

Casey Cardinia Libraries

Board Meeting

Wednesday 26 October 2022

Minutes

Online Meeting via Teams

Meeting started at 4.10pm

1. **Present**

Board Members:

*Lili Rosic (Cardinia Shire), Cr Jack Kowarzik (Cardinia Shire),
Miguel Belmar (City of Casey-Administrator) – chairperson,
Steve Coldham (City of Casey) and Keri New (City of Casey)*

Officers:

*Beth Luppino, Bec Mitchem, Daniel Lewis, Emily Ramaswamy, Janine Galvin and
Melinda Rogers (Secretariat).*

2. **Apologies**

Nil

3. **Acknowledgement of the Traditional Owners**

4. **Declaration of Conflicts of Interest**

Nil

5. **Confirmation of the Minutes of The Casey-Cardinia Library Corporation (CCL)
Special Board Meeting held on Thursday 29 September 2022.**

*It was resolved that the minutes of the Special Board Meeting held on Thursday
29 September 2022 be approved and adopted.*

Moved	Steve Coldham
Seconded	Lili Rosic

6. CCL Board Membership – Acknowledgement – Cr Jeff Springfield

Casey Cardinia Libraries would like to thank Cr Jeff Springfield – Cardinia Shire, for his service on the Library Board. It is clear that Cr Jeff Springfield has a passion for libraries and the community, and we value his contribution as an active Board member, Chair and advocate for libraries for many years.

Welcome to Cr Jack Kowarzik, Cardinia's alternate member.

7. In-Camera

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8. Officers' Reports

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CC53/2022	People and Culture	8
CC54/2022	Operational Performance	9
CC55/2022	Customer Experience	9

9. General Business 10

10. Next Meeting 10

MINUTE 64

That the meeting resolved 'in camera' at 4.05pm and the meeting be closed to members of the community.

Moved Keri New

Seconded Lili Rosic

Carried

IN-CAMERA

CC48/2022	CCL TRANSITION
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IN-CAMERA

CC49/2020	EMPLOYMENT MATTER
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MINUTE 67

That the meeting resolved into 'open camera' at 5.10pm and the meeting be opened.

Moved Jack Kowarzik

Seconded Lili Rosic

Carried

MINUTE 68

1. That the recommendations moved 'in camera' be resolved.

Moved Jack Kowarzik

Seconded Lili Rosic

Carried

OFFICERS REPORTS

CC50/2022 FINANCE

Report prepared by Emily Ramaswamy

Purpose

To provide the Board an update on CCL's financial performance as at 30 September 2022.

CCL Library Plan reference – 4.5, 4.6

RECOMMENDATIONS

- 1. That the Finance Report be noted.*

MINUTE 69

It was resolved:

- 1. That the Finance Report be noted.*

Moved Steve Coldham

Seconded Keri New

Carried

CC51/2022 BUILDINGS AND FACILITIES

Report prepared by Bec Mitchem

Purpose

To provide the Board with an update on library facilities across the Casey and Cardinia region, current and future.

CCL Library Plan reference – 1.1, 2.1, 2.2, 4.5, 4.7

RECOMMENDATIONS

- 1. That the Buildings and Facilities Report be noted.*

MINUTE 70

It was resolved:

- 1. That the Buildings and Facilities Report be noted.*

Moved Jack Kowarzik

Seconded Keri New

Carried

CC52/2022

INFORMATION, DIGITAL SERVICES AND TECHNOLOGY

Report prepared by Daniel Lewis

Purpose

To provide the Board with an update on CCL Information, Digital Services and Technology strategies.

CCL Library Plan reference – 4.5

RECOMMENDATIONS

- 1. That the Information, Digital Services and Technology Report be noted.*

MINUTE 71

It was resolved:

- 1. That the Information, Digital Services and Technology Report be noted.*

Moved Steve Coldham

Seconded Jack Kowarzik

Carried

CC53/2022

PEOPLE AND CULTURE

Report prepared by Janine Galvin

Purpose

To provide the Board with an update on team development and staffing opportunities.

CCL Library Plan reference – 1.1, 1.4, 2.4, 3.5, 4.1, 4.3,4.6, 4.7

RECOMMENDATIONS

- 1. That the People and Culture Report be noted.*

MINUTE 72

It was resolved:

- 1. That the People and Culture Report be noted.*

Moved Lili Rosic

Seconded Steve Coldham

Carried

CC54/2022 ORGANISATIONAL PERFORMANCE

Report prepared by Melinda Rogers

Purpose

To provide the Board with a summary of CCL's monthly performance.

CCL Library Plan reference – 4.3, 4.4

RECOMMENDATIONS

- 1. That the Operational Performance Report be noted.*

MINUTE 73

It was resolved:

- 1. That the Operational Performance Report be noted.*

Moved Jack Kowarzik

Seconded Keri New

Carried

CC55/2022 CUSTOMER EXPERIENCE

Report prepared by Bec Mitchem

Purpose

To provide the Board with an update on community engagement, collections and services, including programs, events and partnerships.

CCL Library Plan reference – 1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 2.2, 2.3, 3.1, 3.4 and 3.5

RECOMMENDATIONS

- 1. That the Customer Experience Report be noted.*

MINUTE 74

It was resolved:

- 1. That the Customer Experience Report be noted.*

Moved Steve Coldham

Seconded Jack Kowarzik

Carried

GENERAL BUSINESS

NEXT MEETING

Wednesday 23 November 2022 – Bunjil Place Library – Meeting Room 3 and 4

Meeting closed at 5.30pm