

# Friends of Halesworth County Library

## Minutes of meeting of the Trustees held on 9<sup>th</sup> January 2018

Present: Alison Britton (Chair), David Borer, Natalie Evans, Sheila Freeman, Ali Hopkins, Evelyn Lindqvist, David Olds, Yvonne Sandison

		<b>Action s</b>
1. & 2. Welcome and Apologies	<ul style="list-style-type: none"> <li>No apologies</li> </ul>	
3. Minutes	<ul style="list-style-type: none"> <li>Minutes of meeting held on 14<sup>th</sup> November were approved and signed.</li> </ul>	
4. Matters arising	<ul style="list-style-type: none"> <li>Internet connectivity is now fixed; the Library has been hard-wired.</li> <li>EPS has now been paid for the FoHCL banners</li> <li>Ali will invite Sophie Green (stock librarian) to overhaul the Young Adult (YA) stock</li> <li>All agreed that Yvonne should progress pen / pencil purchasing. A sub-group should be set up. AB to ask for interest from Trustees / Events Group members – those interested to respond to YS.</li> </ul>	<p>AH</p> <p>YS &amp; AB</p>
5. Reports: Library Manager	<ul style="list-style-type: none"> <li>All banking issues are now sorted.</li> <li>Re Anti Social behaviour – Nick Ray (Crime Prevention Officer) thought that CCTV might be a good idea, albeit expensive, but could not recommend a company. We deferred a decision on this, waiting to see how things progress.</li> <li>Nick Ray wants to visit on a Saturday afternoon, so he can observe YA behaviour and speak with them.</li> <li>Last weekend Ali spoke to a group when they arrived setting out expectations for behaviour and she feels getting to know them like this will help.</li> <li>Spotlights in the junior library ‘nook’ have been installed and wires concealed in a false roof.</li> <li>A male customer has been visiting several times most weeks, often in an agitated state, engaging with other customers and sometimes trying to intimidate staff. No solution was put forward. He visits to use a computer and it was felt that only one pc should be left adjacent to the Junior Library and reserved for use by children – the other computer could be moved. But a complete rethink of whole layout is under way.</li> </ul>	
5. Treasurer’s Report	<p><b>For November and December, receipts were:</b></p> <ul style="list-style-type: none"> <li>£446.16 – Donations including £300 from Dr Athis</li> <li>£153.05 – sale of donated items</li> <li>£160 – EL computer lessons</li> <li>£881.73 – Fundraising (including raffle and Christmas Fair)</li> <li>£100 – anticipated refund from Kinetic Adventure</li> <li>£116.32 (gross) – Reading Glasses</li> <li>£107.58 – Craft commissions</li> </ul> <p><b>Total £2,005.56</b></p> <p><b>For November and December, payments were:</b></p> <ul style="list-style-type: none"> <li>£699.54 – to Readyspex</li> <li>£326.49 – Petty Cash (includes £124 – donation to Christmas Lunch)</li> </ul>	



	<ul style="list-style-type: none"> <li>• Other grant awarding bodies were discussed for both capital items and 'events' projects. Suggestions included local sources: e.g. Adnams; the Co-op; Heveningham Hall.</li> <li>• We now have a volunteer and member of the Events Group, Alison Cooke, who is a professional fundraiser and we hope she will be able to help us find sources and apply for grants e.g. she is currently looking into Arts Council awards that will be given to Libraries working with an Arts organisation (Alison suggested Waveney and Blyth Arts). This might be a way to fund getting local artists into the Library to run various arts activities for all ages.</li> </ul>	
8. Reading Challenge	<ul style="list-style-type: none"> <li>• This year is a 'Beano' theme.</li> <li>• AH requested extra funds for additional resources to support the challenge - all agreed.</li> </ul>	
9. Young Adults	<ul style="list-style-type: none"> <li>• Topic covered above</li> </ul>	
10. Any other business	<ul style="list-style-type: none"> <li>• 5<sup>th</sup> February - Community Forum in Stowmarket. No-one available to attend so AB will send apologies.</li> <li>• 4<sup>th</sup> February Murder Mystery - poster prepared and approved by Trustees. AB explained format for the afternoon.</li> <li>• David O requested all to look out for a charity shop Paddington Bear for the Junior Library.</li> </ul>	AB  ALL
11. Dates of next meetings	<ul style="list-style-type: none"> <li>• Tuesday 27<sup>th</sup> February and 10<sup>th</sup> April 2018 at 5:30pm</li> <li>• AGM 24<sup>th</sup> April</li> </ul>	

**Signed as an accurate record:**

**Alison Britton, Chair.**

**Date:**