

Furness U3A Committee

CONFIRMED MINUTES of the Meeting held at the Gifferay Room, Ulverston Methodist Church on 9th January 2024

1 PRESENT:

Julie Amos, Janet Barlow, Chris Butler, Harry Knowles, Richard Lewis, Linda Marshall
Neil McLaughlin Cook, Ann Wilson and Julie Wilson.

2 APOLOGIES:

Gary Thompson.

3 MINUTES OF THE MEETING HELD ON 12TH DECEMBER

The Minutes (previously circulated) were formally agreed.

ACTION

Neil to send Ann the confirmed version.

4 ANY MATTERS ARISING FROM THE MINUTES THAT ARE NOT COVERED IN THE AGENDA

- 4.1 Neil had invited the magician to perform at the 2024 Christmas Social, but had not yet received a reply.
- 4.2 Neil had emailed the revised Incident Report Form and Risk Guidance for Walking Groups. Subsequently, the leaders of the Friday Walkers Group had suggested that the new section about finding out whether any walkers have first aid training should be moved to later in the document, just before the new advice on whether to call an ambulance. After carefully considering the matter, the Committee **AGREED** not to revise the document at this stage, but to take the suggestion into account when the document was next reviewed.

- 4.3 Neil had asked the Coronation Hall whether they had the u3a flipchart. It was confirmed that the hall does have some flipcharts, but they are not marked as belonging to Furness u3a. The Committee **AGREED** not to pursue the matter further.
- 4.4 All other Actions had either been undertaken or were discussed under items 5-10 below.

5 ULVERSTON CORONATION HALL

The Coronation Hall re-opened under new management on 8th January, and Neil has booked the hall for our monthly meetings in February, April, May, June, July, September and October 2024, and for the December 2024 Christmas Social. However, the hall is not available for our monthly meetings on the second Tuesdays of March and November, although it would be available on the first Tuesdays instead.

The Committee **AGREED** that Neil should book the hall for the November meeting on 5th, instead of 12th November

ACTION

Neil to book the Coronation Hall for Tuesday 5th November 2024.

The March meeting is also the AGM, and the Committee **AGREED** that it, if possible, it would be preferable to keep the AGM on 12th March, but to hold the event in Ulverston Parish Church, which had been used successfully for the January speaker meeting.

ACTION

Neil to try to book the Parish Church Tuesday 12th March 2024.

Harry to find whether the March speaker would be available on 5th March, in the event of the Parish Church not being available on 12th.

More generally, the Committee noted that the booking fee at the Parish Church was currently much lower than at the Coronation Hall. However, pricing at the Coronation Hall might change as a result of the desire of the Westmorland and Furness Council to encourage greater community use of the venue. Therefore it was **AGREED** to defer a decision about the location of monthly meetings beyond 2024 until further clarity had emerged about future pricing at the Coronation Hall.

6 FURNESS u3a 2024 AGM

Neil had circulated a draft of the first mailing. This was **AGREED**, subject to the venue and date of the AGM being confirmed [cf item 5 above].

Neil had arranged to see Peter Quiggin on 15th January to set up the online version of the first mailing.

ACTION

Neil to meet Peter on 15th January and then issue the online and paper version on 16th January.

Committee members were reminded that in all cases their term of office will finish at the AGM, and so those members who wished to remain on the Committee must complete and submit a Nomination Form by the deadline of 12 noon on 13th February.

7 NEW FURNESS u3a WEBSITE

The new website is now up and running. The Committee agreed that the site looks good, and noted that lots of positive feedback had been received from u3a members. The Committee congratulated Ann for her work setting up the new website.

The new website will give the opportunity to make further enhancements to our online provision. Peter Quiggin is exploring the possibility of the website being used to enable online voting for the 2025 AGM, and the Third Age Trust are exploring the possibility of putting Beacon on the website. The Committee will monitor progress in these areas.

8 MEMBERSHIP PAYMENTS BY CARD AT MONTHLY MEETINGS AND DROP-INS

The Committee **AGREED** to enable members to pay/renew membership subscriptions by card at Monthly Meetings and Drop-ins.

