

Yate Library Management Board Meeting at Yate Library on 14th July 2016	
1.	Present: Neil Weston, Cheryl Kirby, John Abraham, Jean Butler, Lloyd Pellow, Granville Olive, Christine Howard
2.	Apologies: Carole Zorzo, Sue Hope, Sue Walker.
3	Matters Arising No matters were raised and the minutes were accepted as a true and accurate record.
4	Correspondence None received outside the consultation.
5	Librarians Report & new LMS The change of Library Management System (LMS) took place in early June. This is a big and ongoing project. The basic functions have worked from day one but some user categories needed amending. The staff at Yate, Chipping Sodbury & the Mobile libraries have coped well with this although still need practise at unfamiliar functions. There have been a number of glitches, some of which have been corrected while others are hardcoded into the new system and can't be changed. The committee thanked the staff for making the change as smooth as possible. Anecdotal evidence so far suggested the addition of Poole & Dorset libraries has meant the availability of titles not previously available through Libraries West catalogue. Due to the change in system no issue statistics are available for this past quarter. Visitor numbers at Yate library did rise by 7% this quarter (partly due to Easter being earlier this year) but also Storytime/Wriggle & Rhyme numbers increased plus the advent of the fortnightly Craft Group this also played a part in this increase. At Chipping Sodbury library visitor numbers were level pegging with the previous year.
6	Summer Reading Challenge The material for the Big Friendly Read was shown to the committee who agreed the theme (Roald Dahl) and quality of it should hold a strong appeal this summer.
7	Library Service Review 3600 consultation surveys were returned across South Gloucestershire. These contained 15000 comments! Consequently it is taking time to document all of these especially as consultation officer Clare Nelmes has now left SGC. Once compiled these will be assessed and proposals formed into a report for the SGC Environment & Cultural Committee Meeting on 7 th September. The library committee were unhappy that this meeting was at 2pm and at Thornbury as they felt the time and location made it more difficult for the public to attend, as they had at the last full SGC meeting at Kingswood CC. They also felt that the figures given during the consultation did not stack up (although no examples were given here) and there was "lack of a cost benefit analysis". Lloyd reported that the Friends of Chipping Sodbury Library group had met again and remained staunch in their support of keeping the library open as it is now. There was a discussion about whether Neil/John/Martin should meet separately with this group. It was decided to wait for the results of the meeting on 7 th September before deciding how this group should fit in with the existing library committee or not. John informed the meeting that Martin Burton had met with some Parish Councils and the Save Hanham Library group to investigate any financial or volunteer help they could provide for libraries. This was not to pre-empt the outcome of the consultation but to get a feel for what practical support may be forthcoming. Martin has been unable to attend recent Yate Town strategy meetings so Cheryl asked that Neil do so instead. He will attend the next meeting on 15 th September.

8	<p>AOB</p> <p>Information for councillors, local councils and library stakeholders – John explained why libraries had sent these Annual Reports out recently. It is to keep everyone up to date with developments and performance. This is information we already collect but haven't sent to these groups before. Some of this also shows how we fit into national schemes, such as Books On Prescription. To this end information on the national library offers, such as assisting the government's digital agenda, was also sent out. Libraries sent this to their nearest councils with the Mobile Library Annual Report going to those in the outlying villages. Cheryl commented that the reports could be improved by dating them, clarifying the statistics used (e.g. that the higher figures quoted represented South Glos as a whole and the lower figure as that particular library's data) and pagination although she appreciated the initiative of the reports.</p>	
9	<p>Date of next meetings</p> <p><u>Tuesday 13th September</u> (additional meeting pending the SGC meeting where a decision on 7th September 2016 on library review is expected) to take place at the earlier time of 6pm. Posters to be displayed advertising this meeting.</p> <p><u>Thursday 20th October</u> (AGM) at Yate Library 7pm.</p>	