

LIBRARIES BOARD OF SOUTH AUSTRALIA

MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Monday, 10 December 2018

Minutes No. 826

The meeting was held in the Morgan Thomas Boardroom, Institute Building and started at 11.05 am.

Agenda Items for Discussion: 8.4 and 8.5 was starred. Unstarred agenda items were approved.

1 Present:

Mr James Bruce (Chairman), Ms Vini Ciccarello, Mrs Janet Finlay, Mr Scott Hicks, Ms Lynn Spurling, Ms Jillian Whittaker and Dr Jan-Claire Wisdom (arrived 11.09 am).

In Attendance:

Mr Geoff Stempel (Director, State Library of South Australia)
Ms Jo Bayly (Acting Associate Director, Public Library Services)
Ms Kath Button (Group Manager, Customers, State Library of South Australia)
Ms Sue Scadding (Executive Secretary, State Library of South Australia – Minutes)

2 Apologies: Mr Andrew Luckhurst-Smith

3 Conflict of Interest

Mr Hicks reported that he may have a conflict of interest with Item 8.2, therefore will abstain from voting.

4 Minutes

The minutes of the Board meeting of 19 November 2018 were confirmed.

Moved: Scott Hicks

Seconded: Jillian Whittaker

5 Business Arising from the Minutes

6 Workplace Health & Safety

6.1 Workplace Health and Safety Monthly Report – *Deferred to February 2019*

This month's report has been deferred to February 2019.

8 Public Libraries

8.1 Network Carriage and Internet Service Procurement Purchase Recommendation

The Director advised that Public Library Services' (PLS) ICT Manager has significantly reduced costs. A question was raised regarding the cost of wi-fi and what were the implications with reference to the *Tomorrow's Libraries* report (Item 8.5). The Acting Associate Director, PLS responded that the contract component is just one cost of delivering services and contractually this was due. There is an internal review project to look at work to be done over the next three years and a report is due at the end of January 2019. PLS will speak to a number of councils regarding satisfaction levels, where they are heading and how we can better work together to avoid duplication of services etc.

Mrs Finlay asked if there is sufficient flexibility in this contract. The Acting Associate Director, PLS responded that she was confident that the contract will serve network needs for the next three year period.

The Libraries Board approved executing the Customer Agreement with Telstra for a three year period for the provision of network carriage and internet services to public libraries.

Moved: Scott Hicks Seconded: Jillian Whittaker

8.2 Library Management System Contract Extension

The Libraries Board approved the extension of the software licence, support and hosting services agreement with SirsiDynix for the shared library management system to May 2022.

Moved: Jillian Whittaker Seconded: Lynn Spurling

Mr Hicks abstained from voting.

8.3 Library Content Procurement Steering Committee Status Update

Unstarred Item. The Libraries Board noted the status of the Library Content procurement project.

8.4 Delivery Services Contract Update

The Acting Associate Director, PLS provided an update on the execution of the contract with the successful supplier and preparations for the transition period.

The Chairman asked if PLS will email library customers regarding the new arrangements. Ms Spurling advised that communications will go out to all libraries providing information for customers. The Acting Associate Director, PLS advised that PLS will be contacting all School Community Libraries to ensure they are well informed over the school holiday period.

The Libraries Board noted the current status of the Delivery Services and Sortation Contract.

8.5 *Tomorrow's Libraries* Review Report

Mrs Finlay asked about prioritising different projects, timeframes and communication to the Board.

The Acting Associate Director, PLS advised that once the recommendations have been accepted by the Board, PLS and Public Libraries SA (PLSA) will work together to develop a plan for consideration by the PLS Standing Committee in February 2019. Some actions are new and will need to be incorporated into the PLS Business Plan.

The Board discussed promotion of the value of libraries, measures, customer profiles, governance structures and data collection.

The Libraries Board noted the findings of the *Tomorrow's Libraries* Review.

10 State Library

10.1 Roy Alfred Nelson Collection Material

The Chairman raised concerns around ownership and consent, particularly in regards to indigenous material. The Director acknowledged this is a grey area. We have a standard donor agreement and legal advice has been sought. Mrs Finlay asked if we have a process on provenance. The Director advised that we are doing this on an individual basis and a new standard donor agreement is currently being worked on.

Unstarred Item. The Libraries Board noted the report.

10.2 Café Services at the State Library

The Director reported on the current situation regarding the café tenancy. SLSA has started work with a café adviser who has extensive experience in the industry to provide recommendations for the future provision of a café service. The advice is to lease out a small area for the café service and revamp both the indoor and outdoor areas which can be seen from the street and are welcoming. The Chairman recommended that the library comes back with a plan for the Board’s consideration. The Board provided in-principle support.

The Libraries Board confirmed its willingness, subject to further development of a business plan, to consider the redevelopment of the ground floor space that includes all of the current café space, part of the current foyer and the outside area adjacent to the foyer, including the potential provision of funds to the library.

Moved: Janet Finlay Seconded: Jan-Claire Wisdom

11 Chairman’s Report

The Chairman reported:

- Along with the Director, recently attended a second meeting with the Chairs and Directors of the Art Gallery and SA Museum to discuss Lot 14 (old RAH site) and a national Aboriginal and cultural art museum.

12 Director’s Report

The Director reported on and tabled a report about his activities.

Mrs Finlay asked about the current structure situated in front of the forecourt. The Group Manager, Customers advised there are rental costs associated with the scaffolding but is keen to explore this further.

13 Any Other Business

13.1 Ms Ciccarello reported that she recently came into contact with the former Director, who passed on his good wishes to the Board.

13.2 The Chairman wished everyone a Merry Christmas and thanked Board members for their input and support over the year. The Board thanked the Chairman for his continuing leadership.

14 For Information

14.1 Correspondence

14.1.1 Hon Vickie Chapman, Acting Premier to Chairman, Libraries Board re: approval of State Library and Public Library Services 2018-19 budgets, 15 November 2018

14.2 For Information

15 Date of Next Meeting

The next Libraries Board meeting will be held on **Monday, 18 February 2019 at 12.00 noon.** The meeting will be held in the **Morgan Thomas Boardroom**, Institute Building.

The meeting closed at 12.35 pm.

Chairman:

Date: