

Minutes of meeting of FoCL committee, Tuesday March 20 , 2018

Venue – Colyton Library

1. Present: SB,JB,PD,JD,RH,RM,JU,SW

2. Apologies for absence: CG-W

JD welcomed Jenny Brinkler, and bade farewell to PD.

CG-W has confirmed willingness to continue as membership secretary.

3. Minutes of meeting of 23.1.18: Title requires addition of month – January.

4. Matters arising not elsewhere on the agenda

- **Limerick competition:** PD – winner's prize pending.
- **Short story competition:** PD – pending – school has a new Literary Coordinator.

5. Treasurer's report: Copies of account were circulated. Main income was from the Quiz (£270) and subs (£225). Current balance is £10,471.71.

SW suggested using some of the balance to install the PV cells now, ahead of dedicated fundraising, as they will earn money. RH responded that we would lose opportunities to apply for grants. (See item 9)

6. Membership secretary report: CG-W absent

- **Membership numbers and recruitment:** PD – Seaton Library have purchased a FoL banner (about £100) which has prompted enquiries re joining. SW will contact CG-W who has the details.
- JD – re groups using the Library – some groups have members who are not FoCL, and are not contributing financially. It was agreed that as from April 1st, monthly groups be asked for a suggested contribution of £3 per group per session, and Knit and Natter (weekly) £5 per calendar month. Money to be delivered directly to RH, not in coffee morning or donation box. Committee members to talk to the groups about this, and about encouraging members to join FoCL:
Wed book club – SB, Thurs book club – JU, Shakespeare group – JD, Playreading group – JD, Knit and Natter – JB.

7 Transfer of Building to Colyton PC/FoCL

- **Lease between CPC and FoCL:** has been signed!
- **Final arrangements between FoCL and LU** – licence ready for signing, to be implemented on April 1st.

8. AGM - actions resulting: there were 43 attendees, including 3 new members.

9. Fundraising

- **Solar panel fundraising:** At the AGM, Frankie Hopkins suggested a targeted campaign to members and significant others, as a mini-business case, with updated cost/tariff details. JD will get current stats from MM. JD, RH, SB will get together to draft a letter to FoCL members and the wider Colyton community via Coly Times and notice boards. Possible grant applications – Councillor Martin Shaw, Tesco and/or Waitrose (involves a waiting list), Feoffees – will probably only “top up” when main efforts are complete. JD still has a list of companies to follow up – including Devon Community Trust. SW suggested a time limit, RH proposed October 1st.

- **“Easy Fundraising”**: SW has flyers to leave in the Library, will put a link on Facebook (via Ida) and in Coly Times, and send to CG-W for website and FoCL e-mails
- **Fundraising plan for 2018 – target £2,000.00 pa**: Aim to increase membership to 100. Some income from Gift Aid, and Events (qv). RH outlined the future finances-running costs (electricity, water etc) £ 2–3K per annum plus a contingency fund of £5K in bank, total 7 -8K per annum.
LU will provide 2K towards running costs, so a minimum balance of 7K is desirable.
SW reiterated the AGM query re the expense of the cleaner, who is contracted as a service rather than as an employee. RH pointed out that hours worked times minimum wage = a good deal!
The detailed fundraising plan is to be devised at the next committee meeting.
FoCL other than committee are needed to assist with fundraising.

10. Events: SB

- **Quiz – Sunday, Feb 11, results and future plans**: After the overwhelming success of the Cream Tea quiz, it is proposed to hold another in the autumn, charging £5 per head (including a raffle ticket)
- **Outing**: Hartland Abbey is being investigated as a possible destination
- **Speaker**: Sarah Bennett, advertised to speak at Lyme on Agatha Christie’s Devon, SB to follow up.
- SB suggested an event aimed at younger folk – e.g. a puzzle and game swap, with drinks and cakes, and a sale of out-of-circulation books.

11. Librarian report: PD

- **Social Media**: Facebook is up and running, thanks to Ida
- **Building matters**: cover has fallen off a light.
Rentokil continue to visit every 6 weeks (paid by LU)
- British Science Week will now be the week before Easter.
Summer Reading Scheme is based on The Beano
Libraries Week in early October will feature Fun Palaces
Active Life/Active Mind has been moved to January

12. Volunteer matters

- **Volunteers’ week June 1-7**: Thank You event Thursday 7th June, 6.30 pm in the Library, RH to send out invitations.
- **Training**: pending

13. Libraries Unlimited matters: dealt with elsewhere

14. Coly Times: easy Fundraising link, see item 9

15. Website updates? See item 9

16. AoB – changes to data protection rules – to be discussed at next meeting.

17. Date of next meeting: Tuesday 24th April 12.30

Volunteer hours – 7 x 1 ½ hrs = 10 ½ hrs

