



# Annual Report

## 2020

We aspire to be a thriving, well-resourced community whose members embrace lifelong learning and positive ageing by sharing knowledge and life skills within a culture of friendship and generosity.

*Since 1985, Australia's first University of the Third Age and a member of the global U3A Network*

**U3A Melbourne City Inc.**

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### PHYSICAL ACTIVITIES

#### Let's Do Cycling



### SOCIAL ACTIVITIES

#### Stay Safe



### Education and Learning Activities



**LIFELONG LEARNING, STAYING SOCIALLY ENGAGED AND PHYSICALLY ACTIVE ALL CONTRIBUTE TO POSITIVE HEALTHY AGEING**

## PRESIDENT'S REPORT

### Annual Report 2020

2020 will be remembered as the year that was extraordinary, where one word 'Pandemic' forced change to our lifestyles and in turn, our U3A. We had to pivot quickly to adjust to the suspension of classes on the 20<sup>th</sup> March due to Government restrictions.

This disruption to classes has shaped our year like no other in our 35-year history. Creative ideas and good planning allowed us to plot a path through the challenges to maintain our excellence of courses and programs, administrative proficiency and ensuring regular communication with members.



I would like to share some of the highlights of the work achieved over the year and acknowledge the impressive work done by our Tutors, Team Leaders and Volunteers.

#### **Tutors:**

Our year began in full swing with face-to-face classes and activities until the restrictions required a change to our method of operation.

It was a hectic transition which required the skills of many volunteers as we adapted to a new learning format. The challenges we faced required us to respond rapidly and explore all possible solutions. Zoom licenses were purchased, Mentoring Teams were set up, IT teams swung into action and Manuals were written for first time users of Zoom. In fact, 'Zoom' became a household word this year.

2020 saw many of our Tutors happy to adapt their courses for online learning and a willingness of members to embrace the changes and continue with their classes. Our U3A went online and discovered what an incredibly skilled, creative and resilient group of people we are.

The Tutors are the critical core of our organisation and we are grateful for their continued contribution and commitment.

#### **Let's Do Program:**

Our Let's Do Program was in full swing at the start of the year with 12 active and diverse group activities. Unfortunately, restrictions impacted on many of these but some were able to adapt.

I thank all the Let's Do Team Leaders for their commitment in providing opportunities for members through a shared common interest.

I know that our Let's Do members have truly missed both the group exercise and social connections.

Thanks to **Steve Milton** (Let's Do Coordinator) for his enthusiasm in coordinating this important area of our U3A. I have no doubt that the program will resume as soon as possible and members will once again enjoy the fabulous array of activities offered.

### **Volunteers:**

Our Volunteers provide the framework essential for the smooth running of our U3A. Special thanks to each volunteer for contributing their time and expertise, to ensure each operational area is well supported. Put simply, without you, we couldn't function.

### **Life Membership:**

I would like to acknowledge **Jack Foks, Shirley Mason, Tony Miles and Margaret Rees** who have been awarded Life Membership of our U3A, for their outstanding and high level of contribution over 10 years or more. Congratulations to you all and many thanks for your generous support of our community.

### **Course Coordination:**

This year has presented extra challenges for our Course Coordinator. All the planning was arranged for year-long courses and Term 1, before the program was disrupted by the pandemic.

Our Course Coordinator, **Julienne Wight**, was integral to the teamwork that rapidly responded as classes were modified to suit the online environment. We thank her for her enthusiasm and dedication in communicating with all the tutors, managing the evolving Zoom calendar and scheduling so many classes online.

### **Admin Team:**

The Administration Team (**Fran Sciarretta, Kai Simpson, Paul O'Brien, Dawn Gibson**) and office volunteers are vital to the smooth functioning of our organisation. They are responsible for the success of our daily operations and the essential, direct communication with members. This year, when the office closed in March, the office volunteers moved to working remotely, in order to continue the essential administration required in dealing with emails and phone calls. A lot of behind-the-scenes planning, monitoring, and organisation is done by this Group. We thank them for their dedication this year.

Special recognition of **Fran Sciarretta** (Life Member) who has been instrumental in guiding the Administration of the Office Team for many years. She is stepping aside, but will remain a regular volunteer going forward. Fran, THANKYOU for your incredible volunteering spirit.

I would also like to acknowledge the work of **Kai Simpson** who administers the MyU3A system. This complex work is unseen, but absolutely essential for our U3A. Thanks Kai for your dedication in this area and also to the My U3A Inc Team for the on-going maintenance of our system.

### **Communication:**

This year, electronic communication via our fortnightly ebulletin, took on much greater significance. The longer the restrictions existed, the greater the importance for the ebulletin to keep members informed of developments across our U3A. I would like to say thanks to **Lan Wang** for her continued efforts in providing us with communication of such a high standard.

Thanks to those volunteers who maintained the website as well as our Facebook page and Instagram. We look forward to further developing these platforms next year. Thanks to **Liz Stephens** for her work in this space over the years.

### **Strong Team Collaboration:**

A real highlight this year has been the strong collaboration between Operational Teams, identified in our Organisational Structure. Without this close teamwork, we would not have been able to pivot quickly and achieve such successful outcomes this year.

In particular, the IT Support Group, Course Coordination and Admin team provided the skills and momentum to facilitate this transition. Many of these volunteers straddled multiple working groups and were absolutely focused on making the transition to online classes as seamless as possible.

In conjunction with the Online Course and Webinar Planning Team, they produced all of the User Guides for Tutors, Members and supported the Webinar Presenters.

You have all been outstanding and I thank you for your commitment.

### **Important Initiatives:**

I would like to mention some of the important initiatives that the Committee of Management have implemented this year.

### **Working Groups:**

We have seen a greater engagement of members, happy to lean- in and volunteer their skills and support the new Working Groups. Thanks everyone for your efforts and for working so effectively together to navigate the challenges we have faced this year.

The **New** Working Groups include:

- Online Course and Webinar Planning Team,
- Planning for Return Working Group
- 2021 Membership Deal Project Team
- Summer School, January 2021 – A Virtual Vacation
- Zoom Conversations Planning
- Member Liaison Group

### **Tutors and Members Survey**

It is good management practice to make decisions based on up- to- date data, especially during these disrupted times. We conducted three surveys this year, a Lapsed Member Survey, a Tutors' Survey and a Members' Survey.

We greatly appreciated the response from Tutors who provided their feedback about their interest and potential for online classes.

Over 700 members responded to the Members' Survey and that data provided us with a good foundation for framing decisions and setting priorities to meet the needs of our members where possible. We were heartened by the results we received.

<b>Term One</b>
70 Year-Long/ Semester Courses
19 Short Courses
<b>=== Suspension of Classes ===</b>
<b>Term Two to Term Four</b>
<b>All via Zoom</b>
46 Year-Long/ Semester Courses
25 Short Courses

### **Implementation of Microsoft Office 365:**

Microsoft Office 365 was rolled out and has greatly improved data security. Standardising our operations onto MS Office 365 has facilitated easier communication, scheduling calendars for meetings and sharing documents.

### **Data Privacy and Cyber Security Measures:**

Our Strategic Plan (2018-2021) identified the need for updated software to mitigate potential risks with data security and ensure compliance with regulations and good governance.

Our U3A remains focused on this and we have made significant progress in the important area of Privacy and Data Security. We continue to strengthen our compliance with the State Government standards.

U3A Network offered a full suite of workshops on cyber security and we have had representation at every workshop. In recognition of the increasing risks to data, we will continue to strengthen our security measures, and remain vigilant to the increasing threats to data.

### **New Members Meeting:**

Our New Members Meeting was held on the 27<sup>th</sup> February welcoming new members to our community. It was well attended with an informal afternoon of information sharing and new connections being made over a social afternoon tea.

Little did we know at that time, that the Committee of Management would soon have to suspend classes and that meeting would be our last social gathering for the year ahead.

The planned Tutors Information Session scheduled for 26<sup>th</sup> March was the first function to be cancelled as was Winter Lunch scheduled for 10<sup>th</sup> June, Seniors Week (October 2020) 'Who Do We Think We Are?' and the Volunteers Lunch scheduled for 1<sup>st</sup> December.

### **Forums and Webinars Program:**

Our Forums Program, organised by **Leigh Purnell**, got underway on 12<sup>th</sup> March with a great lecture on the topic "Uluru Statement from the Heart and the Process for Constitutional Change" by Justin Mohamed. This was a successful day with members enjoying both the educational value and the social connections shared.

We are grateful for the support shown to our organisation from the two other speakers who adapted their lectures via Zoom, to an appreciative audience. They were **John Brumby** who spoke on 'Current Perspectives on Australia/ China Relations' and **Dr Suelette Dreyfus** on the topic of 'Cybersecurity.'

We moved quickly to further enhance our online opportunities for members with a collection of speakers for our Webinar Program. The diverse set of speakers stimulated us to think about new ideas and provided us with a wealth of knowledge. These programs proved to be very popular over the year and my thanks to Russell Huntington for the work done in this area.

### **Strengthening Ties with MCC and Grant Opportunities:**

We were successful in our application for a grant from **Melbourne City Council** and received funding to purchase equipment to support our Zoom classes. We purchased a

camera, microphone and speakers to enable hybrid classes - Face-to-face and Zoom simultaneously. We thank the Council for their funding support for this initiative.

We have maintained our connections with the MCC by keeping them informed of the valuable work we are doing by sending our regular ebulletins to Council. This not only provides them with information about our U3A program but continues to highlight the importance of keeping people of retirement age engaged and connected.

### **Yarra Tram Community Partnership Program:**

Our successful submission with the Yarra Trams Community Partnership Program resulted in our U3A being showcased on 53 trams across the Yarra Trams Network.

I wish to give a special thanks to **Bernard Peasley and the team** for their creative input and for guiding the advertising project through to successful completion.



### **U3A Network Support and Connections:**

I would like thank **U3A Network** for the funding support towards our Yarra Trams Community Partnership Advertising Campaign. This assisted us with promotional material to showcase our U3A.

I Zoomed in for the President's Briefing on 20<sup>th</sup> May, which provided a wonderful opportunity to share with other Victorian U3A's, the many challenges we all experienced during this pandemic.

### **Florey Institute of Neuroscience and Mental Health:**

Our successful partnership with the **Florey Institute of Neuroscience and Mental Health** has now been expanded through our connections with U3A Network enabling other U3A's to enjoy the benefits of the Florey's research and education. This is a positive step as it will greatly extend the audience and promote their vital research.

### **Seniors' Week:**

Seniors Week was completely re-vamped this year with all activities being online. Our U3A shone as our classes participated in both Radio Re-Imagined and an Art display. Thanks to the creativity and commitment of **Toni Purdy and Nancy Lane** for their efforts to enrich the experience of their class members and for helping promote our U3A.

Special thanks to Marilyn Harris who has put an enormous amount of work over the past year preparing for the theatre show 'Who Do We Think We Are?' This was to be presented at the Deakin Edge for our Seniors' Festival this year. The production involves 25 of our Members and tells their stories in a unique way. This is now postponed to the Seniors' Festival 2021 so we have much to look forward to.

## Thanks to the Committee of Management

Finally, I wish to say thanks to our fabulous Committee of Management of 2020. This year has seen the Committee face enormous challenges which required some difficult decisions in the face of unprecedented times, including the suspension of classes and closing the Office on the 20<sup>th</sup> March.

I wish to acknowledge all of the members of the Committee of Management whose energy, enthusiasm, commitment and collegiate spirit have so ably anchored the work of our organisation this year. It has been an absolute pleasure to work with you over the years. 2020 has been a year of challenge and we can all feel proud of our achievements, success and resilience as an organisation.

I wish to offer a special thanks to the Members of the Committee who are not continuing on the Committee for 2021.

**Lesley Bright** has been our Treasurer and Assistant Treasurer for a number of years and what an incredible job she has done. Her record-keeping and amazing attention to detail, ably assisted by **Ann Johns** has been a major asset to our U3A. Thankyou Lesley for your valued commitment.

**To Steve Milton** and **Helga Kuhse**, thank you so much for your contributions and unwavering support. Your considered input and balanced perspective have been a great benefit to the discussions at our meetings.

I would like to wish **Russell, Ann, Jane, Merilyn, Pauline** and the new Committee of Management all the best for 2021 and I am grateful that we have a strong and dynamic team to guide our strategic steps forward.

**Long may we continue to thrive and promote the richness of positive, healthy ageing.**

## The Committee of Management 2020



Committee Members, Left to Right.

Russell Huntington – Vice President, Merilyn Harris, Jen Holling – President, Steve Milton, Ann Johns – Assistant treasurer, Lesley Bright – Treasurer, Helga Kuhse, Jane Tulloch – Secretary, Michael Hoye.



# TREASURER'S REPORT

## U3A Melbourne City Inc. 1 October 2019-30 September 2020

### Summary of Income and Expenditure

<b>Cash Receipts</b>	<b>2019</b>	<b>2020</b>
	\$	\$
Investment income	3,116	1,560
Joining fee	4,360	4,000
Members Fees	124,340	122,830
Patrons/ Supporters	4,600	4,200
Donations	7,481	8,947
Social Activities(offset)	11,844	1,371
U3A Network & Grants	1,000	6,515
Sales		200
	<u>156,741</u>	<u>149,623</u>

<b>Cash Payments</b>	<b>2019</b>	<b>2020</b>
	\$	\$
Office Rent	24,553.00	24,847.00
Classroom Hire	96,249.00	41,387.00
Running expenses	13,299.00	7,926.00
Member & Committee Expenses	6,541.00	4,293.00
Social Activities(offset)	9,914.00	971.00
U3A Network Subscription	2,616.00	2,488.00
Grants		7,417.00
	<u>153,172.00</u>	<u>89,329.00</u>
Surplus	3,570.00	60,294.00

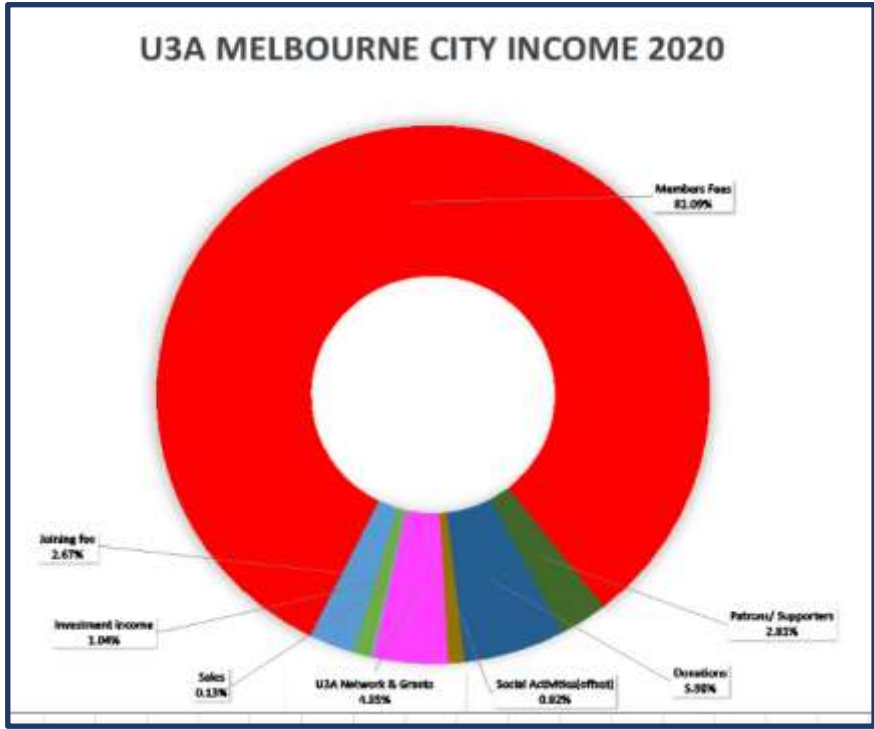
<b>Balance Sheet</b>	<b>2019</b>	<b>2020</b>
	\$	\$
<b>Current Assets</b>		
Bank	28,814	133,145
Investments	144,037	100,000
<b>Fixed Assets</b>	0	0
<b>Total Assets</b>	<u>172,851</u>	<u>233,145</u>
	\$	\$
<b>Members Equity opening</b>	169,281	172,851
Surplus	3,570	60,294
<b>Members Equity closing</b>	<u>172,851</u>	<u>233,145</u>

### Certification

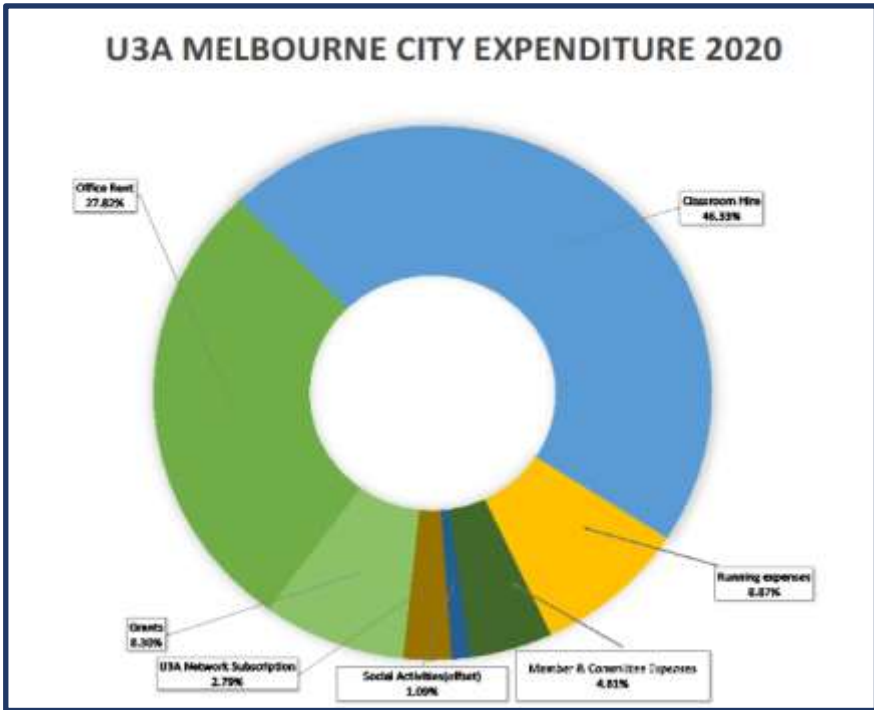
We, Lesley Bright, Treasurer, and Jenny Holling, President, being members of the Committee of Management of U3A Melbourne City Inc. certify that the Statement attached to this Certificate gives a True and Fair view of the financial performance and position of U3A Melbourne City Inc. during and at the end of the financial year of the Association for the year ending on 30 September 2020

***For 2020, we have achieved a surplus of \$ 60,294.00 out of a total revenue of \$ 149,623.00.***

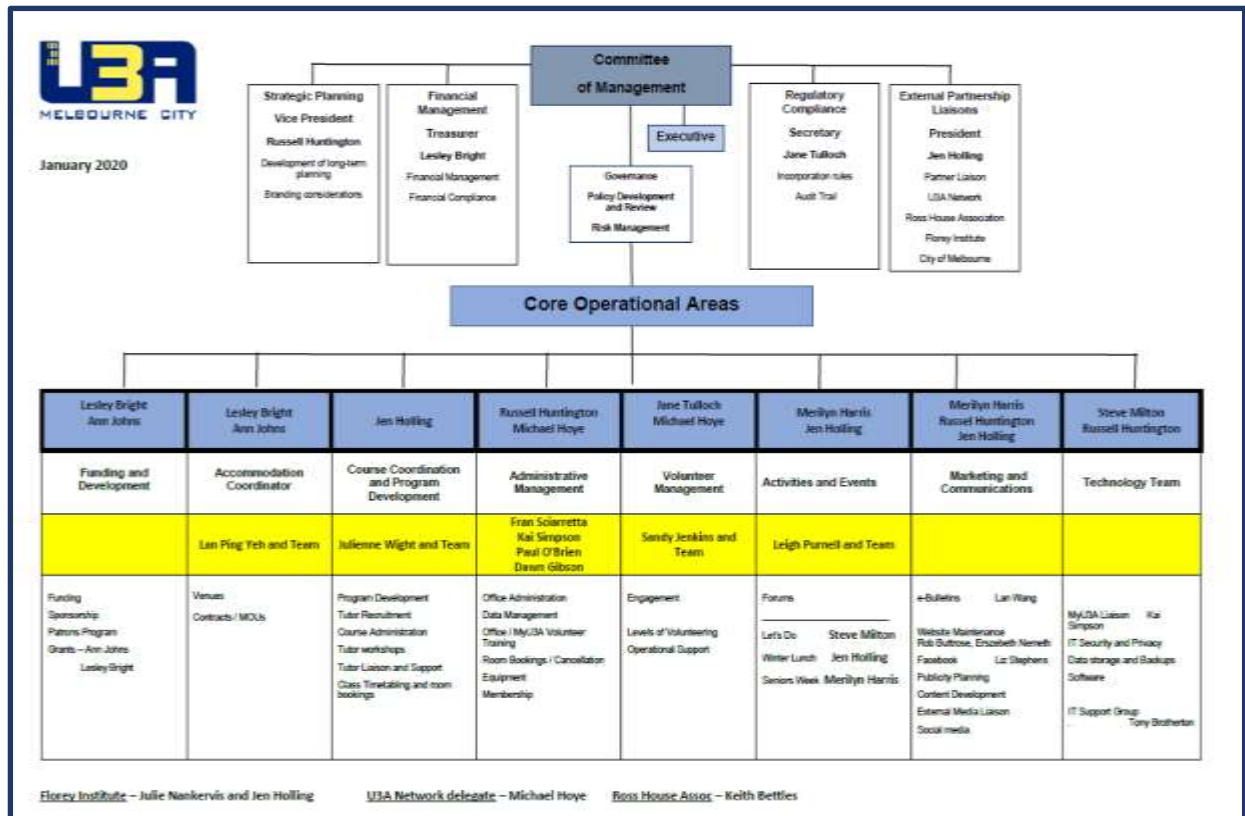
### U3A MELBOURNE CITY INCOME 2020



### U3A MELBOURNE CITY EXPENDITURE 2020



# ORGANISATIONAL CHART



U3A Melbourne City is a not-for-profit incorporated association, which commenced operation in 1985. It is a membership-based organisation run entirely by the effort of its volunteer members. The Committee of Management is responsible for the governance of U3A Melbourne City, guiding its strategic direction and ensuring that its operations are consistent with its constitution and ethos.

COMMITTEE OF MANAGEMENT	
President	Jen Holling
Vice- President	Russell Huntington
Secretary	Jane Tulloch
Treasurer	Lesley Bright
Assistant Treasurer	Ann Johns
Committee Member	Merilyn Harris
Committee Member	Michael Hoye (resigned May 2020)
Committee Member	Helga Kuhse
Committee Member	Steve Milton
Committee Member	Pauline Lomas (Co-opted member May 2020)

## VOLUNTEERS IN KEY LEADERSHIP ROLES

The Committee is supported by several Specific Purpose Working Groups. Coordinators of core operational areas provide leadership and administration. Members are invited to contribute their skills to help achieve our objectives.

Course Coordinator	Julienne Wight
Let's Do Groups Coordinator	Steve Milton
Accommodation Working Group Coordinator	Lan Ping Yeh
Volunteer Coordinator	Sandy Jenkins
Admin Team	Fran Sciarretta, Kai Simpson, Paul O'Brien, Dawn Gibson
MyU3A database	Kai Simpson
Technology Committee	Steve Milton (Chair)
IT Support Group	Tony Brotherton
e-Bulletins	Lan Wang
Facebook and Instagram	Liz Stephens, Maria Quayle
Website management	Erzsebet Nemeth, Rob Buttrose
Forums Coordinator	Leigh Purnell
U3A Network representative	Michael Hoye
Ross House Representative	Keith Bettles
On-line Course and Webinar Planning Team, Planning for Return Working Group, 2021 Membership Deal Project Team, Summer School 2021, Zoom Conversations Planning	Russell Huntington
Member Liaison Team	Julie Nankervis

## WHO WE ARE

U3A Melbourne City Inc. is part of a world-wide movement of Universities of the Third Age.

A voluntary organisation which promotes active ageing and lifelong learning for the over-50s who are no longer in full-time employment.

