

## **Minutes for the 'Friends of Cockerton Library' Committee Meeting on the 27th March 2012**

Location: Cockerton Methodist Church Hall

Date: Tuesday 27th March 2012

Time: 6.30pm

### **PRESENT**

Emma Crawley

Mike Crawley

Joanna Flint

Linda Hughes

Lynne Litchfield

David Regan

Sue Richmond

### **APOLOGIES**

Rona Ford

Lara France

Elaine Lewis-Kell

### **1. New Committee**

First meeting of the new committee group formed at the public meeting on the 13<sup>th</sup> March 2012. Votes cast for Linda Hughes as Chair, David Regan as Treasurer and Joanna Flint as Secretary.

### **2. How the 'Friends Group' can be involved in Darlington Library Services**

The committee would like to know it's boundaries for working with Darlington Library Services, how and where it can be involved.

L. Litchfield identified 3 key areas, raising funds, publicity and volunteers.

Raising Funds;

The group could apply for grants as a community group in areas where the council can't.

Publicity;

The friends could generate valuable publicity for Library services. It was considered by the committee that libraries as a whole are given little publicity and one of the roles of the friends group could be to promote the library services across a broad range of media from newspaper to radio. The group have thus far have a good relationship with the Northern Echo but will include National Press and other Media to promote library services such as Star Radio.

Volunteers;

There are clear guidelines for volunteers and any volunteer work is to be via Evolution. L. Litchfield has defined a list of support roles which volunteers could bring to the library service, she will email this list to secretary J. Flint who will circulate this among the rest of the committee.

**ACTION: L. Litchfield**

It was agreed by the committee that they need to work with Evolution, David Regan is to contact them on the groups behalf. A volunteer open day is to be held at the library next month.

**ACTION: D. Regan**

**3. Volunteer Open Day**

The volunteer open day will be held on Thursday the 19<sup>th</sup> April 1pm – 6pm at Cockerton Library. The event is to raise awareness of the library and the friends group and to recruit volunteers across the library services. People can apply to volunteer on the open day. We hoped to coincide this with National Volunteer Day but that is not until the 5<sup>th</sup> December 2012.

The friends group will help to run the volunteer day and promote the library services and friends group. D. Regan will contact Evolution for their input and help.

**M. Crawley will contact local press to inform them of the event.**

**ACTION: D. Regan and M. Crawley**

**4. Fundraising**

It was suggested that the group raise funds for new computers as the terminal are 6 years old.

There are 10 terminals at Cockerton Library and a total of 60 terminals across Darlington Library

services. In summer Library Services will have to replace older computers across library services as they will not hold the current 2010 Windows package used.

A discussion about - applying for funds to improve the building and or the layout of Cockerton Library. L. Litchfield considered this to be complex area with difficulties associated with the actually building layout itself including wheelchair access and sufficient children's areas.

There are few areas in which the group could currently raise funds for the library. The group needs some funding to run the 'friends group' for mail shots and promotional purposes.

D. Regan suggested 'Sherburn House Charity' which provides a fund in which the group could apply. They have currently provided funds to 3 groups in Darlington including 'Friends of Westpark Hospital'. Other places that the group may apply for funding are Greggs Foundation and the Morrisons Trust. It was agreed that the group need to set up a bank account and that the Cooperative and Unity Trust will best fit the group's needs.

It was also agreed that the committee ask specifically if there any volunteers with bid writing experience who would be prepared to help with writing bids.

**ACTION D. Regan**

**5.Friends of Cockerton Library or Friends of Darlington Library Services?**

The group was initially formed to save the library from complete closure, this friends group will have different goals due to the recent Council decision to keep the Cockerton Library open at reduced hours.

The committee agreed that the group should be friends of Darlington Library Services and not solely friends of Cockerton Library. Cockerton Library is part of a bigger group of library services across Darlington. The group should incorporate and support the whole of the library services. In view of this the group has now changed its name from 'Friends of Cockerton Library' to 'Darlington Friends of the Libraries.' An email to be sent to the rest of the group informing them of the change of name and the Twitter and Facebook page to be changed to reflect the new name.

The current webpage will also be changed to reflect the name change if possible, if not a new website may have to be set up depending on the software available.

**ACTION: J. Flint, L. Hughes and E. Crawley**

## **6. Any Other Business**

A discussion took place regarding a 'Constitution' and or Terms of Reference' It was considered that this may be necessary to apply for funding/grants in the future along with linking the Library to Job Centre Plus.

It was felt that a noticeboard was required in the library so the group can put up notices and display webpage details, email address and the minutes of the meetings. It was agreed that the minutes of the meeting will be public.

Thank you to Jenny Connor for arranging use of the Methodist Church Hall for the meeting.

Next Friends Committee Meeting-

Tuesday 24<sup>th</sup> April 6.30pm, Cockerton Methodist Church Hall (Venue TBC)

**Meeting closed at 7:55pm**

