



HOBSONS BAY/WILLIAMSTOWN INC

Special General Meeting Tuesday 8TH November 2022 Minutes

Venue:

1. The Cottage 83 Bayview Street, Williamstown and
2. Electronic meeting via ZOOM

1. WELCOME AND CONFIRMATION OF PROXIES

- a. Present - 33 attendees (1 via Zoom) (*see list on Page 3*)
- b. Proxies – 22 received (*see list on Page 4*)

2. NOTICE UNDER SECTION 31 CONSTITUTION

Under Section 31 of the Constitution, those present were reminded that the Committee had called a Special General Meeting for the business of amending the annual membership fees.

3. PROPOSED AMENDMENT MEMBERSHIP FEE STRUCTURE FOR 2023

Prior to the meeting, the Committee had recommended the adoption of the fee structure proposed by the Finance Working Group (comprising Committee members and member representatives): Full Members \$55.00, Associate Members \$40.00.

The Finance Working Group Lead, Treasurer John Morris, provided a summary of the review undertaken by the Working Group (17 members – a mix of Committee and non-Committee members). John explained that the main focus of the Working Group was to review our current and anticipated future costs, keeping in mind the preference to keep in the bank a buffer of 1.5 years of expenses.

The Working Group concluded that our current and future costs are greater than the income generated by the current fee structure (see below). With the current fee structure, we are looking at a potential loss for 2023.

- **Maintenance** The cost of maintenance and cleaning of the Cottage has increased over recent years, with cleaning costs having increased since the beginning of the pandemic. Maintenance costs have also increased. On behalf of the Committee, Sue Dawkins submitted a grant application to Hobsons Bay Council aimed at improving the Cottage (in particular installing insulation to reduce energy costs) but this was not approved because the Cottage is the property of the Dept of Education. This means we will need to take maintenance and improvement costs from our income.
- **U3A Network charges** U3A HBW is required to pay an amount per member to U3A Network primarily for insurance.
- **Hobsons Bay Council** The Council is currently reviewing their structure for charges for community organisations using council-owned buildings. To date, we have had some access to the Senior Citizens' Centre but we are now starting to use more facilities. Using Council-owned buildings allows us more venues to conduct more activities and has the added advantage that the buildings are modern and have improved heating and



HOBSONS BAY/WILLIAMSTOWN INC

cooling etc. It is likely that in the future we will be asked to meet some of the running costs of these Council facilities.

John also explained that:

- The Working Group also looked at other Melbourne U3As to ensure that the recommended fees for 2023 are in line with similar organisations
- Small increases in fees are preferred so the recommendation is to increase the 2023 fees and review during 2023 for the following year (rather than a large increase for 2023/24).

Following John's presentation, there was time for useful discussion.

- Provision for reduced fees for those joining part-way through the year was suggested. John responded that the Working Group considered this but it is too difficult administratively to have variations (bearing mind Committee and helpers are all volunteers).
- A hardship fund was proposed – the suggestion was made that some members may want to donate a membership to be held for members in hardship. John responded that he will look into this for 2023.
- There was a question regarding the security of the data held by U3A HBW. It was explained that
 - HBW now only collects year of birth, not full DOB
 - The database is supported by U3A Network - to ensure security, permission to access the data is strictly tied to the function of the person requiring access (so very few people have access to full data and they sign a confidentiality declaration)
 - Bank details are not available to U3A HBW – the member deposits the funds into Bendigo Bank which places them in the HBW account
 - For group emails, a system called mailchimp is used - this system receives only the member's email address (Note - you can unsubscribe)

Members were reminded that the Treasurer's report is presented each year to the AGM (circulated with the AGM agenda).

Resolution: To approve the proposed fee structure for 2023

1. The Full Member fee will be \$55.00
2. The Associate Member fee will be \$40.00
3. The Life Member fee will remain at \$0.00

The resolution was carried unanimously.

4. MEETING CLOSE



HOBSONS BAY/WILLIAMSTOWN INC

MEETING ATTENDEES

PRESENT	MEMBER NAME
Y	Ann Banham
Y	Anne Patralakis
Y	Annette Matthews
Y	Carol Neumann
Y	Cheryl Neenan
Y	Chris Foord
Y	Clara Brack
Y	Deb McDonald
Y	Fiona Williams
Y	Flora Lord
Y	Helga Kuhse
Y	Joan Lynn
Y	Joan Thompson
Y	John Morris
Y	Kerri O'Brien
Y	Lorraine Woodman
Y ZOOM	Louise Johnson
Y	Lynn Murray
Y	Maria Hay
Y	Marilyn Homewood
Y	Mary Barron
Y	Max Elliott
Y	Regina Goertz
Y	Ruth Patching
Y	Sandi Fallshaw
Y	Sandy Guest
Y	Sue Dawkins
Y	Sue Searls
Y	Vinny Fitzgerald
Y	Fiona Williams
Y	Francoise Muller-Robbie
Y	Sue Sturup
Y	Diana Donnelly



HOBSONS BAY/WILLIAMSTOWN INC

PROXIES RECEIVED FROM:

MEMBER NAME
Ann Goodwin
Ann Hinks
Anne Scott
Barbara Maher
Catherina Michetti
Darby Higgs
Denise Funston
Ena Holt
Erica Davanna
John Adams
Judy Frawley
Kerry Fowler
Lance Lessels
Marianne Lessels
Mary O'Donoghue
Mary Williams
Pauline McCosker
Ray Funston
Sue Neumann
Sue Myers
Susan Elliot
Tony McCosker