AGE GROUPING	MALE	FEMALE	MEMBERS by %
50-60	7	52	4%
61-65	47	124	12%
66-70	83	257	25%
71-75	86	315	30%
76-80	65	158	16%
81-100+			13%

U3A Melbourne City was the first to be established in Australia. A public meeting was held in 1984 and the first classes commenced in February 1985.

It fulfils its mission by providing courses in a broad range of disciplines, a lecture program on topical issues presented by guest speakers and opportunities to make new friends and extend social networks through its social and volunteer program.

## **COURSES AND TUTORS REPORT**

**Report by Julienne Wight, Course Coordinator.**

What a year 2020 has been! We started the year with approximately 70 yearlong/semester courses and 19 Term One short courses. We were about 6 weeks into Term 1 when the Covid-19 virus hit Melbourne and it was decided by the Committee of Management that face-to-face classes would be suspended until further notice. Little did we imagine at that time that we would only just be emerging from lockdown at the end of October!

A working group to establish online classes was formed, led by VP Russell Huntington and comprising representatives from the course coordination, administration and information technology teams. The members were Julienne Wight (course coordination), Kai Simpson and Dawn Gibson (admin) and Mike Dorahy, Peter Connell, Joan Kraut, Peter Lawson and Colin Paterson (IT).

We decided to use Zoom video conferencing technology for online classes and purchased 2 licences. We started with a pilot group of 10 tutors. Many thanks go to our pilot tutors for being willing to test out the technology, documentation and training. They were: Jo Bennett, Glen Harvey, David McGregor, Gwen Nyman, Angela Di Pasquale (French) Marcus Wearne (German), Carmen Cohen (Spanish) Darrell Reid (Philosopher's Cave), Norman Morris (Topics Worth Discussing) and Frances Devlin-Glass (James Joyce's Ulysses).

After the pilot we purchased more Zoom licences and opened up online classes to all tutors who wished to participate. By May we were offering 34 yearlong courses. This expanded further in Term 3 and by the end of Term 4 we had 6 Zoom licences and had offered 46 yearlong/semester courses and 25 short courses via Zoom in Terms 2- 4.

I cannot thank our tutors enough for embracing the challenge of offering online courses so that U3A Melbourne City continued to be able to offer courses to members which provided both meaningful learning opportunities and social engagement. It wouldn't have been possible however without the work of the IT Support Group who provided one-on-one training and support to tutors and the Administration team, in particular Kai Simpson and Dawn Gibson, in adapting processes and systems, writing guidance material and dealing with the many queries from students. Thank you also to tutors who chose not to use Zoom but stayed in touch with classes by email or other means.

Of course, not all classes were suitable to be offered over Zoom and we also understand that online classes do not suit everyone. There are many extra challenges with online learning including managing the technology, adapting teaching methods to suit the online environment and managing participants.

2020 has also been notable for the way that U3As have cooperated with one another in sharing knowledge and practical information about how to get online classes up and running. Many thanks to Whittlesea U3A for their generosity in sharing their experiences and instructional material when we were first setting up our online classes and to Tral Cash from U3A Deepdene, Helen Vorrath from U3A Port Phillip, and Sue Steele from U3A Bayside for assistance along the way. U3A Network Victoria set up a system of Zoom mentors and we were lucky that one of the mentors was our own Glen Harvey.

The program for 2021 will come out on 11 November 2020. We will be offering classes via Zoom in Term 1 with the hope that we may be able to resume face to face classes in Term 2 subject to any restrictions in place at the time. At this stage we will be offering 56 yearlong or short courses via Zoom in Term 1. Some tutors have indicated that they would prefer to wait to offer their courses until face to face classes are possible again and we look forward to the time that we can all meet in person again!

## ADMINISTRATION TEAM REPORT

2020 has been a particularly different year with a whole new set of challenges due to the Covid-19 pandemic. Administration activities, including the operations of the office, are coordinated by a team of 4 senior office volunteers – Fran Sciarretta, Dawn Gibson, Paul O'Brien and Kai Simpson.

These 4 people are also part of the team of 20 regular volunteers who would normally work one day per fortnight in the office doing the daily tasks of processing member and tutor requests. This year, from March when the physical office closed, just 5 office volunteers performed the office administration tasks remotely from home, as far as this could be done. They are Paul O'Brien, Dawn Gibson, Kai Simpson, Jenny Earle and John Ogilvie. Services could only be offered via email and by answering voicemails.

The office is responsible for the administration of:

- Membership data – new and renewing members
- Class enrolments – year-long classes, short courses each term, webinars/forums, Let's Do groups and special events
- Payments - memberships, events, donations
- Ad-hoc room bookings and cancellations
- Financials – PayPal membership payment processing, daily takings reconciliation, banking, arrears management.
- Data creation and management of all course details in the MyU3A database
- Dissemination of Zoom class links to participants
- Waitlist management for classes
- Class attendance tracking and withdrawal of members absent without apology
- Assistance to tutors and class assistants
- Answering queries from potential members, members, tutors and venues about a vast range of issues to do with U3A Melbourne City.

These tasks are facilitated by the use of the MyU3A Membership and Course Administration software, which all office volunteers use with three different levels of expertise.

### 2020 Highlights:

- With the introduction of Zoom classes Admin team members have played a vital part in the **Online Class Project Team**. This involved creating tutor and participant user guides, assisting tutors with using Zoom, issuing Zoom links and guidance to participants and managing enrolments for classes. The team has now rolled out classes for terms 2, 3 and 4, as well as webinars and the Conversation series.
- Admin members have also played a part in the **Summer School Project Team** in establishing and administering a program of Zoom events to be held in January 2021.
- Similarly, Admin members are participating in the **Planning for Return Project Team**, which will establish the organisation's Covid-safe Plan for eventual return to face-to-face classes and a reopened office.
- **Planning** – office admin also do a lot of planning, especially for the release of classes each term, membership renewals for the next year and the release of year-long classes on the annual enrolments days.
- **Data analyses** – various database extracts were performed to assist Committee of Management decision-making processes
- **Member interaction** – this year this has been far more limited than normally. We have only been able to provide email and voicemail services. Members are able to self-serve using the website and the MyU3A member portal.

## LET'S DO GROUPS REPORT

Let's Do Coordinator - Steve Milton

It's been a challenging year for Let's Do. The very nature of LD is social contact whilst sharing an activity, so Zoom technology does not lend itself well to Let's Do. However, some groups did give online activities a go and Wendy Cook from LD Theatre organised a few theatre shows before Zoom fatigue set in.

There were small windows of opportunity during lockdown and cycling, walking and hiking continued under the social distancing constraints. Russell Huntington's **Lets Do Tuesday Cycling** had a full contingent of 18 riders this year, and Russell used creative methods to keep a small contingent of riders on their bikes riding around Albert Park Lake, despite the lockdown restrictions. A small group also travelled to New Zealand for a bike tour.

**Let's Do Longer Walks** led by Graham Ellis, managed one walk attended by 10 members in March. Similarly, LD Lunches led by Lynda Bourne managed one lunch. Lynda tried a virtual lunch, and this was attended by 3 people, but like many leaders Lynda found there was little interest in virtual lunches. Katherine Wilson's **Friday LD Films** group saw 5 films before lockdown shut cinemas.

**Let's Do Galleries and Museums** has over 100 members. Led by Sharon Carter and supported by Margaret Wyatt the group usually have monthly visits to museums and galleries around Melbourne. Due to Covid19 they were only able to complete one event in February to Duldig Gallery and Studio in Malvern. Forty members learnt about this Polish emigre and his family at their Melbourne residence. In Term 4 the group is pivoting to offer a **Let's Do Virtual Galleries** monthly program that will be unrestricted allowing them to open this program to more than 100 participants.

The **Let's Do Walks Tuesday** group led by Margaret Wyatt has 75 members. The group started the year in early February with more than 40 enthusiastic people walking. Whilst the group weren't walking, they used a Facebook page for members to stay connected. Walkers posted pictures of where they walked and things that caught their interest. The group posted some fantastic photos of members local areas, parks and gardens.

**LD Cycling Thursday** group led by Anne Irwin and Lori Drake was able to do a few rides between the lockdown restrictions before Covid deflated the tyres and put a spoke in the wheels. A few intrepid members did successfully do an overnight ride along the Yea Rail Trail in November 2019 and further trips are planned post Covid. Lori also organised the Hiking group which was launched this year. Unfortunately, Covid restrictions meant that only one hike was completed. Lori has decided to step down as leader of the cycling and hiking group and I'd like to thank her for the thought and effort she has put into organising both groups.

Jean Fahey, Jill Car and Shirley Mason launched **LD Weekends** at the end of last year. In February there were 100 members. 30 braved high winds and torrential rain to spend the day at Portarlington, travelling very stoically by ferry. Lunch was a highlight of the trip. Hosted by Jill, members voted the day a big success in spite of the weather.

On Sunday March 4th Jean hosted a comprehensive and enjoyable backstage tour of The Arts Centre.

A coach trip to The Australian Garden in April had to be cancelled. Hopefully the group will be able to resume early in 2021.

**Let's Do Opera on Screen** led by John Adams managed to fit in three screenings before

the COVID curtain descended: Puccini's Madam Butterfly, Philip Glass' minimalist Akhnaten and Alban Berg's expressionist Wozzeck. Plenty of variety! Fortunately, the Metropolitan Opera had nightly streamings of works in its repertoire.

**Let's Do National Theatre Live** also led by John viewed Noël Coward's comedy of manners "Present Laughter" and an extraordinary stage adaptation of Mary Shelley's "Frankenstein". For a number of weeks, the UK National Theatre screened plays in its repertoire for members to watch at their leisure.

This is just a sample of the Lets Do program. Let's Do is a great way to socialise with people who share an interest and make new friends. Although Covid has made things difficult this year, all groups expect to resume in 2021 with renewed energy. Thanks to all leaders (and co-leaders) for volunteering and making a contribution. **LD Music**, -Peter Caldwell, **LD Film** (Monday)- Alison Hindson, **LD Strolls**- Guido Ballard.



The Tuesday Cycling Group



Riding along the Yea Rail Trail, Thursday Group



## WORKING GROUPS REPORT

**Technology Committee.** This sub-committee of the Committee of Management meets quarterly and includes the following members: Steve Milton (chair), Russell Huntington (secretary), Tony Brotherton (IT Support Group Lead), Kai Simpson, Lan Ping Yeh

**The IT Support Group, led by Tony Brotherton,** reports to the Technology Committee and includes Peter Connell, Mike Dorahy, Peter Lawson, Joan Kraut and Colin Paterson.

The focus of the Technology Committee's work this year has been:

- (1) The implementation of a decision made in 2019 to introduce Microsoft 365 as our all application software suite. This is largely on track except for the Administration where implementation has been frustrated by the office closure the difficulty of training our many volunteers remotely
- (2) A review of the sustainability of the data base system My U3A. This has involved clarifying successful planning in the development team and has included consideration of an alternative data base system. A recommendation to the Committee of Management is expected before the end of the year.

The IT Support Team has spent much of the year training and providing support to tutors, webinar presenters and participants in Zoom. This has been outstanding.

### **Online Course & Webinar Planning Team**

This team was formed when it became apparent that face to face classes would be suspended and that we would need to offer classes online using Zoom. The members include Dawn Gibson, Russell Huntington, Julianne Wright, Kai Simpson and five members of the IT Support Team (Peter Connell, Mike Dorahy, Peter Lawson, Joan Kraut and Colin Paterson).

Initially, the team met weekly. Assisted by Whittlesea U3A, they developed training programs and supporting documentation for tutors and class participants. With the decision to supplement classes with webinars this team took on the task of supporting these. A total of 12 webinars have been offered in 2020 involving audiences of between 50 and 120 members at any time.

### **Planning for Return Working Group**

The Committee of Management set up a working group made up of Enchong Chua, Russell Huntington, Ann Johns, Kai Simpson, Carl Smith and Julianne Wright. It has been asked to consider and advise on:

- a. When the office/Member Centre should re-open
- b. How the office would need to be prepared for re-opening and maintained hygienically.
- c. What we can expect from the Greek Centre in the management of building safety and hygiene including restricted number of persons in lifts and the cleaning of shared facilities such as toilets and kitchens.
- d. What changes would we need to make to class and meeting venues (location and layout) so they can accommodate classes or meetings which enable social distancing. Noting that we currently use 14 different venues which may have differing regulations.

- e. How classrooms need to be maintained hygienically before and after classes.
- f. Whether some classes will be offered on a hybrid learning basis – a mix of face-to-face and online using the web camera and mics/speakers that we have just acquired. How will we roster these classes given there is only one set of hardware
- g. Whether some classes can continue to offer Zoom classes if Tutor wishes. Noting that 98% of Members use Public Transport to attend their classes.
- h. Whether Tutors would be willing to return to face-to-face classes this year given constraints identified above.

This work is ongoing and includes the development of a COVID Safe Plan.

### **2021 Membership Deal Project Team**

This project team was formed to consider how we might retain existing members into 2021 given that so many have been impacted by COVID 19 this year and how we might attract new members. The project team is made up of Sharon Carter, Marilyn Harris, Ann Johns, Russell Huntington and Julianne Wight.

The project team has developed a membership deal for 2021 which will be rolled out to members and to prospective new members during the last quarter of 2020. It will also be shared at the AGM. A major feature of the deal includes a Summer School which has been planned by a separate team.

### **Summer School, January 2021 – A Virtual Vacation**

Over two weeks in January this school will offer a morning and afternoon travel-related presentation each day topped off with a soiree on Friday evenings accompanied by live music. Presenters have been sourced internally and externally including from Academy Travel. Full details will be shared with members throughout September and October. Enrolment will be available together with long and short courses at the end of November.

The Summer School planning team includes: Sharon Carter, Ann Johns, Russell Huntington, Peter Lawson, Marilyn Harris and Julianne Wight.

### **Zoom Conversations Planning**

Shirley Arbuthnott, Russell Huntington and Kai Simpson have developed an opportunity for members to join a hosted conversation on one of seven themes during Term 4. The focus here is on conversation rather than presentation providing members with the opportunity to chat with other members around a theme of mutual interest.

## FORUMS REPORT

Coordinator - Leigh Purnell

COVID19 has been hugely disruptive for everyone in all our activities. Even worse- for a large number of people it has been indescribably tragic.

With these realities foremost in my thoughts, I report that the “live” U3A Melbourne Forum Program envisaged for 2020 was pretty much wiped out.

We did however get to hold our first Forum scheduled for March-days before the initial COVID restrictions came into force. The topic was “Uluru Statement from the Heart and the Process for Constitutional Change”. The Guest Speaker was Justin Mohamed, Commissioner Victoria for Aboriginal Children and Young People. Justin was former CEO Reconciliation Australia. Feedback from members judged it a great start for the year.

The 2nd Forum, scheduled to be held in April had to be cancelled due to Covid 19 restrictions. The topic for this Forum-” Current Perspectives on Australia/China Relations” remains a hugely contentious issue with more complexities being added to our bi-lateral relations every day. The Guest Speaker, John Brumby is recently retired President, Australia/China Business Council and former Premier Victoria. Thankfully, due to very astute foresight and management by key people in U3A Melbourne-this Forum event was able to be reformatted into a very successful Zoom Webinar held on 16June.

Forum 3-scheduled for September had to be completely shelved. The Guest Speaker was to be Genevieve Bailey, Producer/Director Film and Documentaries. The topic “Happy Sad Man” was going to unpack Genevieve’s acclaimed Documentary screened in Cinemas which profiled 5 different Australian men. A real disappointment we didn’t get to hold this one.

Forum 4-scheduled for October has been able to be reformatted to a Webinar and is now set for Thursday 12 November 2.30-3.30pm. Topic for the November Webinar is “Cybersecurity”. This issue now massively affects the world we live in and it has emerged as a key element in risk management and self-care. The Guest Presenter-Dr Suelette Dreyfus, School of Computing and Information Systems, Melbourne University. Dr Dreyfus is a former journalist and author of “Underground” with Julian Assange.

In concluding my remarks, I would firstly like to thank Jen Holling President U3A Melbourne for her outstanding overall leadership of U3A in the toughest of years possible given all the ramifications of Covid 19! Thanks to Jen also for her positive and tireless support surrounding all the Forum issues.

My deepest thanks also to:

- Members of the Forum Committee. Sorry we didn’t get the chance to do all the things we had planned for 2020.
- Tony Miles for such creative and meticulous work in producing the Forum Flyers.
- All those responsible for publicity through eBulletins and the U3A website.
- U3A Office staff generally.

Finally, thanks to Russell Huntington and his team for the wonderful help in salvaging some of the Forum Program through a highly popular and professional series of Zoom Webinars.

## LIFE MEMBERSHIP

Nan Wingfield, Marie Einoder, Lillian Emmanuel, Alan Liubinas, Margaret Shilton, Joyce Bromage, Eva Meredith, John Besley, Ailsa Miles, Val Pincus, Marguerite Grynberg, Will Semler, Margaret Ledley, Ann Hewett, George Boag, Blair Cramer, Judy Eldred, Christina Hill, Juliette Zeelander, Dorothy Davis, Alma Kristensen, Betty Caldwell, Hilary Adair, Helena Ling, Peter Salmon, Jill Thompson, John Waldie, Dr Rom Jagielski, Fran Sciarretta, Julie Nankervis, Rhonda Favaloro, Jack Foks, Shirley Mason, Tony Miles, Margaret Rees.

### **ACHIEVEMENT AWARDS:**

Chris Dargan, Kelvin Edwards, Sigrid Erdt, Sandra Joicey, Shinei Sakai, Ted Weiss, Karen Dupleix, Carol Wright.

## PATRONS' PROGRAM

Sincere thanks and appreciation are expressed to all our patrons and supporters, who continue to make a generous and very valuable contribution to the ongoing sustainability and success of U3A Melbourne City.

In addition to these members, U3A Melbourne City thanks all the many members who have made specific donations to our organisation of between \$20.00 and \$10,000.

### **Patrons and Supporters 1<sup>st</sup> October 2019 to 30<sup>th</sup> September 2020.**

Isabel Kroyherr, Elaine Batchelder, Deanne Berlin, Barbara Cramer, Daniele Dubravica, Angela Gill, Anita Goulding, Dora Haralambeas, Marilyn Harris, John Hill, Ann Johns, Don Just, Heather Lacey, Ania Marciniak, Julie Mills, Erika Mohoric, Mary Phiddian, Bronwyn Richardson, Daina Richardson, Margaret Smith, Kiera Stevens, Hui-Chang Wang, Karel Woomer,

*If your name has been omitted, we apologise. Please know that your contribution is very much valued and appreciated. These lists are accurate at the date of printing. To all those who have contributed after this date, thank you for your generosity.*

## SUPPORTERS

David Brook, Eileen Chiu, Anne Chomiak, Carloyne Cohn, Pat Collins, Darryl D'Souza, Kate Fannon, Diane Gabb, Diana Gilbert, Sue Gordon, Christine Guilfoyle, Jane Hoyer, Michael Hoyer, Fengying Huang, Russell Huntington, Leah Jenkinson, Brenda Joyce, Clara Kanter, Lily Kocins, Alma Kristensen, Chuen Lim, Bridget McCoppin, Cathy Mead, Frances Meiklejohn, Patricia Morton, Julie Nankervis, Ronald Norton, Bernard Peasley, Rhonda Pocknee, Chitra Ramandadhan, Anne Rickards, Agnes Ross, Peta Scavone, Rosalie Smith, Tina Thoresen, Stan Van Hooft, Judy Walsh, John Watt, Katherine Wilson, Colleen Wood

## THE FLOREY INSTITUTE OF NEUROSCIENCE AND MENTAL HEALTH

We are privileged to continue our relationship with The Florey Institute of Neuroscience and Mental Health. This year, to broaden the reach of the wonderful research work of the Florey Institute, we have joined with U3A Network to deliver lectures to many U3A's across Victoria. Florey has adapted a series of lectures for delivery on-line. This new initiative commences in November 2020.

Date	Subject of Lecture
19 <sup>th</sup> Nov 2020	The Ageing Brain and Neuroplasticity – Professor Anthony Hannan

## OUR CORE VOLUNTEERS

We thank the following Members for their contribution and generosity of spirit in giving so much of their time as Volunteers. Without their willingness to step up, we would be unable to offer such a broad range of learning and social opportunities.

***Our Volunteers provide us with the framework within which we operate so successfully. Thank you to everyone.***

Hilary Adair, John Adams, Goldie Alexander, Judi Appleby, Shirley Arbuthnott, Jill Baird, Guido Ballard, Elaine Batchelder, Kirti Baxi, Barbara Bell, Jo Bennett, Ron Bennett, Keith Bettles, George Boag, Lynda Bourne, Lesley Bright, Tony Brotherton, Lynne Broughton, Alison Brown, Rob Buttrose, Betty Caldwell, Peter Caldwell, Vittoria Carli, Gillian Carr, Sharon Carter, Barbara Charge, Engchong Chua, Peter Chung, Deborah Claydon, Carmen Cohen, Pat Collins, Peter Connell, Wendy Cook, Blair Cramer, Brian Dargan, Chris Dargan, Frances Devlin-Glass, Angela Di Pasquale, Michael Dorahy, Lorelei Drake, Karen Dupleix, Jenny Earle, Tom Edwards, Graham Ellis, Christine A Evans, Jean Fahey, Jenny Favaloro, Rhonda Favaloro, Michael Finn, Jack Foks, Fortunato Forte, Dawn Gibson, Elliot Gingold, Fiona Graham-Murray, Marilyn Harris, Glen Harvey, Debbie Hay, Wolf Heidecker, Vicki Heyward, Christina Hill, John Hill, Alison Hindson, Jen Holling, Suzanne Hood, Charles Houen, Michael Hoyer, Russell Huntington, Anne Irwin, Mike Jackson, Anna Jardon, Beverly Jenkin, Sandy Jenkins, (Margaret) Ann Johns, Sandra Joicey, Brenda Joyce, Hana Kadera, Lynette Kalms, Irena Klajn, Charles Klassen, Joan Kraut, Bob Krstic, Yukie Kudo, Helga Kuhse, Nancy Lane, Günter Lang, Marigene Larew, Peter Lawson, Wendy Lea, Jennifer Lewis, Jan Livingstone, Pauline Lomas, Ian Mackay, Gloria Madrigales, Greg Mann, Ian Marchment, Laurie Marcus, Marianne Markovic, Shirley Mason, Ray Matters, Lyn Mayer, Maureen McBride, Graham McColough, Helen McCulloch, David McGregor, Charles McKavanagh, Michael McKay, Jonathan Melland, Tony Miles, David Miller, Julie Mills, Steve Milton, Frank Mitchell, Angela Moodie, Norman Morris, Liz Mullin, Julie Nankervis, Max Nankervis, Erzsebet Nemeth, Peter Newbury, Diane Noel, Jan Norman, Gwen Nyman, Paul O'Brien, John Ogilvie, Tony Page, Colin Paterson, Andrew Payne, Bernard Peasley, Helen Pettet, Toni Purdy, Leigh Purnell, Maria Quayle, Margaret Rees, Darrell Reid, Terry Rickard, Percy Rogers, Heather Ross, Lynn Samara-Banna, Elfie Schmidt, Natleah Schmidt, Fran Sciarretta, Margot Sharman, Kai Simpson, Carl Smith, Margaret Smith, Therese Starling, Kiera Stevens, Janet Strachan, Carmel Taylor, Jeanette Thomas, Carol Thompson, Jill Thompson, Annie Timson, Thea Traianou, Sue Travers, Jane Tulloch, John Waldie, Hui-Chang Wang, Max Warlond, Marcus Wearne, Julienne Wight, Paul Wilkinson, Katherine Wilson, Tatiana Winkels, Carol Wright, Margaret Wyatt, Lan Ping Yeh, Juliette Zeelander, Bruno Zielke.

## SOCIAL ACTIVITIES AND EVENTS

New Members' Meeting held on 27<sup>th</sup> February 2020. It was a well-attended and successful day where we welcomed new Members, shared information and made new connections over afternoon tea.

The following events were cancelled due to the lockdown restrictions.

- Tutors Information Session – 26<sup>th</sup> March 2020
- Annual Winter Lunch – 10<sup>th</sup> June 2020
- October Seniors' Week. - Production by Marilyn Harris – 'Who Do We Think We Are?' Postponed to 2021.
- Volunteers Lunch - 1<sup>st</sup> December 2020

## ACKNOWLEDGEMENTS