

**DRAFT**  
**FRIENDS OF GREENHILL LIBRARY**  
**ANNUAL GENERAL MEETING**  
**24 October 2018**

**Present:** Mick Black, Chris Brown, Richard Brown, John Child, Laurence Coates, Liz Coates, Gill Coghlan, Patrick Coghlan, Wendy Crookes, Janet Crowther, Vera Dyer, Lesley Fox, Ann Hartley, Jennie Hinton, John Hinton, Sam Jacobs, Alan Kewley, Angela Marsh, Gill Millard, Roy Munn, Judith Oates, Cynthia Russell, Annie Samuel, Mike Stern, Gill Stern, Linda Stevenson, Roger Stevenson, Shelley Walsh, Chris Whitehouse, David Wildgoose.

**Apologies:** Margaret Davis, Mike Davis, Shelley Fox, Rob Goodrum, Mike Walters, Linda Whitehead, Diana Wood, Stephen Wood.

**1. Welcome, introduction and apologies**

Patrick Coghlan welcomed members, compared the attendance favourably with the national AGM of the Post Office and introduced the board. Laurence Coates gave the apologies to date.

**2. Minutes of the last AGM on 18 October 2017** were approved.

No matters arising were identified.

**3. Trustees' Annual Report.**

Patrick said the full report and a short version had been on the website for the last week and copies of the short version were on the seats. He used a powerpoint presentation to highlight some points.

- We were succeeding, when library use was declining nationally, in the level of books loaned-27,933 to 3,014 users last year. We now have 4,100 donated books available for loan on the Yellow Sticker (YS) system. In addition, we sold about 10,000 donated books. Much of the success was due to Ann Hartley's enthusiasm and hard work and the efforts of those working under her leadership.
- Details from the reports of the Children's activities were given. There had been more school visits to the library with Lowedges Academy starting during the year. The 64% completion rate in the Summer Reading Challenge well exceeded the national rate. PC quoted individual feedback from a parent on the confidence boost to her shy daughter doing the Challenge from the friendly support of our volunteers. A code club had recently started under Shelley Walsh.
- The installation of 9 new computers, thanks to Chris Brown and Peter Edley, had speeded up logging on for customers.
- Patrick reminded members of the range of activities, which were making the library a community hub. He was grateful to Cynthia Russell for organising the Greenhill songsters and played their famous song from the website; Cynthia promised new words this year. There were 3 films a month, including one for the Lowedges Lunch Club. The 3 Farmers markets per year, organised by Rob Goodrum, continued to be successful, the next being on 25<sup>th</sup> Nov. In contrast the Open Gardens event, introduced in 2018, had a very wet morning, but still succeeded. He was delighted the Greenhill Village History Society held events and had re-introduced local history books to the library.
- Building. The council has now repaired the roof with a 15 year guarantee. We have replaced the 55 year old lighting with LED lights, as part of our plan to get the library

into a good physical condition whilst we still have a council grant. The lease was signed after over 3 years negotiation.

- Mick Black, Volunteer Co-ordinator, said we now have 119 volunteers including newsletter deliverers. Patrick understood the total for all associate libraries in Sheffield was about 400.
- Local fundraising has been enough to cover basic running costs.
- Patrick highlighted some plans.
  - Part of a grant had funded research into the low use of the library by Lowedges residents; the Board would follow up the report.
  - Preparations were being made for the launch of Universal Credit in Sheffield, including a signposting leaflet and some help from volunteers with the on-line process.
  - A feasibility study by architects and a structural engineer into our plans for the building had been completed; a mechanical and electrical survey and costings of options also must be assessed; more information on developments could be made available to members.
- Finally, Patrick said that our achievements were because we had such good teams of volunteers. He thanked Linda Stevenson for co-ordinating the cleaning. All our volunteer time equated to 6 full-time workers.

#### **Questions and comments.**

- Vera Dyer was surprised the Friday Coffee Morning had not been mentioned. Patrick apologised, having meant to mention it with photos he had specially taken.
- Laurence Coates said that in addition to volunteers, we had regular financial support from 35 Friends.

#### **4. Financial Report**

David Wildgoose, Treasurer, spoke to the report, which had been tabled. The library's finances are healthy, the cash balance at 31<sup>st</sup> March being £97,739. However, he expected we would need it all; some of the spending was detailed in the report. He thanked members for all their fundraising efforts and encouraged any Amazon purchases to be through Smile, where we are a chosen charity. He confirmed that we administered the Council marketing grant to all the associate libraries.

#### **Questions and comments.**

- John Child asked what spending, compatible with our charitable objectives, could not come from the council grant. David thought that was limited to newspapers and magazines.
- Cynthia Russell asked if the Board had spending plans and whether the proposed Lowedges worker would be funded from the reserves. Patrick said we had budgets; he hoped a grant would be obtained for the worker by the excellent fundraising team.
- A member was surprised at the high income from photocopying and printing. David said many people found it a useful service; there were associated costs.
- Laurence Coates said we were now getting some interest on our reserves in Charity Bank accounts.
- Patrick said we were continuing to designate £3,000 p.a. for boiler replacement.
- Patrick outlined the use made by the associate libraries of the marketing grant e.g. the bookmark distributed at the meeting.

- Vera Dyer asked if the Board would consider crowdfunding for major projects; Patrick welcomed the suggestion.
- Cynthia Russell asked about the development time-table. Patrick could not be specific as costings of the options had just been received and there was much to decide. The phase 1 priorities still included an extended kitchen and an accessible toilet. Phase 2 work under the flats was more problematic. Intermediate funding would be needed for architects' drawings and matched funding from our reserves. Cynthia asked if there could be a 6 monthly event to inform members of progress. Patrick accepted communications were important, but there might be little to report in any period.
- David was asked if donated books could be gift aided, as at Oxfam. It might be worthwhile when a donor gave a large number of books.
- In relation to the income from Room Hire, Lesley Fox read a statement from the Greenhill Village History Society, which hoped that other groups did not experience the double-booking they had had three times this year and offered to help resolve the problems. David apologised on behalf of the Board. The example Lesley gave related to installation work rather than another group booking their meeting space. Chris Brown said he and Janet Crowther tried to manage bookings carefully, as more groups did want to use the library. It highlighted the need for a new Community Room. Lesley asked if the staff room could be used for meetings; Chris said it could for groups of up to 8 people.
- David was thanked for the enormous amount of hard work he had put into managing our finances since the Friends started and was warmly applauded. He was not seeking re-election but was willing to be re-appointed by the Board as Treasurer for a while.

## 5. Election of board of trustees

Laurence Coates chaired elections, as Patrick's term of office had now ended. He had received one nomination for Chair, Chris Brown, an existing trustee, and six nominations for trustee. The six nominees spoke briefly about themselves and the library, then Laurence proposed to take a vote on all six together, there being spaces on the Board for all. Some members raised objections to this. Vera Dyer queried whether Patrick could be re-elected. Laurence said the constitution allowed three consecutive terms; counting the initial period of appointment, Patrick had served two. He agreed with Vera's point that the Board needed to revise the constitution to clarify what counted as a term of office; any amendments to this and other clauses would need to come to a General Meeting.

Individual votes were then taken. Mick Black, Wendy Crookes, Janet Crowther, Ann Hartley and Shelley Walsh were elected unanimously as trustees. Patrick Coghlan was re-elected as a trustee with one abstention. (Laurence omitted to say that all these elections were for 3 years, as indicated on the nomination form and in line with the only clause in the constitution (12.2c) specifying the length of a term).

Chris Brown spoke about his willingness to be Chair. He was elected with one abstention.

6. **Vote of Thanks.** Chris took the chair and thanked all members for their support of the library, including those providing the refreshments after the AGM. He particularly thanked Patrick for his work as Chair, which moved from campaigning to keep the library open to planning to run it. He was a Session leader and very involved in administration behind the scenes and in the Associate Libraries' meetings. His passion for the library,

commitment and vision had helped us as a team achieve so much. Chris presented Patrick with a voucher for roses.

Patrick responded with his thanks to all for their support. He was pleased to be re-elected and would particularly like to concentrate on our outreach in Lowedges.

- 7. Any Other Business.** Chris was asked about the underground pipe at the library for broadband; he said it was work by Virgin for the Council, but he would see if we could benefit from it.

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