

# OFFICIAL

## LIBRARIES BOARD OF SOUTH AUSTRALIA

### MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Tuesday 14 June 2022

Minutes No. 871

The meeting was held in the Bronwyn Halliday Learning Studio, State Library of South Australia. The meeting started at 10.13am.

#### 1 Welcome

##### 1.1 Present

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

##### **In Attendance:**

Geoff Stempel (Director, State Library of SA)

Jo Bayly (Associate Director, State Library Services)

Helen Kwaka (Acting Associate Director, Public Library and Corporate Services)

Marissa King (Manager, Finance, Risk and Compliance, State Library of SA)

Heather Ware (State Library of SA)

##### 1.2 Apologies

*Leave of Absence:* Hanlie Erasmus (Associate Director, Public Library and Corporate Services)

##### 1.3 Acknowledgement of Country

The Chair made an acknowledgement of Country.

##### 1.4 Conflict of Interest

Bronwyn Lewis declared she is no longer a Council Member of The Royal Geographical Society of South Australia Inc.

It was noted that some Libraries Board members are also elected members of staff of local councils which are in receipt of Board funds.

#### 2 STARRING OF AGENDA ITEMS

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

**Moved: J Finlay      Seconded: B Lewis**

#### 3 URGENT ADDITIONAL AGENDA ITEMS

No additional items were added.

#### 4 MINUTES

##### 4.1 Minutes of previous meeting

**Motion: That the minutes of the Board meeting held on 9 May 2022 be confirmed.**

**Moved: A Nettelbeck      Seconded: S Hicks**

OFFICIAL

#### 4.2 Action List

The Chair provided an update on the following Action items:

- *31-May-22 'Establish a Philanthropic Steering Committee'* – to be discussed further in the meeting today.
- *31-May-22 'Communication with the Stakeholders on the Collaboration Agreement'* – remain on action item list.
- *31-May-22 'Table to be prepared on the different options impacted by the budget etc'* – to be discussed further in the meeting today.

#### 4.3 Matters dealt with out of session

No matters were dealt with out of session.

#### 4.4 Governance Matters (*added by Chair at the meeting*)

The Chair provided an update on the previous meeting's agenda item 'Board Committee Structure Reporting and Governance', advising that the board management software, OnBoard, has been selected as the software for the Board to manage its agenda, minutes etc and will be implemented in the near future.

The Chair also advised that the LGA Nominations have been provided to the Minister. The Chair also noted that a draft skills matrix for existing Board members had been developed.

**Resolution: The Libraries Board notes this verbal report.**

**Moved: J Finlay    Seconded: S Hicks**

#### 5 STRATEGIC MATTERS (Presentations, Key Strategy Updates)

No matters were presented.

#### 6 FINANCE AND RISK COMMITTEE REPORT

##### 6.1 Summary / Minutes of Finance and Risk Committee (FRC) Meeting

No papers. The next FRC is scheduled for Thursday 28 July 2022.

##### 6.2 Updated Budget 2022-2023

The Chair noted that this item would be moved to the final item on today's agenda, following Item 9. Director's Report.

The Chair adjourned the meeting at 11.05am to undertake a closed session workshop.

The Chair re-opened the meeting at 12.08pm, noting that Scott Hicks and Amanda Nettlebeck had just left the meeting.

**Resolution: That the Libraries Board note the report on the updated budget for 2022-23 and future years and ask management to prepare a paper for the Minister for Arts, including consultations with the LGA around our obligations under the Libraries Act and our ability to fund them.**

**Moved: J Whittaker    Seconded: B Lewis**

##### 6.3 Other 'For Decision' items that may arise from FRC

No items were noted.

**7 PUBLIC LIBRARIES COMMITTEE REPORT**

**7.1 Summary of Public Libraries Committee (PLC) Meeting held on 31 May 2022**

Bronwyn Lewis, as Chair Public Libraries Committee, spoke to the Summary report about the new approach around the Public Libraries Committee meeting.

- **Libraries Board Innovation Fund: 2022-2023 Funding Round (Attachment 2, 3 and 4)**  
Bronwyn provided an overview of the item, and the discussion held at the Committee. The Board agreed that there needed to be additional clarification in the future about the guidelines for the funding including an updated definition of innovation and that funding is available to all councils for any future opportunities.

**Resolution: The Libraries Board notes and endorses the following:**

1. **All eligible submissions are fully funded by the Libraries Board Innovation Grant to the value of \$287,820. This is based on the additional budget being made available. Loxton Public Library submission is included as eligible as long as they meet the criteria to commence the project aligned with the family and local history project digitisation policy and procedures.**
2. **Acknowledges effort in the submissions by individual Library Services who made a submission/s for the Libraries Board Innovation Fund.**
3. **That the Public Library Committee reviews the criteria for the Libraries Board Innovation Funding Guidelines within the first quarter of 2022-2023, reflecting on applications received in the first round.**

The Board then made the following additional resolutions.

**Additional Resolutions:**

1. **The Libraries Board notes that funds may or may not be available in future years and encourage applicants to reapply if funds are available.**
2. **The Libraries Board notes that additional support be provided to smaller councils to mount appropriate applications and ask the Committee to consider quarantining a proportion of the funds in future years for smaller councils, under a particular threshold, which the Committee will determine.**

**Moved: B Lewis      Seconded: M Berghuis**

- **2022-2023 Digital Content Levy and Digital Products**  
Helen Kwaka spoke to the paper, advising that there had been a broad discussion held at the Public Libraries Committee meeting about how any additional levy funding could be derived. The proposed recommendation was not passed by the Committee, with a tied resolution for and against the motion.

It was noted that following the Committee meeting, additional information has since been provided by Helen to the Committee members in response to queries raised at the meeting.

**Resolution: The Libraries Board asks the Public Libraries Committee to provide advice as to whether it wishes to recommend a digital content levy of 20% or 23%, where the only source of funds available for this is the Library Materials grant funds.**

**Moved: B Lewis      Seconded: J Whittaker**

**Resolution: That the Libraries Board notes the Summary / Minutes of Public Libraries Committee (PLC) meeting, held on 31 May 2022.**

**Moved: B Lewis      Seconded: J Whittaker**

**7.2 Change of Chair for the Libraries Board Public Libraries Committee**

Geoff Strempele provided a paper to the Libraries Board. A vote of thanks was also extended to Bronwyn Lewis for her time as Chair of the Public Libraries Committee.

**Resolution: That the Libraries Board notes the Director's written report and confirms the appointment of Megan Berghuis to the role of Chair of the Public Libraries Committee and extends a thank you to Bronwyn Lewis.**

**Moved: A Nettlebeck    Seconded: J Whittaker**

**8 PHILANTHROPIC STEERING COMMITTEE REPORT**

**8.1 Establish a Philanthropic Steering Committee including the appropriate members at the next meeting as per Action Item**

The Chair noted that this item and requested additional time be allowed to revert back to this item at a later stage.

**Resolution: The Libraries Board noted the verbal update provided.**

**Moved: B Lewis    Seconded: M Berghuis**

**9 DIRECTOR'S REPORT**

The Director, Geoff Strempele, provided a verbal update to the Libraries Board, which included the following:

- A meeting with the Minister for Education is being organised for the near future. Some of the items that will be discussed include Ceduna Public School Library, the School Community Libraries program throughout the State and the Activation of the Library presence on North Terrace.
- A number of Board Chairs and Directors, representing the Institutes along North Terrace met, and intend to meet on a regular basis. The aim being to maximise the collaboration between all institutions and put forward a single voice to Government on key issues. It was noted that the Board's Chair, was unable to attend due to COVID.
- Geoff attended the ALIA National 2022 Conference in May 2022, where an "add on" to a library management system (created by a company in Denmark) was presented. It appears to have significant benefits for our OneCard network.
- There have been some initial discussions between Public Libraries and Community Services agencies within councils whereby they are looking to see how they can better work together, collaboratively.

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

**Moved: B Lewis    Seconded: J Whittaker**

**9.1 Any 'For Decision' items that may arise from Director's Report**

No items were raised.

**10 MATTERS FOR NOTING**

**10.1 Workplace Health & Safety Report – January to March 2022**

**Motion: That the Libraries Board notes this report.**

**11 ANY OTHER BUSINESS**

No other business.

**12 DATE OF NEXT MEETING**

The next Libraries Board meeting is scheduled for **Monday 11 July 2022** at **10.00am** in the **Bronwyn Halliday Learning Studio, State Library of South Australia.**

The meeting closed at 12.10pm.

Chair: .....

Date: .....