



DANDENONG
UNIVERSITY OF THE THIRD AGE

U3A Dandenong Inc. ABN: 86 401 693 866



ANNUAL REPORT 2021

U3A Dandenong inc.

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Introduction / President's Report

I am pleased to report to you the achievements and activities of 2020-2021. It has been a year of challenges and opportunities for our U3A.

The resumption of U3A activities following the COVID enforced shutdown last year has not been without its challenges. To enable us to, once again, hold face to face classes, we had to comply with the newly imposed government regulations regarding our use of venues. These State & Local Government regulations were, of course, necessary to keep us all safe. Compliance involved the preparation of a lot additional documentation including the development of comprehensive COVID management plans for each venue.

It was good to see the many happy faces as class members greeted one another and got straight back into their normal class activities.

Dandenong U3A members have shown themselves to be a very inclusive friendly group. Many stepped up to assist other members to comply with the QR sign in requirements and became email buddies for those without email. It was good to see that members complied with the covid requirements by cleaning, physical distancing, wearing masks (when those rules are in-force) and observing venue capacity limits.

As mentioned in the program coordinators report a number of Tutors, who have been leading classes for many years are, for various reasons, considering stepping away from the role but feel they are unable to do so without letting members down. This presents an opportunity for other members to give back by taking over these leadership/organising roles. I do ask that you give this serious consideration. It would be a real shame if these classes are discontinued for want of a Tutor/Coordinator. Tutors find that performing such a role can be a very rewarding experience.

I want to thank our members, volunteers and Committee for their continued support and positive feedback. We are all in this together and we have to stay united and committed in the face of challenges and uncertain circumstances.

Jeanette Keane
President U3A Dandenong Inc



U3A Dandenong – Profile

Purpose U3As are voluntary groups that provide educational, recreational and social programs. Each U3A is organised by and for people who can best be described as being active in retirement or semi-retirement, the third age of our lives. U3A Dandenong was established approximately 26 years ago for people in their third age who are in their senior years and are retired or semi-retired. We aim to provide opportunities to learn, teach, share and to give mutual support to each other in a friendly and warm environment, regardless of ethnicity, religion, ability or disability.

U3A Activities Our courses cover a wide range of interest areas, from academic to physical and artistic activities. Our members enjoy both the intellectual engagement and the social aspect of our courses. Please see our latest newsletter for further information.

U3A Dandenong Membership /course attendance U3A Dandenong has approximately 200 members and runs 35 classes per week with an average attendance rate of 70% of those enrolled in each course.

Vision & Key Mission

Our Vision

Live, Learn, Enjoy

Our Key Mission

To promote fitness in mind & body through participation in educational and health activities.

Our Community Role

U3A's contribution to the Greater City of Dandenong's "Positive Ageing Strategy" We successfully deliver on many of the objectives outlined in Greater City of Dandenong's (CGD) document "Positive Ageing Strategy."

"Positive Ageing Strategy"

These objectives are:

- Increase in access to community facilities and resources by older people
- Increase participation and inclusion of older people in our local community
- Reduce ageism in our community
- Reduce loneliness and isolation in older people
- Support the social needs of older people
- Improve access to information for older people
- Raise digital knowledge, literacy and skills of our older residents
- Improve access to preventative health programs focused on older people
- Improve fitness in older people

Our Committee

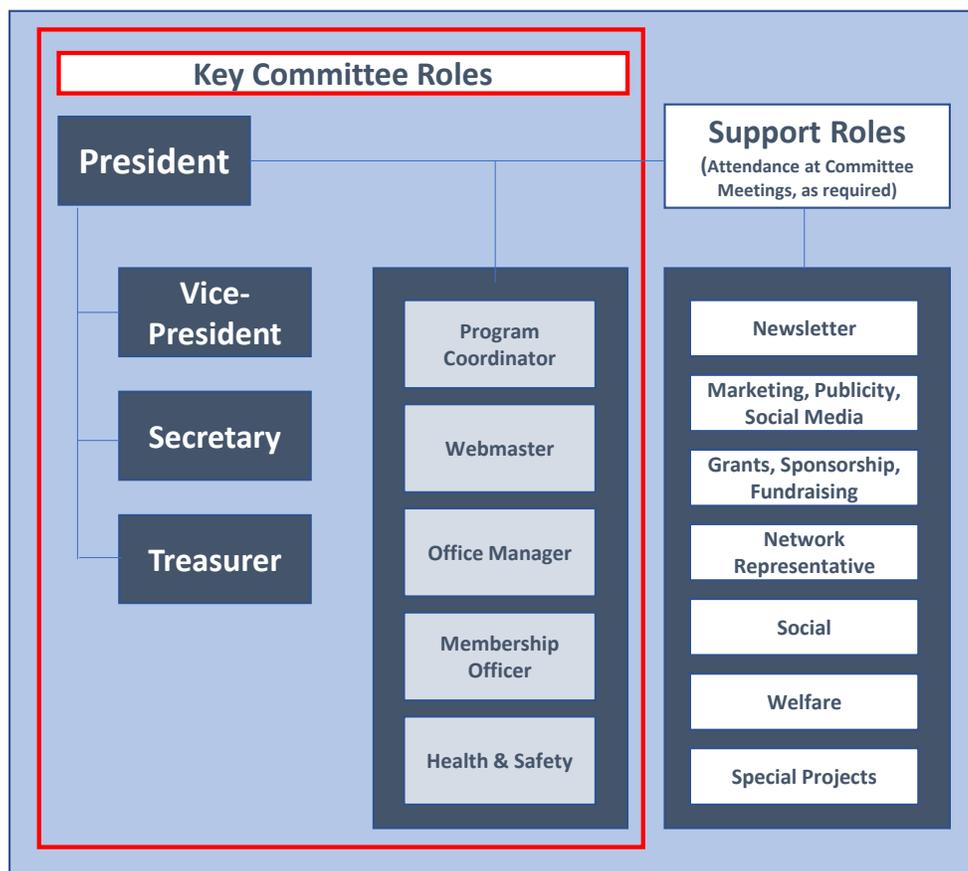
Our Committee is led by the President, working closely with other Committee members. Each has their allocated role(s) and it is primarily their responsibility to fulfil the functions of the role, reporting back via the U3A Management Committee to:

- Agree the annual scope and objectives of their role
- Provide status updates
- Request funding as appropriate to support annual objectives
- Request endorsement of activities that fall outside the previously agreed scope
- Inform of any matters that may pose a risk to U3A Dandenong and/or any matters that have already become an issue

Each member of the Committee of Management (CoM) is expected to:

- actively participate in committee meetings
- support other committee members to manage Portfolios
- ensure that the needs of the members are being met
- be aware of and develop Policies, Procedures and Processes to provide Governance and support the work of U3A Dandenong and its members
- be an active participant in CoM activities

Committee Structure - 2020/2021



Committee & Support email addresses

President	president@dandenongu3a.org.au
Vice-President	vicepresident@dandenongu3a.org.au
Secretary	secretary@dandenongu3a.org.au
Treasurer	treasurer@dandenongu3a.org.au
Program Coordinator	program@dandenongu3a.org.au
Webmaster	webmaster@dandenongu3a.org.au
Office Manager	admin@dandenongu3a.org.au
Membership	umas@dandenongu3a.org.au
Health and safety	healthandsafety@dandenongu3a.org.au
Publicity/Marketing	publicity@dandenongu3a.org.au
Social	social@dandenongu3a.org.au
Grants and Sponsorship	funding@dandenongu3a.org.au
Newsletter	news@dandenongu3a.org.au

Operating Highlights

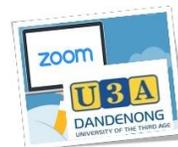
Commencement of classes this year coincided with

1. The introduction of our new venue - the Gloria Pyke Netball Stadium.
2. The delayed introduction of the online enrolment and membership management functions which are accessed through the web site. This enabled enrolment and payment of membership online and for updates on the impact of the changing restrictions being easily emailed to members.
3. Adjusting the timetable to allow time between classes at the same venue to allow for cleaning.
4. Working out how to sign everyone in with QR codes at each venue.
5. All members complying with the mask and cleaning requirements.

The new online enrolment and payment of membership proved challenging as we had to assist members in this process remotely. We had intended to provide enrolment days where we could provide in person assistance for members to learn the new process, but this was not to be due to covid restrictions.

The implementation of these changes involved a lot of additional work for the committee, tutors/course coordinators and office volunteers. I am pleased that we were able to successfully resume the delivery of face-to-face courses in February whilst also accommodating these new ways of working. We staggered the start of the courses to ensure a committee representative was present at the first class for each course. The covid protocols were explained and payments for members who opted to pay with cash were processed. This appeared to work quite well.

As a result of the lockdowns arising from the COVID-19 health crisis, we were only able to hold physical classes during the second half of the financial year. Many members have learnt how to participate in zoom classes. Using zoom can enable members with mobility or transport issues to more easily participate in classes.



We are currently investigating how to run hybrid classes – that is where some members attend face to face and others attend using zoom.

As a result of many members learning how to use zoom, we have continued to have a number of classes operate routinely using zoom and other classes transition to zoom whenever lockdowns occur.

Jeanette Keane
President U3A Dandenong Inc

Strategic Highlights

At the start of the 2019 - 20 financial year, a workshop was held and this has been reviewed

The objectives being:

1. To determine/confirm the vision and strategy for Dandenong U3A
2. To review our purpose
3. Examine U3A Dandenong's strengths and weaknesses and identify opportunities to become more effective and efficient as an organisation
4. What do we want to do to make U3A Dandenong more successful?

To address the objectives, the following activities occurred during the 2020 – 21 year:

1. We have redefined the committee structure and are working with a small core group with other committee members having part time roles who provide significant contributions at various stages throughout the year.
2. Based on our experience with the current committee structure the position descriptions will be reviewed in the coming year
3. A draft Risk Register has been created which will be reviewed in the coming year and finalised.
4. A Tutor/Course Coordinator Handbook has been created and this will soon be circulated to all Tutors/Course Coordinators as a reference as to what is expected/required in that role.
5. Communications to members is done by email as required and can be sent to all members or just those from a course using the UMAS system along with class notices. We have encouraged those without email to find an email buddy to keep them informed of the content of emails especially when we are unable to hold face to face courses. Any member without email is strongly encouraged to talk to other members of their course to find another member who is happy to call them whenever emails are distributed so they can keep up to date.
6. Introduction of zoom courses as an alternative way of conducting courses.

Jeanette Keane

President U3A Dandenong Inc

Financial Highlights



The financial position at the beginning of the year remained unsatisfactory with an operating deficit of over \$11,000 at the end of the previous financial year. The Committee of Management had last year developed actions to address this situation, and some actions were implemented this year with a view to:

- Reducing operating costs
- Improving income
- Using a budget spreadsheet for monthly tracking of our finances.

The most significant cost is venue hire for our meetings. Although the City of Greater Dandenong Council does provide free use of venues for just under half our requirements and the costs of hiring council venues to cover the remainder of our courses was very high. Many other U3A's receive substantial (even 100%) subsidy on their room hire. The result is that Dandenong is faced with higher annual costs.

We have been able to secure alternate premises at lower costs for many courses. Further detail is provided in the "Program" section of this report.

As predicted in the annual budget for Financial Year 20 -21 we have now reduced the deficit even though the projections for the income from membership and venue hire expenses were significantly impacted by the impact of pandemic restrictions. The membership fee was halved as we were only able to hold courses for the second half of the year.

Following the adoption of the U3A Victorian Network's UMAS computer system and PayPal it has significantly reduced the administration required to process membership payments.

Our income was impacted by our inability to hold the Expo which includes a raffle, so alternate sources of fundraising were investigated. A Bunnings Sausage Sizzle and raised funds that have been used for an overdue upgrade of the office computer.

Our annual budget for FY21 - 22 is based on maintaining the membership fee of \$70.

Claudia Cespedes
Treasurer U3A Dandenong Inc

Financial Statements

The financial statements in this report have been approved by the Committee of Management at their July 2021 meeting and signed by the President, Jeanette Keane and the Treasurer, Claudia Cespedes:

- Profit & Loss Statement
- Cash & Bank Balance
- Annual Budget – Financial Year 2022



AGM, Financial Report: 1st July 2020 to 30 June 2021

Profit and Loss Statement

Financial Years ended	Jun-20	Jun-21
Opening Balance	\$10,334.64	\$28,710.14
<u>Income</u>		
Members Fee	\$7,745.00	\$12,518.10
GST Refund	\$1,861.00	\$751.00
Donation	\$1,248.28	\$136.00
Fund Raising Activities	\$1,025.00	\$895.40
Grants	\$2,700.00	\$2,200.00
Other	\$0.37	\$50.00
Refunded Venue Hire/other	\$304.50	\$409.90
Sub total	\$14,884.15	\$16,960.40
<u>Expenses</u>		
Venue Hire	\$20,219.75	\$4,756.00
Communication	\$1,492.94	\$849.60
Advertising	\$413.60	
Capitation fee U3A Network	\$718.00	\$1,012.00
Class Materials / Training	\$1,516.83	\$2,835.29
Consumer Affairs	\$185.10	
Insurance		\$1,540.00
One Music Australia (Apra)	\$229.50	\$233.64
Tea Coffee	\$346.17	\$246.05
Miscellaneous	\$328.35	\$99.20
Photocopier and other equipment		\$1,121.94
Post Office Box Renewal	\$201.00	\$205.00
Annual Lunch tutors / committee	\$218.00	\$271.00
Printing	\$539.08	
Catering (25 Anniversary)	\$100.00	
Sub total	\$26,508.32	\$13,169.72
Balance at 30/06/2021	-\$11,624.17	\$3,790.68

Claudia Cespedes
Treasurer



Cash and Bank Balance as of 30 June 2021

Financial Year ended	Jun-20	Jun-21
TOTAL EQUITY (Less Liabilities Represented By:	\$63,255.82	\$70,107.59
CURRENT ASSETS		
CBA Account, Commonwealth Bank	\$0.33	
CUA Account 10428610	\$7.07	\$7.07
CUA Account10783609 (Term Deposit)	\$38,275.09	\$38,475.93
BENDIGO Bank Cheque Account	\$28,714.10	\$32,500.62
PayPal		\$848.35
Petty Cash	\$415.23	\$474.60
TOTAL ASSETS	\$67,411.82	\$72,306.57
CURRENT LIABILITIES (Carried Forward)		
Grants CSGPCD20`		\$2,200.00
Be Connected	\$2,200.00	
Network BCE Grant	\$500.00	
Debtors		
Keysborough & District Senior Citizens Centre	\$686.00	
Adroit Insurance	\$770.00	
TOTAL LIABILITIES	\$4,156.00	\$2,200.00

Claudia Cespedes
Treasurer



Annual Budget Financial Year 2022

Expenses		Income		Balance
Venue Hire	\$11,120.00	Membership fees	\$15805.90	
Communication	\$920.88	ATO - GST	\$900.00	
Consumer Affairs	\$185.10	Donation	\$900.00	
Capitation fee - U3A Network	\$500.00	Fund Raising activities	\$1600.00	
Insurance	\$1,270.00	Interest received	\$0.00	
Advertising	\$500.00	Other	\$0.00	
Postage / Aust post / PO Box	\$320.00	Raffle Tickets	\$500.00	
Class Materials / Training	\$1,000.00			
Photocopier and other equipment	\$1200.00			
Tea & Coffee	\$450.00			
Miscellaneous	\$540.00			
Annual Lunch tutors / committee	\$600.00			
One Music Australia (APRA) & Karafun	\$413.56			
AGM and Art show	\$2,200.00			
Total	\$20719.54		\$19705.9	-\$1013.65

Claudia Cespedes
Treasurer

Committee Reports

Secretary

Janet Sephton took over as secretary after the last AGM but unfortunately later in the year was plagued with ill health and had to withdraw from the role. We wish her all the best for her recovery and hope to see her return soon to Dandenong U3A activities.

