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Public Libraries Consultative Committee
Unconfirmed Minutes of the 82st meeting

Date and time	Monday 5 December 2016, 1pm
Location	Unaipon room, Level 1 Macquarie building
Chair	Jan Richards (Library Council of NSW)
Members in Attendance	Michael Caulfield (Library Council of NSW) Lucy Milne (State Library) Robert Knight (NSWPLA) Adele Casey (NSWPLA), Margaret Kay (LGNSW), Cr Dallas Tout (NSWPLA) Cr Les Lambert Cr Romola Hollywood
State Library Staff in Attendance	Cameron Morley, Acting Executive Director PLE Joyce Azzopardi, Acting Manager, PLS Kathleen Alexander Kate O'Grady
Apologies	George Souris, AM (Library Council of NSW) Cr Lesley Furneaux-Cook Philip Edney
In attendance	Annie Hensley, Principal fjmt Studio
Minutes	Susan Smith

Minutes
Item 1: Preliminary Matters

1.1 **Welcome and apologies**
- The Chair opened the meeting at 1.00pm and welcomed attendees including those new to the PLCC committee. Introductions were made around the table.
- Apologies were received from Mr Souris, Cr Furneaux-Cook, and Philip Edney.

1.2 **Notification of other business**
- Nil notified.

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Item 2: Minutes, Business arising and action register

2.1 Minutes of the 81st meeting
- The Minutes of the 81st meeting held out of session in September and October 2016 as circulated, were confirmed and accepted as a true record.

2.2 Business Arising
- 2017-18 Public Library Funding Model recommended by the July meeting was approved by the Minister and is currently being allocated
- Public Library Infrastructure Grants which were called for in September and due in October will be decided at the Grants Committee meeting this Friday for 2016-17 grants.
- Paper for 2017-18 funding model was circulated in September at the Out of Session meeting. This paper recommended how to distribute the additional $1m provided by the NSW Government. The rationale being to help smaller councils whilst maintaining entitlements for larger councils. The Library Council endorsed this approach at its October meeting.
- Mr Morley advised that the 2018-19 paper would be discussed later in this meeting – item 4.

   Recommendation
   The Public Libraries Consultative Committee NOTED the Business Arising.

Item 3: Papers for NOTING

3.1 Modular and prefabricated library design project
- Ms Annie Hensley, Principal fjmt Studio attended for this item.
- Mr Morley introduced her by saying that the fjmt practice was heavily involved in developing library designs in both NSW and Victoria and had won both international and domestic awards, including their IFLA award for the Craigieburn library.
- The State Library has commissioned fjmt to design a practical and responsive library space in a modular, prefabricated format.
- Ms Hensley presented a PowerPoint presentation.   She commented that the brief covered three stages: growing councils; remote and low population areas; and off-the-shelf libraries (that may be a test case for permanent location if they prove viable). They had considered three sizes: 190sqm, 500sqm and 1000 sqm.
- Ms Richards commented that there was a lot of interest in this project.

3.2 Collect, Connect, Community
- Ms Kathleen Alexander, NSW.net attended for this item and presented a PowerPoint – see appendix 3.
- She advised that this interactive, hands-on program builds on the success of the previous Making Connections program and aims to increase informed referrals from NSW public libraries and their clients to the State Library website and services.
- The Library's Strategic Plan Collect - Connect - Community provides the thematic framework for exploring the State Library and associated websites and the wide range of Library services online. The program will suit all levels of staff including new public library staff and those seeking to refresh their knowledge.
- Ms Alexander advised that this program illustrated how the State Library's services could be accessed remotely. Two pilot sessions have been delivered already with groups of 12. She commented that the course's delivery was enhanced by the use of iPads rather than computers.

- The Chair congratulated Ms Alexander on a great program. She asked whether this program would be taken offsite. Ms Alexander replied that there are lots of options: it would be a good program to deliver during the Library's upcoming closure; it would also be suitable for delivery alongside the LIAC or DrugInfo programs in regional and metropolitan libraries.
- Mr Knight suggested that an alternative delivery model would be to 'train the trainer' with a core person in each zone being trained.
- Mr Morley suggested that the program would help these libraries better understand how the State Library can help their communities more.

