

CLARENCE REGIONAL LIBRARY ADVISORY COMMITTEE

Dear Sir/Madam

A Meeting of the **CLARENCE REGIONAL LIBRARY ADVISORY COMMITTEE** has been convened for **10:30AM** on **1st February 2013** at **CLARENCE REGIONAL LIBRARY HEADQUARTERS, Spring Street, South Grafton.**

Anne D'Arcy
EXECUTIVE OFFICER

BUSINESS

1. Acknowledgement of Traditional Custodians
2. Apologies
3. Disclosure of Conflict of Interest
4. Confirmation of Minutes – Meeting held 2nd November 2012
5. Business arising from the Minutes – Meeting held 2nd November 2012
 - 5.1. 10 year financial forecast – See item 7.1
 - 5.2. Marketing Plan – See item 8.1
 - 5.3. Update on library policies - See items 8.2 & 8.3
 - 5.4. Draft Strategic Plan 2012-2022 - See item 8.4
 - 5.5. Quarterly Income and Expenditure Sheet – See item 8.9
6. Correspondence
 - In-coming: 5 December 2012 Nambucca Shire Council re distribution of assets and liabilities pertaining to the agreement which lapsed on 1 November 2011
 - Out-going: 18 December CVC reply to NSC correspondence of 5 December 2012 re Clarence Regional Library distribution of Assets and Liabilities
7. Executive Officer's Reports
 - 7.1. 10 year Collection Forecast
 - 7.2. Reserve Fund Allocation

8. Regional Library Reports -

- 8.1. Marketing Plan
- 8.2. Volunteer Policy update
- 8.3. Collection Development Policy update
- 8.4. Draft CRL Strategic Plan update
- 8.5. RFID Grant Application overview
- 8.6. Local Studies Strategic Plan review
- 8.7. Aboriginal Resources
- 8.8. Annual Book Selection
- 8.9. Quarterly Balance Sheet provided before the meeting

9. Items for Information

10. Additional Matters

11. Items for next meeting

PLEASE NOTE: Morning tea will be served from 10:00am and lunch has been arranged at the conclusion of the meeting.