



Castle Donington Community Library



Management Committee Zoom Meeting Minutes

8 June 2021

Present: Tony Saffell Sue Kent
Penny Burns Fiona Palmer
Su Clement
Steph Garnett
Jane Hancox

		Action
1.	<u>Apologies</u> – Apologies for absence were received from Susan Wilson.	
2.	<u>Minutes</u> – The minutes of the last meeting were approved as a correct record.	
3.	<u>Finance Update</u> – The balance in our bank account is £17,591.51. Last year's accounts have been sent to Ian for audit and should be back with us in the next couple of weeks.	
4.	<u>CML Cluster Group Meeting Update</u> – Steph gave a brief update as follows: All Leicestershire Libraries and CMLs are open, apart from smart libraries. We are the only CML who do not currently have laptops available for public use. CMLs were all being affected by customers being cautious about coming back. CMLs are hoping to start activities from 21 June, dependent on Government advice. Bookings within buildings will hopefully begin after this date. A recent Garden Sale for Anstey had raised £1,200. Memory Boxes will be discussed at the next meeting. The Rural Communities Website can be used to advertise our services. The next Cluster Group meeting will be held on 19 July.	
5.	<u>Summer Reading Challenge</u> – As previously reported this year's reading challenge, Wild World Heroes, will run from 3 July to 5 September and will be run on similar lines to previous years. Su Clement will take the lead on this and will liaise with Anne King on the number of books we are likely to get to ascertain if we need to purchase any more (£106 money can be used for these).	Su C

	<p>We have also been offered a Festival of Stories treasure hunt designed by Leicestershire County Council to be undertaken between 7 and 22 August. It was agreed that the treasure hunt usually associated with the reading challenge could be run for younger children in and immediately outside the library and the festival of stories treasure hunt could be village-wide for the older children.</p> <p>Su and Fiona agreed to liaise on this and report back on their plan.</p>	Su/Fiona
6.	<p><u>Use of Laptops</u> – It was agreed that these should now be available for public use, providing the user has a library card. One of the small tables previously used for bridge would be put in the library to facilitate this. It was agreed that they could also be used in the reception area of the Hub and the café. Laptops would be sanitised prior to handover and again on return.</p>	
7.	<p><u>Proposal re Honesty Books</u> – David Cole asked if the Committee would consider spending around £400 on honesty books to refresh the Library's stock. This could be repeated another year if successful and funds allow. As part of the proposal to integrate the Library and the Hub, it was proposed that going forward honesty books would be located in the café and the reception area, thereby freeing up space in the library. This proposal was agreed in principle and Hilary and David were to be asked to come up with a proposed list of books following consultation with other volunteers for their suggestions for authors/books. As a charity we can get 15% off at Waterstones. Steph agreed to respond to David by e-mail.</p>	Steph
8.	<p><u>Update Communication and advertising</u> – The latest opening times have been communicated to Donington Life for inclusion in their next edition.</p> <p>It was agreed that the Library would use a page on the Parish Council website going forward which would have both cost and communication benefits. It was agreed to send the minutes of meetings to Grace and Anna as soon as possible after meetings to enable them to add news items to the website.</p>	Sue K
9.	<p><u>Proposal to Integrate Library and Hub</u> – Following a meeting of representatives who use the Hub, the idea is to reconfigure space through the building to enable better use of the whole area by all members of the community. The Library has around £9,000 of S106 money to be used by the end of June next year. An initial costing of £3,500 for soft play equipment, chairs, tables and bookcases had been put together by Fiona. A firm proposal would be submitted to the next meeting.</p> <p>Tony proposed that more laptops should be purchased to enable training courses to be offered to the village. It was agreed to start these with the laptops that we have to gauge uptake and popularity before purchasing any more.</p>	
10.	<p><u>Date of next Meeting</u> – The AGM is due to be held on 6 July at 7.00 p.m. If lockdown restrictions are not fully lifted on 21 June, this will be reviewed as</p>	

	Tony would prefer a face-to-face meeting. Updates will be issued as soon as details are known.	Sue K/Tony
11.	<p><u>AOB</u> –</p> <p><u>Volunteers</u> – We currently only have a group of 12 core volunteers, and it was agreed to advertise for new volunteers once the web page is up and running.</p> <p><u>Saturday Opening</u> – Following the demise of the Farmers’ Market, it was agreed that we would discuss re-opening on Saturdays at the next meeting. It had been proposed that themed markets might be a feature of the Hub use going forward.</p>	Sue K