

Minutes of meeting of FoCL committee, Wednesday, April 7, 2021 at 4pm –4.45 pm
Venue – Zoom

Purpose
AGM preparation

1. Present: JB,SB,JD,RM,RO'M JS JU SW

2. Apologies for absence - JM

3. Minutes of meeting of 10.12.20

- **correction - Date - Thursday, 18 February 2021:** accepted with correction

4. Current situation with Coronavirus and LU – RO'M:

From Tuesday 13th April, library will be open for browsing with the same restrictions as pre-Christmas, i.e., only 2 customers per time, socially distanced; only 1 computer available; returned books to be quarantined for 3 days. RO'M is trying to open up the Children's Corner.

5. FoCL AGM , Thursday, April 15, 4.0 – 5.30pm via Zoom

- **Zoom arrangements:** JS will e-mail PC to check it's all set up. Those (without e-mail) who phone in will obviously hear but not see. A rule re speaking needs to be set up, for both visual and phone. If numbers are big, the Chat function should be used for questions, and all muted. Emily Macaulay (LU) will speak, then take questions, before the election of committee. To assist JU in taking the minutes, SB will propose re-election of JD as chair, and RM will help with speakers' names.
- **Agenda – (previously circulated):** JD assumes it is OK as no comments have been received
- **Annual report (previously circulated):** JD appreciated comments received and has modified the report accordingly, adding "continue to support activities for children".
- **Annual accounts (previously circulated):** JS sought clarification re insurance. SW informed that we pay the premium to the Parish Council, who insure the building. The contents are insured by LU
- **Entertainment – David Clarke:** has been reminded recently and has arrangements in hand.
- **Circulation of papers:** SB confirmed that copies of a) b) and c) would be e-mailed to members, with a request for any apologies and any nominations for the committee, and a reminder re subs. These are to be handed in to the library or to a committee member. RM queried the amount – still £5 as agreed in 2019. RO'M will print hard copies for the 5 non-emailing Friends, and leave these in the library on Saturday morning for SB to collect.
- **Quorate?** - JD will refer to the constitution to find out quorum requirements, using the 2019 figure of 82 paid-up members as a basis. If we are inquorate, any action may be ratified later.

6. AoB: In answer to JS' query re possible questions from Volunteers, SB explained that she had, with RO'M's help, updated the V list. When V'ing is allowed, she will e-mail to ascertain V's willingness or otherwise.

SW asked that when SB visits the library on Saturday, she retrieves any letters for SW from the FoCL file.

7. Date of next meeting : Thursday 27th May 4.00 pm (via Zoom).