The rest of the committee shared the duties of Secretary and in June, Heather Seymour returned to the committee as Secretary.

Heather Seymour
Secretary

Newsletter

The newsletter continues to be published twice yearly, towards the conclusion of each term in order to provide an update on class activity. This has also been supplemented with Member Announcements issued via our newly adopted computer system (UMAS).



Our newsletter is published as a pdf document and emailed to all members who have an email address. Some printed copies are also produced (courtesy of Gabrielle Williams, State MP for Dandenong) and available for collection at the office.

David Purdon
Newsletter

Membership

The introduction of UMAS to manage memberships and enrolments was very opportune as it made it possible to manage course sizes so that we complied with the physical distancing requirements imposed on us by the covid restrictions. The membership system also made it easier to provide communication updates to members during this time of rapid changes.

Membership has significantly dropped for last financial year which was not totally unexpected as the number allowed in each course was limited and many courses were filled to capacity early. Because of this and some members being hesitant to return and the extra work required to get courses up and running, it was decided to focus our efforts in just getting Dandenong U3A started again. To encourage more members, it would have been good if we were able to offer duplicates of the popular courses or some new courses. To do this, we need extra Tutors/Course Coordinators or have our existing Tutors /Course Coordinators run more courses. For the 2021/22 year we have some activities planned to publicise Dandenong U3A in an effort to increase our membership numbers.

Jeanette Keane
Membership Officer

Health and Safety

This year has been very busy from a health and Safety perspective. We have had to document Covid management plans for each venue, put together and maintain cleaning bags for each venue so that members have the appropriate supplies of PPE and items for sanitising as required. First aid kits were also put together so that each venue and outside activity has access to a first aid kit. The First aid kits are stored at each venue with the cleaning supplies and are readily accessible. We are still looking for

volunteers who are (or a willing to become) a qualified first aider so that we have a first aider available for each course.

Before the start of the semester additional training was held for Tutors/course coordinators on the new requirements.

Committee members attended the first occasion of each course to welcome members back and to inform members of these new health and safety requirements including assisting members in learning how to sign in with the new QR codes. Some members may have been unaware of some of this extra work as for some courses this was done by the Tutor/Course coordinator or their assistant after each class.

A big thank you to all the Tutors/Course coordinators and their assistants who have done a great job of ensuring that the covid requirements have been met for each and every class.

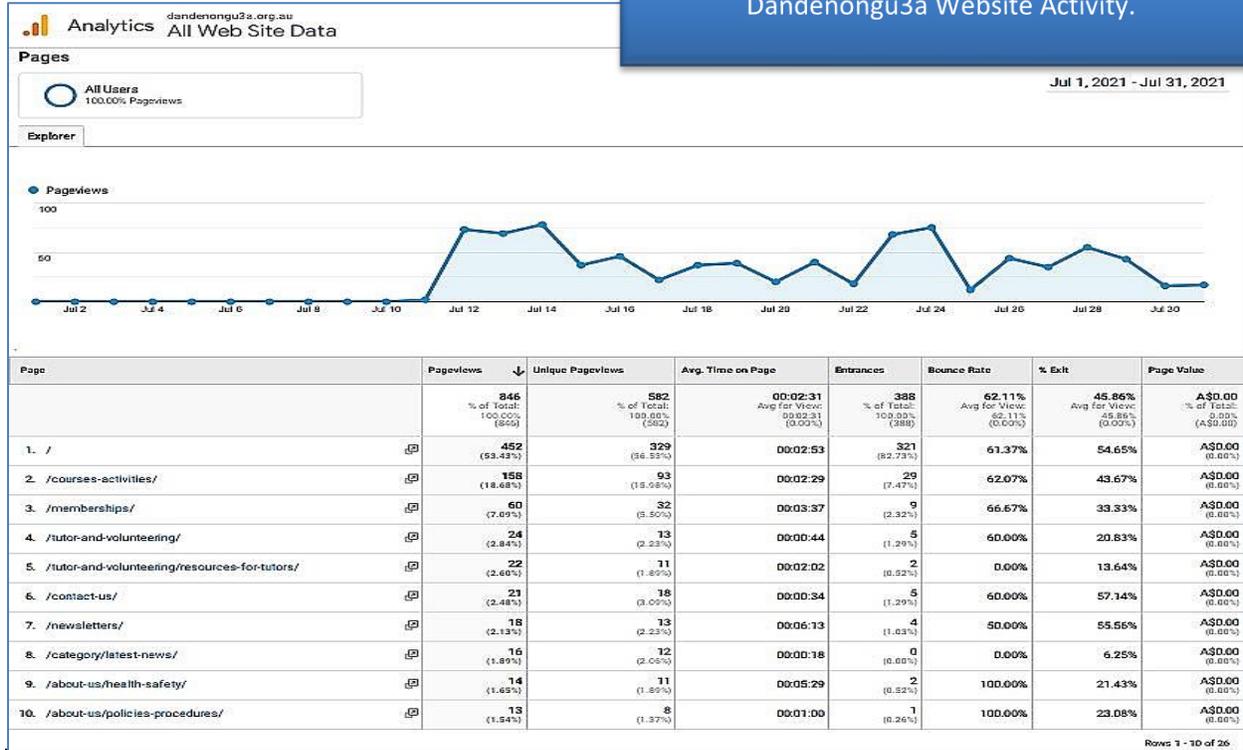
Jeanette Keane
Health and Safety Officer

Webmaster Annual Report:

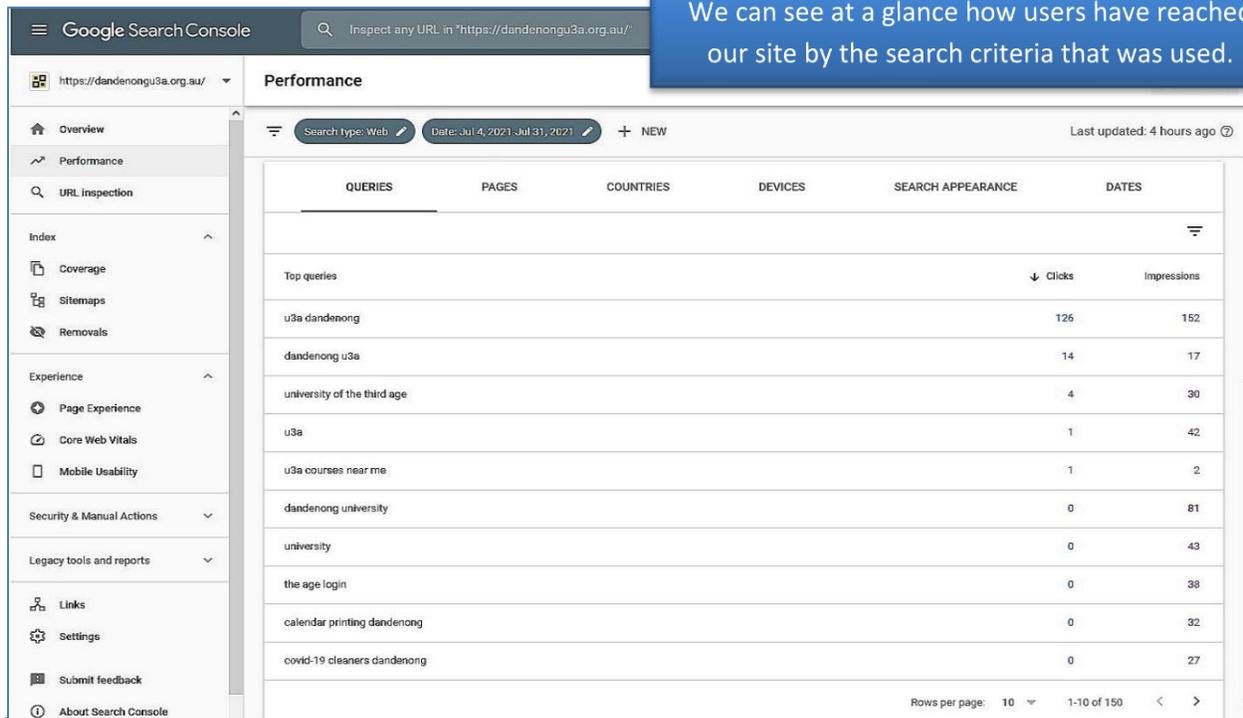
Development of the new Dandenong U3A web site aligns with the standard U3A web sites and gives a fresh new look. It has been populated with links to the many new documents which provide valuable information for members and easy access to UMAS.

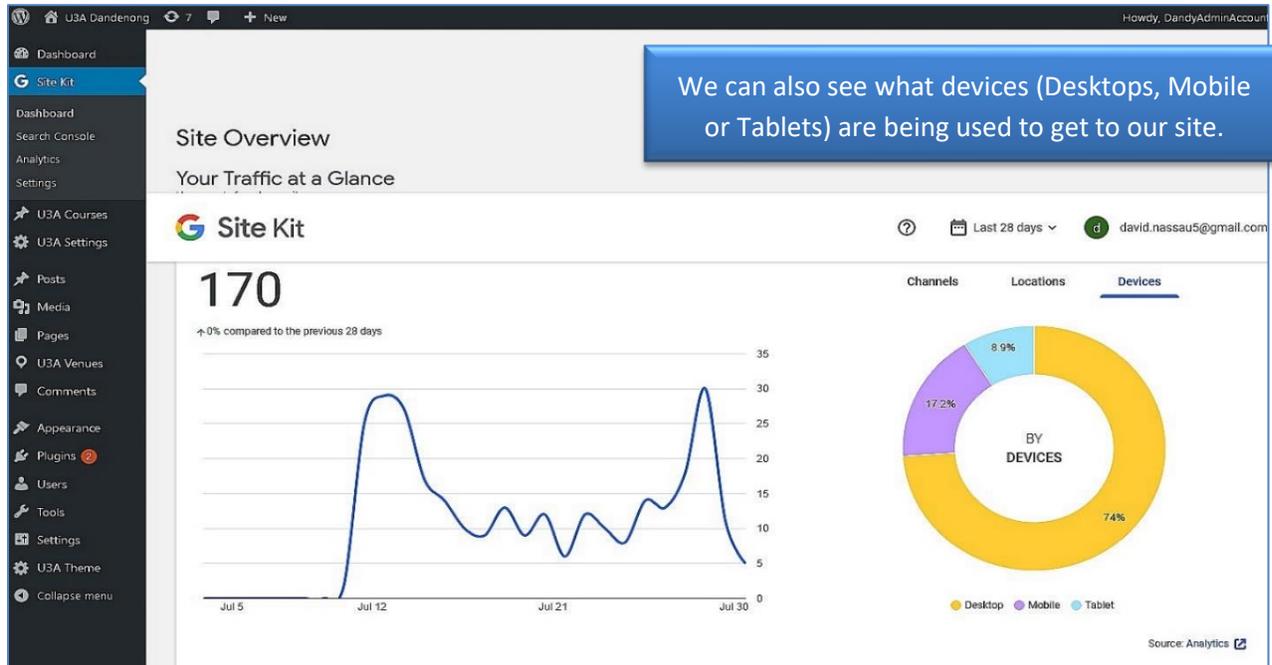
In July, we implemented the new Google Analytics site kit which now enables us to monitor, at a high level, activity on our new web site. See following example.

Dandenongu3a Website Activity.



We can see at a glance how users have reached our site by the search criteria that was used.





Any suggestions of any additional content that you would like to be displayed, please contact me at webmaster@dandenongu3a.org.au

David Nassau
Webmaster

Publicity Report

Our goal in the last 12 months was the same as per our PR PLAN for the previous year – that is, to pursue our objective:

GETTING THE MESSAGE OUT THERE.

Due to the consequences of last year's Covid Pandemic crisis, we were largely prevented from the intended focus.

Strategy for the next year will be the responsibility of the next Publicity Manager. In the meantime, some work has been done:

- A U3A Dandenong Publicity Video, been produced which is planned to be used during our Annual Expo of Arts & Crafts, and the Dandenong Show (Exhibition Pavilion).

- Press releases have been sent to local media – ‘What’s on’ columns in the local papers
- Maintaining our website and Facebook pages.
- A re-run/distribution of an updated information poster
- Edits to the Membership Flyer

Future Opportunities

Dandenong is a multicultural society and we need to find ways of engaging a broader section of our community including those of Chinese, Vietnamese or Indian descent (Over **40%** of the Greater Dandenong population).

Establish a sub-committee* to determine the Publicity/Marketing strategy and implementation plan to:

- Successfully engage with members of these communities
- Encourage membership of Dandenong

*Sub-Committee membership should include key positions such as Program Coordinator, Membership Officer and PR Officer together with interested members who wish to participate.

Alan Stevenson
Publicity

Fund Raising – Grants and Sponsorship

This year has been difficult with fundraising but we did manage between lockdowns to have one successful Bunnings Sausage Sizzle, which provided funds for a much-needed update to the office computer. Another Bunnings Sausage Sizzle is booked for October, provided we are able with lockdowns. Watch this space.

A grant has been lodged with the Federal Government via Julian Hill’s office to provide us with some equipment in order that we can run some hybrid classes, both face to face and on zoom. This grant outcome will not be known until December this year. Keep your fingers crossed on that one as the advantages of hybrid classes are beneficial to our future.

We have also registered to ensure that we are notified of State Government Grants that may come up from time to time.

It would be great if we could have a member of our U3A community, who has great skills with words, to take the role of Grants from me so that I can concentrate more on the role I was elected to do.

Raelene Curtis
Program Coordinator

Program and Tutor Update

All of our tutors were invited to submit a short review detailing:

- Class achievements
- Wish List
- Looking Ahead

The responses have been collated and are summarised below.

We have over 30 classes per week with tutors to host each of these. They spend a great deal of time in preparation for each class and must be recognised for their dedication. During COVID-19 some tutors have turned to zoom and ensured that we continue to provide members with an attendance option. Other tutors/members have kept in contact with other members during the pandemic using other options such as WhatsApp, email and phone to maintain much needed social contact.

Most of our classes have between 10 and 20 participants. Line Dancing has over 40! Zoom classes are smaller.

We are reliant on the support provided by tutors. Some have been fulfilling their roles over a long period and are keen to find replacements. The ongoing commitment by our tutors is fantastic but we do need others to step up and provide their support.

Whilst we do have a wide range of classes, it is interesting to check out other U3A websites. Not all courses require special knowledge to organise. They include:

- Trips – e.g. Exploring Melbourne
- Lunch or coffee meetings – these have no agenda but encourage social contact. Typical titles:
 - Dinner with Friends
 - Coffee and Conversation
- Caravan and camping – away trips of various duration.
- Movies – just watching a movie together with discussion after the movie and during breaks
- Weekly (or fortnightly or monthly) speaker – organise a regular speaker
- Grocery Club – One membership of Cosco and bulk buying/sharing for all
- Debating Club
- One-off sessions – e.g. “The power of Facebook,” Medical steps for seniors, “Beating Depression and Developing Resilience”

We encourage our tutors to celebrate their success with others via the newsletter and the Annual Report.

Class Achievements

In spite of multiple lockdowns some classes have continued to meet using zoom. Many of the group’s members have participated online. These classes include:

- Current Affairs
- Computers
- Language Classes

The use of zoom has continued beyond lockdown with two of our classes (Current Affairs and Computers) now providing added functionality that enables participants to choose whether to attend the class in person or via zoom. In spite of initial technical challenges these have been overcome and we are pleased that we can offer our class to those who are no longer able to attend in person.

Class Achievement highlights:

Current Affairs

- The quality of discussion continues to be good. Differences of opinion are handled respectfully.
- The move to 'Gloria Pyke Netball Complex' has provided a first-class facility with wi-fi, data projectors, TV, kitchen and loads of parking.
- One of our sessions included participation from an attendee based in Texas and provided us with some insights into the way 50+% of Americans are currently thinking (but, most of our class believe that many others do not appear to be thinking at all!)

Cycling

- The Covid situation has restricted activity during the most severe lock down conditions. However reduced restrictions allowing a 25km radius and increased group numbers permitted the group to ride again with few of the additional burdens encountered by indoor activity groups.
- Rides have mostly started at Tirhatuan Park in North Dandenong or the Blue Bridge in Dandenong Park (Lonsdale Street). Although most rides follow the extensive bike path network, some rides have explored quiet residential back streets to add variety to rides or provide an alternative linking of bike paths. An impressive new path has opened between Carrum and Seaford joining an existing path to Frankston and has been added to the ride portfolio.
- Several rides have involved a car trip of an hour or less to the ride starting point. These have included the popular Warbuton rail trail ride starting from Seville and an all-day expedition starting at Sorrento, catching the ferry to Queenscliff and then riding to Drysdale for lunch, returning to Queenscliff via Point Lonsdale.

French song

- Members are eager to attend as demonstrated by their happy faces and an increased number of participants

Learning Chinese through singing

- Bright, shiny eyes on zoom screens reflect the enthusiastic start to this course.

French Singing/French Intermediate

- Lap Lilly Lam (Tutor) tested herself and (with support from Maria Villarroel) successfully transitioned from "technology challenged" to "zoom savvy" enabling her to deliver many classes to more than one branch of U3A

- With accommodating support from members, the classes have grown

Gardening

- A very friendly group where everyone participates
- Group outings to Nurseries and Gardens and Home visits to members gardens

Hike Group

- 4 hikes this year in between lockdowns
- Good fun & friendship, encouraging each other to go the extra yard

Historical Battles

- Learning achievements During our lectures on The American Civil War include:
 - The American Civil War began in 1861 and finished in 1865 costing over 700,000 lives.
 - There were some 384 named battles during this conflict.
 - It was the first modern total war utilizing rail to transport large armies and supplies across vast distances.
 - The ironclad war ships employed made all international navies reconsider warship construction.
 - It introduced conscription as well as federal government backed paper currency.
 - It was conducted in two theatres The Eastern Theatre and The Western Theatre.
 - Early victories by Confederated armies led by R.E. Lee over the Union armies in the East were countered by the Union victories which split the confederate states in the west by U.S. Grant.

History of Melbourne

- Course explored the origins of Melbourne, it's geography, patterns of settlement and social history

Parchment and Paper Craft

- Another class that overcame the Covid challenges, getting together whenever permitted, meeting in restaurants to celebrate any member's significant birthday

Photography and photoshop

- Covid lockdown face to face classes were re-started
- Fully transitioned to using personal laptops
- Secure the use of a donated projector
- Field trip to Springvale Cemetery

PowerPoint

- Maintaining classes via zoom, successfully provided a platform for learning on- line.

Spanish

- Good progress and achievements by class participants throughout this difficult time leading to improved skills and knowledge - maintaining communication through Zoom, Facetime, WhatsApp, telephone calls and emails.

- Dedicated, energetic and enthusiastic participants.
- Various meetings together - walking group at Tirhatuan Park, gatherings at Latham Crescent Park and dinner at the Dandenong Club with Spanish singing by Henri Palles and we have organised to attend the Ten Tenors Concert in July.
- Computer
- Members of these classes raised concerns that have arisen out of the pandemic and it is heartening to know that attendance at the classes was significant in addressing the concerns/needs listed below:
 - companionship – I live alone
 - my family are not near and cannot visit
 - I am anxious in lockdown
 - cheery faces on Zoom
 - so nice to be back in class
 - I look forward every week to seeing my class friends
 - I can't wait for the next class
 - I don't know what I would have done without U3A classes

Line Dancing

- Focus on learning - no talking between dances (just in the ½ hour break). As a result, remembering the choreography of 20 plus dances
- Friendships
- Staying fit
 - Improvement in fitness
 - Recovery from injury/surgery

Knitting & Crochet (Class prefers to be named *Knitting Natters and Happy Hookers!*)

- Social interaction is highly valued. *We do not gossip but share experiences and solutions which help us all to grow older and wiser.* The class share what they have completed and socialise - having a good laugh with jokes and riddles and actively looking out for each other.
- Keeping the brain active by challenging ourselves and learning something new.
- Three members returned after recovering from personal tragedy, major operation and stroke. Two of these had to relearn from the beginning but they are achieving – Well done!

Class Wish List

We asked tutors to give us their wish list:

- Many classes would like more participants
 - Current Affairs Class has called out the wish to increase the number of zoom participants in its zoom-share classes.
- Additional Equipment:

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- A larger whiteboard is requested for Latham Crescent classes as the existing one is too small. This issue is exacerbated due to social distancing requirements that prevent members from sitting closer to the board.
- All equipment to host zoom-share meetings to be provided by U3A.
- Tutors
 - More tutors are need to deliver more courses
 - Back-up tutors are required – to learn the role and to provide for succession planning when current tutors retire from the role
 - Zoom-share sessions require a backup to manage zoom whilst another tutor takes the in-class lead

Some wishes were specific to certain types of class:

- Cyclists
 - more predictable weather (nice wish but outside our sphere of influence)
 - More cyclists including eBikes
- Line Dancing
 - An alternative venue that more closely matches the class needs
 - Equipment that enables wireless link between speaker and microphone
- Knitting & Crochet
 - The class has a requirement to produce copies of instructions.

Class Forward Planning

- Successions plans are required for each tutor position
- Membership needs to be lifted and this calls for a revised strategy to identify and engagement with target groups of seniors within the Greater Dandenong area

Some of our classes have identified new directions:

- Current Affairs - It is probably time to develop some new directions:
 - More invitations for external participants to participate via zoom
 - Shared sessions with other U3A Current Affairs groups
 - Sessions with alternative formats eg: with pre-prepared submissions for and against a topic.
- Book Club
 - We have some appealing and intriguing sounding books to read over the coming months. In November/December we will have the opportunity to make our selections for next year from the comprehensive list of “book club” titles available.

- Photography
 - Field trip to Braeside Park
- Historical Battles
 - Delving in detail, into several military campaigns of The American Civil War
- Spanish
 - more outings
- Cycling
 - Consider embarking on rides further afield, perhaps involving an overnight stay.
 - Encourage group members to take turns at leading a ride. This may uncover some new ride routes and also provide backup for the absence of the ride leader.
- Knitting & Crochet
 - Look for special projects this year. (Previously we made teddies for the Ambulance Service with presentation photos included in the local newspaper).
- Line Dancing
 - Urgently need a replacement tutor for the second Wednesday of each month

Raelene Curtis
Program Coordinator

Looking Ahead

It is now time to look ahead and focus on:

- Engaging the membership to encourage them to either become
 - back up Tutors/Course Coordinators for existing courses or
 - to introduce new courses or
 - to fill the vacant committee roles
- to assist in being able to achieve Dandenong U3A objectives
 - Increasing the number of members
 - Obtaining grants and sponsorship
 - Kicking off the first Annual U3A Dandenong Expo
 - Supporting our members to increase their computer literacy



Gabrielle Williams MP
STATE MEMBER
FOR DANDENONG

Gabrielle Williams MP
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☎ 03 9793 2000
✉ gabrielle.williams@parliament.vic.gov.au

Gabrielle Williams is the Member of Parliament for the Dandenong electorate in the Victorian Parliament.

U3A Dandenong thanks Gabrielle Williams for the valuable assistance provided in the preparation of printed copies of this Annual Report.



U3A DANDENONG Inc.

proudly supported by:



Noble Park Football Club



Dandenong & District Netball Assc
Netball for all ages, abilities and experiences

Appendix A

 <div data-bbox="664 468 1260 602" style="border: 1px solid #4F81BD; padding: 5px; text-align: center;"> <p>Jeanette Keane, President Including Membership + Health & Safety</p> </div>		
 <div data-bbox="201 1035 610 1100" style="border: 1px solid #4F81BD; padding: 5px; text-align: center;"> <p>Raelene Curtis, Programme</p> </div>	 <div data-bbox="630 1035 1039 1100" style="border: 1px solid #4F81BD; padding: 5px; text-align: center;"> <p>Claudia Cespedes, Treasurer</p> </div>	 <div data-bbox="1065 1035 1474 1100" style="border: 1px solid #4F81BD; padding: 5px; text-align: center;"> <p>Heather Seymour, Secretary</p> </div>
 <div data-bbox="209 1461 618 1526" style="border: 1px solid #4F81BD; padding: 5px; text-align: center;"> <p>David Nassau, Webmaster</p> </div>	 <div data-bbox="638 1461 1047 1526" style="border: 1px solid #4F81BD; padding: 5px; text-align: center;"> <p>Alan Stevenson, Publicity</p> </div>	 <div data-bbox="1070 1461 1479 1526" style="border: 1px solid #4F81BD; padding: 5px; text-align: center;"> <p>Alan Beale, Office Manager</p> </div>
 <p>U3A DANDENONG UNIVERSITY OF THE THIRD AGE</p> <p><small>U3A Dandenong Inc. ABN: 86 401 693 866</small></p>		
<p>Management Committee 2020/2021</p>		