



GEELONG
REGIONAL
LIBRARIES



BOARD AGENDA

MEETING OF THE
GEELONG REGIONAL LIBRARY
CORPORATION

Thursday 27 February 2025, 5.30pm

Biyal-a Armstrong Creek Library
Boardroom and MS Teams

The Geelong Regional Library Corporation acknowledges the Wadawurrung People of the Kulin nation, and the Gulidjan and Gadubanud Peoples of the Maar nations as the Original Owners of the lands on which our library services operate. We pay respect to Elders past, present and emerging. We acknowledge and celebrate First Nations Peoples of this land as the custodians of learning, literacy, knowledge and story.





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ATTACHMENTS

ATTACHMENT 1

MINUTES OF BOARD MEETING HELD 19 DECEMBER 2024



SECTION A - PROCEDURAL MATTERS

1. ACKNOWLEDGEMENT OF COUNTRY
2. ATTENDEES

BOARD MEMBERS	
Cr Isabelle Tolhurst	Borough of Queenscliffe
Cr Elise Wilkison (Deputy Chair)	City of Greater Geelong
Cr Emma Sinclair	City of Greater Geelong
Cr Rowan D. Story AM RFD	City of Greater Geelong
Cr Trent Sullivan	City of Greater Geelong
Cr Mick McCrickard	Colac Otway Shire
Cr Owen Sharkey	Golden Plains Shire
Cr Liz Pattison (Chair)	Surf Coast Shire
COUNCIL OFFICERS	
Damian Waight	General Manager, Community Life, SCS
Aimee Higgs	Manager Community Participation, CoGG
Anthony Basford	Executive Director City Life, CoGG
Gayatri Baskaran	Finance Coordinator, CoGG
Ian Seuren	General Manager Development & Community Services, COS
Martin Gill	CEO, BoQ
Lynnere Gray	Director Corporate Services, GPS
GRLC Officers	
Vanessa Schernickau	Chief Executive Officer
Skye Wilson	Director, People, Culture and Strategic Engagement
David Semmens	Director, Community Experience
Robbie Cullen	Director, Finance and Digital
Vanessa Rechichi	Executive Assistant
GUESTS	
Ian Phillips	I & J Management Services



3. APOLOGIES

Cr Rowan Story and Cr Trent Sullivan

4. INTERESTS, CONFLICTS OF INTEREST AND PECUNIARY INTERESTS

5. CONFIRMATION OF MINUTES DATED 19 December 2024 (ATTACHMENT 1)

Recommendation:

That the draft minutes of the Board Meetings held 19 December 2024 be confirmed.

SECTION B – PRESENTATIONS

LGV BENCHMARKING PRESENTATION

Ian Philips, I & J Management Services



SECTION C – REPORTS

CEO REPORT

Vanessa Schernickau, Chief Executive Officer

Recommendation

That the CEO REPORT be noted.

Purpose

To provide information for noting on some key highlights, activities and projects.

Connecting and Thriving

The CEO Report demonstrates how we deliver against our Purpose:

A thriving public library service that boosts our communities' health, prosperity, connectedness and belonging

This is a snapshot of highlights across our library services and programs during the last four months.

CONNECTING AND THRIVING: COMMUNITY

Author Events

The new year is off to a flying start with a range of author events across the region:

- Children's author Melissa Symonds: Foxy's Old School Van Trip - Saturday 1 Feb at Torquay Library
- Esther Gonzalez: The State of the World in Graphics - Monday 17 February at Waurm Ponds - part of the National Sustainability Festival)
- Heather Gallagher: Picture Book Writing 101 - Saturday 22 February at Geelong Library - back by popular demand, a Local Word Writers Festival workshop
- Mark Smith: Three Boys Gone - Tuesday 25 February at Belmont Library - a Local Word Writers Festival event
- Danielle Flack: Helping teens navigate their future career and work life - Tuesday 25 Feb at Geelong West Library
- Gideon Haigh: My Brother Jaz - Wednesday 26 Feb at Geelong Library - a Local Word Writers Festival event
- Geoff Parkes: When the Deep, Dark Bush Swallows You Whole - Thursday 27 Feb at Leopold Library



Call for Submissions - 2025 Local Word Festival

The [Expression of Interest](#) period for the [2025 Local Word Writers Festival](#) is now open, for any writers and creatives that might be interested in being involved as a presenter.

The Local Word Festival will take place over two days on **Friday 22 and Saturday 23 August 2025** at Geelong Library & Heritage Centre and other libraries in our network.

Submissions are invited from writers, illustrators, publishers and creatives living and/or working within the G21 region including City of Greater Geelong, Borough of Queenscliffe, Golden Plains Shire, Surf Coast Shire and Colac Otway Shire.

EOIs close on 31 March and programming ideas can be submitted [here](#).

Local Word Poetry Prize

Submissions for the Local Word Poetry Prize closed on 20 January. This was the second time we have offered the prize, and we were thrilled to receive a total of 597 entries, a 66% increase on last time!

These entries are currently being evaluated by head judge Professor David McCooey, Personal Chair, Writing & Literature, School of Communication & Creative Arts at Deakin University. David will be narrowing the entries down to a long list of no more than 30, which will then be judged by our panel to select a short list of four and an overall winner.



The judging panel is David McCooey, CEO Vanessa Schernickau and local poet and The Book Bird bookstore events manager Charlotte Guest, who also moonlights as a facilitator for many of our author events and has recently been awarded a writing residence at Varuna, the National Writers' House.


We will be inviting the short listed poets to read their works at our upcoming World Poetry Day celebrations on 19 March, when we will also announce the overall winner of the \$2,000 prize money.







Library Lovers Day



 **Australian Bureau of Statistics**
159,588 followers
5d • 

It's [#LibraryLoversDay](#). Did you know that 25% of women and 16% of men visited a library or archive at least once in the past year? 

1 in 4 women have visited a library in the past year



Women  **25%**

Men  **16%** 

Note: 'Past year' refers to attendance at a library or archive in the 12 months prior to an individual's interview. Refers to people aged 15 years and over.
Source: ABS, Cultural and creative activities, 2021-22

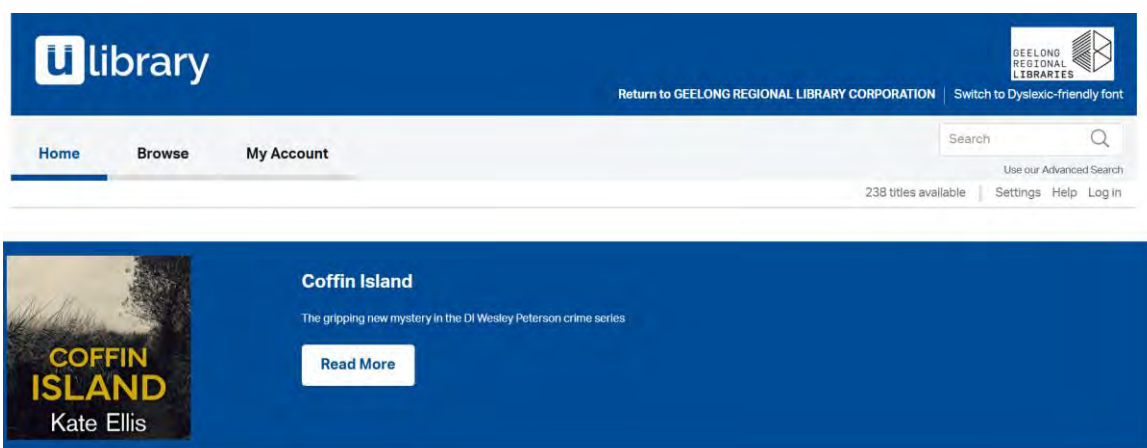
Our libraries received more qualitative data about why people visit our libraries.



uLibrary eAudiobooks have arrived!

In response to the long waiting times for audiobooks, we are excited to introduce *uLibrary*, a new eResource, available both as an app and via a web browser at <https://grlc.ulverscroftulibrary.com/>. This platform will offer simultaneous access to 100 users — if a customer can see it, they can borrow it, with no waiting times.

uLibrary is starting with a collection of **238 eAudiobooks**, and new content will be added to the platform monthly.



Colac

Our sewing machines across our libraries are one of our most popular items, as part of workshops and also for individual use.

Neil from France has been travelling in Australia for the past 2 years and has moved to Colac for the last leg of his trip. With his friends, he has been making “Dapos” (floating stars) at the Colac Library because he could not find them anywhere locally. Neil uses material from the local Op shops to ensure that he is not contributing to further material waste.



Ocean Grove
Dinosaurs or Dragons?



Boronggook Drysdale
It's not just the kids that enjoy our dress ups.



Youth Street Art event with artist Leah Grant

On Friday 17 January Boronggook hosted local street artist Leah Grant to run a workshop with our youth. The teenagers made two different stencils

“The activity was incredible. I enjoy the program because of how engaging it was. Leah made it fun and engaging at a high quality level. I would love to do this again and would highly recommend it to my friends. I learned so much and am now considering it as my career, which is a long shot but the way Leah made it made me feel like I could do the incredible things she has done like murals, artwork and more.

It was superb, and I want to do it again without a doubt!”





Biyal-A Armstrong Creek

Emergency Service Showcase

On 20 January Biyal-a Armstrong Creek Library held it's first ***Meet Your Local Heroes - Emergency Service Showcase***, in partnership with Ambulance Victoria, CFA, SES and Victoria Police.

The event featured the newly opened Headspace Armstrong Creek (Stride) – who provide mental health services to the Armstrong Creek community.

Attendees walked away knowing about the incredible work our first responders do keep us safe, how to undertake preventative measures and the steps they can action when in an emergency situation. They also received fun take-home goodies from everyone.

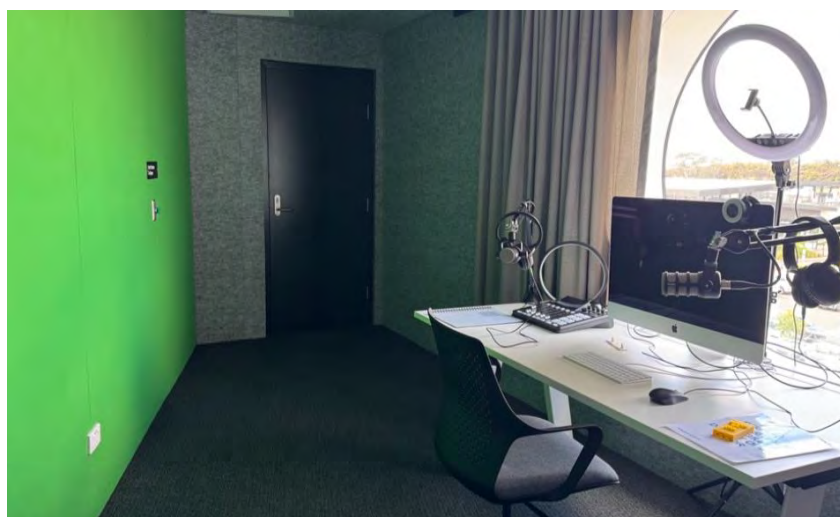
All agencies wanted to chat to those from linguistically diverse backgrounds and our English Conversation Café participants completed a round robin, visiting each stall.

The event attracted approximately 750 people in the forecourt with 451 people through our doors - an additional 186 visits on the previous week.

Media Room

The Media Room is now open for bookings with our podcast workshops proving very popular. Customers need to participate in a safety induction to use the space prior to booking. Inductions are available for booking via the library events page <https://events.grlc.vic.gov.au/events?n=12&term=media+room&r=months>

Bookings for the room can then be made via the libraries venue hire page <https://www.grlc.vic.gov.au/services/venue-hire-community-libraries>



Customer Feedback:

Just wanted to thank you HUGELY for the incredible service you provided through your soundproof recording studio! I'm a local author, and was working on a DIY project to self-narrate my book "Good Choice - A Soul's Story" onto audio platforms including Audible. The sound quality for Audible needs to be VERY professional! There's no way I could afford to hire a recording studio, so when I just happened upon your studio right around the corner from my home, I was beyond thrilled! I've finished mastering the files now, have uploaded them, and now I Wait to see if they pass all the quality controls! ----- Your service allowing me to use this recording room was seamless - from the induction session to the easy booking online, to your endlessly friendly staff, who all welcomed me warmly into your space. I can't believe such a facility has been built within a library! I can't believe we can all use it! AND I can't believe that it's FREE!! (for the moment) Your library is a trend-setting vibrant community space. I fully expect the recording studio to be fully booked out in the not too distant future, so I feel incredibly lucky that it all fell into place for me at this time.

Podcasts

Customers across our region can also borrow podcast equipment through our Library of Things. <https://catalogue.grlc.vic.gov.au/cgi-bin/spybus.exe/ENQ/OPAC/BIBENQ?BRN=464794&CF=BIB&SETLVL=>



Save for later Share

MOVO mobile podcasting bundle [Library of Things]

Objects

Total copies: 2

Available: 0

Reservations: 3

Availability by location >

Place reservation

Summary

Record a podcast or interview directly to your phone with this complete podcasting setup, including two microphones, accessories, and audio interface.

Belmont Library

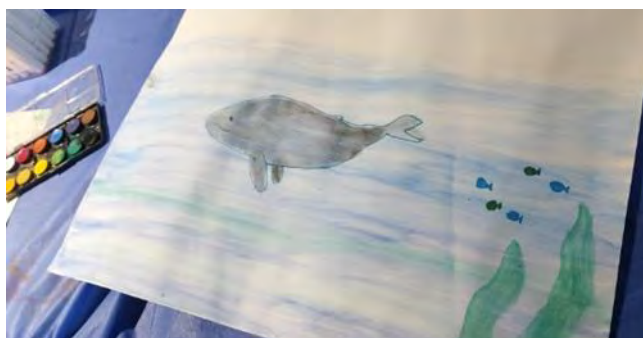
The summer holiday program included a youth focus with a popular Quote and Tote workshop using the cricut machine to design their own bags.



Boronggook Drysdale Library



Young people at Boronggook Drysdale enjoyed learning about the science of coral bleaching. They created some beautiful artwork inspired by their 'underwater' experience via underwater.earth's street view project <https://www.underwater.earth/google-underwater-street-view>.



What looks like a fun activity introduces different online resources and links creativity to investigation.

Waurn Ponds

A new crew of keen Cricut Crafters is learning new skills, making a notecard with envelope and a treat box with a flower made of recycled library books.



CONNECTING AND THRIVING: PLACES AND SPACES

Geelong Library and Heritage Centre

Kim barne thaliyu / Geelong Heritage Centre reopened on 4 February, following replacement of carpet and minor repairs related to flood damage. The team worked closed with the Facilities Department at the City of Greater Geelong who oversaw a prompt and thorough response to the incident.

Whilst closed to the public, heritage services were still available online. The collection via socials included a post about Corio Skate Park that proved very popular:

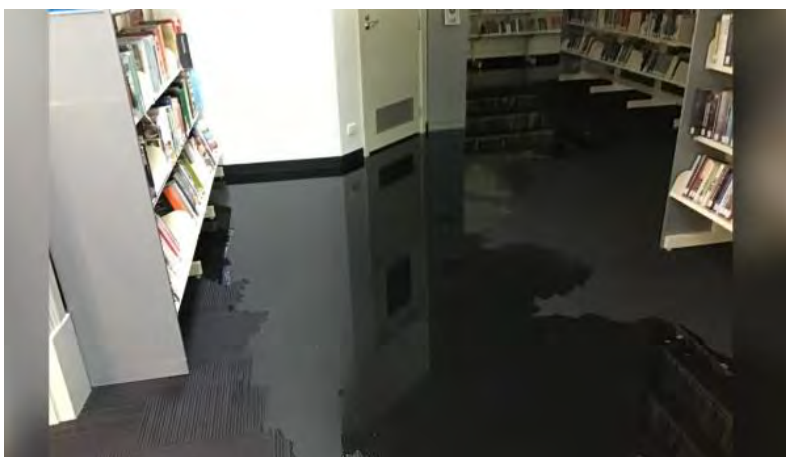


Geelong West

Geelong West was closed on 3 February due to flooding caused by a drain failure in the ceiling of the staff room that flooded into the library.

The contingencies in place from prior floods performed flawlessly and this time the fire door didn't experience any flooding.

The City of Greater Geelong facilities team were on hand to progress works as soon as possible.



CONNECTING AND THRIVING: OUR PEOPLE

Casual Team

One way we support young people in the region and provide ready for work professional development is through our Library Shelver roles advertised for school and full time tertiary students across our region. Our library shelvers have the opportunity to join our casual pool once they leave school or complete full time studies. Our libraries are supported by a pool of casual staff who do a great job filling our rosters at short notice or covering staff leave and this in turn is often a pathway to ongoing opportunities. The recent induction for our new casuals included customer service training - Introduction to Service Excellence.



(Library casuals training)

Library Plan

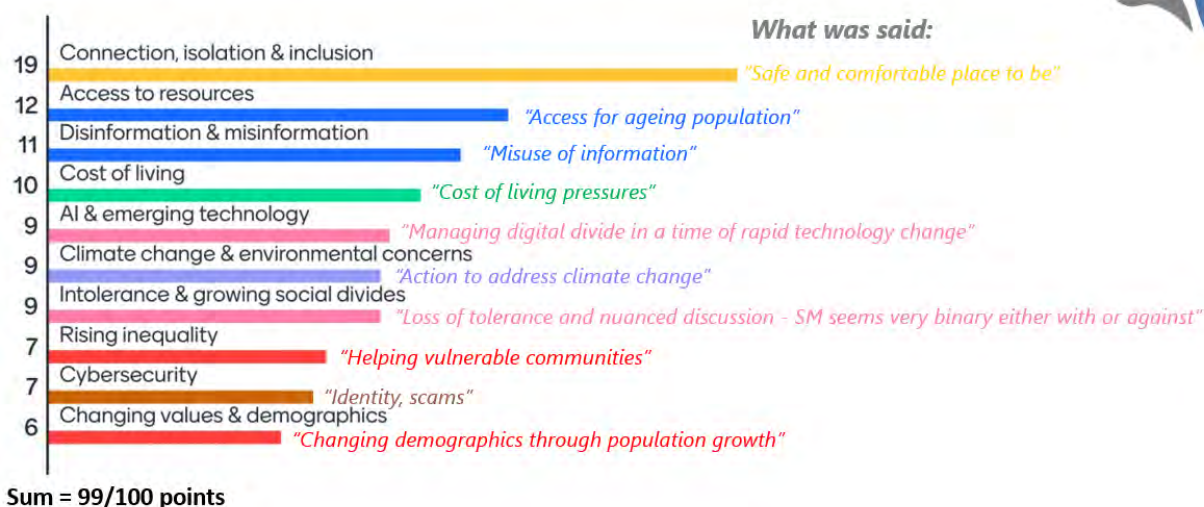
Our Library Plan 2025-2029 will set a clear roadmap for delivering progressive public library services across our region in a rapidly changing world.

We will build on our existing knowledge about what our community needs, wants and values about our libraries.

In early 2025, we will engage meaningfully with staff, councils, partners, Traditional Owners and our community about our shared aspirations for the future of our libraries and explore key issues and trends we need to respond to.

In late 2024, we started a conversation with our staff at the All Staff Day about what those key issues and trends might be:

Which issues/trends are most important for the Library Plan? Feedback from All-Staff Workshop, November 2024

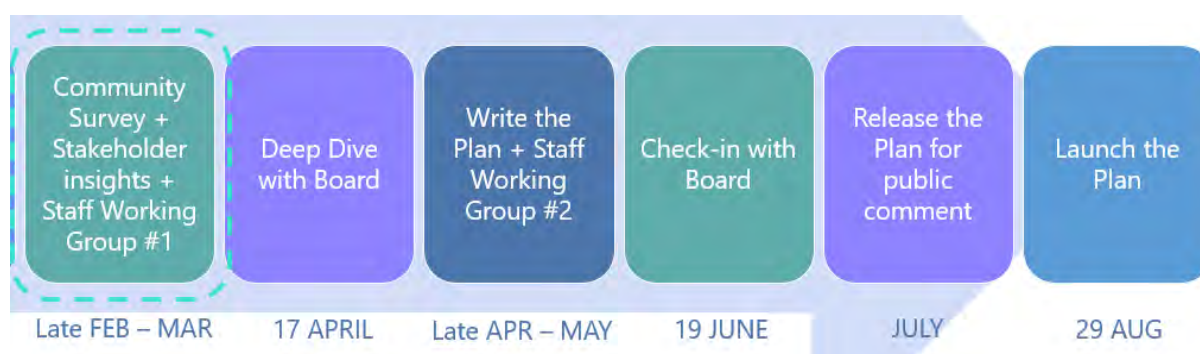


We have engaged Clear Advice & Strategy, who led the development of the G21 Region Plan 2050, to help develop our Library Plan 2025-2029.

Conversations with member Council officers to align the Library Plan with new Council Plans continue, including community engagement approaches. Next steps include:

- Community survey to be launched end of February alongside a staff survey
- Formation staff working group
- Individual meetings with key stakeholders
- Ongoing alignment with Council / Municipal Health and Wellbeing Plans
- Board workshop in April to present initial findings and approach

A link to the community survey will be circulated to the Board.



Project Optimus

The Local Government Act 2020 mandates that regional library corporations transition to a new corporate structure by 30 June 2031. To support this transition, we are bringing Payroll and Finance systems that are currently managed by the City of Greater Geelong (CoGG) for a fee for service, inhouse.

An audit by the Victorian Auditor General’s Office (VAGO) identified the risk of COGG providing services, as a member of the Corporation.

This transition provides a chance to reassess the existing Finance, HR, Payroll and Rostering systems, identifying cost-effective and value-driven solutions for Payroll, Finance, Rostering, and HRIS to enhance efficiency and operational effectiveness.



In 2022 we introduced a project management methodology via the successful implementation of a new Library Management System.



We will once again be applying this approach and our learnings from that time to manage this complex project. This will include:

- Project launch including staff poll to select the project name – Project Optimus
- a project management framework to ensure good governance, planning, implementation and evaluation, including an executive Sponsor and Project Control Group and staff Project Working Group (pictured above).
- a considered methodology to selection and procurement of the new system(s)
- the essential input of our finance/ payroll/ HR systems superusers
- frequent communication via a dedicated VIVA page and other channels
- clear communication and agreed roles, responsibilities and timeframe with CoGG counterparts and specialist staff
- staff training
- a change management framework to inform all of the above
- evaluation to capture learning, efficiencies and inform resourcing.

The transition to new systems will be completed in financial year 2025/26.

CONNECTING AND THRIVING: REGIONAL LEADERSHIP

Pilk Purriyn

I attended the Pilk Purriyn sunrise event at Cosy Corner, Torquay on 26 January.

Public Library CEO Network

The CEOs of public library services in Victoria met to share learnings and consider collaboration regarding the increasing antisocial behaviour in libraries and how to support our staff and communities.

Public Libraries Victoria (PLV)

As President of PLV, I met with Nick Staikos, Minister for Local Government on 11 February to discuss the role of public libraries across Victorian communities and their essential service to communities as they continue to provide more services and programs in response to increased social isolation, cost of living pressures and working from home, alongside access to digital services and our valued collections. We discussed the decrease in government contribution year on year, with the contribution having remained static for the previous 3 years.

The PLV budget submission to the State Government was received by the Premier and Ministers in January. Copies were circulated to all Council CEOs and Library Boards for advocacy purposes.



GRLC 2025-26 (FY26) PRELIMINARY BUDGET REPORT (CONFIDENTIAL)

Robbie Cullen, Director Digital and Finance

Recommendation

That the Board note:

1. The GRLC 2025-26 (FY26) Preliminary Budget Report.



MONTHLY FINANCE REPORT (CONFIDENTIAL)

Robbie Cullen, Director Digital and Finance

Recommendation

That the MONTHLY FINANCE REPORT be noted.



TURNING THE PAGE – TRANSITION TO A NEW BUSINESS ENTITY (CONFIDENTIAL)

Vanessa Schernickau, Chief Executive Officer

Recommendation

That the TURNING THE PAGE – TRANSITION TO A NEW BUSINESS ENTITY report be noted.



ACTIVITY REPORT JULY- DECEMBER 2024 (CONFIDENTIAL)

David Semmens, Director Community Experience

Recommendation:

That the ACTIVITY REPORT be noted.



Risk Management Update

Robbie Cullen, Director – Digital and Finance

Recommendation

1. That the RISK MANAGEMENT UPDATE be noted.



PEOPLE AND CULTURE REPORT

Skye Wilson, Director People, Culture & Strategic Engagement

Recommendation:

That the PEOPLE AND CULTURE REPORT be noted.



HEALTH SAFETY AND WELLBEING REPORT

David Semmens, Director Community Experience

Recommendation:

That the HEALTH AND SAFETY REPORT be noted.



OTHER BUSINESS

Next meeting **Thursday 24 April, 5.30pm**

Location **Corio Library, 11-15 Cox Road, Norlane**



MINUTES

MEETING OF THE GEELONG REGIONAL LIBRARY CORPORATION

Thursday 19 December 2024
Board Members and Officers only

The Geelong Regional Library Corporation acknowledges the Wadawurrung People of the Kulin nation, and the Gulidjan and Gadubanud Peoples of the Maar nations as the Original Owners of the lands on which our library services operate. We pay respect to Elders past, present and emerging. We acknowledge and celebrate First Nations Peoples of this land as the custodians of learning, literacy, knowledge and story.





SECTION A - PROCEDURAL MATTERS

At 5.32pm GRLC Chair, Cr Liz Pattison (Mayor) opened the meeting and welcomed everyone to the meeting.

The meeting was held in person and via MS Teams. It was closed to the public and opened and closed in camera.

1. ACKNOWLEDGEMENT OF COUNTRY

Cr Pattison acknowledged the Traditional Owners of this land and paid respects to Elders past, present and emerging.

'The Geelong Regional Library Corporation acknowledges the Wadawurrung People of the Kulin nation, and the Gulidjan and Gadubanud Peoples of the Maar nations as the Original Owners of the lands on which our library services operate. We pay respect to Elders past, present and emerging. We acknowledge and celebrate First Nations Peoples of this land as the custodians of learning, literacy, knowledge and story.'

The Chair welcomed the new GRLC Board members to the meeting with an introduction by everyone in the meeting.



2. ATTENDEES

		Attendance		
Name	Council	In person	Online	Apology
BOARD MEMBERS				
Cr Isabelle Tolhurst	Borough of Queenscliffe (BoQ)	X		
Cr Elise Wilkison	City of Greater Geelong (CoGG)	X		
Cr Emma Sinclair	City of Greater Geelong (CoGG)	X		
Cr Rowan D. Story AM RFD	City of Greater Geelong (CoGG)		X	
Cr Trent Sullivan	City of Greater Geelong (CoGG)		X	
Cr Mick McCrickard	Colac Otway Shire (COS)		X	
Cr Owen Sharkey	Golden Plains Shire (GPS)		X	
Cr Liz Pattison (Chair)	Surf Coast Shire (SCS)	X		
COUNCIL OFFICERS				
Damien Waight	General Manager, Community Life, SCS		X	
Amie Higgs	Manager Community participation, CoGG		X	
Anthony Basford	Executive Directory City Life, CoGG	X		
Gayatri Baskaran	Finance Coordinator, CoGG		X	
Ian Seuren	General Manager Development & Community Services, COS		X	
Martin Gill	CEO, BoQ		X	
Lynnere Gray	Director Corporate Services, GPS		X	
GRLC OFFICERS				
Vanessa Schernickau	Chief Executive Officer	X		
David Semmens	Director, Community Experience	X		
Skye Wilson	Director, P&C and Strategic Engagement			X
Robbie Cullens	Director, Digital and Finance	X		
Vanessa Rechichi	Executive Assistant		X	



3. **APOLOGIES**

Skye Wilson

4. **INTERESTS, CONFLICTS OF INTEREST AND PECUNIARY INTERESTS**

Nil

5. **CONFIRMATION OF MINUTES DATED 19 SEPTEMBER 2024 (ATTACHMENT 1)**

Recommendation:

That the draft minutes of the Board Meeting held on 19 September 2024 be confirmed.

