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| **Goulburn Valley U3A Committee Meeting**  **Wednesday, 18th November, 2020 at 3pm** | |
| **Committee Members:** | Liz Lee, Greg Barnes, Allan Wilson, Terry Butler, Ray Watt, Kerrie Midgley, Sue Walmsley, Gael Thompson, Anne White |
| **Apologies:** | John Bush, Carole Trotter |
| **Absent:** |  |
| **Minutes** | Minutes from the previous meeting read and accepted.  **Moved-** Ray **Seconded-** Greg |
| **Business Arising from the Minutes:** | * **Kerrie moved** that the Addendum minutes of October 26th be accepted. **Sec – Gael.** * Latest COVID restrictions means we can have 44 people in the hall, 14 in carpeted room and 30 in the rest of hall. Plus five in Library, two in office, 4 in kitchen. Outdoors can have 1 person for 2sq meters. Ventilation in the hall to be open as possible. Cards can recommence as they can be wiped over. Kerrie had contacted the Bolivia association to find out the rules.   Gail will make the signs for the no. of people per area. The kitchen still cannot be used and after discussion, it was voted to open the library next year. Members can return books next year.   * Zoom Equipment- no further information on the grant. Liz mentioned money could be available from the Council to put towards zoom equipment if grant not successful. From a survey by the Network, 47% of members are not comfortable using the internet or computers. Gael said 90% of our members have access to computers. Allan mentioned some of our members have difficulty with zoom on phones and IPADS. Liz suggested a class in using zoom on IPADS might be helpful for members. * Kerrie and Anne are using the Microsoft 365 though Data Parts had not downloaded the program. Kerrie had a couple of problems and has been back to Data Parts twice. * Infectious Diseases Risk Assessment accepted and Anne will schedule it under October and send out an updated list to the committee. * Allan and Gael still working on looking at Mail chimp. * Course Leaders have been excellent in filling out attendance sheets. |
| **Correspondence In:** | * *Notice of the Network Member Council Meeting* * *Reminder for Planning 2021- Focus on Tutors. 17th Nov 2pm.* * *Meeting Pack for 2020 Members Council Meeting with Updated Terms and Conditions for Network Membership.* * *Request by Network for email address for “Join a Local U3A” brochure.* * *Network News Bulletin for Members* * *Letter from COGS giving permission to open the hall following COVID guidelines.* * *U3A Network volunteers request for RMIT research.* * *Draft Audio Visual Kit Discussion Paper forwarded to all beginning of November.* * *Information about promoting statewide zoom courses forwarded to all beginning of November.* * *Several Proxy votes* * *Notification of delay on the Data and Security forum to November 11.* * *Positive Aging Newsletter from Astrid Vetche* * *Network Victoria conditions on Membership for 2021, updated belonging to Network on privacy and security.* |
| **Correspondence Out:** | * *Email to Karen Dexter requesting permission to open.* * *To Vic Network registering* [*goulburnvalleyu3a@gmail.com*](mailto:goulburnvalleyu3a@gmail.com) *for brochure.* * *Liz wrote to Astrid Vetche at COGS* |
| **Business Arising from Correspondence:** | * Anne will see to the Proxy votes being signed. 24 so far. A voting system will be set up for the social morning. * As Ray had to leave early, Liz thanked Ray and his helpers for the hard work in the garden. Ray has organized for the lawn to be mowed twice a month. * The draft audio visual kit advice on equipment probably means we need to get a new computer for the hall to improve zoom. Still waiting to see if we get the grant from gov’t. * The Updated terms and conditions for Membership from the Network include updating security and updated membership forms. Membership details only need to be kept for 7yrs.Date of birth instead of year of birth and a query whether next of kin is required. Next of Kin could only go on trip forms. * Liz will follow up the Defibrillator training. * Correspondence be Accepted- **Moved** – Anne **Seconded -** Gael |
| **Risk Management** | November – Kerrie will present the Annual Budget in her report.   * Anne asked if the membership forms could be filed under the year. Liz asked what happens to deceased membership forms and do we have a deceased membership list which we don’t, just yearly membership list which is periodically updated. Kerrie said she removes deceased members from the form. As we only need to keep records for 7yrs, we need to get the old lists from Carole and then ask her to delete the lists off her computer. * Hearing Loop- try to get quote again. |
