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|  **Goulburn Valley U3A Committee Meeting****Wednesday, 16th December 2020 at 3pm** |
| **Committee Members:** | Liz Lee, Greg Barnes, Gael Thompson, Allan Wilson, John Bush, Terry Butler, Carole Trotter, Ray Watt. |
| **Apologies:** | Kerrie Midgley, Sue Walmsley |
| **Absent:** |  |
| **Minutes** |  Minutes from the previous meeting read and accepted. **Moved-**  Greg **Seconded-** Terry All in favour |
| **Business Arising from the Minutes:** | * IGA – A grant will possibly be processed in February.
* Kerrie went to Compusult to sort out her computer.
* The need has passed to use Mail Chimp. Gael has been successful using the present system.
* The Gov’t grant was unsuccessful.
* Tanya will send email to Liz regarding the defib training.
* Carole will download the old membership lists and let Anne know when to pick up.
* The spring clean has been organized for the Christmas break and will continue weekly.
* There has been no success in new tutors coming forward.
* As the first class resumes on the 4th January, it was decided to turn on the kitchen hot water, gas and fridge. Gael requested wipes so people using the hot water can wipe down the handle. Liz will remind everyone after Xmas to turn up at 10am to prepare the hall.
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| **Correspondence In:** | * Adult Learning Webinar
* Florey Institute, Brain Matters
* U3A Network Bulletin and Benalla Newsletter
* Gannawarra Koondrook Retreat.
* COVID safe planning event.
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| **Correspondence Out:** | * Letter to CEO of COGS requesting Solar Panels.
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| **Business Arising from Correspondence:** | * No reply as yet from COGS re solar panels.
* Council’s COVID safe planning- use the term physically distancing, not social distancing. 2 sq m now allowed. Only two people can enter the toilet space. Masks not to be placed on tables. Correspondence be Accepted- **Moved** – Anne **Seconded -** Allan
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| **Risk Management** | None |
| **Reports:** |  |
| **Treasurer** | * **Moved-** **Seconded –**
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| **U3A Network** |  |
| **Hall Report** |  |
| **Course Coordinator** | * Nigel Liggins is going to conduct another Wine Tasting session.
* When the course descriptions come in, Greg will forward them to David Muir to upload onto the website.
* Greg will send out a reminder to course leaders to clean chairs and tables after use. Our QR code is ready to use. Gael will laminate the signs and update the signs showing number of people allowed in each area. Explanation of how to use it will go to the course leaders. Masks are still required inside for the February social meeting and to be encouraged if crowded.
* The computer used for the projector needs a pin number which is 2012.
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| **Catering** | * In recess
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| **Membership** |  |
| **Trip Coordinator** | * In recess. There will be no bus trips until commercial buses resume
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| **General Business** | * The COVID safe February enrolment meeting was discussed. Allan had written a plan which involved starting 930am to 1130am. People could have coffee outside to keep members moving through the room. Course leaders to sit behind tables to answer questions and hand out information. New members need to fill out forms and old members to pay the membership. We need to encourage new members and do some sort of publicity in January. Liz tried to do that last year with no success with local papers. We cannot afford to pay. We also need to encourage direct payment of fees into bank to reduce workload on enrolment day. Receipt numbers are needed as proof of payment and membership. To be discussed with Kerrie. Membership lists also need to be updated, various ideas discussed. An invoice will be sent out on the 15th January 15, 2021 for renewal of membership and any changes to be noted.
* Those that can attend, a planning session will be held at the hall on January 4th, 2021.
* **Liz moved** that Gael be reimbursed for costs of printing membership forms etc. **Sec- Anne**
* Publicity for the event. Terry will approach the Shep News to include an article about Enrolment Day. Terry also suggested One FM radio. Anne to approach a contact who has online radio station.
* Liz had an article in the council newsletter and will include a request for members to bring a friend in the next U3A newsletter.
* Anne to put a notice in the newsletter notifying the AGM in March and calling for nominations.
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| **Meeting Closed** | 4.30pm |
| **Next Meeting** |  Wednesday, 20th January 2020 at 3pm |