

## MINUTES OF THE SOUTH COAST COOPERATIVE LIBRARY SERVICE

**Meeting Date:** Tuesday, 1 November 2022  
**Location:** Callala Bay Meeting Room, City Administrative Centre, Bridge Road, Nowra  
**Time:** 10:00am

The following members were present:

Clr Liza Butler – Shoalhaven City Council (remotely) – joined at 10:04am  
Mrs Jane Lewis - Director City Lifestyles  
Ms Nicole Lonesborough – Acting Manager, Shoalhaven Libraries  
Ms Anne Lee – Acting Manager, Shoalhaven Libraries  
Clr Neil Reilly – Kiama Council (remotely)  
Ms Michelle Hudson - Manager, Library Services, Kiama Library (remotely) – joined at 10:15am

### LS22.2 Election of Chairperson

**RESOLVED** (Jane Lewis / Nicole Lonesborough)

That Councillor Neil Reilly be appointed as the Chairperson for this meeting of the South Coast Cooperative Library Service.

CARRIED

Clr Reilly gave an Acknowledgement of Country.

Note: Clr Liza Butler joined the meeting remotely, the time being 10:04am

### Apologies / Leave of Absence

An apology was received from Sarah Taylor, Manager - Shoalhaven Libraries.

### Confirmation of the Minutes

**RESOLVED** (By consent)

That the Minutes of the South Coast Cooperative Library Service held on Monday 25 October 2021 be confirmed.

CARRIED

## Declarations of Interest

Nil

## REPORTS

<b>LS22.1</b>	<b>South Coast Cooperative Library Service - Annual Report 2021-2022</b>	<b>HPERM D22/446073</b>	<b>Ref:</b>
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### Overview Report of the South Coast Cooperative Libraries Annual Report 2021-2022

Ms Anne Lee - Acting Manager, Shoalhaven Libraries provided an overview on behalf of Sarah Taylor, Manager, South Coast Cooperative Libraries.

- Business is slowly returning to normal after the COVID-19 restrictions that occurred over the past year.
- 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 eBooks, 92,000 eAudio books and over 400 eMagazines that can be accessed.
- The split of physical and electronic titles is reviewed on an ongoing basis.
- Loans of digital items have increased by 4,200 compared to the previous year.
- Anne extended her thanks to partner Library Manager Michelle Hudson for her ongoing dedication and professionalism.

### Overview Report of the Shoalhaven Library Services Manager

Ms Nicole Lonesborough - Acting Manager, Shoalhaven Libraries provided a report on behalf of Sarah Taylor - Manager, Shoalhaven Libraries:

- Lots of highlights and challenges throughout the past year. Some of the challenges included:
  - Having to close the libraries while the stay at home orders were in place.
  - Once the libraries were able to reopen, there were extra demands on staff in having to check vaccination status of patrons, enforce mask wearing and rigorous cleaning schedules.
- Everyone did a fabulous job keeping the community safe.
- The closure resulted in staff learning new skills to provide services in new ways - videography, editing and online production. These services have continued to be provided.
- Home library service continued.
- Introduction of Doorstep Library and Click, Call & Collect service
- The "Book A Visit" from the Mobile Library program where families could book the Mobile Library service to visit their home to borrow books was very popular.
- Renewed digital services to be used at home – Kinderling, National Geographic Kids for the younger community and Hoopla which is a collection of comics, music and movies for all ages.
- Business returned to normal by the end of the year with libraries running programs & events again - History Week, Seniors Festival and Harmony Week.
- One of the biggest events was the Big Belated Book Launch which involved approximately 12 local authors and illustrators who had published a book during COVID but hadn't been able to launch their books.
- June saw the launch of the live website.
- Ulladulla Library trialled Sunday openings which have proved popular and remain in place.
- Sanctuary Point Library is progressing with public art concepts being determined and artists being selected.

- Shoalhaven Library Strategic plan due to be completed very soon.

### **Overview Report of the Kiama Library Services Manager**

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

- During the lockdown period, Children's programs were able to be moved online quickly as a result of the previous lockdown experience.
- Click & Collect service was provided from 20 September 2021 which was very welcomed by the community with very positive feedback.
- The opening of Gerringong Library took place on 1 December 2021 – it was anticipated that some Covid restrictions would lift at this time but this didn't happen, however the event was very successful with approximately 500 people attending. The event showcased the library programs and activities that are offered at the Library as well as a smoking ceremony taking place.
- The new library & museum has presented opportunities to share programs/experiences – the National Archaeology Week was very popular and successful.
- Diagon Alley Twilight Youth Maker Market was a highlight with approximately 500 people attending the event.
- Sincere thanks and gratitude to all the staff for their efforts and dedication to the library.

Councillor Butler commended all the staff in all the libraries in getting through the challenges over the past two years, continuing to provide the services that they have, being inventive and seeing great results.

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.

### **RESOLVED** (Clr Butler / Clr Reilly)

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

CARRIED

There being no further business, the meeting concluded, the time being 10:31am.

Clr Neil Reilly  
CHAIRPERSON