

Friends of Halesworth County Library

Minutes of meeting of the Trustees held on 21st May 2019

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

		Actions
1. Welcome and Apologies	<ul style="list-style-type: none"> No apologies; all trustees present. 	
2. Minutes	<ul style="list-style-type: none"> Minutes of meeting held on 16th April were read and approved 	
3. Matters arising and not elsewhere on agenda	<ul style="list-style-type: none"> Hearing loop – still ongoing. Sheila and Alison still researching different options. Furniture – David Hopkins has researched tables and chairs (20 armless chairs). The estimate received was for 4 rectangular tables, but it was decided there is room for 6 tables, plus 25 chairs plus 5 chairs with arms. The prices quoted seemed high (although we could afford them). AB to liaise with David re options. 	SF&AB AB
4. Halesworth & Blyth Valley Partnership AGM	<ul style="list-style-type: none"> AGM on 11 June at 5.30. AB asked if anyone wanted to attend. She is going as representative of the Halesworth Tourism Group and it was agreed she would represent FoHCL too. 	AB
5. Town Survey	<ul style="list-style-type: none"> AB reported that this is research commissioned by East Suffolk Council and it will be carried out by the People and Places Partnership who do such work across the country. Nine towns will be surveyed. It is 7 years since the last survey was undertaken in Halesworth. Thoroughfare/town centre businesses will be asked to complete questionnaires; shoppers will be stopped in the street. Local groups will also be asked to circulate their membership with an online questionnaire. It was agreed that FoHCL would support this work and allow our logo to be used. AB will let the Town Council know. 	AB
6. Representative from the Council	<ul style="list-style-type: none"> This year's council-appointed representative to the FoHCL is Cllr Ben Chadwick. AB circulated his profile, as presented on Facebook before the election. Irene is happy to continue to liaise with the Council. AB will contact Ben and invite him to the next Trustees meeting so that he can get an idea of what we do. 	AB
7. Volunteer Social Event	<ul style="list-style-type: none"> This event is one of four organised by Suffolk Libraries as a thank you to volunteers during National Volunteers week. It will be held at Halesworth Library on Monday 3rd June 2.00 to 4.00pm. Volunteers from other nearby libraries will attend too. All trustees are invited, and some will be able to attend. 	
8. Updates Treasurer	<p>David Borer reported:</p> <ul style="list-style-type: none"> Receipts have been £1,327: Donations £148.42, fundraising £826.65 Expenses £157.59: £57.00 craft materials, £56.22 2 adverts, £44.32 petty cash. David mentioned the cost of the two adverts (AGM and Halesworth in Bloom). The AGM advert is designed to reach those who do not accept e-mail or mail from us, as it is a requirement that we advertise our AGM. The HiB advert was a one-off to support their double page spread in <i>Community News</i>. They are a group with whom we work closely and if FoHCL decides to have a spread in the paper (it has been mooted at least twice) then we will expect them to reciprocate and support us! AB agreed to check whether we need a published AGM advert before the 2020 AGM. Current account balance: £7,542.47 Savings account balance: £30,249.94 	AB

Acting Events coordinator	<p>Alison Britton reported:</p> <ul style="list-style-type: none"> • Easter sale and raffle have taken place and been profitable. • Sociable Sundays are still ticking over – now to be moved to different alternative Sundays when Meraylah is working. She will be able to keep an eye on activities if no-one from the Friends Events Group can take charge. • Board Games – again ticking over. Alison reported that a new older lady attended with a “social prescriber”. Increasingly we are attracting socially isolated people which was the original aim. We need to explore the idea of getting some money to allow us to transport people in from the villages and more distant parts of Halesworth. AB to explore in due course. • Successful plant sale with Millennium Green raised £220+ for each of the groups. • The Events Group is discussing arranging talks about their work from local authors. • Alison reported that 3 members of the Events Group have recently retired, and we need to recruit some new people. 	AB
9. Officers for 2019-20	<ul style="list-style-type: none"> • No change as there were no volunteers or nominees for any of the officers’ positions. (Chair, Vice Chair, Treasurer, Minutes Secretary). • Alison to continue as Chair but would like to have a Secretary to undertake some of the administration and correspondence tasks. 	
10. Dates	<ul style="list-style-type: none"> • The potential new Trustee, Nigel Frostick, intends to attend our next meeting. • Dates for 2019-2020 meetings are: 25 June, 6 August, 17 September, 29 October, 10 December, 21 January, 3 March, 14 April, and AGM Thursday 30 April. 	
11. Finding more trustees and helpers	<ul style="list-style-type: none"> • All to try to think of anyone suitable as a Trustee, and as active helpers for the events group 	ALL
6. Any other Essential Business	<ul style="list-style-type: none"> • Interviews for Library Manager are taking place this Thursday – 4 candidates (3 internal, 1 external). AB and SF will be taking part and meeting the candidates. • DB raised the change to our constitution which needed to be notified to the Charity Commission. Unfortunately, the deadline of only 15 days after the AGM has been missed – Evelyn to contact the CC to enquire the way forward. • AB suggested inviting people to become “Patrons” of the Library, for example Liz Calder, Julia Blackburn and Jackie Carreira. We should consider this idea. Bungay Library, for example, has patrons. 	EL
7. Date of next meeting	<ul style="list-style-type: none"> • Tuesday 25th June at the Library at 5.30pm. 	

Signed as an accurate record:

Alison Britton, Chair.

Date: