

LIBRARIES BOARD OF SOUTH AUSTRALIA

MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Monday, 18 November 2019

Minutes No. 845

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

Agenda Items for Discussion:

1 Present:

Ms Jillian Whittaker (Acting Chair), Ms Megan Berghuis, Mrs Janet Finlay, Mr Scott Hicks and Ms Bronwyn Lewis (via teleconference).

In Attendance:

Mr Geoff Stempel (Director, State Library of SA)
Ms Jo Bayly (Associate Director, State Library of SA)
Ms Hanlie Erasmus (Associate Director, Public Library Services)
Ms Sue Scadding (Executive Secretary, State Library of SA – Minutes)

2 Apologies: Mr Bruce Linn.

3 Acknowledgement of Country

Welcome to Country and acknowledgement of Kaurna Land.

4 Conflict of Interest

There were no declarations of a conflict of interest.

5 Minutes

5.1 The minutes of the Board meeting of 17 October 2019 were confirmed.

Moved: Scott Hicks Seconded: Janet Finlay

5.2 Business Arising from the Previous Minutes

Item 16 – Any Other Business: A risk to the Board in some of its operations was identified.
The Director provided an update indicating that actions had been commenced to resolve these matters. A further update will be provided to the Board in December.

6 For Decision

6.1 Trust Funds Quarterly Investment Report – September 2019

Mrs Finlay reported. No trading occurred during the last quarter and the asset mix is in accordance with the policy. Waiting on a response from the Department of Treasury and Finance regarding going to market for an investment advisor. The Director is meeting with Macquarie next week at their request.

The Libraries Board received and noted the Trust Funds Investment Report as at 30 September 2019.

Moved: Janet Finlay Seconded: Scott Hicks

6.2 State Library Draft Trading Accounts Budget 2019-20

Mrs Finlay reported. The Finance Committee discussed the need to link the funds with the strategic plan and the opportunity to use these more strategically.

The Libraries Board approved the draft 2019-20 State Library Trading Accounts Budget.

Moved: Janet Finlay Seconded: Scott Hicks

6.3 Bequest Fund Spending 2019-20

Mrs Finlay reported. The report shows a lot of detail. Mrs Finlay reported on some bequests used for specific purposes while others are less restrictive and referred to the principles of the Board's conservative approach in limiting expenditure to 5% of the corpus. Some unspent funds are being returned to the Board due to completion of projects or not to be continued with.

Discussion occurred on ownership of the projects and reporting.

The Libraries Board:

- 1. Approved the funds available for allocation in 2019-2020 for Mortlock, Andersen, Franklin, McGuire and Institutes as detailed in Attachment 1;**
- 2. Noted the projects:**
 - a) already funded and approved for 2019-2020 and beyond as detailed in Table 2;**
 - b) returning unspent funds to the Board in 2019-2020 as listed in Table 1;**
- 3. Approved expenditure as required from the bequest funds below up to the total available in each fund plus any interest accruing in 2019-2020;**
- 4. Noted the estimate revenue budget of \$500,000 for dividends, distributions, franking credits and interest earned on investments.**

Moved: Janet Finlay Seconded: Scott Hicks

6.4 Use of Available Mortlock Bequest Funds for 2019-20

The Director reported on the proposed projects and offered to show Board members the MELD draft paper at the conclusion of the meeting. The Board discussed the proposed use of the Mortlock Bequest funds.

The Libraries Board approved the allocation of a total of \$380,000 from the Mortlock Bequest funds, with \$350,000 from the 2019-2020 year and \$30,000 from the 2020-2021 year for the:

- Engagement of external resources to undertake the Future Service Model design project (\$240,000);**
- SLSA Cultural Change Program (\$100,000);**
- SAPLN Benchmarking Economic Development project (\$30,000);**
- Description of the Robert Hannaford archive and the creation of an Oral History (\$10,000).**

Moved: Megan Berghuis Seconded: Scott Hicks

6.5 School Community Libraries – Development of a Governance and Funding Model

The Director suggested that the Board did not need to make a decision on this report today. It is important, but not time critical. The Board may want to obtain more information before finalising its approach.

After some discussion, the Board wanted further information before considering the recommendations in December 2019.

The Libraries Board accepted the intent of the report and will consider its response to the Minister’s recommendations at the December meeting.

Moved: Scott Hicks Seconded: Megan Berghuis

6.6 Network Governance and Decision-Making Review

The Associate Director, PLS reported.

The Board discussed this matter and concluded that further information is required before it considers the need for the engagement of a consultant to undertake an independent review.

The Libraries Board requested that, prior to endorsing a proposed formal review, further information be provided to the Board to outline the key areas to be addressed to give additional context of the proposed review. The Board will consider this information and determine further action, including timing and approach to resolve outstanding concerns.

Moved: Meghan Berghuis Seconded: Janet Finlay

6.7 Shelf Ready Business Case

Due to insufficient time the Board was unable to consider this report, therefore it has been postponed until the December 2019 meeting.

7 Director’s Report

The Director tabled and spoke briefly on his report.

8 For Information

8.1 State Library Financial Performance Summary as at 30 September 2019

Unstarred Item. The Libraries Board noted the Financial Performance Reports for the State Library for the period ending 30 September 2019, including notes and explanations for major variations.

8.2 State Library Bequest Funds Report – September 2019

Unstarred Item. The Libraries Board received and noted the Bequest Funds report as at 30 September 2019.

8.3 PLS Financial Performance Summary July to September 2019

Unstarred Item. The Libraries Board noted the Preliminary Financial Performance Report for Public Library Services for the period 1 July to 30 September 2019, including notes and explanations of major variations.

- 8.4 Workplace Health & Safety Report – October / November 2019**
- Unstarred Item. The Libraries Board noted the activities and initiatives in the report.
- 8.5 State Library Opening Hours for the 2019-2020 Christmas and New Year Period**
- Unstarred Item. The Libraries Board noted the State Library of South Australia's opening hours as detailed in the report for the 2019-2020 Christmas and New Year period.
- 8.6 Public Library Services Report for the July – September 2019 Quarter**
- Unstarred Item. The Libraries Board noted the report.
- 8.7 Value of Libraries Research**
- Unstarred Item. The Libraries Board noted the research being undertaken by the LGA, PLSA and network libraries to meet some of the strategic objectives of *Tomorrow's Libraries*.
- 8.8 PLS Library Materials Logistics Project**
- Unstarred Item. The Libraries Board noted and supported the report.
- 8.9 Kaltjiti Community Library Project Update**
- Unstarred Item. The Libraries Board noted the progress of the Kaltjiti Community Library Project.
- 8.10 Digital Springboard Pilot Program**
- Unstarred Item. The Libraries Board noted the success of the Digital Springboard pilot program in South Australian Public Libraries.
- 8.11 Spark Discovery Boxes**
- Unstarred Item. The Libraries Board noted the work in the STEM space and continues to support opportunities for further development of STEM within SA's public libraries.
- 8.12 Board Actions List – November 2019**
- 9 Any Other Business**
- 9.1** Mrs Finlay asked if the slides from the Auditor-General's briefing could be supplied. The Director will action.
- 9.2** Mrs Finlay will be an apology for the December 2019 meeting and Board Christmas Lunch.
- 10 Correspondence**
- 10.1** Minister Gardner to Chair, Libraries Board re: response to concerns raised regarding School Community Libraries and recommendations, 7 October 2019
- 10.2** Chair, Libraries Board to Minister Gardner re: School Community Libraries and recommendations, 15 October 2019

11 Date of Next Meeting

The next Libraries Board meeting will be held on **Monday, 9 December 2019** at **11.00 AM**. The meeting will be held in the **Bronwyn Halliday Learning Studio**, Spence Wing, State Library of South Australia, followed by **Christmas Lunch** at **12.45 PM** at Jolleys Boathouse Restaurant.

The meeting closed at 1.30 pm.

Chair:

Date: