

Christchurch u3a Committee Meeting
MINUTES
Tuesday 14 February 2023
Somerford ARC, Christchurch

Present: John Bell (JB) (Chair) Sue Fillery (SF), John Fairbairn (JF), Eileen Lancaster (EL), Jackie Sherman (JS), (Ron Watson (RW), Elaine Trayler (ET), Sarah Howell-Davies (SHD) Jill Smith Buckland (JSB) Judy Hall (JH), Helen Heatley (HH)

Apologies: Janice Miller (JM), Paula Watton (PW), Kathleen Smith (KS),

Minutes of meeting on 10 January 2023 were approved.

Matters Arising

1. JB thanked SHD for setting up the demonstration of the Beacon website on Zoom. General opinion was that although it was a simple system to use with no IT skills required it would not meet all our current needs. It was agreed more time was needed to prepare for a change of website in the next couple of years. SHD confirmed she would manage the process as required.
2. EL confirmed she had Microsoft on her computer.
3. SHD had provided information about creating a Facebook community page to all committee members.
4. The review of policies and procedures is ongoing.

Agreed

Vintage Brass

It was agreed that the paper proposing changes to the long standing agreement between Christchurch u3a and Vintage Brass which currently does not meet with Charity Commission regulations would be sent to the Vintage Brass committee.

It was agreed to remove paragraph 6 from the paper as it would be more appropriate for a future discussion with Vintage Brass.

In answer to a question regarding question 2 in Annex A of the paper JB confirmed that only u3a members can participate or perform in a u3a activity or event.

Agreed

Agreed

Committee Members' Reports

1. Membership Secretary EL reported membership numbers have increased to 914 which includes 176 new members. It was suggested that the colour of the membership card and possibly the membership number should be changed annually which would help to identify up-to-date membership.

RW

<p>2. <u>Publicity</u> PW had emailed Bournemouth u3a regarding sharing a stall at Shake and Stir.</p> <p>3. <u>Venues</u> JH reported venue costs are rising with MWCC and BC increasing by 20% next year. The increasing cost of venues is a financial concern if membership numbers remain static. To help increase membership numbers it was suggested a mailchimp should be sent to members asking for volunteers to set up new groups especially groups not incurring venue costs and for splinter groups to be formed for groups with waiting lists. Small groups could hold meetings in the Epicentre or in members' homes. It was agreed that this was a debate for a future date.</p> <p>4. <u>Programme Co-ordinator's</u> the length of term times and membership fees were discussed agreed under in the budget review section of the meeting. It was agreed that the launch date for the programme would be 3 July 2023 with coffee mornings/open days to be held in Druitt Hall during that week.</p>	<p>HH PW</p>
<p>Chairman's Report</p> <p>JB proposed the structure of the committee be redefined to comply with the TAT constitutional model. He suggested that in addition to the 4 main roles i.e. Chair, Vice-Chair, Secretary and Treasurer the committee roles should include: the Membership Secretary, Programme Coordinator, Group Coordinator, Publicity and Newsletter Editors who would all be Trustees. Current committee members who do not want to be Trustees could operate as part of a support team reporting to the committee through a designated Trustee. Support team members would not be subject to length of service rules and would be able to attend committee meetings although they would not be entitled to vote.</p> <p>JB proposed that restructure of the Committee should be in place for the AGM in November.</p>	<p>Agreed</p> <p>Agreed</p>
<p>Treasurer's Report</p> <p>The Bank has provided KS and JB with bank cards, pin numbers and card readers. The setting up of the sub accounts is ongoing</p>	

<p>Secretary's Report A copy of the draft Constitution has been sent to all committee members. It was agreed that the Constitution should be in Parts 1 and 2 with the explanatory paragraph included at the beginning of the document. JB proposed the revised Constitution should be adopted at the AGM in November 2023</p>	<p>Agreed Agreed</p>
<p>Budget Review JB presented a preliminary budget review showing the financial figures for the next couple of years. A loss of £8554 is predicted for the current year. The budget for this year was based on membership numbers increasing to 1000 and before inflation and fuel costs rose. Based on projected and additional costs a loss of £12,571 is predicted for the year 2023/24. The reserve fund will cover any losses but the current financial position is unsustainable and by 2024/25 the books need to be balanced and reserves managed. The suggestions put forward to improve the financial position with immediate were as follows:</p> <ul style="list-style-type: none"> • Increase subscription rate • Consider term lengths • Increase membership numbers • Manage venue costs • Group Leaders to pay subscription fee <p>Historically Christchurch u3a Group Leaders have not paid the annual subscription fee. Christchurch u3a is the only u3a that has this as a benefit. Although the benefit was established to show appreciation of group leaders the ethos of the u3a is that it should be run by volunteers and in the current financial climate it is no longer considered appropriate that group leaders are, in effect, being subsidised by other members. Christchurch u3a Group Leaders make up 12% of the membership totalling £4000 in subscription fees. It was proposed that the group leaders should pay the subscription fee from September 2023. The motion was carried by 5 votes in favour and 4 against. It was proposed and agreed that 34 weeks should be the term length for the year 2023/24. It was proposed and agreed to increase the annual subscription fee from £50 to £55 for the year 2023/24.</p>	<p>Agreed Agreed Agreed</p>

Other options to be considered that may improve the financial situation would be a central management system, differential rates for members and an increased membership drive.	
<p>A.O.B.</p> <p>It was agreed that the Mailchimp service which has in the past been free should be upgraded to meet the changed Mailchimp contractual conditions incurring an annual cost of approximately £230.</p> <p>It was agreed that groups would not meet on Monday 8th May the Coronation Bank Holiday as most venues will be closed.</p>	<p>Agreed</p> <p>Agreed</p>
Date of Next Meeting 14 March 2023 at 13.00 at Somerford ARC, 20 Southey Road, Christchurch BH23 3 EH	J