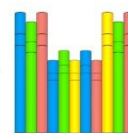


Castle Donington Community Library



Minutes of Trustees Meeting

Tuesday 11 July 2023

At 6.30 p.m. at The Hub

Present: Tony Saffell, Leonora Cope, Colin Burton, Fiona Palmer, Kevin Bradley, Stephanie Garnett, Sue Kent and Penny Burns

Colin Burton in the Chair

		Action
	<u>Apologies</u> – Apologies for absence were received from Su Clement. There were no declarations of interest.	
1.	<u>Charities Commission Report</u> – Penny confirmed that the report covering the period April 2021 to March 2022 had been submitted to the Charity Commission on 20 February 2023. Sue Kent agreed to put a copy of this report onto Three Rings.	Sue K
2.	<u>Update on Charities Commission information</u> – Penny has updated the information relating to the current trustees on the Charity Commission website.	
3.	<u>Policies</u> – All policies would need to be reviewed to enable them to be approved at the AGM. It was agreed that Sue Kent would send one policy to each trustee for amendment. Kevin asked that the Safeguarding document should be sent to him for review.	Sue K
4.	<p><u>Current Financial Update</u> – We currently have just over £15,000 in the bank. We have had a grant of £2,500 from the Parish Council and two quiz nights have raised £800 and £600. Our running costs are around £6,000 plus annual insurance and telephone. Steph outlined the flyer that had been put together with the help of Donington Life and circulated to all houses in the village. This had not generated as much interest as we had hoped. One idea was to circulate the leaflets again to the new estate houses, possibly using a young person to do this.</p> <p>A grant application is to be submitted to the National Lottery and other options would be explored e.g. the Airport and District Council. However, it was pointed out that most grants are offered for projects and not running costs.</p> <p>Measham Library seems to be better used than ours, but not sure why this should be. One suggestion was that Andrew Cope, local author, might come in for a reading session with the children.</p> <p>It would be nice if we could have a dedicated fund-raiser. Local companies could be approached to see if they could help as part of their corporate social responsibility. We need to write to HR departments in the first instance.</p>	
5.	<u>Date of next Meeting</u> – The next meeting, which will be the AGM, was confirmed as Tuesday 9 January at 6.30 p.m. at The Hub.	

Castle Donington Community Library

Financial Activities

April 2023 - March 2024

	TOTAL
Income	
Donations and legacies	822.47
Event income	2,474.05
Fines / holds	328.49
Grant	8,305.00
Jigsaw sales	57.80
Library Friends	50.00
Photocopies / printing	395.48
Sales	246.77
Total Income	£12,680.06
TOTAL	£12,680.06
Expenditures	
Advertising/Promotional	60.83
Bank charges	42.68
Book purchases	157.99
Insurances	515.19
Office/General Administrative Expenses	228.82
Other Professional Services	105.00
Phone Costs	1,244.08
Printing, Postage and Stationery	53.14
Raising funds	606.56
Rent	5,971.72
Summer RC expenses	32.50
Total Expenditures	£9,018.51
NET OPERATING INCOME	£3,661.55
NET INCOME/(EXPENDITURE)	£3,661.55