

## MINUTES

### SPECIAL MEETING GOULBURN VALLEY REGIONAL LIBRARY CORPORATION

Held on Thursday 19 May 2022  
via Zoom  
Commenced at 2:00pm  
Finished 3:52pm

#### **BOARD MEMBERS in attendance**

Cr Julie Brooks, Moira Shire Council (Chairperson)  
Mr Derek Poulton, Greater Shepparton City Council (Deputy Chairperson)  
Cr Reg Dickinson, Strathbogie Shire Council  
Ms Louise Mitchell, Greater Shepparton CC  
Mr David Roff, Strathbogie Shire Council  
Ms Jessica Bonaddio, Moira Shire Council

Chief Executive Officer – Kevin Preece

#### ***Vision***

*We connect, empower and inspire our communities.*

**Meeting opened at 2:00pm**

## **1.0 Acknowledgement**

The Chairperson read the acknowledgement of the first nation's community.

"We acknowledge the traditional owners of the land where we now meet and pay respect to their elders past and present."

## **2.0 Apologies**

Sally Rice and Kym Bailey submitted an apology prior to the meeting.

## **3.0 Confirmation of Minutes**

**Moved : Louise Mitchell**

**Seconded : Derek Poulton**

That the Draft Minutes of the ordinary Board Meeting held on 28 April 2022, as circulated, be confirmed.

**Carried**

## **4.0 Business arising from the previous meeting Minutes**

### **4.1 Board Meeting Action List**

The Board action list was reviewed and has been updated.

<b>No</b>	<b>Meeting</b>	<b>Action</b>	<b>Responsibility</b>	<b>Status</b>
1	Feb 2022	Ensure further media coverage on LLIP funding for Euroa and Numurkah.	CEO	Waiting for agreements to be signed and approvals.
2	April 2022	Develop a process and timelines for CEO recruitment for review at the next Board meeting	CEO	June 2022

## **5.0 Declaration under acts, regulations, codes or local laws & declaration of any interest or conflict of interest**

### **5.1 Meeting Declaration**

The meeting declaration was read. No interests were declared.

## **6.0 CEO Report**

The CEO reported on significant activities of the CEO and any salient items of specific operational and strategic interest, including;

Current Covid-19 Response and Recovery including the significant difficulty at the moment filling rosters as a result of staff absences.

The CEO also reported on the Enterprise Bargaining process to develop a new Enterprise Agreement before the current agreement expires on 30 June 2022 and advised that the key points agreed to date are;

- 3 year agreement

- 2% increase each year to salaries and allowances
- Inclusion of 10 days family violence leave each year (non accumulative)
- Access to personal leave for Infectious diseases absences
- Removal of End of Band classification for new employees
- Other minor ancillary changes

The CEO advised that he is taking leave from 25 May to 4 June 2022 inclusive and that Jenny Wyllie will act as CEO in this time.

Cultural Competency Training has been organised for 20 June 1pm- 4pm, at Mooroopna Library and Board members are invited to attend or alternatively we will have two on line sessions at later dates.

<p><b>Moved : Derek Poulton</b> That the Board accept the CEO report. <b>Carried</b></p>	<p><b>Seconded : Louise Mitchell</b></p>
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## 7.0 Draft Library Plan 2022-26

The CEO reported that the Board has endorsed a process and timeline to develop a new Library Plan 2022-26.

A Board strategic workshop was held on 3 March 2022.

Two staff workshops were held, including an online survey on 30 March and 7 April.

A Draft Library Plan 2022-26 has subsequently been developed by management with the support of the consultant who facilitated the Board workshop, Karyn Seigman and initially reviewed by the Board at the meeting of 28 April 2022.

A revised Draft was forwarded to Board members for review on 16 May 2022.

The CEO advised that the Library Plan actions were now more fleshed out and we are seeking feedback on items and the plan itself. Strategic indicators had been included but the Budget and Strategic Resource Plan were not completed yet.

The CEO showed the revised Budget and 4 year projection for the P&L and Balance sheet. Items noted included the inclusion of Living Libraries grant income in the years that they are to be expended and the expenses shown in Capital (GV Assets) and as an expense if it was expense on a Council asset.

It was also noted that with a likely outcome of 2% for employment costs means that 65% of costs are stable for the next 3 years. Superannuation guarantee increases need to be included.

State govt revenue for 22/23 is now known at 1.5%.

While we have included 1.5% as Council contributions in 22/23 we should adopt a higher level (say 2%) for the following years.

There was some discussion on the wording in Action 2.4 about a 6 month Mobile library trial at Ruffy and that this should not be limited to a “mobile Library” trial but look at alternative services.

A question was asked about Action 3.3 the “James Bennet Sustainability project “.

The CEO advised he will take this in notice and provide a response.

**CEO Response** : The James Bennet Sustainability Project is a green initiative created in order to assist libraries in disposing of all unwanted weeded library material. James Bennet are a major supplier of printed and digital books and materials to Public Libraries. They responsibly dispose of weeded library books through donations to communities in need and recycling into new products by pulping. Funds raised through re-sale are returned to libraries to purchase new books and services or donated on the library's behalf to the Indigenous Literacy Foundation. This would only apply to weeded materials that we cannot donate to local institutions.

Derek asked that in Action 4.1 we should not be limiting the future governance option to the current Council members and could we include others such as Campaspe.

The CEO advised that in the four year budget there has been no allowance for costs associated with the transmission of business to a new governance model and this could be significant. However the balance sheet shows that we will have up to \$200k that has been saved during Covid shutdowns and through the management restructure that will be available for these purposes and can be included in future budgets.

<b>Moved : Derek Poulton</b>	<b>Seconded : Jess Bonaddio</b>
That the Board adopts the Draft Library Plan 2022-26 for public review.	
<b>Carried</b>	

## 8.0 Motions on Notice

There were no Motions on Notice received at least 7 days prior to the meeting, accepted by the Chairman and circularised to all board members.

## 9.0 Other Business

There was no other business raised that was not listed on the Agenda and accepted by the Chairperson.

## 10.0 Next Meeting

The next ordinary meeting of the Board will be held on 23 June 2022 commencing at 2pm.

### Board Meeting Planner

Date	Meeting	Agenda Items
16 June 2022	Finance & Audit Committee	Review Risk register Review delegations
23 June 2022	Board	Approve Budget Approve Library Plan & SRP Review Risk Register
15 September 2022	Finance & Audit Committee	End of year financial report
22 September 2022	Board	Annual report
17 November 2022	Finance & Audit Committee	Review of Procurement Policy and delegations
24 November 2022	Board	Confirmation of chair, deputy, committees Review Code of Conduct

**Meeting closed at 2.52pm**

Kevin Preece

Chief Executive Officer