

FOGL Annual General Committee Meeting Minutes

Date:	11.00 am Wednesday 15 May 2019
Attendance:	Jacqui Gray (Chair) Sarah Chambers (Vice Chair); Alan Terney (Treasurer); Mary Carr (Volunteer Coordinator); Jacky Underwood (Secretary) Zena Haines; Kate Cheng (Library Manager); Graham White (OCC representative)

<u>Agenda Item</u>	<u>Discussion Notes</u>	<u>Decisions / Action / Recommendations</u>
1. Apologies	Gaye Walsh; Jo Nicholson; Ed Christie; Kate Herbert; David Beddall; Diana Kerr; Tim Cox	
2. Minutes from previous meeting	Jacqui Gray asked for comments and agreement to signing the minutes as an accurate record of the AGM held on 9 May 2018.	Proposed by Mary Carr and seconded by Richard Palmer. AT – made the point that the increase in the cost of periodicals looked greater than it was because previous year was only for 6 months.
3. Matters arising	None	
4. Committee Report 2018/19	<ul style="list-style-type: none"> • Jacqui welcomed the attendees and Graham White from OCC • Sarah Coulson-Phillips had to step down as Manager but Gill Amos and Dorothy Hirsch kept the library going over the summer through to December and the committee are very grateful for that. Kate Cheng was appointed in her place and subsequently resigned as Chair of FOGL. • Kate is uniquely placed to run the library with her experience. She managed to cope with a power cut and toilet floor almost collapsing in her first weeks. • Planning to spend £500 on books again – suggestions welcomed • Alan Winchcombe talk was well attended • Summer party in GVH in July and Teddy Bears' Picnic were also very successful • Goring Festival – we gained four new members and raised our profile • Coffee mornings are ongoing and Dorothy Hirsch's history of the tapestry meeting held in the library was popular. • Aim of these events – to get more people into the library to protect the service • We want to continue to fund Gill's post, buy books and promote the library • Jacqui thanked Gatehampton Trust, the GGN and Waringhams for their generous donations • Changes to constitution to make us acceptable to HMRC so we can get gift aid – going well so 	Linda Palmer proposed & Zena Haines seconded the report as a true record. Unanimously approved by the committee

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	will get extra revenue next year.	
5. Audited accounts and their adoption	<p>Alan Terney thanked Sue Lyons for doing the external examination. Income was £4,883.16, £2000 more than last year. Made up of grants and donations We have spent £500 on books; £338 on periodicals; £273 on events; £1,273 on the library support post; and £165 on general running costs. Spending has reduced because we negotiated a refund for the library assistant due to Sarah C-P leaving. Gift aid retrospectively will bring in around £2000 next year but grants unlikely to be as high as they are this year. Close to break-even as an operation but need to retain funds if we are to be in a position to commit to funding the assistant on a 3-year cycle.</p>	<p>Linda Palmer – congratulations on making the change to constitution to allow for gift aid Robin Carr and David Watts proposed and seconded Unanimously adopted</p>
6. Library Manager's Report - Kate Cheng	<ul style="list-style-type: none"> • Massive thank you to Gill Amos for her help and training and to the volunteers. • Five months into her new role and looking at future events with FOGL and library • Coffee mornings – successful and she will support further initiatives • IT poster is in the library from a charity who will give support to people who need help with using their own IT equipment – please pass on the message. • Rhyme time Friday afternoons continues to be popular • New one on Tuesday mornings to cover youngest children will start this term • Wednesdays outreach to schools – Gill's support will allow her to do this. • Cubs to visit twice to get their library badges – watch out for the dates! • Book purchases – open to suggestions especially for local and special interest books 	<p>Proposed by Wendy Riley and seconded by Jacky Brookes</p>
7. Volunteer Co-ordinator's report – Mary Carr	<ul style="list-style-type: none"> • Very pleased with competence of volunteers. • She hopes that the volunteers enjoy doing it and appreciates the support from FOGL • Advert in GGN for new volunteers resulted in a lot of responses, which was gratifying and shows how much support from the village is there. • Mary feels Gill Amos and Dorothy Hirsch were marvellous over the summer. • Volunteers bring a welcoming atmosphere, very reliable and they keep the library going – well done 	<p>Proposed – Sally Wicks Seconded – Linda Palmer</p>

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<p>8. Motion 1 – FOGL funds three hours a week paid help for the library manager for another year</p> <p>9. Motion 2 – Accept changes to the constitution necessary for HMRC registration</p>	<p>The obvious success of this position means the committee should aim to repeat the funding for a further 12 months, with the possibility of a three year contract in the future.</p>	<p>proposed – Richard Palmer Seconded – Karen Baum</p> <p>Proposed – Zena Haines Seconded – Michael Anderson</p> <p>Unanimously accepted</p>
<p>10. Election of FOGL Committee 2019-20</p>	<ul style="list-style-type: none"> • Jacqui thanked Kate and Zena for their service. • Tina Marinos volunteered as a new member. • Named posts have all been filled. Total of 12 maximum posts has been achieved • Joe Green has volunteered to help with fundraising. • Looking for younger members who might be able to take the library forward with social media 	<p>Proposed – Jan Thompson Seconded – Sally Wicks</p> <p>Unanimously approved</p>
<p>11. Questions from members and audience</p>	<ul style="list-style-type: none"> • Mr Stoneham – how many members are there in FOGL? • Angela Bulmer – shelving – what happens to old books? Recycled if in poor condition by OCC but could be sold on • FOGL ones stay on the shelves until no one is taking them out – they don't go to OCC and marked as different to other books • Sally Wicks – the library is a lovely place to go – thanks for the events and suggests we do ask for donations from attendees • Michael Anderson – delighted that volunteers are enthusiastic and how welcoming the library is. Specially thanks to Mary Carr and Kate 	<p>202 members including 51 family memberships 5 new members this year 105 members renewed</p> <p>Reminders to be sent in June Bank payments are popular but some still pay by cheque or cash</p>
<p>12. AOB / next meeting and events</p>	<p>Proposal for: a coffee morning with a talk; a talk from a local author in July Summer party - Bring people along to widen membership. Jacqui thanked Kate Cheng and Zena Haines for their long service and hard work for the committee, the library and the village and presented them with bouquets.</p>	<p>Committee to make arrangements for these events</p>