

Present:

Robert Alker, Mary Booth, Annette Davies, Claire Elkerton, Trevor Whincup (Glean-Hub Trustees);

Helen Farr, Hilary Riley (SCC);

Joyce Rowe (Rota Co-ordinator)

Janet Carr, Gay Courtney, Linda Morris, Janet Parnaby, Audrey Rogers, Ann Sleightholme, Lynne Whittick (Library Volunteers)

LIBRARY OPERATIONS

1. Review of Practice

MB circulated copies of her notes of the items raised at the December meeting and the trustees' views of the action needed. She said that you would update these in the light of the discussions and circulate a revised copy

2. Open Galaxy

HF reported that Staffordshire Libraries has now decided to go ahead with the update to Open Galaxy (known as Sparks). This will be rolled out during the coming months and all volunteers using the system will need to undertake a single training session which she will organise

3. Collection HQ/Library Stock

HR thanked volunteers who have assisted in the trawl to try to locate stock not issued for some time. Next month this will move on to non-fiction stock.

On the issue of stock management generally, there was a request to refresh the stock of audio-books. There had been requests from readers of large print books for a wider selection of less recent publications and for different cowboy books. HF reminded everyone that these items can be requested.

4. Library e-mail

HF asked all volunteers who are still not able to access the library e-mail system to let RA know so that he can resolve this

5. Easter Opening

HF stated that maintained libraries would be closed on Good Friday and Easter Monday but open on the intervening Saturday. Glean=Hub needs to consider whether to open on that Saturday. There was general agreement with RA's view that the library should do everything possible to remain open.

6. Dementia

HF reported that Staffordshire Libraries is offering training to all volunteers on dealing with customers who might be suffering from dementia. She will circulate details of the course on offer.

7. Racks for GPN

RA said that the racks had just arrived but he had not had the chance to put them up. There would be space for items relating to the library. It was agreed that JP should add information on the most borrowed authors in Gnosall and in Staffordshire.

8. Gritting

RA reported that following consultations with the SCC Safety Adviser it had been decided not to grit the ramp as the rest of the Grosvenor Centre site is not gritted. The health and safety policy will be amended accordingly. If any volunteers reach the site and feels that it is unsafe to open the library,

they should notify him and he will liaise with HF about publicising the closure. Similarly if the volunteers on duty feel that it is unsafe to remain open because of worsening weather, they should contact him for advice.

9. DBS Checks

RA is still liaising with SCVYS about whether they can oversee Glean-Hub's DBS checks

LIBRARY EVENTS

10. IT Buddies

RA reported that because of the low numbers attending it has been decided to make IT Buddies a "by appointment" meeting. The What's On notices in the library will have an e-mail contact for making appointments.

11. Family History

RA said that on 7 March there will be a joint meeting in the library with the Gnosall Heritage Society on the theme of researching family history.

12. Visit by Gnosall Rainbows

TW reported that there is to be a visit by a second group of Gnosall Rainbows. This is on Tuesday 10 March when the library will be open specially. LW and JP offered to help with this event

13. Job Club

RA has received a request from Support Staffordshire to run a job club at the library; they already offer this in a number of other Staffordshire Libraries. Their preferred date was the last Tuesday in the month. There was a willingness to agree to the request in principle. It was however noted that the preferred date will mean a clash with baby Bounce in some months and there was agreement that the two events were incompatible and so an alternative time would have to be found

14. Places of Welcome

RA has arranged a meeting with the Places of Welcome organiser to find out more about what is involved. If it goes ahead Coffee and Cake will cease as it serves a similar need. MB, GC and LM offered to help run sessions and RA/TW offered support.

15. National Events

HR circulated copies of the national events calendar. She encouraged all volunteers to think about how these events could be supported even if it was only be having a display of appropriate books on display.

TW said that the trustees wanted to support World Book Night on 23 April. They were willing to open the library specially on that evening. There is scope for one library in each county to have special contact with the national organisers which brings in resources. It was agreed to apply for this. In the meantime TW invited volunteers to suggest what form the event might take.

HR stated that the theme for the Summer Reading Challenge is "The Silly Squad" focusing on humour in children's literature.

NEXT MEETING

Tuesday 25 February at 2pm