

## MINUTES OF THE EXECUTIVE COMMITTEE MEETING

held at 10am on Thursday 5<sup>th</sup> May 2022

		Action
2680	<p><b>Present</b></p> <p>Ken Brown (Chairman); Beryl Mansell (Vice Chair); David Lowe (Treasurer); Chris Dance (Secretary); David Taylor (Communications); Jill Davies (Recruitment and Membership); Joyce Allen (Social Committee); Sue Christy (as observer)</p>	
2681	<p><b>Apologies for absence</b></p> <p>There were no apologies for absence.</p>	
2682	<p><b>Minutes of the Meeting held on 3<sup>rd</sup> Mar. 2022</b></p> <p>These had been agreed by email.</p>	
2683	<p><b>Actions and Matters Arising</b></p> <p>Actions that had not been discharged and matters arising were dealt with under the appropriate agenda items.</p>	
2684	<p><b>Chairman's introduction</b></p> <p>Ken welcomed Sue Christy to the meeting, and thanked Jill and Chris, who were attending their last EC meeting, for their excellent contributions.</p>	
2685	<p><b>Membership and Recruitment</b></p> <p>Jill's report was noted.</p> <p>Jill offered to join a Membership and Recruitment supporting group (sub-committee), led by Jenny Ruffles, with Caroline Scales and Ann Matthews.</p> <p><i>New Members' Meeting (NMM)</i>. Beryl reported on the successful meeting held on 25<sup>th</sup> March. A follow-up email had been sent to attendees to obtain feedback and Ken had written to those who had not attended with a view to finding out their interests and skills.</p> <p><i>Coffee morning</i>: The Committee supported the proposal to hold a coffee morning for new members in the autumn. This would be an informal/social occasion, to which some GOs could also be invited, perhaps those whose groups catered for subject interests expressed by those new members attending.</p>	BM
2686	<p><b>Group Development</b></p> <p><i>Group activities</i>: Beryl reported on new initiatives.</p> <p><i>Group Development</i> Organiser: the vacancy remained to be filled. It was thought that volunteers might be more easily found if the work were divided up into two or more elements. EC Members will consider what personal approaches might be made.</p>	All
2687	<p><b>Celebratory Event</b></p> <p>Ken will ask Barbara Coleyshaw to cancel the hall booking for 18<sup>th</sup> Oct. Instead, the Committee agreed to focus on an event in 2024 to celebrate the 30<sup>th</sup> anniversary of Sevenoaks u3a. A sub-committee will be formed to start planning the event from the beginning of 2023. It was suggested that this might include an exhibition of art and a photographic competition.</p> <p>Events for small numbers of related groups were still in the frame, as an alternative to the Open Afternoon. It was suggested that members with larger gardens might provide attractive venues (in fine weather).</p>	KB



2692	<p><b>AGM June 2022</b></p> <p>5 documents were to be distributed with the June Newsletter: Agenda; Draft Minutes of June 2021 AGM; Sevenoaks U3A Trustees Report 2022; Trustees &amp; Accounts Examiner's Report - Accounts 2021-2022; and Postal voting form.</p> <p>The meeting will be held face-to-face at the Bat &amp; Ball Centre, not as a hybrid meeting. It will be followed by a lecture. It was not envisaged that any part of the meeting will be streamed.</p> <p>Bob Ruffles and Charles Hebert had agreed to be tellers. A proposed voting procedure will be distributed to EC Members for approval.</p>	CD/DT
2693	<p><b>Computer Group</b></p> <p>Mike Davies' report was noted. It was agreed to support the group's finances by paying for their hall hire from the general fund for the remainder of the 2021-22 season. As groups should be self-funding, this is to be treated as a loan. David L. will suggest to Mike Davies that they should contact former committee members of the defunct Apple Group to expand the Computer Group by including Apple products &amp; software in its range of interests.</p>	DL
2694	<p><b>Other Reports</b></p> <p>Reports had also been received from the Social Events sub-committee, from the Monthly Meetings secretary and from the Computer, Science and Technical Support groups.</p>	
2695	<p><b>Any Other Business</b></p> <p><i>Paying tutors:</i> In line with TAT recommendations, permission will not be given to groups to employ tutors. Instead, to avoid the onerous employment issues falling on Sevenoaks u3a, groups will be told to operate independently if they wish to employ a tutor.</p>	
2696	<p><b>Date of next meeting</b></p> <p>Thursday, 7<sup>th</sup> July at 10.00.</p>	