

LIBRARIES BOARD OF SOUTH AUSTRALIA

MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Monday 9 August 2021

Minutes No. 862

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

1 Welcome

The Chair welcomed James Kemperman (Manager Technology, Systems and Infrastructure, SLSA), Ben Cornish (BDO), and Heather Martens and David Braham (members of the Finance & Risk Committee).

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)

Marissa King (Manager, Finance Risk and Compliance, State Library & 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

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

Scott Hicks declared a conflict of interest in relation to his business engaging with SA Government agencies regarding cyber security.

Bronwyn Lewis has taken 6 months leave of absence from the Royal Geographical Society of South Australia.

2 Starring of Agenda Items

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

Moved: J Cys

Seconded: J Whittaker

3 Minutes

3.1 Minutes of previous meeting

Motion: That the minutes of the Board meeting held on 15 June be confirmed with the inclusion of the following under Item 6.3 SLSA Investment Policy:

To formalise delegation to the Committee, section 2.1 Roles and Responsibilities, 2.1.1 The Board, point (c) is to include “within 10% of the total portfolio value”.

Moved: J Finlay Seconded: B Lewis

3.2 Action List – August 2021

- The first five actions on the list are budget related and due dates will be included when the budget has been finalised.
- The updated SLSA Organisation Chart was emailed to Board members on 9 August.
- The Board tour of the State Library was cancelled due to COVID regulations and will be rescheduled to either the September or November meeting.

3.3 Unstarred. Matters dealt with out of session

No matters were dealt with out of session.

4 Presentation

4.1 Libraries Board Security Posture Update - presentation by James Kemperman and Ben Cornish, BDO

James Kemperman and Ben Cornish provided an informative presentation and were thanked by the Board for their work.

The Board agreed it would be useful to have James Kemperman provide progress updates on the work.

Motion: The Libraries Board:

- 1. Notes the presentation and that the Board is more advanced in the area of cyber security than many agencies within the South Australian Government.**
- 2. Notes the cyber security uplift undertaken during the last twelve months.**
- 3. Notes the cyber and protective security attestations.**
- 4. Sets a clearly defined risk appetite for the Board’s operational functions.**
- 5. Acknowledges that additional resources will be required (staff and budget) to comply with both the Security Frameworks.**
- 6. Recommends training packages for library staff.**
- 7. Recommends that the Library connects with others in the sector, where appropriate, to further advance aspects of the Library’s cyber security development.**

Action: Scott Hicks to contact Mike Barber, CEO Australian Cyber Collaboration Centre, to support the Library’s further cyber security development, particularly with regard to staff training.

Moved: J Finlay Seconded: S Hicks

[James Kemperman, Ben Cornish, Heather Martens and David Braham left the meeting at 11.07am]

5 Strategic Matters

5.1 Memorandum of Agreement Negotiations Update

The Board Chair and State Library Director presented a paper to the LGA Board at a recent LGA Board meeting. The LGA is considering the paper and no further communication has been received since the meeting. The Libraries Board will continue conversations with the LGA.

Motion: The Libraries Board notes the update.

Moved: J Cys Seconded: A Nettelbeck

6 For Decision (Strategic)

6.1 Adult Digital Literacy Program

Staff are consulting with public library managers on the best way to implement and distribute funds to support this new program.

Further advice will be provided to the Board on the implementation of the program. An audit of the digital skills of public library staff will be included in the program.

Motion: The Libraries Board approves:

- 1. The guiding principles in the development of a funding model and design of the Program.**
- 2. The draft Program deliverables defining the intent of the Program, noting that these deliverables may be further refined once Program development commence.**
- 3. The Program funding model and recommended funding distribution, including comprehensive evaluation processes.**
- 4. The development of a funding campaign to support Program sustainability.**

Moved: B Lewis Seconded: M Berghuis

7. For Decision (Operational)

7.1 Libraries Board of South Australia – Annual Report 2020-2021

Action: Include a list of Board members and the number of meetings they attended.

Motion: The Libraries Board approves the draft Libraries Board of South Australia Annual Report for 2020-2021, provided that changes to the draft required by the Department of the Premier and Cabinet (DPC) are of an administrative nature and do not materially affect the substance of the annual report.

Moved: B Lewis Seconded: S Hicks

7.2 Ralph Elesmere Claridge Collection

Motion:

- 1. The Libraries Board agrees to Mrs Bhotiwihok's request and allows the deaccession and return of the painting and other items in PRG 595.**
- 2. The Crown Solicitor recommends that the Board should advise Mrs Bhotiwihok that the Board is not responsible or liable for costs associated with returning the painting to her home in North Carolina, nor any damage during transit.**
- 3. The Libraries Board advise Mrs Bhotiwihok of a wish to retain the digitised images created of collection items for the State Library collection,**

acknowledging that the material is out of copyright and the images in the public domain.

Moved: J Whittaker

Seconded: J Cys

8. Standing Items

8.1 Unstarred item. Philanthropic and Corporate Partnerships

8.2 Unstarred item. Mortlock Strategy

No updates provided.

9. Finance and Risk Committee Report

Janet Finlay provided a verbal report, including:

- the trading of Board shares to further balance the Board's portfolio and take advantage of market changes.
- capital budget requirements
- Crown Solicitor advice on the sale of collection items
- State Library financial performance results
- circulation and implementation of the new Investment Policy
- disaster planning.

Moved: M Berghuis

Seconded: J Whittaker

10. Director's Report

The Director tabled a written report and spoke to the report, including:

- meeting with the Premier – scheduled for the 20 August
- discussions with DPC Arts Plan Steering Committee
- engagement of Sandwalk Partners to undertake business case for Mortlock and integrated visitor experience
- RGS business strategy
- meeting with the Director State Records
- National and State Libraries of Australasia online meeting. NZ has re-joined the group.

Moved: M Berghuis

Seconded: J Whittaker

11. For noting

11.1 Business Continuity Plan

Motion: The Libraries Board notes the Business Continuity Plan.

11.2 Unstarred item. Capital Budget Requirements 2021

Motion: The Libraries Board notes the State Library (SLSA) Capital Budget requirements over the next three years.

11.3 Unstarred item. Crown Solicitor Advice re Sale of Collection Items

Motion: The Libraries Board:

- **Notes the advice from the Crown Solicitor's Office advising that unless the Libraries Act 1982 is amended the Board cannot sell items from the State Library's heritage collections.**
- **Affirms that it has no appetite to seek to change the Act to enable the sale of original heritage items notwithstanding their digital status.**

11.4 Unstarred item. 2021-2022 Funding – Memorandum of Administrative Arrangement

Motion: The Libraries Board notes the 2021-2022 Funding – Memorandum of Administrative Arrangement with the Department of the Premier and Cabinet and the table outlining the actions and responsibilities within the document.

11.5 Unstarred item. State Library Financial Performance Summary as at 30 June 2021

Motion: The Libraries Board notes the Preliminary Financial Performance Reports for the State Library for the period ending 30 June 2021, including notes and explanations for major variations.

11.6 Unstarred item. Trust Funds Investment Report for period ending 30 June 2021

Motion: The Libraries Board notes the Trust Funds Investment Report as at 30 June 2021.

11.7 Unstarred item. Public Library Services Report for the April to June 2021 quarter

Motion: The Libraries Board notes this report.

12. Any Other Business

No other business was reported.

13. Date of Next Meeting

The next Libraries Board meeting is scheduled for **Monday 13 September 2021** at **10am** in the Bronwyn Halliday Learning Studio, State Library of South Australia (subject to COVID-19 restrictions).

The meeting closed at 12.09pm.

Chair:

Date: