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LIBRARIES BOARD OF SOUTH AUSTRALIA

MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Monday 14 September 2020

Minutes No. 853

The meeting was held in the Hetzel Lecture Theatre, Institute Building, State Library and started at 10.00am.

1 Welcome

1.1 Present

Bruce Linn (Chair), Professor Joanne Cys, Janet Finlay, Megan Berghuis, Bronwyn Lewis, Professor Amanda Nettelbeck, Scott Hicks 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)

1.2 Apologies

1.3 Acknowledgement of Country

The Chair made an acknowledgement of Country.

1.4 Conflict of Interest

There were no declarations of a conflict of interest.

2 Starring of Agenda Items

Item 7.2 and 7.5 were starred.

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

Moved: B Lewis

Seconded: J Whittaker

The Director pointed out the new layout changes to the reports and asked for members to make any comments/suggestions they might have.

3 Minutes

3.1 Minutes of previous meeting

Motion: That the minutes of the Board meeting held on 10 August 2020 be confirmed.

Moved: B Lewis

Seconded: J Whittaker

3.2 Action List – September 2020

Items to be closed this month:

Action 13.1: refer to Item 7.3 of agenda

Action 5.1: completed

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3.3 Matters dealt with out of session

Nothing to report.

4 Strategic Matters

4.1 Memorandum of Agreement Negotiations Update

The Director reported that he and the Associate Director, Public Library Services had met with Local Government Association staff to further discuss the draft Terms of Reference. The first meeting of the Negotiating Committee will be held on Tuesday 15 September 2020.

Motion: That the Libraries Board notes the letter from the Local Government Association confirming the negotiating team as part of the Memorandum of Agreement for funding public libraries.

Moved: M Berghuis

Seconded: J Cys

4.2 Delivering a sustainable State Library budget (Refer to Item 5.1)

5 For Decision

For Decision (Operational)

5.1 State Library Revised Recurrent Budget 2020-2021

The Director spoke about the carry over of unspent funds from 2019-2020 due to COVID-19 interruptions that has been submitted to Department of Treasury and Finance.

Motion: That the Libraries Board endorses the revised recurrent budget for 2020-2021 noting that this is subject to change pending the final budget handed down by Cabinet on 10 November 2020.

Moved: J Finlay

Seconded: B Lewis

5.2 State Library Draft Trading Account Budget (Board controlled funds) 2020-2021

The Director advised that due to COVID-19 Epicure will not be honouring the final year of their contract. The Board raised a question about there being an opportunity to handover to another company, however in the current COVID restrictions and lack of market certainty it is not an ideal time to be going to market for a new event provider.

Use of this space going forward will be discussed as part of the Strategic Plan and how the community sees the use of the State Library in holding events. The Director will provide a report at the November Libraries Board meeting about this.

Motion: That the Libraries Board approves the draft Trading Account budget.

Moved: B Lewis

Seconded: M Berghuis

5.3 PLS Revised Budget 2020-2021

The Associate Director, Public Library Services reported that the actual grant funding was greater than predicted, so the majority of the additional funds will be distributed as Library Subsidies, PLS salary increases and PLS operating.

The Board asked about the status of the methodology review for Library subsidies. The Director explained that the Associate Director, Public Library Services had contacted the interstate State Libraries about the sort of methodology/allocation they are using and due to the differences it was hard to compare. The subsidies will be looked at as part of the Memorandum of Agreement process.

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Motion: That the Libraries Board endorses the revised budget including public library and community information grants for 2020-2021 noting that the final budget will not be handed down by Cabinet until 10 November 2020.

Moved: B Lewis

Seconded: J Cys

5.4 Indigenous Literacy Foundation

The Associate Director, Public Library Services provided an overview of the Indigenous Literacy Foundation project.

Motion: That the Libraries approves the ILF funding of \$20,000 per year, for 3 years, in line with the previous grant, and within the Outback Areas subsidy allocation, pending the approval of the subsidy budget in November. This would enable the ILF to continue its current support for communities, with plans to expand to other APY Lands communities.

Moved: A Nettelbeck

Seconded: B Lewis

6 Director's Report

The Director reported on:

1. Cultural Institutions Storage project update
2. Arts Plan Digitisation project
3. Arts Plan – Story of South Australia
4. Meeting with the Premier on 8 October 2020
5. Internal reviews/structural changes underway: a) Corporate Services b) ICT Infrastructure c) Engagement and Marketing d) staff available to support Meld Studios engagement recommendations
6. MoA negotiations
7. Board sponsorship and philanthropy working party

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

Moved: B Lewis

Seconded: A Nettelbeck

7 For Noting

7.1 Work Health & Safety – Annual Report 2019-2020

Motion: That the Libraries Board notes the attached report of Work Health and Safety activity for the 2019-2020 financial year.

Moved: B Lewis

Seconded: J Whittaker

7.2 Libraries Board of South Australia – Annual Report 2019-2020

The Board identified a number of changes to the Annual Report that need to be made.

Motion: That the Libraries Board approves the draft Libraries Board of South Australia Annual Report for 2019-2020, provided that changes required by the Department of the Premier and Cabinet (DPC) to the draft are of an administrative nature and do not materially affect the substance of the annual report.

Moved: J Finlay

Seconded: J Whittaker

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7.3 Unstarred Item. Digital Preservation System – Cloud Computing Risk Assessment

Motion: That the Libraries Board notes the Digital Preservation Procurement – SLSA Cloud Computing Risk Assessment – 1 October 2019.

Moved: B Lewis Seconded: J Whittaker

7.4 Unstarred Item. Reading and Literacy Framework

Motion: That the Libraries Board notes the commencement of this project. Further updates will be provided at the conclusion of each stage.

Moved: B Lewis Seconded: J Whittaker

7.5 Library Management System Security Review Update

The Chair would like the Board to receive an updated report when a key software application is decommissioned, thereby reducing the most significant risks that have been identified.

Motion: That the Libraries Board notes the update on the Library Management System Security Review.

Moved: B Lewis Seconded: J Cys

7.6 Unstarred Item. Libraries Board Regional Tour Schedule – 22-23 October 2020

Motion: That the Libraries Board notes the Regional Tour Schedule.

Moved: B Lewis Seconded: J Whittaker

7 Any Other Business

8 Date of Next Meeting

The next Libraries Board meeting will be held on **Friday 23 October 2020 at 8.45am as part of the Regional Tour to the Fleurieu Peninsula and Kangaroo Island.** The meeting to be held at the Aurora Ozone Hotel, Kingscote, Kangaroo Island.

The meeting closed at 11.28am.

Chair:

Date: