

**MINUTES of the meeting of the CLARENCE REGIONAL LIBRARY ADVISORY COMMITTEE,  
4<sup>th</sup> February 2011, Nambucca Shire Council Chambers, Princess Street, Macksville**

**PRESENT:**

**Bellingen Shire Council**

Clr Kerry Child  
Sharon Uthmann (Bellingen Shire Librarian)

**Nambucca Shire Council**

Clr Anne Smyth  
Clr Michael Moran  
Coral Hutchinson (Nambucca Shire Council)

**Clarence Valley Council**

Clr Karen Toms  
Clr Margaret McKenna  
Anne D'Arcy (Executive Officer)  
Katrina Shillam (Grafton Branch Librarian, Acting Branch Coordinator CVC)  
Kathryn Breward (Regional Librarian)

**1. APOLOGIES**

Nil

**2. Disclosure of Conflict of Interest**

Nil

**3. CONFIRMATION OF MINUTES – Meeting held 5<sup>th</sup> November 2010**

Correction to minutes, point 6.5.1 the date should read 2010 not 2001  
Correction to Agenda heading to read Nambucca Shire not Nambucca Heads Shire.

Recommendation:

That the minutes of the Clarence Regional Library meeting held on 5<sup>th</sup> November 2010 be accepted.

RESOLVED

?

**4. Business arising from the Minutes – Meeting held 5<sup>th</sup> November, 2010**

**4.1 Brainstorm alternative funding sources**

Deductible Gift Recipient Status – consider ways of promoting this in the community.

- Through the website
- Notices in each library building
- Via Media
- Using the slip printers to advertise
- Investigate strategies used by Clarence Valley Gallery
- Raising awareness with local accountants
- Promote donations for a particular projects
- Develop project to promote local organisations who have DGR status

RESOLVED:

Regional Librarian (RL) to investigate potential strategies.

**4.2 Update on the Amended Internet Policy and Circulation Policy**

Final policies seeking endorsement from the Executive Council at its February meeting. Amendments arising from feedback include a generic statement about individual library booking arrangements.

**4.3 Update on trial of retail version of talking books**

RL reported they had now been sourced and are being processed and issued to branches.

**4.4 Progress report on the Fines Amnesty and policy development**

Amnesty has commenced. Promotion through website, media releases and posters in libraries. Nambucca Heads Branch has reopened its after hours shute for the Amnesty. Overdue notices will still be going out during the Amnesty, but with a notice about the Amnesty. Bellingen run local notices – copy of the Amnesty to be sent by RL.

RESOLVED:

Report on the statistical results of Amnesty at next meeting.

**4.5 RFID - no further advice at this stage**

**Additional Matters:**

**Audio Books** – report included in the papers

**Stocktake** – vacant positions have delayed progress. Aim for completion within the next 6 months.

**Incorrect statement in previous business paper** – yet to be corrected by EO.

**5. Correspondence –**

**5.1 NSC letter foreshadowing a reduction in contribution following the 2011/12 financial year**

Correspondence distributed.

**Motion: accept correspondence**

**Moved: Clr McKenna                      Second: Sharon Uthmann**

**Carried**

**6. Executive Officer's Report No. 1/11**

**6.1 Draft Library Agreement**

**General discussion:**

A number of members expressed dissatisfaction that the Draft Agreement had been discussed at the meeting of the Mayors and Managers before CLRL Committee

meeting, lack of opportunity for input from the CLRL to that meeting, CLRLC members were not aware of the date of the meeting and there were “decisions” from that meeting.

The meeting of Mayors and Managers was a recommendation from NSC a number of months ago in an effort to explore an agreeable level of member’s contribution for endorsement by member councils. The level proposed for supported by Councils was rate pegging +2% as a minimum.

The potential inclusion of Coffs Harbour City Council in the CLRL was raised and will be investigated by the EO.

**RESOLVED:**

EO to report back to CLRLC regarding Coffs interest in joining and its viability for both parties.

**Detail discussion of Agreement clauses:**

**1.2** The timeframe of the Strategic Plan was adopted to enable achievement of significant goals, with review with each new CLRLC. The Plan was endorsed by all councils. The reference to the Strategic Plan and associated quotation needs review.

**2.6** Drop “all”, include “Regional” Library contracts

**3.7** Add “service delivery” to end of last sentence.

**3.10** Statement about mobile libraries included to address potential changes over the course of the agreement.

**4.** Include in clauses relating to membership

**7.4** Differences in opinion were expressed in relation to the interpretation of the legislation regarding s.12.

**RESOLVED:**

EO to confirm interpretation of legislation with State Library.

**8.1** Discussion related to that arising in 7.4 above.

**8.5** Discussion around a preferred level of contribution to be recommended by the CLRLC. Nambucca Shire Council’s Mayor was permitted to address the meeting clarifying that no decision had been made but rather a suggested level of contribution would be discussed with full council as there were issues with the current level.

**Motion: Add “Option 3: rate pegging +4%” Clr McKenna  
Not seconded. Motion abandoned.**

**14.1 Motion: “June 2017 be the end of the new Library Agreement” - Clr McKenna  
Second: Clr Smythe  
Carried unanimous**

**8.5 Motion: “Rate pegging + 5% with a minimum of 7%” - Clr McKenna  
Not seconded. Motion abandoned.**

**Amendment to previous motion: “Minimum of rate pegging +2%” - Clr Moran  
Second: Clr Smythe**

Vote: 2 for (Nambucca Council reps)  
4 against (CVC and Bellingen Reps)

**Not Carried**

**Motion: “Rate pegging +6% with a minimum of 8%” – Clr Toms**

**Second: Bellingen Shire Librarian**

Vote: 4 for (Bellingen and CVC reps)

2 against (Nambucca reps)

**Motion Carried**

12.2 replace “guided” with “achieved through the implementation of”.

**Motion: “Defer endorsement of Library Agreement” – Clr Smythe**

**Second: Clr Moran**

Vote: 2 for (Nambucca reps)

4 against (Bellingen and CVC reps)

**Not Carried**

**Motion: “The amended Draft Library Agreement be endorsed by the CRLC for adoption by the executive Council” – Clr ?**

**Second: Bellingen Shire Librarian**

Vote: 4 for (Bellingen and CVC reps)

2 against (Nambucca reps)

**Motion Carried**

#### **6.2 Comparative budgets over past 3 years**

Motion: The report be noted – Clr ?

Seconded ?

Carried

### **7. Regional Library Reports No. 1/11**

**8.**

#### **8.1 ADSL2 upgrade – info**

Motion: The report be noted – Clr ?

Seconded ?

Carried

#### **8.2 Cessation of Infocus (HSC resource) – decision**

Motion: Funds for Infocus be moved to other areas of need. – BSC Rep

Seconded Clr McKenna

Carried

#### **8.3 Library Lovers Day – info**

Motion: The report be noted – Clr Toms

Seconded BSC rep

Carried

#### **8.4 E audio update – info**

Motion: The report be noted – Clr McKenna

Seconded Clr Childs

Carried

#### **8.5 LibraryThing – info**

Motion: The report be noted – Clr Toms

Seconded Clr McKenna

Carried

#### **8.6 Local Studies Strategy update – info**

Motion: The report be noted – Clr Toms

Seconded BSC rep

Carried

**8.7 Other online resources – info**  
**Motion: The report be noted – BSC rep**  
**Seconded Clr Smyth**  
**Carried**

**9. Items for Information**

**8.1 Regional Library Managers Meeting report**

- The State Library Public Library Service Survey of their service to libraries showed 85% of respondents were happy with the service provision.
- Digitisation of local newspapers is progressing well at the State Library -25 done another 35 completed by June.
- Australian Women's Weekly now digitised and online.
- No extra funding from state in the last 5 years, lobbying underway, need to inform Minister of dire need of library funding across the State
- Suggestion of sponsorship on the back of mobile libraries
- National Year of Reading 2012 organisation progressing well

**10. Additional Matters**

**9.1 Brainstorm alternative funding sources**

Discussed in business arising

**9.2 Brainstorm ideas for National Year of Reading**

- Library consider a library Facebook page
- Launching this year on 14<sup>th</sup> February – Library Lovers Day
- Ideas on website
- Use media to list top 10 reads in the Library Service
- Bellingen Readers and Writers Festival Launch program in their shire
- RL to put together ideas for next meeting.

**11. Items for next meeting**

- RL report on what the CLRL service is doing for NYR 2012
- Fee waiver policy report
- DGR status: RL to report on ideas for promoting in community
- Statistical results of Amnesty report

**12. Next Meeting**

6th May 2011 - Grafton

2 pm close

Anne D'Arcy  
Executive Officer  
Clarence Regional Library

Prepared by: Kathryn Breward  
Section: Regional Librarian