



SANDBACH AND DISTRICT U3A
U3A Committee Planning Meeting 19th October 2020

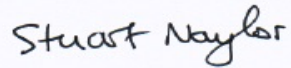
Held under lockdown using Zoom remote meeting software

	Meeting commenced at 9.30am.	
1	<p>PRESENT Arnie Laing, Kevin Dean, Barrie Hacking, Sandy Boyle, Pam Thomas, Paula Reilly-Cooper, Don Rickards, Alice Holmes, Richard Thorne, Tricia Naylor Budd, Stuart Naylor, Linda Bilsborrow (Observer), Sue Jones (Observer), Alan Casey (joined 10am)</p> <p>Arnie welcomed Linda again as an observer for a second Committee Planning Meeting and Sue attending for the first time.</p>	
2	<p>MINUTES OF SEPTEMBER MEETING: These were accepted as a true record, proposed by Kevin and seconded by Sandy. All agreed. There were no matters arising.</p>	
3	<p>2020 AGM planning: Everyone had received the action plan update. The time scale gives plenty of time for members to reply and we should have no problem achieving a quorum. Kevin has the postal copies ready to be sent out. He has included detailed instructions for returning them. The cost of postage is £79.20 and costs are generally lower this year with no hire of the town hall, speaker, teas etc.</p> <p>Arnie pointed out that we may get various queries when the responses come in and it was agreed that any response should go from the committee rather than an individual. Sandy suggested that we draft a general reply to cover similar points raised. Stuart will call a brief meeting once replies are in at the beginning of November.</p>	Stuart
4	<p>Covid-19 update: The most recent government guidelines re-enforce that we are on the right track keeping 'exercise' classes going where possible. Stuart asked if some group leaders are not wanting or prepared to continue in that role at the moment, would it be possible to find replacements? Paula pointed out that members are very loyal to their instructors, who are all very good, and so members prefer to stay with them.</p> <p>Arnie pointed out that St. Peter's hall is under-used. However, Paula pointed out that it is carpeted which makes it unsuitable for certain activities.</p> <p>Linda has agreed to take over the future Weekly Update from Kevin, who agreed to mentor her as she gets familiar with the role and what is required. Arnie suggested that similar to him Linda could register to get 'alerts' from the police, Fire Service and those of East Cheshire etc, and could also use items from the national newsletter and up-to-date information about Covid.</p>	Kevin/Linda
5	<p>Membership Renewal: About three quarters of members have renewed. There are two weeks left to renew with about 350 still outstanding from those of 2019/20. Within that number there are 8 group leaders have also not yet renewed, which may result in their groups not continuing. On this point Arnie stressed the need for groups to have deputies to cover this sort of eventuality, as well as illness, holidays etc. Kevin to mention in the Weekly Update that there are only two weeks left to renew, particularly if people wish to vote in the AGM. However, it was agreed that membership was doing well at this difficult time and Sandy reminded us that we have actually had some brand new members!</p>	Kevin
6	<p>Finance: Richard reported that there is some income from groups that are running, so the bank balance is going up! There are no outgoings apart from one or two small</p>	

	<p>amounts outstanding (postage etc.). Following the special committee meeting held on 17th October, the relevant minute has now been submitted to the Nat West and hopefully the amendment to signatories will subsequently be resolved.</p> <p>As people move more towards bank transfers the need for bank books for groups may decrease. Pam pointed out how in addition to online PayPal subscription payments, the card reader helped at the membership renewal sessions held at Sandbach Rugby Club.</p>	
	<p>Possible fee for Zoom meetings: It was agreed that a charge should be set to cover costs, for example the accompanist for the choir. Any group would need to cover additional costs. Paula has been approached by several groups interested in using a paid Zoom service so longer sessions can be run. She had been told that Holmes Chapel U3A have a shared paid Zoom subscription which group leaders can tap into. Richard pointed out the need to be careful not to breach any terms and conditions of use agreement with Zoom in relation to sharing passwords etc.</p> <p>Louise Adams is willing to take on managing a paid Zoom account provided she is reimbursed by U3A. Stuart suggested that we should offer this as the cost is only £14 per month. Paula proposed that this should go ahead as a trial; seconded by Don. Tricia to write formally to Louise informing her of the committee's decision. Stuart will put together a guidance for the use of this paid Zoom account showing the restrictions etc. Paula will contact group leaders to say that we are trialing the use of paid Zoom for groups and we can then assess the demand. It may be that we need more than one Zoom account. Linda questioned if a timetable of when Zoom might be required would be useful. Alan confirmed that the one on Swish would not be suitable so to get started a spreadsheet would need to be developed first.</p> <p>Arnie suggested checking with either the Third Age Trust national office or the North West Region Executive as they have someone who advises groups on the use of Zoom.</p>	<p>Tricia</p> <p>Stuart</p> <p>Paula</p>
<p>7</p>	<p>AOB:</p> <p>Emails from a member about Sandbach U3A still charging full subscription of £10 for 2020/21 whe pre Lockdown service still not fully running: All agreed Stuart to draft a response and send to all committee members for their comments/approval prior to this being issued.</p> <p>*U3A rebranding: Arnie pointed out that this was done as part of a long term development plan, trying to attract new younger members. We are not obliged to use the new Third Age Trust logo and it was decided after discussion to retain our own unique logo for Sandbach and District U3A.</p> <p>*Dementia Friendly Sandbach: Arnie, in addition to leaving the U3A committee at the AGM, is stepping down as the representative from Sandbach U3A. He asked committee members to consider if they would be willing to take on this role.</p> <p>*Sandbach Concert Series: Tricia asked if it might be possible to advertise forthcoming concerts in our weekly updates. Alan wondered if this might lead to lots of non U3A groups wanting to advertise with us. Stuart pointed out that the Concert Series is local and is a charity and so meets with the terms of our constitution enabling us to support like minded charitable groups. It was felt that at this difficult time it was something else for people to enjoy and benefit from. All agreed. Tricia to send details to Kevin.</p> <p>*Amazon Smile: Arnie explained that when you spend with Amazon Smile you can elect a favoured charity who will receive a donation based on how much you spend. Some committee members already do this and Linda pointed out that there are quite a lot of people who are not pro Amazon and would not be interested or possibly even upset by this type of promotion. Richard stated that it would add some complexity to our accounting system and link us with a commercial organization. After some discussion it was unanimously agreed not to pursue this.</p>	<p>Stuart</p> <p>All</p> <p>Tricia</p>

	<p>Pam offered photos for inclusion in the Weekly Update but Kevin explained that they are difficult to fit into the layout.</p> <p>Arnie reminded us of the need to write to Sandbach Rugby Club to thank them for allowing us the use of the marquee for registration mornings. He then went on to say that this was his last meeting as Chair and member of the committee. Stuart thanked him for all his hard work and for steering the committee so well through such a difficult and challenging period, which at time must have felt like fighting through a vat of custard!</p>	Arnie/Tricia
	<p>Meeting closed at 11.09 am.</p>	
	<p>Next meeting: AGM by Zoom at 9.30 on Monday 16th November 2020 to be followed immediately by Committee meeting, also by Zoom.</p>	

Signed:



Date: 16th November 2020