



**Charitable Incorporated Organisation
Registered Charity Number 1169266**

Annual Report

We are approaching the end of our first full year of operation as a Community Library. We began with a very successful official opening by Madeleine Bunting on 1 April 2017 and have held several well-supported events in addition to opening the library for thirty-four and a half hours each week.

None of this would have been possible without our volunteers who give so generously of their time and expertise. Over thirty volunteers work in the library. Add to this the time given by fundraisers, Trustees, the volunteers who run the children's activities and the management committee and you will have some idea of the incredible commitment and team effort that has ensured that the library has stayed open. I want to express my thanks to everyone involved for all their work.

We have devoted a lot of time and effort to activities involving children, from the Summer Reading Challenge, to the regular story times and craft club.

Publicity for all our events and activities is widely distributed and we use the local media and social media to good effect. It is important that we maintain our profile in the local community to ensure that everyone knows what we provide and continue to use our services. In the coming year we plan to develop a website to provide an attractive, easy to use and dynamic source of information.

Trustees have used the ideas generated by the questionnaire circulated in 2016 to develop a 3 year Business Plan which will focus on meeting the needs of our community and generating more income in order to secure the future of the library.

We need to focus on succession planning and recruit new Trustees and management committee members to work alongside our existing team members to build on the successes of our first year of operation.

Trustees 2016/17 and 2017/18

Karen Barge
Chris Dowie
Jenny Dowson

Peter O'Malley
Marian Mortimer
Janet Murphy

Steering Committee 2016/17

Chris Dowie	Chair
Marian Mortimer	Secretary
Geoff Strangwood	Treasurer
Janet Murphy	Deputy Treasurer
Karen Barge	Volunteer Coordinator
Jenny Dowson	Volunteer Corodinator
Laura Cottrell	Marketing
Julie Watson	Marketing

Management Committee 2017/18

Chris Dowie	Chair
Marian Mortimer	Secretary (resigned January 2018)
Geoff Strangwood	Treasurer
Janet Murphy	Deputy Treasurer
Karen Barge	Volunteer Coordinator
Alison Baker	Marketing
Ruth Breakell	Marketing
Jenny Dowson	Volunteer Coordinator
Julie Watson	Fundraising (resigned January 2018)

Library Service

NYCC provide books, PCs, the Library Management System, Technical and Librarian support. CLIC has 900 active users and since April 1 2017 to 31 January 2018 issued 21435 items to borrowers. During that time volunteers gave 3017.5 hours of their time and there were 22985 visits to the Library.

Premises

In April 2017 we appointed Jenny Thompson as our cleaner for 3 hours per week. She keeps the building spotlessly clean and we are very pleased with her enthusiasm and commitment to the library. A grants of £1500 from the Town Council and £1000 from Ryedale District Council were used to contribute to the cleaning costs.

NYCC gave us a refurbishment grant which has been used to re-decorate and clean the carpets in the adult and junior sections. We have also bought new furniture for the Junior library and a desk and other office equipment. The automatic door is now operated by a push pad and NYCC have agreed to pay for the work.

The former library office is now the Town Council Office and the rent received provides us with much needed income.

Meeting Room 1 is now used for local history and information materials, a study area and books for sale.

Room Hire

Groups currently using our rooms on a regular basis are, Helmsley and District Rotary, Ladies Fellowship, Yorkshire Coast Enterprise, The Library Book Club, the Youth Club and Kirkbymoorside Town Council. Occasional users have been North Yorkshire County Council and Ryedale Community Transport.

We welcome enquiries from anyone who wishes to use the meeting rooms for group or private events.

Friends Scheme

This was launched in August and to date 36 people have joined the scheme.

Events

In addition to our opening events with authors Madeleine Bunting and Rosie Alison we have held two author events in conjunction with Ryedale Book Festival in July 2017 and January this year and are keen to continue working with the Festival organisers. We also want to have regular book talks and are looking for volunteers to help us make this happen.

This has been a very busy year with a great deal of work by everyone concerned. We have learned a great deal and I'm sure everyone will agree that it has been rewarding to see how much the community use and appreciate the Library. Our challenge now is to continue to develop what we offer and to raise the funds needed to ensure the Library is here for future generations.

Chris Dowie

Volunteers

Since April 2017 this has been a library run by volunteers with a limited number of hours support per week from librarians from NYCC. Before this time volunteers worked in the library for 5 sessions a week on Monday and Thursday. Now the volunteers keep the library open for 4 days during the week and half a day on Saturday, working a total of 13 sessions.

From the small group of original volunteers the total has now increased to 35+ and is still growing. All new volunteers have taster sessions to find out whether volunteering is for them. From these initial sessions they are invited to complete the online Rota indicating their choice of sessions. Some prefer to have a set time on a weekly or fortnightly basis while others are flexible and fit in where needed. All volunteers are expected to do both online and in-house training [with the qualified librarian]. This follows a variety of topics including use of equipment and various library computer systems as well as data protection and customer service.

Volunteers have been recruited by word of mouth, leaflets in the library and drop in sessions. Home Library volunteers continue to be overseen by the NYCC librarian.

Some volunteers prefer to help with fundraising and since January 2018 a monthly Making Session is held in the library to build up a stock of cards and craft items to be sold at various fairs and functions throughout the year.

A small band of young volunteers, with parental permission, work in the children's library on a Saturday and at events assisting with craft activities and putting up displays. Another young volunteer works after school on a Wednesday putting her excellent computer skills to use.

Social events and meetings have been held where the volunteers can have a drink and cake and catch up on any relevant information. All volunteers are kept up to date by regular emails. Requests to change sessions are usually speedily sorted in this way.

We should like to thank all volunteers new and old for their continued support now and in the future.

Karen Barge and Jenny Dowson