

## Minutes of meeting of FoCL committee, Tuesday July 24 , 2018 at 12.30pm – 1.45 pm

1. **Present:** SB,JB,JD,RM,RO'M,JS,JU,SW

2. **Welcome to new committee members** – Juliana Slobodian and Richard O'Mahoney

3. **Apologies for absence:** CG-W

4. **Minutes of meeting of 05.06.18:** accepted

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

- **Banner – SW:** A flexi-stand with wording on pale blue background awaits construction. To be placed next to “garden” during opening times. RO'M queried the weight of the base – manageable, similar to one at the Heritage Centre.
- **Second white box for FoCL info – JU:** pending

6. **Treasurer's report, including**

- **Accounts - SW:** copies were circulated. Solar panel donations have reached in excess of £3,000. Payments for April – July have been received from LU. Deposit accounts are being investigated.  
JD re electricity – since LU changed provider, there has been a big increase in cost. JD to ask Ashton for an explanation. The current heating timer cannot be set to reflect our irregular pattern of use. A more sophisticated 7 day clock is required, or heating could be turned off when closing on Saturday (but would then be cold Tuesday morning). RM suggested consulting MM.
- **Window cleaning and fascia boarding – JD:** cleaning has started. The fascia boards were cleaned but look worse as they had been left so long. The black ones look especially shabby. MM to be consulted. SW suggested the regular cleaner be asked to brush away the external cobwebs regularly, JD to pass the message on.
- **Support for children's activities – JD:** has spoken to Di re claiming back cost of materials. RO'M to remind staff.

7. **Membership secretary report:** 76 members

8. **Solar Panel appeal – progress JD /SW/JB:** to date £3774 has been raised from a variety of sources (including £50 from Mr Turner and his dog from Bromsgrove!). WI, who cannot donate directly, will raise funds through a jumble sale and coffee morning.

MM and Paul Arnott have submitted a bid for £1500 to EDDC's Community Building Fund, but this will not be considered until the end of August.

JB has contacted 5 potential sources of funds who meet the criteria but as yet no replies received. The Tesco arrangement is ongoing.

Though our planned end-point for fundraising was the end of August, by then not all funds will be in. As the panels need to be in before winter (and companies are going out of business as the pay-in tariff will cease on March 31<sup>st</sup> 2019) it was agreed by the committee that we would commission now, for placement in September, using general funds to meet any shortfall. RO'M queried if the work would entail library closure? Probably not.

## 9. Fundraising

- **Group donations:** JD has spoken to the Shakespeare and Play reading groups, who only meet in the winter months. Knit and Natter regularly pay £1 each. £120 has been raised since the scheme started.

## 10. Events - SB

- **Outing - Hartland Abbey – 22.8.18:** uptake has been slow, 27 if all confirmed. 35 seater coach booked. An e-mail requesting payment (which may be left in the library as an option) will be sent out soon. Projected profit £100. Wendy Cann to be asked re contacting LINK members.
- **Quiz – 4.11.18:** Town Hall booked. To be advertised in September Coly Times.

**11. Librarian report RO'M:** Children's Activities – Summer Reading Challenge has got 20 participants so far, with target of 40. Prizes include family tickets for the Tram. Some craft is to be organised.

October – Fun Palaces (free event) will be in Seaton, next year in Colyton.

Live Well programme for over 50s will run for 6 weeks in Seaton.

Digital workshop will run Fridays in Seaton, later in Colyton.

RVS seek a coordinator for Seaton/Colyton.

LU have provided targets for year ending April 2019-

increase active customers by 2 (389 – 391)

maintain customer visits

increase event participation by 15 (290 – 305) we need to record attendance at book clubs etc

increase digital use by 3 % (including WiFi)

The final target, to raise £234 in donations, separate from FoCL, provoked much discussion as there is clearly a conflict of interest. In this context, JD raised the issue of lack of communication from LU. When DD was a trustee, we were kept informed but since she stood down, we receive nothing. JD is minded to write to LU. RO'M undertook to forward any information he receives.

**12. Volunteer matters - SB:** has redone the rotas. Re V forms – RO'M will send a copy of the current form. Children's V's do not need to be DBS checked. During Extra time, if a borrower wants to take out a book without their card, V can give them a new card and use that barcode. RO'M offered to set up a "toolkit"

## 13. Building matters

**Chairs:** the 2 red chairs are to be recovered – WI to be asked, we will find the material all 4 cushions to match.

- **Rats:** Rentokil reported no sign about 3 weeks ago, but the cleaner has heard them.

**14. Coly Times:** JS agreed to take over from SW, with SW's help. August already sorted.

**15. Website updating:** to be checked up to date

**16. AoB:** Thanks to SW for acquiring our own dedicated notice board.

Katherine Heap will help with catering, coffee mornings etc.

**17. Date of next meeting:** Tuesday 18<sup>th</sup> September.