

MINUTES FROM TRUSTEE MEETING HELD ON THE 13TH FEBRUARY 2026

Attendees: Tricia Newell (TN), John Williams (JW), Kim Robinson (KR), and Graham Friday (GF)

Issues	Actions
Minutes from the meeting of the 22 nd Jan.	Approved
<p>Coffee Meeting Date of 25th March from 10.30 to 12.00 was agreed. GLs with vacancies in their group will be offered the opportunity to have a table to promote their group. Given the newness of the Trustees the number of New Members table would be limited to one.</p>	TN to ask Margaret Lloyd to make the necessary arrangements.
<p>Group Leaders Meeting It was agreed that there was a need for one, as several issues were emerging that needing discussion with the Leaders.</p>	TN to talk with Margaret L and seek her help in getting one set up.
<p>Aims for 2025/26 The following aims were agreed for this year.</p> <ul style="list-style-type: none"> • Embed the new organisation structure, with the focus of developing teams for the following activities. Events, Groups, Communications & Publicity and IT support. • To engage more with Crawley Council and Crawley voluntary organisations to market the values and benefits of membership of Crawley u3a. • Develop and implement a strategy to minimise the long-term financial impact of the introduction of Bank Charges. 	
<p>Groups Development The minutes from Graham Crozier meeting with Jim McGough and Peter Beckley, were noted, but the consensus of the meeting was that unless there was a feasible plan to improve the financial position of the Art Appreciation 3 and Folk Dancing groups by Easter, then the recommendation to the St Paul's GLs would be for those groups to close by the latest of the 1st Sept 26.</p>	GF to follow up outstanding actions with Peter and Jim.

<p>If the Short Mat Bowls group have not achieved their target of getting to a breakeven position by Easter, then it was confirmed that the Group would have to close.</p> <p>Bamboo Pipes session charges would be increasing to £3 per person with effect from May 26.</p>	<p>GF to follow up with Peter.</p> <p>GF will be working with Kathy (GL) on a promotional campaign.</p>
<p>Structure</p> <p>A long discussion took place on what was needed and how to progress the issue of recruitment. It was felt that a personal approach in asking people to take on roles would be the best strategy. It was noted that the Trustees had a limited knowledge of the whole Membership, so long standing members would be approached to see if they could identify potential members for the personal approach.</p> <p>In additional another communication would be sent out to the Membership seeking volunteers.</p>	<p>GF to draft communications.</p> <p>All to approach key Members to identify potential volunteers.</p> <p>KR will cover as the Asst Beacon Administration for the time being.</p>
<p>IT</p> <p>It was agreed that we would apply for a Crawley u3a Microsoft 365 license and move the current email addresses into that license. Until a new Secretary was in place the old Membership laptop, currently with one of the Asst Treasurers, would be used as the main hub for the set up. With the Treasurer and Webmaster both having access to the shared storage.</p>	<p>JW to lead on acquiring the license and setting up the emails and shared storage.</p>