|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Week Beginning | 14th August 2017 | | | | |
| Headcounts & Larkin Tour counts | <https://docs.google.com/spreadsheets/d/1Gc3B91pmU3u8jCmyk8KScT2jwH1my3OWZVTFlrmlSZw/edit?usp=sharing> | | Any noticeable attendance drops? | | **Decreased by almost 500 visitors this week, could have been influenced by weather earlier in the week, but expecting more visitors due to Clearing from Friday onwards.** |
| No. of Larkin Letters | **51** | Available for download at ---> | | <https://universityofhull.box.com/s/jrn3dj2a8o1ng4bfjdzxj9sw2sani84o> | |
| Feedback from COC Volunteers and Visitors | Have spoken to Arthur Hicks and he will send two copies of the aforementioned book to the Library this week to the attention of Rachel, for Anna and Simon. The book is not commercially available (long story) but he had three copies- didn’t want to take them all.  Customer queries:  Is there a compilation of Phillip Larkin illustrations available?  A gentleman in the library videos would like to purchase a copy if possible- could I provide him the link Laura? | | | | |
| Letters Received | **None this week!** | | | | |
| Chasing Up  Technical issues/ Security issues | We have had another spotlight “pop” and burn out when the light is turned on. Facilities is ok with replacing these, but wanted to bring up as this is the third in two weeks. | | | | |
| We are out of Larkin trail maps- Will contact Phillip P. directly for acquiring more. | | | | |
| Robert Burrell ([robbie2@robbie2.karoo.co.uk](mailto:robbie2@robbie2.karoo.co.uk) or 07722783936) has a private (and described as somewhat angry) letter to him from Larkin written in 1981. Willing to provide if you contact him. | | | | |
| We did not receive any visits for the Relaxed viewing on Saturday 19.08.17. | | | | |
| Still awaiting an order of 2B pencils we placed and are running very low. Would it be ok to use HB until they come in? | | | | |