

## Minutes of the PUB-SIG meeting held at Lower Hutt 25 November at 9.40am

### Present:

Barbara Whitton (Chair), Joy Tutty, Margaret Parbhu, Joanne Horner, Rose Barker, Carolyn Lyon, Jeff Cabral, Debbie Duncan and Phillip Casey in attendance

### Apologies:

Brian Anderson, Sue Perkins

### Financial Report:

Jeff advised that he has not received the accounts from the previous committee but will follow up with Jill Best to find out where the material is, and find out who previously filled the Treasurer role. He will also contact Anna O'Keefe @ LIANZA to confirm when the GST return is due, and how to proceed with the Treasurers' reports etc.

### Matters arising from previous minutes:

#### Proposed profession-wide remuneration survey:

Jeff will send committee members feedback he has received to date from Dougall, Jill, SLIS and Moira. The official collating of the submissions is being done by Dougall from Law Librarians' Group within the next few weeks. Jeff will find out from Steven whether this feedback is to be distributed to Pub-SIG members by LIANZA or by the Pub-SIG committee.

#### Memorandum of Understanding:

After a great deal of discussion regarding some of the initiatives already underway and general support for most of them, it was agreed that the meeting needed further information before being able to decide on supporting specific strategies that should go onto the Public Libraries/National Library work programme.

As a result, a dedicated information gathering meeting is to be held in Lower Hutt on Monday 29 November @ 9.30am to be attended by Barbara, Joy, Jeff and Margaret (*Meeting time subsequently changed to 8.30 am*). They will be joined by other library staff identified as having had input into recent projects. A possible idea is to liaise with Metronet to consider their work programme, and whether these projects should be included on the list. Jeff to follow up with a Metronet Manager.

Prior to this meeting, Joy will follow up with National Library, Barbara will follow up with Ruth or other Metronet Managers, and Jeff will follow up with Steven Lulich, in order to gather information on National Digital Strategy and related projects.

Rose Barker discussed the Ministry of Education, and their ability to potentially provide funding for library projects, particularly learning centres, and reminded us to consider them when planning initiatives. They are able to offer \$5-\$10k but it only serves communities with schools that fall into particular deciles.

#### Regional Training initiatives:

The group thanked Joanne for putting together the two options for regional Reference training. Both of these have merit and will be supported by Pub-SIG. Wellington will facilitate Option A "Train the Trainer" in February and will arrange to provide an Option B "Train the Buddy" session at a later date dependent upon Wellington's own training programme.

Joy elaborated on her recent email regarding Liz Weir's storytelling programmes. The value of these were reiterated by Rose who volunteered to outline some options for regional sessions (both storytelling and actual training) and then co-ordinate according to demand.

Jeff will follow up with Steven about LIANZA support and involvement on taking the merchandising model from Wellington and doing training throughout the country with retail display expert Vince Collins.

#### New Items:

##### LIANZA SIG promotion:

General discussion of this topic highlighted the need to look at the branding (or lack of) Pub-SIG. This will be looked at further when the committee meets to identify specific objectives for its term. In the meantime, Jeff and Joanne will draft an article for Library Life documenting the success of the Wellington Regional Training venture on merchandising (to be published with information on the reference sessions after they occur).

Barbara will also draft an Information Sheet for inclusion in the packs for new LIANZA members. Possible themes for the stated purpose of Pub-SIG include:

- Promotion of the Pub-SIG List-serv including how to join and send messages
- Advocacy of Public Library issues
- Supporting collaboration between Public Libraries

- Sponsorship of members to Conferences, such as LIANZA and ALIA, New Librarians' Symposium, etc.
- Training initiatives, such as regional (or sponsorship to Aurora)
- The promotion of all Public Libraries both large and small

*Subsequent to the meeting, Jeff identified the stated purpose of the SIG on LIANZA's website.*

Jeff will follow up with Auckland to update what's occurring with the planned national advertising campaign, and follow up with the administrators of the [www.libraries.co.nz](http://www.libraries.co.nz) portal to see if this site could be used to disseminate SIG information.

#### Aims for this term:

Although specific objectives will be identified at the next meeting, general aims agreed to include the development of:

- A higher profile of the SIG during this term
- A model for Regional Training
- A web page (or presence) for the SIG
- A procedure for disseminating information throughout the country

Through his previous involvement as a Pub-SIG committee member, Phillip advised that one of the most crucial elements of the SIG's success is relationships and specifically the need to establish positive relationships with:

- The National LIANZA committee member with PL or SIG responsibility - possibly John Stears or Anna O'Keefe in the office?
- Public Library Managers - possibly have a member attend both North and South Island conferences
- Metronet - identify a liaison person
- Paul Sutherland regarding the List-serv architecture and process
- Christchurch Conference Committee
- Local Government New Zealand - Jan Rivers?

Decisions on the establishment of these and possibly other relationships will be considered at the next meeting.

#### LGNZ Seminars:

A request has been received from LIANZA for Pub-Sig to organise the venue and generally co-ordinate the LGNZ seminars in early 2005. This will be further discussed at the next meeting.

The meeting concluded at 11.45am.

Next meeting to be held at Wellington Public Library on 13 December at 9.30am