

MINUTES
CLARENCE REGIONAL LIBRARY COMMITTEE 15th November 2018
SIR EARLE PAGE LIBRARY AND EDUCATION CENTRE, Grafton NSW

PRESENT: Bellingen Shire Council
 Jill Haynes Bellingen Shire Librarian
 Cllr Toni Wright-Turner
 Anna Joy Acting Manager Community wellbeing

Clarence Valley Council
 Cllr Karen Toms
 Cllr Peter Ellem
 Des Schroder (Executive Officer)
 Kathryn Breward Regional Librarian

Meeting opened at 10:30am
 Cllr Peter Ellem arrived 10:50am

1. Acknowledgement of Traditional Custodians
 a. – Cllr Karen Toms

2. APOLOGIES

Alison Pattinson

3. Disclosure of Conflict of Interest

Nil

4. CONFIRMATION OF MINUTES – Meeting held 16 August 2018

No issue with previous minutes.

Moved: Jill Haynes
 Second: Cllr Karen Toms

Adopted

5. Business arising from the Minutes – Meeting held 16 August 2018

5.1 4th Qtr explanation of additional amount in the Reserve which was above expected result and under spend for *subscriptions and databases* and *Computer system costs*.

Recommendation

The Committee note the explanation provided on the previous reported underspend in Computer System costs and databases and the higher than budgeted balance for the CRL Reserve monies.

Regional Librarian to bring a report back to Committee on the Reserve commitments and liabilities to the May 2019 meeting.

Clarence Regional Library: Bellingen, Dorrigo, Grafton, Iluka, Maclean, Urunga, Yamba and Mobile Library

Also recommended the Finance officers are invited to attend for both CVC and BSC each meeting of the committee.

Moved: Cllr Toni Wright-Turner
Second: Cllr Peter Ellem

Adopted

6. Correspondence

In-coming: Estate of Late Eunice Campbell - \$2,000

Recommended a letter of thanks be provided to the Executors of the late Eunice Campbell.

Out-going: Nil

Media Releases:

CVC – 5/4/2018 – Byron Writer’s festival story bus rolls into town for plunge

CVC – 29/3/2018 – Crafters showcase their wares at Iluka Library

CVC – 12/3/2018 – parking planned for Yamba community precinct

CVC – 8/3/2018 – Tech Savvy Seniors

CVC – 20/2/2018 – Tourism Portal

CVC – 14/2/2018 – Storytime

CVC – 1/2/2018 – Literary Speed Dating

BSC - 29/3/2018 – Special Seniors Festival Storytime at Dorrigo Library

BSC – 27/3/2018 – Bellingen library helping Older Australians to Be Connected

BSC – 22/3/2018 – Bellingen No 1 Book Club

BSC – 20/3/2018 – Book Launch at Bellingen Library

BSC – 7/3/2018 – Library projects a big hit

Moved: Cllr Peter Ellem
Second: Cllr Karen Toms

Adopted

7. Executive Officer’s Reports

NIL

8. Regional Library Reports -

8.1 eResources

Clarence Regional Library: Bellingen, Dorrigo, Grafton, Iluka, Maclean, Urunga, Yamba and Mobile Library

Recommendation

That the database subscriptions that have been purchased and deselected by the Clarence Regional Library Service be noted.

Moved: Cllr Toni Wright-Turner
Second: Anna Joy

Adopted

8.2 New Technologies

An update on the adoption by the Executive Council of the Clarence Regional Library Internet Policy and the Children and Young Adults Policy.

Recommendation

The Committee notes the new technologies that have been introduced to the library service in the last 12 months

Moved: Cllr Karen Toms
Second: Cllr Toni Wright-Turner

Adopted

8.3 Community Collection Needs Survey

Of note, Cllr Toms indicated she had received positive feedback from the community in Yamba regarding the library service.

Recommendation

The CRL Committee note the schedule for the Collection Needs survey for 2018.

Moved: Cllr Karen Toms
Second: Cllr Toni Wright-Turner

8.4 Public Libraries Statistical Comparison 2016/17Recommendation

That the Committee notes the information provided on the State Library Statistics for 2016/17. A further comprehensive report to be tabled at the February 2019 Committee meeting.

Moved: Cllr Peter Ellem
Second: Cllr Toni Wright-Turner

Adopted

Clarence Regional Library: Bellingen, Dorrigo, Grafton, Iluka, Maclean, Urunga, Yamba and Mobile Library

8.5 Quarterly Income and Expenditure Sheets

Recommendation

That the report on the Quarterly Income and Expenditure Sheet and the initial 2018/19 budget is noted by the Committee.

Moved: Cllr Peter Ellem

Second: Jill Haynes

Adopted

9. Items for Information

9.2 Renew our Libraries NSWPLA & LGA funding campaign presentation

Des Schroder to speak to CVC Communications Coordinator regarding the *Renew Our Libraries* campaign being added to CVC Facebook page posts on a regular basis.

10. Additional Matters

Clarence Regional Library scheduled Committee Meetings for 2019:

21 February - Bellingen

16 May – Grafton

15 August – Bellingen

14 November – Grafton

11. Items for next meeting

11.1 AGM

11.2 Public Libraries Statistical Comparison 2016/17

11.3 Local Studies strategy

11.4 Aboriginal resources and services

11.5 eSmart

11.6 Community Book Selection

Meeting Closed: 11:51 am

Next meeting: Thursday 21 February 2019 in Bellingen

Clarence Regional Library: Bellingen, Dorrigo, Grafton, Iluka, Maclean, Urunga, Yamba and Mobile Library

ITEM: 5.1 No. 4/18 – 4th QTR REPORT ON RESERVE AND UNDERSPENDS**Meeting:** Clarence Regional Library Committee

15 November 2018

Reviewed By:**Attachment:** No**REPORT SUMMARY**

Information on the previous reported underspend in Computer System costs and databases and the higher than budgeted balance for the CRL Reserve monies.

OFFICER RECOMMENDATION

The Committee note the explanation provided on the previous reported underspend in Computer System costs and databases and the higher than budgeted balance for the CRL Reserve monies.

LINKAGE TO CVC COMMUNITY PLANTheme **1 Society**Objective **1.3 We will have a diverse and creative culture**Strategy **1.3.1 Support arts, learning, cultural services, community events and festivals****LINKAGE TO BSC COMMUNITY VISION 2030**

Theme 2: Community Wellbeing

- Objective:
- 1 Our children, youth and seniors are valued, involved and supported
 - 2 We are a learning and creative community
 - 3 We value, honour and actively acknowledge our Gumbaynggirr culture and heritage
 - 4 we are connected, safe and healthy with a strong sense of community

BACKGROUND

At the August CRL Committee meeting the delegates requested further information on:

- Additional amount in the Reserve which was above expected result.
- Under spend for *subscriptions and databases* and *Computer system costs*.

KEY ISSUES

The report to the August meeting is a pre-audit report which means not everything had necessarily been fully transacted at the time the report was written so the figures are estimates only.

Computer System Costs were less than budgeted due to the Spydus Subscription being reduced in cost this year due to a contractual change. The budget was developed prior to this decision and therefore was over-budgeted by the amount saved.

Databases were less than budgeted due to less expenditure than budgeted for which included the Collection HQ Subscription. You can compare 2016/17 expenditure to 2017/18 and can see that Collection HQ Subscription cost \$10,850 in 2016/17, this does not appear in 2017/18, this cost is equivalent to half of the underspend. The rest comprise other subscriptions that were purchased in 16/17 but not in 17/18 offset against much smaller new subscriptions in 17/18 so the reduction is simply less expenditure overall due to changing subscriptions. Changing subscriptions occur as we review all our databases once a year, if they do not appear to be performing over time due to lack of community interest or useability we will cancel and

seek to purchase other more appropriate subscriptions. For Example we have recently purchased the Haynes AllAccess car manuals under the State Library's consortia funding model at a very reasonable price of \$1000 annual subscription per year. This is accessible by desktop, tablet or mobile device with an internet connection and has over 600 different manuals available.

The **Reserve balance** *being higher than budgeted*, this is due to a \$80,000 underspend of the budgeted book-vote plus all of the above.

Prepared by	Kathryn Breward - Regional Librarian
Attachment	NIL

ITEM: 8.1 No. 4/18 – ERESOURCES**Meeting:** Clarence Regional Library Committee

15 November 2018

Reviewed By:**Attachment:** No**REPORT SUMMARY**

This report provides information relating to adjustments to online database subscriptions that have been purchased by the Clarence Regional Library Service.

OFFICER RECOMMENDATION

That the database subscriptions that have been purchased and deselected by the Clarence Regional Library Service be noted.

LINKAGE TO CVC COMMUNITY PLANTheme **1 Society**Objective **1.3 We will have a diverse and creative culture**Strategy **1.3.1 Support arts, learning, cultural services, community events and festivals****LINKAGE TO BSC COMMUNITY VISION 2030**

Theme 2: Community Wellbeing

Objective:

- 1 Our children, youth and seniors are valued, involved and supported
- 2 We are a learning and creative community
- 3 We value, honour and actively acknowledge our Gumbaynggirr culture and heritage
- 4 we are connected, safe and healthy with a strong sense of community

BACKGROUND

The CRL Strategic Plan Key Action Item 1.2.6 Increased Databases includes:

- Determine growth areas and unmet needs
- Purchasing reflects current needs and perceived future needs

Item 1.1.3 states: Online access to services is reviewed for relevance in meeting the needs of current and future users

On the basis of usage statistics which reflect the demand for online information on various subjects and changes to pricing for some of these products the following changes to online database subscriptions have been made.

KEY ISSUES**EBSCO Hobbies and Crafts**

This was a product we trialled previously and then cut from our database services for the following reasons (as noted in CRLC papers 7 August 2015):

On receiving a renewal notice for the subscription to this product in late February the usage statistics were consulted to determine the demand. Despite a media release, promotion through social

networks and from desk staff, over 12 months there were a total of 78 searches carried out, which would equate to \$72 per search at the new US dollar adjusted subscription cost of \$5600. In comparison ANZ Reference Centre received 3117 searches, which would cost out at 60c each – Britannica 1721 searches, or \$1.50 each.

Much of the information on Hobbies and Crafts is now available on the free internet or through print, so it was determined that this wasn't efficient use of the budget and therefore the subscription wasn't renewed.

In the last financial year the State Library NSW.Net selected this product to be made freely available to all public libraries as part of the suite of databases we are provided access to free of charge.

Haynes AllAccess car manuals database

New subscription from November 2018 it provides over 600 car manuals that can be access via a desktop, tablet or mobile device. Features include videos, colour photographs, hyperlinks to additional information, colour wiring diagrams, easy search function, printing from home, 24/7 access. Under the NSW.Net consortia deal we have this product at an annual fee of \$1,000.00.

Car manuals are an often sort after commodity in libraries and this allows us to provide a greater range then we could otherwise afford for a fraction of the hardcopy cost. With the access via a table or smart phone you can use the resource in the same way you would with a hardcopy book, right at the vehicle.

RBdigital

We have had this product for a number of years as our eAudio platform, in the last 12months our eMagazine platform, Zinio was taken over by RBdigital, so we now access all our eMagazines through the same app as the eAudio from RBdigital.

October 2018 saw further development in the suite of products available by RBdigital, it now has access to the former ComicPlus products in a new format.

We trialled ComicsPlus a couple of years ago, the concept of eComics was very popular however the actual application was problematic, it was very slow in the download of content rich pages and this proved very prohibitive to all users and we could not justify continuing with it.

Using the RBdigital app we can now select from a large range of Marvel eComic titles with DC comics also being available soon. We will be selecting a seed collection this year with an expectation of growing this collection over time. The RBdigital app has been updated and it is very simple to use with much faster download speeds.

BorrowBox

On the 1 July 2018 BorrowBox was launched to our communities. BorrowBox is a user-friendly app that enables library customers to download and borrow eBooks and eAudio books via digital loans. The eAudio for BorrowBox does not replace the RBdigital titles as the licencing for eAudio is a case by case exclusive rights to individual suppliers.

Using both BorrowBox and RBdigital will mean the service will have maximum coverage of all A List titles. Each supplier has their specialties in content and access rights for example, BorrowBox has exclusive access to ABC titles whilst RBdigital allows multiple concurrent lending of titles.

Wheelers eBooks

This app was discontinued as we moved over to the BorrowBox platform for all our eBooks, we were able to move all titles from Wheelers over to the new platform also.

The focus for the next 12 months will be in growing the content for eBook and eAudio platforms, the lending stats for all our eResources is trending up. This is industry wide and the commentary suggests this is a result of the applications for these resources becoming more user friendly and simpler to use as well as the public now understanding how to use the apps. We will continue to monitor on a quarterly basis.

Prepared by	Kathryn Breward – Regional Librarian
Attachment	Haynes AllAccess database

ITEM: 8.2 No. 4/18 – NEW TECHNOLOGIES**Meeting:** Clarence Regional Library Committee

15 November 2018

Reviewed By:**Attachment:** No**REPORT SUMMARY**

Update on new technologies within the Clarence Regional Library

OFFICER RECOMMENDATION

The Committee notes the new technologies that have been introduced to the library service in the last 12 months.

LINKAGE TO CVC COMMUNITY PLAN

Theme **1 Society**

Objective **1.3 We will have a diverse and creative culture**

Strategy **1.3.1 Support arts, learning, cultural services, community events and festivals**

LINKAGE TO BSC COMMUNITY VISION 2030

Theme 2: Community Wellbeing

- Objective:
- 1 Our children, youth and seniors are valued, involved and supported
 - 2 We are a learning and creative community
 - 3 We value, honour and actively acknowledge our Gumbaynggirr culture and heritage
 - 4 we are connected, safe and healthy with a strong sense of community

BACKGROUND

In the CRL Strategic Action Plan *Item 1.2.8 New Technologies* key actions include:

- *Proceed with a 2yr trial of lending mini tablets*
- *Monitor and evaluate*
- *Implementation of iPad use at Library and Regional Level*
- *Provide a range of new technologies for clients to experience*
 - *3D printer*
 - *Wireless printing*
 - *Remote printing*
 - *3D virtual goggles*
 - *360 degree camera*
 - *3D doodler Pens*

KEY ISSUES

The trial of lending mini tablets has been ongoing since February 2016, the library has 10 Samsung Galaxy Tab 3 lite tablets for our community to reserve and borrow. During this time they have had 148 loans and 178 Reservations placed. Our current Reservations are now down to 3 Reserves as at 29/10/2018 with 1 on loan, 4 allocated for maintenance, and 2 awaiting to be borrowed.

This has been a popular item in our collection that is now meeting the demand without the need for expanding the number of tablets available.

In 2017 2 kits of 12 Ozobots were purchased for library programming purposes. These have been used for school holiday activities within CVC libraries this year. These are designed to be used to educate and inform from the age of 9+ on basic programming language and programming techniques. CVC libraries will also be expanding their use to older members of our community based on feedback from the children's sessions, grandparents want their own sessions so we will be undertaking some during Seniors Week in 2019.

A range of new technologies were identified in the CRL Strategic Action Plan as being examples for community members to experience, a number of these items have been purchased under the Mobile Library Grant from the State Library and are available on the Mobile Library for using in "come and try" sessions across the Clarence Valley's remote locations. These include:

- 3D printer
- 3D scanner
- 3D virtual goggles
- Augmented reality Apps
- 3D doodler Pens

BSC libraries have purchased 3 *Plectalk Daisy* players, 1 for each library. These are designed for people with vision impairment to assist them in listening to audio books, the instructions on how to use the machine are audible, the buttons are big and easy to use, the speed of the talking can be controlled.

These have been catalogued and they can be loaned through our Spydus catalogue.

BSC libraries bought them as part of their Councils accessibility plan and cost \$800 each (this did not come from library budgets). These were launched in all three libraries and there was initially a bit of interest in them, however none have been borrowed to date.

BSC Libraries will continue to promote them as staff have seen them working very successfully in aged care homes and other libraries. The library services has a good audio book collection and this equipment is one more avenue to ensure they are reaching a wide audience.

Prepared by	Kathryn Breward – Regional Librarian
Attachment	https://www.youtube.com/watch?v=3_EW3iFea_M#action=share https://www.youtube.com/watch?v=h8lJhCz7_dU#action=share PTX1Pro_Brochure_English.pdf

ITEM: 8.3 No. 4/18 – COMMUNITY COLLECTION NEEDS SURVEY**Meeting:** Clarence Regional Library Committee

15 November 2018

Reviewed By:**Attachment:** No**REPORT SUMMARY**

This report outlines the process for the development of a Collection Needs Survey

OFFICER RECOMMENDATION

The CRL Committee note the schedule for the Collection Needs survey for 2018.

LINKAGE TO CVC COMMUNITY PLAN

Theme **1 Society**

Objective **1.3 We will have a diverse and creative culture**

Strategy **1.3.1 Support arts, learning, cultural services, community events and festivals**

LINKAGE TO BSC COMMUNITY VISION 2030

Theme 2: Community Wellbeing

- Objective:
- 1 Our children, youth and seniors are valued, involved and supported
 - 2 We are a learning and creative community
 - 3 We value, honour and actively acknowledge our Gumbaynggirr culture and heritage
 - 4 we are connected, safe and healthy with a strong sense of community

BACKGROUND

Clarence Regional Libraries run a major survey annually targeting either specific groups or with a broader collection based focus. This year the library will be running a Collection Needs survey. The feedback from this survey will help inform decisions made in relation to the future development of the Library's collections.

The last collection needs survey was delivered in 2014/15 with responses from 400 Clarence Valley and Bellingen Shire residents.

The questions to be asked have been prepared and will allow a direct comparison with the 2014/15 survey.

Promotion of the survey will be in the form of posters, flyers, a media release and promotion through the Library's social media accounts.

Respondents will be able to complete the survey digitally using the library's subscription to Survey Monkey or by filling in a paper version.

As an added incentive a draw prize of a Samsung Galaxy tablet will be offered in each council area.

KEY ISSUES

The survey will commence mid November for a 6 week period, the analysis and report on the results will be completed January 2019 with a report back to the committee due February 2019.

The analysis of the results from the survey will inform collection development and purchasing decisions for the library service.

Prepared by	Kathryn Breward – Regional Librarian
Attachment	Draft survey Flyer

ITEM: 8.4 No. 4/18 – STATE LIBRARY STATISTICAL COMPARISON 2016/17

Meeting:	Clarence Regional Library Committee	15 November 2018
Reviewed By:		
Attachment:	No	

REPORT SUMMARY

This report provides an update on the Public Library Statistics 2016/17.

OFFICER RECOMMENDATION

That the Committee notes the information provided on the State Library Statistics for 2016/17.

LINKAGE TO CVC COMMUNITY PLAN

Theme	1 Society
Objective	1.3 We will have a diverse and creative culture
Strategy	1.3.1 Support arts, learning, cultural services, community events and festivals

LINKAGE TO BSC COMMUNITY VISION 2030

Theme 2:	Community Wellbeing
Objective:	<ol style="list-style-type: none"> 1 Our children, youth and seniors are valued, involved and supported 2 We are a learning and creative community 3 We value, honour and actively acknowledge our Gumbaynggirr culture and heritage 4 we are connected, safe and healthy with a strong sense of community

BACKGROUND

NSW public library statistics have been gathered and reported by the State Library of NSW since 1973.

Data has been provided by Councils for the period July 2016 to June 2017 and provides a significant body of data to gauge the relative performance of all the public libraries across the State.

KEY ISSUES

At the time of the completion of this report the State Library had not published the 2016/17 Public Library Statistics. Without these published statistics the comparison of the Clarence Regional Library's performance with the rest of the state is unable to be completed.

The 2017/18 Public Library Statistical return was due for completion by all libraries on the 31 October 2018.

Prepared by	Kathryn Breward - Regional Librarian
Attachment	nil

ITEM: 8.5 No. 4/18 – QUARTERLY INCOME AND EXPENDITURE SHEETS

Meeting:	Clarence Regional Library Committee	15 November 2018
Reviewed By:		
Attachment:	yes	

REPORT SUMMARY

This report provides information on the progress of the Budget for the year to date and an indication of unspent monies and the projected amount that will go into Reserve at the end of the Financial Year.

OFFICER RECOMMENDATION

That the report on the Quarterly Income and Expenditure Sheet and the initial 2018/19 budget is noted by the Committee.

LINKAGE TO CVC COMMUNITY PLAN

Theme	1 Society
Objective	1.3 We will have a diverse and creative culture
Strategy	1.3.1 Support arts, learning, cultural services, community events and festivals

LINKAGE TO BSC COMMUNITY VISION 2030

Theme 2:	Community Wellbeing
Objective:	<ol style="list-style-type: none"> 1 Our children, youth and seniors are valued, involved and supported 2 We are a learning and creative community 3 We value, honour and actively acknowledge our Gumbaynggirr culture and heritage 4 we are connected, safe and healthy with a strong sense of community

BACKGROUND

Items of note in the 4th Quarter expenditure sheet include:

- Revenue that is from users was lower than expected
- Subscriptions and databases are lower than expected the CollectionHQ \$12800 annual subs was part of this budget that was not used
- Freight and cartage was slightly under expected, we will continue to monitor this.
- Book maintenance is lower than expected, we will monitor this through the coming year.
- Admin/operating which included postage, stationery, and web design is down this year we did not use webpage contractors this year and there were savings in materials through use of stock items purchased the previous year.
- Promotional expenses was revised to \$12,000 however this was not updated in Finance1
- Our Telephone budget has had a group plan rebate so is currently carrying additional funds.
- The book stock expenditure is based on delivered Purchase order only, we will be reviewing our purchasing processes in the new year.

Overall the budget is on track for the quarter.

Initial 2018/19 budget items to note:

- Workers compensation for the year has already been paid for the year

Prepared by	Kathryn Breward - Regional Librarian
Attachment	1st Quarter income and expenditure sheet 2018/19 Budget 2018/19

Clarence Valley Council
Clarence Regional Library
Sir Earle Page Library and Education Centre
126 Pound Street
GRAFTON NSW 2460
Telephone (02) 6641 0111
Fax (02) 6641 0131
Locked Bag 23
ABN No. 85 864 095 684

21 August 2018

Slater and Gordon
Suite 1, Level 1
39 Gordon Street
Coffs Harbour NSW 2450

Your ref:AND4:JEC2:M564643

To Mrs Janene Drayton and Ms Noelene Lowes

Re: Estate of late Eunice Elaine Campbell bequest to Clarence Regional Library

I refer to the above matter and wish to thank and acknowledge the generous contribution of the bequest to the family members of Eunice Elaine Campbell. We will use the money to enhance our collections.

I would be pleased if you could pass this letter onto the family.

Regards



Kathryn Breward
Regional Librarian

Clarence Regional Library incorporating the Clarence Valley Council and Bellingen Shire



Haynes AllAccess

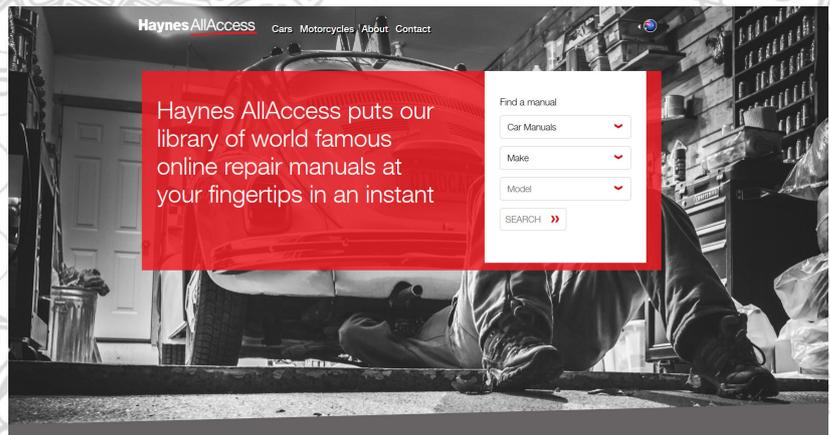


Haynes AllAccess makes available over 350 online manuals, covering car and motorcycle maintenance and repair. At your fingertips. Anytime. Anywhere.

Produced by Haynes Australia, publishers of popular repair manuals for over 50 years, *Haynes AllAccess* is a library of manuals covering a range of makes and models, with up-to-date content including common repairs, routine maintenance and servicing procedures.

Library members can easily access the trusted content of Haynes Repair Manuals from any desktop, tablet or mobile device with an internet connection. This is done securely with barcode authorisation, using their library card. For members using in-house library computers and devices, IP authorisation eliminates the need to login.

Haynes AllAccess is available now for your members.



Features include:

- Quick links to most popular DIY procedures
- Videos of common DIY jobs
- All color photographs – around 750 in each manual!
- Hyperlinks to additional information
- Ability to enlarge a photo to see key details
- Colour wiring diagrams
- Easy search functionality
- Dictionary of auto-specific terms
- Detailed troubleshooting section
- Print at home
- Conversion calculator
- 24/7 access

haynesallaccess.com

Contact us:
Haynes Australia
sales@haynes.com.au
02 8713 1400



	Population range	Annual Subscription EX GST
Tier 1	0-50,000	\$650.00
Tier 2	50,001 - 100,000	\$1,000
Tier 3	100,001 - 150,000	\$1,500
Tier 4	150,001 - 200,000	\$2,000
Tier 5	200,001-360,000	\$3,000
Tier 6	360,000 - 450,000	\$4,000.00
Tier 7	450,000 - 600,000	\$5,000.00

commercial-in-confidence

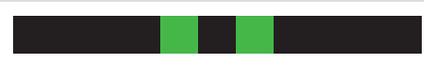
SPEED



SNAIL DOSE



SLOW



CRUISE



FAST



TURBO



NITRO BOOST

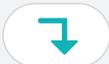
DIRECTION



GO LEFT



GO STRAIGHT



GO RIGHT



LINE JUMP LEFT



LINE JUMP STRAIGHT



LINE JUMP RIGHT



U TURN



U TURN (LINE END)

COOL MOVES



ZIGZAG



BACKWALK



SPIN



TORNADO

© Ozobot Inc.



COLOR CODES

SPEED



SNAIL DOSE



SLOW



CRUISE



FAST



TURBO



NITRO BOOST

DIRECTION



GO LEFT



GO STRAIGHT



GO RIGHT



LINE JUMP LEFT



LINE JUMP STRAIGHT



LINE JUMP RIGHT



U TURN



U TURN (LINE END)

TIMERS



TIMER ON (30 SEC. TO STOP)



TIMER OFF



PAUSE (3 SEC.)

COOL MOVES



TORNADO



ZIGZAG

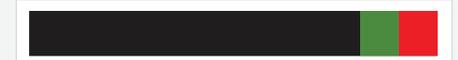


SPIN

WIN/EXITS



WIN/EXIT (PLAY AGAIN)



WIN/EXIT (GAME OVER)

COUNTERS

FIVE DOWN TO STOP



ENABLE X-ING COUNTER



ENABLE TURN COUNTER



ENABLE PATH COLOR COUNTER



ENABLE POINT COUNTER



POINT +1



POINT -1



BACKWALK

SPEED

Speed codes change your Ozobot's velocity from Snail Dose (slowest) to Nitro Boost (fastest).

Snail dose (slowest) → slow → cruise (default) → fast → turbo → nitro boost (fastest)

- **Snail Dose:** A three-second dose of super slow speed.
- **Slow:** A slow speed command effective until the bot reads a new speed code or is turned off.
- **Cruise:** The default speed command.
- **Fast:** A high speed command effective until the bot reads a new speed code or is turned off.
- **Turbo:** An extra high speed command effective until the bot reads a new speed code or is turned off.
- **Nitro Boost:** A three-second dose of Ozobot's highest speed.

DIRECTION

Direction codes tell your Ozobot what to do at an intersection.

Ozobot's default intersection behavior is random. If a given turn, i.e. 'Go Left' is not possible, Ozobot defaults back to random behavior.

- **Go Left:** A command to turn left at the next intersection.
- **Go Straight:** A command to continue straight at the next intersection.
- **Go Right:** A command to turn right at the next intersection.
- **Line Jump Left:** A command to immediately turn 90 degrees to the left, move forward to a new line, then make a random turn to follow along the new line.
- **Line Jump Straight:** A mid-line command to continue straight after the line ends. The code will not work if Ozobot encounters an intersection before the line ends.
- **Line Jump Right:** A command to immediately turn 90 degrees to the right, move forward to a new line, then make a random turn to follow along the new line.
- **U Turn:** A mid-line command to turn around 180 degrees and follow the same line in the opposite direction.
- **U Turn (Line End):** A line-end command to turn around 180 degrees and follow the line in the opposite direction.

TIMERS

Timer codes tell your Ozobot to pause or count seconds.

- **Timer On (30 sec. to stop):** A command to make your Ozobot countdown from 30 seconds, but continue to move and read codes while counting down. Ozobot will flash its light(s) at a rate of one flash per second, flash rapidly to signify time is up, then shut off.
- **Timer Off:** A command to stop counting down seconds and return to default behavior.
- **Pause (3 sec.):** A command to stop moving for three seconds, then continue with default behavior.

COOL MOVES

Cool Move codes tell your Ozobot to bust a move!

- **Tornado:** A command to spin around twice at increasing speed, then continue following the line in the same direction.
- **Zigzag:** A command to sway right-left-right-left while moving forward, then continue moving straight.
- **Spin:** A command to spin around twice at a consistent speed, then continue following the line in the same direction.
- **Backwalk:** A command to quickly turn 180 degrees, wiggle backwards for one second, then turn 180 degrees again and continue following the line in the same direction.

COUNTERS

Counter codes tell your Ozobot to count five intersections, turns, or line color changes.

- **Enable X-ing Counter:** A command to make your Ozobot stop following lines after it crosses five intersections ('T' or '+' intersections). After the fifth intersection, Ozobot executes a "done" maneuver, stops following the line, and blinks red.
- **Enable Turn Counter:** A similar command to the Enable X-ing Counter, except that Ozobot only counts intersections where it makes a turn. It will not count intersections where it continues straight. Ozobot can randomly choose to go straight at an intersection, or be commanded to go straight with a "Go Straight" code.
- **Enable Path Color Counter:** A command to make your Ozobot stop following lines after it reads five color changes in the line. If the line Ozobot is following transitions from red to green, it counts as one color change. Transitions to and from black lines are not counted, and color segments less than two centimeters in length are not counted.
- **Enable Point Counter:** A command that tells your Ozobot to count point codes down from five. Each time Ozobot reads a "Point -1" code it counts down. After the fifth "Point -1" code Ozobot will make a "done" maneuver, stop following lines, and blink red. You can add more to the total count (not to exceed five) with "Point +1" codes. You can reset Ozobot by turning it off, then on.

WIN/EXITS

Win/Exit codes tell your Ozobot to celebrate its success, then either start over or stop.

- **Win/Exit (Play Again):** A command to perform a "success" animation, then continue to follow the line.
- **Win/Exit (Game Over):** A command to perform a "success" animation, then stop following the line.



Read Books, Get News, on CD, SD and Online!

Robust design
- Low failure



Voice synthesizer
- Listen to read text

Mask cover bundled
- Easy operation

PLEXTALK Pocket



Library Services



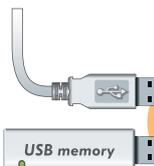
LAN



WiFi



USB



CD

**Playback Digital Talking Book
on CD, SD or Online
- Get your favorite book quickly**



With mask cover

Features

- Playable Contents (DAISY2.02, ANSI/NISO Z39.86/DAISY3.0, audio file (MP3, AMR-WB+))
- Text/HTML contents playback by embedded Text-to-Speech Engine (TTS)
- Ten-key
- Supported disk: 12cm CD-DA (include CCCD), CD-ROM, CD Extra
- 2GB internal memory
- Supports removable up to 32GB SD cards and USB Flash memory
- Media transfer by USB without a PC
- LAN: 10/100Base-TX 1 port, IEEE.802.11b/g
- Superior quality speaker built-In
- Wireless receiver to support remote control
- Rechargeable battery via bundled AC adapter

The appearance/features/specifications or any other descriptions on this leaflet may be changed without any notices.



MPEG Layer 3 audio coding technology licensed from Fraunhofer IIS and THOMSON multimedia.

<http://www.iis.fhg.de./amm/>

© 2009 Shinano Kenshi Co.,Ltd. All rights reserved. Plectalk and Plectalk logo are registered trademarks of Shinano Kenshi Co.,Ltd. Plector and Plector logo are registered trademarks of Shinano Kenshi Co.,Ltd.

Your library usage

* 1. Which council area do you live in?

- Bellingen
- Clarence Valley
- Other (please specify)

* 2. Are you a member of the Clarence Regional Libraries?

- Yes
- No

* 3. Which library service do you usually use?

- Bellingen (Bellingen, Dorrigo, Urunga libraries)
- Clarence Valley (Grafton, Iluka, Maclean, Mobile, Yamba libraries)

Other (please specify)

4. Which library do you use / contact most often?

- | | |
|--------------------------------------|-------------------------------|
| <input type="radio"/> Bellingen | <input type="radio"/> Iluka |
| <input type="radio"/> Mobile library | <input type="radio"/> Maclean |
| <input type="radio"/> Dorrigo | <input type="radio"/> Urunga |
| <input type="radio"/> Grafton | <input type="radio"/> Yamba |

* 5. How do you usually access the library's services?

- Visit the library in person
- Through the internet
- By phone
- Via email
- Through a family member
- Through a friend
- Using a home library service
- Other (please specify)

6. Regarding the library you use / contact the most often, how satisfied are you with the following?

	Very poor	Poor	Satisfactory	Above satisfactory	Excellent	N/A
Print collections (books etc)	<input type="radio"/>					
ebooks and emagazines	<input type="radio"/>					
Online information resources (e.g. Ancestry.com / World Book)	<input type="radio"/>					

* 7. You find what you need at the library:

- always
- often
- sometimes
- rarely
- never

Types of materials

We are interested in finding out what formats you prefer in our collections.

* 8. Please rate the following formats that exist in our collection, with high being your preferred format.

	Low	Medium	High
Hardback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Paperback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Audio books (Mp3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Large print	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Graphic novels	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Magazines	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Newspapers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
DVDs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ebooks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Emagazines	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Eaudio books (online audio books)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Fiction

This section enables you to give input to the types of FICTION you would like to see the library buy, and to provide specific examples.

9. Which of the following FICTION genres would you like to find more of on your library's shelves?

- | | | |
|---|---|---|
| <input type="checkbox"/> Action / adventure | <input type="checkbox"/> LGBTIQ (gay and lesbian) | <input type="checkbox"/> Sagas |
| <input type="checkbox"/> Australian | <input type="checkbox"/> Graphic novels | <input type="checkbox"/> Science fiction |
| <input type="checkbox"/> Christian fiction | <input type="checkbox"/> Historical | <input type="checkbox"/> Short stories |
| <input type="checkbox"/> Classic | <input type="checkbox"/> Horror | <input type="checkbox"/> Thriller |
| <input type="checkbox"/> Crime / detective | <input type="checkbox"/> Humor | <input type="checkbox"/> Westerns |
| <input type="checkbox"/> Erotica | <input type="checkbox"/> Mystery | <input type="checkbox"/> Women's literature ("chick lit") |
| <input type="checkbox"/> Fantasy | <input type="checkbox"/> Paranormal | <input type="checkbox"/> Young adult |
| <input type="checkbox"/> Feminist | <input type="checkbox"/> Romance | |

Other (please specify)

10. Please list the names of any FICTION authors and titles that you would like to see included in our collections.

Please use the format: last name, first name and/or initials/title

e.g. Roberts, Nora / The Witness / Glory in Death

Enter a new line for each author you add

Non-Fiction

This section enables you to give input to the types of NON-FICTION you would like to see the library buy, and to provide specific examples.

11. Which of the following NON-FICTION categories would you like to find more of on your library's shelves?

- | | | |
|--|--|--|
| <input type="checkbox"/> Arts | <input type="checkbox"/> Environment | <input type="checkbox"/> Parenting and families |
| <input type="checkbox"/> Automotive (cars and transport) | <input type="checkbox"/> Gardening | <input type="checkbox"/> Philosophy |
| <input type="checkbox"/> Biographies and memoirs | <input type="checkbox"/> Genealogy | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Building / renovation | <input type="checkbox"/> Government and politics | <input type="checkbox"/> Professional and technical |
| <input type="checkbox"/> Business | <input type="checkbox"/> History | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Careers and education | <input type="checkbox"/> Indigenous | <input type="checkbox"/> Retirement |
| <input type="checkbox"/> Computers and the internet | <input type="checkbox"/> Investing | <input type="checkbox"/> Science |
| <input type="checkbox"/> Cooking, food and wine | <input type="checkbox"/> Law | <input type="checkbox"/> Social sciences |
| <input type="checkbox"/> Crafts | <input type="checkbox"/> Literature and poetry | <input type="checkbox"/> Sport, recreation and adventure |
| <input type="checkbox"/> Crime and criminals | <input type="checkbox"/> Local history | <input type="checkbox"/> Travel |
| <input type="checkbox"/> Culture and world customs | <input type="checkbox"/> Medicine and health | <input type="checkbox"/> War |
| <input type="checkbox"/> Current events | <input type="checkbox"/> New age | <input type="checkbox"/> Women's studies |
| <input type="checkbox"/> Economics | <input type="checkbox"/> Outdoors and nature | <input type="checkbox"/> World history |
| <input type="checkbox"/> Other (please specify) | | |

12. Please list the names of any NON-FICTION authors, titles or subjects that you would like to see included in our collections.

Please use the following format if listing an author and title:

last name, first name and/or initials/title

Enter a new line for each author/title/subject you add

Magazines

This section enables you to choose the MAGAZINE categories that you would like to see the library buy, and to provide specific examples.

13. Which of the following MAGAZINE categories would you like to see more of on your library's shelves, including those in the emagazine collection?

- | | | |
|---|---|---|
| <input type="checkbox"/> Agriculture / farming | <input type="checkbox"/> Fishing | <input type="checkbox"/> Professional and trade |
| <input type="checkbox"/> Alternative lifestyles | <input type="checkbox"/> Gaming | <input type="checkbox"/> Reading |
| <input type="checkbox"/> Animals and pets | <input type="checkbox"/> Health and fitness | <input type="checkbox"/> Sailing |
| <input type="checkbox"/> Antique | <input type="checkbox"/> History | <input type="checkbox"/> Self sufficiency |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Hobbies | <input type="checkbox"/> Sports (general) |
| <input type="checkbox"/> Aviation | <input type="checkbox"/> Lifestyle | <input type="checkbox"/> Sports (outdoor) |
| <input type="checkbox"/> Boating | <input type="checkbox"/> Literature | <input type="checkbox"/> Sports (water) |
| <input type="checkbox"/> Building | <input type="checkbox"/> Local and regional | <input type="checkbox"/> Surfing |
| <input type="checkbox"/> Business and finance | <input type="checkbox"/> Medical | <input type="checkbox"/> Teen |
| <input type="checkbox"/> Current affairs | <input type="checkbox"/> New age | <input type="checkbox"/> Travel and holidays |
| <input type="checkbox"/> Dance | <input type="checkbox"/> News | <input type="checkbox"/> Wildlife |
| <input type="checkbox"/> Environment | <input type="checkbox"/> Political | <input type="checkbox"/> Women |
| <input type="checkbox"/> Other (please specify) | | |

14. Please list specific MAGAZINE titles that you think the library should consider.

DVD's

This section enables you to choose the DVD categories that you would like to see more of in the library.

15. Which of the following DVD categories would you like to see more of on your library's shelves?

- | | |
|---|---|
| <input type="checkbox"/> Action | <input type="checkbox"/> Horror |
| <input type="checkbox"/> Adventure | <input type="checkbox"/> Foreign Language |
| <input type="checkbox"/> Animated films | <input type="checkbox"/> Melodramas |
| <input type="checkbox"/> Biographical films | <input type="checkbox"/> Music DVD's |
| <input type="checkbox"/> British | <input type="checkbox"/> Musicals |
| <input type="checkbox"/> Chickflicks | <input type="checkbox"/> Road movies |
| <input type="checkbox"/> Childrens films | <input type="checkbox"/> Romance |
| <input type="checkbox"/> Classics | <input type="checkbox"/> Science fiction |
| <input type="checkbox"/> Comedy | <input type="checkbox"/> Serial films |
| <input type="checkbox"/> Crime / gangster | <input type="checkbox"/> Sexual / erotic movies (up to M+ rating) |
| <input type="checkbox"/> Cult movies | <input type="checkbox"/> Short films |
| <input type="checkbox"/> Detective / mystery | <input type="checkbox"/> Silent movies |
| <input type="checkbox"/> Disaster movies | <input type="checkbox"/> Sports |
| <input type="checkbox"/> Drama | <input type="checkbox"/> Supernatural and paranormal |
| <input type="checkbox"/> Dystopia | <input type="checkbox"/> Thrillers / suspense |
| <input type="checkbox"/> Epics / historical | <input type="checkbox"/> War |
| <input type="checkbox"/> Family movies | <input type="checkbox"/> Westerns |
| <input type="checkbox"/> Film noir | |
| <input type="checkbox"/> Other (please specify) | |

The section refers to use of the ERESOURCES provided through the library website

16. Do you access ebooks, emagazines or eaudiobooks through the Clarence Regional Library website?

- ebooks
- emagazines
- eaudiobooks

17. What types of ebooks or eaudio would you like to see more of in the collection?

- Adult fiction (novels)
- Non-fiction
- Biographies
- Young adult fiction
- Junior easy readers
- Graphic novels

About you

For our records, a couple of questions about you.

