

MINUTES OF ANNUAL GENERAL MEETING			
Venue	Pegasus Toy Library		
Date Of Meeting	Saturday 24 June 2017	Time of Meeting	9.00am
Chairperson	Fleur Pagan	Recorder	Cheryl Lineham

Attendees

Fleur Pagan	Cheryl Lineham
Michele Stevenson	Julia Shore
Bec Burns	Stephen Tippen
Emma May	Susan Hawkins (member)

Apologies None received

Minutes from Previous Meeting

Motion: That minutes from the 2016 AGM be accepted as true and correct
 Moved: Bec Burns
 Seconded: Fleur Pagan

Matters arising from previous minutes

- None

New Business

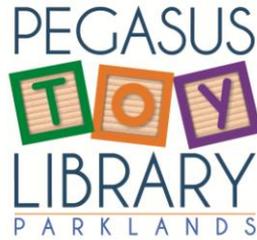
- Fleur Pagan tendered her resignation as President and this was accepted by the committee.
- Life Membership for Carolyn Newman – Carolyn has been a member of the Pegasus Toy Library for over 10 years and during that time has served as President and as a Committee Member. In recognition of her years of service she has been nominated for Life Membership.
 Nominated by: Cheryl Lineham
 Seconded by: Julia Shore

**Presidents Report
 (Year ending 31/3/17)
 The Pegasus Toy Library Incorporated
 AGM to be held June 24 2017**

I am pleased to present President's report for the year ending 31 March 2017. 2016-2017 has been a great year for changes that have continued to revitalise the library.

We have had a lot of changes over the past year with resignations from Liz Castleton and Ameliah Jarrett; we wish them well with their new pursuits. After many years of being a committee member it was with a heavy heart we accepted the resignation of Carolyn Newman, as an acknowledgement of her contribution to the library we have offered her a life membership. Due to extra commitments for Fleur Pagan she has resigned as president and will only continue on as a committee member. Michele Stevenson has offered to become president and take the library to new heights, thank you Michele. We also welcome Stephen Tippen on board as a Treasurer; he has been a real asset to the library.

Julia Shore continues to inject enthusiasm to the library. She is very efficient within this role and this has made the library a better place with memberships increasing as a result. She has come up with lots of ideas on how the library can improve what it does. During the last year



she has ensured the library has become more digital she has put Libratu in place, sends newsletters and toy reviews digitally and has started sending the librarian report as a video. Julia has also been an active part of the toys we have recently purchased and has elicited member feedback to assist with this. Julia has again proven that she is a great asset to our library and its continuation.

We are still located at Parklands Community Centre which is serving well especially being so close to Plunket. The space though remains small and it is a struggle to accommodate all toys. However the composition of the shelving is something we will look at this year. We continue to share a shipping container with the gym and we have had a big clear out making the space more user friendly.

This year we have applied for grants and had many of them granted so that we have been able to update the toys. We are also applying for grants to assist with some of our running costs, wages and library necessities all which makes it a bit easier to get the things that we need. We have successfully received monies from COGS, Lotteries Grant, Small Grants Fund and CCC Strengthening Communities. We also undertook some fundraising this year and whilst we did make some money out of it, it was a long drawn out process for all members to return their monies and I would be wary about doing something like this again.

As part of looking forward and protecting the Toy Library for the future we continue to focus on marketing the library at every opportunity we have. We also want to focus on fundraising opportunities throughout the coming year to ensure the Toy Library is financially stable. The focus over the next year will be to keep the library toys modern and up with the latest trends. We also want to look at more user friendly shelving for the library.

We attended Parklands at Play in February 2017 and this event was great we got some new members out of it and really advocated for the library at this event. The lay out and community participation was amazing and I hope we can attend this event again next year.

The legislation around Bouncy Castle Hire changed so we decided to stop hiring our bouncy castles and sell them instead. We managed to update some of the shelving for games and puzzles and this made the library look amazing. We also purchased some tables and chairs so that we could hire them for children's parties.

▪ **Accounts**

Please see attached financial statements as prepared by Stephen Tippen.

▪ **End of year position**

In summary, 2016-2017 was a good year for the library we built on the foundation from the previous year to bring the library into social media and a more digital age to ensure that we are touching base more with our members and community. Financially we had a great year applying for and receiving grants to update toys and assist with running costs. With this great end to the year we are able to build on this for the next year.

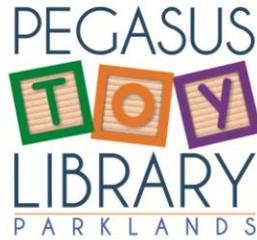
▪ **Focus for 2017-2018**

Promoting the Toy Library and Membership:

Continue to promote the toy library through social media, flyers and community events to increase our membership.

Grants:

To remain financially stable going forward we will have to continue to apply for grants to



update toys and pay for operational costs. This will also allow us to make the shelving more user friendly.

Increasing Committee:

Aim to recruit more committee members.

▪ **Acknowledgements:**

We would just like to say a huge thank you to all of the Committee members who volunteer their time to ensure the toy library continues to operate.

We want to thank our Toy Librarian Julia who without her dedication the toy library would not operate. Since beginning in this position Julia has made positive changes to the look and feel of the toy library. She has shown a personal interest in the continuation of the toy library and this can be seen in her commitment to her work. Thank you.

To any other members considering joining the Committee – you are very welcome. The time you commit is always needed and appreciated.

Fleur Pagan
Chairperson

**TREASURERS REPORT
FINANCIAL YEAR ENDING 31ST MARCH 2017**

Cheque account balance: \$1,283.25
Savings account balance: \$9,046.25
Moved: Cheryl Lineham
Seconded: Michele Stevenson

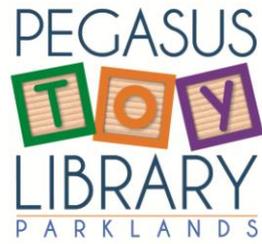
I started in the position of Treasurer in August 2016, thank you for the support from Cheryl making the transitions in the role realisable smoothly. The Toy Library Cheque account is in a similar position compared to last financial year. The savings account is up just under \$3,000 compared to last financial year. Within the last financial year the savings account balance hasn't been under \$6,000, with a peak balance of just under \$14,000.

Subscriptions and Toy Rental brought in \$7,004.50 in revenue, Grants and donations has brought in \$5,700, which has enabled the Toy Library to make some new toy purchases, in March the Toy Library spent just over \$4,000 on new toys.

Within the next 12 months I believe that we should keep aside a balance of \$5,000, as a back-up. This money should be move to an account that has a higher rate of interest. One option is the Notice Saver that Westpac offers.

ELECTION OF COMMITTEE MEMBERS

President Michele Stevenson
Nominated by Cheryl Lineham
Seconded by Stephen Tippen



Secretary

Nominated by
Seconded by

Cheryl Lineham
Fleur Pagan
Michele Stevenson

Treasurer

Nominated by
Seconded by

Stephen Tippen
Cheryl Lineham
Bec Burns

Committee

Fleur Pagan
Bec Burns
Emma May

Meeting closed at: 9.16am

Next AGM to be held: June 2018