

## Minutes of meeting of FoCL committee, Tuesday September 18 , 2018 at 12.30pm – 1.45 pm

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

**2. Apologies for absence:** CG-W, JB

**3. Minutes of meeting of 24.07.18:** accepted

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

- **Banner:** is being used, thanks to SW
- **Second white box for FoCL info** – JU: regret contact unable to construct. JS to put a request + photo on “Next Door”

### **5. Treasurer's report, including**

- **Accounts** - SW: copies of accounts were circulated. Current balance £15,629.74. Some contributions to the solar panel fund are outstanding, the total will be £5,626.27. Easy Fundraising – still no sign of the £42 raised, SW to chase up. Group donations – those not meeting over the summer have not yet paid; Knit and Natter are voluntarily donating more than required.
- **Fascia boarding cleaning** – JD: the cleaner is willing to deal with the cobwebs outside.
- **Electricity usage , timer settings** – ROM and MM will investigate if the current timer is versatile enough, or is a more sophisticated programmer needed to minimise wastage of heat/electricity. MM suggested an oil-filled panel heater could be fitted for “top-up”

**6. Membership secretary report:** nothing to report

### **7. Implementation of new arrangements between LU/CPC/FoCL, commenced 1.04.2018**

- **Rentokil:** JD – LU have terminated their contract, which will end in November 2018. It is comparatively expensive, and the undertaking to spray every 3 months has not been met. There have been no reports of rats since April. It is suggested we find a contractor who is already visiting Colyton for a preventative visit every 6 months.

**8. Solar Panels** – MM - The panels were installed yesterday, 17<sup>th</sup> Sept 2018. The roof was recovered with resin ( which should last 20 years). An e-mail to be sent to CPC. MM has volunteered to sort out the necessary paperwork re Feedin Tariff, and requires a letter of authorisation from the committee. A utility bill has also been requested, but under the present LU contract we will only receive invoices. JD has spoken to Frances Tout, and was advised to get our own supplier. Weekly readings are to be recorded, and MM will provide a book, and could do this if noone else available.

Our thanks to MM were recorded. JD will e-mail FoCL re installation. SW will send thanks to major donors, and acknowledge all contributions in Coly Times and the website.

The library “thermometer” poster (which had been taken down) has been put up again with “Up and Running “ added.

### **9. Events - SB**

- **Outing - Hartland Abbey - result:** it went well, making a small profit.
- **Quiz – 4.11.18 – planning:** arrangements for publicity, catering, security and general logistics were made, SB to e-mail a list of allocated tasks.

**10. LU meeting 13.9.18** – JD/JU: JD reported on the Friends’ groups meeting, called in the context of negative comments about LU, in particular their targets. LU provided 2 outside facilitators from Suffolk, and the newly elected community trustee observed. No LU staff were present, and

comments were anonymised. On the positive side, local arrangements were working well, but on the downside communication between LU and Friends was poor and the response to getting things done was slow. The comments from the 3 Friends' meetings will be viewed by the LU board (who may feedback via library staff)

**11. Librarian report:** RO'M – Summer Reading Challenge – of the 37 starters, 19 finished (more than last year) and enjoyed a doughnut party.

App Day this Thursday 20<sup>th</sup> Sept – 2 staff from Seaton will attend.

Library Week 8 - 13<sup>th</sup> October – at LU's request, tea and cake will be served on Thursday 9<sup>th</sup> afternoon.

Literary Quiz being held Wed 10<sup>th</sup> Oct – we will not participate as too close to the FoCL planned event.

Staff AGM/Conference next week at Barnstaple – RO'M will send information back.

**12. Social media** -JD has discovered the Facebook site “Visit Colyton Public Group” with a large membership and an events listing. SB will list our quiz on it. RO'M suggested putting it on the Library page as well.

**13. Volunteer matters** - SB: V forms are still coming in. Some communication problems have recently occurred:

- V's need a contact to phone eg re IT problems – the list of numbers needs updating!
- V's could not locate a child's Summer Reading Challenge certificate, which caused upset to the child.
- V's could not locate an elderly (102!) borrower's list of what she'd already read.

RO'M and Di intend to have a clear out, and RO'M to hold training sessions, V's to be e-mailed with dates of his choosing.

At our last coffee morning, a child minders and her charges attended. SB asked if they'd like a dedicated session. JS commented that the library needs to promote a younger image. To that end, RO'M proposes to seek funding for Chrome Books to run a code and Minecraft club – obviously for older children. It was decided to hold a Duplo/Lego club, initially as a one-off, on the first Thursday of the month. DVS will not be needed. SB and JS to look into it. RO'M requested funds to purchase plastic tubs for Duplo (and Knit and Natter) to replace cardboard boxes – agreed to RO'M's request.

**14. Building matters**

- **Chairs:** SW to measure, acquire red fabric, and take chairs home one at a time to reupholster.
- MM will replace the cracked kitchen skylight. He will investigate the possibility of inserting plastic cladding over the perished rubber fascia boards, which look scruffy.

**15. Coly Times** – JS: One page is really not enough, it looks so crowded. JS to ask the Editor, but more space unlikely to be available. It could be put on Facebook, including promoting user groups.

**16. Website updating:** JD -pending

**17. AoB:** JD received a query re Scrabble club, so to be mentioned in Coly Times.

SW commented that we received excess copies of holiday guides and other brochures – RO'M is aware and has it in hand.

Volunteers hours- 90 minutes x 7 = 10 ½ hours

**18. Date of next meeting :** Tuesday 30<sup>th</sup> Oct 12.30