

Public Libraries Consultative Committee (PLCC)

Minutes

61st meeting of the Library Council Sub-committee to be held on Monday 7 November 2011 in the Coles Room, Macquarie Wing State Library of New South Wales at 1 for 1.30pm

Item	Discussion	Action
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1	Present	
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Rob Thomas (Chair, Library Council of NSW), Alex Byrne (State Librarian), Robert Knight (Library Council of NSW), Jenny Eakins (LGMA), Ian Greenhalgh (PLNSW), Clr Graham Smith (PLNSW), Clr Win Gaffney (NSW MPLA), Jennifer Bice (NSW MPLA), Frances Sims (State Library of NSW), Michelle Mashman (NSW MPLA), Keryl Collard (PLNSW), Clr Julie Hegarty (LGSA), Cameron Morley (State Library of NSW- Minutes)

Apologies

Richard Fisher (Library Council of NSW), Noel Baum (LGSA), Joyce Azzopardi (State Library of NSW)

Rob Thomas thanked Robert Knight for nine years of service on Library Council and as chair of the Public Libraries Consultative Committee. Robert then assumed the chair.

2	Review of Previous Minutes and Business Arising	
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The minutes of the 60th meeting held on 12 September 2011, which had been circulated, were confirmed and accepted as a true record.

2.1	Business arising	
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People Places a guide for public library buildings in NSW
Cameron Morley advised that the draft of People Places was circulated to PLCC members for information and comment.

Library Council Internet Guidelines
Frances Sims advised that the Guidelines will be presented for endorsement at the 7 November Library Council meeting.

PLCC Action Plan
Frances Sims advised that the PLCC Action Plan will be presented for endorsement at the 7 November Library Council meeting.

Libraries Australia
The State Library advises that it is still awaiting further information on the public library holdings on Libraries Australia.

3 Public Library Funding Strategy 2011/12

Frances Sims advised that Library Council endorsed the 2011/12 Public Library Funding Strategy as recommended by the PLCC at the meeting of 12 September.

Library Council's recommendation on the 2011/12 Public Library Funding Strategy was approved by the Minister at the end of October and details of the approved strategy are now on the State Library website.

Frances advised that applications for subsidy/DGA were sent to all councils last week.

4 Digital Practice Guidelines for NSW Public Libraries

The State Library has been working with NSW public libraries over the past year to update the Digital Practice Guidelines in line with the considerable evolution in digital collections and technology that has occurred since 2005.

Cameron Morley advised the updated Digital Practice Guidelines will soon be published online to make them easier to use and update and that all libraries will be notified when the publication is live.

Recommendation:

PLCC members requested that they also be notified when relevant publications and guidelines are available online.

5 NSW.net Service Delivery and Marketing Strategy progress report – July – December 2011

Frances Sims presented the report on behalf of Joyce Azzopardi. The chair thanked Joyce for the report and noted the NSW.net strategy was progressing to plan. The chair noted the broadening of content available to public libraries and noted the support of public libraries for this new direction.

There was general discussion about the NBN rollout in NSW and opportunities for libraries. Frances Sims advised that Joyce Azzopardi is the State Library's representative on the ALIA NBN group.

Recommendations:

PLCC requested Joyce Azzopardi send the link to the new NSW.net to PLCC members.

PLCC requested that Joyce Azzopardi provide an update report on the NBN to the next meeting.

6 Local Courts and Public Libraries pilot

Michael Talbot, Assistant Director General, Courts and Tribunal Services, Department of Attorney General and Justice presented that the Department of Attorney General and Justice (DAGJ) of NSW would like to work with NSW public libraries and LIAC to develop a pilot program to test the viability of promoting public libraries as a place to access online court services.

The proposal was discussed with mention of cost shifting concerns and affect on staffing in libraries. It was noted the pilot will bring new users with limited computer skills to libraries. Michael Talbot noted there was

no intention to transfer costs and that the pilot would identify library and client issues and needs.

Recommendations:

PLCC endorsed that NSW public libraries, LIAC and DAGJ staff work together to develop a pilot program for implementation and evaluation in one or more regional libraries in 2012.

Sue Walden to identify pilot sites with libraries and the DAGJ.

7 Library Act 1939 s12A – assessment procedure

Frances Sims presented a report advising that a process had been developed with the Department of Premier and Cabinet, Division of Local Government for assessing applications under Section 12A of the Library Act 1939 and that the Minister for Local Government and the Minister for the Arts have approved the process. Frances outlined the proposed assessment process and advised that the State Library had notified all general managers in writing on 20 October 2011 that a process had been developed.

8 NSW Public Library Network Research Committee (PLNRC) Update

Stock Quality Health Check

Cameron Morley presented a report on the project. The committee discussed the value of the health check as a collection management tool.

Statewide Customer Satisfaction Survey

Cameron Morley presented a report on the progress of the project. The committee noted its support for the development of a survey tool and discussed issues relating to privacy, the length of the survey and the impost on libraries.

Recommendation:

Feedback from the PLCC discussion will be provided to the staff managing the Statewide Customer Satisfaction Survey project and the PLNRC.

9 National Year of Reading – Update

Cameron Morley presented a paper to update the PLCC on National Year of Reading preparations.

Graham Smith noted that the list of NSW Committee members in the report be amended to include the English Teachers Association (Deb Simpson).

10 Association reports

10.1 NSW MPLA report (Secretary, MPLA)

The report of the NSW Metropolitan Public Libraries Association was noted. Jennifer Bice advised that the MPLA advocacy package to be presented to the Minister for the Arts would be available after that meeting.

10.2 Public Libraries NSW report (Secretary, PLNSW)

The report of Public Libraries NSW was noted. Graham Smith advised that PLNSW had asked to meet with the Minister for the Arts and had to date received no response.

11 General Business

LGA Conference

The matter of the Great Lakes motion regarding public library associations in NSW to the Local Government Association (LGA) 2011 Annual Conference at Shoalhaven was raised in terms of the effect of the motion on the role of the PLCC liaison officers. It was noted the motion does not affect the liaison officers' role.

Meeting dates for 2012

The following meeting dates were discussed (to be confirmed):

Monday 19 March 2012, 10 am for 10.30 am to 12 midday

Monday 28 May 2012, 10 am for 10.30 am to 12 midday

Monday 3 September 2012, 10 am for 10.30 am to 12 midday

Monday 3 December 2012, 1 pm for 1.30pm to 3pm. Followed by Joint PLCC/LC meeting 3 pm to 4pm.

LGA Cultural Awards

Julie Hegarty referenced the LGA cultural awards, noting that she would like to see more awards for libraries and asked about other awards that libraries are eligible for. The Marketing Awards, Multicultural Awards, Colin Mills Scholarship and Kath Knowles Scholarship were outlined.

LGSA Elections

Julie Hegarty advised she had been elected as Vice President General for the LGSA. Graham Smith advised he had been elected to the executive of the LGSA.

Robert Knight remarks

Robert Knight thanked all past and present members of the Public Libraries Consultative Committee, noting that his participation on Library Council has been a highlight of his professional career.

Robert acknowledged the contribution by Alex Byrne, Regina Sutton, Frances Sims, Cameron Morley and other State Library staff to both the PLCC and the ongoing development of the NSW public library network. He also highlighted Rob Thomas' and Richard Fisher's interest in and support for PLCC.

Recommendation:

In the spirit of the findings of the PLCC Review, it is proposed that the May and September meetings are held outside the State Library, one in a metropolitan library and one in a country library.

PLCC congratulated Julie Hegarty and Graham Smith on their LGSA appointments.

PLCC formally thanked Robert Knight for his outstanding contribution, integrity and impartiality.

12 Points for communication to the public library network

In relation to the PLCC discussion on enhanced communication at the meeting of 12 September 2011, Frances Sims noted that a "points for

communication" message will be shared with the library network following this meeting. It is intended to send the points to the network in the next few days. The chair supported this action.

Meeting closed 3.00pm followed by the annual meeting with the Library Council from 3.00-4.00pm

13 Joint Library Council and PLCC meeting

Rob Thomas (Library Council) and Robert Knight (Library Council / PLCC chair) commenced with introductions of all present. Rob Thomas highlighted the importance of Robert's contribution to and development of the public library network.

Alex Byrne discussed, in general terms, the State Library's digitisation program and the importance of digitising local studies collections. He also expressed interest in establishing relationships to digitise both the State Library and local studies collections. Some current projects were referenced including the Australian newspaper digitisation program. The potential role of the NBN in assisting libraries to utilise digital material was also discussed.

Frances Sims and Cameron Morley gave a powerpoint presentation of the activities of the Public Library and Community Learning Services Division and key Public Library Services Branch developments in 2011.

The Library Council members expressed their appreciation for the opportunity to meet PLCC members and for the presentations.

Meeting closed 4.00pm.