

LIBRARIES BOARD OF SOUTH AUSTRALIA

MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Tuesday 10 May 2021

Minutes No. 859

The meeting was held in the Bronwyn Halliday Learning Studio, Spence Wing, State Library and started at 10.09am.

1 Welcome

1.1 Present

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

In Attendance:

Geoff Stempel (Director, State Library of SA)

Jo Bayly (Associate Director, State Library Services)

Hanlie Erasmus (Associate Director, Public Library Services)

Tracey Parnis (State Library of SA – Minutes)

1.2 Apologies

Nil.

1.3 Acknowledgement of Country

The Chair made an acknowledgement of Country.

1.4 Conflict of Interest

Bronwyn Lewis declared a conflict of interest regarding the Royal Geographical Society of South Australia.

Local Government Council members declared a standing conflict of interest regarding negotiations for a new MOA between State and Local Governments.

2 Starring of Agenda Items

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

Moved: B Lewis

Seconded: J Whittaker

3 Minutes

3.1 Minutes of previous meeting

Motion: That the minutes of the Board meeting held on 9 March be confirmed.

Moved: A Nettelbeck

Seconded: B Lewis

3.2 Action List – May 2021

No updates, projects ongoing.

3.3 Unstarred Item. Matters dealt with out of session

No matters were dealt with out of session.

4 Presentation

In attendance were:

- Leigh Radford, OAM President of the Royal Geographical Society of South Australia
- Emeritus Professor Iain Hay, RGS Councillor

4.1 Background for the presentation by Leigh Radford OAM President of the Royal Geographical Society of South Australia (RGSSA)

The presentation included:

- a history of the Society
- future aims and directions of the Society, and
- further explanation about the Society's intentions regarding its collection.

The RGSSA would like to further build the relationship with the State Library.

[Leigh Radford and Emeritus Professor Iain Hay left the room after the presentation]

Amanda Nettelbeck commented that understanding issues relating to the integrity of the collection would help in the decision about active collection management. The Board needs to consider not just the importance of items to South Australians but also the national relevance of the items.

Janet Finlay suggested there needs to be more rigorous analysis around any decisions regarding the collection and the integrity of the collection needs to be considered. The Board needs to develop a policy that protects collection integrity while also providing some degree of autonomy to the RGSSA.

Action: Convene a Working Group to progress this matter.

Motion: That the Libraries Board establish a Working Group to progress this matter and report back to the Libraries Board. Members to include Director Geoff Strempele, Chair Bruce Linn, Jo Bayly and Amanda Nettelbeck.

Moved: M Berghuis Seconded: B Lewis

5 Strategic Matters (Presentations, Key Strategy Updates)

5.1 Memorandum of Agreement Negotiations Update

The Director provided an update on the MOA negotiations including:

- Local Government Association has started a public campaign about the possibility of any cuts to public library funding.
- Decisions still to be made regarding how any funding cuts will be managed including:
 - use of any carry forward money
 - applying for funding for digital literacy in public libraries.

Motion: The Libraries Board agrees, subject to Cabinet confidentiality requirements, to release the confidentiality clause in the agreement between the two parties.

Moved: J Finlay Seconded: A Nettelbeck

6 For Decision (Strategic)

6.1 Updated Draft Strategic Plan

Megan Berghuis noted there was no timeframe on the plan. It was suggested to include the following in the document:

- timeframe at the back
- review and end date
- in the introduction include a statement about the plan being an aspirational 10-year plan.

Action: Under section 4 Capability in the Strategic Plan add: 4.7 Review plan after 5 years and reissue the document.

Motion: The Libraries Board approves the Strategic Plan subject to minor changes.

Moved: M Berghuis Seconded: J Finlay

7 For Decision (Operational)

7.1 SLSA Draft Recurrent 2021-2022 Budget

Motion: The Libraries Board endorses the draft SLSA recurrent budget for 2021-2022 noting that this is subject to change pending the final budget handed down by Cabinet on 22 June 2021.

Moved: J Finlay Seconded: B Lewis

7.2 PLS Draft Budget 2021-2022

Hanlie Erasmus stated there are a lot of pending discussions impacting on the final budget. The discussion needs to include the voice of the customer.

Motion: The Libraries Board endorses the draft budget, including public library and community information subsidies for 2021-2022 noting that the final budget will not be handed down by Cabinet until June 2021.

7.3 State Library Opening Hours

Starting Monday 31 May, the Family History desk will be staffed from 10am to 3pm, Monday to Friday.

Motion: The Libraries Board approves the proposed new opening hours for the State Library as outlined in the report.

Moved: B Lewis Seconded: A Nettelbeck

[Scott Hicks left the meeting at 12pm]

7.4 Rent Relief St Raphael's Café

Motion: The Libraries Board considers the provision of any rent relief until the end of September 2021 in the context of other matters currently under discussion.

Moved: A Nettelbeck Seconded: J Finlay

7.5 Unstarred Item. Finance and Risk Committee Terms of Reference 2020-2021 Update

Motion: The Libraries Board approves the proposed changes to the Finance and Risk Committee Terms of Reference.

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7.6 Unstarred Item. State Library Proposed Fees and Charges 2021-2022

Motion: The Libraries Board approves the proposed fees and charges schedule for 2021-2022.

7.7 Unstarred Item. Financial Authorisations 2021-2022

Motion: The Libraries Board endorses the Financial Authorisations 2021-2022.

8 Finance and Risk Committee Report

Janet Finlay provided a verbal report:

- The Board Chair, Committee Chair, the Director and Manager Finance, Risk and Compliance are preparing a draft investment policy.

Action: The Director, Geoff Strepel, Manager Finance, Risk and Compliance, Marissa King, David Braham and Janet Finlay to meet to progress the draft investment policy.

Moved: J Finlay Seconded: M Berghuis

9. Director's Report

The Director will provide a written report to board members out of session via email due to time constraints in the meeting.

Moved: B Lewis Seconded: J Whittaker

10 For noting

10.1 Unstarred Item. Changes to Government Procurement Policy

Motion: The Libraries Board notes the change in government procurement policy and its implications for Board procurement activities.

10.2 Unstarred Item. Property Risks – State Library

Motion: The Libraries Board notes the information and strategies for managing operational and capital property risks as outlined in the report.

10.3 Unstarred Item. Update on Accounting Standards and Changes to Financial Statements

Motion: The Libraries Board notes the update on accounting standards and changes to financial statements.

10.4 Unstarred Item. Interim Audit Findings 2020-2021

Motion: The Libraries Board notes the interim audit findings and response to the Auditor-General's Department.

10.5 Unstarred Item. State Library Financial Performance Summary as at 31 March 2021

Motion: The Libraries Board notes the Financial Performance Reports for the State Library for the period ending 31 March 2021, including notes and explanations for major variations.

10.6 Unstarred Item. Bequest and Donated Funds Report for period ending 31 March 2021

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Motion: The Libraries Board receives and notes the Bequest and Donated Funds report as at 31 March 2021.

10.7 Unstarred Item. Trust Funds Investment Report for period ending 31 March 2021

Motion: The Libraries Board notes the:

- **Trust Funds Investment Report as at 31 March 2021**
- **update regarding the review of investment**

10.8 Unstarred Item. PLS Financial Performance Summary January to March 2021

Motion: The Libraries Board notes the Financial Performance Report for PLS for the period ending 31 March 2021 which includes the Operating Statement.

10.9 Unstarred Item. State Library Future Services Project

Motion: The Libraries Board notes the progress that has been made on the various projects that are integral to delivering the Board's future service vision.

11 Any Other Business

12 Date of Next Meeting

The next Libraries Board meeting is scheduled for **Tuesday 15 June 2021** at **10am** in the Bronwyn Halliday Learning Studio, State Library of South Australia.

The meeting closed at 12.09pm.

Chair:

Date: