

## Minutes of meeting of FoCL committee, Tuesday Sept 5th, 2017 at 12.30 pm – 1.30 pm

1. **Present:** JD,DD,PD,RH,RM,JU,CG-W,SW

2. **Apologies for absence - SB**

3. **Minutes of meeting of July 18, 2017:** accepted

4. **Matters arising not elsewhere on the agenda**

- **IT training – Lyme Development Trust:** PD – questionnaires available. Only a few returned so far. More responses needed to inform Trust of our requirements.

5. **Treasurer's report:** RH- copies of current accounts were circulated.

Current balance is £8523.79. Events made a profit of £423.

Cleaning costs are still to be sorted out, including back payments. The hourly rate is £7.20.

6. **Membership secretary report**

- **Membership numbers and recruitment,** CG-W - 2 late payers re-joined this morning, bringing the total to 71.

7. **Transfer of Building to Colyton PC/FoCL:** JD

- **Building transferred to CPC:** and insurance arranged
- **Lease between CPC and FoCL:** still stuck with solicitors for refinement of wording
- **Final arrangements between FoCL and LU:** still stuck – now with Steve Turner

8. **Fundraising**

- **M&S Energy grant application – paper attached - for action:** JD – there is a problem with access to voting – detailed instructions need to be sent out. The Action Plan was circulated, gone through, tasks allocated and additional potential pools of voters suggested.
- **“Easy Fundraising”:** SW – has investigated, thinks the complicated input unsuitable for our demographic, but will pursue – not to be considered until after the M&S bid (closes 20<sup>th</sup> October)

9. **Next events**

- **Outing to Greenway House – August 2:** report from SB – a success, profit of £296
- **Quiz:** worth pursuing. The recent event at the Memory Cafe was popular, well-attended; it won't make a big profit but will raise our profile.  
Cost – keep it at £5 per table or £1 per head  
Venue – Town Hall  
Date – November, not Bonfire weekend, nor to clash with Legacy to Landscape talk (Nov 10<sup>th</sup>). SB to investigate availability of venue.

10. **Librarian report:** PD

- **Social Media**
- **Staffing changes:** Ida Nemalo is to join staff at Seaton/Colyton. She will sort out Facebook. A new manager (covering half of Devon) Tabitha Witherick has replaced Pauline Anderson. She plans to visit Colyton in due course.
- **Building matters:** Rats – EDDC and Rentokil have both suggested ways to discourage entry. The fish shop waste bin was not included in the H&S report, so is difficult to action.
- **Active Minds/Active Lives – October 2017:** a programme has been devised, including a Scrabble Club (Di), Knit and Natter, play reading and talks from the Fire Service and Police.

- **Stats:** (included in Newsletter section of website). Points of note – loans to children and teenagers are up hugely, thanks to Di. Active users have gone up; visits are holding steady. E-books are not recorded separately for individual libraries.

**11. Volunteer matters:** RH – would like to hand on responsibility for Vs in due course. In spite of advertising, no new V's have come forward. Possibly Jenny Brinkler would like to volunteer – JD to enquire.

## **12. Libraries Unlimited**

- **Friends group meeting – Wed, Sept 27, 10-12 noon:** JD +DD to attend
- **Feedback from Diane Dean:** LU AGM 30th October, Ivybridge. We need to apply for a proxy vote as both DD and RH are unable to attend.

**13. Coly Times:** PD to do Active Minds/Active Lives programme as a separate page.  
SW to do usual page – ensure Editor realises there are 2 pages.

**14. Website updates?:** CG-W has M&S grant instructions in hand.

**15 AOB:** Bench – JD to advise MM (who is unwell) that others will take on responsibility.

A local handyman is to be approached re moving the pillar. Until then, bench can be temporarily positioned, subject to recruiting a moving team/equipment. The bench is very heavy; security fixings will be unnecessary in the short term as likelihood of theft is low.

**16. Date of next meeting :** Tues 21<sup>st</sup> November, from 12.30.

Volunteer hours – 7 x 1 hour 25 minutes = 10 hours.