



## Libraries Board Meeting Minutes

State Library of South Australia

10 July, 2023 at 10:00 AM ACST

@ Bronwyn Halliday Learning Studio, State Library North Terrace (or via Teams)

Minutes No. 881

### **Attendance**

#### **Present:**

Members: Bruce Linn, Megan Berghuis (remote), Joanne Cys, Janet Finlay, Joost den Hartog (remote), Hedy Hashemi (remote), Amanda Nettelbeck

#### **In attendance:**

Geoff Stempel, Jo Bayly, Hanlie Erasmus, Amanda Osborne, Luba Cvetanovic, Sarah Hallandal

1. \* WELCOME (Presenters: Bruce Linn)

1.1. Present / Apologies

1.2. Acknowledgement of Country

The Chair made an acknowledgement of Country.

1.3. Conflict of Interest

No conflict of interest was raised.

2. \* STARRING OF AGENDA ITEMS

All non-starred items be received, and all recommendations contained therein are adopted and carried.

#### **Motion:**

That all non-starred items be received, and all recommendations contained therein are adopted and carried.

Items 4.1 & 10.1 to be starred.

3. \* MINUTES (Presenters: Bruce Linn)

3.1. Minutes of previous meeting

#### **Motion:**

That the minutes of the Libraries Board meeting held on 13 June 2023 be confirmed.

Motion moved by Amanda Nettelbeck and motion seconded by Janet Finlay.

3.2. Action Items

There were no additional actions.

3.3. Matters dealt with out of session

No matters were dealt with out of session.

4. STRATEGIC MATTERS (Presentation, Key Strategy Updates)

Megan Berghuis attended the meeting at 10.13am

4.1. OneCard 2.0 Collections Reform - Project Brief

The Libraries Board members discussed the OneCard 2.0 Collections Reform Project Brief with an emphasis on procurement of consultants, timing of the projects and a change management plan.

**Motion:**

The Libraries Board approved the OneCard 2.0 Collection Reform project brief for implementation.

Motion moved by Amanda Nettelbeck and motion seconded by Megan Berghuis.

5. \* FINANCE AND RISK COMMITTEE

5.1. Summary Report of Finance and Risk Committee

No report. The next Finance and Risk Committee meeting is scheduled for Wednesday 26 July 2023.

5.2. Final Budget 2023-2024

There was no change to the final recurrent budget after receiving the State Government budget for 2023-2024, as approved at the 13 June 2023 Libraries Board meeting.

**Motion:**

The Libraries Board approved the final budget as presented.

Motion moved by Janet Finlay and motion seconded by Amanda Nettelbeck.

5.3. Mortlock Bequest Funded Projects

The Mortlock Experience was outlined to the Board regarding what is needed to turn the Mortlock Chamber into an interactive experience that includes physical displays and embedded digital content. A report will come back to the board in around 6 months with a concept and design work, including costings.

Janet Finlay requested that any funds needed for the OneCard 2.0 projects be included when reviewing the Library's annual budgets.

**Motion:**

The Libraries Board noted the status of existing Mortlock Bequest funded activities and approved the allocation of funding to initiatives that align with the Board's strategic objectives for 2023/24.

Motion moved by Joanne Cys and motion seconded by Hedy Hashemi.

6. \* PUBLIC LIBRARIES COMMITTEE (Presenters: Hanlie Erasmus)

6.1. Summary Report of Public Libraries Committee – 27 June 2023

Megan Berghuis confirmed the two papers tabled at the Public Libraries Committee were for noting, with the OneCard 2.0 paper and project being well received, including a positive and constructive discussion.

**Motion:**

The Libraries Board noted the Summary Report of the 27 June 2023 PLC meeting and approved/endorsed the resolutions recommended by the Public Libraries Committee, as detailed.

Motion moved by Megan Berghuis and motion seconded by Amanda Nettelbeck.

7. PHILANTHROPIC STEERING COMMITTEE

8. \* DIRECTOR'S REPORT (Presenters: Geoff Stempel)

The Director, Geoff Stempel, provided a verbal update to the Libraries Board, which included the following:

- Attended the Good Things Foundation - Digital Inclusion event held at the State Library.
- Attended the book launch Sir Hubert Wilkins' Under the North Pole for the Friends of the State Library.
- Attended a launch on Integrity Framework through the Office of the Commissioner for Public Sector Employment.
- Ongoing engagement with City of Adelaide.
- FOI requests progressing.
- Reached an agreement with an interstate donor for a collection of comics.
- Pop up Gin bar in the Mortlock Chamber & cafe open each night during Illuminate.
- Meeting with Minister Michaels at the State Library on 11 July 2023, with the Chair.
- Launch of the Australian Digital Inclusion Index is being held in Adelaide on 18 July 2023.
- Attending the NSLA meeting on 26-28 July 2023 at the State Library of Western Australia.
- Involved in the Trove Strategic Advisory Committee.

**Motion:**

The Libraries Board noted the verbal Director's report.

Motion moved by Joanne Cys and motion seconded by Megan Berghuis.

8.1. Any 'For Decision' items that may arise from Director's Report

9. \* ADDITIONAL ITEMS FOR DECISION

9.1. Writers SA - Licence Agreement and Program Partnership

Jo Bayly updated the Board on the process of the new partnership and program collaboration with Writers SA, with all of their events appearing on our website.

## OFFICIAL

After a discussion about the building outgoings and rent reduction, a decision was made to amend the draft resolution.

### **Motion:**

The Libraries Board:

- Approved the execution of a Deed of Variation to renew the Writers SA licence agreement for a 3-year period to November 2026, with a further right of renewal for 2 years to November 2028.
- Approved a change in the building outgoings charged to Writers SA to reduce the annual charge by \$10,000.
- Noted the establishment of a program partnership with Writers SA for 2023 with provision for further cost reduction based on activity levels.

Motion moved by Janet Finlay and motion seconded by Megan Berghuis.

## 10. ADDITIONAL ITEMS FOR NOTING

### 10.1. Freedom of Information Status Report

The Libraries Board discussed the management of documentation.

### **Motion:**

The Libraries Board noted the report.

Motion moved by Janet Finlay and motion seconded by Megan Berghuis.

## 11. \* ANY OTHER BUSINESS

The Chair spoke on his intent, based on good governance practice, to no longer continue as an appointed member of the Finance and Risk Committee and the Public Libraries Committee thus freeing places to increase the diversity of the committee memberships. He outlined the good governance practice of giving the Board Chair the right to attend meetings of the Board's committees periodically by choice or at the invitation of the Chairs of the Committees. The Terms of Reference for the two Committees will need to be modified to accommodate these changes.

After having conversations with the Committee Chairs and the individuals, the proposal is to appoint Amanda Nettelbeck to the Public Libraries Committee and Joost den Hartog to the Finance and Risk Committee.

### **Motion:**

The Libraries Board noted and supported the Chair's intentions, approved the appointment of Amanda Nettelbeck to the Public Libraries Committee and Joost den Hartog to the Finance and Risk Committee, and asked for the necessary changes to be made to the Committee Terms of Reference.

Motion moved by Joanne Cys and motion seconded by Janet Finlay.

12. \* DATE OF NEXT MEETING

The next Libraries Board meeting is scheduled for Monday 14 August 2023.

Meeting closed at 11.54

Chair: .....

Date: .....