

LIBRARIES BOARD OF SOUTH AUSTRALIA

MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Monday, 9 December 2019

Minutes No. 846

The meeting was held in the Bronwyn Halliday Learning Studio, Spence Wing, State Library of South Australia and started at 11.05 am.

Agenda Items for Discussion:

1 Present:

Mr Bruce Linn (Chair), Ms Megan Berghuis, Mr Scott Hicks (arrived 11.06 am), Ms Bronwyn Lewis and Ms Jillian Whittaker.

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: Mrs Janet Finlay

3 Acknowledgement of Country

The Chair stated:

The Libraries Board acknowledges that we are meeting on the traditional Country of the Kurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.

4 Conflict of Interest

There were no declarations of a conflict of interest.

5 Minutes

5.1 The minutes of the Board meeting of 18 November 2019 were confirmed.

Moved: Megan Berghuis Seconded: Bronwyn Lewis

5.2 Business Arising from the Previous Minutes

Nil.

6 For Decision

6.1 Shelf Ready Business Case

The Associate Director, PLS reported that PLS communicated extensively with the network and the PLSA Executive Team. Feedback received indicates that only an opt-in model would be considered. PLS is preparing a survey for the network to indicate their participation in the Shelf Ready Program and which funding option they want to exercise.

The Libraries Board received the Shelf Ready Business Case and approved the implementation of the Shelf Ready Program as per the recommendations of the Public Library Services Standing Committee.

Moved: Bronwyn Lewis Seconded: Scott Hicks

6.2 University of South Australia Contract Extension

The Board discussed the implications if the contract extension was not approved. The Associate Director, State Library provided some background.

The Libraries Board approved an extension of the current contract with the University of South Australia for the delivery of tertiary education course to 30 June 2020.

Moved: Scott Hicks Seconded: Bronwyn Lewis

6.3 LGA's Nomination of Janice Nitschke as rep for PLS Standing Committee

The Director reported on Ms Janice Nitschke's membership of the Public Library Services Standing Committee, her previous contribution as a Libraries Board member and involvement in the PLSA Executive. The LGA has nominated Ms Nitschke as its representative on the Standing Committee to replace former representative, Ms Louise Mrjden, whose nine year term concluded recently.

The Libraries Board noted and accepted the LGA's nomination of Ms Janice Nitschke as an LGA representative on the Public Library Services Standing Committee.

7 Director's Report

The Director tabled and spoke on his report including:

- Mrs Janet Finlay's re-appointment to the Libraries Board for a further three year term;
- The appointment of two new members to the Libraries Board, ie; Professor Amanda Nettelbeck and Pro Vice-Chancellor Professor Joanne Cys. They will attend their first meeting in February 2020;
- Meld Studios report on the SLSA Future Service Model: the draft report will be distributed to Board members via Dropbox for information (*distributed 10/12/19*);
- Australia Post to present at a Staff Forum in the future. Board members will be invited to attend the Forum;
- Attended the opening of Prospect's new library. The Associate Director, PLS reported that new or upgraded public libraries will be included in the Board's Metropolitan Tour schedule. This will include Prospect.

The Libraries Board accepted the Director's report.

Moved: Jillian Whittaker Seconded: Bronwyn Lewis

8 For Information

8.1 Library Management System – Protection of Personal Information

The interim report was considered, with further discussion about the next steps in the process to provide greater system security and protection of personal information.

Unstarred Item. The Libraries Board noted the evaluation of identified risks and the proposed actions to mitigate these.

8.2 *Phil Cummings: Stories Behind the Books* Exhibition Report

Unstarred Item. The Libraries Board noted the *Phil Cummings: Stories Behind the Books* Exhibition Report.

8.3 Board Actions List – December 2019

The Chair requested that the Board Actions list be reviewed and updated with the removal of completed items and pending items are tidied up.

9 Any Other Business

9.1 The Director reported on an existing vacancy on the Libraries Board's Finance Committee. It has been determined that the *Libraries Act* allows for an independent person with appropriate financial expertise to be a member of the Committee. The Chair and Mrs Finlay will investigate suitable people for consideration as a member of the Finance Committee.

9.2 Ms Berghuis referred to the existing Board representative vacancy on the Public Library Services Standing Committee and volunteered her interest in filling that role.

The Libraries Board approved Ms Megan Berghuis filling the Libraries Board representative vacancy on the Public Library Services Standing Committee.

Moved: Bronwyn Lewis Seconded: Scott Hicks

9.3 The Chair raised the need for a Board member to fill the role of Deputy Chair due to his absence from some meetings whilst overseas on occasion. He has approached Mrs Finlay to become the Deputy Chair.

The Libraries Board approved the nomination of Mrs Janet Finlay as Deputy Chair of the Libraries Board.

Moved: Scott Hicks Seconded: Megan Berghuis

9.4 Ms Lewis queried the status of the RGSSA collection description project. The Director provided a background and he will put forward a report to the Board to deal with this in the New Year.

9.5 The Associate Director, PLS referred to an item in the Board Actions list regarding School Community Libraries and that further information was to be brought back to the Board for the December 2019 meeting. PLS is in the process of developing that information, collating the data and what certain models would look like. She will provide information to the Board in January via Dropbox.

9.6 The 17 February 2020 meeting will comprise of a Board meeting (one hour only) with the rest of the meeting devoted to a Strategic Planning session. The Finance Committee will meet at 9.00 am, followed by the Board meeting at 10.00 – 11.00 am and a Strategic Planning session from 11.00 am to 3.00 pm. A reminder will be sent out to members, including meeting requests for 2020.

9.7 Mrs Whittaker reported on her recent attendance at the openings of the new Prospect and Salisbury libraries.

9.8 Mrs Whittaker commented that the new method of using Dropbox to access Board papers worked well.

9.9 The Chair thanked everyone for their contribution this year.

10 Correspondence

11 Date of Next Meeting

The next Libraries Board meeting will be held on **Monday, 17 February 2020** at **10.00 – 11.00 AM**, followed by a **Strategic Planning session** from **11.00 AM to 3.00 PM**. The meeting will be held in the **Bronwyn Halliday Studio**, Spence Wing, State Library of South Australia.

The meeting closed at 12.10 pm.

Chair:

Date: