

Minutes of Exeter U3A Committee Meeting
on Tuesday 4th January 2022

Held in the Epworth Room of The Mint Methodist Church

Those present:- Vivienne Watson (Chair), Stephanie Ward (Treasurer), Anne Staley (Membership Secretary), Julie Crighton-Smith, Groups Coordinator, Minna Egan (Secretary), Dave Parsons, Hardy Ford, Lesley Churchill-Birch (Minutes Sec)

1. Welcome and Apologies

Vivienne welcomed everyone to the meeting. There were no apologies

2. Minutes of the 1st November Meeting

These were accepted with a few amendments

3. Matters arising

a) Online Classes

Minna had received a couple of further emails wanting to know more about our members, therefore the meeting decided not to respond or have further contact with them.

b) Update on new bank accounts

Stephanie noted that the new bank account was in place. Members could now pay venue fees and subscriptions using the new account. However, she assumed there would inevitably be some people who will use the wrong account and will not have changed their details but she would contact them if this happened. She promised to put a note in the newsletter to remind people to change their details and would also put something on the rolling news. She also noted that we had now received the £100 fund promised to us from national office for the open day. **Action** Stephanie

4. Reports

a) Finance

Firstly Vivienne wanted to give special thanks to Stephanie for all her hard work in producing the finance report. The draft report to 31 December 2021 had been prepared and circulated before Christmas and the figures had not changed significantly by the year end. No questions were raised on the report.

b) Membership

Anne referred to the report she had sent on membership saying that the membership now stood at 598 and at the year end it is likely to be 600. During 2022/23 it is likely that this will be made up with new members bringing the year end 31.3.23 to approximately 610. It is not known what will happen to groups this coming year so the maintaining of the membership fee to £10 renewal is very pleasing and a real incentive to renew. Members frequently commented to Anne when writing, that the u3a is very good value.

c) Groups

Julie noted that Philosophy 2 and the Travel Group are without a convenor. There was a discussion on the problems of getting people to volunteer as convenors.

5. Masks and Tests

There followed a discussion on lateral flow testing and masks. The committee felt we should be following government guidelines i.e. that members should wear masks when walking around but not when sitting, singing, eating and drinking but that no one should be excluded by the convener. The wording of the U3A in relation to testing has changed and the rule now applies to all members within an interest group. Members should be encouraged to take responsibility for their own health and safety and that of others.

6. AGM Working Party and Feb/Mar Newsletter

Vivienne, Steph and Minna agreed to be in the working party. Minna has done a draft timetable. Vivienne will be away from 19th February until the 8/9th of March and Minna is away 18th February, back on the 10th of March. Other committee members can be requested to help organising the production of documents for the AGM. Documents have to be submitted for committee approval on 7th of March **Action:** Vivienne Stephanie Minna

7. AGM is on 26th of May. Stephanie is drafting something and a meeting will be setup between Stephanie, Vivienne and Minna. A request for new committee members will be put on the newsletter. **Action:** Stephanie

8. Approval to sign our license agreement with the Mint.

The cost of the license remains the same which is very good as the Mint has added streaming to the license. The meeting approved Vivienne and Stephanie signing on behalf of Exeter U3A.

9. Approval of Budget and Membership Fees

Stephanie has sent the budget out for the year end 31st March 20232. She is assuming the same level of member participation as before. Therefore, we can stick with the same subscription and venue fees. She felt that as it was U3A policy not to hold onto reserves of money; that we should be aiming to reduce this amount and the proposed budget achieved this. She referred the meeting to the budget she had circulated. It was generally felt that the subscription fees are very good value for money. The committee unanimously approved the budget and retention of 2022/23 membership fees at the same level as 2021/22.

10. Charging and PFV for one off/start up events in relation to waiting lists

The issue of charging arose due to the waiting list which there had been for the original Talking about Death Group and the decision by Maggie Teuten to try for another workshop, from which a new group could be started. It was pointed out that the workshop would have the advantage of creating an ongoing new group and also that as our U3A has a target of 40% of the cost of running group PFVs, this an acceptable amount.

It was noted that other groups may want to run similar workshops, but that this would happen only infrequently and requests would be looked at on a case by case basis. At the end of a lengthy discussion, it was decided that the Talking about Death Group should be able to continue with the workshop; 18 participants, each paying £2.50. Stephanie would discuss the issue with Maggie Teuten. **Action:** Stephanie

The meeting then went on to discuss waiting lists which exist currently for the Spanish, Philosophy 2 French and Travel. It was questioned whether these lists were 'real' as people tend to sign up for things and then often don't materialise for many reasons. Part of the problem is that members sign up - but if the group is full and there is no convener for the extra people the group cannot start. We need to investigate the situation with waiting lists and Vivienne and Julie would get together to discuss the issue.

Dave also mentioned that he was keen on there being a Thai chi group but this would need someone with experience to run it although he would be willing to assist. **Action:** Vivienne and Julie

11. January Monthly Meeting/ongoing meetings/visitor charges

Visitors to the Monthly Meetings

Anne offered to do the sign in sheet if Minna could send them to her and Hardy had previously offered to create the rolling news on a memory stick, but would not be doing it this month. Viv also offered to speak to Keith about the rolling news and would let Hardy know what was needed in future as Keith did it in the past. Minna would also ask the Mint if we could have the sign in tables in the corridor.

It was noted that as we now have the facility to stream meetings, the January one can still go ahead as usual. Hardy then asked if conveners could use the zoom account and Stephanie said this was acceptable. **Action:** Minna, Anne, Vivienne, Hardy

12. Committee members' holidays

Vivienne plans to be away for February Monthly Meeting and will not be here for the Committee in March, Minna is also away on those dates. Stephanie offered to chair the committee meeting and send out the draft agenda and reports.

13. Any Other Business the meeting agreed to reinstate our paid for Zoom Pro account.

14. Date of Next Meeting

This will be on 7th March

ADDENDUM to the minutes of the Exeter u3a Committee Meeting 4th January.

The committee agreed that there would be no charges made to visitors attending our Monthly Meetings.

The new timings on the Monthly Meetings were agreed. That the meeting should open at 10.00am. The u3a Business would commence at 10.45am and the Speaker would take to the floor at 11.00am or maybe a few minutes earlier if u3a business was complete.

It was agreed that if a Speaker was not quoting a fee but donating to Charity the donation would be £65.00

Vivienne A Watson - Chair Exeter u3a