



Public Libraries Australia

Minutes of the BOARD MEETING held
at Local Government & Shires Association
Clarence Street Sydney
on
Monday 1 December 2003

1. ADMINISTRATION

1.1 *Attendance and Apologies*

Present: Beverley Geigerl
Ian Chalmers
Robert Knight
Lynne Makin
Apologies: Nil
Absent: Chris Williams

1.2 *Minutes of Meeting on 20th March 2003*

- a) Confirmation of Minutes of 20th March 2003
- b) Business Arising:

Item 8: Service Based Initiative – why did it not proceed after the meeting on 20th March and the report in the Minutes of that meeting. Lynne explained that there was a change in Government Department structure from Regional Solutions where all national based projects were assessed to Regional Partnerships where all projects are assessed from an area perspective. This means that each of the participating pilot libraries would have to approach their regional management committee and then the entire project would have to be project managed at a high cost. Public Libraries Australia does not currently have the money to facilitate this.

Membership Categories and Fees

The following fees were confirmed by the Board from the between meetings email decisions duly documented and filed.

Institutional Membership

Small Council	less than 10,000 population	\$150 plus GST
Medium Council	less than 100,000 population	\$350 plus GST
Large Council	more than 100,000 population	\$750 plus GST

Moved: Ian

Seconded: Robert

Carried

- 1.3 *Declaration of Interests*
There were no declaration of interests

Administration reports be adopted
Moved : Robert
Seconded: Ian
Carried

2. CORPORATE GOVERNANCE

2.1 *Constitution*

There was discussion on the Constitution and changes were suggested and issues raised for clarification. It was agreed that Blake Dawson Waldron who formulated the Constitution be approached to clarify issues raised.

Moved that the Draft Constitution be noted and advice be sought on issues of clarification.

Moved: Ian
Seconded: Beverley
Carried

2.2 *Election of New Board*

New Board to be elected from within the membership after the Constitution has been amended

3. STANDING REPORTS

3.1 *Finance*

3.1.1 *Auditors Report*

The audited statements for the year ended 30th June 2003 were presented to the Board. PLA ended the year with a net profit of \$7,681.50

3.1.2 *Budget*

The budget for 2003/2004 and financial projections to 30th June 2006 were presented for the Board

3.1.3 *September Quarterly Report*

The quarterly report was presented to the Board

Carried

3.1.4 *Quote for Administration Services*

The quote was presented for provision of Administration services by Upper Murray Information Management Services.

Moved that the Quote be accepted

Moved that the reports, budget and financial projections be accepted

Moved: Beverly

Seconded: Robert

Carried

3.2 *Strategic Plan*

The Draft Strategic Plan was presented for the Board. The Mission statement was amended.

Moved that the amended Strategic Plan be adopted

Moved: Beverly

Seconded: Ian

Carried

3.3 *Project for Delivery by June 2003*

Discussion of proposed projects resulted in agreeance to put projects on hold until Constitution finalised and the new Board of Public Libraries Australia is elected.

4. **INFORMATION FOR DIRECTORS**

4.1 *MOU with ALIA*

Directors were advised of the signing of the MOU with ALIA. This was signed on 13th November 2003.

4.2 *Partner with John Stanley*

Directors were given a verbal report of the approach by John Stanley for PLA to have its logo on the promotion of a tour of libraries in New Zealand and attendance at the New Zealand Public Libraries Conference.

4.3 *Peak Bodies Forum Report*

This forum was attended by Chris Williams who did not attend the Board meeting. A written report to be requested for Board members.

Lynne Makin
Executive Officer