



BUCKINGHAM & DISTRICT U3A

MINUTES

**For the 274th Committee Meeting held at 10:00 am Monday 20th November 2023
online via Zoom**

Present: Lilia Bogle (Chairperson); Howard Mordue (Vice Chairman); Paddy Collins (Treasurer); Janti Mistry (Membership Secretary); Arthur Newman, Katerina Owen, Mark Owen (Group Liaison Officers); Roland Simpkins (Speaker Secretary); Sheryl Hargreaves; Sue Geary; Steve Warnes, Heather Haydock (12)

Apologies: Sarah Katz, Steve Meakin, Dorothy Morgan

Absences: None

- 1. Welcome:** LB welcomed everyone to the meeting and asked the attendees to introduce themselves.
- 2. Minutes of the previous Meeting held on Monday 23rd October 2023:**
Approved subject to a small amendment in SK's report, under agenda item 6, where the second SK should read SH instead.
- 3. Matters arising:** PC reported that the accounts have been examined and are on the website.
LB reported that an events coordinator has been found – see later.
SW has sent apologies for the AGM and everyone else plans to attend.

AGM – November 2020 AGM minutes will provide the format for this meeting as that was the previous time officers and committee members were elected. LB proposes arranging chairs to the side at the front for new committee members coming on board. Katerina will check numbers attending the AGM; 5% (40 people) required to be quorate, according to the Constitution.

LB will arrange tributes for those who are stepping down.

Regarding election of Trustees and allocation of roles, everyone steps down at the AGM and new Trustees are elected. Trustees may serve for a maximum of 3 years in some roles, and in others a maximum of 6 years. Six existing Trustees are eligible for re-election and have agreed to stand. They are listed on the Agenda, along with 4 new candidates. The maximum number of Trustees is ten. It may be necessary to co-opt anyone not on the

Agenda onto the Committee at the next meeting. Roles such as Vice Chairman will also be confirmed at the next Committee meeting. The appointment of Trustees at the AGM will be led by HM and he will read all the names out en-bloc before asking for a seconder.

Christmas social – LB reported that Meadow Room tearooms will be providing the catering for the social. Jenny Stone will be coming on board as social coordinator but is not available this week to help with the planning. The food will arrive on platters and may be set out as a buffet. There will be a need for some helpers to set up tables and serve tea and coffee. Details such as table decorations can be arranged nearer the date.

HM volunteered to buy wine and fruit juices. Around 85 people will be coming to the social and the caterers will need firm numbers by 4th December.

4. **Treasurer's Report:** PC reported that finances are in good order. PC and DMM will do the Charity Commission return soon after the AGM, then recording changes to Trustees will follow later.
5. **Newsletter Editor's Report:** SH will be taking over from SK as Newsletter Editor and transition plans are in place.
6. **Membership Secretary's report:** JM reported membership numbers have reduced by about 85 during the annual renewal process, which is not unusual. There have been many new members joining including eight in the last four weeks, and JM anticipates being back to normal membership levels by Christmas. There are 2 group co-ordinators on the overdue list, who cannot be automatically lapsed by the system, and JM asked KO and MO to check with them both to see if they plan to renew.

JS proposed to offer Honorary Membership to the 19 members who have been members for 25 or more years. They would not be obliged to pay membership fees but could do so. LB welcomed this proposal. This was approved by the Committee as a local agreement. LB will announce this at the AGM but not read out the list of names.

7. **Speaker Secretary's Report:** No report.
8. **Group Liaison Officer's Report:** MO reported the Science group will have their inaugural meeting on 7th December with a discussion of how the group will proceed, and a talk on the science behind the Covid lateral flow test. Steve Meakin (Technical Support designate) has been very helpful with equipment, e.g. producing a handout on how to use the projector and assisting with the Astronomy group. Science and Astronomy have relocated to the library as there were difficulties with the Royal Latin School bookings.

The Dining group has now been set up on Simple and the GC can now access their group there. Interested people can apply from the group listing.

There will be five tables at the AGM for groups to promote their groups. This idea was

welcomed, and it was suggested that all meetings could include group discussions on tables.

- 9. Webmaster's Report:** DMM provided a brief report as part of the Agenda. She is currently reorganising links and updating our web site to reflect the finalising of groups moving to Simple, as some were going to old pages. She will be doing a bit more housekeeping so as not to duplicate information unnecessarily.

She recently added some resources for Steve Meakin, with details and instructions on the equipment we hold, and will move these onto their own page after the AGM, for easier access by GCs.

A few more spam messages have come in and senders will be blocked, beware of anything asking for you to update your email account etc and please move anything like that into Spam.

- 10. Any Other Business:** JM requested he retains his role for the Simple membership programme so he can support SW – this was approved.

HM thanked the outgoing Committee members.

HM asked for volunteers to help promote U3A at the Buckingham Christmas Fair on 16th December, which is after the Parade. This would involve booking a table and someone to give out leaflets. SH and MO volunteered to help.

SH queried when the next newsletter was due – she thought February. Any photos should be sent to the Newsletter email address.

The meeting closed at 11.05.

Next Committee Meeting (275th) to be held 22nd January 2024 – timing to be confirmed.

Charity No. 1177534