

South Coast Cooperative Library Service

Meeting Date: Tuesday, 01 November, 2022
Location: Callala Bay Meeting Room, City Administrative Centre, Bridge Road, Nowra
Time: 10:00am

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Agenda

1. **Apologies**
2. **Confirmation of Minutes**
 - South Coast Cooperative Library Service - 25 October 2021 1
3. **Declarations of Interest**
4. **Reports**
 - LS22.1 South Coast Cooperative Library Service - Annual Report 2021-2022 4
5. **General Business**

Membership

Clr D'Ath

Mrs Jane Lewis - Director City Lifestyles

Ms Sarah Taylor

Clr Kathy Rice (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: Monday, 25 October 2021

Location: Microsoft Teams

Time: 10.04am

The following members were present:

Clr Patricia White – Shoalhaven City Council

Ms Sarah Taylor – Manager, Shoalhaven Libraries

Ms Nicole Lonesborough – Collection & Resources Manager, Shoalhaven Libraries

Clr Kathy Rice – Kiama Council

Ms Michelle Hudson – Manager, Library Services, Kiama Library

Election of Chairperson

RESOLVED (Clr White / Clr Rice)

That Clr Kathy Rice be appointed as the Chairperson for this meeting of the South Coast Cooperative Library Service.

CARRIED

Clr Rice gave an Acknowledgement of Country.

Apologies / Leave of Absence

Apologies were received from Jane Lewis and Jessica Rippon.

Confirmation of the Minutes

RESOLVED (Clr White / Michelle Hudson)

That the Minutes of the South Coast Cooperative Library Service held on Monday 26 October 2020 be confirmed.

CARRIED

Declarations of Interest

Nil

REPORTS

LS21.1 South Coast Cooperative Library Service - Annual Report 2020-2021

HPERM Ref:
D21/445810

Report of the Cooperative Manager

Sarah Taylor - Manager, South Coast Cooperative Libraries reported on the past year. Despite the continued presence of COVID-19, the South Coast Cooperative Libraries were able to remain open for the entire year.

During this time the South Coast Cooperative Libraries continued to provide its patrons with a range of resources both in physical and digital formats. In the financial year over 16,600 new physical items were added to the collection, offering customers a total physical collection of over 260,000 items. In addition to this, there are over 33,000 eBook and eAudio titles to be borrowed, and over 3,420 eMagazine titles that can be accessed. This split of physical and electronic titles is reviewed on an ongoing basis to ensure we are providing the appropriate resources for the diverse members of our community.

Sarah extended her thanks to partner Library Manager Michelle Hudson for her ongoing support and professionalism.

The Annual Report from the South Coast Cooperative Libraries Services was presented. The report highlights the myriad services, resources and programs that are provided to our community through the public library service.

Report of the Kiama Library Manager

Michelle Hudson - Manager, Library Services, provided a report from Kiama Library.

- Statistics and programs have been impacted greatly by all the restrictions.
- Gradually reintroducing services and study spaces.
- Highlighted community's engagement and interaction with the library.
- Patterns of use have changed.
- Lucky that programs are back running – one of the highlights was "Makers & Creators" program
- Great initiative whilst closed was the NSW Libraries online author talks – using networks bringing online authors to community and being part of the Sydney Writers Festival via Zoom – Sold out audiences at Kiama.
- Michelle expressed her admiration for staff at both Kiama Library and within the Cooperative, putting so much time and effort into changing things, creating initiatives and programs to engage with community.

Report of Shoalhaven Library Services Manager

Sarah Taylor - Manager, Shoalhaven Libraries provided a report from Shoalhaven Libraries.

- In agreeance with Michelle, Sarah expressed her admiration and thanks for staff adapting to the new normal to best serve the community.
- Online story times and take home packs for collection from the library were very popular.
- School holidays - Nature Scavenger packs which included activities, a craft book and a story book were very well received.

- Shoalhaven Libraries also used the NSW Public Libraries author talks.
- Great NAIDOC week event was an online Storytime featuring some story tellers from Noah's Inclusion Services with some of the stories read in Dhurga and English which was really popular.
- Used the lockdown period to obtain accreditation as an e-Smart library. This means we reviewed all processes policies and integrated cyber safety into policy agreements, staff development organisation culture, training and day to day development.
- Milton Library had to have the volunteer hours cancelled but hoping volunteer hours will be able to open up again within the next month.
- Ulladulla Library was much quieter with the function centre closure.
- Sanctuary Point Library is currently at the design for construction phase and hoping for the build to start next year.
- Mobile Library turned 50 this year.

Clr White expressed thanks to Sarah and staff of Shoalhaven Libraries in particular the Mobile Library which has been extremely important to members of the community for their outstanding efforts over the past 12 months

Recommendation (Item to be determined under delegated authority)

That the South Coast Cooperative Libraries Annual Report 2020-2021 be received for information.

RESOLVED (Clr White / Clr Rice)

That the South Coast Cooperative Libraries Annual Report 2020-2021 be received for information.

CARRIED

There being no further business, the meeting concluded, the time being 10:38am.

Clr Kathy Rice
CHAIRPERSON

LS22.1 South Coast Cooperative Library Service - Annual Report 2021-2022

HPERM Ref: D22/446073

Department: Library Services

Approver: Jane Lewis, Director - City Lifestyles

Attachments: 1. South Coast Cooperative Libraries - Annual Report - 2021-2022 [↓](#)

Reason for Report

To present the South Coast Cooperative Libraries Annual Report 2021-2022.

Recommendation (Item to be determined under delegated authority)

That the South Coast Cooperative Libraries Annual Report 2021-2022 be received for information.

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

The South Coast Cooperative Library Service continues to provide its customers with a range of resources both in physical and digital formats. In this financial year over 20,000 new physical items were added to the collection, offering customers a total physical and digital collection of over 491,000 items.

There are over 62,500 eBook and 92,000 eAudio titles to be borrowed, and over 400 eMagazine titles that can be accessed. This split of physical and electronic titles is reviewed on an ongoing basis to ensure we are providing the resources our communities want.

Libraries continue to serve an important role as technology hubs and assist in the creation of a digitally literate society by providing free computers and Wi-Fi, technology classes and assistance, and free and equal access to quality digital resources.

The Annual Report 2021-2022 for the South Coast Cooperative Libraries is being presented to the Committee for information.

