

Leicester U3A (Charity Number 1083274)

Minutes of the Committee Meeting held by Zoom on Tuesday 30 March 2021 at 10:30

Present: Tony Davison (Chair), Henry Paulinski (Vice Chair), Ros Devine (Secretary), Bob Holness (Treasurer), Margaret Potter (Membership Secretary), Sandra Barker (Well Being and Hospitality), Neil Taylor (Groups Co-ordinator), Keith Pyne (Speaker Finder); Robin Bowler (Minute Taker).

Meeting hosted by Henry with Tony as Chair

1. Welcome and Apologies

Apologies were received from Robin Bowler due to other commitments.

2. Minutes of the last meeting 23 February 2021

These were approved subject to changes to the wording in items 4.b and 5.b Margaret sent a clean amended copy to Tony for him to print out, sign and send to Ros. **ACTION TONY**

Matters arising (not already on the agenda)

5.b – Bob has not yet emailed to confirm who has the third lap top as he wants to carry out a major review of the asset register. This will include removing some minor items and revaluing others under the depreciation rules. **ACTION BOB**

8. - Margaret had spoken to Irene about Beacon 2. She advised that there would be no additional cost to use more features of Beacon 2, but discussion on these would need to wait until we have a test site to look at.

3. Chairs Business

Tony has received a call from Jean Hogg our Regional Trustee offering help if needed. There was no other business to report.

4. Secretaries business:

a) AGM

All papers have been sent out to members but the postal ones have contradictory dates in two documents for which Margaret apologised. She will contact these members to clarify the date for the return of nomination forms etc. **ACTION MARGARET** Email documents are correct and will be sent out after this meeting. **ACTION MARGARET**

There was considerable discussion about the voting and handling of the meeting by Zoom and it was agreed not to advertise or use the chat function. Members will be asked to return all votes' but post, but where they have printing difficulties will be asked to send their completed forms to Margaret who will print out on the u3a printer and post to Ros. **ACTION MARGARET**

The chat function will not be advertised, and members will be asked to send any questions on the finance report prior to the meeting direct to Bob by email. Margaret will update messages to reflect this. **ACTION MARGARET** and Bob will address these during his presentation. He is in the process of compiling a single document for approval by the examiner and sending to members. **ACTION BOB** Some people may still be aware of and use the chat function in which case Tony will tell members that they will be looked at and addressed after the AGM by the appropriate committee member.

During the meeting the screen share function will be used for displaying reports etc. Henry is testing this out with the speaker for the April meeting this week. The telephone number for siling in is chargeable and members are being advised of this when they are sent the link to join any meeting by phone.

Margaret will send the incomplete draft voting paper to the committee for information. **ACTION MARGARET**

b) Widening Participation

Ros reported that there are draft letters on the TAT web site which we can personalise and send out to various bodies like doctors surgeries, health centres, MPs etc. She will download these and send to the committee. **ACTION ROS** She has a circulation list which she will update and is happy to receive suggestions to add to it. **ACTION ALL** It was agreed that any additional postage costs were accepted. There was no rush to complete this before u3a Day.

c) Leicestershire and Rutland Network A.G.M.

The meeting was attended by Ros as she is on their committee, and by Neil. It had been informative and useful for planning u3a Day.

10-minute coffee break. Keith left the meeting due to technical issues caused by a BT fault.

5. Treasurers Report

a) Debit card Update

Bob had circulated a paper showing the sorry saga of his and Tony's dealings with Barclays. We still do not have the promised debit cards. The whole event had been extremely exasperating.

He gave us four options:

1. Send another set of application forms
2. Ask for a meeting with the bank in Leicester
3. Initiate a formal complaint
4. Transfer the account to another bank

It was agreed that we should do 2 and 3 whilst investigating if there was another bank which could meet our needs. Any decision to change banks would be deferred until the outcome of these actions was known. Things to take into consideration are:

Is there another bank that would do better?

The needs to change all our bank details especially as some members already have them after using the transfer facility to pay their subscription this year. In order for Bob to put in a comprehensive narrative of our dealing with the banks (various) Tony will send Bob his records of contact to be added to the document **ACTION TONY**. Bob will then contact the bank **ACTION BOB**

b) Purchase of Zoom licences

The cost had been higher than anticipated because we did not manage to take advantage of the Charity discount. Although our entries on the Charity Commission web site had been updated and our status was now OK, it was the Charity Digital site on which Ros was unable to register and through which the discount was applied. In view of the urgency now due to the Coronavirus restriction timetable to have the Zoom facility available for the April meeting and in particular the AGM she felt she had no option but to purchase through the Third Age Trust site at full price. The committee endorsed her actions.

6. Leicester u3a day

Neil highlighted the options previously discussed and given the timescales suggested that we limit ourselves to a presentation to showcase our u3a and drop the use of a video. He felt that groups would be more focussed on getting together again and in any case had received no response to his plea in the newsletter for contributions. This was agreed. It was also suggested that we have a first page added to our current web site to advertise the day. Margaret will look at the presentation we use for retirement meetings and take our incorrect or redundant information and send it to Ros and Neil to consider.

ACTION NEIL

- i. Neil will contact the web manager, Graham, to ask about additional web page and arrange a Zoom meeting with himself, Graham & Ros to consider the options for web site and new public Facebook page. This should take place NO LATER than the week commencing 6th April.
- ii. He will also to contact all convenors asking for material to add to the presentation. This should include permission from individuals in photos.

iii. He will then send a report to the committee. There should also be press releases advertising the day and the web site and Facebook page.

7. Leicester Web Site

It was felt that this could do with a major overhaul as the web builder site was felt to be rather dated. It was agreed to add the face page advertising u3a Day but to wait until we could consider the anticipated integral web facility within Beacon 2 to make any major changes.

8. Leicester Public Face Book

No firm decision was made to create this until the discussion between Ros, Neil and Graham had taken place. (See item 6) It would be called 'Leicester u32a Public' It should be simple to set up but agreement would be needed as to what to include. It should be linked in some way to our web site as well. Ideally we needed someone with the necessary expertise and design skills to ensure it was a dynamic reflection of Leicester u3a.

9. Speaker Programme (Zoom update)

Because Keith was unable to re-join the meeting his report was given by Henry.

Keith has firm speakers via Zoom for June and July. He has been in touch with the speakers for August to November but two of which cannot use Zoom. He also has four speakers lined up for next year who can present by Zoom or in person. Henry always asks for a synopsis of the presentation for his press release each month. In anticipation of being able to hold physical meetings Bb will write to Christchurch to ensure our monthly slot is available for the rest of the year. Ros reported that she had previously let them know we would still require these when they are able to open again. **ACTION BOB**

10. Groups Report

Neil had nothing to add to the report already circulated.

11. Membership report

Margaret reported two new members and one death resulting in a revised total of 361 members. Henry reported that Tony Modinos had also died recently but that he had no further details. He suggested Margaret contact Bob Collins for details before publishing anything in the newsletter or newsheet as no contact had been made with his partner Lesley Vann. **ACTION MARGARET**

12. Wellbeing & Hospitality

Sandra intends to contact all her kitchen helpers to make sure they are all willing to continue when we meet again and then issue a revised rota. Otherwise she had nothing to report.

13. A.O.B There was none

14. Date and times of next meeting

Tuesday 27th April 2021 @ 10:30 by Zoom

Tuesday 25th May 10:30 by Zoom by Zoom

15. Holiday Dates

Margaret: May dates have been cancelled.

Ros: 6th – 12th May; 17th – 22nd June; 20th Nov – 6th Jan 2022

Neil: Most of August

Tony: 19th – 22nd April; 1st – 5th August; 30th Oct – 8th Nov

The meeting closed at 13:05