

LIBRARIES BOARD OF SOUTH AUSTRALIA

MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Monday, 18 June 2018

Minutes No. 820

The meeting was held in the Morgan Thomas Boardroom, Institute Building and started at 12.05 pm.

Agenda Items for Discussion: 8.4 was starred. Unstarred agenda items were approved.

1 Present:

Mr James Bruce (Chairman), Ms Vini Ciccarello, Mrs Janet Finlay, Mr Scott Hicks, Mr Andrew Luckhurst-Smith, Ms Lynn Spurling **and** Ms Jillian Whittaker.

In Attendance:

Mr Geoff Stempel (Acting Director, State Library of South Australia)
Mr Lyal Mutton (Acting Associate Director, Public Library Services)
Ms Sue Scadding (Executive Secretary, State Library of South Australia – Minutes)

- 2 Apologies:** Dr Jan-Claire Wisdom, Mr Shane Cathcart (Associate Director, State Library Services, State Library of South Australia) and Ms Jo Bayly (Acting Associate Director, Public Library Services)

3 Conflict of Interest

There were no declarations of conflict of interest.

4 Minutes

The minutes of the Board meeting of 21 May 2018 were confirmed.

Moved: Lynn Spurling Seconded: Scott Hicks

5 Business Arising from the Minutes

- 5.1** Flying Minute to Board regarding request from Royal SA Society for the Arts (RSASA) for approval to use the RSASA Gallery for a private event (emailed to Board 4/6/18 – majority supported recommendation 5/6/18).

The Acting Director advised that RSASA has come back asking the Board to reconsider its request. The request does not fit within the remit of the agreement. This is a private gathering by invitation only. He advised RSASA that, if it wishes to, it can submit a proposal for consideration by the Board to modify the terms of its use of the space it occupies.

6 Workplace Health & Safety

- 6.1 Workplace Health and Safety Report – June 2018**

Ms Whittaker reported that her recent fall during the March Board tour tested the WHS system which proved to work well. She also conveyed her thanks for the excellent first aid that she received.

The Libraries Board noted the Work Health and Safety Report for June 2018 and the activities and initiatives in the summary.

7 Finance Reports

7.1 PLS Draft Budget 2018-2019

The Acting Director reported that the draft PLS budget is based on assuming that it is business as usual.

The Chairman sought confirmation that the current MOA which sets the public library funding provided by the State Government is in place until 2020-21. The Acting Director confirmed that this is correct. This paper is drafted on the basis that there are no changes to funding.

The Libraries Board approved the proposed public library and community information grants and the Public Library Services budget for 2018-2019 and PLS's proposed approach for Materials Budget Access during 2018-2019.

Moved: Lynn Spurling Seconded: Jillian Whittaker

7.2 State Library Proposed Fees and Charges 2018-19

The Libraries Board approved the proposed Fees and Charges Schedule for 2018-19 (Attachment 1) and will forward the Schedule to the Premier for his information. Subsequent to the Premier noting the approved Fees and Charges, they will be forwarded for publication in the SA Government Gazette with an operative date of 1 July 2018.

Moved: Vini Ciccarello Seconded: Scott Hicks

8 Public Libraries

8.1 School Community Libraries Technology Project

The Acting Director reported that School Community Libraries (SCLs) do not receive an operating grant from the Board. These libraries have small populations and revenue bases so do not have a lot of spare funds. The PLS Help Desk spends several hours a day responding to SCL queries. Small schools do not have the ICT ground support. This project allows for standardised desktop equipment which PLS can manage, re-boot and re-image centrally. This will improve customer service access in public areas.

The Chairman asked if it is possible to accelerate the program over a shorter period. The Acting Associate Director, PLS will do some modelling on staff resourcing and costs to complete the project in two years.

The Libraries Board approved the three year roll-out of the provision and support of public desktop computers for School Community Libraries at a cost of approximately \$60,000 p.a.

Moved: Janet Finlay Seconded: Scott Hicks

8.2 Digital Literacy Program 2018-19

The Libraries Board approved Public Library Services providing \$70,000 from its project budget to fund two digital literacy pilot projects in the 2018-19 financial year.

Moved: Lynn Spurling Seconded: Scott Hicks

8.3 Digital User Experience (UX) Projects

Unstarred Item. The Libraries Board noted the PLS-led Digital UX Projects and the inclusion of additional funds of \$100,000 in the PLS 2018-19 budget for the Digital Library project.

8.4 Network Managed Services Contract (2018-21)

The Acting Director advised that the Recommendation for this report should be revised to seeking the Board's approval, instead of for noting. The PLS Standing Committee noted this at its June meeting. Contracts for this will be available for signing after the meeting.

The Libraries Board approved the proposed new three year contract with New Era for the provision of Network Managed Services.

Moved: Scott Hicks Seconded: Vini Ciccarello

8.5 PLS Workroom Relocation

Unstarred Item. The Libraries Board noted the arrangement for the proposed PLS workroom relocation and funding impact of \$250,000 on the PLS budget.

9 Strategic Issues

The Chairman referred to the recent article published in *The Advertiser* regarding budget cuts for the State Library.

The Chairman reported that he has spoken to the Executive Director, Arts South Australia about this. Some steps need to be taken.

Step 1: Address our funding;

Step 2: Support our staff;

Step 3: Deal with the PLS issue – next MOA negotiations start in 18 months' time.

The Chairman proposed a letter be sent to the Premier outlining his and the Board's concerns regarding the cuts to the Library's budget and requesting a meeting. He has previously written to the Premier seeking a meeting and is waiting for a response.

The Libraries Board resolved that the Chairman writes a letter to the Premier outlining the concerns of the Board regarding cuts to the Library's budget and that the Chairman seeks a meeting to discuss this matter further.

Moved: Andrew Luckhurst-Smith Seconded: Jillian Whittaker

The Libraries Board resolved that the Chairman's letter is to be circulated to the Board for its input prior to being sent to the Premier.

Moved: Andrew Luckhurst-Smith Seconded: Janet Finlay

10 State Library

11 Chairman's Report

The Chairman reported:

- Conveyed the former Director's thanks for the Board's farewell gift to him on retirement;
- Met with State Library staff in the Hetzel Lecture Theatre last week to discuss the library's finances and this was well received. He will keep the lines of communication open.

The Acting Director added that feedback was positive and staff are pleased that the Board is taking them seriously. Ms Finlay requested that a report be available for the next meeting on the chronology of the attempted change processes and information about the plans for the future.

12 Director's Report

The Acting Director tabled a report on his activities.

13 Any Other Business

13.1 The Chairman reported on the status of the film-maker, Scott Hicks's, donation. A valuer has been approved by the ATO and the valuation process will commence next week.

14 For Information

14.1 Correspondence

14.1.1 Chairman, Libraries Board to Premier Marshall re: request for meeting to discuss matters related to the future of the State Library, 1 June 2018

14.1.2 Acting Director to Auditor-General re: advice on planned activity to support changes to Australian Accounting Standards – Libraries Board of South Australia, 13 June 2018 (*tabled at meeting*)

14.2 For Information

15 Date of Next Meeting

The next Libraries Board meeting is on **Monday, 16 July 2018 at 12.00 noon**. The meeting will be held in the **Morgan Thomas Boardroom**, Institute Building.

The meeting closed at 1.55 pm.

Chairman:

Date: