

**MINUTES for the GENERAL MEETING of
FRIENDS OF THE BENALLA LIBRARY INC. (FOBL)
held at 9:45am at the Benalla Library
on Thursday 5th September 2024**

1. Apologies: Lynn Gibson, Amber Gold, Deb Saunders, Alana Johnson, Priscilla Shanks, Dawn Stephens, Phyllis Doxey, Amanda Edgar

2. Present: Joan Brown, Geraldine McCorkell, Tracy Shaw, Robyn Maclean, Shirley Robertson, Christine Glynn, Betty Lindsay, Kay Johnson, Beth Heinrich, Erna Howell, Cr. Gail O'Brien, Andi Stephenson, Heather Rogers, Kay Blore, Corrie Witlox, Bev Thornell, Ashley Merbach.

3. Minutes of the previous meeting held on July 4th 2024

Received: Christine Glynn **Seconded:** Andi Stephenson **Passed**

Business Arising: Nil

Geraldine welcomed Tracy Shaw a new member and volunteer at the bookshop to the meeting.

4. Correspondence:

In: Request to purchase Air Purifier for the Bookshop

Acknowledgment of Charity Registration Form – it could take 12 weeks to assess

Out: Change of registration details for contacts for the ABN

Application for Charity Registration 2/9/2024

Moved that correspondence be accepted:

Accepted: Betty Lindsay **Seconded:** Corrie Witlox **Passed**

After some discussion it was unanimously agreed to not purchase an Air Purifier for the Redb4 bookshop. A box of masks will be purchased for use by the volunteers.

REPORTS:

Treasurer's Report

Opening Balance 1/7/24 \$16,999.62

Income:

Books :	\$4,392.35	
Membership	\$50.00	
Donations	Nil	
Interest	<u>0.28</u>	
		\$4,442.63

Expenditure:

<u>Shop</u>		
Hide's bakery – rent	\$1,200.00	
Hide's bakery – electricity	128.96	
BRCC Rates	<u>334.53</u>	\$1,663.49
<u>Library Support</u>		
Benalla Newsagency – papers	167.33	
Shelf Backing	200.00	
Consumables	<u>199.40</u>	\$566.73
Closing balance 31/8/24		\$ 19,212.03
Term Deposit due 11/4/25 @ 4.75%		<u>\$ 11,067.91</u>
Total funds 31/8/24		\$30,379.94

Moved: Corrie Witlox **Seconded:** Joan Brown **Passed**

- **Membership Report: (Robyn Maclean)**

General Members	81
Life Members	38
Total Members	119

As Membership Officer Robyn mentioned that 13 Big Pond emails bounced back when the bookshop roster was sent out for September. Robyn and Andi sent a letter to those volunteers suggesting they change their email address to gmail or similar email, as BigPond is phasing out emails.

Library Coordinator's Report:

BENALLA LIBRARY

HIGHLIGHTS SINCE LAST MEETING (July/August):

- We welcomed four authors to our library over this period – Leonie Kelsall, Joe Matera, Paul Humphries, and Mark Baker.
- All staff attended Family Violence Training to better equip staff with tools for understanding patrons and helping them find local resources.
- The Imagination Library's launch was held at Benalla Library. More information can be found online or at Tomorrow Today.
- Science Week activity packs were a great hit and we have some solar systems on display behind the circulation desk.
- Hosted a very successful Police information session, regarding recruitment and local issues.
- Book Week is always a joy. James held a total of twelve special sessions for PEEP and two local kindergartens. Ramey also attended an outreach the following week for Tomorrow Today's Book Week celebration.
- Homelessness Response Action Groups Information Session attracted an amazing 80 patrons.

REGULAR WEEKLY PROGRAMS:

- Mondays: Mahjong Mondays, 10:00am
- Tuesdays: Walking Talking-Book Club, 9:00am
- Tuesdays: Chatty Café Communi-tea Cuppa's and Chat's, 10:00am
- Wednesday: Crafternoons, 2:00pm
- Wednesdays: Online Library Help Sessions, 4:00pm
- Thursdays: Walking Talking-Book Club, 9:00am
- Thursdays: Scrabble, 10:00am (does this time suit? We have had low numbers...would you come if this were a different day/time?)
- Thursdays: Card Game Club, 2:00pm
- Fridays: Silent Reading Sprints, 10:00am

REGULAR MONTHLY PROGRAMS:

- First Tuesday: Chess Club, 2:00pm
- Second Wednesday: Library Lovers Social, 5:00pm
- Third Thursday: Family History Research Support, 10:00am
- Second Friday: Spintronics for Adults, 2:00pm
- Last Friday: Basic Digital Help 20min One-On-One Sessions, 2:00pm, 2:20pm, 2:40pm Staff are only able to help with basic assistance, e.g. help downloading apps or resetting passwords

UPCOMING WINTER SCHOOL HOLIDAYS ACTIVITIES:

- Spintronics and Turing Tumbles, Tuesday and Thursday, 24 and 26 Sept + 1 and 3 Oct, 10:30am and 11:30am (45min sessions)
- The Quiet Year Map Making Game, Wednesday 25 Sept, 2:30pm (2hrs)
- Dungeons and Dragons One-Shot based on the map created in The Quiet Year, Wednesday 2 Oct, 2:30pm (2hrs)
- Tangram Time, Monday 30 Sept, 10:30am (1hr)

UPCOMING FILM SCREENINGS:

- Thumbelina (G) Tuesday 24 Sept, 2pm
- Cinderella (G) Thursday 26 Sept, 2pm

- The Swan Princess (G) Tuesday 1 Oct, 2pm
- Sleeping Beauty (G) Thursday 3 Oct, 2pm

UPCOMING EVENTS:

- AUTHOR TALK: Fiona McArthur, Wednesday 11 Sept, 5:30pm
- AUTHOR TALK: Gabriel Bergmoser, Wednesday 18 Sept, 1:30pm
- AUTHOR TALK: Robert M Smith, Wednesday 25 Sept, 5:30pm
- AUTHOR TALK: Mark Carr, Wednesday 16 Oct, 5pm
- SPECIAL AUTHOR TALK: Lisa Ireland and Shannon Kelly White, Friday 25 Oct, 7pm

Other author talks to keep an eye out for when confirmed – Grantlee Kieza and CJ Duggin.

ITEMS THAT WOULD ASSIST STAFF/PATRONS

- Black backing wood for DVD shelves – \$200 (Process ongoing – will hopefully arrive soon)

More of the wood backings, to prevent DVD's being pushed the whole way back, would be greatly helpful.

- Height Adjustable Puzzle Tilting Puzzle Stand – \$330

The puzzles are a fantastic thing for people to sit and do when they have time – we even have five regulars who come in to complete the puzzles. Getting a tilting puzzle board will help with OH&S issues and make the puzzle easier to see.

- New shelving for Children's Area – previously \$2076.50 including freight (will get updated quote soon) – Staff loved them so much, we want more!

Three bay, single sided shelving for the wall where the coloured picture book tubs currently are. Shelving here would be more convenient for the flow of the area, as it could hold the Board Books. Moving the Board Books would give more space for Junior Fiction.

- Bay = \$671

- Bay Ends x2 = \$440

- Shelves = \$665.50

- Freight = approx. \$300

- Online Subscription to Digital Resource – Cost varies

Much like the volunteers in Wangaratta providing "CreativeBug" to HCLN, there is a possibility of providing an online digital resource to Benalla Library patrons and the network.

One example is LOTE4Kids, an online language learning resource which also includes Auslan, for approx. \$1600 per year. If you have an idea for a resource you are interested in, I could request some indicative pricing.

- 10 Years in this building Celebration

A celebration, perhaps with sparkling wine and cheese, after hours on Friday 25 Oct would be a lovely way to celebrate the past 10 Years. If this is something you are happy to support, budgets can be worked around your ability.

LONGTERM GOALS

External Chute Upgrade – Smart Bin and secure 24/7 chute for returns. Updated FE Tech price received (July 2023 – approx. \$23,000), but waiting on builder for quote and feasibility. Electrician guesses \$700 would cover powering the secure chute, but would need to confirm requirements

The Library staff with Council, are working on a 'Child Safe Policy' as the number of children coming in after school to feel safe or waiting for parents, are increasing.

- Following Ashley's report the following items were discussed:

- Shelving in children's section

Moved by Geraldine that the requested shelving for the Children's area go ahead.

Seconded: Heather Rogers. Passed.

- The 'tilt table' for use with the Jigsaw puzzles. The table sourced on the internet to be sent to the Men's Shed to ascertain whether it can be made there. Ashley will follow this up with Shelley from the Library.

- Online Digital Resource "Creative Bug" Ashley will obtain a list of what is available

on this resource so we can look at the possibility of purchasing.

- The Imagination Library that provides books to children was discussed. Geraldine will contact Tomorrow Today to find out how FOBL can donate towards this very worthwhile initiative. \$120 a year provides a free book every month for a child in Benalla.

- **Bookshop Report:**

Kay has had a difficult time with the roster over winter with volunteers being either away or unwell, but the bookshop continues successfully thanks to our volunteers and the donated books. We welcomed Tracy Shaw as a new volunteer this month. Box of face masks to be purchased for the shop.

Andi has found some old advertisements for FOBL pushing for a new Library. These will be put in an archive box. Kay Blore gave us a 'Current List of Businesses with Recycling Deposit Points in Benalla'. Very handy.

Reports accepted:

Moved: Geraldine

Seconded: Kay Blore

GENERAL BUSINESS:

1. Application for registering as a Charity is underway.

Deb Saunders has done an enormous amount of work for this. Our application has been sent. All 9 committee members are requested to give their details, name, address, contact details to Deb to complete the legal requirements.

2. **Committee Meeting** required on **Tuesday October 1st at 9.30am**, to review changes to the current Constitution and to discuss a draft copy of the Conflict of Interest Policy required by charities. Both documents will be sent out to all members after the meeting and be presented for approval at the AGM in November. **Committee members please make an effort to attend this meeting.**

The AGM on the 7th November will also be discussed.

3. Positions of Responsibility – President, Secretary and Treasurer have completed three or more years in their role.
4. Ten-year celebration being planned on Friday 25th October for the opening of the current Benalla Library combined with an eleven year celebration for the opening of the RedB4 Bookshop.

The Library have requested our assistance with this. The suggested format would be invited guests – previous FOBL members included, to attend at 5.30 for drinks and nibbles followed by authors Lisa Ireland and Shannon Kelly White at 7 p.m. Geraldine, Corrie and Deb are to attend a planning meeting with Janene (Council) and Ashley at the Library next week.

5. Gail O'Brien from BRCC attended the meeting today and put forward the suggestion that FOBL apply for a 'quickie' grant of \$500 that we could put towards catering for the above event. Geraldine will talk to Tom Arnold from Council.
6. A new table for sorting books etc. in the back room is needed. Several suggestions were made, this will be followed up in the coming weeks.
7. A request for FOBL to have a stall with books for sale at the Tatong Market was rejected.

Next Meeting: TUESDAY OCTOBER 1ST 9.30 A.M. AT THE LIBRARY.