3.3 Tackling transitions training program for public library staff

- Ms Kate O'Grady attended for this item.
- She advised that Tackling Transitions is a program to help library staff deal with transitions, especially associated with amalgamations. The aim of the course is to build practical skills and techniques to navigate the stages of transition. The idea was that participants could take these skills back to their workplace and help other library staff through the transition process, positioning the public library as the transitions leader. Annie Talve of Project Sisu facilitated the program. So far, Annie has delivered three of these workshops for public library staff (20 staff).
- Participant feedback had been very positive citing an increase in confidence and a willingness to try new things and support colleagues through transitions
- Ms Kay asked what resources were available publicly. Ms O'Grady advised that she is in discussion with Ms Talve to develop a package to extend this program's reach.
- The Chair congratulated SLNSW for its proactive development of this training resource and support for the sector.

Item 4: papers for APPROVAL

PUBLIC Library Funding 2018-19

- Mr Morley introduced the discussion, noting that the State Government public library grants and subsidies increased in 2016/17 and will increase again in 2017/18. The funding is made up of the following components:

	Component	2016/17	2017/18
1	Recurrent	$23.528M	$23.528M
2	Public Library Infrastructure Grants	$4M	$4M
3	Parameter and Technical Adjustment increase	$0.81M	$1.29M
	Total	**$28.33M**	**$28.82M**

- The Committee noted that components 2 and 3 above are not recurrent and will expire after 2017/18, therefore it is imperative that the State Library prepares a funding submission for consideration in the 2018/19 Budget process with a view to maintaining and extending the public library funding strategy.

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- The increases to the State funding received in recent times (including the Revitalising Regional Libraries initiative, the Public Library Infrastructure Grants and the Parameter and Technical Adjustment increase) have been the result of bids that demonstrated need, value and outcomes.

- The Committee notes that the 60 projects including library systems and library buildings that have been funded so far using the current public infrastructure grants are particularly valuable. Such quantum leap improvements were only possible with the additional funding. Part of the business case development will be to document everything that the extra funding brought in extra value across the state.

- The current public infrastructure grants program focusses on infrastructure; however, a new four year program might focus on something else, e.g. digitisation or innovation. Ms Richards commented that the current public infrastructure grants program may have seen a decline in innovative projects within the PLN and we should try to pick this up if possible, for example Books on Prescription, digital libraries.

- It was agreed that the State Library will consult with stakeholders through the Public Libraries Consultative Committee during 2017 to inform the submission. Stakeholder views on priorities for the subsidies and grants programs will be especially valuable.

- It was agreed that substantial time is allocated to the discussion of public library funding needs at the March, July and September 2017 meetings of the Committee, including analysis of current programs, and exploration of opportunities for new programs.

RECOMMENDATIONS

- The Committee noted the State Library's intention to work with stakeholders during 2017 toward a funding submission for the 2018/19 NSW Budget.
- The Chair asked for the public funding 2018-19 discussion to be added to the next three agendas with Mr Morley to provide a paper for the first of these discussions. She noted that the budget process will need to be finalised by September 2017.
- Ms Milne confirmed the importance of a collaborative approach and suggested that it would be useful to set aside more time in future PLCC agendas for this important discussion and to accommodate this by making additional papers for noting.

Item 5: Other business

5.1 Other business

- The Chair advised that she would like to hold some future PLCC meetings at public libraries. Ms Milne recommended coordinating this with the Library Council public library visits program.
- The Chair requested that the planned March date be moved to the previous week because *STEAM into Sydney* was organised for the week of the 20 March 2017 at the State Library. Moving this date would make it easier for many of the PLCC delegates to attend. Mr Morley agreed to check other dates.
- Mr Knight updated the meeting on this year's successful SWITCH conference. He advised that next year's conference would be held at Penrith Panthers on 21-25 November 2017 and would include a symposium on outreach services (limited to 100 registrations) for the first time. $40,000 in external sponsorship has already been committed to this.

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Item 6: Information papers

6.1 DrugInfo 2017
- Ms Kay asked about the inclusion of alcohol in the DrugInfo program and was reassured that it does cover that.

6.2 Public Library Statistics 2014-15
- The Chair congratulated the State Library on the easy to read info graphic for library statistics. She asked whether the public libraries were able to use the Library's format as a template for their own statistics. Mr Morley advised that it should be possible to pull out data for each LGA and will speak to the Publications & Design team about this.
- Mr Knight highlighted the value of using this simplified format across the network.
- Cr Tout asked about importing other data into the info graphic. He requested Cr Tout send an email with details of the other data he would like to include.

6.3 Tech Savvy Seniors 2016-17
- The Chair congratulated the Library on securing the next round of funding that will enable this successful program to both continue and to expand.

There being no other business the meeting closed at 3.00 pm.

Next Meeting	
Date	Monday 13 March 2017
Time	12 midday to 2pm
Location	Garling Room, State Library of NSW