Kings Norton & District

u3a learn, laugh, live

Minutes of the Committee Meeting

Tuesday 19 March 2024

Present: Pauline Amor, Beryl Blood, Lorna Brown, Pauline George, Anne Jones, Helen Kempster, Chris Locke, Margaret Lusher.

1. Welcome & Apologies (LB) LB welcomed all to the meeting and, in the absence of VH who had sent her apologies due to ill health, advised that she would be chairing the meeting.	
2. Minutes of the February committee meeting (LB) The minutes were agreed.	
3. Matters arising (LB) **Item 3:** ML had been unable to identify any more appropriate photos for use in publicity material. It was agreed to discuss issues concerning a publicity/recruitment campaign when VH was available at committee.	Comm
Item 5: CL would not be purchasing any discounted stamps as there were no standard 2nd class stamps available. **Item 8:** It was noted that the Beacon training was not available to anyone who had already done the training. **Item 10:** LB noted that she had not, as yet, contacted Bournville Pages to remove the entry about the Theatre Group – but see item 10 below.	
CL will contact Lorraine at St Joseph's to arrange booking of hall & kitchen from 1.30 for set up for general meetings. It was proposed that chairs be set up from rear of hall, access for those setting up through side door and notice to be displayed at front door that hall is open from 2pm.	CL
4. Chair's Report (VH) Not available but would have covered items 5 & 6 below.	
5. Regional Network Meeting (PG) VH and PG had attended the Zoom meeting. PG provided a written note outlining issues raised and ideas suggested covering the recruitment of new members, retention of members and involvement of members in Interest Groups and committee work. The need to actively attract a diverse membership was noted. Also the age of members and need to attract younger pensioners, and recognize the impact of increasing numbers of women without pension income.	

It had been suggested that u3a groups should understand their membership numbers, follow-up non-renewals, and ask members about new Interest Groups that they might be interested in (eg more physically active groups?).	
There were plenty of suggestions about how to involve members in IGs and committee work. It was agreed to discuss further with VH in committee.	Comm
6. Local Network meeting (LB)	
LB advised that only VH & her and the Chair & Secretary of Kings Heath & Moseley had attended the meeting. Chair of Harborne has temporary health issues. KH & M has had no new Interest Groups for a while. KH & M adopted last year's new national model constitution and has been affected by the restrictions on committee membership term-lengths. The previous chair is now vice-chair. KH & M membership fees are lower and it has approximately 500 members. There was no discussion as to why KH & M had changed its meeting venue. There was a suggestion that it would be helpful to have a meeting of the whole committees.	
7. AGM meeting plans (LB)	
LB advised that VH was planning a D Day anniversary themed meeting with bunting and cakes and a visit by Jean Jackson, Regional Trustee, in addition to the AGM business.	
The Events team is to organize the catering etc.	ET
HK offered display items from 1944 era.	
CL noted that a budget of £100 could be available for cakes, and that he would arrange extended hall hire hours for set up.	CL
8. Committee members length of time in post (LB)	
Details circulated by LB prior to the meeting were checked and corrected as necessary.	
LB advised that VH intends to set up a small working group to look at the KNu3a constitution, with a view to possibly looking at adopting the (new) national model constitution next year. Critically the committee needs to consider what the constitution means regarding the term in office for non-officer roles and whether individuals can swap roles. VH is considering the creation of 2 new vice-chair roles and whether people can be moved round to create continuity within the committee. It would be helpful to understand whether people were prepared in principle to remain in role. CL noted changes may result in needing to notify changes to the Charity Commission record entries.	VH
9. Treasurer's report (CL)	
CL had circulated a financial report for the month end to 29 February 2024 prior to the committee meeting. The overall position remains good. He noted that reserves at 29 February were £9,687. As at 18 March, the bank balance was £9,461, before settlement of outstanding costs. Gift Aid claim of £1,156 is still outstanding and, although action is progressing to resolve issues with HMRC, CL does not anticipate receipt of these funds before the financial year end. Membership renewals are encouraging, with £3,658 received in fees. The Paypal account funds remain inaccessible, though action is also progressing to resolve that issue. One member renewed using Paypal, increasing the funds in the account by £22.48. CL noted that he had a temporary IT problem and that he would be unable to access online banking until it was resolved; VH and LB continued to have access.	
ML noted that she had recently purchased £30 of stamps and it was agreed that she should purchase a further £30 to meet requirements during the renewal process.	ML

It was agreed that CL should purchase M&S vouchers to the value of £25 for each of the kitchen team staff, in time for the June general meeting (AGM)	CL
10. Interest Groups (PG) PG reported that • Trish Cresswell has held 2 monthly meetings of the IT Crowd IG so far at her house. These tech and media sharing sessions have been well attended so far. • Sign Language IG, led by Sheila Jones, had met for its first session at the Loco Lounge, Kings Heath. However, there were accessibility issues within the venue and issues regarding parking. Second session was held in the back room, ground floor of the Bull's Head, Kings Norton. That venue is free, provided the pub makes a profit with the purchase of coffees etc. Otherwise the charge for private room hire is £65 for functions/parties • Philosophy of Life IG, led by Colin Loach, met for its first session at the Bull's Head. However, it will be meeting in future at King's Norton library using a room costing £15 for the first hour & £5 for the second hour. The privacy and facilities offered by the library were preferred and members will contribute £1.50 for the hire and 50p for refreshments per session. • Coffee morning & Afternoon tea Group – PG has set up group so that new members can meet existing members. First meet up (by 6 members) at Paul's at 41 Harborne on 8 March. Likely to return in July for afternoon tea. Next coffee morning 11am 10 May at Colanzo, Kings Norton Green. PG willing to continue to organize and complete any paperwork, but will look for a few members to host such get togethers if they become weekly events. It was agreed that she could send details out to all members.	PG
11. Membership & renewals (ML) ML advised that there are currently 299 members.	
12. Website migration (ML) ML advised that work was progressing well and that she had planned to show the new website (test) to VH and LB following the meeting. She will ask for the live version tomorrow, which be in text, and then add photos. She intends to work on it over Easter and make it live by the end of April. IGLs can then take responsibility for their own page. ML was willing to provide training, perhaps to a few with expertise being passed on. R & AJ and PG had already expressed an interest in training.	ML ML
13. Newsletter : Data protection (HK) HK noted that there was an increasing awareness about the data protection rules concerning members' private information. She recognized 3 levels of newsletter distribution: version for website (heavily restricted), paper version and version distributed by email. It is important to ensure that members were happy to be included in photos, and photo text description should not give names.	
14. Any other business (All) PA sought agreement for a speaker booking for 7 January 2024. It was agreed that there would be a general meeting on that date and that the suggestion of the Humphries' talk about the No 11 bus route was a good idea. PA to pursue booking. .	PA
15. Date of next meeting 2pm Tuesday 16 April 2024 at Bournville Quaker Meeting House. The meeting ended at 4.25 pm.	