

Minutes of Trustees of The Friends of Halesworth County Library Meeting of 2nd June 2015

Present; Sheila Freeman (SF), Alan Holzer (AHol), Evelyn Lindqvist (EL), Alison Hopkins (AHop), Andrew Payne (AP), Alison Britton (AB), Mike Stephens (MS)

Apologies; David Thomas, David Olds and Arlene Roberts

1 Minutes of the meeting held 5th May 2015

1.1 The minutes were accepted as a true and accurate record to be posted on the website and noticeboard.

ACTION:AHop

2. Matters Arising

2.1 Ali informed the Trustees that only one company had chosen to tender for the blinds in the upstairs windows, this was Katherine Ellen Designs. They quoted for blackout blinds at £2320 and for non blackout £1938. To add blinds to the rear of the library would be another £1382. It was agreed for Ali to liaise with Katherine Ellen Designs and to proceed with the blackout blinds for the front windows.

ACTION:Ali

3 Election of Treasurer

3.1 Mike agreed to take on the role in addition to being the secretary. The Trustees paid their thanks.

4 Election of Members Officer

4.1 This item to stay on the agenda as no volunteers for this position as yet.

5 Chairmans Report

5.1 David Thomas was not available for this item due to illness. The Trustees wished him a speedy recovery.

6 Attendee for Suffolk Libraries AGM and Community Forums

6.1 The Trustees thought it appropriate that our Chairman should attend the AGM and this will be discussed at our next meeting.

6.2 Alison and Sheila agreed to attend the Community Forum being held at The Riverside 30th June.

ACTION: MS/AB/SF

7. Sponsorship of stair risers

7.1 Ali confirmed that Meraylah was happy to accept the commission. Sheila proposed that Mike should take on the role of project manager for this and to revisit our previous decision of only covering costs. Alan agreed we should take the time to fully consider the options and to discuss in more detail at our next meeting.

ACTION: MS/SF/AHop

8 Update of bank transfer from HSBC

8.1 Moving forward but forms awaiting signature.

ACTION:AHop

9 Update on article in Community News

9.1 This has now been cancelled.

10 Update from the Events Group

10.1 Sheila tabled a paper outlining current and planned activities. She highlighted the need to recruit friends at these events and that collectors are required for the antiques fair. The Trustees were asked to come up with a new idea for the Christmas been approached to donate 30 chairs for our use. Ali asked if it was possible to build a storage shed along the wall in 'staff parking'. Agreed she could make enquiries. The Trustees thanked the Events Group for their efforts.

ACTION:TRUSTEES/AHop

11 Any other business

11.1 Ali asked if £25 was paid to the United Reform Church, those present were unaware so Ali will chase.

11.2 Suffolk Libraries have requested that we contribute towards the cost when we borrow their PA system. Agreed that initially we would not and see if that causes a problem in the future.

11.3 Ali produced a copy of library league tables which showed that Halesworth County Library was consistently in the top half across all performance indicators.

11.4 Ali advised that our people counter has started to fail at times therefore not always recording all visitors. Agreed that we should purchase a new one for £200.

ACTION:AHop

Date of Next Meeting 4th August 2015, 17:45.

Signed _____

Position _____

Date _____