

1st August 2024 7-8:30pm

Present: Jess Farr, Nick Turner (Creative Sustainability), Chris Carnegy, Adrian Oldman, Martin Whiteside, Caroline Pankhurst, Isabel Clark, Shalize Nicholas, Gill Thomas

Director apologies: Katherina Child, Nigel Westaway, Dmytro Bojaniwskyj

Agenda:

- **Library of Things funding proposal (Nick Turner)**

Nick came to speak about the imminent launch of Stroud Library of Things (SLOTH) to see if the TS Directors could help to seed fund this initiative. He's had a really positive response to the idea (over 200 people responded to his recent survey) and Creative Sustainability have offered use of one of their spaces to operate it from, although cannot pay Nick to run the project..

Proposal: Can TS offer any seed funding to help pay for some of the set up costs, plus some loan items that haven't already been sourced?

Action: Although TS doesn't currently have much funding, TS Directors agree that unused funds from old and completed projects can be absorbed into TS's core funds. This includes £215.84 from Carbon Neutral 2030 Mapping Project, and £780.00 from Stroud Town CAN website. Any unexpected claims on the funds with regard to work previously carried out on either project will be met from core funds.

Action: TS agreed to offer Nick £200 towards the cost of setting up SLOTH, and will review whether any further funds can be offered to the project in 3 months' time.

Action: Izy and Martin have items they're happy to loan to SLOTH, and will organise to lend them with Nick. All agree to help promote the scheme.

- **Financial Report for July 2024**

No issues raised. REPF funding request submitted by Chris.

- **Fixed fee proposal for Jess**

Adrian, Jess and Chris have recently discussed the way Jess is remunerated for her TS Co-Ordinator duties. Given her broad executive responsibilities, it seems odd that Jess is filling-in timesheets - and is in fact our only freelancer who does this.

Jess has proposed that, from September, TS directors pay her a fixed monthly fee of £500 to cover all the duties she currently undertakes. (Additional future project-work would be extra, which should be reflected in any funding bids).

£500 is about the average of the last two months, but is less than the Jan-Jun average. The core workload does fluctuate, so Adrian and Chris suggest Directors might agree this with Jess for an initial three months Sep/Oct/Nov, with a review moment thereafter to see how it's working for both parties.

Action: Directors agree to start trialling fixed fee for Coordinator role from **1st August 2024**, with a review in **November 2024** to check hours are in line with suggested fee.

- **Ebike loans - existing schemes**

Brimscombe bikes are going 'on holiday' for August, with the bikes being showcased at a community try-out session on 4th August. Stonehouse scheme is a little delayed (by a week or so) due to delays at The Bike Drop in getting the ebikes in. Still due to launch in mid August though.

Action: Jess to produce more flyers and posters for each bike hub area, and buy a feature in Stroud Times and Good on Paper

Action: Jess to resend e-bike Google calendar to ebike volunteer group so it's easier to see who is doing what.

A recent issue with a loan has prompted a review of our loan terms, as well as our reservation fee returns policy. We need to make it hard for people to request their deposits / reservation fee back, and tighten up the language on the website.

Action: Full plan will be made at an upcoming project meeting.

GCC: See Adiran's [Directors update](#) doc for full position. GCC have sent through a draft agreement, with Adrian and Chris negotiating over the details. Currently on course to launch with 10 bikes from Stratford Park in September. Role will be directly responsible to the Directors, and be fully independent following a handover with Jess.

Action: Adrian to complete negotiations and sign off on contract, Jess to put together a JD and promote the position.

- **Reimagine Stroud's Tomorrow update**

Community partnership expressions of interest are in - next committee meeting is scheduled for 9th Aug, where we decide which projects get support. We also need to move on the technical side of event management for 28th Sept.

Action: Jess to ask Charlie at next committee meeting about what is needed on the day in terms of licenses, police notifications and site plans.

Action: Jess to reach out to SVPs to see if events submission still needed as they struggled to access the form.

- **SACEN / community energy update on funding bid with Severn Wye**

TS currently working with Severn Wye Energy Agency to submit for feasibility funding from CEF. To include several sites across District, with one earmarked for more extensive feasibility work.

- **Annual Report planning**

Action: Chris to write up the finances, Jess to start contacting working groups for their annual report contributions

- **Recruiting new Directors / upcoming AGM**

With Dmytro, Nigel and Kat unable to make meetings for the foreseeable, the Directors feel it's time to take advantage of the upcoming AGM and recruit more Directors in to help run TS.

Action: Jess to promote on website, all to ask around to gauge interest, especially from CAN reps.

Action: Izzy has offered to support on fundraising, and Gill has offered to support on e-bikes to help support Adrian's workload.

AOBs

- Bike Festival on 11th September being planned with the Museum in the Park and Gill Thomas - bikes through the ages, to include our e-bikes. All to help promote.