South Coast Cooperative Library Service

Meeting Date: Monday, 23 October, 2017
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 10:00am

Please note: Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

Agenda

1. Apologies

2. Confirmation of Minutes

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3. Declarations of Interest

4. Reports

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5. General Business

Membership
All Councillors
Mr Russ Pigg or Nominee
Mr Craig Milburn
Ms Sarah Taylor
Clr Kathy Rice (Kiama Municipal Council)
Ms Clare Rogers (Kiama Municipal Council)
Ms Michelle Hudson (Kiama Municipal Council)

Quorum – Majority of members

Purpose and Delegated Authority

To provide Control and manage libraries or library services within the areas of the Member Councils upon the terms and subject to the conditions specified in the agreement.

Note: The member Councils are Shoalhaven City Council and Kiama Municipal Council.

MINUTES OF THE SOUTH COAST COOPERATIVE LIBRARY SERVICE

Meeting Date: Tuesday, 25 October 2016
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 10.15am

The following members were present:

Clr Patricia White
Ms Sarah Taylor - Shoalhaven Library Services Manager (SCC), Manager South Coast Cooperative Libraries
Ms Clare Rogers - Director Community Services, Kiama Municipal Council
Ms Michelle Hudson - Library Manager, Kiama Municipal Council
Ms Jane Lewis – General Manager's Nominee

Election of Chairperson

RESOLVED (By consent)

That Clr White be appointed as the Chairperson for the South Coast Co-operative Library Service Committee meeting held on Tuesday 25 October 2016.

CARRIED

Apologies / Leave of Absence

Clr Findley, Clr Kathy Rice – Kiama Council

Confirmation of the Minutes

RESOLVED (By consent)

That the Minutes of the meeting of the South Coast Co-Operative Library Service Committee meeting held on 14 March 2016 be confirmed.

CARRIED

REPORTS

LS16.1 Annual Report 2015-2016 — HPERM Ref: D16/327586

RESOLVED (By consent)

That the report regarding the Annual Report 2015 – 2016 be received for information.

CARRIED

Sarah Taylor – Manager South Coast Cooperative Libraries, provided the following overview of the 2016-2017 Annual Report.

- Over 18,000 items were purchased for the cooperative with a collection size of over 225,000 items.
- Continue to emphasise the use of technology to streamline processes.
- Online digital membership service is now possible 24/7 and has seen an increase in digital library members and access to digital services.
- SMS notifications have been introduced and are being used for book reservations, this is an automated service and will be used in the future for overdue notices.
- Updating library processes and procedures for management / updating database continues.
- Continuing to work together with Kiama Council in the South East Zone.
- Digital magazines are now available on line and good feedback has been received for both Shoalhaven and Kiama.

Motion

RESOLVED (By consent)

That The Co-Operative Library Manager's Report be received for information.

CARRIED

Michelle Hudson – Kiama Municipal Council Update

- Kiama Library has been involved in the Kiama Council initiative of becoming a Dementia Friendly community. The library building has been audited and a number of recommendations will be implemented over the coming months to provide the community with a more dementia friendly library space.
- A number of other programs including guest readers to the weekly story time sessions. Councillors Rice and Sloan participated in World Read Aloud day, beach and road safety information was delivered in a fun way in story time sessions.
- A Pop-Up library was also held at Blue Haven as part of Kiama's Seniors Week programs with library staff on hand to demonstrate the different library resources.
- Demand for Library Book Groups continues to grow, Kiama Library has started a Book Club collection for the use of Library Book clubs initially.
- A Friday Flick movie program has been introduced (one Friday each month) which is proving to be popular.
- Kiama Library was successful in obtaining $60,500 for the digitisation project, *Just a Minute* as part of the Public Library Infrastructure grants. This project will include the implementation of a Digital Access Management system (DAM) and the digitisation of

historic Council Minute Books from Gerringong (1871-1954), Kiama (1859-1968) and Jamberoo (1891-1954). The DAM will also provide access to other digital resources including oral histories, images and documents when complete.

Sarah Taylor – Shoalhaven City Council Update

- Another successful year.
- The 'Librarian Rhapsody' YouTube video was very successful and has received great feedback.
- Other programs continue, for example, Storytimes & Rhymetimes book clubs.
- The new Paws 'n' Tails sessions are proving very popular.
- Other new initiatives include:
    - Family History Talks
    - Building Brighter Babies Program, for which Shoalhaven Libraries received an IMB Grant which enabled them to provide a library bag and book to each new child born in the Shoalhaven local government area.
    - Pathfinders Volunteer Program
- Development of digital library services is ongoing for Nowra Library.
- New mobile shelving & planning is ongoing.
- There are new staff at the Sanctuary Point library and the new fixed iPads are proving to be popular.
- Ulladulla Civic Centre celebrated its first birthday and the library continues to increase its programs and services.
- Currently working with Friends of Milton Library to increase the Milton Library's opening hours and provide additional services to borrowers.
- A regular training program has been developed to upskill and cross-train staff.
- Providing internet and technology training for seniors.

LS16.2 New Library for Gerringong

Kiama Council has received funding to build a library at Gerringong. The library will be located in Blackwood Street behind the Arts Building. It is hoped that building will begin in mid-2017.

LS16.3 South Coast Cooperative Libraries - Collection Development Policy

Michelle Hudson and Sarah Taylor will work on the review of the South Coast Cooperative Libraries - Collection Development Policy. The policy is due for review in December 2016.

LS16.4 Funding Library Services

At the Local Government NSW Annual Conference held in Wollongong on 16-18 October 2016, the Premier, Mike Baird, committed to fund library services in NSW to the required legislated level.

LS16.5 SWITCH 2016 - Annual Conference

The SWITCH 2016 Annual Conference is hosted by the NSW Public Libraries Association and will be held on 22 to 24 November 2016 at the Ulladulla Civic Centre. All NSW public library staff are welcome to attend.

There being no further business, the meeting concluded, the time being 10.51am.

Clr White
CHAIRPERSON

LS17.1 Annual Report 2016 / 2017

HPERM Ref: D17/342950

Group: Finance Corporate & Community Services Group
Section: Recreation Community & Culture

Attachments: 1. Annual Report 2016/17 ⇩

Purpose / Summary

To present the South Coast Cooperative Libraries Annual Report 2016/2017.

Recommendation (Item to be determined under delegated authority)

That Annual Report 2016/2017 be received for information & discussion.

LS17.1

Options

1. As recommended
2. Make an alternate recommendation

Background

The South Coast Cooperative Library Service is a partnership between Shoalhaven City Council and Kiama Council. Shoalhaven City Council is responsible for the acquisition and cataloguing of library items for Kiama Council and in addition the two Councils work together collaboratively to provide library resources and services to the community.

The South Coast Cooperative offers its customers a collection of over 250,000 items in both physical and digital formats, with over 19,000 physical items added this financial year. Over 600,000 people have visited one of our branches this year and it is clear from these figures that libraries provide a vital community space.

The South Coast Cooperative Library Service remains a strong and dynamic partnership and continues to grow this collaboration for the benefit of both communities.

South Coast Cooperative Libraries

Annual Report 2016-17

Shoalhaven City Council

Kiama Municipal Council

Cooperative Manager's Report

It's been another fantastic year for the South Coast Cooperative Libraries and Shoalhaven City Council and Kiama Council continue to grow and evolve as a vibrant partnership. Libraries provide a vital community space and this is reflected in the increase in visits, which has seen over 600,000 people come into our library branches this past year. In addition to physical visits there has also been an increase in customers interacting with our libraries digitally and making use of our eBooks, eAudiobooks, eMagazines and databases. The South Coast Cooperative offers its customers a collection of over 250,000 items in both physical and digital formats, with over 19,000 new physical items added this financial year. The South Coast Cooperative Libraries is also part of a larger network of public libraries, the New South Wales South East Zone, and through this collaboration is able to offer over 60,000 eBook and eAudio titles and over 370 eMagazine titles.

The Library Management System (LMS), Libero, has had another upgrade which allows for increased functionality that benefits staff and customers. Technology remains a focus for the library and it is used to assist customers and staff alike in providing an accessible and agile service. Digital information and literacy also forms a core component of the services that contemporary libraries now provide through access to digital technology and assistance with its use.

Our multi-skilled library staff are resourceful and always deliver exceptional customer service that is responsive to the community's needs. Their passion and energy enables the Cooperative to provide increased services and programs to its customers.

As always a big thank you to partner Library Manager Michelle Hudson for her ongoing support and professionalism. The South Coast Cooperative remains a strong and dynamic partnership and I look forward to continuing to grow this collaboration for the benefit of both communities.

I take pleasure in presenting this Annual Report from the South Coast Cooperative, which highlights the many services, resources and programs that are provided to our communities.

Sarah Taylor
Manager
South Coast Cooperative Libraries

SOUTH COAST COOPERATIVE LIBRARY SERVICE

2016-17 A Quick Glance

603,650
Library Visits

58,370
Members

19,361
New Items
16, 093 Books
3268 Audio Visual

253,292
Total Stock
Books - 136,139
Non-Books - 31,590
eMaterial - 58,070

622,594
Items Borrowed

145,382
Internet Sessions

104,556
information requests

What's New?

Free movie screenings
Choice Magazine online
Kiama street libraries
GenConnect Tech Help

Highlights

Inaugural Kiama Readers Festival

Shoalhaven Libraries hosted Public Libraries NSW SWITCH Conference

Libero Upgrade

Shoalhaven Libraries
Sanctuary Point Mobile Nowra Ulladulla Milton

Shoalhaven Libraries Annual Report 2016-2017

Shoalhaven Libraries is a vital part of Council services, supporting the social, educational and recreational development of the local community. It offers a safe space where all members of the community are able to come, and provides vital resources for people that might not otherwise be served or feel integrated. The library service continues to thrive as a whole and each individual branch caters to the needs of its unique community.

The refurbishment of Nowra Library is nearing completion. The library's interior painting has been completed and over 75% of stock is now on moveable shelving, which allows more flexibility in use of the public space as the library responds to community needs. A café has recently been added in its foyer area, which has proved popular with customers and staff alike. The 'book-themed' café serves coffee, light refreshments and gelato and provides an attractive entrance to the library.

Ulladulla Library has recently completed a mini refurbishment with the creation of an additional technology area, allowing the physical space to remain fluid and responsive as the library accommodates the changing needs of the community. This area has additional power points and desks which many people use as a work, study and leisure space. The multi-use centre, including a Visitors Centre and function facilities has seen increased usage and is a popular community space.

Our smallest district library at Sanctuary Point remains as always a much loved community asset and has had another successful year of providing excellent programs and services. Despite an undersized space and small staff allocation Sanctuary Point continues to provide amazing services from a dedicated and professional team.

The Mobile Library has seen increased usage this year as a result of better timetabling and marketing. Shoalhaven Libraries has also been successful in receiving a Public Library Infrastructure grant of $140,000 for the purchase of a customised library van. This smaller van will provide a library service to the Southern Shoalhaven, while the larger vehicle will continue to provide a library service to the North. The mobile library is an integral part of the services provided to our region by Shoalhaven Libraries and this extra vehicle will still offer a traditional mobile library service, but moreover enable increased access to library services and staff by the community. The service will offer internet connectivity and assist with the expansion of the current Home Library Service, as well as extending to pre-school, primary and high school visits, library presentations and other outreach activities.

Milton Library has seen increased hours of operation thanks to the volunteers from 'Friends of Milton Library'. Milton Library is now open three days per week – Monday, Wednesday and Friday – from 9am to 5pm. In

addition to increased opening hours volunteers are also providing services, such as youth book clubs and 'Friends of Milton Library' is looking to explore further services and programs that can be offered to their community.

Programs and Events

Shoalhaven Libraries runs a successful suite of programs, such as Storytimes & Rhymetimes, Third Wednesday Book Club, Tech Tuesdays, Family History Talks and Pathfinders Volunteer Program, to name just a few. As well as our regular programming we have also introduced some new programs that are proving to be popular. The GenConnect Intergenerational program connects young people and seniors with the aim of improving intergenerational relationships and technology skills. During these sessions seniors are paired with a younger person who helps them with any technology issues they may have. We have also launched a movie screening program at both our Nowra and Ulladulla branches, which shows a monthly movie for all to enjoy.

There have also been a lot of great author events and book launches and over the past year we've welcomed many authors including Tony Park, Julie Ankers and Anne McLeod. In addition there have been many school holiday activities and one-off events, such as the Great Intergenerational Bake Off, which celebrated Grandparent's Day, Book Week and many more. In total there have been more than 400 events held at our different library branches with over 8,500 people attending.

The library team is extremely proud to have won a first prize award in the Social Media Category of the NSW Public Libraries Marketing Awards for their 'Librarian Rhapsody' YouTube clip, which to date has had over 320,000 hits. The promotion of our resources and services has been a key focus this year. We want to let the community know what great free resources are available for them and we continue to review and improve our website (www.shoalhavenlibraries.com.au), online public catalogue and use social media to connect with our customers.

Technology

Shoalhaven Libraries is an important digital resource for the community. The public access computers and free WiFi at all our branches have seen increased usage over many years now. In addition the technology assistance is still an area where there is much need and assistance required. Tech Tuesday, technology classes and one-on-one sessions continue to prove popular.

We offer a diverse range of digital resources and this collection has increased with 'HSC Study Lab' and 'Choice magazine' databases being added this year. We advertise in the local paper, on our website, social media channels, flyers, radio interviews and word of mouth, and this year have targeted local schools so that they know about the great resources available for their students.

Staff

Staff have continued with their professional development by attending forums, seminars and training courses. Shoalhaven Libraries was fortunate to host the Public Libraries New South Wales Annual SWITCH Conference in November 2016 at the recently refurbished Ulladulla Civic Centre. It was a fantastic conference and also provided the opportunity for many Shoalhaven Libraries staff to attend the conference and listen to speakers such as Deng Adut, Gillian Hicks and Leigh Hobbs.

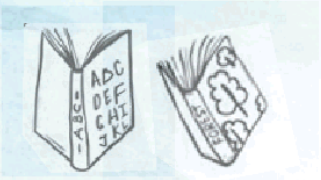
Training is an important part of ensuring that staff have the skills and knowledge to assist our community. This year has seen the development of a staff training schedule, with the aim of providing staff with the necessary skills and knowledge in order to assist customers and to stay current with the fast changing digital world.

A big thank you to our wonderful volunteers who assist in many ways. It's great to have so many talented community members offer their time and skills to the library service, which assists with service provision and provides additional resources and expertise.

Conclusion

It's been another fantastically busy year of events, activities, challenges and growth, and as always the delivery of a high standard of service. A big thank you to the staff at all our branches who are enthusiastic, professional and dedicated. We provide a wonderful service to our local area and strive to always deliver what the community wants and needs.

Sarah Taylor
Manager
Shoalhaven Library Services



Kiama Library

Kiama Library Annual Report 2016-2017

The past year has been a mixture of highs and lows in the library as we experienced the successful outcome of our first Readers Festival and then the tragic news of the unexpected passing of our colleague Ken Donnellan on Friday 23rd of December.

Ken Donnellan, our Information Services Librarian since 2013, had developed a passion for local history and in particular researching the lives of our local WW1 soldiers. What started out as Kiama Library's contribution to the Illawarra Remembers 1914-1918 project, soon developed into something much bigger. Ken shared his research with local RSL groups and Historical societies and had nearly completed a book on the subject. It was the wish of his family that the book be completed as a tribute to his dedication to our local history. Ken's book The Names on the Wall: Gerringong Soldiers Memorial Hall, will be launched in November by library staff.

Kiama Library in partnership with The Friends of Kiama Library held the inaugural Kiama Readers Festival over three days in October 2016. The aim of the Festival was to promote a love of reading by providing a range of programs for all ages. A sold out launch event saw philosopher and writer Damon Young explore the concept of reading and how we learn to turn words into worlds as he shared revelations of his own bookish life.

Eleven author sessions were held at The Pavilion Kiama on the Saturday with over 15 authors in attendance. Authors appearing included Meg Keneally, Kate Llewellyn, Kooshyar Karimi, Jim Haynes, David Dyer among others. The Festival dinner featuring husband and wife team Richard Glover and Debra Oswald discussing A Writers Life was also another sold out event. Festival activities continued on the Sunday for children with well-known authors Ursula Dubosarsky and Anna Feinberg providing a range of activities at Kiama Library.

Feedback from the participants was overwhelmingly positive so plans were made to hold a Festival dinner in May 2017 where popular Australian-British author Kathy Lette spoke about her most recent book Best Laid Plans to an audience of over 200. Another three-day Festival event is planned for May 2018.

In December we launched our Jamberoo Street Library. Part of the Street Library movement this service provides an invitation to share the joy of reading with the local community. Books can come and go without anyone checking them in or out. People simply take what interest them and when they are done they can return them to the Street Library or pass them on to friends. This service was a big hit with holiday visitors over the Christmas New Year period and is now supported by a library volunteer to ensure it is well stocked with great titles for all ages. Plans are in place for providing a Street Library in the Gerringong township.

As part of our annual Book Week celebrations a Story Book walk and a pop up library were part of the weekly Kiama Farmer's Market. The community were invited to stroll along our Book Walk, read a picture book, and complete colouring in activities. Three local schools also visited the library to take part in our annual Book Week programs.

Federal funding for the Gerringong Library, Museum and Community Facility was announced in December with plans to start the project in March 2018 with an anticipated completion date of February 2019. This long awaited project will provide much larger library facilities, additional operating hours with areas dedicated to children's activities and community meeting rooms. Library staff are currently working with the Gerringong & District Historical Society volunteers to explore how we can cooperatively work together to provide better access to our collections, programs and leverage visitation to the facility. In anticipation of the new library building, Gerringong Library is now open additional hours on Tuesdays from 9.30am to 12.30pm.

The library has introduced the Friday Flicks program after following up on a comment made by a community member about the difficulties they had in getting to the cinema in the neighbouring LGA. A monthly screening of recently released movies to DVD, with a book tie-in wherever possible, in the library auditorium has proved very popular with sold out events occurring every month.

Friends of Kiama Library

As well as supporting the Kiama Readers Festival both financially and by volunteering for the Festival committee, the Friends of Kiama Library continue to provide an exciting variety of monthly programs encouraging members of the community. This year audiences enjoyed presentations from authors Di Bates and Bill Condon, Suzanne Leal and PD Warrior Colin Woodcroft.

The Friends have also proved financial support for our HSC and Lock In programs for young adults, annual photographic competition and our Street Library projects.

Professional Development

Library staff continue their professional development by attending a number of conferences, seminars and training in 2016/2017

- Basic Keyword Signing
- Dementia Awareness
- Children and Youth South East Zone
- Home Library meetings
- STEAM
- SWITCH Conference in 2016

The library service has also supported a number of students on placement or with work experience opportunities as part of our commitment to our profession and the community.

Conclusion

I would like to acknowledge the support and resilience of the library team who have experienced extremely trying conditions over the last 12 months and recognise our local community for their strong support and use of our services.

Michelle Hudson
Manager Library Services
Kiama Library

Statistical Analysis
South Coast Cooperative Libraries- July 2016 – June 2017

Note: NSW Av figures taken from the Public Library Statistics 2015/2016

Expenditure & Subsidy 2016-2017

	Shoalhaven	Kiama
Total Expenditure voted	2,317,834	1,177,358
Total Expenditure per capita	23.14	54.75
Subsidy	243,387	56,891
Local Priority Grant	24,950	7,332

Item Purchases - South Coast Cooperative - July 2016 - June 2017

*Donation & Grant material only includes those catalogued and processed by Shoalhaven Libraries

Book

Category	Number	Cost	Average Price	Donation / Grant*
Reference	86	3,131.16	36.41	23
Adult Non-Fiction	2,830	65,705.53	23.22	70
Literacy	301	8,963.55	29.78	0
Local Studies	6	150.18	23.22	50
Adult Fiction	5,196	111,201.85	21.40	134
Adult Paperback	98	666.94	6.81	0
Large Print	1,894	80,139.47	42.31	4
Young Non-Fiction	32	732.13	22.88	0
Young Fiction	604	8,126.90	13.46	10
Young Large Print	0	0	0	0
Young Graphic	110	1,814.79	16.50	0
Junior Non-Fiction	908	16,180.32	17.82	4
Junior Fiction	1,707	18,080.50	10.59	18
Junior Graphic	147	1,855.56	12.62	0
Junior Reader	190	1,498.39	7.89	0
Picture Books	1,984	28,883.05	14.56	15
Home Education	0	0	0	0
Total Book	**16,093**	**347,130**	**21.57**	**328**

Non Book

Category	Number	Cost	Average Price	Donation / Grant*
CDs	875	16,375.40	18.71	11
AudioBook (Junior/Youth)	167	3,161.38	18.93	1
AudioBook (Adult)	967	33,183.56	34.32	9
DVD (Adult)	698	20,154.45	28.87	116
DVD (Junior)	328	6,526.16	19.90	2
Junior Kit	1	25.45	25.45	13
Playaways (Adult)	155	15,554.00	100.35	1
Playaways (Junior)	56	1,924.48	34.37	0
Playaways (Youth)	21	486.98	23.19	0
Total Non-Book	**3,268**	**97,391.86**	**29.80**	**153**
Grand Total	**19,361**	**444,522**	**22.96**	**481**

Item Purchases – Shoalhaven - July 2016 - June 2017

Book

Category	Number	Cost	Average Price	Donation / Grant
Reference	81	2,919.30	36.04	23
Adult Non-Fiction	2,262	52,913.39	23.39	70
Literacy	301	8,963.55	29.78	0
Local Studies	6	150.18	25.03	50
Adult Fiction	3,981	85,201.48	21.40	134
Adult Paperback	98	666.94	6.81	0
Large Print	1,636	70,071.19	42.83	4
Young Non-Fiction	22	515.06	23.41	0
Young Fiction	389	5,004.29	12.86	10
Young Large Print	0	0	0	0
Young Graphic	110	1,814.79	16.50	0
Junior Non-Fiction	705	12,843.91	18.22	4
Junior Fiction	1,263	13,328.78	10.55	18
Junior Graphic	147	1,855.56	12.62	0
Junior Reader	190	1,498.39	7.89	0
Picture Books	1,662	23,883.52	14.37	15
Home Education	0	0	0	0
Total Books	**12,853**	**281,630**	**21.91**	**328**

Non Book

Category	Number	Cost	Average Price	Donation / Grant
CDs	875	16,375.40	18.71	11
AudioBook (Junior/Youth)	124	2,082.25	16.79	1
AudioBook (Adult)	748	25,288.32	33.81	9
DVD (Adult)	698	20,154.45	28.87	116
DVD (Junior)	328	6,526.16	19.90	2
Games/Puzzles	0	0	0	13
Playaways (Adult)	155	15,554.00	100.35	1
Playaways (Junior)	56	1,924.48	34.37	0
Playaways (Youth)	21	486.98	23.19	0
Total Non Book	**3,005**	**88,392**	**29.41**	**153**
Grand Total	**15,858**	**370,022**	**23.33**	**481**

Item Purchases – Kiama - July 2016 - June 2017

*Donation & Grant material only includes those catalogued and processed by Shoalhaven Libraries

