

Minutes of the PubSig Meeting held at Central Library Lower Hutt
on Wednesday, 19 May 2005 at 9.30 am

Present: Joanne Horner, Margaret Parbhu, Barbara Whitton, Rose Barker, Jeff Cabral, Jocelyn White (Minutes)

Apologies: Brian Anderson, Carolyn Lyon, Joy Tutty, Debbie Duncan, Sue Perkins

Minutes of Previous Meeting:

These had been previously circulated. Approved as a correct record.

Barbara/Joanne

Matters Arising:

1. The meeting with Moira Fraser will be arranged after the PubSig review is completed.
2. Individual regional Wellington libraries will meet the SFRITO representative if they wish to get further information.
3. Vision and goal statement – progressing.
4. Remuneration Survey
 - review RFP's
 - review job descriptionsOne RFP had been chosen, with contract to come.
Problems with scope of survey and technical issues, structure and how to send out.
Job descriptions sent out by Pauline.
Question of who gets surveyed?
5. Statistics. A meeting had been held on 3 May. Lesley Hooper (Statistics NZ) is doing stats collection on behalf of libraries. No legal requirement to do so.
Analysis to be done. Penny to approach Brian Pink, Government Statistician to discuss in her capacity as leader of the MOU group.
6. Wellington Storylines. Only Hutt and Wellington are participating and will provide promotional material and information about libraries.
7. Training
 - (a) Liz Weir Storytelling courses – agreed to charge \$30 a session, with profit to be used to sponsor a regional childrens' librarian to the 2005 LIANZA Conference.
 - (b) Day Out for Library Assistants – the itinerary, bus costs and food was discussed. Lower Hutt to make recommendations on coffee stops, and lunch arrangements at next meeting.
8. Listserve documentation. The use and look of the PubSig listserver is to be reviewed as part of the review of the PubSig Committee

9. PubSig AGM at LIANZA Conference 2005. One hour for PubSig – SF draft ready. Entertainment discussed as a drawcard to get people in. MOU meeting - update SFD Steering Group. Sue Sutherland has requested time to speak at the PubSig AGM at Conference about the MOU. Brian Paterson (Tasman) suggested an electronic AGM – questioned whether that was constitutionally OK.

General Business

1. North Island Managers' Meeting – 4/5 May 2005. Two representatives from the South Island were present

Resolution - Stephen Lulich attended and as a result of a resolution concerning the mandate and representative nature of the PubSig Committee has met with Council which has requested that the PubSig Committee carry out its own review including:

1. That PubSig move from a rotating regional committee to one that is elected every 3 years with a national focus.
2. That PubSig facilitate a “Public Library Managers Listserv” as a means of communication for strategic and confidential matters amongst all public library managers.
3. That PubSig be the voice of Public Libraries on all issues in particular for issues facing Level 3 & 4 libraries in New Zealand. That PubSig have this mandate to speak with a line of reporting to the LIANZA Council.
4. That new funding mechanisms be looked (at) that will make a “Public Libraries of New Zealand” type model sustainable.

New funding. Re-branding. Communication issues

Review report requested for 14 July/4 September LIANZA Council meeting.
National committee must be represented by all.

Issues to consider:

Metronet

Smaller library issues, support. Delegation required.

Size and review group 5 – 7 North and South Island representatives.

Use teleconferencing.

No time to hire consultants.

Suggested names for facilitators

Scope – reviewing the best way of communication across public libraries.

Look at: representation, information, communication, advocacy.

Regional networks?

Mentoring/buddying.

Terms of reference: agreed should investigate the possibility of a project person to look at re-branding.

Survey to find committee people i.e. 1 x Metronet, 2 x North Island, 2 x South Island.

Link from survey to above. Offer Mystery Weekend as a drawcard to complete the survey

Finance:

1.	June Garcia – fees invoiced to LIANA	\$4,059.00
2.	Paul Reynolds, 2003 Conference	\$1,000.00
3.	June Garcia, Aoraki Chch workshop	\$1,273.97
4.	Margaret Garland – reimbursement?	
5.	Audit progressing.	

Rose offered to help Jeff with progressing the audit paperwork.

Statement received – balance of \$3,900.00.

Next Meeting: Wednesday, 8 June 2005 at 9.30 am, Green Room, Upper Hutt Library.