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LIBRARIES BOARD OF SOUTH AUSTRALIA

MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Monday 11 July 2022

Minutes No. 872

The meeting was held in the Bronwyn Halliday Learning Studio, State Library of South Australia, as well as via Microsoft Teams. The meeting started at 10.04am.

1 Welcome

1.1 Present

The Chair, Bruce Linn asked the Deputy Chair to act as meeting Chair because of internet stability issues at his location.

Janet Finlay (Chair), Bruce Linn (via Microsoft Teams), Bronwyn Lewis (via Microsoft Teams), Jillian Whittaker, Professor Amanda Nettelbeck (via Microsoft Teams), Scott Hicks (via Microsoft Teams), Professor Joanne Cys and Megan Berghuis (via Microsoft Teams), attended at 10.25am.

In Attendance:

Geoff Stempel (Director, State Library of SA)

Jo Bayly (Associate Director, State Library Services)

Hanlie Erasmus (Associate Director, Public Library and Corporate Services)

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

Sarah Hallandal (State Library of SA)

1.2 Apologies

1.3 Acknowledgement of Country

The Chair made an acknowledgement of Country.

1.4 Conflict of Interest

No conflict of interest were declared.

2 STARRING OF AGENDA ITEMS

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

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 14 June 2022 be confirmed.

Moved: J Whittaker Seconded: J Cys

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4.2 Action List

The Chair provided an update on the following Action items:

- *31-May-22 'Establish a Philanthropic Steering Committee, including appropriate members'* – Given the anticipated changes in the Board membership, the establishment of the committee will commence once new members have been appointed.
Bronwyn Lewis to organise a meeting with the Chair and will put together a kit for potential candidates.
- *31-May-22 'Communication with the Stakeholders on the Collaboration Agreement'* – The Chair and Director to have a conversation with the new LGA President following LG elections.

4.3 Matters dealt with out of session

No matters were dealt with out of session.

5 STRATEGIC MATTERS (Presentations, Key Strategy Updates)

5.1 State Library Budget Strategy

The Director provided an overview of the report.

Motion: That the Libraries Board approve the proposed program and service changes.

Moved: A Nettelbeck Seconded: S Hicks

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 Revised Budget 2022-2023

Motion: That the Libraries Board

- **approves the revised budget and**
- **an increase to the School Community Library Council contribution of 3.8%.**

Moved: B Lewis Seconded: J Cys

7 PUBLIC LIBRARIES COMMITTEE REPORT

7.1 Summary / Minutes of Public Libraries Committee (PLC) Meeting held on 28 June 2022

Megan Berghuis, as Chair Public Libraries Committee, spoke to the Summary report and advised it was her first official meeting as Chair.

- **2022-2023 Digital Content Levy and Digital Products**

Megan Berghuis advised of the PLC approving the updated version of the paper previously presented at the last Libraries Board meeting.

Resolution: The PLC recommended that the Libraries Board approves increasing the digital content levy to 23% of the library materials budget for the 2022-2023 financial year and this is funded from the library materials budget.

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- **Being Digital Update**

Megan Berghuis provided an overview of the item.

Resolution: The PLC recommended that the Libraries Board notes the progress of the adult digital literacy program 'Being Digital' and the re-allocation of the \$165,000 from infrastructure to program development to support country locations and School Community Libraries, and further staff training for the whole network in 2022-2023.

- **SA Public Library Network: Key Project and Training Plan 2022-2023**

Megan Berghuis advised the key project and training plan is an audacious list of actions and tasks and will need active participation and partnership from the Public Library Network to achieve the outcomes.

The Board Chair expressed how excellent and well put together the key project and training plan was, and congratulated Hanlie Erasmus and team.

A question about the timing of these projects was mentioned, as there is a large number to achieve in the time frame mentioned. Hanlie Erasmus advised that some of the projects are near to completion as they are already part of the workplan of the Public Library Services staff, they are embedded with funding and resources already committed. There is some concern about the unfunded projects, with PLS being notified of any carry-over funds available later in the year giving PLS less time to implement and complete.

The Public Libraries Committee recommended that the Libraries Board approves the implementation of the SAPLN Key Projects and Staff Training Plan in 2022-2023.

- **Outcomes Based Measures – Update Report**

Megan Berghuis advised that 250,000 members who were invited to provide feedback via a survey. The results are currently being collated and a report will be brought back to the Public Libraries Committee & Libraries Board.

Motion: The Public Libraries Committee recommended that the Libraries Board notes the report provided.

Resolution: That the Libraries Board notes the Summary / Minutes of Public Libraries Committee meeting, held on 28 June 2022 and approves the recommendations in the summary report.

Moved: B Lewis Seconded: M Berghuis

8 PHILANTHROPIC STEERING COMMITTEE REPORT

No update

9 DIRECTOR'S REPORT

The Director provided a verbal update to the Libraries Board, which included the following: (he emailed to all)

- Engaged with Tarrkarri regarding the vision and operations of the Centre, and the State Library's involvement.
- Appointment of a media relations and publicity company - Callie Rose Communications.
- Aboriginal Reference Group – met at State Records, Gepps Cross. Agreement on Terms of Reference and development of a draft 'body of work' for the group to contribute to.
- Met with the Governor regarding how the Library can contribute to a 'cultural mapping' project of the Government House site and beyond.

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- Represented the Library at the Kurna Wangayarta Repatriation and Reburials event.
- Participated in the Trove (National Library) Strategic Advisory Group (Transitioning Trove funding and governance models to ensure sustainability).
- Participated in the ALIA Professional Pathways Advisory Board (Reshaping the accreditation process for librarians and other library professionals).
- Participated in the NSLA Group’s work (ongoing development of the National eDeposit software to meet our needs, new strategic plan).
- Dealing with the State Library and Public Library Services budgets. Looking at strategies for the years beyond 2022-2023.

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

Moved: J Whittaker Seconded: J Cys

- 9.1 Any ‘For Decision’ items that may arise from Director’s Report**
No items were raised.

10 MATTERS FOR NOTING

- 10.1 Libraries Board Regional Tour, Yorke Peninsula – August 2022 Itinerary**

Motion: That the Libraries Board notes this report.

11 ANY OTHER BUSINESS

- 11.1 Recognition of departing Board Members**

The Board Chair advised that the anticipated new Board members would not commence until their appointments are approved and gazetted in August. Because of the timing and logistics involved, they will not be participating in the Regional Tour, however will be invited to attend the Board meeting via Teams if appointed prior to the meeting.

With this being the anticipated last board meeting for both Jill Whittaker & Bronwyn Lewis, the Board Chair acknowledged and described their outstanding contribution as members of the Libraries Board.

The Libraries Board formally thanked Bronwyn Lewis and Jill Whittaker for their valuable service.

- 11.2** Janet Finlay commended the team on the patience, persistence, professionalism, and quality of work on the SANFL exhibition, and asked staff to please pass on the Board’s appreciation. This brings in some different audience.

12 DATE OF NEXT MEETING

The next Libraries Board meeting is scheduled for **Thursday 11 August 2022 at 3.15pm at Moonta Library** as part of the Regional Tour to Yorke Peninsula.

The meeting closed at 11.16am.

Chair:

Date: