

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

**Tuesday 1<sup>st</sup> June 2021**

**Via Zoom**

**Attending:** Rod Marshall, Margaret Hayes, Marie White, Liz Horner, Linda Wain, Janet & Richard Field, Sue Seamour, Madeline Hussey

In attendance: Judith Neville, Janice Vaughan

- 1. Apologies for Absence:** Hema Krishna (from “In attendance”)
- 2. Approval of Meeting Minutes 29<sup>th</sup> April 2021:** Rod pointed out that the sixth Action Point should have ended “... ready for adoption”. The minutes were otherwise agreed and will be signed at a later date.
- 3. Open Actions:**
  - Rod – nothing further so far on Short Bowls
  - Margaret and Liz – Creative Writing still to be added to Beacon
  - Liz and Linda – Double entries yet to be finished
  - Margaret – to send Groups for deletion and copy to Sue
- 4. Treasurer’s Report:** Sue hasn’t been through the end of year report as yet, but when finalised and Ray Wilshire has verified, she will send a copy to Richard to be entered on to the website. At present we have £32,989.85. Sue has budgeted on the basis that we have 650 members. If we charge £40 for membership then we will come out with a shortfall of £6,000 which we can cope with this year but we have to maintain or increase membership. Rod said that it is anybody’s guess as to how many members will rejoin in September. Walking Football have 6 sessions booked and Gardening have 3 sessions booked. Group Leaders should check with Sue before making any bookings so that she is not budgeting “in the “dark” with new groups. Rod confirmed that Sue must be kept up to date with Group activities. Sue anticipates that some Groups will have extra sessions in August and this also should be reported to her for cost of venues. We still need to pay for Bridge and other invoices including Everest. Rod raised the point as to whether we need to stick to the academic year for activities but it was decided that this would be discussed at another meeting. Madeline felt that for this year it is important to carry on in August and it would be advantageous for us to do so.
- 5. Re-opening Groups:** Margaret confirmed that most Groups are not planning to re-open until September. Groups that meet outside have no expenses, some will meet in gardens but most don’t want to meet in venues. Mel McMahon is going to St Andrew’s this week to see about starting up the Board Games and Quiz Groups. Needles and Pins members may only meet once a month for the time being. Rod asked for any changes to be passed to Richard so that members can keep informed via the website as well as in other ways.

Some venues are saying that we must use larger rooms and Risk Assessments have to be completed. Sue must be told first before anything is booked and Rod will back Sue if we can't afford the cost.

- 6. Picnics in the Park:** Janet had suggested "goodie bags" be given out as a gesture for sticking with us this year and for encouraging new members. She has priced up cakes, crisps and biscuits for 100 people at £110, which Sue agreed was okay. We will need to estimate how many people will attend, maybe bringing their own lunch and drink depending on what time these events start. The dates are Popley 3<sup>rd</sup> August with 12<sup>th</sup> as a back-up and Stratton Park 10<sup>th</sup> August with 19<sup>th</sup> as a back-up.

Linda has contacted the Council who have agreed that we can use these open spaces. She has given them a copy of our Liability Insurance and we must cancel 12<sup>th</sup> and 19<sup>th</sup> if not needed.

Madeline asked if we could encourage Members who know someone who might be interested in joining the u3a to bring them along to the event. All thought this was a good idea, so Madeline will arrange a Marketing Meeting to discuss this further.

Rod had noticed on the u3a National website, under their merchandise section", T-shirts and polo shorts and he wondered if any Committee would be interested in getting one. Each would purchase their own but Rod would be happy to do a bulk order. Everyone seemed to think this was a good idea and could be good from a marketing point of view. Judith wondered if they could be worn for Netball. Richard has already purchased blue and yellow bibs for Walking Football. Linda asked if the members of Needles and Pins would be willing to make bands if we supplied the material. This was also considered a good idea but Janice pointed out that for Netball the bands could cause problems for players. This will be discussed further at the next Marketing Meeting. Rod will screen-shot the merchandise page and send to the Committee members.

Janice suggested that we take leaflets to the events to distribute which she is quite happy to do.

Rod asked whether the committee supported the idea of getting vinyl car stickers and suggested that Committee members look at the various designs and email him their thoughts on this. There seemed to be a preference for the larger of the two sizes considered – a diameter of 10cm.

- 7. Venues Sub-Committee Members:** Richard, Margaret, Sue and Marie are happy to proceed with this.
- 8. AGM:** Janet confirmed that we are all prepared for this as regards to paperwork. She doesn't think the new Constitution will be a problem. Janet will work with Sue as regards the accounts. The information is being put on the website together with the new Constitution. Janet will post information to members who are not on email. The Samaritans talk will begin at 2p.m and

the AGM will commence at 2.45p.m. Judith and Janice are to let Janet know if they want to put their names forward for election to the Committee.

Madeline left the meeting.

**9. Beacon Administrator – Additional Resource:** Richard mentioned that we should have back-up for key Committee administrator roles. Rod said that the new Constitution states that no Committee member can serve more than 9 years. Liz will reach this limit later this year and Linda will be caught by it next year (assuming we adopt the new Constitution), so we need to vote in the new Committee at the AGM before we vote on the new Constitution. It was generally felt that we should have deputies for the posts of the Committee members but Marie pointed out that anyone who takes on a deputy role really needs to shadow the present holder for a year. Janet has changed the title of Programme Secretary to Monthly Meeting Secretary to make the description more accurate and hopefully more appealing to members. Margaret said that she is happy to deputise for Liz regarding Beacon and they will get together to discuss this. Richard said that maybe this is something the Committee members can take away and think about what roles they would be happy to deputise for. Marie said that Linda has made the Programme Secretary role her own over the years and wondered if it could be streamed down. Linda outlined what is involved with the role and Marie suggested that maybe a sub-committee could be formed to take over some of the tasks from Linda. Sue mentioned that Finance and Membership Secretary overlap therefore she could perhaps help out in some respects also Liz could help out also. Rod gave his thanks to Linda for keeping us going and helping us through this past very challenging year.

**10. A.O.B:** It was suggested months ago that members who are on benefits could be offered a reduced membership fee Rod said that if we make it clear that the information provided would be completely confidential, it might encourage those who currently find it difficult to be able to afford to join the u3a. Janet said that we would have to specify which benefits would be included. Rod will email all Committee members about this. Margaret will arrange a Group Leader meeting for the end of June after the Government Guidelines are made clear.

**11. Date of Next Meeting:** 27<sup>th</sup> July 2021, starting at 09:30.

**Brenda informed the Committee that she is due to attend a wedding on 14<sup>th</sup> July 2021 when the AGM is taking place, so will not be available to take the minutes of that meeting. If the wedding is not able to go ahead, she will let Rod know.**