Learning Communities and Working Groups

Minutes of the meeting held Friday, 16 October 2015

10:30 – 12:30, Garling Room, State Library of NSW

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NEW SOUTH WALES

1.	**Present** Lucy Milne (Executive Director, PLE), Cameron Morley (Manager, Public Library Services), Philippa Scarf (PLS, minutes), Ellen Forsyth (PLS), Keryl Collard (CE Zone), John Bayliss (CW Zone), Chris Jones (NE Zone), Karen Hansen (SE Zone), Robert Knight (SW Zone), Melanie Gurney (Sydney North Zone), Jennifer Alp (Sydney South Zone), Laurence McDonnell (Sydney West Zone).	
2.	**Apologies:** Nil	
		ACTION
3.	**Confirmation of previous minutes** The minutes of the Learning Communities and Working Groups/Zone Secretaries Group of Friday 6 June 2015 were confirmed.	Cameron Morley
4.	**Correspondence:** Nil	
5.	**Business arising and actions from the meeting of 5 June 2015 to be addressed below.**	
6.	**Terms of reference and name for this group** Cameron presented the paper *Strategic Network Projects Committee Terms of Reference* to the group for discussion. Discussions around the name and objectives of the group followed. The Committee discussed broadening the input and feedback to include interaction with working groups. It was agreed the group will be called the Strategic Network Committee (SNC). As of 2015/16 the SNC will replace the Public Library Network Research Committee. The terms of reference of the SNC should also reflect the objectives of the Public Library Network Research Committee. **Actions**: Terms of Reference were agreed and will be circulated to the public library network for information. A presence for the Committee will be established on the State Library website. Jennifer Alp to request agenda item for NSWPLA AGM to announce the establishment of the Committee.	Cameron Morley Philippa Scarf Philippa Scarf Jennifer Alp

7.	**Review of working groups** It was agreed by the Committee at the meeting of 5 June 2015 that composition, governance, reporting, online presence, strategic focus and communication are critical success areas for groups. Robert suggested a the development of a project plan as follows: • Undertake a desktop review of all currently known working groups/communities of interest. • Develop a "hierarchy" of groups based on their current operation, and performance based on the identified critical success factors of: o Composition o Governance o Reporting o Online presence o Strategic focus o Communication • Establish a draft proposal for the future operation of groups, based on the above critical success factors • Develop a consultation process to engage with current groups, NSWPLA and the broader NSW public library network. The Committee considered the *Guidelines for NSLA Projects and Communities of Practice*. Cameron confirmed the State Library could provide ICT support. The paper *Public Library Wiki and Elist Hosting Consolidation* provided a number of options for consideration. The Committee agreed that a single platform facilitated communication and sharing of information across groups and the network. The final decision about Wiki and Elist hosting will be incorporated into the Working Groups Project Plan. **Action:** Draft Working Groups Project Plan including a communications plan to be circulated for input and approval.	Cameron Morley
8.	***Building on the Bookends Scenarios*: starting to work on 75 strategic options** Cameron circulated the top 10 strategic options from the *Building on the Bookends Scenarios* to identify projects for the Committee to undertake in the next 12-18 months. There was discussion around options 1 and 2 and the state-wide card and library symbol or alternatively the Committee could develop key themes or areas to focus. It was suggested the projects be informed by the relevant "strategic domains" taken from the *Building on the Bookends Scenarios: Innovation for NSW Public Libraries 2014 to 2030.*	Cameron Morley

	Action: Develop strategic areas for projects that are linked back to *Building on the Bookends Scenarios*.	
9.	**Reporting on public library research** Cameron reported on the following state-wide research projects currently being undertaken by the State Library. • The *Mobile & Outreach Services* report has been published. • *Early literacy framework*: Stage 2 Observations and interviews are near completion. • Local Studies audit	Cameron Morley
10.	**Blue Jeans demonstration** Ellen Forsyth and Kathleen Alexander gave a demonstration of Blue Jeans video conferencing. **Action**: Ellen to circulate information about using Blue Jeans to the Committee.	Ellen Forsyth
11.	**Proposal for a new community of practice** Ellen proposed the establishment of a community of practice for public library staff around *making* and *maker* spaces. Initially as an email list for this community of practice to share ideas and information and support *maker* activities in NSW public libraries. The Committee suggested this could be a pilot for an online collaborative group. **Action**: Committee approved the establishment of an email list.	Ellen Forsyth
12.	**Other business** Two recent international public library reports were circulated: PewResearch Centre: *Libraries at the crossroads* and LIANZA Future of Libraries 2015. http://www.pewinternet.org/2015/09/15/libraries-at-the-crossroads/ http://www.lianza.org.nz/sites/default/files/Future%20of%20Libraries%20Summit%20Report.pdf	Cameron Morley
13.	**Points for Communication** The draft minutes will be circulated to the Committee and once approved will be emailed to Public Library Managers.	Cameron Morley
	Next meeting: To be confirmed. Suggested dates for April and October 2016 to be circulated via Doodle Poll.	Ellen Forsyth