

**Minutes of meeting of FoCL committee, Tuesday, January 27, 2015 at 12.30pm – 2.0 pm**  
Venue – Colyton Library with sandwiches provided by MM

**1. Apologies for absence – JF, RM, SW**

Present: DD, JD, AK, Christina Kendall (CK – librarian), RH, MM, JU

**2. Minutes of meeting on 16.12.14 : accepted**

**3. Matters arising**

- **January 30 DLS meeting** :RH will attend
- **Recording of volunteer hours** : RH to use volunteer rota.

Committee hours to be recorded at the end of minutes.

Individual committee members to record their own additional time.

**4. Treasurer's report : AK – the donation tin (opened at year's end) produced £36.**

Current balance is £4328.51

**5. Membership report : (JF absent) - Membership remains at 90.**

JF had reminded us to decide the cost of next year's membership now.

After considerable discussion it was decided to raise it to £5 at the AGM, members being forewarned by e-mail. To be revised for 2016 when we have more info re finances. For AGM 2016 we need a better system to collect subs and issue membership cards.

**6. Library matters**

- **Librarian vacancy** : CK (relief librarian from Seaton) will attend Tues, Thurs and alternate Sats. Diane on other Sats.

- **Memory Cafe? - DD** : outlined the results of her exploration. It is proposed to run it monthly on a “library closed” day, preferably Wednesday. A team of about 10 helpers is needed, and a facilitator – initially DD. To recruit helpers, who may be FoCL, Vs or neither (as participants attend with their carer, no need for CRB checks ), DD will compose an e-mail to Friends and Vs with a brief explanation of what is involved, place articles in Coly Times and View From, and talk to WI and Link, and bring it up at the AGM. Interested individuals might visit Seaton MC for experience. A rack to hold information leaflets will be required.

- **Open sign – MM** : will hang the sign today.

**7. Pilot meeting with DLS staff on 20.1.15 – feedback and discussion :**

DD, JD, RH, and MM met with Jo Launder (our Pilot leader). Mark Peasley and Liz Alexandra were also present. There was a positive atmosphere.

RH – the Business Plan from last October was presented, no adverse comments were made. The most useful constructive criticism is likely to come from Liz Alexander.

**Taking over the building** : The 3 options comprise Feoffees, Parish Council or FoCL.

FoCL prefer not to if one of the established organisations is willing.

MM reported that it is to be discussed by the Parish Council Committee in a fortnight, and JD has asked Colin Chesterton to raise it with the Feoffees (reply pending).

A decision cannot be made until after the Parish Council and Feoffees meetings.

Jo L replied that whoever takes over needs a discussion with the Estates Dept.

An agreement from FoCL will be required re paying certain costs, and a member of FoCL will be needed for the working party.

**Footfall Data** ; There has been a big drop, but this includes the 5 months when we had occasional librarians and more V only time. It picked up when MH came.

**WiFi** : DLS are not going to install it in all libraries after all, each library is to make its own arrangements. We will ask for the Pilot Capital Funding to finance it. MM will investigate installation.

**Interviews** : JD suggested that someone from the FoCL committee should meet candidates.

**8. FoCL membership/recruitment** see item 5

**9. Volunteer matters** : RH- as there has been gradual attrition, it would be useful to have more Vs. It will be promoted at the AGM. There is a new V for children's sessions.

**10. AGM plans – proforma to be completed** ; completed

**11. Newsletter** : to be produced within one week. Members need 3 weeks notice of the AGM (March 2nd)

**12. AoB** : none

**13. Date of next meeting** :Tuesday 10<sup>th</sup> March 12.30.

V hours: 6 committee members for 1 ¼ hours each  
JU 1 hour writing minutes.