

Cardiff U3A Executive Committee Meeting
Minutes of the Meeting held on Monday, 11th January 2021 - Paper S/02/21/01

This meeting was held by Zoom, in view of the Covid-19 pandemic.

Present

Owen Parry (OP)	Chair
Nonn Vaughan (NV)	Groups Co-ordinator
Lesley Hales (LH)	Secretary
Tony Baines (TB)	Vice Chair
Alison Firth (AF)	Treasurer
Mario Greening (MG)	Talks Organiser
Kirsten Freeman (KF)	Membership Secretary

1. There were no apologies for absence.

2. Minutes of the meeting held by on 7th December 2020 (Paper S/01/21/01)

were agreed as a correct record and will be signed at a later date.

3. Matters Arising

a) Item 3 South Wales Network Delegate - There had been an exchange of e-mails between TB and Mary Allen, who had indicated that she was happy to withdraw as a delegate to the South Wales Network. **It was agreed** that TB would telephone Mary to confirm that TB would continue as sole delegate to the South Wales Network. **It was further agreed** that OP would write to Mary to thank her for her stalwart work as a representative to South Wales Network on behalf of Cardiff U3A. **Action TB & OP**

b) Item 6 Third Age Trust Extraordinary General Meeting - OP apologised that he had not been able to register Cardiff U3A's vote by the required deadline.

c) Item 9b) Difficulties in resuming meetings - OP confirmed that he had contacted all members by e-mail or post. There had been a positive response, many thanking the committee for their hard work.

d) Item 9c) Communication Strategy - OP will produce a paper on this topic in due course. **Action OP**

e) Item 10 Equality, Diversity and Inclusion Policy - This matter is a work-in-progress and will be discussed at a future Zoom Committee Meeting. **Action: TB**

f) Item 11 South Wales Network - It was confirmed that arrangements had been made for Zoom meetings to be shared with other U3As in the Network.

4. Treasurer's Report - Paper T/01/21/02

The report was noted and approved.

5. Membership Fees 2021/22 - Paper T/01/21/03

The report was noted and approved. A financial projection had been included with the report, which, based on certain assumptions, showed a potential deficit of £385.90.

The following was **agreed**:

Renewal of Membership by 31st March 2021	£10.00
New Member Fee (including lapsed members and late renewals)	£15.00
New Member Fee 1st September 2021 - 28th February 2022	£10.00

It was noted that members had received the benefit of 6 months' free membership in view of the fact that the end of the membership year had been moved to 28th February. It was advised that it is not possible to extend free membership any further because fees and charges to Third Age Trust have not been reduced. The amount to TAT is based on the membership for 2019/20. Therefore, the fee being offered to members will cover Cardiff U3A fees to Third Age Trust and a small amount towards our own running costs.

Furthermore, prior to the pandemic, the Committee had agreed a full-year fee of £15.00. It was hoped that a full year fee of £10.00, if paid by 31st March, would encourage members to rejoin promptly.

The process will be as follows:

- Within the next fortnight, an e-mail/letter will be sent to all existing members, advising that the fee for renewal by 31st March 2021 will be £10.00. If members do not renew by this date, the fee will rise to £15.00. A renewal form will be attached for those receiving this information by letter. **Action: OP & KF**
- When the renewal period starts on Beacon, which is expected to be 8th February, a further e-mail will be sent, inviting members to renew on-line, if they so wish. **Action: KF**
- On 1st March, a further reminder will be sent. **Action: KF**
- In due course, convenors will be advised of lapsed members. **Action: KF & NV**

The Treasurer was thanked for the work put into the projections and recommendations.

6. Talks Organiser Report - Paper TO/01/21/04

The paper was noted and approved. MG was thanked for widening the range of speakers to the South Wales Network.

7. Correspondence

The Chair and Secretary had received communications from TAT concerning Covid-19 requirements in each country and the monthly newsletter.

8. Any Other Business

- a) The Committee noted that a suggestion had been received from Third Age Trust to hold at a U3A Day on 2nd June 2021. It was considered, in view of the fact that Covid-19 vaccinations are unlikely to be completed by that date, that it would be unlikely Cardiff U3A would participate. However, following a letter from NV to convenors, there may be support for a Cardiff U3A Day in the autumn. NV will report in due course. In the meantime, training days were available from TAT. **Action: NV**
- b) The next South Wales Network meeting is to be held on 13th January 2021, when TB will attend. **Action: TB**

9. Date of Next Meeting

8th February 2021. This will not be a Zoom meeting, unless decisions are required. Papers are to reach Secretary by Sunday 31st January 2021. A Zoom meeting will be held when membership numbers are known.

Lesley Hales/13/01/21