



Libraries Board Meeting Minutes

State Library of South Australia

13 June, 2023 at 10:00 AM ACST

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

Minutes No. 880

Attendance

Present:

Members: Bruce Linn, Megan Berghuis (remote), Janet Finlay, Hedy Hashemi, Amanda Nettelbeck (remote)

In attendance:

Geoff Strempele, Jo Bayly, Hanlie Erasmus, Amanda Osborne, Luba Cvetanovic

Absent:

Joanne Cys, Joost den Hartog, Sarah Hallandal

1. * WELCOME (Presenters: Bruce Linn)

Due to the Tuesday meeting being problematic for some members, the Chair has suggested the possibility of all meetings for next year be moved to the first Monday of the month or when the meeting falls on the Tuesday after a Public Holiday Monday that these be moved to the first or third Monday.

Sarah Hallandal to canvas with members on a preference.

The Chair welcomed Amanda Osborne, Associate Director, State Library Services to her first meeting of the Libraries Board.

1.1. Present / Apologies

Apology: Joanne Cys, Joost den Hartog

1.2. Acknowledgement of Country

The Chair made an acknowledgement of Country, using the official state government acknowledgement.

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.

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

3. * MINUTES (Presenters: Bruce Linn)

3.1. Minutes of previous meeting

Motion:

That the minutes of the Libraries Board meeting held on 8 May 2023 be confirmed.

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

3.2. Action Items

There were no more actions.

It was noted that work has progressed on establishing the Foundation again with the help of Jo Bayly.

3.3. Matters dealt with out of session

No matters were dealt with out of session.

4. * STRATEGIC MATTERS (Presentation, Key Strategy Updates) (Presenters: Geoff Stempel)

4.1. State Library Capital Works Plan

Jo Bayly gave an update on the Modern Research Library project, with the recommendation to pause the construction work at this time given the significant escalation in projected costs for the work to proceed. It was proposed that work would continue with the Modern Research Library Stage 2, this includes carpet replacement, new furniture, fittings, new services areas and painting, etc.

Activating the concept development for the Mortlock will include a new digital experience, with work to commence through a building feasibility study to determine any infrastructure changes that will be required.

A proposal will be brought to the July meeting on a number of bequest project adjustments, along with the Mortlock feasibility work.

The Chair commended the new approach of considering the State Library Capital Works Plan in a wholistic manner including all major buildings noting that this would be helpful when seeking funding from various sources.

Motion:

The Libraries Board noted the capital works plan to deliver the State Library's strategic objectives.

Motion moved by Amanda Nettelbeck and motion seconded by Hedy Hashemi.

4.2. Words Grow Minds Children's Experience

Jo Bayly spoke on details about the Children's Experience Project within the Library and what needs to be done to progress this further.

A suggestion was to develop a one-page prospectus on the Children's Experience Project, to be made available for the prospective funding campaign that is needed to develop the ideas from the Showpony creative brief.

The Chair to invite Minister Michaels to view the buildings and workplan in this area.

Motion:

The Libraries Board noted the concept development for the Words Grow Minds children's experience.

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

5. * FINANCE AND RISK COMMITTEE (Presenters: Janet Finlay)

5.1. Summary Report of Finance and Risk Committee – 24 May 2023

Janet Finlay, as Chair Finance and Risk Committee spoke to the summary report from meeting on 24 May 2023.

- **Libraries Board Financial Performance Summary as at 31 March 2023**

Resolution: The Finance and Risk Committee recommended the Libraries Board note the financial performance summary reports.

- **Draft Recurrent Budget 2023-2024**

Resolution: The Finance and Risk Committee recommended the Libraries Board approve the proposed 2023-2024 draft recurrent budget, which is subject to change pending the final budget which will be tabled by the government in June.

- **Bequest and Donated Funds 2023-2024**

Resolution: The Finance and Risk Committee recommended the Libraries Board:

1. Note the year-to-date revenue budget of \$412,000 for dividends, distributions, franking credits and interest earned on investments.
2. Note the projects from Mortlock funds that are already funded and approved for 2023-2024.
3. Approve expenditure as required from the other bequest funds up to the total available in each fund plus any interest accrued in 2023-2024.

- **Financial Authorisations Review**

Resolution: The Finance and Risk Committee recommended the Libraries Board approve the Financial Authorisations.

- **State Library Proposed Fees and Charges 2023-2024**

Resolution: The Finance and Risk Committee recommended the Libraries Board approve the proposed fees and charges schedule for 2023-2024.

Motion:

The Libraries Board noted the summary report of the 24 May 2023 Finance and Risk Committee meeting and approved and noted the resolutions recommended by the Finance and Risk Committee.

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

5.2. Risk Update

Janet Finlay advised the reason of the Risk Register being tabled at this meeting is to ensure this is approved annually and to ensure compliance with TI 2 Financial Management.

Motion:

That, following the Finance and Risk Committee's review of the risk register and to ensure compliance with TI 2 Financial Management, the Libraries Board noted the risk register as at 28 April 2023.

