

EXETER u3a

Minutes of the committee meeting of Monday 7 July 2025

Present: Virginia Rosenfeld (Vice Chair), Anne Barwell, Annabel Nater (Groups Co-ordinator), M.J. Morgan (minutes), Ian Murray (Membership Secretary), Rosie Hydar (Treasurer), Ann Harper (Secretary), Elaine Thornton, Sue Spence

1. Welcome

Virginia chaired the meeting in Terry's absence and welcomed all

2. Apologies for absence

Terry Ancell, Mark Hall, Harriet Smith

3. Declarations of interest

None

4. Minutes of the meeting of 2 June 2025

The minutes were approved

Action: Ann H. to forward to Bob Cottis for the website

5. Matters arising from the minutes of 2 June 2025

- 5.1 6: Use of Zoom by the Science Group: Terry had discussed this with the convenor, who has a private subscription to Zoom (£140.00) as the 40 free minutes are inadequate for a speaker. The Committee could buy a subscription but it was agreed that other options (e.g. Google Meet) should be explored first

Action: Elaine (member of the Science Group) to raise this at their next meeting

- 5.2 8: Use of generic email addresses for committee officers: This is still awaiting discussion with Dave Parsons, as is the use of Sharepoint. Noted that Virginia does not wish to use the generic Vice Chair address. There was a discussion of email issues in general, including Beacon (e.g. bounces, records of mailing etc) and it was agreed that this needs to be a substantive item at a future committee meeting

Action: Ann H. to add this to a committee agenda later in the year. All to gather list of issues with email which need discussing/resolving

- 5.3 10: Future of the Convenors' Cafe: Annabel reported that Shivaun Gammie had circulated a survey to convenors and that there would be a meeting to discuss this in mid-July

- 5.4 10: Speaker team: Terry confirmed by email that a speaker was now arranged for the September meeting. Virginia has details and will put in the July Newsletter

All other actions in the minutes of 2 June had been completed or were on the agenda

6. Regular reports

6.1 Finance: Rosie had circulated, via email, the current account statement and also the final accounts for 2024-2025. The latter reported a c/f balance of £20,508.34

Action: Ann H. to complete return for Charity Commission when requested

It was reported that a receipt book has been bought for use at monthly meetings where members are paying membership/PFV fees etc in cash or by cheque

- 6.2 Membership: Ian had circulated a report via email. Overall there had been a net loss of 80 members. Convenors have been asked to remove lapsed members from their Groups on Beacon. Noted that this can be a problem where convenors don't use Beacon, but cannot be easily resolved

A new members' coffee morning in late June had attracted only one person out of 49 to whom invitations had been sent. Noted that the timing might not be suitable and agreed that perhaps only 2 per year might be held, in autumn and May

There have been requests from some convenors who missed the 'early bird' deadline for the reduced membership rate that their membership still be charged at the lower rate. After discussion, it was agreed that this would be inappropriate and that all members, whatever their role, should pay membership rates in line with the advertised deadline

Action: Terry to contact members affected by this and advise of committee's decision

- 6.3 Groups: Annabel had circulated a report via email and reported convenors having issues with emails to Group members bouncing or going into Spam. Elaine has written some guidance notes for members about how to reduce the occurrence of this, which will be shared via the Newsletter

Action: Virginia to put Elaine's notes into the July Newsletter

- 6.4 Speaker Team: Terry has liaised recently with the team and plans are in hand for the next few monthly meetings

7. Open Day 2025

St Stephen's is booked for Thursday 18 September 9am-3pm for an Open Day to run 10am-2pm. However, following discussion it was agreed that this should be postponed, for two reasons:

(1) The purpose of an Open Day is to showcase what Exeter u3a has to offer and recruit new members. At the moment too many groups are full to fulfil this brief

(2) Time is too short to organise the event adequately. There is a need for a sub-group of the committee to run the event, with an identified leader and time and availability of committee members in August/September does not permit this.

Two issues therefore need discussion at the next committee meeting: (1) recruiting new, additional and co-convenors and (2) identifying a suitable date for an Open Day and a team to organise it. In the interim. St Stephen's to be contacted to see if the booking can be deferred.

Action: Ann H. to put these two items on the next agenda

Action: Rosie to contact St Stephen's to see if booking can be re-negotiated

8. Lapsed convenors/members

Covered under minute 6.2 above

9. Contactless payment

Rosie tabled papers with information about two possible systems to allow contactless payments: Square Terminal and SumUp. The expenses associated with each would be roughly the same: (1) Purchase of the device (c£300) (2) Transaction charges from the supplier (c 1-2%, equating to £60-£100 per year depending on number of transactions) (3) Paper rolls for issuing receipts

Rosie noted that the advantage of SumUp is that while both options use WiFi, SumUp has a built-in SIM as backup.

It was agreed that contactless payments would be a useful option to offer members in addition to BACS/cheque/cash and therefore a SumUp should be purchased. Initially this would be used at monthly meetings to take membership fee payments and PFV payments. If it seems to work well it could be rolled out to Groups which meet at the Mint for making their PFV payments

Action: Rosie to buy SumUp machine for committee members to use at monthly meetings initially

10. A Day at the Races/Okehampton barbecue

It was agreed that offers such as these from other local u3as should be put in the Newsletter

Action: Virginia to add to Newsletter

11. Any other business

None

Date of next meeting: Monday 1 September 2025, 2pm in the Wesley Room at the Mint