

**Present:** Penny Earle, Chair; Sue Pollard, Vice Chair; Graham Cameron, Vice Chair; Evelyn McManus, Secretary; Neil Sutherland, Membership; Joy Sullivan, Groups Co-ordinator; Jim McManus, Newsletter

**Apologies:** Richard Bosworth, Treasurer; Rosemary Young, Speakers

**ACTION**

**Minutes**

- August minutes were approved as presented.
- Penny to arrange Dropbox access for Evelyn to post/update.
- Evelyn to inform Sue when minutes are ready to post on website.

**Penny  
Evelyn**

**Matters Arising**

- **Risk Assessment:** A few reports still to be received, but generally completed and no longer required as an agenda item.
- **Open Morning:**
  - Four new members signed up at the event, two via word of mouth from existing members. Some people found it difficult to access the internet so were not able to update/fill out their details but will complete online later.
  - We need more bunting and signage from the Brand Centre. Joy to send Penny a shopping list and Penny will order.
- **Mull & Iona:** Unfortunately, these u3a groups have now folded, but anyone interested could become a remote member of u3a Oban or sign up for Online Across Scotland. Membership fees would be discussed at a later date if relevant.

**Joy/Penny**

**Groups**

- Guidance for Group Convenors nearly finished.
- Venue-based risk attendance templates to be linked to website.
- We have some potential new groups forming: General Music, Ukulele, First Aid and Art Visits (if a convenor steps up).
- There will be a Zoom test for Donald Shell's series on Online Across Scotland on Wednesday 11<sup>th</sup> September at 4pm for any committee members who can attend.

**All**

**Membership**

- We now have 150 members, including the sign ups from Open Morning.
- Only 23 renewals now left outstanding. Renewal invitations were issued via Beacon on 1<sup>st</sup> August and membership records of any non-renewals will be deleted by the end of November, following a warning email which will be sent out one week beforehand.
- Most renewals have been made online, although cash was predominant at Open Morning.

- £20 received from Jeanette Perry, but no paperwork found. Penny will check her files again. (Shortly afterwards, it was discovered that Jeanette was already registered as Jeanette Crerar in Beacon).

### Treasurer

The accounts have been posted in Dropbox, but Richard was not present at the meeting.

### Speakers

In Rosemary's absence, Penny reported that there were no updates on speakers.

### Committee Roles

- **Christmas lunch:** Rosemary will be organising lunch this year and information about the lunch will be included in the October newsletter.
  - Free invitations to lunch will be extended to the Group Convenors, current committee, outgoing committee members Anne Archer and Rosemary Firth, and frequent helpers Duncan & Pat Martin, Margaret Batty and Maurice Wilkins.
- **Equality, Diversity and Inclusion (EDI):** Joy has created all the documents, but it is now time for someone to take this over.
  - Penny volunteered to take this over.
- **Chair:** Penny informed the committee that she would be standing down as Chair at next year's AGM.

### Third Age Trust (TAT)

- New Chair and Vice Chair needed.
- Bob Batty will circulate the relevant information and committee should be prepared to submit opinions on Fit For The Future to Penny at October meeting so she can vote on our behalf at the AGM in mid-October.

### Next Meeting

Tuesday 1<sup>st</sup> October at 9.15am in the Corran Halls

**ACTION**

**Penny**

**Penny**

**All**

*Minutes taken by Evelyn McManus, Secretary  
Minutes approved at October meeting on 1/10/24.*