

Minutes

Friends of West Barnes Library Committee Meeting

30th Jan 2018 at 7.15pm

1. Present

- Toby Ewin (Chair)
- Rachel Taylor (Vice-Chair)
- Penny Price (Treasurer)
- Dan Griffiths (Secretary)
- Anthony Hopkins (Head of Library & Heritage Services)
- Mary-Jane Jeanes (West Barnes Ward Councillor)
- Brian Lewis-Lavender (West Barnes Ward Councillor)
- Gilli Lewis-Lavender (West Barnes Ward Councillor)
- Madeleine Maguire (Committee Member)
- Theresa Clarke (Committee Member)
- Charles Barraball (Committee Member)

2. Apologies

- Karren Whyte (Library Manager)
- Alison Honor (Committee Member)
- Brenda Brevitt Committee Member)

3. Minutes of Meeting

Minutes of last meeting were approved.

4. Library Manager's Report

KW provided AH a report. The Year on Year visitor numbers are down 12% (31,575 vs 35,697) for the same April to December 9 month period. Active usage is slightly down - just over 200 less than previous. Stock issues were down 6% - mainly in Children's borrowing.

AH explained a similar decline has been seen across other library sites. The relatively small decline (200) in active usage vs a large drop in visitor numbers (approximately 4,000) suggests WBL relies on a core of loyal visitors for our borrowing activity.

BLL asked how low these figures can go before reduced opening hours or other measures are considered by LBM. AH said there is no risk currently ("nothing on the table") but noted the Council is managing to a tight budget with many financial challenges.

New pupils starting school last September are currently being loaded onto the library system and school visits arranged. This should help boost children's stock

issue figures. KW is also launching a new Children's Craft and volunteers for Story Time. A new Community Coffee afternoon has started on 3rd Thursday of every month. AH said KW appreciated all the support received from the Friends.

5. Head of Libraries & Heritage Services Report

AH said a provider was interested in setting-up a coffee shop in the library, utilising the space by the photocopier. Currently in cool-off period, so not confirmed. Whether this would mean access to public toilets needed to be provided is also not yet clear.

The library computers will shortly be upgraded to Windows 10.

A new Library Management System and website overhaul is planned for later in the year. In the process of a major contract award across 20 authorities.

The ponderous Crossrail 2 consultation is effectively blocking the library redevelopment plans. TE asked if it was possible to improve facilities in the meantime? AH said there is no appetite or budget from LBM to support any significant redevelopment work given the long-term possibility of redeveloping the site.

DG suggested the Friends could organise painting of the library, perhaps involving the Scouts and starting with the Children's area. AH agreed to the idea in principle and will see if LBM can help by providing paint and other materials.

GLL asked if the carpet can be deep cleaned – AH to check with KW when this was last done – the budget allows for one clean every 12 months.

Collier's Wood Library reopens on Monday 5th February; the official opening is 22nd February.

6. Officers' Reports

Treasurer (PP) reported that total funds stand at £1,913.89. The full income and expenditure report is reproduced at the end of this document. January Quiz Night net profit was £26 and attendees split 50/50 between members and non-members of the Friends.

435 people on the mailing list. 305 lifetime members. There is a 36% open rate on the email newsletter.

7. Matters Arising

Since the last meeting TE has taken over production of the newsletter from JB. Thanks to Jeremy for doing this for so long and for TE for taking it on.

Sarah McAllister (SMcC) has kindly agreed to take over as Facebook

administrator for FOWBL. Thank you Sarah.

8. Update on Events

- TC reported the Events Committee has been resurrected. The new Events committee comprises TC, MM, Alison Honor and SMcA.
- Big thanks to MM for preparing and asking the questions at the 19th January quiz and TC for preparing the food. A very popular event again with 60 attendees -- this is the maximum the library can accommodate.

Upcoming events:

- 22nd Feb - Hidden Kingston history talk by Julian McCarthy, archivist of the Malden & Coombe Heritage Society. This could perhaps be followed-up with a guided walk starting in the library later in the year.
- 16th March - Board Games Night
- 10th March - Spinning event
- 24th March - Spring flower arranging
- 12th May - Fair and Kids Craft, perhaps on a Royal Wedding theme

Looking further ahead:

- Indian cookery talk – the last one 3 years ago was very popular
- Toby's Book Club – perhaps focused on Whodunnits?
- Another fair in September
- Another quiz night in November

9. Any Other Business

- AH to confirm if LBM will buy a replacement tea urn – old one is broken.
- AH to see if blinds can be fitted in the children's library. GLL explained there are currently no blinds, meaning people need to climb on tables to position cardboard over the windows to block the sunlight.

Also:

- AH to confirm deep clean of carpets – as mentioned above.
- AH to confirm what paints and other materials LBM is prepared to provide to support Friends painting of Children's area of library - as mentioned above.

10. Next Meeting

The next meeting will be Tuesday 10th April 2018.

Income & Expenditure Report at January 2018

| | Income | Expenses | Net Income |
|---|---------------|---------------|-----------------|
| | £ | £ | £ |
| Membership Subscriptions | 25.00 | | 25.00 |
| 08.04.17 Spring Fair 08.04.17 | 91.40 | 12.00 | 79.40 |
| 25.04.17 Donation from Knit & Natter | 50.00 | | 50.00 |
| 25.04.17 Leaving Gift for Julie Willcox | | 12.00 | -12.00 |
| 13.05.17 Flowers | | 40.00 | -40.00 |
| 17.06.17 Domain renewal 18/06/17-17/06/2018 | | 14.38 | -14.38 |
| 30.06.17 Quiz Night | 177.00 | 78.62 | 98.38 |
| 30.09.17 Autumn Fair | 109.55 | 10.00 | 99.55 |
| 02.09.17 5 x folding tables | | 150.00 | -150.00 |
| 19.01.18 Quiz Night | 233.00 | 206.38 | 26.62 |
| | | | 0.00 |
| | | | 0.00 |
| Misc Expenses | | | 0.00 |
| | | | 0.00 |
| | <u>685.95</u> | <u>523.38</u> | <u>162.57</u> |
| Cash at Bank @19.01.18 | | | 1766.3 |
| Cash in hand @ 20.01.18 | | | 147.59 |
| | | | <u>1,913.89</u> |
| Cash reserves b/fwd at 01.04.17 | | | 1751.32 |
| Net expenditure 2017/18 | | | 162.57 |
| Cash reserves c/fwd | | | <u>1913.89</u> |