

Minutes of the Committee Meeting

Held Tuesday 25th April 2023 2.00 p.m. at Christchurch, Clarendon Park Road

Host & Chair: Neil Taylor (Chair and Groups Co-ordinator)

1. Present: Neil Taylor, Bob Collins (Treasurer), Angie Barnes (Membership Secretary), Sandra Barker (Wellbeing and Hospitality Co-ordinator), Dave Barnes (Systems Administrator, Assistant Groups Co-ordinator), Keith Pyne (Speaker Finder), Kay Thompson

Apologies: Sue Took (Secretary) Ros Devine (Vice Chair) Karen Closs (Newsletter Editor) Phil Proud

2. Minutes of the Committee Meeting Tuesday 4th April 2023:

7d corrected to read Bob to book Christchurch on the 2nd Tuesday (Monthly Meeting) and 4th Tuesday (Committee Meeting)

Approved; copy to be signed by Neil and sent to Graham to be put on the Website

3. Matters Arising not on the Agenda:

None

4. Chair's Report (previously circulated)

Beacon Access Neil began Committee discussion of this by reading out his report. He thanked Dave for highlighting the informative Beacon YouTube videos. Neil referred everyone to the Beacon Privileges document reviewed and passed in June 2020 which described what the Leicester u3a is working to at present. The then Committee's key concern had been Data Protection. No desire had been expressed by Convenors in the time Neil had been Groups Co-ordinator to increase their access. All were happy to build a list of contact details within their members, and advertise through Neil as Groups Co-ordinator for more members. Discussion followed. Keith spoke on the inefficiency of the system in use, and highlighted that other u3as had had problems with it. Dave drew attention to work being done on it to improve and develop it.

Neil proposed that Beacon privileges as outlined in our June 2020 Beacon Privileges document be retained. Keith seconded. Passed unanimously.

Website Dave reported that the switch to Word Press nationally, called Siteworks, was underway, but no new information as yet. Graham Williams and Dave to report as work progresses.

Induction As previously circulated Chair's report

Asset register Discussion to verify last meeting's AOB Most of the items were for Committee use. Therefore could be stored, as the Archives, at Phil's if agreed, for use

5. Secretary's Report (previously circulated)

Read out as circulated.

Neil will sign Committee meeting minutes on Sue's return.

Further collection of forms handed to Neil to be passed to Sue on her return.

6. BREAK

7. Treasurer's Report (previously circulated)

Bob C spoke to the report, and the document form Bob H, received the day before the meeting.

He proposed "On the Treasurer's recommendation the committee resolves that, once the new bank mandate is in operation Bob Holness be granted access to Barclays Bank online banking application on a view only basis, not having authorisation to make internet banking payments to third parties." Neil seconded; Proposal passed unanimously.

Bob C reported that he would need the remaining signature on the signatories. Until he received these he is unable to send the mandate. Existing signatories would therefore have to remain temporarily.

8. Membership Secretary's Report

Membership stands at 369 members.

Angie has system up to date.

Roy Priestley has passed away; a piece to be put in the Newsletter

The Committee agreed to send a card to Diana Barker, who is still in hospital. It is expected that she will then go into care, and then to a home.

9. Systems Administrator

Discussion took place as regards the new Membership Portal and logging in details; plus Paypal costs and direct payments to bank

10. Groups Co-ordinator's Report (previously circulated)

Neil highlighted problems of arranging start of agreed Tai Chi group, co-ordinating all group member's wishes re day and time; the Leaders offered times. He is now contacting another leader.

The need to arrange a next Initial Meeting for New Groups is nearing, this time with groups meeting at half hourly intervals to enable members to easily join more than one group.

11. Programme

Keith continues to arrange Speakers, with work on the return of Jonathan Goddard, a most fascinating and entertaining speaker ongoing

12. Coronation Celebrations Sub Committee Report (previously circulated)

All in hand. Angie is organising the catering from Costco, and looking into a Coronation Cake. Catering for 80 – 90 people. Neil will send around a Chair's message to all members advertising the day – "Crown Your Day With The u3a!" Neil highlighted the cost of catering; and decorations coming to only £108.00, rounding up; plus the normal cost of room hire, this time of course extended, free, from 12.30 to 5.30. Neil has arranged the Leicester u3a Guitar Players to perform, and is asking Great Glen u3a Ukulele.

13. Wellbeing and Hospitality Report

Sandra reported continued increased numbers at Coffee Mornings.

14. Next Meeting

Tuesday 30th May 2023, Christchurch, 2.00pm

15. Holiday Dates

Karen: 1st-28th April; 23rd-30th June; 15th-22nd September

Neil 23rd-30th June

Angie: 23rd-30th June; 19th – 21st July

Sue: 20th April – 2nd May; 13th – 20th July

16. AOB

- Press release and Publicity – Cartoon will not be published in the Newsletter. Neil to talk to Henry.
- Karen wishes to step away, temporarily, from editing the Newsletter. Latest edition nearly complete. Margaret Potter may step into the role.

There being no other business, the meeting closed at 4.09pm.