

Libraries Board Meeting Minutes

State Library of South Australia

Monday 3 March 2025 3:15 pm ACDT

@ Meeting Room 2, State Library, North Terrace

Minutes No. 900

Attendance

Present:

Members: Bruce Linn (Chair), Andrew Culley, Joanne Cys, Joost den Hartog, Bridget Mather

In attendance:

Jo Bayly, Megan Berghuis, Jo Cooper, Luba Cvetanovic, Amanda Osborne, Sarah Hallandal

Absent:

Kedeisha Kartinyeri, Amanda Nettelbeck, Hanlie Erasmus

1. * WELCOME (Presenters: Bruce Linn)

Motion:

The Board approved a leave of absence for Kedeisha Kartinyeri from 3 March until 30 June 2025.

Motion moved by Bridget Mather and motion seconded by Joanne Cys. Adopted.

1.1. Present / Apologies

Amanda Nettelbeck

1.2. Acknowledgement of Country

The Chair made an acknowledgement of Country.

1.3. Conflict of Interest

There were no conflict of interest.

2. * STARRING OF AGENDA ITEMS

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

3. * MINUTES

3.1. Minutes of previous meeting

Motion:

That the minutes of the Libraries Board meeting held on 3 February 2025 be confirmed.

Motion moved by Bridget Mather and motion seconded by Joost den Hartog.
Adopted.

3.2. Action Items

There were no additional actions.

4. STRATEGIC MATTERS (Presentation, Key Strategy Updates)

5. * FINANCE AND RISK COMMITTEE

5.1. Summary Report of Finance and Risk Committee Meeting - 14 February 2025
(Presenters: Bridget Mather)

Bridget Mather, as Chair Finance and Risk Committee spoke to the summary report from the Committee's meeting on 14 February 2025.

- Libraries Board Financial Performance Summary as at 31 December 2024
Resolution: The Committee recommends that the Libraries Board notes the Financial Performance Summary as at 31 December 2024.
- Trust Funds Investment Report for period ending 31 December 2024
Resolution: The Committee recommends that the Libraries Board notes the Trust Funds Investment Report for period ending 31 December 2024.
- Finance and Risk Committee Terms of Reference Review
The Chair and Director to discuss the terms of appointment of external members of Board Committees and report back to the Board in May/June.
Resolution: The Committee recommends that the Libraries Board notes the updated reporting schedule. The Committee will seek guidance from the Libraries Board around the term appointment of external members at a later date.
- Libraries Board Investment Policy Review
Resolution: The Committee recommends that the Libraries Board notes and approves the Libraries Board Investment Policy.
- Institute Trust Funds Maintain Corpus
Resolution: The Committee recommends that the Libraries Board:
 - notes the advice provided by Crown – Letter of Advice
 - revokes the codicil to the Institute Agreement – Institutes Agreement Codicil
 - approves the updated Bequest and Donated Funds Policy
- Financial Management Compliance Program 2024-2025
Resolution: The Committee recommends that the Libraries Board note the changes and approve the Financial Management Compliance Program for 2024-2025.
- Cyber Security Update
The Board to develop a risk appetite document. Andrew Culley to provide Manager Finance, Risk and Compliance with a template.
Resolution: The Committee recommends that the Libraries Board notes the Cyber Security Update report.
- Treasurer's Instruction 11 (TI 11) – Payment of Invoices and Claims
Resolution: The Committee recommends that the Libraries Board notes the account payment performance report.

Motion:

The Libraries Board noted the summary report of the Wednesday 14 February 2025 Committee meeting and approves the resolutions recommended by the Finance and Risk Committee.

Motion moved by Bridget Mather and motion seconded by Joanne Cys.
Adopted.

6. PUBLIC LIBRARIES COMMITTEE

6.1. Summary Report of Public Libraries Committee Meeting

No report. The next Public Libraries Committee meeting is scheduled for Monday 17 March 2025.

7. * ONE CARD 2.0 COLLECTIONS REFORM PROGRAM STEERING COMMITTEE

7.1. Summary Report of One Card 2.0 Collections Reform Committee Meeting - 17 February 2025 (Presenters: Andrew Culley)

Andrew Culley, as Chair One Card 2.0 Collections Reform Program Steering Committee spoke to the summary report from the Committee's meeting on 17 February 2025.

- One Card 2.0 Collection Reform Program – Program Status
Resolution: The Committee recommends that the Libraries Board notes the highlight report for the period ending 31 January 2025, including activities completed and planned.
- Sub Projects: Collection Access, Collection Governance and Collection Strategy - Discovery Report
Resolution: The Committee recommends that the Libraries Board approves the Discovery Report and the recommendations within.

Motion:

The Libraries Board noted the summary report of the 17 February 2025 Committee meeting and approved the resolutions recommended by the One Card 2.0 Collection Reform Steering Committee.

Motion moved by Andrew Culley and motion seconded by Bridget Mather.
Adopted.

7.2. Appointment to One Card 2.0 Collections Reform Committee

The Chair reported on the following change to the membership of the Board Committees:

- Joost den Hartog as interim Chair of the Public Libraries Committee to be appointed to the One Card 2.0 Reform Program Steering Committee as referred in the Terms of Reference of the One Card 2.0 Reform Program Steering Committee.

Motion:

Motion moved by Andrew Culley and motion seconded by Bridget Mather.
Adopted.

8. * DIRECTOR'S REPORT (Presenters: Megan Berghuis)

The Director, Megan Berghuis, provided a verbal update to the Libraries Board, which included the following:

- Children's Experience is underway, looking at completion by end of year.
- Discussions with Adelaide City Council are progressing.
- Mortlock carpet still progressing.

Motion:

The Libraries Board noted the verbal update provided.

Motion moved by Joost den Hartog and motion seconded by Bridget Mather.
Adopted.

8.1. Any 'For Decision' items that may arise from Director's Report

9. * ADDITIONAL ITEMS FOR DECISION

9.1. National Archives of Australia Licence Agreement

Motion:

The Libraries Board approved the draft licence agreement for the National Archives of Australia and authorises the preparation of a final agreement for execution.

Motion moved by Andrew Culley and motion seconded by Joanne Cys. Adopted.

9.2. Experience Adelaide Visitor Centre

Greg Ratsch, General Manager and Michael Rossi, Executive Manager Marketing from Adelaide Economic Development Agency (AEDA) attended the meeting at 4.00pm.
AEDA provided a presentation on the vision and objectives for the Experience Adelaide Visitor Centre.

The Board members provided some insights and comments around what will be provided within the centre and how the visitor experience could evolve along the cultural precinct

Motion:

The Libraries Board:

- Noted the status of ongoing discussions with the Adelaide Economic Development Authority regarding the Experience Adelaide Visitor Centre.
- Approved the development of a licence agreement for Adelaide Economic Development Authority to occupy the Institute Room in the Institute Building.
- Delegated authority to the Director, State Library to negotiate the terms of the licence agreement on behalf of the Libraries Board.

Motion moved by Andrew Culley and motion seconded by Bridget Mather.
Adopted.

10. ADDITIONAL ITEMS FOR NOTING

11. * ANY OTHER BUSINESS

12. DATE OF NEXT MEETING

The next Libraries Board meeting is scheduled for Monday 5 May 2025 at 10.00am in Meeting Room 2, State Library.

Meeting closed at 4.41pm.

Chair:

Date: