



2020-2021 AGM REPORT OF ALTONA U3A INC.

Beryl Hevey Centre | 2 Sargood Street, Altona VIC 3018 |
altonau3a@yahoo.com.au

ABN 12410685738 IRNA0049080T www.u3aaltona.org.au



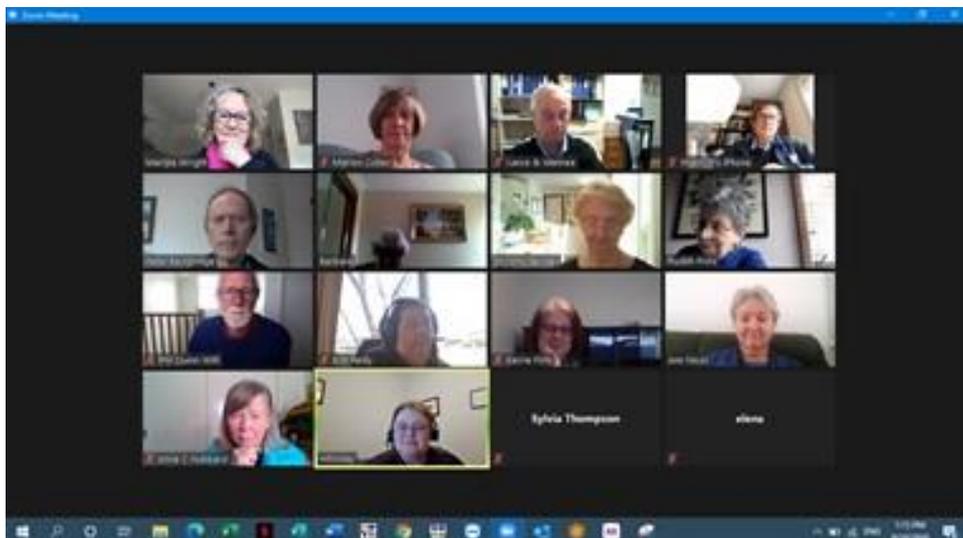
ALTONA U3A INC.

Committee of Management 2020/2021

| | |
|---------------------|------------------------------|
| President | Peter Bainbridge |
| Vice President | Marijke Wright |
| Secretary | Rudith Prins |
| Treasurer | Marion Cullen |
| Office Manager | Dorothy Kendall |
| Grants Officer | Carole Hurworth |
| Course Co-ordinator | Rudith Prins/Wendy Durbridge |

Committee Members:

Barbara Campbell Lance McGregor



AGM 2020 held via Zoom

U3A Altona 2021 AGM - 30th July 2021 (via Zoom)

Agenda

- Welcome to country
- Welcome and introductions
- Apologies
- Minutes of the 2019 / 2020 AGM
- Acceptance of minutes of previous AGM
- Guest speaker – Martina Ryan, Member Services Manager, U3A Network Victoria
- President's Report – 2020 / 2021
- Treasurer's Report – 2020 / 2021
- Acceptance of Financial Report for the period 01 June 2020 to 31 May 2021
- Course Coordinator's Report 2020 / 2021
- Questions / discussion on Annual Report
- Acceptance of Annual Report 2020 / 2021
- Nominations for Committee of Management 2021 / 2022
- Election of Committee of Management (if required)
- Election of office bearers 2021 / 2022

Thank you for attending – meeting closed

MINUTES OF ALTONA U3A ANNUAL GENERAL MEETING

Friday 9th October 2020

Held online via Zoom due to Covid restrictions

Meeting commenced at 1:00

WELCOME and Introductions President Peter Bainbridge welcomed attendees and introduced guests : Kim Reilly, Michelle Findlay, Leon Mancini and Phil Quinn

APOLOGIES : Carole Hurworth, Sue Rae King, John King, Lynn Duggan, Martina Ryan, Graeme Reilly

PRESENT : Peter Bainbridge, Marion Cullen, Marijke Wright, Anne Hubbard, Rudith Prins, Barbara Campbell, Dorothy Kendall, Ann Nicol, Elena Clasicas, Sylvia Thompson, Lance McGregor, Kerrie Firth

MINUTES of 2018/2019 AGM Minutes of the last meeting were read and accepted as a true indication of events occurring at the Minutes.

Moved by : Marijke Wright Seconded by : Dorothy Kendall Carried

PRESIDENT'S REPORT 2019/2020 The President's Report has been forwarded to all members of Altona U3A.

Special acknowledgement and thank you to the retiring committee members, Leah Twyerould and Alma Hare, for their dedication and significant contributions as committee members over many years.

We would like to acknowledge the ongoing support from: Hobsons Bay City Council – through our guest speaker today Michelle Findlay – is a great supporter of U3A Altona. This support includes access to the Beryl Hevey Centre (including phone, internet, etc.) for classes, plus the opportunity to apply for community grants each year.

We are also indebted to Jill Hennessy MP and Mancini Real Estate for their generous assistance in printing our quarterly newsletters – which of course have been severely limited due to the COVID -19 restrictions. A special thanks to Kim Reilly and her terrific office team at Louis Joel Arts and Community Centre, for their assistance with venue hire and also for their ongoing support.

TREASURER'S REPORT 2019/2020 Treasurer's Report was presented by Treasurer Marion Cullen and copy has been sent to members.

Special thanks to Graeme Reilly for auditing. **Moved by : Ann Hubbard Seconded by : Rudith Prins Carried**

ACCEPTANCE OF FINANCIAL REPORT for the period 01 June 2019 to 31 May 2021 Moved by : Ann Hubbard Seconded by : Rudith Prins Carried

COURSE COORDINATOR'S REPORT 2019/2020 The Course Coordinator's Report has been forwarded to all members of Altona U3A. Marijke Wright reported on the unique challenges in this year of the pandemic in which two terms were delivered face to face in the Beryl Hevey Centre and the Louis Joel Arts and Community Centre and in Terms 2 and 3 some courses were run by Zoom. Newsletters via email and hard copy were sent to maintain connection with members. Sincere thanks go to all our facilitators for their continuing commitment and particularly to Ann Nicol and Jerome Champetier de Ribes who delivered their courses via Zoom, to Rudith who initiated a knitting challenge for charity and to Peter and Marion for taking charge of the newsletters.

ACCEPTANCE OF ANNUAL REPORT 2019/2020 Moved by : Barbara Campbell. Seconded by : Ann Nicol. Carried

NOMINATIONS FOR 2020/2021 COMMITTEE OF MANAGEMENT Peter vacated chair and positions were thrown open. Ann Nicol read nominations for committee 2020/2021 Seven nominations were received and accepted. Dorothy Kendall Marijke Wright Marion Cullen Rudith Prins Barbara Campbell Carole Hurworth Peter Bainbridge
Moved by : Ann Nicol Seconded by : Anne Hubbard Carried

Committee positions to be formalised at next committee meeting.

GUEST SPEAKER - Michelle Findlay, Hobsons Bay City Council Michelle spoke about the difficulties we all face with communicating in this ongoing Covid lockdown, both in personal and work settings. She shared with us that she has been working from home since March and the challenges faced.

Michelle highlighted the positives and new opportunities that have come out of this situation we find ourselves in . That we are examining how to communicate effectively and how to apply this when life returns to 'normal'.

She spoke about the important role Zoom has played in our ability to communicate within our teams and colleagues in workplaces and organisations as well as with friends and family.

Michelle congratulated Altona U3A in the way with have used Zoom to deliver some online courses and keeping in touch with members through email.

Michelle raised the question of What to do from here? She acknowledged that we are all finding it a struggle mentally not being able to physically meet up with family, and that for many elderly their only means of connecting may be by phone.

Continued use of Zoom will be an important aspect of communication in the near future, and that we need to combine the use of new technology and the 'old ways' ie phone, face-to-face. Michelle spoke generally about our need to use and improve our tech knowledge and to assist others in how to connect. Michelle commented on the Altona and Williamstown being progressive with inter -sharing between the U3A branches and communication.

She also spoke about the need to reflect on both what has gone well, and what hasn't worked and why, and then find different ways.

In General Discussion - Kim Reilly, Manager Louis Joel Arts and Community Centre

Louis Joel has started a YouTube Channel with the aim to reach more people. Louis Joel has in some virtual meetings introduced the distribution of 'Boxes' which contain eg materials needed to participate in a course/activity. Louis Joel's focus will be on 'socialising'.

MEETING CLOSED at 2:11

President's Report 2020 / 2021

On behalf of the U3A Altona Committee of Management I am pleased to welcome you all to this year's 2020/2021 AGM.

What a COVID roller coaster ride we have all had to endure since way back in March 2020! Our programs have had a number of false starts with all of the Victorian COVID lockdowns. You will recall that many of these lockdowns were announced at very short notice, so that required us all to be very flexible and adaptable.

One way that we adapted to COVID was by embracing and using the Zoom video platform for some of our classes, our monthly committee meetings, and last year's AGM. In hindsight we should have all bought shares in Zoom!

We have also made an effort to communicate more regularly with our members. This was quite easy for those members who use email, but it was not as easy to keep in touch with the small number of members who do not use the internet.

We did notice an initial decrease in our member numbers during 2020 – particularly for those members who were not able to access our Zoom classes. Understandably there was some reluctance for some members to return to face to face classes earlier this year. However, our overall membership numbers have bounced back this year, and we are pleased to welcome our new members.

In May this year we had our first mini-bus trip since 2019 – a very long “COVID” gap between bus trips. The trip was to the Werribee Mansion and Rose Garden – a great day out. Hobsons Bay City Council (HBCC) supplies the bus and driver at minimal cost to our members – that is a great service from Council.

Our Be Connected digital skills program for seniors has been running since February. It aims to give participants the confidence and skills to go safely online. We also received a grant to buy some equipment (tablets) to use in the program. A special thanks to Kim at Louis Joel Arts & Community Centre (LJAC), Paula at HBCC, and Ash at Volunteer West for our 6 IT helpers for the program. This enables small group work and one on one assistance in how to use smartphones, tablets and laptop computers.

We would like to thank Michelle Lawrence and her team at HBCC for inviting us to be part of Council's promotion of National Volunteer Week in May this year. It was a great opportunity to promote U3A Altona through the campaign launch, photo gallery, and even street banners. We do value our close working relationship with HBCC.

The Council support also includes access to the Beryl Hevey Centre (including office space, phone and internet and classroom space), which allows us to keep our membership fees as low as any U3A in Victoria. Some U3A's have to spend many thousands of dollars on accommodation each year.

We are very pleased to offer a new program in Tai Chi, as we are keen to offer more activity based programs. For example, we would like to be able to offer a regular walking group if we can find one or two people to lead a walking group. Suggestions for other activities are also most welcome.

We are part of a U3A network of 104 U3A's across Victoria, with around 34,600 members state-wide. Interestingly the majority of members are female – 64% females, 34% males across the state. At Altona we have just over 100 members, with an even higher proportion of female members. There are some very large U3A's across the state, but the most common size is, like us, between 100 and 200 members. We enjoy a close working relationship with U3A Hobsons Bay/Williamstown.

U3A Network has an office in the city, and there are a number of committees working on a range of exciting projects. One project aims to offer courses online, which can be accessed by smaller U3A's such as ours. This is a work in progress, but over time we will be able to access a greater range of courses using Zoom.

A sincere thanks to our hard working committee over 2020/2021. Marijke has been Vice President; Rudith was Secretary; Marion was Treasurer and Newsletter editor; Dorothy Office Manager; Marijke, Rudith and Wendy were Course Coordinators; Carole was grants Officer; Barbara with bus trips. Other roles that we carry out include website maintenance, Safety Officer, Zoom Coordinator and Network representative.

Of course, our classes and other activities would simply not happen without our tutors / class convenors. So, a special shout out to Ann, Graham, Rudith, Ted, Jerome, Juan, Wendy, Barbara and Carole.

We are very keen to hear from anyone with a passion / special interest area who would like to share their knowledge with other members. This can be as a one-off session, a short course (e.g. 5 weeks) or longer.

The feedback from our members and other U3A's is that members have really missed the face to face contact during the lockdowns – emphasising the importance of social connection during these challenging COVID times.

We are always indebted to Jill Hennessy MP and Mancini Real Estate for their generous assistance in printing and distributing our quarterly newsletters. We have moved to emailing out the newsletter to those members who are online, but we do still firstly mail out hard copies to those who do not use email.

We look forward to gradually expanding our range of courses and activities, and always welcome suggestions from our members. We hope that the next 12 months will be much less disruptive due to COVID, and we look forward to your ongoing support for U3A Altona.

I will now invite Marion to present the Treasurer's report.

Peter Bainbridge

President, U3A Altona

Treasurer's Report Altona U3A 2020-2021

As we continued to ride the Covid 19 wave here at Altona Beach, the committee moved to reduce our 2020-2021 membership fee to \$20. This, along with many members not attending during this time, impacted our Membership income for the year.

Membership has now reverted to \$25 per annum and with many members now choosing the convenience of paying their fees via online banking things are already looking brighter for the coming year. Thank you to all those members who have supported us over the last 18 months.

Our investment account balance stays steady with a small increase due to interest earned.

Our regional account still has a balance of \$2,938.85 as no physical regional meetings were held.

This is a holding account only, administered by U3A Altona, and is used for the reimbursement of any expenses incurred for western regional meetings and or training. The funds for this account are from an annual grant made available from U3A Network.

We received a grant of \$2500 from Good Things Foundation Australia which enabled us to purchase 6 Samsung tablets which we are using at present to deliver the Be Connected program. These will be a great asset to U3A Altona, and we are planning to make further use of these after the Be Connected Program finishes.

We were also able to renew our Zoom licence for another year with U3A Network reimbursing the cost. This enables classes or meetings to be delivered via Zoom if future lockdowns occur. This has proved useful for committee meetings and some classes. Even last year's AGM had to be held via Zoom. With people becoming more familiar with Zoom it will prove a handy tool going forward.

Special thanks again go out to our Grants Officer Carole Hurworth. Carole has been our Grants Officer for many years and does a terrific job.

Thank you to Graeme Reilly, who continues to audit our annual financial accounts.

Marion Cullen

Treasurer

Altona U3A Inc.

Financial Report for Period 1st June 2020 to 31st May2021

| | | | |
|--|--------------|-----------|------------------|
| Bendigo Bank Network Account 1st June 2020 | | \$ | 2,938.85 |
| Bendigo Bank Investment Account 1st June 2020 | | \$ | 7,901.47 |
| Bendigo Bank balance 1st June 2020 | | \$ | 5,529.77 |
| Petty Cash on Hand 1st June 2020 | | \$ | 45.85 |
| | Total | \$ | 16,415.94 |

Income for Year

| | | | | |
|--------------------|----|--------------|-----------|------------------|
| Membership | \$ | 1,430.00 | | |
| U3A Distributions | \$ | 231.00 | | |
| Trips/Excursions | \$ | - | | |
| Donations | \$ | - | | |
| Miscellaneous | \$ | - | | |
| Interest | \$ | 69.15 | | |
| Grants | \$ | 2,500.00 | | |
| Classroom Supplies | \$ | - | | |
| Catering | \$ | - | \$ | 4,230.15 |
| | | Total | \$ | 20,646.09 |

Expenses for Year

| | | | | |
|-----------------------|----|--------------|-----------|------------------|
| Promotions | \$ | - | | |
| Office Equipment | \$ | - | | |
| Website/Internet/Zoom | \$ | 502.23 | | |
| Classroom Supplies | \$ | 120.00 | | |
| Book Club | \$ | - | | |
| Rent | \$ | 550.00 | | |
| Dept. Justice | \$ | 59.20 | | |
| U3A Distribution | \$ | 206.00 | | |
| Trips/Excursions | \$ | 32.00 | | |
| Postage | \$ | 79.20 | | |
| Stationery | \$ | 91.65 | | |
| Donations | \$ | - | | |
| Grants | \$ | 2,938.00 | | |
| Gifts | \$ | 197.97 | | |
| Catering | \$ | 100.00 | | |
| Miscellaneous | \$ | - | | |
| Membership | \$ | 40.00 | \$ | 4,916.25 |
| | | Total | \$ | 15,729.84 |

| | | | |
|--|--------------------|-----------|-----------------|
| Bendigo Region Account as at | 31-May-2021 | \$ | 2,938.85 |
| Bendigo Bank Investment Account as at | 31-May-2021 | \$ | 7,970.62 |
| Bendigo Bank Account Balance as at | 31-May-2021 | \$ | 4,790.07 |
| Petty Cash on Hand as at | 31-May-2021 | \$ | 30.30 |

3 Cobham Street
Altona Vic 3018
26th June 2021

2020/21 Independent Financial Review
Altona U3A Inc.

To the Committee and Members,

I have undertaken a review of the financial books and accounts of Altona U3A Incorporated and have found them to be in exceptionally good order and they reflect a true and accurate record.

All Receipt Books, Bank Statements, Cheque Books were produced and the Statement of Income and Expenditure for the year ended 31st May 2021 shows a true and fair position of the organisation's bank accounts and an accurate record of all transactions relating to the year of operations. I also reviewed the expenditure of the 'Be Connected' grant and note that this grant has been fully expended.

All items were able to be substantiated and reconciled to the Bank Statements for the General and Investment accounts, as well as for the Region Account. These statements were provided by the Bendigo Bank.

If there are any questions or assistance I can provide, please do not hesitate to contact me.



Graeme Reilly
B Bus (Acc)
(0417 379 822)

Course Co-ordinators Report 2020 / 2021

Restrictions and lockdowns due to Covid19 have severely impacted the rollout of planned Courses and activities in the past year of 2020-2021.

Despite the severe lockdown period we experienced in 2020, we were able to continue our Current Affairs and Book Club courses via Zoom.

Although restrictions on numbers/space continue in 2021, we have been able to resume most Courses and Activities face-to-face.

Thank you to all the tutors who have persevered and been flexible during these difficult circumstances and have enabled Altona U3A to continue to offer a wide range of courses.

Thank you, also to Hobson Bay Council, for their support, and for once again in providing us with access to a Mini Bus and driver for our mini excursions.

Williamstown U3a have also provided us with the opportunity to join several on-line courses.

Courses and Activities in 2020-2021

Current Affairs – Ann Nicol

Ann led this extremely popular class in which a wide range of global, national and local issues were discussed. This course continued during lockdown via Zoom which kept participants connected.

Book Club – Ann Nicol

The Book Club met monthly and continued successfully via Zoom in the 2020 lockdown period. Some lively discussions resulted in this most enjoyable course.

All Things French – Jerome Champetier de Ribes

In this class conversations are mainly conducted in French and so is suitable for people wanting to practice their French conversation skills.

Spanish for Beginners - Juan Pablo Navarrete

An introduction to the Spanish language. Grammar as well as some Chilean and Latin-American culture is part of this course. To fit in with his work schedule, this has been an evening class.

Creative Writing - Julie Williams

The Creative Writing course with Julie included Memoir writing.

Be Connected - Peter Bainbridge

A computer program in which small groups work through a range of online activities to gain confidence and competence in using their electronic devices.

Ukeleles - Graham Waghorn

In this fun class participants learn to play the Ukelele in a small group.

History / Tang Dynasty - Ted Morton

A fascinating insight into this period of Chinese history including power struggles and culture.

Knitting for Charity - Rudith Prins

This group meets twice a month now that restrictions have eased. A great response was received for the 2020 lockdown target to knit '100 Items for Charity' in a month – we far exceeded the target.

Cryptic Crossword - Barbara Campbell

A course to stretch our brain power and lateral thinking.

I Hate to Cook - Wendy Durbridge

A short course for people who don't want to cook how little you need to prepare a tasty meal.

To the Movies - Rudith Prins

A monthly opportunity to enjoy a movie with a group at the Sun Theatre in Yarraville, followed by a discussion and lunch at a local café.

Mini-Bus Trips - Dorothy Kendall

The Mini-Bus Trips have now resumed, although the number of seats is still restricted due to Covid regulations. One trip was able to be conducted in 2021

1. State Rose Garden in Werribee with a visit to the Werribee Mansion.

Trivia - Dorothy Kendall and Carole Hurworth

A popular and fun activity held once a term in which small groups compete against each other to display their general knowledge.

Crazy Hat Day in the Park

A fun get-together at the start of 2021 after the lockdowns in 2020 included a Hat Trivia and prizes.

Thank you to our supporting friends and partners.



Although another topsy turvy year, we were able to bring back a few of our favourite activities and still look to 2021/2022 being bigger and better
 Thanks to everyone involved



Our first get together for the year Crazy Hat morning in the park February 2021



Two sessions of trivia were held

Mini bus trip to State Rose Garden



Our president Peter was featured in Hobsons Bay Volunteers' week

Knitting for charity continued



Our tutors always go the extra mile. Juan Pablo our Spanish tutor didn't let the absence of a whiteboard deter him