

Minutes of the meeting of the Executive Committee of Eastwood & District U3A held on 11th August 2021

PRESENT:-

Chris Niven (CN)

Jayne Holmes (JH)

Keith Sherwood (KS)

Janet Gibson (JG)

Margaret Naylor (MN)

Peter Hayden (PH)

Janet Lander (JL) - on zoom

- Apologies were given on behalf of Barry Doran (BD) (Vice Chair/Membership Officer)
- Minutes of the previous meeting were accepted as an accurate record of the proceedings by CN and MN
- There were two outstanding actions to be addressed from that meeting; the organisation of a coffee morning for new members (BD/JG) and the submission of any outstanding invoices for Zoom to the Treasurer KS (BD)
- The Chairperson spoke about the recent Publicity Support Group Meeting. There had been a discussion on the use of social media, some feedback on U3A Days, and on the Peer Support Groups (PSGs). It was agreed that there would be one person to manage all of the PSGs in future
- A Committee WhatsApp Group is to be established to facilitate communication between committee members (CN)
- The next Publicity & Recruitment meeting will be held on 31st August 2021 (Zoom). JG will attend
- The Treasurer KS circulated the latest statement of accounts. The finances of the Interest Groups are to be reviewed to ensure best practice continues to be

Wednesday, 8 September 2021

followed (KS/MN). New signatories for cheques need to be appointed, and bank statements are still not being sent to the Treasurer. These matters are to be addressed (KS)

- Membership stands at 321
- There are currently 36 Interest Groups. Those Group Contacts who have not provided a photograph or illustration for their Group representation on the website are to be asked forward one to MN ASAP (JG)
- Places have been booked for all Committee Members at the East Midlands Conference to be held at Eastwood Hall on September 29th
- Induction Training for new Trustees is planned for October 2021. MN is in contact with Third Age Trust about this
- Our first hybrid monthly meeting is planned to take place in October 2021. Church policy on indoor meeting numbers and seating arrangements need to be clarified (JH)
- Our group relaunch and showcase will now take place in early 2022
- The Facebook programme is progressing. Other issues such as risk assessments have had to be prioritised (JH)
- Committee Members were asked to review our website. Comments/additions/suggestions for improvement should be sent to MN (ALL). A request is to be made for involvement of the Photography Group (JG)
- Procedure for sign - in at Monthly Meetings is to be discussed at the next meeting

THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE HELD ON 13th
SEPTEMBER 2021 AT 2.00 PM