

Friends of Honley Library: Annual General Meeting

Registered Charity 118829



Minutes of the Annual General Meeting: Thursday 24th September 2020

The Annual General Meeting was held by email in line with the Charity Commission statement that meetings may be held by phone / video or other electronic means.

Attendees by email: Jenny Lockwood, Chair FoHL Trustees, Ann Brooks (minutes), Carrie Birch, Bridget Crabtree, Alison Dean (Treasurer), Sean East, Malcolm Ellis, Charles Greaves, Nick Helm, David Hutchinson, Val Javin, Angela Marshall, Caroline Page, Carolynne Roberts, Sylvia Sellen, Linda Sharpe, Pat Thompson, Joan Vevers, Margaret Waterworth.

Minutes of the meeting

The Trustees and Management Committee welcomed all members of FoHL to the Annual General Meeting.

1. Minutes of the Annual General Meeting held 4th June 2019

The minutes were accepted unanimously as a true record of the AGM.

1.1 Matters arising:

- Membership fee: Management Committee and Trustees will prepare a paper on this for the next AGM. Raised by BC and AM as an on-going issue.

Action – to be referred back to Management Committee and Trustees.

2. Resolutions: Friends are asked to consider the following resolutions in order to provide continuity in the current situation.

2.1 That the Board of Trustees are reappointed en bloc until the AGM 2021 and that the Chair of the Board of Trustees, Jenny Lockwood, continues in office.

Resolution agreed unanimously. BC thanked all who have achieved a massive amount within a differing and complicated environment.

2.2 That the Management Committee are reappointed en bloc until the AGM 2021 and that the Management Committee's officers continue, Chair Ann Brooks, Treasurer Alison Dean, Secretary Rosie Hinchliffe.

Resolution agreed unanimously. BC referred to the work and achievements relating to Asset Transfer and expressed gratitude to AD for her clarity of systems and support. She also raised the issue of continuity of Management Committee in terms of the process for ensuring that any new members can become aware of the responsibilities needed.

Action – Management Committee to continue to seek new members.

2.3 That recruitment of volunteers amongst FoHL and the community is promoted as a priority as soon as the involvement of volunteers is able to recommence.

Resolution agreed unanimously. BC emphasised FoHL responsibilities attached to volunteer-led sessions and the good work of Lead Volunteers, which has been greatly appreciated by those who use the library.

Action – Management Committee to actively seek volunteers when possible.

2.4 That FoHL collaborates with the Honley Community Growers initiative to improve and enhance the external area, following Asset Transfer.

Resolution agreed by majority. SS has sent a query about Honley Community Growers to JL. BC noted this as a positive inter-village project, which will aid the library's role within the village by extending the library's offer. CB hoped that the CBF could be involved with the work of the Community Growers.

3 Reports:

- **Board of Trustees:** Report accepted unanimously.
- **Finance:** Report accepted unanimously. BC positively noted CBF funds.
- **Management Committee:** Report accepted unanimously. AB noted that future members for Management Committee had not come forward.
- **Volunteering:** Report accepted unanimously. AB noted that no possible volunteers had come forward.
- **Adult Events:** Report accepted unanimously. AM referred to the interesting visit to the recycling plant, suggesting a repeat visit and other possible venues for visits. BC noted that those who attended events really enjoyed them.
- **Children's Events:** Report accepted unanimously. AM supported the idea of activities being held outdoors, giving ideas for how these might take place. BC added appreciation to all who have supported the programme, which has helped to give the library the reputation of being a safe and happy place for children and their families.
- **The Asset Transfer of the building:** Report accepted unanimously. BC commented that the short report belies the amount of hard work and determination of the team particularly within the ever-changing and complicated environment. CB linked delegated governance and asset transfer, suggesting that a robust organisation needs clear and simple procedures, to which all involved agree and by which they will abide. These might include all lines of communication within FoHL and continued democratic procedures for all aspects of our organisation. CB will be interested in progressing this aspect of FoHL's work in collaboration with Trustees and Management Committee. CB also noted that after asset transfer, relationships between our organisation and others may become more complex, requiring working to partnership agreements. Creative ways of developing these, for which a strategic and practical approach to tackle the future will be needed; this will strengthen our work with our partners including Kirklees Library Services.

LS recorded appreciation of the time and effort taken to compile the extremely informative reports.

4. Any other Business:

4.1 Publications and Publicity: AM raised issues arising from the AGM 2019 in relation to publications and publicity, including the newsletter, promotional materials and the website.

Action - Management Committee will need to reconstitute the Publications and Publicity Group when this becomes possible, and to redefine the brief for the group.

4.2 Comments from Friends:

JL – "I would like to emphasise, as in my report, my gratitude to all Trustees and the Management Committee during this difficult time. Our volunteers are the core of the service we provide, and I am so grateful to them all for their dedication and hard work.

VJ – "I would also be happy if you could record my thanks to all volunteers (including those who serve on our various committees) for their continued support".

JV – “I also want to thank everyone of the Trustees and Management Committee for carrying on the work in challenging conditions and work during such difficult and challenging times”.

PT – “I would like to thank everyone for all their hard work and commitment during these difficult times”.

To meet Charity Commission requirements, these minutes will be submitted by the Chair of Trustees on behalf of FoHL by September 30th 2020.
