FNLA

Friends of the Newsam Library and Archives
FNLA, Information Services, Institute of Education, 20 Bedford Way, London, WC1H 0AL
Chair: Anne Peters Hon. Sec.: Natalie Zara

ANNUAL GENERAL MEETING, 11th OCTOBER 2006

LIBRARY SEMINAR ROOM, INSTITUTE OF EDUCATION

In attendance: Gene Adams, Dr Claudia Clarke, Claire Drinkwater, Professor Margaret Meek-Spencer, Professor Richard Aldrich, David Medd, Stephen Pickles, Guadalupe Gonzalez de Turner, Natalie Zara, Sarah Cripps (IoE Development Officer), Anne Peters (Chair).

Natalie Zara gave a talk, originally prepared by Sarah Aitchison, about collecting archives and then a talk about conservation and preservation in the Institute of Education Archives. Claire Drinkwater gave a presentation about the conservation and presentation of rare books.

1. Apologies for absence

Apologies were received from Professor Norman Graves, Arabella Kurdi, Sarah Aitchison, David Watson, David Crook, Cynthia Reynolds, Edith Wilson, Olive Stokes, Susan Hallam, Lady Elizabeth Vallance, Diana Guthrie.

2. Approval of Minutes

The minutes from last year’s AGM were approved by the FNLA and signed by Anne Peters.

3. Matters Arising

Anne Peters briefly introduced the session and Claire Drinkwater confirmed that last year the FNLA officially adopted the constitution. Work has been progressing this year in order for the FNLA to achieve charitable status. However, the work has been delayed to some extent by the fact that the FNLA received less than £1000 last year. £1000 is the yearly amount needed to apply for charitable status. This year this figure has been raised and the application for registration is due to be sent out by 12/10/2006.

4. Annual Report

Natalie Zara reported that the FNLA now has 32 members. 10 of these are life members, 21 are individual members and 1 is a corporate member. 8 members have joined in the last couple of months as a result of a recruitment campaign held in July when some 180 potential ‘Friends’ were contacted.
The 4th Newsletter has been written and distributed and 1000 advertising postcards ordered (2 designs).

At present there are plans to hold a study afternoon entitled ‘Learning through Lives’ on 25th January 2007.

David Medd joined the membership at the meeting, making the total number of ‘Friends’, 32.

5. Treasurer’s Report

Income figures attached.

Claire Drinkwater reported that from next year the FNLA financial reports will include administration costs for the first time. Presently, the financial reports only show the revenue raised from subscriptions.

Claire Drinkwater also explained that a bank error has been made and she had been informed by Nat West Bank that the money paid as interest over the last 3 years was a mistake. The Bank have agreed that the FNLA may keep the money already paid in error, but are clear that this interest will not be added in coming years.

6. Election of Officers

Sarah Aitchison will be leaving her post as Archivist of the Institute of Education for a years’ maternity leave in November 2006. Therefore, although she was not at the AGM, she requested that she resign from her position as Secretary of the FNLA. Anne Peters proposed that Natalie Zara take over this role and this was seconded by Claire Drinkwater. The motion was carried unanimously.

Claire Drinkwater announced that she would like to remain as Treasurer. Anne Peters proposed this motion, which was seconded by Gene Adams. The motion was carried unanimously.

Anne Peters announced that she would like to remain as Chair. Claire Drinkwater proposed this motion, which was seconded by David Medd. The motion was carried unanimously.

7. Discussion of Proposals for the Future

There was a lengthy discussion about how money raised from FNLA subscriptions could be used to benefit the library and archives. Gene Adams appealed for the production of short summarised catalogues that would contain information about the types of collections held in the archives and what the archives can offer the users.

Margeret Meek-Spencer requested more regular exhibitions with ‘live’ archival documents and books on display. This lead to a discussion about access to the archives in general.
Claudia Clarke talked about a more accessible and secure search room. It was explained that the archives will shortly be moving into the Seminar Room and it is hoped that this will make the archives more approachable and accessible.

Stephen Pickles talked briefly about the difficulty of making rare objects available to users. He explained why microfilm copies of documents are made despite the technology being relatively old. This guided the topic of the discussion towards the importance of books, as opposed to other types of readable material, mainly lead by Anne Peters.

8. **Any Other Business**

No other business was reported.

Anne Peters signed the copy of last years minutes.