

Minutes of a Meeting of Great Glen U3A Committee held on 4 August 2020

1. **Present:** Robert and Patricia Mansfield, Roger Edwards, Bill Maxted, John Johnson, Lynda Williams, Janet Franko, Peter Russell, Elaine Batchelor
2. **Apologies:** Rachael Snashall.
3. **Resignation:** The Chair regretfully accepted a resignation from Rachel who has sadly had to step down from the Committee owing to changes in personal circumstances.
4. The **Minutes of a meeting held on 7 July 2020** were agreed as a correct record. The **Minutes of AGM 2020** were agreed as a correct record.

5. Matters Arising

Actions had generally been taken as indicated. The following points were noted.

- Webmaster purchased two Zoom Pro licenses. Eric Orbell would use Peter Russell's licence. Alan Mawby had expressed interest also. Roger to invite Alan to discuss with Peter Russell
- **Group Leaders to be contacted before monthly meeting to encourage attendance.**
- **Chair to finalise processes for co-hosting zoom monthly meeting** with Peter Russell.
- **Chair to confirm attendance at Network meeting** with new Network Co-ordinator.
- **Chair to consider clash between Network and monthly meeting.**
- List of Groups using zoom in the newsletter - now to include Thursday Book Group.

6. Membership Matters:

Paper B presented. There are 361 current members. Discussion on the future requirements for all members and Group Leaders in relation to Covid 19.

- **Generic guidance to be reviewed and communicated to all group leaders regarding registers, payment, pre-booking attendance, risk assessment process and responsibilities of landlords and members.**

7. Finance Matters:

Money in bank £13,000. Paper C presented. Discussion on the potential impact of not being able to open some or all activities.

8. August Monthly Meeting

Fools Gold are booked. For the August monthly meeting. 40+ members to date have asked to be included on the invitation list. Webmaster and Chair will co-host. The

meeting will open at 10.30 a.m. and Fools Gold will begin at 10.45 a.m. Webmaster will coordinate questions/comments on Zoom.

- Speaker Coordinator to clarify method of payment to Fools Gold.

9. Future Monthly Meetings

Speakers booked for 8 September, 6 October and 10 November.

- Speaker Coordinator to book speakers for January, February and March using Zoom and organise payments, BACS transfers preferred.

10. Christmas Event

A speaker has been booked for the December meeting. Writing for Pleasure Group planning series of linked humorous pieces.

- Chair/Speaker Coordinator to contact members who may be willing to offer Zoom-based entertainment and confirm length of time for speaker.

11. Group Co-ordinator's Report:

Discussion on different groups preparing to meet. Thursday Book Group is going to meet via Zoom. Table Tennis meetings are dependent on organising future use of Sports Hall. Walking group is meeting on August 25.

- Group Coordinator to read and discuss at appropriate times with Group Leaders the risk assessment form from TAT.

12. Gift Aid:

Discussion on the impact of impending loss of Gift Aid income which arises from 2/3^{rds} of group meeting fees.

13. Business Secretary Report:

- Paper D presented and agreed.
- TAT AGM Resolutions discussed. Chair to submit decision to vote for 50p increase to £4 per member.
- Network Matters / Correspondence: received and distributed copies of newsletters from TAT, East Midlands Trustee newsletter. TAT provided copy of new music licence.

14. Newsletter:

Newsletter to go out this weekend and will include 5 entries to date for the garden photo competition and information about the future Zoom monthly meetings.

15. Next Meeting (Tuesday 1 September 2020 at 2.15 p.m.)

16. Any other Urgent Business

There was no other urgent business. The meeting closed at 4.00 p.m.