
Maghull & Lydiate U3A
Committee Meeting held at Lydiate Village Centre
Held on Tuesday 8 February 2022 at 1:30pm
MINUTES

Present: Frank Mercer Margaret Kendall Linda Simms (secretary)
 Alan Carr Phil Davidson Ann Willox

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| 1 | Apologies:
None | Action |
| 2 | Minutes of last meeting – 18 January 2022
Accuracy of the minutes were agreed. | |
| 3 | Actions and matters arising
No matters arising. | |
| 4 | Committee Reports
<u>Membership</u>
MK stated there were 671 members with 9 new this week. So far this month we have had 30 new members. MK stated that a lot of them had seen an advert on Facebook put on my one of our group leaders.

<u>Health & Safety</u>
AC had completed two more inspections this week on venues that we use. Hudson School and St Georges United Reformed church. There were a couple of minor issues that have been rectified.

AC had discussed with the Baptist Church the issue of no Yellow Designated Box for emergency vehicles and also the Defib Plan, these are now progressing. AC also looking into CPR training and refresher courses to take place on a regular basis.

<u>Group Support</u>
AW stated that a member had approached her earlier today about starting up a new group “a choir for those that can’t sing”. PD has put the information on the website.

The Taiji group has now closed as the leader has retired. A volunteer is offering her services to start a Keep Fit group doing stretching and relaxing. It was suggested that the members of the Taiji group could move across to this group instead. | |

5 **Publicity advert in Champion**

The Champion had in fact approached us in 2020 and the fees then were quite expensive. PD will check with them to see how much it would be now. He will also check with "Keep it Local" to see how much they charge. A suggestion is that we could put up some posters in local shops on Community Noticeboards. This was thought to be a good idea and PD will action.

6 **AGM – set a date**

In the past we have held the AGM in May usually on the 3rd Tuesday. It was therefore decided that again this year we would hold the AGM on Tuesday 17 May 2022.

7 **Development Plan Review** **Not discussed.**

8 **Group Leaders / Committee meeting – 1 February 2022**

The draft minutes were discussed. They had originally been sent to Jane Jones on behalf of the Group Leaders to amend/alter. The Chair had also made amendments to the minutes. They were formally approved at this meeting and will be communicated to all Group Leaders via Beacon email, on the Website and on the noticeboard. The below points were covered at the meeting:

August closure

The Committee wanted a 2-week shut down and some Group Leaders did not want any shutdown during August. It was agreed that a Working Party consisting of 2 Committee members (PD and AC) to contact Jane Jones to nominate 2 Group Leaders to meet with the Working Party to formulate a plan for opening during August.

Communication

The Website needs to be updated with relevant policies, Members Code of Practice, updated Constitution and COVID updates. Also Committee meetings would be put on the website and noticeboard.

Group Leaders meetings

The Committee set up a Working Party (AW and MK) to look at setting up a 6 monthly Group Leaders meeting.

Beacon

Following on from Tony Dodd's resignation, we now need a Committee Member to become the named lead. PD stated that he will be that person.

Introductory training will be taken forward by PD. AW happy to put information on Beacon for the groups that are not very tech savvy. She can do this on the Tuesday coffee mornings.

PD stated that Beacon is the way forward, we are paying for this service so should therefore get the best out of it. Membership is working well. Management of finances is the next thing we should work towards streamlining. PD will put a poster on the website to raise awareness of Beacon and the benefits it has for our members.

Tony Dodd had contacted the Committee stating he would help with Beacon management but needed a formal approach to that effect. FM said he would action.

FM had received an offer of much appreciated help from Brenda McKenzie to help with the finances. FM had thanked Brenda for her offer to help.

9 **Our future as a Committee**

FM discussed some plans on how we may progress:

Plan A

In the first instance FM will re-contact TD and DB asking if they would defer resigning until the AGM to maintain the status quo but it was felt that this may not be successful.

Plan B

A volunteer from the Committee to take over the role of Chair until the next AGM. Everyone declined the offer. We will therefore run as a Committee until the next AGM with only one officer (secretary), no Chair, Vice-Chair or Treasurer.

Plan C

Identify suitable members to take on any of these officer roles through to AGM. Do the Committee feel they can identify suitable members? Perhaps from the current Group Leaders?

Plan D

According to the Constitution 6vii states:

The proceedings of The Committee shall not be invalidated by any vacancy among their number, or by any failure to appoint or any defect in the appointment, election or co-option of a member.

We can therefore struggle on.

Plan E

Write to every member informing them of our situation as there may be members who are unaware of the situation we are in and would volunteer to help. If no one comes forward by the time of the AGM then the future of the Association is at risk.

FM proposed we go with Plan E. PD seconded it. It was agreed by the Committee.

10 **Any other business**

Sum up card reader

This had been discussed at the Committee meeting in January. MK stated the cost of the card reader was £149 which includes a reader, printer and sim card. It will also be linked to the General Account. The Committee were happy for MK to order the card reader.

Membership secretary role – after AGM

MK discussed her role and could she continue doing it after the AGM if she stood down from the Committee. It was stated that she could continue to be the membership secretary without being on the Committee.

Membership cards

MK asked if she could order 1000 membership cards. This was agreed. The cards would be "Green" this year. It was also stated that the M&L website address would be put on the cards.

- 15 **Date of next meeting**
Tuesday 15 March 2022