

Connected Libraries Limited Board Meeting Wednesday 25 February 2026 Minutes

Online Meeting via Teams

Meeting started at 4.03pm

1. Present

Board Members:

Penny Holloway (Chairperson), Helen Partridge and Keri New (City of Casey).

Officers:

Beth Luppino, Emily Ramaswamy, Janine Galvin, Koula Kalaitzoglou and Melinda Rogers (Secretariat).

Guests:

Eva Foster (City of Casey)

2. Apologies

Board Members:

Cr Scott Dowling.

Officers:

Nil

3. Acknowledgement of the Traditional Owners

4. Declaration of Conflicts of Interest

Nil

5. Confirmation of the Minutes of the Connected Libraries Limited Board Meeting held on Wednesday 26 November 2025.

It was resolved that the minutes of the Board Meeting held on Wednesday 26 November 2026 approved and adopted.

Moved	Helen Partridge
Seconded	Keri New

		<i>Page No.</i>
6.	Strategies/Plans	
01/2026	Draft Budget 2026-2027	3
02/2026	Draft Facilities Development Plan 2023-2027 <i>(updated February 2026)</i>	3
7.	Officers' Reports	
03/2026	Finance	4
04/2026	Organisational Risk	4
05/2026	Operational Performance	5
06/2026	Library Plan 2025-2029– Actions and Achievements	5
8.	General Business	6
9.	Next Meeting	6

STRATEGIES/PLANS

01/2026 DRAFT BUDGET 2026-2027

Report prepared by Emily Ramaswamy

Purpose

To provide the draft estimates for the operating budget for the 2026–2027 financial year.

Library Plan 2025-2029 reference – 4.5

RECOMMENDATIONS

1. That the Draft Budget Report 2026-2027 be noted.

MINUTE 01

It was resolved:

1. That the Draft Budget Report 2026-2027 be noted.

Moved Helen Partridge

Seconded Keri New

Carried

02/2026 DRAFT FACILITIES DEVELOPMENT PLAN 2023-2027 (UPDATED FEBRUARY 2026)

Report prepared by Beth Luppino

Purpose

To provide the Board an updated Facilities Development Plan 2023-2027 that reflects the current and future library infrastructure needs for the Casey community.

Library Plan 2025-2029 reference – 4.5

RECOMMENDATIONS

1. That the Board endorses the updated Facilities Development Plan 2023-2027(updated February 2026), and that the CEO provides the updated plan to Council for noting.

MINUTE 02

It was resolved:

1. That the Board endorses the updated Facilities Development Plan 2023-2027(updated February 2026), and that the CEO provides the updated plan to Council for noting.

Moved Helen Partridge

Seconded Keri New

Carried

OFFICERS REPORTS

03/2026 FINANCE

Report prepared by Emily Ramaswamy

Purpose

To provide the Board with an update on Connected Libraries' financial performance as at 31 January 2026.

Library Plan 2025-2029 reference – 4.5

RECOMMENDATIONS

1. *That the Finance Report be noted.*

MINUTE 03

It was resolved:

1. *That the Finance Report be noted.*

Moved Keri New

Seconded Helen Partridge

Carried

04/2026 ORGANISATIONAL RISK

Report prepared by Beth Luppino and Janine Galvin

Purpose

To provide the Board with a progress report on matters that impact Connected Libraries' operations or strategic goals.

Library Plan 2025-2029 reference – 2.4, 4.3, 4.4, 4.5

RECOMMENDATIONS

1. *That the Board endorse the draft CL Dress and Appearance Policy.*
2. *That the Organisational Risk Report be noted.*

MINUTE 04

It was resolved:

1. *That the Board endorse the draft CL Dress and Appearance Policy.*
2. *That the Organisational Risk Report be noted.*

Moved Helen Partridge

Seconded Keri New

Carried

05/2026 OPERATIONAL PERFORMANCE

Report prepared by Melinda Rogers and Beth Luppino

Purpose

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

Library Plan 2025-2029 reference – 2.2, 2.6, 4.5

RECOMMENDATIONS

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

MINUTE 05

It was resolved:

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

Moved Keri New

Seconded Helen Partridge

Carried

06/2026 LIBRARY PLAN – 2025-2029 – ACTIONS AND ACHIEVEMENTS

Report prepared by Koula Kalaitzoglou

Purpose

To provide the Board with key achievements from the Library Plan 2025-2029, specifically the 2025-2026 Action Plan.

Library Plan 2025-2029 reference –4.5

RECOMMENDATIONS

1. *That the Library Plan 2025-2029 – Actions and Achievements Report be noted.*

MINUTE 06

It was resolved:

1. *That the Library Plan 2025-2029 – Actions and Achievements Report be noted.*

Moved Helen Partridge

Seconded Keri New

Carried

GENERAL BUSINESS**Letter to local MPs advocating for library funding in the State Budget 2026-2027**

MINUTE 07

It was resolved:

1. *That the Chair sign the letter of advocacy for public library funding in the Victorian State Budget FY2026-2027, and that this is sent to CEO of City of Casey and the State Members of Parliament in the City of Casey.*

Moved Helen Partridge

Seconded Keri New

Carried

NEXT MEETING

Wednesday 22 April 2026 – Online Teams Meeting

Meeting closed at 5.07pm