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| **Goulburn Valley U3A Committee Meeting**  **Wednesday, 15th September, 2021 at 3.04pm** | |
| **Committee Members:** | Liz Lee, Greg Barnes, Ray Watt, Kerrie Midgley, Rita Bloomfield, Anne White, John Bush, David Taylor, Gael Thompson, Julie Dainton. |
| **Apologies:** |  |
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| **Absent:** |  |
| **Minutes** | * Minutes from the previous meeting read and accepted.   **Moved-**  **Julie**  **Seconded- David All in favour.** |
| **Business Arising from the Minutes:** | * Online Power Saving Bonus Energy Presentation. Liz spoke to Lori   who said she would prefer to do it face to face. Rita suggested getting her to speak at a future social morning. Liz will contact her.   * Office Bearers – New Secretary required. Liz has outlined a job prescription for each position. * Christmas Party at the hall. Julie’s menu is $15.   **Ray moved** that the Christmas Party cost be $20 a head with any surplus to be saved. **Sec. Greg All in Favour.**  Julie to be reimbursed for any costs involved. Dietary requirements  will be asked for.   * Liz took a screenshot of the committee for a photo. * Trivia night postponed, no alternative date as yet. * Hall speakers repair to be followed up by the next meeting. * Do the windows get cleaned by the contractors? Kerrie thought they did it yearly but was not sure if it was inside windows or outside. Also, there was no mention of windows in the list the firm gave Rita. Rita will follow up for next meeting. * October wine tasting. Greg said 6 people have paid with 12 vacancies available. First to pay gets to attend. * Anne Worcester will tidy up the Library when restrictions allow. Greg will email Anne to see if she can start. * Strategic Planning afternoon at the hall on the 29th September at 3pm if restrictions allow. |
| **Correspondence In:** | * COVID Vaccination info from Vic Health for members. * COTA Energy online free workshop- $250 bonus for eligible people. * U3A Network Victoria AGM Agenda and info. Sept. 15th. * Volunteer Centre, U3A Network News, Benalla and GEM’s newsletter. * Google security check on current phone no. contact. * Network Regional meeting notice. * Updated Agenda for Network Council Sept. meeting * COGS Lease and License Policy meeting. * Brain Matters * ANU Research request into Retirement. * Wicking Dementia- free online course. * Dept. of health Thunderstorm Asthma preparedness. * Park Study Survey for Seniors * Shepparton News – Advertising for Seniors week * U3A Moreland- Seeking support for a proposed amendment to Terms and Conditions   Motion U3A Network.   * Victorian Volunteer Strategy survey from Vic gov. * Vic Gov – Have your say on the new Local Adult and Older Adult Mental Health and Wellbeing System. |
| **Correspondence Out:** | * Linda Prosser - $20 membership accepted for dancing class. * SF Cleaning – To find out details of contract. |
| **Business Arising from Correspondence:** | * Covid Vaccine Info. was sent to members. * COTA Energy workshop discussed previously. * Zoom link for COGS Lease and License policy zoom meeting will be forwarded. * ANU Research request on retirement was forwarded to Allan Wilson for the newsletter. * Google security check contact to be changed next year when the new secretary is appointed. * Liz felt the price would be negotiable for the Shepparton News advertising for Seniors Week. Greg felt the Network might contribute to the cost from an unspent grant. **Liz moved** that we contact Shepp. News for a ¼ page advert. for the Seniors Week 1st October. **Sec. Ray** * Correspondence be Accepted- **Moved** – **Anne**  **Seconded -** **Gae**l |
| **Risk Management** | * Add to September - Person responsible for Hall Maintenance to check whether Fire Extinguishers have been checked twice yearly by Fire Brigade. Also the fire alarm batteries. |
| **Reports:** |  |
| **Treasurer** | * Greg asked what the $755 was under Subscriptions. It was $59 for Consumer Affairs and $696 to U3A. **Moved-** **Kerrie** **Seconded – Gael All in favour** |
| **Membership** | * 360 members. Win Brunner is a new member |
| **Hall Report** | * Rita and Ray surveyed the hall and came up with suggestions for   Foyer to be revamped and new light required. Once the hall has been tidied, Rita will arrange an electrician to do work that is necessary.  79 chairs in hall.  Technical Operations-Who is in charge and checking on the speakers, microphones, cables, computers, screens. No one is responsible so do we need a Technical Officer? We need to check with David Muir to see if we need all the office computers.  Heaters and air conditioners- when are they serviced and who to contact? They were serviced recently and are checked annually.  Photography- Denis Rickard- need to tidy up the magazines.  Curtains in carpeted area could be replaced next year.  Ray will check lock in the outside storeroom and organize replacement or repair.  Geology, jigsaws all need tidying  Chipped and old crockery need replacing.  Notice boards to be freshened up and cleared end of year.  Vents in lady’s toilet need repairing or replacing. Other vents need cleaning.  Greg will send an email to all course leaders asking them to tidy up their belongings by the 18th October.  Liz suggested a Hall Maintenance Schedule could be necessary.  Kerrie said we pay $218 a year rent plus rates of $202 a quarter. |
| **Course Coordinator** | * 14 courses have the potential to zoom but 10 do only at the moment. |
| **U3A Network** | * Held their AGM today, all positions filled. Amendment to Constitution. * Working on a program -Digital Literacy and Fighting Against Isolation – Borrowing IPads from the library for the housebound. * Network would like to standardize names. Eg. U3Agv instead of GVU3A. * 33 groups increased membership. Two shut. * Be Connected – Applying for grants for laptops, IPads. Committee asked to nominate anyone that is good at writing grants. Need someone to support David Muir in the computer dept. * DHHS has changed name to DFFH * Nomination for Tutor of the Year, may change the title Tutor.   Liz suggested that GVU3a could do this next year and survey members for the most popular Course Leader.   * Network contribute to the welcome pack sent out to all new Seniors. * Seniors Festival will be online. * Greg also attended the Regional meeting where how to increase male membership was discussed. * A workshop for Leadership and Governance. * Discussed allowing non-vaccinated members to participate. * IPad Kiosk used to check in members. * COVID emergency person would be the President or Secretary. * QR code for outside activities will be given to each course leader to carry with them. * Kitchen to remain open for tea, coffee, and biscuits. No shared food at the moment. |
| **Publicity and Marketing** | * Gael continues to collate New Membership Folders. |
| **Catering** |  |
| **Trip Coordinator** | * Overnight trips could invite nonmembers. Insurance is covered by individual travel insurance or the bus company. Treasury looks after the trip account and Natural Resources has their own account. |
| **General Business** | * Vaccination- We wait until Gov’t or Council mandate vacc. Is required. Liz will address issue in her President’s letter for the newsletter. Anne to contact Council to see if they have a policy. * Rita suggests GVU3A website update could include a collage of photos. To talk to David Muir. * With Ray’s suggestion of staying open over the Christmas period, Greg will send email to course coordinators to gauge interest in holding classes over that period. Need to allow time for the annual clean. * Liz has a spare iPad that could be used as a check in instead of writing down names. To ask David Muir if he can set it up. * Membership to remain at $60 for next year. * David Muir is happy to run another virtual Art show again during Seniors Week. To include craft, art, photography and writing. * Melbourne Cup – Julie asked if that was going ahead, subject to restrictions. Committee decided not to hold it this year due to the uncertainty over COVID. Leave it to 2022. * Working Bee- Tidying up by course leaders to be finished by the 18th of October, then the working bee by committee can be organized. |
| **Meeting Closed** | 5.15pm |
| **Next Meeting** | Wednesday, 20th October, 2021 at 3pm |
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