

LIBRARIES BOARD OF SOUTH AUSTRALIA

MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Monday, 13 July 2020

Minutes No. 851

The meeting was held in the Hetzel Lecture Theatre, Institute Building and started at 10.02am.

1 Present:

Bruce Linn (Chair), Professor Joanne Cys, Janet Finlay, Megan Berghuis, Bronwyn Lewis, Professor Amanda Nettelbeck and Jillian Whittaker.

In Attendance:

Geoff Stempel (Director, State Library of SA)
Jo Bayly (Associate Director, State Library of SA)
Hanlie Erasmus (Associate Director, Public Library Services)
Sarah Hallandal (State Library of SA – Minutes)

2 Apologies: Scott Hicks

3 Acknowledgement of Country

The Chair made an acknowledgement of Country.

4 Conflict of Interest

There were no declarations of a conflict of interest.

5 Starring of Agenda Items

Item 9.3 was starred.

Motion: That all non-starred items be received and all recommendations contained therein are adopted and carried.

Moved: J Whittaker

Seconded: M Berghuis

6 Minutes

6.1 Minutes of previous meeting

Motion: That the minutes of the Board meeting held on 15 June 2020 be confirmed.

Moved: A Nettelbeck

Seconded: J Finlay

6.2 Action List – July 2020

The Chair reported that he and the Director had reviewed the Board Actions list. The resultant streamlined Action List will henceforth be considered under the Minutes of the previous meeting.

Items to be closed this month:

Action 9.3: Associate Director, PLS provided a short version of the Tomorrow's Libraries document at today's meeting.

Action 6.6: Janet Finlay noted that whilst advise is that the Non-Basware Payments Validation report is now not required to be signed off by the Libraries Board, it is related to an audit finding and asked that this matter therefore be added to the Finance & Risk Committee agenda. The Director will follow up on this request.

Action 6.2: Manager, Finance & Risk will address this question asked about an Establishment of a History Council of South Australia Fellowship.

6.3 Matters dealt with out of session

7 Strategic Matters

7.1 Nation Advertising Presentation (refer to Item 9.1)

Greg Knagge, CEO of Nation Advertising presented to the Libraries Board on the State Library of South Australia's brand strategy development process.

The Chair and Libraries Board members discussed the presentation, gave in principle endorsement of the process and outcome and thanked Greg Knagge for the positive and considered process.

Greg Knagge left the meeting at 10.47am.

7.2 History and background to the provision of public library funding from the State Government

The Director spoke to the circulated paper.

Motion: That the Libraries Board notes the background and history related to the context within which the State Government has provided funding to public libraries and for public library services in South Australia.

Moved: M Berghuis Seconded: B Lewis

7.3 MOA Negotiations – update on process

The Director reported on a meeting he had with the Executive Director, Corporate Services and the Director, Arts South Australia regarding expectations around the MOA negotiations. Next steps are to commence negotiations with the Local Government Association within the month.

Megan Berghuis acknowledged the informative and affirmative letter from Matt Pinnegar, Chief Executive Officer, Local Government Association.

Motion: That the Libraries Board nominates Bruce Linn (Chair), Hanlie Erasmus (Associate Director, Public Library Services), and Geoff Strempele (Director) to be the MOA negotiation team and asked that the team regularly report back to the Libraries Board on its progress.

Moved: M Berghuis Seconded: B Lewis

7.4 Delivering a sustainable State Library budget

The Director spoke to the initial report on potential savings measures to be considered. The Board noted that several items being identified were less palatable than others and that any proposed reduction in opening hours would need to be discussed with the Minister.

This item will be retained on the agenda as a standing strategic item until resolved with ongoing progress reports to be delivered by the Director.

Motion: The Libraries Board noted the proposed approaches to developing a sustainable State Library budget and requested that the item be retained on the agenda.

Moved: J Cys Seconded: B Lewis

For Decision (Strategic)

7.5 Membership of Finance and Risk Committee

Scott Hicks has formally asked to be relieved from membership of the Finance and Risk Committee due to increasing work commitments. The Board noted that August would be

Scott's last Finance & Risk Committee meeting. Professor Cys has agreed to join the Committee. Janet Finlay (as Committee Chair) thanked Professor Cys for agreeing to take up this role.

The Board also endorsed the two external committee members recommended by the Chair and Deputy Chair.

Motion: That the Libraries Board appoints the following people to be members of the Finance and Risk Committee:

- Joanne Cys – Board member
- David Braham – External appointee
- Heather Martens – External appointee

Moved: J Finlay Seconded: B Lewis

For Decision (Operational)

7.6 Unstarred Item. Authorisation for the Crown Solicitor's Office to act on behalf of the Libraries Board for transactions relating to the sale or transfer of any Real Property.

Motion: That the Libraries Board authorises the Chair and Deputy Chair to sign the Client Authorisation document for the Real Property Act 1886 and provides these to the Crown Solicitor's Office.

Moved: J Whittaker Seconded: M Berghuis

7.7 Rent relief for three Libraries Board tenants

Motion: That the Libraries Board reaffirms its April 2020 decision regarding the waiving of rent and outgoings for three tenants, and extends this change in lease conditions until at least the end of August 2020.

Moved: B Lewis Seconded: A Nettelbeck

8 Director's Report

The Director reported on:

1. Return to work process for staff;
2. Corporate Services & ICT review across the State Library and Public Library Services will commence in August. The Director noted that Hanlie Erasmus will be leading the review.

Motion: That the Libraries Board notes the Director's report.

Moved: B Lewis Seconded: J Whittaker

9 For Noting

9.1 Unstarred Item. Background to the presentation by Nation Advertising.

Motion: That the Libraries Board notes the background information to the Nation Advertising presentation.

Moved: J Whittaker Seconded: M Berghuis

9.2 Unstarred Item. Overview of Public Library grant funding

Motion: That the Libraries Board notes the overview provided on the funding history of public libraries.

Moved: J Whittaker Seconded: M Berghuis

9.3 Uptake of digital resources during Covid-19 period

Ms Berghuis acknowledged the community nervousness regarding Covid-19 returning to South Australia and the consequences stemming from this. Ms Erasmus reported that the Local Government Association and Public Library Services are already thinking about a coordinated approach if this were to happen. It was noted that the transfer of items through the OneCard system was especially effected as the delivery services had stopped.

Jo Bayly reported that the State Library is also preparing for any future directions to work from home with the increase of mobility devices made available to approximately 50% of staff.

Motion: That the Libraries Board notes the report provided on the increased uptake of the Consortium’s Digital Library resources during the Covid-19 restrictions.

Moved: M Berghuis Seconded: J Whittaker

10 Any Other Business

10.1 Royal Geographical Society of South Australia (RGSSA)

Ms Lewis reported that the RGSSA has received a bequest. There were discussion regarding State Library staff assisting RGSSA with the cataloguing of its collection. The Director will discuss this further with Bronwyn Lewis.

11 Unstarred Items. Correspondence

11.1 Minute from Treasurer to Premier Marshall re: Investment and Management of Libraries Board Controlled Funds, 9 June 2020

11.2 Matt Pinnegar, CEO, LGA to Steven Woolhouse, DPC re: Memorandum of Agreement regarding funding for public libraries, 11 June 2020

11.3 Jim McDowell, CE, DPC to Chair, Libraries Board re: Arts and Culture Plan SA 2019-2024 and Recommendation 6.3, 11 June 2020

12 Date of Next Meeting

The next Libraries Board meeting will be held on **Monday, 10 August 2020 at 10.00 AM**. The meeting will be held in the Hetzel Lecture Theatre, Ground Floor, Institute Building, State Library of South Australia.

The meeting closed at 11.53 am

Chair:

Date: