

Connected Libraries Limited Board Meeting Wednesday 22 April 2026 Minutes

Online Meeting via Teams

Meeting started at 4.05pm

1. Present

Board Members:

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

Officers:

Beth Luppino, Koula Kalaitzoglou and Melinda Rogers (Secretariat).

Guests:

Eva Foster (City of Casey) and Brad Spolding (City of Casey)

2. Apologies

Board Members:

Cr Scott Dowling

Officers:

Emily Ramaswamy and Janine Galvin

3. Acknowledgement of the Traditional Owners

4. Board Membership

City of Casey appointed Council Officer Callum Pattie, Director Community Life, to Connected Libraries Board in February 2026. Callum has replaced the position previously held by Steve Coldham.

Connected Libraries Board members include:

- Independent Board Members
 - Penny Holloway; and
 - Helen Partridge
- Council Officers
 - Keri New, and
 - Callum Pattie
- Councillor Delegate
 - Cr Scott Dowling.

Recommendation:

That the Board acknowledges the changes to the Connected Libraries Board membership.

Moved Helen Partridge
Seconded Keri New

5. Declaration of Conflicts of Interest

Nil

6. Confirmation of the Minutes of the Connected Libraries Limited Board Meeting held on Wednesday 22 February 2026.

It was resolved that the minutes of the Board Meeting held on Wednesday 22 February 2026 approved and adopted.

Moved Helen Partridge
Seconded Keri New

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STRATEGIES/PLANS

07/2026 DRAFT BUDGET 2026-2027

Report prepared by Emily Ramaswamy

Purpose

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

Library Plan 2025-2029 reference – 4.5

RECOMMENDATIONS

1. *That the Board endorses CL Draft Budget 2026-2027.*
2. *That CL forward the endorsed CL Budget 2026-2027 to the City of Casey for approval.*
3. *That the Board notes CL will adopt the CL Budget 2026–2027 after the City of Casey advise formal approval of the Budget.*

MINUTE 08

It was resolved:

1. *That the CL Draft Budget is updated with Council contribution of \$7,734,747.*
2. *That the Board endorses CL Draft Budget 2026-2027 updated.*
3. *That CL forward the endorsed CL Budget 2026-2027 to the City of Casey for approval.*
4. *That the Board notes CL will adopt the CL Budget 2026–2027 after the City of Casey advise formal approval of the Budget.*

Moved Helen Partridge
Seconded Keri New

Carried

08/2026 DRAFT STRATEGIC RESOURCE PLAN 2026-2030***Report prepared by Emily Ramaswamy*****Purpose**

To present the Board with Connected Libraries Draft Strategic Resource Plan 2026-2030 for endorsement.

Library Plan 2025-2029 reference – 4.5

RECOMMENDATIONS

1. *That the Board endorses CL Draft Strategic Resource Plan 2026–2030.*
2. *That CL forward the endorsed CL Strategic Resource Plan 2026-2030 to the City of Casey for approval.*
3. *That the Board notes CL Ltd will be required to adopt the CL Strategic Resource Plan 2026-2030 after the City of Casey advise formal approval.*

MINUTE 09

It was resolved:

1. *That the CL Draft Strategic Resource Plan is updated to reflect Council 2026-2027 contribution of \$7,734,747.*
2. *That the Board endorses CL Draft Strategic Resource Plan 2026–2030 updated.*
3. *That CL forward the endorsed CL Strategic Resource Plan 2026-2030 to the City of Casey for approval.*
4. *That the Board notes CL Ltd will be required to adopt the CL Strategic Resource Plan 2026-2030 after the City of Casey advise formal approval.*

Moved Callum Pattie
Seconded Helen Partridge

Carried

09/2026 DRAFT KEY PERFORMANCE INDICATORS 2026-2027

Report prepared by Beth Luppino and Emily Ramaswamy

Purpose

To provide an overview of the draft Key Performance Indicators for year two (2026-2027) of the Library Plan 2025-2029.

Library Plan 2025-2029 reference – 4.5

RECOMMENDATIONS

1. *That the Board approves the draft key performance indicator targets for 2026-2027.*
2. *That Connected Libraries key performance indicator targets are forwarded to Council Officers for inclusion in the Service Level Agreement.*

MINUTE 10

It was resolved:

1. *That the Board approves the draft key performance indicator targets for 2026-2027.*
2. *That Connected Libraries key performance indicator targets are forwarded to Council Officers for inclusion in the Service Level Agreement.*

Moved Helen Partridge
Seconded Keri New

Carried

OFFICERS REPORTS

10/2026 FINANCE

Report prepared by Emily Ramaswamy

Purpose

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

Library Plan 2025-2029 reference – 4.5

RECOMMENDATIONS

1. *That the Finance Report be noted.*

MINUTE 11

It was resolved:

1. *That the Finance Report be noted.*

Moved Keri New

Seconded Callum Pattie

Carried

11/2026 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 Organisational Risk Report be noted.*
2. *That the Board endorse the Risk Management Policy.*

MINUTE 12

It was resolved:

1. *That the Organisational Risk Report be noted.*
2. *That the Board endorse the Risk Management Policy with agreed amendments.*

Moved Helen Partridge

Seconded Callum Pattie

Carried

12/2026 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 13

It was resolved:

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

Moved Helen Partridge

Seconded Keri New

Carried

13/2026 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 an overview of 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 14

It was resolved:

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

Moved Callum Pattie

Seconded Helen Partridge

Carried

GENERAL BUSINESS

14/2026 CORPORATE REPRESENTATIVE

Report prepared by Beth Luppino

Purpose

To provide the Board with an update on the Corporate Representative for founding member, City of Casey.

Library Plan 2025-2029 reference – 4.5

RECOMMENDATIONS

1. *That the Board notes the revocation of appointed Corporate Representative Emily Clarke.*

MINUTE 15

It was resolved:

1. *That the Board notes the revocation of appointed Corporate Representative Emily Clarke.*

Moved Keri New

Seconded Helen Partridge

Carried

MINUTE 16

That the meeting resolved 'in camera' at 5.17pm and the meeting be closed to members of the community.

Moved Helen Partridge

Seconded Calum Pattie

Carried

IN-CAMERA

15/2026

COMPANY MEMBERSHIP

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MINUTE 18

That the meeting resolved into 'open camera' at 5.30pm and the meeting be opened.

Moved Helen Partridge

Seconded Callum Pattie

Carried

MINUTE 19

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

Moved Helen Partridge

Seconded Callum Pattie

Carried

NEXT MEETING

Wednesday 24 June 2026 – In person – Bunjil Place Library

Meeting closed at 5.35pm