

LRU3A – IT/WEB PEER GROUP

MEETING – Monday 29th June 2026, 16.00, on Zoom

Zoom link details:

<https://us02web.zoom.us/j/81624610055?pwd=0hUb2yLCtUQ6tcjOO1mTH0OPjK4Zwy.1>

Meeting ID 816 2461 0055

Passcode 110193

These meeting notes are not minutes – they don't try to capture all details discussed. But they do try to record key discussion points or actions arising.

ATTENDEES:

No	u3a NAME	REP NAME	Att	Apol.
1	Abbeywood & Thamesmead	???		
2	Barnet	Marisa Nicholls		
3	Beckenham	Liz Tarrant Diana Morgan		
4	Bexley	Paul Wilkins		
5	Brent	David Rose		
6	Bromley	David Moody		
7	Crouch End & District	Julian Osley		
8	Croydon	Steve May Jenny Wilson (RT)		
9	Dulwich & District	David Beamish		
10	Ealing	Phil Broomsgrove (PB) Jurek Narozanski		
11	Enfield	Gaye Illsley		
12	Hackney	Angie Daly, Tony Hollingworth Hettie Roelofs		
13	Hammersmith and Fulham	Graham Tigg (GT) Neville Rowden		
14	Harrow	Nita Patel Kathy Westhead		
15	Havering	Brian Hudson		
16	HGS	David Powers		
17	Hillingdon	Tony Kemp		
	Hounslow	Sally Eggett		
	Islington	Derek Harwood (DH)		
	Kenton & District	Dick Nathan		
	Kingston	Diane Wilson		
	Merton	David Lusty		
	Mill Hill	Richard Driscoll		
	Newham	Hilary Norton		
	Northwood	Malcolm Bentote		
	North London	Mike Christie (MC)		
	Norwood	Geoff Street		
	Orpington	Roger Howe Tony Kemp		
	Palmers Green	Frances Halliday		

		Colin Nesbit		
29	Redbridge & District	Lennart Christensen		
30	Richmond upon Thames	David Wood		
31	SE London	Mark Serebriakoff (MS) Martha Fox		
32	Stanmore District	Martin Crane		
33	Sidcup	Trevor Ford		
34	Sutton	???		
35	Tower Hamlets	Peter Sellars		
36	u3a in London	Shafeeq Siffiqui Sylvia Churba Mari-Ange King		
37	Upminster	Richard Strauss		
38	Waltham Forest	Jane Harrington Carol Kinghorn		
39	Wandsworth	Mike McConigley	1	
40	Welling	Maria Guest-Naharnowicz Marisa Miller / Stella Morris		
	Surrey Network	Ian Funnell Carol Stilwell		

AGENDA:

1. SiteWorks - Calendar
2. Analytics
3. Review of Actions Arising
4. Open Discussions
5. AOB

From Zoom AI Companion:**Summary/ Recap:**

This meeting focused on reviewing SiteWorks system updates and discussing website analytics across different U3A organizations. The group discussed calendar implementation challenges, with Derek sharing Islington U3A's decision to avoid adding a calendar due to the complexity of managing over 80 groups with varying meeting schedules, while Dick from Kenton U3A demonstrated their WordPress-based calendar system using Event Manager and WP Calendar plugins. The discussion then moved to website analytics, where Derek presented his analysis showing limited value in comparing website metrics across different U3As due to varying site sizes and traffic patterns. The conversation ended with a discussion about security concerns raised by Southeast London U3A regarding unauthorized login attempts, leading to a conversation about potential two-factor authentication implementation and the challenges of protecting group coordinator email addresses from scams.

1. SiteWorks & Calendar

Derek discussed the challenges of implementing a calendar system on their SiteWorks website. Graham advised that SiteWorks now generates ICS files for events since April. Islington u3a have

decided against utilising a Calendar due to the manual effort required for their 80+ groups and concerns about calendar clutter. Graham shared that Hammersmith and Fulham U3A website which successfully uses the calendar feature. Derek explained they are moving away from using Beacon's calendar function as they transition to focusing more on their SW website for members.

Dick presented Kenton and District's current calendar system using WordPress with two plugins: Event Manager for repeating events and WP Calendar for colourful categorization by subject. He demonstrated how events are created through the dashboard and organized by categories and locations. Derek noted that while ICS calendar was supported through SiteWorks, WP Calendar was preferred for its visual features and categorization capabilities despite being more manually intensive.

The group discussed calendar systems and event management, with Mike explaining that SiteWorks could potentially replace Event Manager due to its similar functionality and support for categories and repeating events. Mike emphasized the importance of mobile phone responsiveness, noting that over half their website traffic comes from mobile devices, and highlighted the need for better mobile display of event lists rather than calendar views. Derek confirmed that their website design team also prioritized mobile viewing when considering calendar implementations. The group discussed challenges with displaying calendars on mobile devices, particularly for ICS calendars which show only one day at a time on mobile screens. Phil noted that Ealing U3A has 70+ groups meeting monthly, making a comprehensive calendar challenging.

2. Analytics

The discussion then shifted to website analytics, where Derek shared his analysis of key performance indicators (report previously issued) and concluded that while 'Views' might be the most important metric, comparing analytics across different U3A websites is difficult due to varying site sizes and features. Derek expressed uncertainty about the practical value of website analytics for measuring success – how good is your website? The group discussed challenges with distinguishing between legitimate visitors and spam/bot traffic, with SiteWorks and Mike explaining that analytics tools can filter out non-UK IP addresses and bot visits. Dick shared his organization's website metrics showing 2,000+ monthly views and 1,100+ visitors, while Mike noted how newsletter promotions significantly impact website short term traffic patterns.

2. Review of actions outstanding: none

Shared Practice Guide updates was not discussed. Save for next meeting.

3. Open Discussions

The conversation shifted to the DSU project status, with Derek clarifying that the Discovery phase is ongoing. There is no timeline yet for the 'Delivery' phase but roll out could be over a number of years. The current focus for Beacon modifications is on PayPal and gift aid implementation, there are still development resources available for Beacon modifications though reduced in current budget. This should include looking at the 'duplication between Beacon and SiteWorks.

Discussed security concerns raised by Mark from Southeast London U3A regarding unauthorized access attempts on their site. Mike explained that WordPress's REST API exposes usernames through its default configuration, which could be why attackers are able to cycle through usernames

even though they cannot guess passwords. The team acknowledged that turning off the REST API is not feasible as it would break the editor functionality, and SiteWorks agreed to consult with the sysadmin team about additional security measures. Mike also noted that group coordinator personal email addresses had been removed from their website following a scam incident where one coordinator was tricked into sending money.

The discussion then moved to Newsletters: with participants sharing their current tools including MailChimp, MailerLite, and PDF attachment to Beacon.

The conversation shifted to the DSU project status, with Derek clarifying that the discovery phase is ongoing and no delivery timeline has been established yet. SiteWorks noted that while the current focus is on PayPal and gift aid implementation, there are still development resources available for Beacon modifications, though reduced from 30 to around 7 days per month. The next meeting was confirmed for August 10th.

Post Meeting Note (from Mike Christie):

re item 3 "WordPress's REST API exposes usernames through its default configuration"

The Siteworks configuration plugin already solves this problem. 😊

From the readme.txt file

= Security related =

- * Disables the users REST endpoint so that usernames are not exposed via this interface
- * Prevents usernames appearing in the XML sitemap

AOB: Apologies again from Derek for mix up on meeting dates.

Post Meeting Note: we'll keep the **29th June date (4:00 pm)** as well as next regular meeting (as below)

Send any suggestions for agenda items for future meetings to Derek.

Next Meeting:

Generally all meetings to be: 2nd Monday, every 3 months at 4:30pm (unless otherwise noted).

Next regular meeting: 10th August at 4:30pm.