



MINUTES of the meeting of the CLARENCE REGIONAL LIBRARY ADVISORY COMMITTEE, 6th August 2010, Clarence Regional Library Headquarters, 110 Spring Street, South Grafton

- PRESENT:**
- Bellingen Shire Council**
Cr Kerry Child
Sharon Uthman (Bellingen Shire Librarian)

 - Nambucca Shire Council**
Cr Anne Smyth
Coral Hutchinson (Manager Community and Cultural Services)

 - Clarence Valley Council**
Anne D'Arcy (Executive Officer)
Catherine Johnston (Information Services Librarian, standing in for Regional Librarian)

1. APOLOGIES

Cr Michael Moran (Nambucca Shire Council)
Cr Margaret McKenna (Clarence Valley Council)
Noelene Grace (Clarence Valley Council)

2. Disclosure of Conflict of Interest

Nil

3. CONFIRMATION OF MINUTES – Meeting held 18 June 2010

RESOLVED Smyth / Child
That the minutes of the Clarence Regional Library meeting held on 18 June 2010 be accepted

4. Business arising from the Minutes – meeting held 18 June 2010.

4.1 Value of Public Libraries – summary

Anne D'Arcy will email document around committee for further comment. Anne D'Arcy indicated that she would like to develop this document into a brochure in the future.

Cr Childs queried the recency of the data to which Anne D'Arcy replied that the document was published in 2008 as part of a one-off study using data available to date. Since then there have been a number of changes, for example expenditure has declined so percentage would now be higher.

Cr Childs asked that the document be emailed to her within the week for inclusion in the August Business Papers of Bellingen Shire Council. Anne D'Arcy agreed to this today.

Sharon Uthman indicated that this document was similar to the Public Libraries Booklet which had a national focus.

4.2 Amended Internet Policy

Anne D'Arcy indicated that this policy had been presented to the Clarence Valley Executive since it was approved by the CRL Advisory Committee, however the Executive were concerned with a number of issues they saw in relation to lowering the age for access to the Internet without parental approval to 15 years. In speaking to the Deputy General Manager Anne D'Arcy indicated that this change in policy brought the library service in line with ALIA standards and that the current use of passive surveillance was sufficient in monitoring any misuse of the Internet by any Library patrons. The CVC Executive asked for more information and to revisit the discussion around this topic which the CRL Advisory Committee had last year when the Internet Policy and Membership Policy were rewritten.

4.3 Report Committee Procedures

Set aside for later discussion with agenda item 6.3

4.4 Downloadable Audio Books (item 7.5)

Cr Childs asked if an update could be provided for this project; informed by Cathy Johnston that she was clearing up some last minute details with Wavesound UK and hoped to be launching this beginning September. Some promotional display material is available but there are limited supplies and extras do have an associated cost.

4.5 Future of CRL in relation to 10% per capita increase (item 8)

The CRL agreement is up for review Nov / Dec. Anne D'Arcy indicated that a General Manager discussion may work towards a resolution one way or the other.

4.6 Papers be forwarded 10 days prior to next meeting (item 9b)

All Minutes to be forwarded directly to Delegates 10 working days prior to meeting (rather than solely to Council Officers).

5. Correspondence

Library Development Grant submissions have opened, closes 24th September

6. Executive Officer's Report

6.1 Member contributions for the 2010/11 financial year

Previously reported population figures were an estimate; actual figures now available have exceeded estimates by the rates shown (note: list of CRL members should read down as CVC, NSC, BSC) – budgets are released prior to population figures being released.

The difference for BSC and NSC is approximately \$1400

Coral Hutchinson raised concerns expressed by her Council as to the ability of the CRLC to set a budget when the figures indicated keep changing. Anne D'Arcy replied that the 10% itself has not changed, simply the actual population figures are greater than first estimated – the amount itself is still 10% and based on per capita.

Coral Hutchinson expressed concern that nonetheless the difference would come out of the library sundry allowance

Councillor Smythe indicated that for NSC there is a general opposition to supporting a 10% increase in the library budget over an indeterminate period of time – dissatisfaction with the request for additional funds coming after the budget has been set.

Councillor Childs indicated that budget planning varies from one shire to the next and whilst our budget planning is based on population figures, other shires may use different criteria

Anne D'Arcy replied that the question comes down to whether or not CRL would continue. In order to continue there is a requirement for continuous improvement. If Councils are not supportive of continuous improvement then there may not be a regional library service. There can be no improvement without an investment but the requirement for that investment may not be 10%.

Councillor Toms indicated that there are general rumblings from within Council.

Anne D'Arcy replied that CRLC is doing what they can to accurately identify costings, etc and reinforced that the regional library is cost-effective

Councillor Childs asked that an evaluation of the library model over the next 12 months be provided. Councillor Smythe reinforced that such evaluations/figures need to be put in front of Councillors to show its value for money.

Anne D'Arcy iterated that if all Councils want to stay part of the regional library service then one Council cannot hamstring the others by refusing to contribute as proportioned.

Anne D'Arcy informed the CRLC that the position of Regional Librarian has been advertised across Australia; thus far there has been one enquiry from the Northern Territory. CRL rates near the bottom of the state-wide library statistics, however though the work of the last three years has begun to show through and has slowly brought CRL up from the bottom, it is a lot of hard work to attract a suitable replacement for Regional Librarian when the library service rates so low.

Coral Hutchinson indicated that Councils will want to look at these statistics in order to resolve the issue of what library model to use and what future CRL has.

In response to Anne D'Arcy's question as to which population figures to use (5 years ago or previous year) the consensus was to provide a range (using an average over 5 years for balance) with an explanation clearly indicating the discrepancies and a clearly determined rate (eg, 10% growth).

Following from this it was requested by Anne D'Arcy that invoices be raised as all Councils had agreed to the 10% increased funding.

Committee recommendation that the Executive Officer's recommendation be adopted – **resolved**.

Childs / Toms

6.2 Committee Procedures

Committee recommendation that the Executive Officer's recommendation of Option 1 be adopted – **resolved**

Toms / Smythe

Delegates were reminded that the status of the CRLC is as an Advisory Committee to the Executive Council (CVC)

6.3 Review of CRLC Workplan

Committee recommendation that the Executive Officer's recommendation of Option 1 be adopted – **resolved**

Toms / Uthmann

6.4 Fines amnesty

Committee recommendation that the Executive Officer's recommendations be adopted and that the amnesty be conducted region-wide in October 2010 – **resolved**

Smythe / Toms

6.5 RFID update

Committee recommendation that the Executive Officer's recommendation to defer this discussion pending further investigation be adopted – **resolved**

Toms / Smythe

7. Regional Librarian's Report – nil due to resignation of Sally Walters

8. Items for Information

8.1 State Library of NSW Report to Public Libraries NSW – Country, North East Zone 14/07/2010

Committee recommendation that the above report be noted – **resolved**

9. Additional Matters

9.1 Library Development Grants potential submissions

Sharon Uthmann indicated that BSC intend to resubmit a DVD grant application. This is supported by Councillor Childs and requires minor changes to the original grant application and new costings for a DVD cleaner

Coral Hutchinson indicated that NSC were applying for a microform reader/printer for Macksville Branch and were considering applying for this through Community Builders. Anne D'Arcy indicated that this would support the Local Studies Grant which was ensuring the purchase of a number of newspapers on microfilm. Sharon Uthmann indicated that BSC were also interested in also applying for a grant for a microform reader/printer.

Anne D'Arcy indicated that CVC were considering applying for a grant to roll-out Pharos (automated computer booking system) across all CVC branches following its successful implementation into Grafton Branch.

Also considering a Living Libraries program application to establish a system which could then continue with minimal staff involvement (approximately 5 hours per month) – aims to address support issues in the area such as gender identification.

As an alternative application Anne D'Arcy felt that given an RFID application required more investigation that the Marketing Strategy could be revisited.

The question was posed by Sharon Uthmann as to what would then occur should CRL dissolve. Anne D'Arcy replied that whilst this is a complex issue in regards to the Marketing Strategy, if successful the funds would consequently be handed back.

Coral Hutchinson raised the idea of a reading project marketing the importance of reading to parents. Sharon Uthmann noted that 2012 is the National Year of Reading and that Love2Read has a Facebook page supporting this event. Councillor Childs suggested putting the Reading Project on a future agenda.

9.2 ALIA Conference - ALIA Access

Anne D'Arcy asked if any Library staff from CRL were going to the ALIA conference in Brisbane in early September. Registrations have closed. No staff from CRL will be attending. Reports back from Conference would need to be sourced.

10. Next Meeting

5th November, 2010 – Bellingen
10am for a 10:30am start.

The meeting closed at 12:40pm

This concluded all CRLC business.

Anne D'Arcy
Executive Officer
Clarence Regional Library

Prepared by: Cathy Johnston
Section: Regional Library