

MACQUARIE REGIONAL LIBRARY COMMITTEE

18/02

MINUTES ORDINARY MEETING – 14 NOVEMBER 2017

PRESENT

Dubbo Regional Council – Councillor Anne Jones and Councillor Kevin Parker
Narromine Shire Council – Councillor Les Lambert and Councillor Mark Munro
Warrumbungle Shire Council – Councillor Iannuzzi joined the meeting via teleconference.

Also in attendance:

Murray Wood, Director Community and Recreation, Dubbo Regional Council
Vas Roberts, Director Corporate, Community and Regulatory Services, Narromine Shire Council
Michael Jones, Director Corporate and Community Services, Warrumbungle Shire Council
John Bayliss, Manager Macquarie Regional Library.

The meeting commenced at 6.00pm.

Cr. Lambert assumed Chairmanship of the Committee.

6.35pm Councillor Iannuzzi left the meeting.

17/21 APOLOGIES

Apologies for non-attendance was received from Councillor Ben Shields, Dubbo Regional Council and Councillor Wendy Hill, Warrumbungle Shire Council.

MOTION:

That such apologies be accepted and the member concerned be granted leave of absence from this meeting.

Moved Cr. Munro Seconded Cr. Jones

CARRIED

17/22 ELECTION OF THE CHAIRMAN AND DEPUTY CHAIRMAN OF MACQUARIE REGIONAL LIBRARY COMMITTEE

The meeting had before it the annexed report from the Manager dated 19 October 2017 on the method of voting and election of the Chairman and Deputy Chairman of the Macquarie Regional Library Committee.

THIS IS PAGE 1 OF THE MINUTES OF THE ORDINARY MEETING OF THE MACQUARIE REGIONAL LIBRARY COMMITTEE HELD AT THE DUBBO LIBRARY ON TUESDAY 14 NOVEMBER 2017 AND CONFIRMED AT THE ORDINARY MEETING OF THE MACQUARIE REGIONAL LIBRARY COMMITTEE HELD ON TUESDAY 13 FEBRUARY 2018

CHAIRMAN GENERAL MANAGER.....

MOTION:

- 1. That the Macquarie Regional Library Committee elects a Chairman and Deputy Chairman for the ensuing 12 months.**
- 2. That the election for the positions of Chairman and Deputy Chairman for the ensuing twelve months be by “open voting”.**

Moved Cr Jones Seconded Cr Munro

CARRIED

Election of Chairman

Councillor L. Lambert stood down from the Chairmanship of the meeting to allow for the election of Chairman and Deputy Chairman of the Macquarie Regional Library Committee for the ensuing twelve months.

The Manager, Macquarie Regional Library, conducted the election.

Nominations were invited for election to the position of Chairman for the ensuing twelve months. Cr Les Lambert was nominated by Cr. A. Jones and Cr. M. Munro.

There being only one nomination received, Councillor Lambert was declared elected as Chairman of the Committee for the ensuing twelve months.

Election of Deputy Chairman

Nominations were invited for election to the position of Deputy Chairman for the ensuing twelve months. Cr. Anne Jones was nominated by Cr. L. Lambert and K. Parker.

There being only one nomination received, Cr. Jones was declared elected as Deputy Chairman of the Committee for the ensuing twelve months.

Cr. Lambert assumed Chairmanship of the Committee.

17/23 MRL CODE OF MEETING PRACTICE

The meeting had before it the annexed report from the Manager dated 19 October 2017 on the Macquarie Regional Library Code of Meeting Practice.

MOTION:

That the Macquarie Regional Library Code of Meeting Practice, as amended, be adopted for the ensuing twelve months.

Moved Cr Jones Seconded Cr. Parker

CARRIED

17/24 MINUTES ORDINARY MEETING – 8 AUGUST 2017

THIS IS PAGE 2 OF THE MINUTES OF THE ORDINARY MEETING OF THE MACQUARIE REGIONAL LIBRARY COMMITTEE HELD AT THE DUBBO LIBRARY ON TUESDAY 14 NOVEMBER 2017 AND CONFIRMED AT THE ORDINARY MEETING OF THE MACQUARIE REGIONAL LIBRARY COMMITTEE HELD ON TUESDAY 13 FEBRUARY 2018

CHAIRMAN GENERAL MANAGER.....

MOTION:

That the minutes of the proceedings of the Macquarie Regional Library Committee of the Ordinary Meeting held on 8 August 2017 consisting of pages 1, 2, 3 and 4 of the series, be taken as read, confirmed as correct records, and signed by the Chairman and General Manager.

Moved Cr. Iannuzzi Seconded Cr. Munro

CARRIED

17/25 MRL AGREEMENT AND SERVICE MODEL

The meeting had before it the annexed report from the Manager dated 1 November 2017 on the Macquarie Regional Library Agreement and Service Model.

MOTION:

1. That the report be noted.
2. That the MRL Committee adopt the draft new MRL Agreement.
3. That the term of the new Agreement be from 1 July 2018 to 30 June 2021.
4. That the adopted draft new MRL Agreement be circulated to the MRL member Councils for final review before being distributed for execution by the Mayor and General Manager of each Council.

Moved Cr. Iannuzzi Seconded Cr. Jones

CARRIED

17/26 MRL ORGANISATIONAL STRUCTURE

The meeting had before it the annexed report from the Manager dated 3 November 2017 on the Macquarie Regional Library Agreement and Service Model.

MOTION:

1. That the report on the review of the MRL Organisational Structure be noted.

Moved Cr. Munro Seconded Cr. Parker

CARRIED

17/27 REPORT FROM THE DIRECTOR ON THE JULY-SEPTEMBER 2017 QUARTERLY REVIEW OF THE 2017/2018 MRL ANNUAL OPERATIONAL PLAN AND BUDGET

The meeting had before it the annexed report from the Manager dated 1 November 2017 on the July-September 2017 quarterly review of the 2017/2018 MRL Annual Operational Plan and Budget.

THIS IS PAGE 3 OF THE MINUTES OF THE ORDINARY MEETING OF THE MACQUARIE REGIONAL LIBRARY COMMITTEE HELD AT THE DUBBO LIBRARY ON TUESDAY 14 NOVEMBER 2017 AND CONFIRMED AT THE ORDINARY MEETING OF THE MACQUARIE REGIONAL LIBRARY COMMITTEE HELD ON TUESDAY 13 FEBRUARY 2018

CHAIRMAN GENERAL MANAGER.....

Councillor K Parker declared a pecuniary, significant interest in the matter now before the Committee and left the room and was out of sight during Committee's consideration. The reason for such interest is that Councillor K Parker is the Manager of the Dubbo Branch of the Bank of Queensland, a bank that Council has funds invested with.

MOTION:

1. That the Performance Review details from the Macquarie Regional Library for the Quarter ended 30 September 2017 be noted.
2. That the September 2017 review of the Macquarie Regional Library Operational Plan be noted.
3. That the Budget Review Statement and the Quarterly Financial Statement for the Macquarie Regional Library Service as at 30 September 2017, as attached to this report, be adopted and such sums be voted for such purposes.
4. That the information regarding the performance of MRL's investment funds be noted.

Moved Cr. Jones Seconded Cr. Munro

CARRIED

17/28 REPORT FROM THE MANAGER INFORMATION TECHNOLOGY ON THE CURRENT AND FUTURE INFORMATION TECHNOLOGY NEEDS OF THE MRL SERVICE

The meeting had before it the annexed report from the Manager Information Technology dated 3 November 2017 on the current and future information technology needs of the MRL Service.

MOTION:

1. That the report be noted.
2. That the Toshiba 3540c and Toshiba 2820c photocopiers at the Dubbo Branch Library be replaced.
3. That the Microsoft Office Software Assurance agreement for the Public Access Computers be renewed at an estimated cost of \$1,800.
4. That a Creative Cloud All Apps 12 month subscription be purchased at a current annual cost of \$1,120 for the Marketing and Promotions Officer position.
5. To investigate the installation of wireless hotspots for the Mendooran, Binnaway and Baradine Service Points.
6. To investigate and purchase Virtual Reality equipment for use in the Library.
7. To investigate the purchase of a 3D printer and materials for use in the Library.
8. That consideration be given to replacing the line break people counters at MRL Branches with a video based people counting solution.
9. That a total of ninety two (92) Chocolatey for Business Licenses be purchased in 2018/19 at an estimated annual cost of \$1,200.
10. Future consideration, including indicative costings, be given to replacing the microfilm readers at the Wellington and Narromine Branches with a supported

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CHAIRMAN GENERAL MANAGER.....

model.

Moved Cr. Parker Seconded Cr. Munro

CARRIED

17/29 REPORT FROM THE DIRECTOR ON THE BRANCH LIBRARIES' ACTIVITIES DURING THE JULY-SEPTEMBER 2017/2018 QUARTER.

The meeting had before it the annexed report from the Manager dated 3 November 2017 on the Branch Libraries' activities for the July-September 2017/2018 quarter.

MOTION:

That the information contained in the report of the Manager Macquarie Regional Library dated 3 November 2017 be noted.

Moved Cr. Jones Seconded Cr. Munro

CARRIED

The meeting closed at 6.55pm.

THIS IS PAGE 5 OF THE MINUTES OF THE ORDINARY MEETING OF THE MACQUARIE REGIONAL LIBRARY COMMITTEE HELD AT THE DUBBO LIBRARY ON TUESDAY 14 NOVEMBER 2017 AND CONFIRMED AT THE ORDINARY MEETING OF THE MACQUARIE REGIONAL LIBRARY COMMITTEE HELD ON TUESDAY 13 FEBRUARY 2018

CHAIRMAN GENERAL MANAGER.....