ACTION

Gary to purchase and set up a card machine, and advise Linda how to use the device, in time for the system to be used for members renewing subscriptions for 2024/5.

Committee members queried whether card payments could also be used for events such as the Christmas Social and theatre trips.

ACTION

Gary to advise the Committee on this matter.

9 REPORTS

9.1 Chair

Dave Kyles had taken one of the display boards. The A4 plastic holders were proving useful, but more were needed.

ACTION

Julie[A] and Harry to liaise about finding a group or organisation that might want the remaining board[s].

Ann to order an additional set of A4 plastic holders.

9.2 Treasurer

Gary had emailed a written report. The Committee **AGREED** that Speakers' fees and expenses should be identified in the accounts from now on.

9.3 Secretary

The company responsible for data transfer, which ensured that the correct members receive Third Age Matters [TAM], had gone into liquidation. Tisha is aware of the problem, and is requesting extra TAM numbers for January to reflect the members who had joined since the last submission of data. No further action is needed from the Committee at this stage, but the matter would be kept under review

ACTION

Neil to request an update for the February Committee meeting.

9.4 Groups Liaison

The "New Groups" table at the February Monthly Meeting had been successful. About 30 members had expressed an interest in each of Friday Walkabouts and Bird Watching, and healthy numbers had also signed the sheets for Singing and Crafts. Also, Linda indicated that she intended to start a Spanish Conversation Group.

Julie [W] is being trained on Beacon, and will arrange initial meetings for the 4 new groups highlighted at the Monthly Meeting.

ACTION

Julie to arrange initial meetings of the 4 groups.

9.5 Drop-in Organiser

Groups had been told that they could display via the new perspex holders instead of the old display boards, but that displays were not essential. Janet is finalising the 2024 programme.

9.6 Membership Secretary

Linda had emailed a written report.

The New Member Form available on the website will need to be amended following the AGM so that there are separate forms for Full and Associate Members.

New members who join in January to March are not charged until the next year, starting in April, giving them up to 3 free months. However, lapsed members who rejoin in January to March are charged an annual fee for that period as well at the fee for the next year starting in April. The Committee **AGREED** that rejoiners should pay on the same basis as new members.

ACTION

Linda to ask Tisha to amend Beacon to harmonise the payment arrangements for new members and rejoiners.

9.7 Speaker Finder

Harry had emailed a written report.

9.8 Welfare and Inclusion

Julie [A] had received an email from a new member, and was expecting to talk to the member at the February Speaker Meeting, but the member had not attended the meeting.

9.9 Website Editor / Newsletter Editor

Nothing further to report.

9.10 Systems Administrator

Tisha had emailed a written report. The Committee **AGREED** noted that an annual housekeeping exercise should be undertaken to delete records of lapsed, deceased and resigned members, together with duplicates.

9.11 Publicity Officer

Harry had emailed a written report. The Committee **AGREED** that, if the Retro Rendezvous event goes ahead in 2024, we should take a space, at least on the Saturday.

9.12 Hospitality Officer

The Committee **AGREED** to discuss in March the catering arrangements and date for the Summer Garden Party.

ACTION

Neil to place "Summer Garden Party" on the March Agenda.

10 ANY OTHER BUSINESS

- 10.1 An informal collection for Furness Refugee Support, organised by a u3a member, had been taken at the January Speaker meeting. The Committee had no objection in principle to collections being taken at speaker meetings, where a charity or similar organisation had provided the speaker. However, it was **AGREED** that in future the Committee should be responsible for [a] deciding, before the meeting, whether a collection should be held, and [b] agreeing who should organise the collection.

ACTION Harry, as acting Speaker Finder, to draw the attention of the Committee any forthcoming speaker meetings for which a collection might be suitable.

- 10.2 Linda informed the Committee that Simon Baxter had a projector that linked to a laptop, and wondered whether Furness u3a might be interested in acquiring it. The Committee thanked Simon for the offer, and indicated that the usefulness of the projector would depend upon its age and model.

ACTION

Linda to ascertain the projector's age and model.

11 DATE AND TIME OF THE NEXT MEETING

The next meeting will be held at **2.00pm** on **Tuesday 13th February**.

Apologies were received from Ann and Chris.