

**Connected Libraries
Board Meeting
Wednesday 23 October 2024
Minutes**

Online - Microsoft Teams

Meeting started at 4.00pm

1. Present

Board Members:

Penny Holloway (Chairperson), Helen Partridge, Miguel Belmar (City of Casey-Administrator), Steve Coldham (City of Casey) 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
CC39/2024 VAGO Auditors representatives – Lee Blashki*

Apologies

Nil

2. Acknowledgement of the Traditional Owners

3. Declaration of Conflicts of Interest

Nil

4. Confirmation of the Minutes of the Casey-Cardinia Library Corporation, trading as Connected Libraries (CL) Board Meeting held on Wednesday 28 August 2024.

It was resolved that the minutes of the Board Meeting held on Wednesday 28 August 2024 be approved and adopted.

Moved Steve Coldham
Seconded Miguel Belmar

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STRATEGIES/PLANS

CL39/2024 ANNUAL REPORT 2023-2024 INCLUDING FINANCIALS - AUDIT REPORT

Report prepared by Beth Luppino and Emily Ramaswamy

Purpose

To present the audit report on Connected Libraries 2023-2024 year-end financial statements.

CL Library Plan reference – 4.6

RECOMMENDATIONS

1. *That the Board notes the draft audit report on the Connected Libraries year-end financial statements.*

MINUTE 54

1. *That the Board notes the draft audit report on the Connected Libraries year-end financial statements.*

Moved Helen Partridge

Seconded Keri New

Carried

OFFICERS REPORTS

CL40/2024 FINANCE

Report prepared by Emily Ramaswamy

Purpose

To provide the Board an update on Connected Libraries' financial performance as at 30 September 2024.

CL Library Plan reference – 4.5, 4.6

RECOMMENDATIONS

1. *That the Finance Report be noted.*

MINUTE 55

It was resolved:

1. *That the Finance Report be noted.*

Moved Helen Partridge

Seconded Steve Coldham

Carried

CL41/2024 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.

CL Library Plan reference –4.3, 4.6, 4.7

RECOMMENDATIONS

1. *That the Organisational Risk Report be noted.*

MINUTE 56

It was resolved:

1. *That the Organisational Risk Report be noted.*

Moved Helen Partridge

Seconded Miguel Belmar

Carried

CL42/2024 OPERATIONAL PERFORMANCE

Report prepared by Koula Kalaitzoglou and Melinda Rogers

Purpose

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

CL Library Plan reference – 4.3, 4.4

RECOMMENDATIONS

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

MINUTE 57

It was resolved:

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

Moved Miguel Belmar

Seconded Keri New

Carried

CL43/2024 LIBRARY PLAN – 2021-2025 – ACTIONS AND ACHIEVEMENTS

Report prepared by Beth Luppino and Koula Kalaitzoglou

Purpose

To provide the Board with key achievements from the Library Plan 2021-2025.

CL Library Plan reference –

1.1 Safe, welcoming and accessible physical and virtual spaces which support community to access knowledge and information,

2.1 Support council to make evidence-based decisions in library services,

3.4 Inform and engage community about our library services

RECOMMENDATIONS

1. *That the Library Plan 2021-2025 – Actions and Achievements Report be noted.*

MINUTE 58

It was resolved:

1. *That the Library Plan 2021-2025 – Actions and Achievements Report be noted.*

Moved Steve Coldham

Seconded Helen Partridge

Carried

GENERAL BUSINESS

CL44/2024 BENEFICIAL ENTERPRISE

Report prepared by Beth Luppino

Purpose

To provide the Board with an update of the upcoming steps to transition Connected Libraries to a compliant entity under the Local Government Act 2020.

CL Library Plan reference – 4.6, 4.7

RECOMMENDATIONS

1. *That the Beneficial Enterprise report be noted.*

MINUTE 59

It was resolved:

1. *That the Beneficial Enterprise report be noted.*

Moved Keri New

Seconded Helen Partridge

Carried

The following delegates will resign from the Board following the term for City of Casey Administrators, and council elections:

- Miguel Belmar (City of Casey – Administrator)
- Noelene Duff (City of Casey – Administrator – alternate delegate)

Connected Libraries and its Board members acknowledged the contributions and commitment that both Miguel Belmar and Noelene Duff made during their time on the Library Board.

The Board notes the changes to the Casey Cardinia Library Corporation Board membership.

NEXT MEETING

Wednesday 20 November 2024 – online teams meeting

Meeting closed at 5.00pm