

Minutes of Zoom Committee Meeting held on 31 Mar 2021 at 10.30 am

Attending: Jenny Crump (Chair)
Val Egerton
Marian Corbishley
Helen Wainwright
Marj Povey
Chris Beesley
Michael Prince
Ann Mundy
Richard Moore
Alan Mendelson
Roy Scott

Apologies: Dawn Maley
Walt Jaggli
Trish Boit

1. Minutes of previous meeting from 17 Feb 2021

Addendum Item 3: Wording to be changed from “proposed.....” to “Alan has raised the matter of membership payments taking into account virtual members. A flat fee of £40 has been suggested.”

Accepted as a true and accurate record with these changes

2. Matters Arising

These were addressed by the agenda

3 Membership number

Membership renewals for the period 1 Jan 2021 to 31 Dec 2021 had not taken place in November 2020 so the number of members on the books in March 2021 is unknown. We will need to do a best estimate in order to determine a membership figure to submit to the Third Age Trust who are still requiring the de capital subscription payment despite our U3A having been closed for 12 months from March 2020. All the members on email, 750 people, were sent a mailshot asking them if they would be rejoining Cheadle U3A in 2021. 554 people opened the email and 497 people replied. Of these 467 people replied “Yes”, they would rejoin. There were 890 members on the books at the end of 2020. Taking the people contacted by email as representative of the whole membership the projected number of members on the books in March 2021 is therefore estimated to be 890* 467/750 = 554. It was agreed to submit a figure of 554, this, from previous data is approximately the number we would expect after membership renewals.

Action: Marion

4 Guild Hall storage fee

The Guild hall rejected our first offer and have suggested a sum of £335 to £670 to store our equipment We need to clarify what period this is for. When the Guild hall reopens we need to ensure that this storage cost is included in the rental. The Guild Hall have been using our WIFI which could be used as a negotiation of required. It was agreed to offer £30 per month to be applied retrospectively from the time that we were not paying the Guild hall rent which was March 2020.

We should also ask if other groups have been asked to contribute. The limit of the offer was agreed as £35 per month.

Action: Helen

5 Executive Reports

5.1 Membership Secretary Report

Alan is still getting enquiries re membership. Enquiries are being added to the database but no payment is being taken.

5.2 Group Coordinators report

Since the last Meeting Helen has spoken to every group leader.

As at the beginning of Covid in 2020, there were 60 groups, plus Coffee Morning, run by 49 group leaders.

Of these 49 Group Leaders, 10 (15 groups) have been holding Zoom meetings, either for chat or holding their group meetings. All of these are keen to get back to face-to-face meetings for the social aspect and because they know it excludes the members who do not have wi-fi facilities. Steven Booth has been organising the u3a licence and programmes, as well as Coffee Mornings, Quizzes and chat sessions. This has been very popular.

The Zoom meetings have been very beneficial to many members but there are many who cannot access virtual meetings. Alan suggested that Walter could send out an email to see if any wish to continue to run virtual meetings once groups resume face to face meetings. The Zoom licence is paid until November. It was decided that over the next few months we will keep reviewing the need to continue with Zoom. If we do there will need to be a mechanism to collect a group fee at a Zoom meeting.

Groups News

5 Group Leaders have decided to finish. These are:

Cedric & Jean Wilkinson – **Country Dancing**; There may be someone who could take over the group. With Chris B.'s help, we are working on this (thanks, Chris)

Lynn Smith – **Basic Computers**;

Alan Mendelson – **Short Walks**; Seeking new leader

Grace Hughes – **Tai Chi**. (Thursday session). May be someone to take over. Grace will have a very special birthday on 23rd March.

Shanty Singing – Barry Barnett will not be continuing to run this group.

Guitar Group – is a new group and will need to be promoted again. Peter Moss has kept in touch with those who signed up and sent out regular information.

Reading for Pleasure Groups 1 and 2 Lesley Hall will continue on Zoom until the New Year.

Helen is in contact with some venues. We would be able to take up venues where we left off, but that will need to be confirmed when we are “released”! I think most group leaders are looking at September at the earliest, possibly the end of that month to allow for the summer break – especially this year!

Everyone is aware that there may be special conditions to using premises and that some work will need to be done.

RECRUITMENT AND RETENTION CONFERENCE

Helen attended a u3a Conference on the above and It was interesting and she felt that we are ahead of a lot of other u3a's. Points helen would highlight as discussion points are:

- We have a lot more groups than other u3a's and we meet weekly in a lot of cases. Others have just monthly meetings, often specialist talks.
- Variety of subjects – strength is the diversity of the groups.
- Appeal to younger eligible people (i.e. we may appear like a load of “oldies”?)
- Promotion – do people know we exist?
- We already have a strong stable management structure working together.
- We can have our u3a day anytime.
- Use of central resources??

5.3 Treasurers report

We have £5,500 in the current account residual from the 2020 subscription. We currently have £2,500 of this committed for expenditure plus the Guild hall storage fee, yet to be agreed. No money has been taken from the reserves.

A separate meeting needs to take place to discuss finances, particularly how to collect the group subscription.

Action: Helen, Jenny, Alan and Marian.

A request from Lesley hall for £60 to pay for the library book loan was approved. Please submit an expense form to Marian.

Action: Helen

5.4 Website

Walter was thanked for his work on the website.

The committee have requested the following changes:

Remove the word emergency from the Covid notice. Make the virtual activities more prominent.

A revision will be drafted and sent to Walter

Action: Ann

5.5 Chairman's report

Jenny had attended the national meeting which was conducted by Zoom using virtual meeting rooms.

6 Virtual coffee morning

This will be run again on April 10th. The first one was not very well attended. The notice will be added to enews.

7 Reopening activities

Steven Booth has suggested that the committee publishes a timeline for reopening. This was discussed at some length. There were 2 options proposed:

- 1) It was suggested that the committee write to group leaders setting out a road map based on the government's earliest date Spring 2021 roadmap explaining when their groups can reopen and the steps required in order for them to reopen if they wish.
- 2) Another suggestion was to tell members that we will wait until September to reopen but be aware that members will meet other members of their groups to carry out their activities outside the u3a official schedule.

This was put to a vote and option one agreed. It was felt important that the membership are aware that the committee are moving forward and planning for reopening.

Helen will draft a letter to Group Leaders explaining the decisions and dates for reopening and the requirements. A risk assessment will be needed.

Action: Helen

The payment of the group fee was discussed. Handling cash will be difficult and we may not be able to go back to our old procedure. The possibility of Group leaders having a paying in book to pay the group fee directly into the bank was raised again. The option of a set fee of £40 was also raised. A finance meeting to be arranged to discuss this.

Arranged for Thursday 8 April by Zoom.

Jenny to set up.

Action: Jenny, Marian

8 Safeguarding

The policies are still in need of review – to be left on the agenda. Marj to be asked to lead on this and draft a revision to the existing policies.

Action: Jenny/Marj

4 DATE OF NEXT MEETING

Weds 21 April 2021 at 10 am