**Friends of Brixham Library**

**General Committee Meeting**

**2 – 4pm Tuesday 28 February 2017**

**MINUTES**

Attending: Alasdair Anderson, Eunice Dodd, Julian Fisher, Paddy Jewry, Andrew John, Rosie Corby, Hapse Morgan (work experience student)

1. Apologies were received from Alison and Sheila.
2. Alasdair welcomed everyone to the meeting, especially Rosie and Hapse. Rosie was introduced to the committee members present.
3. Minutes of the last meeting (6th Dec 2016) were approved.
4. There were no matters arising.
5. Eunice gave the Treasurers report:

Bank accounts as at 7/2/17:

No 1 A/c £7,629.33

No 2 A/c £927.49

Petty Cash £93.68

The main income since the last meeting was Mitch Tonks talk and demonstration, which raised £187.50, less a donation of £25 to Mitch’s charity of the year – Pride in Brixham.

The following has been spent:

Carpentry £1,240.00

Baby Books £360.00

Banner £36.00

Painting/Dec £100.00

Included in the No 1 account balance are £750.00 of donations towards the defibrillator.

 Income and Expenditure summary is attached below.

1. HLF Grant application update – Phil was able to inform us that after we gave him our 2015/16 accounts, the grant application was complete and he’d managed to get the necessary signatures to enable it to be submitted. The application is for £9,000 in total.
2. 2017 events – Alasdair raised the question of staff attendance at FoBL talks and meetings in the Library building outside normal opening hours, as the staff hours are being cut back. Rosie said she will honour arrangements made for the events this year, but we will have to look at how we organise events in the future.
3. Eunice gave an update on the defibrillator. We have been given £750 in donations, and a promise of further £200 once the defibrillator is purchased. This means we have enough donated funds to buy the defib. Alasdair has applied to the Mayors Fund, we should hear his decision by March 10th. Proceeds from the concert by the BOMVC in April will also be going to the defib. It was therefore decided that Eunice should contact Alex Leaf, and decide on the specific defib and cabinet. Alasdair raised a concern regarding the electrical supply to the defib. Rosie will give Eunice the correct person on Torbay Council to contact regarding this. (Rosie subsequently let Eunice know that Stuart Left, the Facilities Management Officer is the person.) Once we are happy “all the ducks are in a row” it was decided that we would go ahead with ordering the defib, etc. It was also decided that once the defib had been installed we should have some form of celebration, inviting those who had contributed, together with some form of press release.
4. The production of a FoBL newsletter was discussed. Julian is happy to put it together, but needs input from other members of the committee. Phil agreed to do a piece about the Heritage Bid, and Eunice will do a piece about the defib. It is thought this would be issued quarterly, with the first newsletter being published in early summer.
5. Marion has agreed to keep looking after the Library window boxes, however we need some volunteers to spend a little time, watering and light weeding. Paddy agreed she would send a request to her list of volunteers, but was not too hopeful of many people coming forward. It was suggested that the boxes could be added to Tor2’s watering regime.
6. There has been a request from Andrea Medway (Young Peoples Services Librarian) to sponsor the Summer Game 2017. It was agreed that we donate £100. Andrea to contact Eunice to arrange payment.
7. AOB

Alasdair suggested we have mugs printed with the FoBL logo, however this was declined by the rest of the committee!! Julian suggested investigating beer mats as an alternative.

Alasdair & Eunice confirmed they would be attending as FoBL representatives as the Brixham Chamber of Commerce AGM that evening.

Andrew confirmed that when membership cards are renewed they will be blue in colour

1. Date of next meeting: Tues 9th May 2017

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| **Friends of Brixham Library** |  |  |  |  |
| **Income & Expenditure General Account for year ended  2016-17** |  |  |  |  |
|  |  |  |  |  |
| **Income** | **£** | **£** |  |  |
| **Miscellaneous** | £60.50 |  |  |  |
| **Memberships** | £945.00 |  |  |  |
| **Course Fees** | £654.00 |  |  |  |
| **Donations** | £234.17 |  |  |  |
| **Defib Donations** | £750.00 |  |  |  |
| **Fundraising** | £2,255.50 |  |  |  |
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|  |  | **£4,899.17** |  |  |
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| **Expenditure** |  |  |  |  |
| **Refreshments** | £119.62 |  |  |  |
| **Miscellaneous** | £308.68 |  |  |  |
| **Insurance** | £0.00 |  |  |  |
| **Stationary** | £36.97 |  |  |  |
| **Resources** | £1,342.30 |  |  |  |
| **Capital Purchases** | £1,556.02 |  |  |  |
| **Venue Hire** | £1,446.50 |  |  |  |
| **Tutor Fees** | £292.50 |  |  |  |
| **Donations** | £25.00 |  |  |  |
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|  |  | **£5,127.59** |  |  |
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| **Surplus/Deficit for the year** |  | **-£228.42** |  |  |
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|  |  |  | 26/02/2017 |  |