



## Buckingham & District U3A

### Minutes

**For the 240th Committee Meeting held at 10:00 am 24 August 2020 via Skype.**

Participating: Martin Paul (Chairman), Lilia Bogle (Vice Chairman), Paddy Collins (Treasurer), Derek Morgan (Webmaster), Lorna Joy (Membership Secretary), Steve Heywood (Group Liaison Officer) and Cliff Dammers (Secretary).

Apologies:

None

Absences

Carolina Kenealey (Newsletter Editor)

The Chairman welcomed the Committee Members and opened the meeting.

The Minutes of the Committee meeting held on 27 July 2020 were approved as submitted.

Matters Arising

The Chairman said that he would ask neighbouring U3A associations what their practice was as to newsletters.

The Open Meeting on 26 August will be conducted via Zoom and is all organised.

The Committee discussed replacements for the retiring Secretary, Membership Secretary and Newsletter Editor. Dorothy Morgan has agreed to serve as Secretary and Cliff Dammers has briefed her on the duties of the position. He will prepare a written job description.

There has not been any progress on the other two positions.

The Committee discussed the annual Group Co-ordinators meeting. The Group Liaison Officer had sent an e-mail question to the Group Co-ordinators asking if they favoured a meeting (in virtual form). He has received 57 responses, 40 yes, 11 no and 6 uncertain.

The Committee decided to fix the date for the meeting as 8 October 2020 at 10:30 am. It will be held via Zoom. The Group Liaison Officer will prepare an agenda and will e-mail the Group Co-ordinators asking them to submit questions in advance. Agenda items will include complying with Third Age Trust guidelines on staying safe in the covid pandemic and advice on restarting group activities.

The Committee discussed future meeting via Zoom or Skype. The Speaker Secretary will investigate whether it is possible to book meetings using the same ID and Password instead of having to create a new link every month.

The Committee noted that the Third Age Trust AGM, scheduled for 29 September 2020, will be held via Zoom. The Chairman and Vice Chairman said they would be prepared to participate. The Secretary will monitor the Third Age Trust's website for notices about the meeting and the deadline to submit the names of the Association's voting representatives.

The Committee confirmed that the Association's AGM would be held, via Zoom, in November 2020. The Constitution requires 5 per cent of the membership to attend for the meeting to be quorate.

The Chairman will be unable to chair the September Open Meeting; the Vice Chairman will chair the meeting.

#### Treasurer's Report

The Treasurer reported that the Association's finances are in good shape. There is a surplus of £7,000 for the current year and there is £20,000 in the bank. Venues, including the Community Centre, are not charging for meetings that are being held virtually.

#### Group Liaison Officer's Report

Many of the Groups are carrying on, with virtual meetings. There is a lot of enthusiasm. Table Tennis intends to resume in September. Groups are complying with the Third Age Trust Guidelines on covid safety and some groups have provided excellent risk assessments.

The Committee discussed the alleged failure of some Group Co-ordinators to forward messages from the Committee.

#### Membership Secretary's Report

Two new members joined during the lockdown period.

The Membership Secretary is working out how to inform members who do not have e-mail the information about the one year deferment of subscriptions.

Some members are due refunds because they overpaid. The Membership Secretary will send a list to the Treasurer so he can pay them.

#### Webmaster's Report

There is been little activity during the past month. The Speaker Secretary reported that some Group Co-ordinators are not forwarding notices of the open meetings to their members.

**The next meeting of the Committee will be held on 21 September 2020 at 10 a.m. via Skype.**

Charity No. 1177534

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