 16th – 22nd May; 16th – 24th August 2022

Sandra 12th – 16th September

Neil September **TBC.**

Henry: 18th – 20th June 2022

Keith: 11th – 30th June 2022

MEETING CLOSED @ 12.50