City of Ryde

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File No:	COR2008/72	
Document Ref:	D16/24112	
Venue:	Gladesville Library	
Date:	24th February 2016	
Time:	5.30pm Started at: 5.30pm Closed at: 6.00pm	
Chair:	Clr Richard Quinn	
Meeting Support (MS):	Linda Smith – Executive Assistant to the Mayor and Councillors	
Staff Convenor:	John Neuhaus – Senior Coordinator – Library resources	
Circulation:		

Committee Role: Provides advice on areas of common interest, particularly for the Gladesville Library, but also including advice on services such as Local Studies, Home Library Services, the Toy Library and Outreach Services that are available to residents of Hunters Hill and adjoining areas.

Committee Members as per the Terms of Reference: Councillor Representatives: Councillors Chung and Simon (City of Ryde), Councillor Quinn (Hunters Hill), Councillor Bird (Hunters Hill) - resigned

Present	Apology	Name	Position Title	Organisation
x		Clr Richard Quinn	Councillor	Hunters Hill Council
x		Clr Craig Chung (item 7 on)	Councillor	City of Ryde
		Clr Mark Bennett	Councillor	Hunters Hill Council
		Clr George Simon	Councillor	City of Ryde
x		Margaret Kelly	Manager – Community Services	Hunters Hill Council

Additional Attendees

Name	Position Title	Organisation
Elva Salter	Observer	Friends of Gladesville Library
John Neuhaus	Senior Coordinator – Library resources	City of Ryde
Dianne Van Sommers	Observer	Friends of Gladesville Library
Kim O'Grady	Senior Coordinator- Library programs	City of Ryde

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	Details	**Action**	**Responsibility and Date**
1.	**Present**:	Noted	
	Apologies:	Jill Webb – Manager – Library Services COR Betty Johnson – observer – Friends of Gladesville	
2.	**Confirmation of Minutes from 26th August 2015**	The Minutes from 26th August 2015 were adopted. At the meeting of 26th August 2015, a report was requested on the usage figures for the Gladesville Library meeting room. This item was not recorded in the minutes. A report on the usage figures is to be provided to the August 2016 meeting.	
3.	**Agenda Item 3 – Business arising from previous meeting**	There was no business arising.	
4.	**Agenda Item 4 – Gladesville Shopping Village DA**	A DA for this site has not been lodged. Council is in receipt of a Planning Proposal for the site and discussions are ongoing between Council's consultant – Architectus and the applicant regarding various issues including VPA and built environment issues. There is no agreed VPA in place. Discussions between staff and the developer are ongoing. Following submission of the Planning Proposal to Council the application will be placed on public exhibition. Following this a formal DA will be submitted	

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Details	Action	Responsibility and Date
5. **Agenda Item 5 – Gladesville Library refurbishment update**	The recent upgrade works carried out at Gladesville Library were noted. These works include: new signage, CCTV installation, relocation of shelving to create a larger space for children's activities and new guttering. The committee noted that these improvements have enhanced the look and appeal of the library. In the 2016/17 Financial year a budget of $100,000 has been allocated to provide repainting, recarpeting and layout changes to the floorplan including relocation of PC's and a rearrangement of the staff area. Additional furniture will be purchased. It may be necessary to close the library for two weeks in November to achieve the upgrades.	Noted

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Details		Action	Responsibility and Date
6.	**Agenda Item 6 – Statistical reports**	John provided the following statistical report. Since 2009, there has been a slow decrease in the level of traditional borrowing ie books and also the number of visitors across all libraries. The main library at Ryde has held its own but this could be as a result of the large increase in people moving into the local area. At Gladesville library, there has been an increase in computer usage and the number of events held and attendees at such events. The marketing of events will be improved in future to attract even more attendees. It was noted that 10% of total loans in January were via computer. COR has the 2nd highest per capita level for ebook usage in NSW. A break up of information shows that 5% of print books are borrowed by residents of Hunters Hill and 6.8% of ebooks are borrowed by residents of Hunters Hill. The use of library spaces for study, wifi spaces, etc is increasing. It was noted that many older people use the library computer facilities and staff assistance to complete on line government forms. This usage is expected to increase.	

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Details		Action	Responsibility and Date
7.	**Agenda Item 7 – Promotions and activities**	Due to demand, additional rhymetime and storytime sessions have been added to the schedule at Gladesville library. Ongoing activities include the provision of a JP service, knitting club, book club – now run by volunteers and the introduction of seniors board games activities such as bridge, scrabble etc. The provision of new signage on Victoria Road was noted. The library is also marketed via the enewsletter which is distributed to 10,000 people per issue. Margaret Kelly will arrange for additional publicity in the Hunters Hill Council newsletter. Hunters Hill Council also erects street banners twice a year promoting the library. During Seniors Week a workshop will be held focussing on computer skills. Previous tablet and computer classes have been well patronised and have received great reviews.	

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	Details	**Action**	**Responsibility and Date**
8.	**Agenda Item 8 – Local Priority Grant**	Local Priority Grant funding of approximately $6,700 has been received by Hunters Hill and approximately $40,000 by COR, The Hunters Hill funds will supplement the purchase of children and adult graphic novels. COR funding will be spent on the purchase of ebooks, junior graphic novels, a curiosity cabinet and digital microscopes for West Ryde library and un upgrade to wifi at Eastwood, West Ryde and East Ryde libraries.	
9.	**General Discussion/Other Business** **ABS Census**	The census will be held in August 2016. The government will be encouraging completion of the census on line. It was suggested that it may be possible to host a session/s at Gladesville library using volunteers to provide assistance to people who are attempting to fill out this form on line.	
10.	**Next Meeting:**	To be held at Gladesville Library meeting room on Wednesday 24th August 2016.	