Hathern Community Library (HCL) Annual General Meeting (AGM)

The HCL AGM was held at Hathern Club on Dovecote Street, on Thursday the 1st of September 2022 at 7pm.

Agenda

Chair: Jon

1. Present
2. Apologies
3. Notification of Any Other Business (AOB)
4. Review of minutes from the previous AGM
5. Introduction to the current trustees
6. Annual Report and presentation of accounts for financial year 2021/2
7. Notification of intent to stand down
8. Proposal of new Trustees
9. Election of new Trustees
10. AOB

Present

A full list of members and public present was not taken due to the club also being open to club members.

Apologies

A number of volunteers and members provided apologies by email and the following trustees were not able to attend and provided their apologies:

- Nadine Underwood
- Jane Sorby also provided a last minute apologies to attend a funeral.

Notification of AOB

No prior notifications of AOB were given at this stage

Review of Minutes from previous AGM

Minutes for the previous AGM held on the 22nd of July 2021 were circulated with the invitation to this meeting and no comments were received against those minutes at this time.

Introduction of the Current Trustees

This was carried out in accordance with the annual report:

Trustees March 2021 – March 2022

- Jon Smith-Moorhouse, Secretary
- Jane Sorby, Treasurer
- Annette Harper
- Alison Breacker
- Emma Ward

1 additional trustee joined since March 22 – Nadine Underwood

Annual Report and presentation of accounts for financial year 2021/2

Annual Report

The annual report highlights were run through including the signing of the new agreement with Hathern Parish Council, and the increased membership numbers. A few notes were raised around groups that have returned post COVID to be added:

- Reading Group
- All Join In

The annual report will be updated with these changes before being signed and formally issued with the AGM minutes

Accounts

Sadly Jane was not able to join the meeting due to a last minute apology. JSM only had the accounts summary page with him at the meeting so while the accounts summary was provided in annual report and the presentation, he was unable to provide some of the more detailed answers asked by the attendees at the time, but agreed to provide the full accounts with the AGM minutes.

Notification of intent to stand down

In accordance with the constitution, one third of the trustees must retire annually in rotation. As such, Jane and Annette agreed to stand down from the trustees ahead of the meeting. It was noted by the attendees that it would have been useful to know who was planning to stand down and also

who was planning to stand for election. While this was not known at the time the invitation was circulated, it was agreed that it could be agreed further in advance and details circulated with the invitation next year.

Proposal of new Trustees

Both Annette and Jane had agreed to stand to return to the trustees ahead of the meeting, and it was opened to the floor of attendees if anyone else would like to stand but no further proposals were received.

Election of new Trustees

Both Annette and Jane were voted back in by unanimous voting. Jane confirmed acceptance of the position following the meeting. As such, the trustees remain unchanged for 22-23.

AOB

A number of matters were raised at the end of the meeting and are captured as follows:

Gill Rockett raised the fact that there are still some activities that she carried out as the volunteer coordinator that have slipped through the cracks with splitting the job up via various volunteers. This needs to be an offline discussion.

A number of questions were asked about the HCL business plan. It was explained that the primary objective of the business plan now that the library has returned to full operation post COVID was to seek funding to continue with the earlier extension for which initial plans were drawn up. It was noted that this relied on the S106 monies associated with the Garendon estate development. It was noted that the S106 monies is provided in stages with 50% due to be released in the next 12 months but that the remainder would not be available until 149 houses have been built and sold on the estate. This does therefore slow down the progress of any plans but this will be revisited this year.

The members present requested that a brainstorming session could be held about the mission and vision for the library to gather ideas for what could be done next aside from primary aims of maintaining / growing the library use and the secondary plan of the extension which is clearly some time away.

It was asked what benefits members get from signing up to the library charity. It was noted that the primary benefit is to show support for HCL, but also to have voting rights at the AGM. A number of ideas were suggested for consideration of additional benefits that might encourage membership.

What do members get for signing up other than voting rights at the AGM – ideas suggested for consideration include:

- Priority booking for the library talks
- A regular news letter (the cycle for this would need to be considered – quarterly / annually?)
- A pin badge to wear at library events

It was noted that the card machine (Square) needs to be set up properly with a tablet and instructions written and training provided. JSM to provide the tablet from the set he lends to HVA.

It was also raised that a key safe might be reconsidered owning to the changing nature of the volunteers (a few now live outside the village). It was agreed that the idea would be tabled again by the trustees once due diligence with buildings insurance and LCC was completed.

Attachments

- Updated Annual Report 21-22 (SIGNED)
- Full accounts 21-22 (split across 4 files)
- Signed Audit Sheet for accounts 21-22