

Minutes of a meeting of the Trustees of GLEAN Hub held Tuesday 3 July 2018 at the Grosvenor Centre

Present: Robert Alker (Chair), Mary Booth, Annette Davies, Claire Elkerton, Trevor Whincup

Note : as there were no representatives from SCC and the Chair had to leave, it was decided to focus on Glean-only matters for the meeting

Item			Action
1	Declaration of Interest	RA reminded the meeting that his wife is a member of Gnosall Parish Council.	
2	Action Plan	<p>RA stated that there had only been small changes since the last meeting; for example the trees on the neighbouring property had now been lopped. There had been a problem with the drain from the youth club building as they did not run directly away and instead formed a loop through the area that needs to be excavated for the library's foundations. The contractor has relaid the drain.</p> <p>There was nothing to report on the application for the variation to the planning permission.</p> <p>RA agreed to send the detailed updates to HF</p>	RA
3	Volunteer Induction and Training	Deferred for discussion with HF	
4	General Data Protection Regulations	It was noted that the document circulated by HF at the previous meeting focused on the protection of data on library users from abuse by Glean volunteers. Whilst this is an important issue, the Regulations are considered with the protection of personal information which Glean holds on its volunteers.	
5	Minutes of last Meeting	The minutes of the meetings held on 19 June were considered and approved, subject to adding TW's apologies for absence.	
6	Matters arising from the Minutes	AD reported that she is still attempting to arrange a meeting with Youth Club representatives	AD
7	Treasurer's Report	.AD reported that the balances in Glean's two bank accounts are £2413.99 and £549.50.	

8	Outstanding invoices	<p>There were no outstanding invoices requiring authorisation.</p> <p>Concern was expressed that the accounts submitted were proving greater than those in the project plan. AD agreed to investigate with the Parish Clerk</p>	AD
9	Funding Sources	<p>AD has not yet heard from the Stoke Football Club application.</p> <p>It was agreed to look more seriously at crowd-funding.</p>	
10	Library Opening Times	Deferred for discussion with HF	
11	Volunteer Liaison	Deferred	
12	Any Other Business	<p>a) It was agreed to hold further meetings on 17 and 31 July and 14 and 28 August 2018</p> <p>b) MB reported that when her latest report was presented to GPC they recorded their appreciation of all Glean is doing to bring a library back to the village.</p> <p>c) MB reported that she had been approached by the Chair of Barlaston Parish Council. They seem to face a similar situation in that they have been offered the opportunity to run a community library where there is no existing library building. They might be seeking advice from Glean of its experience of this issue.</p>	