The Libraries Board noted that the significant delays in being able to establish an independent bank account to allow for the trading of the Board's assets will be added to the register with a high risk rating.

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

6. * PUBLIC LIBRARIES COMMITTEE (Presenters: Megan Berghuis)

6.1. Summary Report of Public Libraries Committee – 30 May 2023

Megan Berghuis, as Chair Public Libraries Committee, spoke to the summary report from meeting on 30 May 2023.

- **Public Library Services Financial Performance Summary as at 31 March 2023**
Resolution: The Public Libraries Committee recommends that the Libraries Board notes the Financial Performance Summary for the period ending 31 March 2023, including notes and explanations for major variations.
- **eMagazines and the SAPLN Consortium**
Resolution: The Public Libraries Committee recommends that the Libraries Board notes that the ongoing supply of eMagazines to SAPLN will be through Libby only.
- **Physical materials grant funding**
Resolution: The Public Libraries Committee recommends that the Libraries Board approve that:
 - After the final selection of physical items for 2022-23 (19 June 2023) by libraries, any unspent physical material funding be applied to the purchase of high demand digital materials by 30 June 2023
 - It becomes a standard operating practice by libraries to ensure their Materials Grant is fully utilised within the financial year for the benefit of library users
- **Community Languages Collection: Funding Priorities 2023-2024**
Resolution: The Public Libraries Committee recommends that the Libraries Board:
 - Undertake a comprehensive community engagement process with the multicultural community
 - Develop a network library service and collection model that meets the needs of the multicultural community
 - Continue to fulfill community requests for community languages material
 - Place a moratorium on the remaining funds until a new service and collection model for the multicultural community is approved for implementation
- **Lending of unclassified DVD and Blu-Ray Collections – Decision Report**
Resolution: The Public Libraries Committee recommends that the Libraries Board notes:
 - Unclassified English language DVD and Blu-Ray material will not be available for loan within SAPLN.
 - Unclassified community languages DVD and Blu-Ray material will be included in the SAPLN collection, shadowed on the catalogue and only be accessible by visiting the library and browsing the shelves until legislation changes.

OFFICIAL

- When the change to Federal and State legislation is implemented, unclassified community language DVD and Blu-Ray material will become available for loan across SAPLN.

Megan Berghuis highlighted several areas discussed at the Public Libraries Committee, these being a project called the Firstival, this is a festival of first experiences campaign being run in public libraries, the second one is the Local Government Association (LGA) campaign for Public Libraries. The LGA is targeting the perceived loss of revenue and is advocating that the state government reinstate the CPI growth on its annual grant and the third one is the Voice to Parliament, with material being available in Public Libraries to support community education and information on this area.

Motion:

The Libraries Board noted the Summary Report of the 30 May 2023 Public Libraries Committee meeting and approved/endorsed the resolutions recommended by the Public Libraries Committee.

Motion moved by Megan Berghuis and motion seconded by Hedy Hashemi.

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:

- Aboriginal Reference Group met several weeks ago, this included the attendance of the Executive Director of Aboriginal Affairs and Reconciliation.
- A number of FOI requests have been received, we are obtaining advice from DPC FOI team. Janet advised of her dealings with FOI reports in another department, whereby the Board receives a summary report for tracking purposes. Janet to send through a template.
- A formal investigation into the conduct of some staff is currently being undertaken.
- The Public Libraries Grant: Once the state budget has been delivered on 15 June, the Chair will write to all Chief Executive Officers of the Councils confirming the public libraries grant for 2023-2024 and include an overview of the One Card 2.0 - Collections Reform Program.
- Meeting with senior staff at City of Adelaide around the Visitor Experience Centre, Childrens Space and City Archives.
- Setting up a meeting with the Lord Mayor to visit the State Library.
- Storage Project - a 2 year extension has been approved to stay at Netley.
- One Card 2.0

Motion:

The Libraries Board noted the verbal update provided.

Motion moved by Janet Finlay and motion seconded by Hedy Hashemi.

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

9. * ADDITIONAL ITEMS FOR DECISION

9.1. Royal Geographical Society engagement

The Chair advised that he and the Director had recently met with the President of the Royal Geographical Society of SA (RGS) to discuss several matters related to the RGS's collections and their Tenancy Agreement. The paper to be considered by the Board relates to the collections matter and matters related to the Tenancy Agreement are still to be resolved.

Motion:

The Libraries Board advises the Royal Geographical Society that it will not preclude the sale of an item from the RGS's collection.

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

10. ADDITIONAL ITEMS FOR NOTING

10.1. Correspondence - Audit mandate and audit strategy letter 2022-23

10.2. Correspondence - Interim audit findings letter 2022-23

10.3. Correspondence - Interim audit response letter 2022-23

11. * ANY OTHER BUSINESS

It was noted that Jill Whittaker was recognised in the Kings Birthday honours and it was agreed that the Board would acknowledge this and congratulate Jill on her recognition.

12. * DATE OF NEXT MEETING

The next Libraries Board meeting is scheduled for Monday 10 July 2023.

The meeting closed at 12.00noon.

Chair:

Date: