



## BUCKINGHAM & DISTRICT U3A

### MINUTES

**For the 264<sup>th</sup> Committee Meeting held at 10:00 am Monday 21<sup>st</sup> November 2022 online via Zoom**

**Present:** Lilia Bogle (Chairperson); Paddy Collins (Treasurer); Roland Simpkins (Speaker Secretary); Janti Mistry (Membership Secretary); Mark and Katerina Owen, and Arthur Newman (Group Liaison Officers); Derek Morgan (Webmaster); Dorothy Morgan (Secretary); Sarah Katz (Newsletter Editor).

**Apologies:** Vice Chairman (Howard Mordue)

- 1. Welcome:** The Chairperson welcomed everyone to the meeting, and the apologies were accepted.
- 2. Minutes of the previous Meeting held on Monday 24<sup>th</sup> October 2022:** Approved (subject to amendment of the date of previous meeting to 26<sup>th</sup> September).
- 3. Matters Arising:** See below regarding Christmas Social arrangements.
- 4. Treasurer's Report:** The matter with Bucks CC mentioned in the previous Minutes has been resolved. Accounts have now been examined and published on the web site. We still have a surplus which he is happy with. His shadow Sue Geary will be continuing to assist with the accounts over the next year.
- 5. Membership Secretary's report:** A report had been submitted in advance of the meeting. He has tidied up the database. In summary there are 712 active members. At renewal there were 762 so we have lost approximately 50; however, since July there have been 67 new members. This is averaging 10-12 each month, with another 6 due. We could be back to the same number as in 2019; he will check on the numbers since the last AGM.
- 6. Speaker Secretary's Report:** The arrangements for the Christmas Social are in hand, and RS has arranged for a Quiz to be made available. We just need to organise some prizes for the winning table, such as wine or chocolates, etc. He

would like the Chairperson to meet with the catering team for the Christmas Social event beforehand.

A speaker from Medical Detection dogs is arranged for April next year.

- 7. Group Liaison Officer's Report:** AN reported that there were some new groups now set up, such as Italian, and Opera. Calligraphy needs a new group and leader, but none of the members are keen to take it on. There are 5 on the waiting list. KO suggested they look at an online tutorial on the U3A site, which may help them to get started.

They had a useful meeting with D & D to discuss the way forward with Groups moving to SM. GCs who could manage the process themselves were being encouraged to do so, and those who couldn't are being asked to provide their membership lists, so that it can be done for them. The GLOs will look into organising a small GCs meeting for the New Year to demonstrate the Simple Membership system, and facilitate more group details moving over. There is a useful Powerpoint created by DM which steps users through the process.

They had also attended an online session from National U3A which was about organising Interest Groups. They found it very useful, and many of the other U3As attending had similar issues. One of the ideas was to have a tech buddy for groups, another was to ask for tea helpers and get people interested from then onwards. They were informed that the U3A Insurance apparently covers dementia. It is vital to have people's emergency contact details, this can be done via ICE cards, or via group leaders.

7 GCs have asked for tables at the AGM, to promote their groups. They will arrive before 2.00 p.m. to help set up.

- 8. Newsletter Editor's Report:** SK apologised for not being available but had been travelling for about a month. She has extended the deadline for the next Newsletter to 20<sup>th</sup> January, and has had a few items already. She hoped she would get lots of photos to capture the holiday season. The Committee thanked her for the 2 newsletters she had produced. She will bring printouts of the last one to the meetings.

- 9. Webmaster's Report:** The transfer of group pages over to the Simple Membership site is making some progress, and those who have moved are now redirected from our site, with others still to be done.

He had attended a Regional Meeting on Zoom, with the Regional Trustee and other U3As in the South East area. It was interesting to note that all seem to have problems recruiting GCs. One idea was to get group members together and leave them to decide who was going to lead it, there was no reason several people couldn't do it. Another one was to start the group for them, attend to begin with, and then leave them to it. AN felt it didn't matter who or how many choose to lead

a group; perhaps they could take turns. Other groups have topics chosen and introduced by different members each time, making it more interactive.

People not responding to emails is another common problem for U3As. We do still have some forwarding from Roundcube on our web site.

Another point was regarding people who are members of other U3As, and whether we need to ask for proof of this. Having different renewal dates may cause an issue with this, if someone is a member elsewhere and joins us, perhaps their other membership may lapse before our renewal comes round. Some don't offer a discount for those with membership elsewhere.

Apparently, the national U3A Insurance covers all U3A members anywhere in the country, so would apply when they are visiting another U3A for example.

Many mentioned increased administration called for by the Charity Commission which they felt was difficult to cope with, particularly if they were a small organisation. DM looked into this, and found that there is a change being made to the way Trusts are being recorded by the Charity Commission, which will start early next year. It will require individual Trustees to set up their own accounts. Our contact (Treasurer) should get a message informing them what to do next, once the new process commences, and enable Trustees to see the Admin implications.

#### **10. Any Other Business:**

Final arrangements for AGM on Wednesday 23<sup>rd</sup> November were discussed; the revised Agenda had already been distributed to known attendees. A list will be available at the meeting for signing in; approx. 50 have replied but it is anticipated a few more will turn up on the day. A few printouts of the Agenda and Accounts will be available.

Christmas Social arrangements are in hand; see update above from Speaker Secretary.

New Member coffee mornings – the Committee felt it would be a good idea to set up more of these in the New Year, to involve those who have joined recently.

The question of finding shadows for Committee members needed to be discussed; although there are some already, there are others who don't yet have anyone suitable.

**Next Committee Meeting (265<sup>th</sup>) to be held on Monday 23<sup>rd</sup> January 2023 at 10.00 a.m. via Zoom.**

**Charity No. 1177534**