

Friends of Halesworth County Library

Minutes of meeting of the Trustees held on 7th August 2018

Present: Alison Britton (Chair), David Borer, Natalie Evans, Sheila Freeman, Jane Kirkeby, Evelyn Lindqvist (Minutes), David Olds, Yvonne Sandison, Irene Thomas

		Actions
1. Welcome and Apologies	<ul style="list-style-type: none"> • Apologies: Ali Hopkins • Welcome was given to Jane Kirkeby 	
2. Minutes	<ul style="list-style-type: none"> • Minutes of meeting held on 19th June were read and approved 	
3. Matters arising	<ul style="list-style-type: none"> • Work to hand basin grouting in the main Toilet has been done. • Door Transfer – this has been done and looks very smart. • Reading Challenge – this is proceeding well • Bookmark – EL to re-print draft for future discussion. • Re school 'intake days', Irene has made a start and visited Ilketshall St Lawrence School and is happy to do more visits. • Kinetic Adventure, 27th October. It has been agreed to hold 3 x 1.5-hour sessions, which will cost £200. We decided to request the following sessions: <ul style="list-style-type: none"> Forensics Kitchen Chemistry Halloween <p>With clarification needed as to which age ranges these are suitable for.</p>	<p style="text-align: right;">EL</p> <p style="text-align: right;">AH</p>
4. Reports: Treasurer	<ul style="list-style-type: none"> • Since 19th June receipts have been £1,894.84 (including £599.37 donations). • Payments £484.06. • Current account balance - £16,904.73. • Savings account balance - £10,212.92. <p>As we have funds over £27,000 it was agreed to transfer £14,000 to our savings account. Plans to spend the money on various projects (new furniture for upstairs and replacement shelves on wheels) were in progress and waiting for Ali's input.</p>	<p style="text-align: right;">DB</p>
Acting Events coordinator	<ul style="list-style-type: none"> • Antiques Street Market – arrangements seem to be progressing well • Bonkers Beach Event - poster circulated • Meet the authors event - Natalie reported revised date of 10 or 17 November She and Rachel Hore will be the authors. It was decided 11:00 to 1:30, ticket price £8 to include light refreshments, for up to 30 people. NE to liaise with Ali. • Theatre 18th October – they will set up and bring props • Sutton Hoo winter workshops (info sheet circulated) As the site is closed for the winter, roadshows are being offered and it was agreed to host one, for the members of the FoHCL. There will be a session for children in the spring. • Xmas Tree cards and decoration workshop dates have been agreed. • Halesworth in Bloom to be asked to buy a smaller tree for the church this year • Meeting has taken place between Ali, Alison and Sheila with a member of the Friends, who had approached us to advise on fund-raising involved and Alison circulated a summary of her ideas which were discussed. 	<p style="text-align: right;">All</p> <p style="text-align: right;">NE</p>

5. Future planning and fund raising	<ul style="list-style-type: none"> • We discussed the purpose of our fund-raising and how we need to spend our money. It was felt that some of the ideas put forward (mentioned at 4) were somewhat out of step with our needs and ethos. • Once again, we emphasised the Friends role of supporting staff and of, specifically, helping Ali to plan. • We felt that Ali's idea of inviting Julian of fc (suppliers of Junior Library) to visit and make suggestions for our new plans should be actioned. • Alison noted that we need to spend the money from the Library or risk not getting any more next time we ask! Ordering replacement furniture could be straightforward. • We would like Ali to raise some of these planning issues at the forthcoming staff meeting so that we can have more detail to discuss at the next Trustees meeting. • It might be possible then to form some small sub-groups to work on specific issues. The Trustees seemed pleased at the prospect of getting involved and moving forwards. 	AH
6. Discussion topic for September	<ul style="list-style-type: none"> • Planning the Library changes. Ali to bring along some preliminary ideas for discussion. 	AH
7. Any other Essential Business	<ul style="list-style-type: none"> • Irene mentioned she has reported all the Library's activities and plans to the Town Council. 	
8. Date of next meeting	<ul style="list-style-type: none"> • Tuesday 18th September 2018 at 5:30pm 	

Signed as an accurate record:

Alison Britton, Chair.

Date: