

**COMMITTEE MEMBERS PRESENT:** Shirley Turner, Jill Evans, Margaret Beilharz and Bev Evans

**STAFF PRESENT:** Leanne Mash (General Manager), John Chapman (Director of Corporate Services), Jenny Hansen (Library Manager) and Kathy Beesley (Community Liaison Officer).

**APOLOGIES:** Apologies were received and accepted for the non-attendance of Christine Parker, Lyndall Hawkes, Councillor O'Bernier and Councillor Sullivan.

Councillor Sullivan attended the meeting from 11.45am – 12noon to express Council's appreciation for the efforts being undertaken by the Library Committee.

### **Commencement**

The Planning day commenced with the General Manager asking for introductions to be made, welcoming participants and thanking them for their participation. Discussion began with a review of current activities.

#### **1. Current Activity Review**

Library Manager summarised activities from June 2010 to date

##### **a) Library Activities**

- Story Time – increased days to every Thursday – space and time issues
- Librarian visits Burruga, Black Springs Schools and their respective playgroups twice each term, time is an issue as visits are on Mondays (Librarian does not work Monday). Librarian takes books relevant to curriculum.
- Pram Walkers attend Library for Story Time.
- Local playgroups attend Library for Story Time.
- Summer Reading Program - operates December and January – space issues – need time to market program
- Talking Books Group – discuss books bi-monthly.
- Book Club – members read the same book and come together and discuss their interpretations
- School Holiday Vacation Sessions - there is a real demand for holiday activities including stories and craft.

##### **b) Friends of the Library**

- Friends of the Library donated 'Navigator Aids' for the vision impaired.
- Friends of the Oberon Library donated new computer stools

##### **c) Other formal groups utilising the Library during 2010-2011**

- Knitters meet monthly (knitting for overseas disadvantaged countries) - space is an issue
- French Classes – weekly, however sometimes clashes with other groups
- Australian Breast Feeding Association – monthly
- Friends of the Oberon Library – monthly – space is an issue due to the large numbers

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**d) Informal (unplanned) activities in the Library during 2010-2011**

- After school activities for children with working parents or children waiting for buses, space and supervision poses a problem
- Home schoolers
- Senior computer users
- Parents and grandparents assisting with school assignments
- Job seekers
- Uni/TAFE students
- Social networkers
- Researchers – relocation or new residents

**e) Events facilitated in or by the Library as part of a larger event (usually State wide)**

- Premiers Reading Challenge
- Library lovers day – February
- One off activity – eg Knitting for charity – one a year

**f) Groups that do well in the Library**

- Holiday programs – could do better with more space and staff time
- Talking books
- Story time – good participation – lack of space and supervision an issue, needs process in place to control activity.
- Class visits – works well – space is an issue – maybe break into two groups.
- Summer Reading Club – State wide activity - time an issue for marketing.

**g) Anything that should be let go**

- The group felt that no particular activity should cease.

**h) Lost activities 2010**

- Readeo – In 2010 the Readeo did not progress as planned due to perceived staff resourcing issues. The main problem was time to operate and promote childhood Literacy.

Improvements that could assist success in a successful 2011 Readeo may be:

- Smaller groups
  - Visit schools, not have it going all over town
  - Enlist ambassadors to promote and facilitate
  - Research what other Libraries do
  - Librarian train volunteers to visit schools and promote childhood literacy
  - Talk to teachers regarding Readeo, literacy and information
  - Encourage high school students to use books for research
  - Use funding for extra staff resourcing
  - In 2011 focus on children under eight years
- Tutor - relocated out of area.

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**2. How do we measure level of performance?**

- Visitors book to capture comments and feed-back on satisfaction of their visit
- Library Lovers participation
- People counter – on main door
- Number of items borrowed
- Number of users on internet
- Story time count
- State Library statistical report-return
- Benchmarking against other libraries

**Extra measure for improvement in the future**

- Librarian to investigate a questionnaire for library users, ask what motivates users
- Investigate and make comparisons with other Regional Libraries

**3. Taking Oberon Library to the future**

- Gain a complete understanding of what future direction is planned for Oberon Library from Council
- Librarian to be involved in the application for Grants
- Provision in the 11/12 budget for \$ for \$ funding
- Better promotion by widening the scope of the Library's presence on the Council website
- Building Library Development Grant
- Events Program eg: newsletter and web

**4. Five Year Plan**

- Vision for 2018
- Additional Cultural Engagement
- Events Program
- Awareness raising activities for students and public

**Closure**

The meeting closed at 2.30pm

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_ 2011.

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General Manager.

\_\_\_\_\_  
Committee Member

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General Manager

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Committee Member