



Minutes

Public Libraries SA

2017 Annual General Meeting

Held at The Mawson Centre, 2-8 Main Street, Mawson Lakes

9:15am on Friday, 20 November 2017

1. Welcome and apologies

- Ben Lowe, Quorn
- Dee Moloney, CYP
- Heather Lymburn
- Jane Dicker, Kingston
- Jeni Siviour, Cummins
- Lyal Mutton, Public Library Services
- Marie Broad, Jamestown
- Natalie Cooper, City of Salisbury
- Tim Law, Murray Bridge

2. Confirmation of minutes of previous meeting, held 18 November 2016

Moved: Linda Heath
Seconded: Pam Menadue

That the minutes of the Annual General Meeting held on 18 November 2016 be accepted as a true and correct record.

CARRIED

3. Business arising from previous meeting

Nil

4. Changes to the Constitution

Moved: Lynn Spurling
Seconded: Tracy Glover

That the changes to the constitution be adopted.

CARRIED

5. Reports from office bearers, committees, and working parties

5.1 President's report

Moved: Lynn Spurling
Seconded: Louise Mrdjen

That the President's report is received and noted.

CARRIED

5.2 Treasurer's report and financial statements for financial year 2016/17

I am pleased to present the Treasurer's Report for the year concluding 30 June 2017. The Income Statement for the year, as at 30 June, 2017 is attached hereto.

The accounts have been audited. The auditor states "In our opinion the accompanying financial report of the association for the year ended 30 June 2017 is prepared in all respects in accordance with the Associations Incorporation Act 1985".

Please find the proposed budget for 2017-2018 also attached that has been approved by the PLSA Executive.

I move that the Report be received and adopted.

Moved: Janice Nitschke
Seconded: Vicki Hutchinson

That the report and financial statements be received and adopted.

CARRIED

5.2.1 Appointment of Auditor

Moved: Janice Nitschke
Seconded: Albert Bergoc

That Creative Accounting be appointed as Auditor for the 2017/18 financial year.

CARRIED

5.2.2 Budget for Financial Year 2017/18

Moved: Janice Nitschke
Seconded: Ursula Hickey

That the 2017/18 budget be adopted.

CARRIED

5.2.3 Membership fees

Moved: Janice Nitschke
Seconded: Ben Footner

That the Membership Fees be increased by CPI.

CARRIED

5.3 JULA

No report provided. Mike Ungar was an apology.

5.4 SALCYS

Tracy Glover provided an update

The SALCYS meetings continue to be well supported with around 25 interested attendees at each meeting.

This group has been chaired for the past two years by Julia Orłowski of Charles Sturt and we thank her for her time and energy in ensuring meeting content was relevant and valuable.

Themes covered this year have included:-

- Summer Reading Club
- Comic Con
- Select Educational Supplies *Early Literacy by Felicity Clark*
- Library venue tours
- Foundation for Learning presentation *Paediatric Occupational Therapist by Shelley Peart*
- Group forum possibilities *PLS / PLSA*
- Strategic Plan update discussion
- 2018 committee positions

Many members also attended the People Promotion Programs workshop held in collaboration with the Marketing team in July at the Hetzel Theatre.

This group continues to value their opportunity to network regarding programs, facilitators and innovative ideas.

5.5 Events & Marketing

Albert Bergoc provided an update

This committee consists of a diverse group of library representatives with an interest in library events and marketing.

The group meets regularly throughout the year at different library locations, which provides a great networking opportunity for meeting people and visiting libraries.

The purpose of the group is to improve the marketing of library events, activities and services by sharing ideas, providing support at the local level, examining trends and activities within and outside the library sector, exploring marketing tools and identifying and delivering professional development opportunities.

Some of the areas the group has worked on over the last year include:

- Library Lover's campaign
- Online newsletters
- Booking systems
- State media campaign targeting non users
- Nation-wide marketing campaigns
- Training opportunities
- Calendar of upcoming events
- Social media
- Place making
- Branding

The group is currently looking at the Library Lovers campaign for 2018, updating their Terms of Reference and collaborations with PLS.

The committee has worked diligently throughout the past year and I thank the Chair Julie Bailey and all the members for their efforts and wish them every success for the year ahead.

5.6 Community Languages

Lynn Spurling provided Anne Pascoe's update in Anne's absence.

Of the various groups that are endorsed by the PLSA Executive, it is the Community Language group that has the closest working relationship with PLS as the expenditure of the Community Languages budget and the annual identification of 20 languages for the Community Languages collection are a major part of the group's role.

The continuous improvements made by PLS staff in the management and monitoring of the supplier contracts, cataloguing contracts and the distribution of stock have meant the Community Languages group have had a quiet 2017.

Once again the group have greatly benefited from the local specialised knowledge of Mirsia Bunjaku from the Australian Migrant Resource Centre.

On behalf of the Community Languages groups and the PLSA Executive, I would like to thank Mirsia and the PLS staff for their passion, willing collaboration and open communication. I would also like to thank the Community Language group members for their enthusiasm and commitment.

The Community Languages Operating Group is open to any library staff with an interest in Community Languages so please come along to a meeting in 2018.

Lynn thanked Anne Pascoe for her time on the Executive Committee. Anne is not renominating for the committee this year.

5.7 One Workforce

Ben Footner provided an update.

The main challenge with the One Workforce process has been to ensure that the works remained within the achievable scope of Public Libraries SA & Public Library Services, and also complimented the workforce planning processes of individual libraries and Councils. To this end the first priority this year was to focus predominantly on scrutinising the action plan, and prioritising the actions contained within. From here on Public Library Services took carriage of several of these actions, delivering on many, including shared template job descriptions on One Place, providing leadership training opportunities to the network, and working with tertiary education providers around course content and attraction of new talent from allied courses/fields.

Public Libraries SA has supported where possible with funding and advice. Work will continue into next year, with the current focus being on delivering a list of digital skill competencies expected of staff who work within libraries in the network.

Overall the One Workforce work has been challenging, but outcomes delivered so far have been really well received by the network and thanks must go to Public Library Services staff for their continued efforts in the space.

6 Election of Office Bearers

No elections were required as the number of nominations received were fewer than positions vacant. As a result the following individuals were elected:

President:	Lynn Spurling
Treasurer:	Janice Nitschke
Vice President:	Ben Footer
Committee Members:	Albert Bergoc Damian Garcia Joanne Kaeding Jo Rivers

Moved: Dee O'Loughlin

Seconded: Linda Heath

That the nominees be appointed to the PLSA Executive Committee for a period of two years until the AGM to be held in 2019.

CARRIED

7 Any other business

NIL.

8 Next meeting

To be confirmed.

9 Close

10:02am