* 18. What is your age group?

- | | | |
|--------------------------------|--------------------------------|--------------------------------|
| <input type="radio"/> Under 9 | <input type="radio"/> 35 to 39 | <input type="radio"/> 65 to 69 |
| <input type="radio"/> 10 to 14 | <input type="radio"/> 40 to 44 | <input type="radio"/> 70 to 74 |
| <input type="radio"/> 15 to 19 | <input type="radio"/> 45 to 49 | <input type="radio"/> 75 to 79 |
| <input type="radio"/> 20 to 24 | <input type="radio"/> 50 to 54 | <input type="radio"/> 80 to 84 |
| <input type="radio"/> 25 to 29 | <input type="radio"/> 55 to 59 | <input type="radio"/> 85+ |
| <input type="radio"/> 30 to 34 | <input type="radio"/> 60 to 64 | |

* 19. Are you male or female?

- Male
- Female

Your contact details - optional

If you want to be in the draw to win a Samsung Galaxy Tab 3 please enter your contact details. This information is confidential and will not be shared with any other persons or organisations.

20. name

21. email address or phone number

Thank you

Thank you for taking the time to complete this survey. Your input is appreciated and will help to ensure an interesting and useful library collection.

If you wish to provide more information please contact library staff.

**CLARENCE REGIONAL LIBRARY - COMMITTEE REPORT
2018/2019 Revenue and Expenditure - OPERATIONAL**

	Original Budget 2018/19	Revised Budget as at 31/10/18 (NC)	Actuals to 31/10/2018	% Actual vs Revised Budget
Revenue				
Contributions CVC Pub Library	1,061,649.00	1,061,649.00	265,412.25	25%
Contributions CVC Pub Lib (Regional Lib Wage)	22,550.00	22,550.00	5,637.50	25%
Contributions BSC Pub Library	243,020.00	243,020.00	110,377.98	45%
Revenues from users	15,077.00	15,077.00	3,427.00	23%
Sundry Revenues	0.00	0.00	2,353.28	0%
Total Revenue	1,342,296.00	1,342,296.00	387,208.01	
Expenditure				
<u>Workforce related</u>				
Salaries & Employment	332,087.00	332,087.00	112,415.82	34%
Public Holidays	13,805.00	13,805.00	2,791.45	20%
Superannuation	34,099.00	34,099.00	9,871.31	29%
Leave Accruals	38,525.00	38,525.00	12,841.68	33%
Workers Compensation	10,768.00	10,768.00	2,609.55	24%
Motor vehicle costs	7,500.00	7,500.00	2,500.00	33%
	436,784.00	436,784.00	143,029.81	
<u>Site & Equipment costs</u>				
Computer system costs	92,132.00	92,132.00	16,774.51	18%
Subscriptions/Databses	82,167.00	82,167.00	27,157.21	33%
Telephone	7,582.00	7,582.00	1,507.69	20%
Insurance	4,989.00	4,989.00	3,827.57	77%
	186,870.00	186,870.00	49,266.98	
<u>Direct Collection costs</u>				
Freight & cartage	19,500.00	19,500.00	1,319.49	7%
Book Maintenance	55,328.00	55,328.00	17,608.23	32%
	74,828.00	74,828.00	18,927.72	
<u>Overhead costs</u>				
Admin and Management (ABC Cost Distribution)	85,961.00	85,961.00	28,653.64	33%
Admin/Operating	23,439.00	23,439.00	4,558.07	19%
Promotional expenses	12,142.00	12,142.00	7,888.64	65%
	121,542.00	121,542.00	41,100.35	
Total Expenditure	820,024.00	820,024.00	252,324.86	
Excess / (Shortfall)	522,272.00	522,272.00	134,883.15	26%

**CLARENCE REGIONAL LIBRARY - COMMITTEE REPORT
2018/19 Revenue and Expenditure - CAPITAL**

	Original Budget 2018/19	Revised Budget as at 31/10/18 (NC)	Actuals to 31/10/2018	% Actual vs Revised Budget
Revenue				
Asset Disposal	0.00	0.00	997.06	0%
Other Revenues	0.00	0.00	0.00	0%
Total Revenue	0.00	0.00	997.06	
Expenditure				
<u>Recurrent</u>				
Bookstock	300,000.00	334,597.00	86,000.10	26%
Furniture & Equipment	0.00	0.00	0.00	0%
	300,000.00	334,597.00	86,000.10	
<u>Non-Recurrent</u>				
Nil at this stage	0.00	0.00	0.00	0%
Nil at this stage	0.00	0.00	0.00	0%
	0.00	0.00	0.00	
Total Expenditure	300,000.00	334,597.00	86,000.10	26%
Excess / (Shortfall)	-300,000.00	-334,597.00	-85,003.04	25% The shortfall is the amount to be transferred from the CRL reserve and has a direct correlation with the net operating result

	Based on Original budget figures	Based on Revised budget figures (NC)
Balance of CRL Reserve		
Opening Balance as at 1/7/18 ESTIMATE ONLY	\$749,152.00	749,152.00
Less transfers from reserve:		
Capital expenditure incl books	\$300,000.00	334,597.00
Prior year book vote c/fwd	\$0.00	0.00
Add:		
Estimated operating transfer to reserve	\$522,272.00	\$522,272.00
Other Capital Revenue	\$0.00	\$0.00
Balance of reserve net of interest	\$971,424.00	\$936,827.00
Interest estimate as per Budget	\$21,772.00	\$21,772.00
Estimated balance as at 30/6/19	\$993,196.00	\$958,599.00