

FRIENDS OF COLYTON LIBRARY

Minutes of committee meeting on Tuesday, January 10th 2017 at 12.30pm.

1. **Present:** SB,JD,PD,RH,RM,JU

2. **Welcome to Sylvia Benton:** JD welcomed Sylvia Benton (SB) who has volunteered to join the committee and to lead on Events

3. **Apologies for absence:** DD,SW,CG-W

4. **Minutes of committee meeting of November 1st 2016:** accepted

5. **Matters arising not elsewhere on the agenda:**

- **Argos draw:** JD has not heard from CG-W
- **WiFi bench:** still pending
- **Rowan Williams book:** currently with JD

6. **Treasurer's report:** RH circulated copies of the end-of-year accounts.

The following points were made:

Subs – are down from 2015. Those who didn't pay at the AGM need to be chased up, but we have no system to do this.

Donation box- very low. Some groups using the library do not seem to be making the voluntary contribution suggested – a tactful reminder is required.

Cleaning – is to be claimed back from LU

When the building is transferred, we will need to know who to contact at LU – PD will find out.

7. **Membership Secretary's report:** JD to confirm that CG-W now has a list of members.

8. **Librarian matters:**

PD – the problem with the Library Management System over the New Year period has now been resolved, but the backlog is still being dealt with.

National Library Week will now be in November.

No major events or themes are planned in the near future, apart from World Book Day (when children receive £1 vouchers) and World Book Night (now with strict criteria for donors)

9. **Transfer of building to ColytonPC/FoCL**

Building audit – CPC: As DCC would not share their audit with CPC because of a conflict of interest, MM submitted his own version, which CPC found acceptable.

Grateful thanks to MM.

Licence: Producing this document of agreement between FoCL and CPC is proving difficult, as no precedents appear to be available. As CPC is anxious not to incur more solicitors' fees, clerk Liz Berry is following up some leads.

Libraries Unlimited: LU have made alteration on LU CPC document therefore CPC having this checked.

10. **Building matters:**

Photovoltaic cells: an EPC assessment is required prior to the cells being fitted.

Outstanding repairs: PD it is hoped that when the broken finger guard is mended, the faulty door hinge will also be dealt with.

Rats: PD – no evidence of their presence, nor of Rentokil carrying out regular checks - to be followed up.

11. Events:

Author events, Jane Feaver? Graham Hurley?

SB - Jane Feaver has not responded after the initial contact.

Graham Hurley has agreed to give an evening presentation, details to be arranged when a date has been fixed.

JD will pass on a list of author speakers from Uffculme

PD stated that new authors publicise on the Devon Book Club website. She has a contact who organises Murder Mystery Evenings – possibility of a joint venture with the Theatre Group.

AGM March 20 – actions needed:

JD went through the pro forma. As LU will attend, likely to be longer than usual.

David Fouracre will sing at 7pm, with an accompanist

David Clarke to be asked to recite his poetry at the end.

SW to lead catering – cakes to be requested – and to do posters.

PD to do printing at Seaton.

Coly Times entry to be submitted.

12. Fundraising: CG-W and SB will attend a meeting in Sidmouth.

Further discussion deferred to next meeting

13. Volunteer matters:

Thank you “Do” - Thursday February 2, 6-7-pm in Library:

SW to shop for nibbles, RH to organise drinks, JU to request glasses from Theatre Group (Susan Fouracre).

14. Libraries Unlimited

Affiliated Trustees

Friends Groups Meeting – feedback, JU,JD,PD

Mostly deferred to next meeting apart from Julie Dart’s challenge to “reduce the average age of Friends’ Groups by 5 years within 1 year” - the 2 young helpers (Duke of Edinburgh’s Award Scheme) are to be invited to the Volunteer’s Event.

15. Newsletter/Coly Times: in hand

16. Website updates? JD to contact CG-W re details of events

17. AOB: none

18. Date of next meeting: Tuesday 7th March , 12.30 – 2pm in Library.

10. Newsletter

11. AOB

12. Date of next meeting