



MINUTES

For the 249th Committee Meeting held at 10.00am Monday 21st June 2021 online via Zoom

1.Present: Lilia Bogle (Chairperson), Howard Mordue (Vice-Chairman), Ann Abraham (Membership Secretary), Steve Heywood (Group Liaison Officer), Roland Simpkins (Speaker Secretary), Robert Winks (deputising for Dorothy Morgan)

2.Apologies: Paddy Collins (Treasurer), Dorothy Morgan (Secretary), Derek Morgan (Webmaster)

3.Absences: None

4.The Minutes of the Meeting held on 24th May 2021 were read and approved.

5.Matter arising:

LB referred to the U3A Day in the **AOB** of the minutes and would expand on this initiative in her report and **HM** reported that the "Volunteer Day" now publicised as Celebrate Buckingham Day on July 10th was likely to be postponed to August or September and would be confirmed in a Town Council meeting later in the evening of 21st June.

6.Chairperson's Report:

LB advised that the Buckingham Summer Festival from 3rd to 10th July was proceeding this year with a reduced capacity of 50% and so sale of tickets at the door could not be guaranteed at all. Prior purchase online was strongly recommended. She undertook to advise U3A members at the forthcoming Open Meeting on 23rd June.

She went on to stress the need to organise the planned re-launch on Wednesday 22nd September although no firm decisions could be taken as the Committee meeting was not quorate.

RS confirmed that the speaker had been booked from 2.30-3.30pm.

LB highlighted the effort required with the design, production and distribution of publicity leaflets. It was envisaged to promote it as U3A Day starting at 10am with the involvement of groups at different tables to illustrate the wide variety of activities available. The major aim was to attract new members and much thought would have to go into the planning and provision of equipment and catering.

A rota of committee members throughout the day was essential. **HM** considered that Facebook and other social media outlets were very current vehicles for advertising the event but also suggested the use of the Town Council website and notifying all Parish clerks for inclusion on all local websites.

All agreed that more in-depth discussion and decision-making would have to take place at the next committee meeting, if not before- (Lilia will convene a subgroup with Howard and Dorothy to discuss the way forward).

7. Treasurer's Report

In the absence of Paddy Collins, the Chairperson confirmed no significant change following his positive report at the May Committee Meeting.

8. Membership Secretary's Report:

AA presented a Summary of membership submitted prior to the meeting which covered the quarter from 20th March to 20th June; she had also included a copy of the membership status report as at 19 March 2021 for reference.

She commented on some of the figures, e.g. it was promising that 10 new members had been acquired despite the limited activity taking place; there was a query on the number of households eligible to receive the TAT magazine; the number of notified deceased members had increased by 3 to 27.

Because the database was a bought in, closed system it was unclear whether she could generate new reports and queries. The number of current members totalled 837.

9. Group Liaison Officer's Report

SH commented that the situation with new groups starting had not changed since his last report but the four-week delay announced on opening up to July 19th would have an impact on group activity.

Some discussion took place on the email sent by Helen Preston, GC for the Recorder group, requesting advice on how to manage the planned split of a beginner group and a more experienced group meeting inside consecutively on a Wednesday morning at a new venue Lace Hill Community Centre; in particular

how the attendance should be recorded administratively, as some members would be playing in both groups and the Group coordinator responsibilities would change.

He requested input from the committee on the response to her queries and **LB** stated that the advice given by the Secretary, Dorothy Morgan, in an email covered all the necessary points: the meeting should be recorded as an official gathering in order to meet U3A insurance requirements; individual risk assessment forms should be completed, not just ones for the venue; government guidance on distancing and maximum permitted numbers must be adhered to. Necessary forms were to be found on the TAT website.

10. Speaker Secretary's Report

RS confirmed that the speaker for the forthcoming Wednesday meeting on 22nd June was all set with the engaging topic of "mad musicians and crazy dancers". He added that the "live" speaker booked for the afternoon of the planned U3A Day in September would fit in well as she was a performance artiste.

11. Webmaster's Report

A clear six-point report had been circulated prior to the meeting. **LB** noted the webmaster's views that Roundcube email from the hosting company package was now functioning satisfactorily. However, Google Workspace was a possible alternative if needed.

HM reported on the meeting with David Hall of Cloudy IT, which was described in the report as "not very helpful". He considered the system proposed to be beyond what the U3A requires at a higher cost than Microsoft 365. The promised quotation mentioned in the report had now been received which **HM** would share with **LB**. It would not be appropriate to attach it to the Minutes.

AA explained how she could now "batch up" email invitations to the Open meetings in one-hour slots which was less stressful and time consuming than before and stopped blocking out other senders. Feedback from members was that fewer emails were going to their spam folder.

RS observed that the sending of emails in bulk was very worthwhile as between 80 to 100 members had been attending the Zoom open meetings and this should be encouraged once Open meetings resume in person.

12. Any other business

SH commented on the need to reiterate the need to refer Helen Preston to the latest National UA guidelines which had already been circulated.

LB noted the possible impact of the Government's delay with the planned easing of restrictions to the 19th July. She stated she would consult with Paddy Collins on the registration of the Association and on the procedure for voting at the AGM of the Third Age Trust. No decision could be taken in committee as it was not quorate. She would then "go to" the AGM with Dorothy Morgan and vote for the Chair and Vice Chair as appropriate.

The request from John Walton on how to donate a collection of Japanese stamps to a member who collected them for Charity. **SH** also mentioned he had quite a few stamps to relinquish. **LB** promised to investigate this with members at the imminent Open meeting.

HM highlighted a request from Friends of Buckingham University to publicise each other's events as they shared a similar membership with the U3A.

RS commented that historically the Association was a closed group and did not engage with other groups in this way. **AA** queried whether there were links to other events on the website. The Chairperson undertook to consult with the Secretary on the Association guidelines.

Referring back to her Report the Membership Secretary raised the question of how the committee would prefer her report to be formatted. **LB** found the numbers to be relevant and useful giving a clear picture of membership changes. (Shortly after the meeting **AA** emailed an updated report of numbers including her own analysis for consideration by the committee as a potential matter arising.)

The meeting closed at 10.45am.

13.Next meeting to be held on Monday 26th July at 10.00 am online via Zoom.

Charity no: 1177534