| **Reports:** |  |
| **Treasurer** | * Two new members at $60.The Course Leaderslunch cost $387 for 24 people. Debit card used. * Proposed Budget – Based on 320 members, It indicates that we will be $4,500 over in expenses and might need to dip into savings. Current enrollment 308 members and may have even fewer next year. IGA Community Fund **-** no indication ofif or when we may get a contribution.   Kerrie moved that the Proposed Budget for the 2021 financial year be accepted subject to change. **Seconded** Gael   * That the Treasurers report be accepted **Moved-** Kerrie **Seconded –** Terry |
| **U3A Network** | * Greg has attended 3 meetings   Planning 2021- collaborate with other groups for funding.  Maybe aim to have a Council Delegate on the committee.  Summer school – may get grant from Council  Network will contribute to zoom licenses subject to criteria. They need to know by November. Network holding hybrid zoom classes.  Network meeting- Had some success despite COVID-19, Facebook page. Data Privacy work continues. $222,000 surplus. $16,000 grant from gov’t.  Network will have reduced income from Capitation fees next year. First Nation course was available online. Talks with Telstra  To increase bandwidth. Tips and Trick for zoom courses. Some zoom classes are being recorded and available to be downloaded. Also, Tutors can be shared via zoom b/n groups.   * Liz encouraged people to ask around to see if anyone was interested in being a Tutor. * Allan also talked to Greg about a new course- Science of Ecology and its application to Farming Agriculture. Could share or invite others with hybrid zoom. |
| **Hall Report** | * Going well. Terry asked if the cleaner had started. Liz will ask Carole to organize the usual spring clean over the holiday break. |
| **Publicity** | * Liz wrote to Astrid at Council on what the GVU3A has been doing over the past months. Great article in Shep news on the Virtual Art show. |
| **Course Coordinator** | * Results from Zoom survey- 124 zoom meetings including social morning. 1,557 people using and attending zoom. * Derek from Bridge, tables can be made bigger by placing a bigger board on card tables. * Tina Haraghan is taking over Socrates café. * Some classes resuming in the hall next week. * Meredith Chillman will start beginners Italian next yr. Gael will be the new leader for Creative craft and begins next week. * Liz suggested that members might need a reminder of the COVID cleaning requirements that are in place, also to provide reassurance that it is safe to return. |
| **Catering** | * In recess |
| **Membership** | * 308. Julie Dainton approved as new member. |
| **Trip Coordinator** | * Ideas for Trips were the Blue mountains and Canberra for the Floriade. |
| **General Business** | * Solar Panels- Derek Poulton suggested that money is available for the Council to put solar on their own buildings which could include Esson St. The secretary, with Greg’s help, will write to council asking if it is possible to put solar panels on the roof which will reduce our electricity bills as well as helping the “climate crisis”. To send it to the CEO who can pass it to the relevant person. Kerrie will send some examples of past electricity bills. * Allan and Terry will not be nominating for next year’s committee.   Liz asked who else was continuing. Gael suggested Carole may not be continuing and Sue will think about it.   * Liz asked if we should continue to zoom social mornings as physical distancing requires only 44 people to be in hall and kitchen is still off limits. Gael suggested that small groups could alternate monthly. After discussion, it was decided the December social morning will be on zoom and any suggestions to improve the session are welcome. The AGM may also have to be zoomed. * Liz asked how to get members and fees next year if we can’t meet. A suggestion of asking the Course Leaders to meet F2F to receive their new folders. Greg will email leaders. * Fees are normally paid by April, but Kerrie would like it earlier. Various suggestions on how to do this.   -Attach accounts to mailing list  -Enrolment Days over 3 days.  -Zoom Feb social morning, Course leaders could speak then open hall for 3 days to enrol.  -Sub-committee to sort details  -all information to go in newsletter and emails.  It was decided to have a quick zoom meeting in December to sort details.   * After December 1st social morning and special general meeting, Liz will send out a letter to members confirming fee reduction. Information to go out in January. |
| **Meeting Closed** | 5.20pm |
| **Next Meeting** | Wednesday, 16th December, 2020 at 3pm |
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