

## **Basingstoke – Old Basing u3a Committee Meeting**

**1<sup>st</sup> March 2022**

**Via Zoom**

**Attending: Rod Marshall, Janet & Richard Field, Sue Seamour, Linda Wain, Madeline Hussey, Janice Vaughan, Liz Horner, Marie White and Audrey Bird**

- 1. Apologies for absence** – Margaret Hayes
- 2. Approval of Meeting Minutes 13<sup>th</sup> January 2022** – The minutes were approved and will be signed at a later date.
- 3. Open Actions** – The Marketing budget is still to be decided. Richard's training on Beacon will be underway soon. The card reader has been purchased.
- 4. Treasurer's Report / Finance** – Sue had circulated the latest Treasurer's Report and the Financial Statement to the Committee prior to the meeting. We now have 720 members, 70 more than budgeted for, which has generated £2,800 more in income. With everything taken out so far, we have £19,000 this year in excess of our target reserves. Sue said the Committee needs to decide how this money is to be used. We could reduce the membership fee for the coming year but it was felt this may cause problems, as it had previously, when we lost a lot of members once the fee was increased back to normal the following year. Sue emphasised that this money can only be spent once; it is capital, not income. Audrey suggested that we have a Year Book printed. Linda suggested a social function. Janet mentioned updating kit used by several Groups and going through the assets register to see what equipment might need updating. There was a lot of discussion and following this Madeline suggested that we should wait a while before making any final decisions. Sue stressed again that this is a one off and agreed that it should be discussed more fully before any decision is made.

**Budget for Marketing and 8. Marketing meeting feedback** - Madeline is worried about marketing Groups where there are waiting lists. Needles and Pins are one of the Groups with this problem and suggested that maybe we train more Group Leaders, so that some Groups could have extra sessions. Richard then pointed out that although this would be a good idea and encourage more members to the u3a, we would have to consider costs for extra venues. Madeline said she is unhappy to advertise Groups if we are unable to offer places on those Groups. Janet said we should go through all the Groups with waiting lists and she felt we are sending out mixed messages. She feels that some sort of strategy needs to be put in place. Rod said if we could get more people to run more Groups this would help. Sue confirmed that she would have a better idea of budgets at the end of May. Linda raised the question of cost of fees for members joining at the end of February and Rod confirmed that payment of £25 is only for members joining from 1<sup>st</sup> March. He also agreed that a decision on our excess funds should be made at a later date.

**Funding of expensive Groups** – There are several options, including having alternate face to face and Zoom meetings, meeting less frequently, Groups funding additional meetings, or changing venues. Richard commented that there was little difference between the costs of different venues. No decisions had been made at the Group Leaders Meeting yesterday. It was decided to reinstate the Groups sub-committee made up of Richard, Madeline, Marie, Sue and maybe Margaret to discuss this further.

5. **Review and agree budget for monthly meetings** – After discussion it was decided that Linda will let Sue know the proposed budget for future monthly meetings. Linda has provided Sue with the expenditure so far. Rod has found that we may be able to obtain a grant of up to £200 for an Open Day and there is a potential £500 for exhibition or local u3a networking. Grants are available no more than once every two years. There was some disagreement as to whether or not Festival Place is a good place to try promoting ourselves but the Discovery Centre or the Willis Museum might be suitable options.
6. **Succession planning responses** – Rod has only had one positive response for the positions on the Committee which will soon become available and that is for the Business Secretary role. It was suggested that Ray Wilshaw, who audits our accounts, may be interested in the Treasurer role. Sue didn't think that he would be keen to take up the role but Linda knows him and will ask if he would be happy to do it. A few years ago, Margaret apparently had a few names that expressed an interest in taking this on, so we will get the names from her and follow this up.
7. **Monthly Meeting Role** – Audrey feels we should go back to making the monthly meetings more member friendly, perhaps with presentations from Group Leaders telling members about their Groups rather than just having named speakers. She said that Joyce was a good example as she has 200 members in her Group who have many outings and holidays and would encourage members to participate. She suggested that Joyce does a presentation at the April meeting but Linda has already got a speaker for that meeting. Joyce will therefore be invited to present to the May meeting. Marie explained how the monthly meetings used to be run and Madeline suggested that maybe we should revert to our meetings being more member interactive.
9. **Healthy ageing network meeting feedback** – Janet and Richard attended a Zoom call and it was covering a lot of different agencies but not really relevant to the u3a. The only benefit for us was for promotional purposes. Richard has done a presentation that can be used showing out connection with a healthy lifestyle and, overall, it was felt that it wouldn't serve any other purpose for us to attend these meetings in future.
10. **u3a online tutorials** – Janet reported that there are 3 main tutorials which may be beneficial to members taking up positions on the Committee and it is possible to dip in and out of these. The main two are Treasurer and Group Convenor positions.

- 11. Beacon Update** – Liz is more or less up to date with adding new members but there is a problem with one lady. Janice has come across a problem with Beacon but Liz will get together with her to sort this out.
- 12. A.O.B** – Richard asked if Sue was happy for him to speak to Group Leaders and ask if there are any articles that need to be replaced and Sue agreed this. Sue also confirmed that she does not wish to continue with the position of Treasurer on the Committee after the end of this u3a year.
- 13. Date of next Meeting** – 14<sup>th</sup> April 2022 at Christ Church, at 9:30am

**Actions – Liz to train Richard on Beacon**

**Linda to give proposed budget to Sue for monthly meetings**

**Linda to speak to Ray Wilshaw re Treasurer Position**

**Rod to ask Margaret who expressed an interest in the Treasurer post previously**

**Audrey to speak to Joyce about presentation for May Meeting**

**Janice to speak to Liz about problem on Beacon**

**Richard to determine any articles that need to be replaced**