

Friends of Halesworth County Library

Minutes of meeting of the Trustees held on 9<sup>th</sup> May 2017

Present: Alison Britton, Wendy Bowden, Natalie Evans, Sheila Freeman, Ali Hopkins, Evelyn Lindqvist, David Olds, Yvonne Sanderson, Mike Stevens, Irene Thomas

Apologies : None

		Action
1. Election of Officers	<p>1. Chair Alison Britton was proposed by Evelyn Lindqvist, seconded by David Olds, carried unanimously</p> <p>2. Vice Chair &amp; Secretary Sheila Freeman was proposed by Alison Britton and seconded by Wendy Bowden, carried unanimously</p> <p>3. Treasurer Mike Stevens was proposed by Alison Britton, seconded by Natalie Evans, carried unanimously</p> <p>4. Minutes Secretary Evelyn Lindqvist was proposed by Sheila Freeman, seconded by Irene Thomas, carried unanimously</p> <p>5. Events Co-ordinator Sheila Freeman was proposed by Evelyn Lindqvist, seconded by Yvonne Sanderson, carried unanimously</p> <p>6. Communications Officer Alison Britton was proposed by Wendy Bowden, seconded by Sheila Freeman, carried unanimously</p> <p>New Trustees, Yvonne Sanderson and Irene Thomas were welcomed</p>	
2. Meeting Dates	<p>The first meeting will be held on Wednesday 31<sup>st</sup> May at 5.30 when the Duties of a Trustee will be discussed</p> <p>17/18 dates agreed as follows</p> <p>11 July, 22 August, 3 October, 14 November, 9 January, 27 February, 10 April, 24 April AGM</p>	
3. Friends Recruitment Drive	<p>We agreed that we would hold a recruitment drive in September – 2 events inside and 2 in the Thoroughfare (plus the Library Window)</p> <p>Purchasing a Gazebo was agreed – lightweight and easy to put up – with a tie on banner. This could also be hired out to other organisations.</p> <p>Further ideas for publicising the library were discussed and outlying villages to be asked to include our “What’s on” in their electronic and hard copy newsletters</p> <p>Handing out flyers at weekends outside Focus explaining about library events and the Friends was also considered</p>	<p>David and Mike to research</p> <p>All</p>

	Organising outings for Friends to a local Historic House or Garden was also discussed	
4. Constitution	Some changes needed, eg “the term” to be defined as 3 years and the current requirement to stand down for 3 years to be changed to 1 year. It was noted that Sylvia Knights (Bungay library) is currently going through this process.	
5. Community Forum	15 <sup>th</sup> May at Hacheston Village Hall. Alison and Mike have agreed to attend	
6. Future Plans	Ali Hopkins to put some ideas forward for capital projects over the next few years  All to give thought to ways of spending funds to encourage people who do not normally frequent the library to do so.  Suffolk Libraries website lists all county libraries and we were asked to look at what other branches were offering in terms of activities and events in case we could provide similar	Ali / All  All  All
7. Junior Library Refurbishment	Mike Stevens reported that layout and colours had been finalised. Installation time would be approx 6 weeks after placing the order	
8. Date next meeting	Meeting closed at 6.55 pm  Next meeting Wednesday 31 <sup>st</sup> May at 5.30pm	