



Libraries Board Meeting Minutes

State Library of South Australia

Monday 4 August 2025 10:00 am ACST

@ Meeting Room 2, State Library, North Terrace

Attendance

Present:

Members: Bruce Linn (Chair), Andrew Culley (remote), Joanne Cys (remote), Helen Hennessy (remote), Bridget Mather (remote), Amanda Nettelbeck

In Attendance:

Megan Berghuis, Jo Bayly, Hanlie Erasmus, Cassidy Jenkins

Absent:

Members: Joost den Hartog, Kedeisha Kartinyeri

Amanda Osborne

1. * WELCOME (Presenters: Bruce Linn)

Introduction and welcome to Cathy Lewis (Manager People and Governance) and David Cooke (Manager Finance, Risk and Compliance).

1.1. Present / Apologies

- Kedeisha Kartinyeri
- Joost den Hartog

1.2. Acknowledgement of Country

The Chair made an Acknowledgement of Country.

1.3. Conflict of Interest

There was no conflict of interest.

2. * STARRING OF AGENDA ITEMS

All items were starred.

3. * MINUTES

3.1. Minutes of previous meeting

Amanda Nettelbeck's name spelt incorrectly on page 3.

Motion:

The minutes of the Libraries Board meeting held on 7 July 2025 be confirmed with correction to spelling of Amanda Nettelbeck's name on page 3.

Motion moved by Amanda Nettelbeck and motion seconded by Bridget Mather.
Carried.

3.2. Action Items

- Item 1- to be marked as closed, as it is addressed in item 5.2
- Item 2 - draft report on the Philanthropy Review from Elizabeth Davies is under review and she has been invited to present her findings at the 1 September Board meeting

4. STRATEGIC MATTERS (Presentation, Key Strategy Updates)

4.1. Libraries Board Being Digital Program Update August 2025

Hanlie Erasmus, as Associate Director of State Library of South Australia spoke to the Libraries Board Being Digital Program Update August 2025 report.

- The State Government reallocated funds from the State Library's materials grant in 2021 to support digital literacy across the public library network
- Additional funding has been secured from Google, the Be Connected program, and Telstra, who have committed \$150,000 annually over five years for regional delivery
- Close collaboration with Telstra is ongoing, with a clear delivery plan in development
- All South Australian school libraries will be invited to apply for grants between \$4,000 and \$10,000 to deliver community-based digital literacy programs
- A program officer may be appointed to coordinate delivery on behalf of the Libraries Board and Telstra
- Early data shows improved digital literacy in some communities, though further work is required in regional SA
- Telstra is promoting the initiative through its council network
- Staff training focuses on one-on-one support for digital borrowing, which has proven more effective than grouping training sessions
- The State Library will manage the program independently, including fund allocation and reporting
- Telstra has not set formal KPIs, but the program aims to improve ADII scores and demonstrate ROI through qualitative feedback
- Regional delivery challenges include sourcing trainers; shared trainers across library groups are being considered
- Grant acquittals will include collated reporting on outcomes, challenges, and lessons learned to inform future planning

Motion:

The Libraries Board notes the significant funding received from Telstra, which will enable the continued expansion and sustainability of the Being Digital program.

Motion moved by Helen Hennessy and motion seconded by Amanda Nettelbeck.
Carried.

4.2. Libraries Board Future Services Program Funding

Jo Bayly, as Associate Director of State Library of South Australia spoke to the Libraries Board Future Services Program Funding Report.

- The program is in its fourth year and nearing the end of its remaining funding
- The Modern Research Library Project was paused two years ago due to construction costs and City Library discussions; funds have remained on hold pending outcomes
- A proposed allocation of the remaining funds is planned for this financial year, targeting three priority projects to reposition the State Library

- The program has focused on enhancing relevance, increasing visitation, clarifying the State Library's direction, and strengthening branding
- A key priority is addressing capacity issues in the Children's Experience space, which requires additional air-conditioning to support up to 85 people. The project can proceed without upgrades but would require significant operational management
- City Library Project negotiations are ongoing, with plans to uplift the Research Library and refurbish the upper floor
- Broader institute activation and general uplift are critical to achieving the State Library's future vision
- If approved, this funding will conclude the Future Services Program. A closure report will be provided to the Board outlining achievements, investments, and outcomes
- Any residual funds will be reviewed
- Additional DPC funding has been received for Mortlock carpet replacement
- The Board's investment has been instrumental in triggering joint capital investment and delivering strong ROI
- The Capital Program will be reviewed, with a revised version to be presented to the Board. Spending from the Future Services Program will impact several capital items, which will be flagged
- The next phase includes exploring commercialisation opportunities. Market research will be undertaken to inform strategy and approach to market
- Visitor numbers are expected to reach close to 1 million by the end of 2026

Motion:

The Libraries Board approves funding of \$940K for high priority initiatives within the State Library's Future Services Program including the Children's Experience, City Library, and Institute Activation.

Motion moved by Bridget Mather and motion seconded by Amanda Nettelbeck. Carried.

5. * FINANCE AND RISK COMMITTEE

5.1. Summary Report of Finance and Risk Committee Meeting

Bridget Mather, as Chair Finance and Risk Committee spoke to the Summary Report from the Committee's meeting on 7 July 2025.

- State Library's Cyber Security Update 2025
Resolution: The Committee recommends that the Libraries Board notes the State Library's Cyber Security Update for 2025
- Libraries Board Investment Portfolio – Macquarie LBSA Review
The Committee accepted Recommendation 1 (noting the findings and recommendations) and advised the Board to review and update its investment policy to align with new priorities
The Chair proposed the formation of a small working group comprising Megan Berghuis, Bruce Linn, David Braham (FRC), David Cooke, and Bridget Mather to establish the parameters for the investment policy review. The group will report its findings back to the Board.
- Libraries Board of South Australia Risk Appetite Statements

The Board was supportive of running a workshop to establish its risk appetite. It was agreed that one hour would be set aside prior to an upcoming meeting, to be scheduled before the end of the year.

Resolution: The Committee noted the report and accepts work completed to date. The Committee recommends that work continues and a report be presented to the Board at a later date when work is finalised.

- SA Procurement Framework Update – Aboriginal Procurement Spend Target

Resolution: The Committee recommends that the Libraries Board notes the changes to the SAIPP and approves the updated Libraries Board Internal Procurement and Contract Management Framework

- Risk Profile 2025

Resolution: The Committee noted the Risk Profile for 2025 report to date and support ongoing efforts to strengthen governance. The Finance and Risk Committee also noted that this report is background material in terms of Item 6.3

- Libraries Board of South Australia Budget Framework

Resolution: The Committee recommends that the Libraries Board approves the amendments to Libraries Board Budget Framework

- Libraries Board Legislative Compliance Register

Resolution: The Committee recommends that the Libraries Board approves the Legislative Compliance register for implementation. The Committee also approved only noting exceptions in future reports

- 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

- Finance and Risk Committee Terms of Reference Review

Resolution: The Committee noted the Board is reviewing the Terms of Reference for external committee member appointments and no revised terms were approved at this meeting

Motion:

The Libraries Board notes the summary report of the Friday 11 July 2025 Committee meeting and approves the resolutions recommended by the Finance and Risk Committee.

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

5.2 Update to Membership Terms of Reference for LBSA Sub-Committees

Bruce Linn, as Chair Libraries Board of South Australia spoke to the Update to Membership Terms of Reference for LBSA Sub-Committees report.

- A report was prepared by the Chair and Director to review Committee structures and terms
- Emphasis was placed on the importance of consistency across Committees
- It was recommended that a review of Public Libraries Committee Terms of Reference should be deferred until the completion of the One Card 2.0 project
- The Chair noted that the review focused on the term length of external members, given existing the term limits for Board members
- The contributions of David Braham and Heather Martens were acknowledged as valuable

- Proposed alignment with a model of three x three-year terms, with flexibility for the Board to extend appointments where appropriate

Motion:

The Libraries Board approves amendments to the FRC Terms of Reference to include the following membership provisions:

- Members serve three-year terms, with a maximum of three consecutive terms (nine years).
- In exceptional circumstances, the Board may approve a further three-year term (up to a total of twelve years) for external appointees, where it considers such an extension to be in the Board’s best interests.

Motion moved by Amanda Nettelbeck and motion seconded by Bridget Mather. Carried.

6. * PUBLIC LIBRARIES COMMITTEE

6.1. Summary Report of Public Libraries Committee Meeting

No report. The next Public Libraries Committee meeting is scheduled for Wednesday 15 October 2025.

7. * ONE CARD 2.0 COLLECTIONS REFORM PROGRAM STEERING COMMITTEE

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

No written report. The next One Card 2.0 Collections Reform Committee meeting is scheduled for Monday 18 August 2025.

Andrew Culley, Chair of One Card 2.0 Collections Reform Committee, provided a verbal update to the Libraries Board which included the following:

- The LMS Evaluation Team is scheduled to meet next week to finalise next steps, following strong progress in developing an updated position from the State Library team
- The project team, supported by Amanda Osborne, has contributed significantly to this work
- A review of program scope and scheduling is underway to ensure alignment with current business priorities
- Major workstreams remain consistent with the original discovery phase, though some activities may be brought forward
- The review aims to improve efficiency and ensure the program delivers optimal outcomes
- A recommendation regarding revised priorities is expected to be brought to the Board following the next Steering Committee meeting

Motion:

The Libraries Board noted the verbal update provided.

Motion moved by Andrew Culley and motion seconded by Helen Hennessy.
Carried.

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

Megan Berghuis, Director State Library of South Australia, provided a verbal update to the Libraries Board, which included the following:

- The Director and Chair met with the LGA to discuss the future of the collaboration agreement, which expires 30 June 2026. An extension of the existing Agreement is proposed, enabling the findings of the One Card 2.0 project to inform the development of a new Agreement.
- A potential partnership with Adelaide University is being explored to develop the State Library's First Nations strategy
- Key initiatives continue to progress, including the Little Library, Adelaide City Council negotiations for the Visitor Information Centre and City Libraries, Philanthropy Review, LMS Evaluation, and exploration of the Preservica Multi-Tenancy with State Records SA.
- Celebrated South Australian author, Mem Fox has offered a donation of all first editions of her books. A Deed of Gift is being finalised and collection and documentation is being arranged
- The recent NSLA meeting was held online in July. A notable topic of discussion was focused on freedom of information and speech, including the values of the libraries and learnings from both the library experiences and Creative Australia's approach to the Vienna Biennale. The State Library will review its fellowship approach and Freedom of Information policies to ensure clarity and risk management. Policy updates will be brought to the Board following internal review
- Heather Robinson's book "Beyond the Book", based on her PhD on culture, value and why libraries matter.... the using the State Library as a case study, will launch in the Treasures Gallery on 20 August in partnership with Wakefield Press. The Minister will attend along with Geoff Stempel who has been asked to speak.
- The CISF is now due to be completed in February

Motion:

The Libraries Board noted the verbal update provided.

Motion moved by Amanda Nettelbeck and motion seconded by Helen Hennessy.
Carried.

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

9. ADDITIONAL ITEMS FOR DECISION

10. ADDITIONAL ITEMS FOR NOTING

11. * ANY OTHER BUSINESS

11.1 Peter Zajicek and The Tunnel - "Treasures in the State Library"

Presenters: Megan Berghuis

- To be arranged out of session for virtual attendees

11.2 Attendees to October Board Tour:

- All Board members present confirmed attendance
- Executive Officer to confirm absent members out of session

11.3 Public Computer Access Policy – Legislative Update provided by Hanlie Erasmus as Associate Director:

- The Public Computer Access Policy will be updated to reflect recent changes under the Online Safety Amendment (Social Media Minimum Age) Act 2024
- The Act introduces a minimum age requirement for access to certain online platforms
- While public libraries do not monitor individual usage, the policy will be amended to acknowledge that access to social media platforms may be restricted based on platform-specific age requirements
- The update will be progressed through the One Card 2.0 project to ensure alignment with federal legislation and consistency across the network

12. DATE OF NEXT MEETING

The next Libraries Board meeting is scheduled for Monday 1 September 2025 at 10am in Meeting Room 2, State Library.

Meeting closed at 11:23am

Chair:

Date: