

Bognor Regis u3a

Minutes of Committee Meeting

15 April 2024 at St Mary's Centre, Felpham

Present: Iain Palôt (Chair), Sara Edwards (Secretary), Marilyn Paton, (Treasurer), Colin McCulloch, Hartley Elder, Bill Page, Paul Barry, Julie Cruickshank, Trevor Pitt, Alan Walker

Reference		Action by
37/24	Apologies: Dee Yorke-Hasted, Mike Shawyer, Paul Barry	
38/24	Previous Minutes/Matters Arising: Golf Club Fees; Members can pay fee directly to the golf club – covered by u3a insurance. The hire agreement from the Quakers Meeting House in Bognor has been received. £20 for 2.5hrs. The speaker was able to provide a connection for Pearl & Dean at the last monthly meeting as the laptop was not available. The laptop will be available at the April meeting.	
39/24	Chair Fit For Future - Chairs' Forum 92 Chairs attended the zoom meeting. A survey had been sent out – 28% responded. 70% of the 28% agreed in principle to the Council/Board proposals - re the role of Council. 15% of the 28% wanted it to be a discussion group whilst 45% of the 28% thought it should have wider powers to be able to hold the board to account. Iain will attend the next meeting and will report back to Committee.	
40/24	Treasurer We received donations amounting to £302.80 at the monthly meeting for the Kent Surrey and Sussex Air Ambulance. The yearly accounts have been audited. Each group leader was sent their group account summary.	

	<p>Trevor advised that he was unaware that there was an increase in hall hire until he received the summary. Marilyn explained that sometimes the letter from a hall advising an increase is sent directly to her. She does not know whether the group leader knows about the increase or not. It was thought that it would be useful to send a copy of any such letters received on to the group leader.</p> <p>Marilyn will send Sara a copy of the signed audit page for the AGM papers.</p>	<p>Marilyn</p> <p>Marilyn</p>
41/24	<p>Group Co-Ordinator</p> <p><u>Leader Guidelines.</u></p> <p>The new guidelines were circulated to those attending the Group Leaders' Meeting.</p> <p>Most appreciated the brevity of the guidelines and the Committee members who proofed them felt that they were much more relevant. Should any other committee member wish to see the Guidelines Mike will be happy to send them a copy for their appraisal.</p> <p>Trevor asked for a copy to upload to the U3A Webpage</p>	<p>Mike</p>
42/24	<p>Membership Update</p> <p>We now have 579 members. 5 members will not be renewing. However, 114 have yet to renew. These 114 are now technically not members, but we will leave it until end of May to close them down. A gentle email reminder will be sent to them.</p>	<p>Hartley</p>
43/24	<p>New Members</p> <p>Hartley advises that the SiteWorks website infrastructure will not have membership as a core function but will probably be able to accommodate an 'add on' element. He will continue to watch this avenue.</p> <p>There are lots of database options on the internet under the title Client Resource Management (CRM). Most are tailored for business, with lots of functions that we don't need but would have to pay for. The cheapest so far is £120 per month– ouch!</p> <p>Hartley contacted Littlehampton U3A – Derek Waite – and spoke to him about their experience.</p> <p>The cost of Beacon is £1 per member per year. The first year being on a per diem basis.</p>	

	<p>There is an online site which we all need to look at and explore before deciding if we want to proceed further. https://beacon.u3a.org.uk/</p> <p>Presuming we do wish to explore further; the steps would be: -</p> <ul style="list-style-type: none"> • Beacon would deliver a 45 to 60 minute presentation to us – this can be on-line, or Derek can visit from Littlehampton for a face-to-face presentation. • Beacon would provide the committee access to a ‘dummy site’ where we can explore and play, to see if we think it will meet our needs. • Q&A back and forth before making a formal decision to proceed. • Sign the contract and T&C’s. • We appoint an Administrator / Manager for our Beacon solution. • We start the process of migrating our information into the database. • We set up the various access rights – this is broadly, ‘need to know’, and would conform to GDPR requirements. • We ‘go live’. <p>It was agreed that the committee should research and explore the Beacon site – a full discussion on this point next month.</p> <p>There is another database platform – Microsoft Access – this is quite an advanced database and will need full training.</p>	Cttee
44/24	<p>Speaker Co-ordinator</p> <p>Next meeting – 25 April. Alan Kingshott, “The History of the Tower of London.” No specific requirements are necessary for this talk.</p> <p>May 23rd – speaker is Geoffrey Mead, “Viscounts and Chicken Stubbers”</p>	
45/24	<p>Website</p> <p>Trevor advised that groups are now listed in alphabetical order. However, there are still some amendments to be made, to match the group’s meeting time with the group details.</p> <p>Group Leaders need to be reminded to check their details. The webpages need to be brought into agreement. Iain to check and write a reminder for the Bulletin.</p>	Iain

	<p>Trevor needs news and information to add to the website. After the Group Leaders meeting three Groups had made amendment's, e.g. the iPad Group, the new Gardening swap group and the Bridge Group.</p> <p>There was an authorisation question raised by the SiteWorks committee to agree the T&Cs for updating our Webpage. Sara to check.</p>	Sara
46/24	<p>Pier Views/Advertising</p> <p>The April issue has been sent out and is also on the Bulletin.</p> <p>The next issue will be delivered at the end of May. As usual, Paul will need some input for this.</p>	All
47/24	<p>Refreshments</p> <p>The volunteers for June and September will be unable to help. Therefore, new volunteers needed.</p>	
48/24	<p>A.O.B.</p> <p>New members need to be reminded at the end of the monthly meeting that they can stay for New Member welcome.</p> <p>Iain has received his u3a Matters and found that his name has been mis-spelt. Colin will investigate this.</p> <p>Iain had details of a trip to Glyndebourne – this was discussed and declined mainly due to cost implications and location (quite near to us)</p>	<p>Colin</p> <p>Bill</p>

Meeting closed at 16.30 hrs

Next committee meeting – 20 May 2024