



Minutes

Library Board Special Meeting

Thursday 10th July 2008

4:00 pm

Terang Library

**Minutes of the Special Meeting of the Corangamite Regional
Library Corporation Board held on Thursday 10th July 2008 at
the Terang Library, commencing at 4 p.m.**

BOARD MEMBERS

Member	Council
Cr. Peter Mercer (Chair)	Colac Otway Shire
Mr. Colin Hayman	Colac Otway Shire
Cr. Ruth Gstrein (substitute)	Corangamite Shire
Mr. Trev Greenberger	Corangamite Shire
Cr. Adrian Jacobs	Warrnambool City
Mr. Paul O'Brien	Warrnambool City
Mr. Steve Dawkins (substitute)	Moyne Shire
Mr. Craig Ralston	Moyne Shire

Officers & Consultants

Name	Position
Sally Armistead	Acting Chief Executive Officer
Graham Shiell	Consultant

AGENDA

APOLOGIES

Mr. Jim O'Brien
Cr. Di Clanchy

Corangamite Shire
Moyne Shire

1. DECLARATIONS OF INTEREST

Nil.

2. REPORTS

2.1 CEO APPOINTMENT

The report to the Board's June meeting advised that:

- The CEO Recruitment Committee had met and agreed to the Position Description and the conditions of engagement
- Advertisements were placed in the following media between 24th May and 2nd June:
 - Colac Herald
 - Warrnambool Standard
 - Geelong Advertiser
 - Melbourne Age
 - Local Government Job Directory

Applications closed on 17 June and 12 were received. The Committee short-listed 3 applicants for interview.

Interviews will be held on Wednesday 3 July and it is anticipated that a preferred candidate will be selected.

A report on the recruitment outcome was circulated at the meeting.

Moved Mr. Greenberger seconded Mr. Hayman that the CEO Recruitment Final Report prepared by Graham Shiell remain confidential.

CARRIED

Moved Cr. Gstrein seconded Cr. Jacobs that James Purcell, of 74 Regent Street, Port Fairy, be appointed as the Corporation's Chief Executive Officer and engaged under a contract of employment in accordance with the terms set out in the Report submitted to this meeting, including the commencement date of 25th August 2008.

CARRIED

2.2 BUDGET 2008/2009

The Board at its meeting on 8th May 2008 resolved:

"That the Draft Budget 2008/2009 be approved for advertising for public submissions, in accordance with section 129 of the Local Government Act 1989".

The draft Budget was subsequently advertised in the Colac Herald and the Warrnambool Standard, with submissions closing on 2 June. No submissions were received.

The requirements of the Local Government Act for the preparation of the Budget have been met.

The Regional Library Agreement also provides some additional requirements for the preparation of the Budget:

- the draft must be provided to the councils
- the Budget must not be adopted unless approved in writing by each council

Approval of the Budget, in writing, has been received from all councils.

Moved Mr. Greenberger seconded Mr. O'Brien that the Budget 2008/2009, as approved on 8th May 2008, be adopted and that:

- a) public notice of the decision be given; and
- b) a copy of the Budget be submitted to the Minister for Local Government.

CARRIED

Moved Mr. Greenberger seconded Mr. Hayman that the Board approve a Budget variation to increase the 'Marketing & Promotions' allocation for 2008/2009 by \$5,000.

CARRIED

2.3 LIBRARY SERVICES LOCAL LAW

The Board at its meeting on 24th April 2008 agreed, in principle, to a draft Library Services Local Law 2008 (Local Law No. 2 of 2008).

Prior to the Board formally considering its intention to make a local law it is required by the Local Government Act 1989 (section 197F) to obtain the ratification of the Law by all the member councils.

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Letters requesting the Councils to ratify the law were sent in April and all councils have now resolved to agree/ratify the proposed law.

The following procedure for making the must be followed:

- 1) The Board formally resolves to give notice of its intention to make the Local Law.
- 2) Notice of intention to make the Local Law is advertised in the Victoria Government Gazette, the Colac Herald and the Warrnambool Standard.
- 3) Public submissions can be made on the proposed Local Law.
- 4) Submitters are entitled to be heard in support of their submission.
- 5) The Board then resolves to adopt or amend the Local Law.
- 6) Finally, the making of the Local Law is advertised in the Victoria Government Gazette, the Colac Herald and the Warrnambool Standard.

Moved Mr. Hayman seconded Cr. Gstrein that the Board give notice of its intent to make Library Services Local Law 2008 (Local Law No. 2 of 2008) and that the Board hear any submissions on the proposed law at its meeting on 11th September 2008.

CARRIED

3. PUBLIC PARTICIPATION

The new Meeting Procedure Local Law provides that at every Ordinary meeting of the Board time may be allocated to enable any member of the community to address the Board and/or ask questions.

Nil.

4. SPECIAL NOTE OF THANKS

Moved Cr. Jacobs seconded Cr. Gstrein that Graham Shiell be sincerely thanked for his efforts and the work he achieved during the term of his consultancy, which has benefited the Corangamite Regional Library Corporation, now and for the future.

CARRIED

5. OTHER BUSINESS

Acting CEO Sally Armistead is to take annual leave 1-15 August. Pepita Marshall has been designated by Sally to Act on her behalf during this period.

6. NEXT MEETING

The next Ordinary (Quarterly) Meeting is scheduled for Thursday 11th September 2008.

CONFIRMATION OF MINUTES

It is hereby certified that the above minutes of the Special Meeting held 10th July 2008 are those confirmed by the Corangamite Regional Library Board.

Chairman

Date