



	<ul style="list-style-type: none"> <li>boiler was looked at (again) as radiators weren't heating up properly. This appears to have improved, despite nothing, as I could see it, being done and I'll monitor the situation.</li> <li>glazing firm has been in and measured up for window in office and bi-fold doors. The first week in March has been given as a possible date for a week's closure. We will be giving the public at least 6 weeks' notice.</li> <li>still need to get a quote for worktop.</li> <li>electrics done (see self-service below).</li> </ul> <p><b>Library update</b></p> <ul style="list-style-type: none"> <li>self-service and photocopier have been moved as part of long term vision. of team to create more space and open feel.</li> <li>after Christmas the shelving/books should have their final move about.</li> </ul> <p><b>Borrowing figures overall compared to 2018 period</b></p> <ul style="list-style-type: none"> <li>first half of year down 7% to 24283.</li> <li>12 month period down 5% (we have a few weeks to go yet) to 47621</li> <li>last 3 months down 4% to 11361.</li> <li>This reflects a downward trend across Suffolk but Halesworth was particularly low early in 2019 for understandable reasons.</li> <li>So overall appear to show a slowing of the decrease and looks like things are turning around.</li> </ul> <p><b>Visitor Figures</b> Will provide visitor figures for next time so we have the full 12 months for comparison.</p> <p><b>Thank You</b> Just wanted to pass on a thank you from myself and all the staff for the fundraising - bric a brac, raffle etc, we really couldn't ask for better support.</p> <p><b>Additional notes from Arlene</b> Need article re fund-raising for December 20<sup>th</sup> Need to set up Golden Giving page so we have details for the article. Money already coming in for Ali's Garden.</p>	
6. Treasurer's Report	<p><i>David Borer reported</i></p> <ul style="list-style-type: none"> <li><b>Receipts:</b> Donations £307.70. Fundraising £195.92; Income from donated items £157.35; £5.14 interest on savings account. <b>Total receipts:</b> £1,095.66</li> <li><b>Outgoing Payments:</b> £1,306.18 shelving; Staff salaries (SLD) £102.13; petty cash £30.69. Total £1,439</li> <li><b>Balances: Petty cash £231.41 Current account £8,563.01 Savings account £30,280.45</b> <b>Current Total: £39,074.87</b></li> <li>David pointed out that the interest on the current Savings account is only 0.2%. A Passbook account with the Ipswich Building Society would give us 1.25%. So, we are losing £300 per annum.</li> <li>David thinks that the best IBS account for us would be a special Community account and he will investigate this. He will ask for an application from – one had to apply and be approved but he thinks we will be suitable.</li> </ul>	DB
7. Acting Event Co-ordinator's report	<p><i>Alison Britton reported:</i></p> <ul style="list-style-type: none"> <li>3 Sociable Sundays had taken place since the last meeting and the November Board Games Cafe. All well or reasonably attended.</li> <li>Events Group had met on November 14<sup>th</sup> to sort out cupboards which had got messy.</li> <li>Christmas decorations were put up on November 22<sup>nd</sup> with trees in the Library and in St Mary's Church (for the festival).</li> <li>Bric a Brac sale took place on November 30<sup>th</sup> but only raised about £130. Surplus Bric a Brac (not good enough to save for another sale) was being sold off on a table in the library – all items 50p. It was doing surprisingly well (items would otherwise have gone to a charity shop).</li> </ul>	

	<ul style="list-style-type: none"> <li>Raffle had been launched on 30<sup>th</sup> and was doing well, Draw will be on December 21<sup>st</sup>. There are over 30 prizes.</li> </ul>	
8. Christmas Raffle sales	<ul style="list-style-type: none"> <li>Alison reported that sales are going well but that more volunteers are needed to fill gaps on the selling timetable. The timetable was circulated.</li> </ul>	
9. To note: Healthy Lives and Communities meeting	<ul style="list-style-type: none"> <li>Meeting was attended by Alison on 27 November in Holton Village Hall. It was organised by East Suffolk Council and the Halesworth Volunteer Bureau and brought together people involved in voluntary activities in Halesworth and further afield. The idea was to network and to co-ordinate and move forward with various initiatives. Alison made some useful contacts and it looks as though we will have some more people to offer support in the library. Further meetings may be arranged.</li> <li>Alison had spoken to people re getting some dementia support training for library volunteers/staff/trustees etc in the new year. She will pursue this.</li> </ul>	AB
10. World Book day plans.	<p><b><i>To be carried forward in Julie's absence.</i></b></p> <p>Nigel pointed out that the Library would be closed for refurbishment the first week of March and would clash with WBD. Alison will mention to Julie.</p>	AB
11. Fund raising plans	<p><b><i>To be carried forward due to lack of time to discuss.</i></b></p> <p>Items raised as AOB by Nigel Frostick at last meeting.</p> <ul style="list-style-type: none"> <li>Review of the possibility of raising funds for FOHCL from Book Club memberships. I have in mind a small per capita charge or possibly some form of associate membership by the individual groups. In return we may be able to offer a conduit for feedback and to encourage start-ups.</li> <li>Reintroduction of a £1 minimum annual membership fee.</li> </ul>	
12. AOB	<ul style="list-style-type: none"> <li>It was agreed that we should pursue finding out more about the hearing loop possibilities in the New Year. Alison and Sheila both have leads.</li> </ul>	AB & SF
13. Date of next mtg	<ul style="list-style-type: none"> <li>Tuesday 21<sup>st</sup> January 5:30pm at Halesworth Library</li> </ul>	

**Signed as an accurate record:**

**Alison Britton, Chair.**

**Date:**