

Coffs Harbour U3A  
Coffs U3A 2021- Bulletin No.3 (5/1/2021)

**An ongoing message...**

Topics: **1. Update 2. Membership Issues 3. Enrolment Day details 4. Tutors  
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**Update**

If nothing else, we can be sure our time ahead is going to be unpredictable. Just as we were told of the next stage of the lifting of restrictions, Sydney's northern beaches outbreak and the links to that as far off as Melbourne, and western NSW are a warning to us that the path ahead may not be going to be a smooth return to normal. So far we have been fortunate and have avoided a local outbreak. Hopefully, things will continue that way for us.

We had responded to the lifting of the "1 per 4 sq.m" rule to "1 per 2 sq.m" and have been able to suggest some class size increases, but that may have been premature.

Do keep an eye on the website; <https://coffs.u3anet.org.au/> Major and minor changes to course and times and venues have been listed on the Courses page, with other updates into the future, and on the Home page.

**Membership Issues**

Some members have experienced difficulties with the Membership process. Some of this difficulty has been due to the many changes to the system that many U3As asked for, coming out of last year's turmoil. The manual, "**Membership and Fee-Paying-with-PayPal Guide**" ( the link is on the membership page of the website) remains substantially correct. Do follow its steps carefully. Returning members rejoin for a fee of \$40, new members signing up in 2021 the fee is \$75. A few of the images in that manual are no quite up-to-date, but you will note the similarities and the changes. Remember, rejoining is a two stage process – steps 1-6 are about updating your membership and only at step 6 can you see that you have money owing. Then steps 7-12 take you through the payment of those fees owing- via PayPal / CreditCard/ etc. And please, save yourself some grief, look at the manual, take special note of step 11, and click on / select the "**Return to Sellers Website**" button. Accept the confirmation membership email as acknowledgement of the job well done!

Do get your membership sorted ASAP- enrolments begin from next Wednesday 13<sup>th</sup>...

**Enrolment Day, Wednesday 13<sup>th</sup> January**

In Bulletin 2, mention was made of the necessity for members to be considerate of each other in their course selections, and to restrict their selections in the early stages to allow others access to the limited spaces in the fewer courses on offer.

Everyone's best option when selecting courses is to do that on-line. The courses and details have been listed for all to see on the **Courses** page and can be checked anytime without logging in. Do check these beforehand, as some details of some courses have changed.

To enrol from the 13<sup>th</sup> onwards, you will need to go to the **Membership** page of the website and log-in as a current member using your member number and password. On your 'Status' page you will see (from 13<sup>th</sup> Jan!) a banner indicating **Classes for 2021**. Select this, and you can access the courses available. Select your course by selecting the button in front of that course, exit when complete, and you will be able to print off the details of the course (s?) you have chosen.

**No Password? No email? No Internet?**

Each of these will cause you problems if you are attempting to enrol on-line.

Forgotten passwords can be retrieved - go to the membership page, current members log-in, and enter your member number as your ID, and click **Forgotten Password**. You will be prompted to enter your email address (which must match the email address you have entered in your U3A personal details) Click send and your Member ID and password will be emailed to you. Now you can go back, log-on etc.

But without an email address, the above process is not possible. If you have a trusted friend who is willing to help and is prepared to use their computer assist you rejoining, paying fees, or with course selection, you will first have to get in touch with Admin (see 'Contact Us' below, or phone 66 52 36 27).

### **Enrolment Day at Cavanbah Hall...**

For those who need to arrange membership, pay fees, and enrol in courses directly, the committee will be on hand at **Cavanbah Hall** on the morning of **Wednesday 13<sup>th</sup>**, between **9.30am and 11am**, but the format will be very different to past enrolment days, ...

- We will be accepting payments for fees (cheque and cash only)
- We will be updating memberships for 2021 (new or renewals)
- We will be enrolling members in courses for 2021

### **BUT...**

There will **not** be tutors to talk to, nor Notice Boards to cluster around. You will need to arrive knowing which course(s) you wish to enrol in

### **AND...**

Anyone wishing to attend **must register** before the day. To do this, either

- a) Text message (SMS) your **NAME** , your **MEMBER NUMBER**, and the **TIME\*** you prefer to **0423 744 643**

**Or**

- b) Phone **66 52 36 27**, and provide the same information, either directly, or as a recorded message, and in this case, **also** leave your contact phone number.

This information will need to be received on or before **1p.m. Tuesday 12<sup>th</sup> Jan.**

\*The nominated time will need to be the start of a 5 minute interval. i.e 9.30, 9.35, 9.40, ..., 10.55.

We will try to fit you in within 15 min of your nominated time, or will arrange an alternative. Where clashes occur, the person who applied first will get preference.

And the best option is definitely still to find a helpful friend who can get you through the process on their computer or device if you cannot manage this yourself.

### **Tutors**

Again we must all thank the tutors who have put their course(s) forward for 2021. In every case this will involve all the usual planning of classes, and, in addition, the need to ensure that everyone is behaving in a COVID-safe manner, maintaining distance and hygiene, playing their part in keeping facilities safe, as well as benefitting from the opportunity to share class time together again in whatever limited fashion. We all hope that this year will continue to provide us with more opportunities to get back to what we like doing.

A **Tutors Meeting** will be held on **Wednesday 27<sup>th</sup> January 9.30am- 1130am** in Cavanbah centre as is customary at the start of each year. We would like all tutors to reserve this time to be able to start 2021 classes fully aware of what must be done, and to raise matters of importance to the tutor group.

### **Contact Us:**

If you are seeking information which you cannot find on the Website...

Email to:

Secretary: [info@coffs.u3anet.org.au](mailto:info@coffs.u3anet.org.au)

Admin: [admin@coffs.u3anet.org.au](mailto:admin@coffs.u3anet.org.au)

Membership : [member@coffs.u3anet.org.au](mailto:member@coffs.u3anet.org.au)

If you need to reserve a place for Enrolment Day at Cavanbah on 13<sup>th</sup> see notice above.