Book

Category	Number	Cost	Average Price	Donation / Grant*
Reference	5	211.86	42.37	0
Local Studies	0	0	0	0
Adult Non-Fiction	568	12,792.14	22.52	0
Adult Fiction	1,215	26,000.37	21.40	0
Large Print	258	10,068.28	39.02	0
Young Non-Fiction	10	217.07	21.71	0
Young Fiction	215	3,122.61	14.52	0
Young Large Print	0	0	0	0
Young Graphic	0	0	0	0
Junior Non-Fiction	203	3,336.41	16.44	0
Junior Graphics	0	0	0	0
Junior Fiction	444	4,751.72	10.70	0
Picture Books	322	4,999.53	15.53	0
Total Books	**3240**	**65,500**	**20.22**	0

Non Book

Category	Number	Cost	Average Price	Donation / Grant*
CDs	0	$	$	0
AudioBook (Young)	7	203.51	29.07	0
AudioBook (Junior)	36	875.62	24.32	0
AudioBook (Adult)	219	7,895.24	36.05	0
DVD (Adult)	0	0	0	0
Junior Kit	1	25.45	25.45	0
Total Non Book	**263**	**8,999.82**	**34.22**	0
Grand Total	**3503**	**74,500**	**21.27**	0

Total Items Purchased

*Kiama purchase the majority of items for their DVD and CD collection

	No of Items purchased 15/16	No of Items purchased 16/17**	Average Cost per item 15/16*	Average Cost per item 16/17	Purchases per capita 16/17
Shoalhaven	14,627	15,858	24.66	23.33	0.16
Kiama	3,432	3,503	21.71	21.27	0.16
Total	**18,059**	**19,361**	**23.18**	**22.30**	**0.16**
NSW Av	**15,536**		**22.13**		

*Includes expenditure on periodicals and donations counted as acquisitions
**Purchased as part of the Cooperative only

Total Loans – all formats – 2016-2017

	Loans **	Population*	Per Capita
Shoalhaven	486,181	100,147	4.85
Kiama	136,413	21,505	6.34
Total	**622,594**	**121,652**	**5.12**
NSW Av	416,818	75,391	5.53

*Population figures used are ABS, taken from the Public Library Statistics 2015/2016 **includes eBooks & eAudio

Loans by Format
Books*

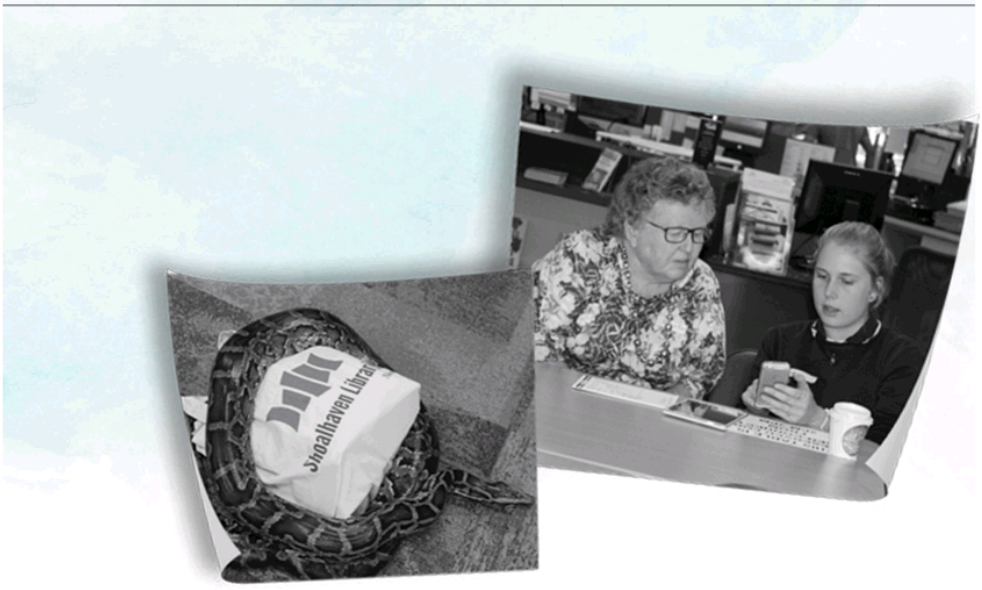
	Adult Non Fiction	Junior NonFiction	Adult Fiction**	Youth	Junior Fiction	Picture Books	eBooks	Total
Shoalhaven	55,907	12,766	166,234	9,336	38,034	47,149	21,086	350,512
Kiama	13,928	2,653	49,370	3,405	13,129	15,479	1,065	99,029
Total	**69,835**	**15,419**	**215,604**	**12,741**	**51,163**	**62,628**	**22,151**	**449,541**
NSW Av	48,802	12,594	100,719	9,437	45,654	51,893	9,067	277,915

** Includes Large Print

Non Books

	Audio-Books*	CDs*	DVDs*	CD-ROM	Toys / Games	eAudio	Serials*	Total
Shoalhaven	24,495	14,848	67,276	0	615	5,082	23,353	135,669
Kiama	4,469	3,789	16,434	3	1,473	2,674	8,542	37,384
Total	**28,964**	**18,637**	**83,710**	**3**	**2,088**	**7,756**	**31,895**	**173,053**
NSW Av	9,903	10,550	77,637	272	3,265	4,301	27,744	108,004

*Includes Junior and Youth AudioBooks/CDs/DVDs/eSerials



LS17.1 - Attachment 1

Total Stock* - 2016-2017

	Lending	Non Lending	Total
Shoalhaven	190,537	8,661	199,198
Kiama	52,078	2,016	54,094
Total	**242,615**	**10,677**	**253,292**
NSW Av	115,992	14,341	130,192

*Including Serials, eBooks and eAudio

Book Stock*

	Adult Non Fiction	Junior NonFiction	Adult Fiction**	Youth	Junior Fiction	Picture Books	Total
Shoalhaven	33,757	7,602	29,112	5,862	12,725	8,935	97,993
Kiama	12,621	2,510	13,520	1,892	4,372	3,231	38,146
Total	**46,378**	**10,112**	**42,632**	**7,754**	**17,097**	**12,166**	**136,139**
NSW Av	32,127	6,778	28,962	4,187	9,958	7,567	106,265

**Includes large print

Non Book Stock

	Audio-Books*	CDs*	DVDs*	CD-ROM	Toys / Games	Serials**	Total
Shoalhaven	5,640	5,955	8,885	0	521	3,683	24,684
Kiama	1,382	1,479	2,362	16	397	2,012	7,648
Total	7,022	7,434	11,247	16	918	5,695	32,332
NSW Av	2,691	3,667	72,476	145	369	11,396	87,932

*Includes Junior and Youth
** Includes eSerials

Separate Collections

	Reference*	Literacy	Large Print	Local Studies	Home Library Service	eBooks	eAudio	Total
Shoalhaven	2,779	246	8,608	5,882	1,921	53,330	3,755	76,521
Kiama	1,022	155	5,144	994	0	336	649	8,300
Total	3,801	401	13,752	6,876	1,921	53,666	4,404	84,821
NSW Av	4,144	985	6,255	9,125	2,591	16,776	1,021	

* excludes local studies

	Donations*	Purchases**	Discards	Discards as a % of Acquisitions*	Discards as % of Total Stock*
Shoalhaven	791	15,858	18,308	115.45	9.61
Kiama	608	3,503	5,142	146.79	9.87
Total	**1,399**	**19,361**	**23,450**	**121.13**	**9.26**
NSW Av	1,396	13,977	17,645	115.32	12.33

*Includes serials
**Cooperative purchases only

Library Membership – Active Members - 2016-2017

Please note - Inactive members are deleted from the database if they have not borrowed over the past 3 years.

	Adult	Junior	Digital*	Institutions	Other**	Total	Non Residents	% of Pop
Shoalhaven	37,648	6,113	745	173	42	44,721	559	44.66
Kiama	11,269	2,188	187	5	0	13,649	60	63.47
Total	**48,917**	**8,301**	**932**	**178**	**42**	**58,370**	**619**	
NSW Av	26,250	3,674		120	429	30,909	5,374	

*Digital members include both adult and junior digital members
**Other includes internal members

Summary of Comparative Statistics

	Library Materials per capita	Adult Fiction as a % of total book stock	Turnover of Stock
Shoalhaven	1.99	29.71	2.52
Kiama	2.50	35.44	2.59
NSW Av	2.38	34.86	3.59

Document Delivery

	Inter Library Loans request sent to other libraries	Inter Library Loan requests received from other libraries
Shoalhaven	573	287
Kiama	199	33
NSW Av	472	451

	Library Visits	Internet Access	Information Requests
Shoalhaven	497,351	138,902	90,480
Kiama	106,299	6,480	14,076
NSW Av	347,902	92,171	

Members of Staff as at June 2017

Shoalhaven Libraries

Name		Position
Sarah Taylor	BA (Hons) International Business Master InfStudies	Library Manager, Shoalhaven Libraries
Derrilin Marshall	BAppSci (Info)	Librarian - Local Heritage
Marie Torbruegge	AssDegSc (LibTech)	Library Technician - ILL/Systems Support
Jessica Newton	BA (English); BCA (Creative Writing) MAppSc (Lib & Info Mgt)	Customer & Community Resources Manager (extended leave from December 2016)
Carla De Casti	BA (Eng. Lit & History) Dip (Lib & InfServices)	Children's and Youth Services Technician (Maternity leave from 30/10/16)
Alan Arnold	BA; GradDipApp Sci (Lib & Inf Studies)	Information Access Librarian
Michelle Chapman		Library Assistant - PPT
Bronwyn Gollan	DipLibTech (Info Services)	Library Assistant – PPT
Kelly Woods	BA (Eng.Lit & Creative Writing) Grad Dip InfStudies	Library Assistant – PPT
Kristin Moller	AssDipArts (LibPrac)	Library Assistant - PPT (retired Sept 2016)
Ursula Rentz		Library Assistant - PPT
Damien Bottle	DipLibTech (InfoServices)	Library Assistant – Outreach Support Acting Customer & Community Resources Manager (from 8/1/17)
Geoff Hadrill	BA; GradDipLib	Library Assistant (Casual) (resigned 9/8/16)
Diane Watson		Library Assistant (Casual) (resigned)
Kerry Johnson	B.HSc	Library Assistant (Casual)
Carol Andrews		Library Assistant (Casual)
Benz Inthra		Customer Service Assistant (Casual)
Alicia Evans	BA; Dip (Lib & Info Services)	Customer Service Assistant (Casual)
Michelle Marshall	Dip (Community Services)	Customer Service Assistant (Casual)
Robin Sharpe	AssDipArts (LibPrac); BApp Sci Lib & Inf Mgt	Outreach & Digital Resources Manager
Neville Bourke	BA; GradDipLib	Librarian – Cataloguer
David Caton		Library Assistant – Aboriginal
Denise De Strang		Library Administration
Cher Murphy		Library Assistant – Acquisitions
Nicole Lonesborough	AssDipAppSci (Tech)	Collections & Resources Manager
Debra Nettle		Library Assistant – Branch Support
Paul Poulsen		Mobile Library Officer - PPT
Jim Hines		Mobile Library Officer - PPT
Gemma Luxford	BA (Honours) Graduate Diploma of Information Studies	Library Assistant – Outreach Services 15/8/16 to 8/1/17
Jennifer Lyttle	Diploma of Library & Information Studies	Library Assistant – Outreach Services from 9/1/17

Bay & Basin (Sanctuary Point)

Name		Position
Anne Lee	AssDegSc (LibTech)	Branch Manager (commenced 15/5/2017, Previously Acting)
Joanne Faulkner	AssDipArts (LibPrac)	Library Assistant - PPT (resigned 23/12/16)
Natasha Hammond		Library Assistant (Casual)
Catherine Vardy	BA (Business) Grad. Cert (Inf. Studies)	Library Assistant (Casual)
Esther McCann		Library Assistant (Casual) (resigned 5/7/16)

Milton

Name		Position
Naomi Bojec	Cert III Tourism; Dip Lib/Info Services; Museum Grad Cert in Management	Library Assistant – Milton (Part time)

Ulladulla Library and Visitors Centre

Name		Position
Vikki Hoskins	BA (LibSc)	(commenced 3/4/17, Previously Acting)
Annabel Bomford		Customer Service Assistant (Full time) (resigned 24/9/16)
Susan Cartwright		Customer Service Assistant (Full time)
Kathy Rogers	AssDegSc (LibTech)	Customer Service Assistant (Part time)
Marilyn Stevens		Customer Service Assistant (Part time)
Pauline Mackie		Customer Service Assistant (Casual)
Lynne Fricke	BA (LibSc)	Customer Service Assistant (Casual)
Lynette Steven		Customer Service Assistant (Casual)
Kristin Moller	AssDipArts (LibPrac)	Customer Service Assistant (Casual) Commenced 8/9/16
Sonia Drover		Customer Service Assistant (Full time) Commenced 9/12/16

Kiama Library Service Librarians – Full Time

Name		Position
Michelle Hudson	BAppSc(Lib)	Manager Library Services
Ken Donnellan	BAppSc(Lib)	Information Services Librarian (Dec 16)
Rebecca Cook	BSc, GDip Arts (Lib)	Information Services Librarian (from April 17)
Tim Atkinson	BA (LibSc)	IT Librarian

Library Officers

Name		Position
Michael Dalitz	DipLibInfo Services	Outreach Services Officer & Home Library Officer
Elizabeth Skorulis	DipLibInfServices	Children's Officer (Part time)
Karan Oldershaw	DipLibInfServices	Reader Services Officer (Part time)
Catherine Taylor	DipLibInfServices Graduate Certificate in Information Studies	Reader Services Officer (Part time)
Jane Thompson	DipLibInfServices	Reader Services Officer (Part time)

Family History Officer

Name	
Susan Lark	AdDipLocApplHist (part time) AAGRA

Library Assistants

Name	
Fleur Creighton	BEd Teacher-Librarian (casual)
Sharon Jones	DipLibInfServices (casual)
Mandy Thorpe	DipLibInfServices (casual)
Lauren Watkins	Graduate Diploma of Applied Science (Library & Information Management) (casual)