Friends of Halesworth County Library

Minutes of meeting of the Trustees held on 19^{th} June 2018

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

		Actions	
 Welcome and Apologies 	Apologies: Natalie Evans		
2. Minutes	Minutes of meeting held on 8 th May were read and approved		
3. Matters arising	 Remedial work to hand basin grouting in the main Toilet is scheduled. DO passed round information on the new Community Engagement Officers; via IT we have contact details for PC Simon Green (CEO for Halesworth) who has said he will liaise with AH. 		
	 Door Transfer – AH just waiting for confirmation that they will supply and fit from EPS. Price a little more than previously agreed because of changes in the text. 	AH	
	Bookmark – EL to re-print draft for future discussion.	EL	
4. Reports: Treasurer	 For the period April – June receipts have been £3,621.75 (including £2,252.51 claimed from Gift Aid and £395 donations). Payments £547.10. 		
	• Current account balance - £15,468.68.		
	Savings account balance - £10,211.		
	Thanks were unanimously given to DB for all his hard work claiming Gift Aid.		
Library Manager	 AH reported that SPYDUS is now live Reading Challenge – schools have been contacted and DO will visit schools again. YS agreed to accompany him. AB wondered if it would be an idea to try and recruit some younger people to be involved – and maybe some men. A staff meeting had been held and this is now to be a regular (paid) event every 3 months. Visits to local schools for intake days (taster sessions) late September/early October have been agreed. Children and parents will be introduced to the Library. AH suggested a "goodie" bag to publicise the Library be given out, and all agreed to fund. AH also reported another restructuring was in place with some of the central team, including AH's line manager Diane Moore, being made redundant. 		
Acting Events coordinator	 Plant Sale raised £150 plus approximately £45 from subsequent sales. Half Term workshop was well attended despite its clashing with an event at the Bookshop. Half term activities for children have always taken place on a Wednesday afternoon and we are reluctant to change that timing. Wine Talk and Tasting. Despite initially slow ticket sales this was a popular event raising £73. Comments received particularly mentioned the delicious food and the enthusiasm of the speakers from Valley Farm Vineyards. The recent Book Sale raised £203. Stall at Antiques Street Market – items to sell are needed and all must try to publicise this need. There was discussion of the amount of work that goes into an event and also the cost of producing food. AB reminded us that some of our events are not 		

5. Finding more Trustees & Active Helpers	 necessarily to raise money but to encourage greater community involvement in the Library. AH said she had seen new faces at, for example the Wine event. On the other hand, AB reflected that she had seen some of the same people attending several events. This is great, but, again, we contemplated how to attract more new (and younger) people. AB has sent out an email to existing Friends, but only one response has been received so far (AB and AH have agreed to meet her) AB raised concerns that we need a Secretary to take some of the load off her and AH. We do, of course, have vacancies for up to 3 more Trustees and An Events Co-ordinator is also needed (AB is not able to continue "acting" indefinitely). Ideas to recruit younger members were discussed. AB agreed to email Daniel Harvey requesting this be added as an agenda topic at a future Suffolk Libraries 	AB & AH
	Community Forum meeting. (SF had already prosed this idea earlier in the year).	AB
6. Suffolk Libraries membership form	 Suffolk Libraries have requested all groups to submit a new membership form (the first was completed in 2013 and has not been revised). This needs the signatures of all trustees. AH has completed the form and the only signature now lacking is that of NE who was absent. 	
7. Amendment to Constitution	AB and AH have it in hand to upload information to the Charity Commission website.	AB & AH
8. Children's Activities – Kinetic Adventure	 The new programme of activities had been received from Kinetic Adventure. AH reported that some sound interesting. The Trustees felt that the workshops (rather than the activity dome) were not too expensive and we should explore possibilities further with a view to holding an event during the autumn half term. Children's activities are planned for every Wednesday of the summer holiday. 	АН
9. Any other Essential Business	 SF reported that NE is working hard on her latest book but would like to organise an event "Meet the Authors" at end September/early October. (Saturday 29th Sept proposed). The proposed format is an informal discussion panel. Local author Rachel Hoare is willing to take part along with NE. SF suggested we consider and discuss a possible theme calling it "A Life in Reading". There could be a series of speakers/workshops. SF suggested starting with reading to children, encouraging reluctant readers, teenage readers, adult 	NF SF
10. Date of next	 book-groups, reading with grandparents etc. This idea received enthusiastic support and it was agreed to pursue the discussion and possibly plan it for 2019. Tuesday 7th August 2018 at 5:30pm 	
meeting	, ,	

Signed as an accurate record:

Alison	Britton,	Chair.
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Date: