

Great Glen U3A Committee Meeting held on 7 April 2020

- 1. Present:** Robert and Patricia Mansfield, Janet Fanko, Roger Edwards, Bill Maxted, Rachael Snashall, Stella Orbell, Lynda Williams, John Johnson, Elaine Batchelor
The meeting was held as a video-conference, using Zoom, because of the restrictions resulting from the Coronavirus pandemic.
- 2. Committee Memberships**
Proposed by Robert and seconded by Lynda, Elaine Batchelor was co-opted on to the Committee. Robert welcomed her to the meeting.
- 3. The Minutes of Meeting on 3 March 2020 and Matters Arising**
The minutes of the meeting on 3 March 2020 were accepted as an accurate record. Robert thanked Roger for placing colour-coded list of actions arising from the previous meeting. Those with actions not yet completed were asked to progress them in the light of prevailing circumstances. The Group Leaders Meeting had been deferred until the autumn. The House of Commons trip had been cancelled, though it was hoped to rearrange later in the year.
- 4. Future Room Bookings**
Noted that bookings of the Sports Hall and the library had been suspended until further notice, and at the Village Hall and the Methodist Church until end April, subject to review. Agreed that bookings at the latter venues should be suspended until end June - Robert.
- 5. Membership Matters**
Renewals continuing at a slow pace. 103 potential renewals outstanding. Noted that these would be treated as members until 30 June, even if they failed to renew before then. Those who had not renewed before the AGM (see item 7) would be ineligible to attend or vote.
- 6. Finance Matters**
Latest set of accounts received. Noted that Examiner might require some rent for 2020/2021 in the preceding year to be counted as prepayments. This would distort the reported surplus by doubling the figure currently shown. Agreed that it was pointless to set a budget in the light of current uncertainties. Great Glen U3A had sufficient cash to meet immediately foreseeable needs.

7. AGM Arrangements

Noted that Covid-19 had made it impractical to hold this year's AGM in the customary format. An alternative approach, using postal services and internet technology as appropriate, would be necessary. Recommended action, judged to be fully in line with Charity Commission advice was approved as follows.

- To defer the AGM until Tuesday 9 June 2020 at 10.30 a.m. in order to allow sufficient time to prepare, produce, distribute, receive and analyse communications with members both on email and without internet access.
- To agree to amend the Constitution, subject to formal approval by the Charity Commission, by inserting the paragraphs below, and in the meantime to give notice to members of the intended changes, and to take action as if such changes had been formally approved:

"5.1.1 If it is for any reason, such as an epidemic, judged by the Committee impractical to hold a physical Annual General Meeting, the Committee will take such steps as it deems most practical and inclusive, to obtain prior to the meeting through the agency of postal services and internet technology the views and decisions of members. The number of those deemed to be present, and thereby counting towards the quorum, shall be the number who have returned the voting form to the designated recipient by the date indicated.

5.1.2 Up to a maximum of 10 members may, with the prior consent of the Chairman and subject to the availability of suitable communications technology, attend the Annual General Meeting and any adjourned Annual General Meeting remotely and be counted towards the quorum.

5.1.3 In the event of failure to achieve a quorum, the Annual General Meeting shall be adjourned. Notice of an adjourned meeting shall be provided not less than seven days in advance. The quorum at the adjourned meeting shall be the number of members present. The adjourned meeting shall have the full powers of a quorate Annual General Meeting."

These amendments to be submitted to a future normally constituted General Meeting subject to prior formal approval from the Charity Commission.

8. Group Co-ordinator's Report

Action by various groups to maintain activity and engagement noted and commended. John to contact other Group Leaders, as appropriate, to offer support and

encourage them to look within their groups for members with the IT and other skills who could assist.

9. Recognition Statement

Elaine thanked for a thought-provoking paper, which required significant discussion and development, to be held over to a later date.

10. Network Matters / Correspondence

Report from Stella on recent communication with the Network noted with thanks.
No action needed.

11. Newsletter

Lynda had put in place arrangements to ensure delivery of newsletters to those on email. Paper copies (including the large print versions) would be produced for all members not on email and delivered by hand to those in *Great Glen* and *Oadby* and by post to the remainder.

12. Date and Time of Next Meeting: Tuesday 5 May 2020 at 2.15 p.m. (video-conference)

13. AOB

There was no other urgent business