QUEENSLAND PUBLIC LIBRARIES ASSOCIATION INC.
MINUTES of EXECUTIVE BOARD MEETING

Monday 16 May 2016 via teleconference
PRESENT: Marian Morgan-Bindon (Gold Coast); Michelle Stanton; Rebecca Randle
(Brisbane); Cheryl Haughton (Rockhampton); Sharan Harvey (Brisbane); Esther Buys
(Sunshine Coast), Tara Murphy (Moreton Bay), Jo Beazley (Toowoomba)

1. President's Welcome
Marian opened the meeting at 12.04pm and welcomed all attendees.

2. Apologies: NIL

3. Minutes of previous meeting
The minutes of the previous executive meeting held on 18 April 2016 were confirmed and
accepted as a true account.
Moved: Sharan Harvey   Seconded: Tara Murphy

4. Business arising from minutes
Nil

5. President's report
- Draft Australian Public Libraries Revised, Guidelines and Standards Outcomes
  consultancy progressing very well and it is expected the draft will be available next
  week for wider consultation via the ALIA website. Quite inspiring achievement in
  terms of the timeframes and consultation.
- Ross Duncan has departed SLQ role. Marian had thanked Ross on behalf of board
  and wished to acknowledge his contributions to public libraries in Queensland and
  QPLA during his time.

6. Treasurer's Report
We have just completed the first month of quarter 4 (see Appendix 1)
- All outstanding conference invoices have been received.
- Transfer of prior year's income in the amount of $26,577.85 from Paypal (less
  transaction fees) will be transferred pending confirmation of update to office holders
  information. Paypal account has been successfully linked to QPLA bank account.
  Note security measures may be ongoing issue.
- Tara has contacted Westpac to facilitate transfer of authorities to incoming President,
  confirm Secretary and Treasurer authorities as current, and remove prior office
  holders to be completed prior to 30 June 2016.

Tara Murphy moved that the financial management and budget report, transaction record
and list of payments be accepted as true and correct as at 30 April 2016.

Moved: Tara Murphy   Seconded: Rebecca Randle

7. Correspondence report

Incoming

- Fiona Miles Logan City Council – Professional Placement feedback content for the website
- ALIA – Invoice received for Administrative Assistant job advertisement

Outgoing

- QPLA member libraries – Call for Office Bearers for 2016 – 2017
- QPLA Administrative Assistant job advertisement – ALIA
- QPLA member libraries - LEAD event overview and links to presentations

8. QPLA website

Rebecca discussed with vendor re updating website and agreed it needs major refresh. Hyphen will need direction from QPLA regarding changes and level of functionality required. Much discussion on members login area. Considering there is nothing withheld from regular access, do we need a member login at all?

Anecdotal evidence from recent conversations with members indicated members-only access is perceived as justification for membership cost. However, major value of membership is access to and reduced costs of attendance at QPLA-organised professional development events. Libraries don't join QPLA simply to access the website.

Action: Rebecca, Marian and Sharan to initiate review of website with Hyphen then set up consultation with available board members for feedback

9. Executive Assistant role

No applications yet for EA role closing on 27 May. Some discussion regarding approaching Ross Duncan for some short term relief, especially with regards to policy writing tasks.

Action: Marian to approach re policy writing and Sharan and Rebecca to discuss assistance needed with PD event.

10. PD intensive

Discussion on possible themes such as the sharing economy: i.e Uber, Airbnb; the value of that industry in the marketplace and how that could relate to developing vision and strategy in library services.

Main discussion centered on "Relish" – a neuroscience-based leadership program currently being utilised at BCC and proving very successful.

- Local Brisbane-based company could be contracted to run sessions, which alleviates some burden from QPLA and BCC hosts.
- an opportunity to provide valuable PD to library staff which could then be taken back to their LGs to introduce.
- Could create a 'language' between QPLA and members.
- Add a few inspirational speakers for more content

Action: Sharan and Rebecca to discuss options of theme and structure of PD event and bring back to board.

11. EOI committee members

Overall good response to call for new board members.

- Cheryl to remain as Central QLD regional rep

- Susan Coker from Townsville nominated for Northern QLD
- Alison Kemp and Nicole Hunt nominated for South East QLD
- Samantha Shelbourn and Lisa Harth nominated for South West QLD
- Esther Buys nominated for President Elect role post

Required to go to election for Regional Rep positions for those with more than one candidate. However, reluctant to turn away interested parties.
- Consultation with Constitution showed Clause 13.1 allowed the QPLA board to include "any other board members that association members may elect or appoint at a general meeting", which gives some leeway and may allow for succession planning i.e Assistant to Treasurer etc.
- Clause 13.5 allows the Board to elect or appoint any casual officer as needed.
- Possible solution is to go through election process then engage others through alternative means.
- All positions will be ratified at the AGM.

Action: Marian to set up SurveyMonkey voting.
Michelle to set up Mailchimps so members in those areas receive correct links to vote for their representative.

12. EOI Conference 2017
Esther noted that while there are a few details to nut out, Sunshine Coast are very interested in hosting the 2017 conference.
Action: Rebecca to send out the EOI this week to members.

13. Working Groups
Development and Opportunity – Rebecca.
- Discussed replacing use of "conference". Came up with using the "QPLA Lead" branding and just adding "2017". Board agreed.
- Working on letter to managers promoting Professional Placement program

Innovation - Jo.
Working with Kate to refine options for Research Scholarship partnership with QUT:
- Option 1 – Student research project of real-life scenario of grant application writing module. Timeframes would apply as QUT heavily involved in management of this option.
- Option 2 – Student research based on independent study module.
- Option 3 – QUT mentoring QPLA member in completing research
- Option 4 – QUT conducts research on behalf of QPLA

Feedback from membership has been quite clear in that whilst they regard the research scholarship as important, few feel they have the time to complete such a project. Board liked Option 1 and Option 3.

Advocacy – Cheryl
Meeting next week.

14. Any other business
Nil
15. Date of next meeting: Tuesday June 14 from 12pm – 2pm via teleconference

[Post meeting : Face to face in Brisbane Monday 27 June 2016, Brisbane Square from 9am - 2 pm.]

16. Closure: There being no further business, Marian thanked everyone for attending and closed the meeting at 1.32pm.