Moved: Cr Owen Sharkey
Second: Anthony Basford, Executive Director, City Life
Passed: unanimously

SECTION B – REPORTS

1. **CHAIR ELECTION (CONFIDENTIAL)**



2. CEO REPORT

Vanessa Schernickau, Chief Executive Officer

Recommendation

That the CEO Report be noted.

The CEO highlighted the Vic Health Grant \$50,000 in partnership with The Gordon and Food Share as a great opportunity, demonstrating how we continue to seek other sources of revenue. Skye is currently speaking with a philanthropic about the donation of a commercial fridge for our Corio Library to assist this program, including the storage of food as a community pickup point.

The Out of Hours Access at Biyal-a Armstrong Creek pilot is going very well.

Members can go through a simple induction program to grant them exclusive access to our facilities from 8.00am to 8:00pm, including times when our library is not open to the public and staffed. This means members can borrow, connect to Wi-Fi, use PCs, study spaces, print, scan and copy with their upgraded membership.

This provides an additional 36.5 hours per week access to the library outside staffed hours.

Director of Community Experience outlined Biyal-a Armstrong Creek Library was specifically designed for limited access to sections of library and portions of the library. The induction process shows library members how to access the space, talking through each of the elements in the space and what they would need to do in event of emergency or if they needed help in any way with phones installed on the bottom floor to enable communication.

Out of Access is operating in a few libraries across Victoria with a number of libraries applying for a Living Libraries grant to put in the technology. A lot of the small rural and regional libraries are using this service because they are not open every day of the week.

The CEO confirmed, as PLV President, she will be meeting with the new Minister of Local Government, Nick Staikos to discuss Library Funding.

3. MONTHLY FINANCIAL REPORT - OCTOBER (CONFIDENTIAL)

Robbie Cullen, Director Digital and Finance

Recommendation:

That the Monthly Financial Report be noted.



4. HEALTH SAFETY AND WELLBEING REPORT - OCT (CONFIDENTIAL)

Skye Wilson, Director People, Culture & Strategic Engagement

Recommendation:

That the Health Safety and Wellbeing Report be noted.

5. DIGITAL STRATEGY & INNOVATION REPORT (CONFIDENTIAL)

Robbie Cullen, Director Digital and Finance

Recommendation:

That the Digital Strategy and Innovation Report be noted.



6. COMMUNICATIONS AND MARKETING REPORT

Skye Wilson, Director People, Culture & Strategic Engagement

Recommendation

That the Communications and Marketing Report be noted.

The CEO confirmed the report is an update on the extensive work by the Communications and Marketing team in the past year, highlighting the new marketing campaign for children, youth and family memberships, User Experience Strategy for our website redevelopment and increased collaborations with partners such as MELI for programs and services.

The CEO outlined the importance of understanding the youth community at each library, including in partnership with fOrT in Corio to provide outreach programming and Newcombe Secondary School. The library runs outreach programs to engage with young people who then feel comfortable to come into the library; each library is a safe place for students who know our staff.



7. BOARD SCHEDULE 2025

Vanessa Schernickau, Chief Executive Officer

Recommendation

That the Board Schedule of dates be endorsed.

1. Thu 27 Feb 5.30 – 7.30pm
2. Thu 24 April 5.30 – 7.30pm
3. Thu 27 June 5.30 – 7.30pm (Adopt Budget 2025/26)
4. Thu 28 Aug 5.30 – 7.30pm
5. Thu 25 Sep 5.30 – 7.30pm
6. Thu 27 Nov 5.30 – 7.30pm

Moved: Cr Elise Wilkinson
Second: Cr Emma Sinclair
Passed: unanimously

Other Business:

The meeting closed at 6.17pm.

Next Meeting:

Thursday 27 February, 5.30pm Biyal-a Armstrong Creek Library

Signed: _____
Cr Liz Pattison
Chair

Date of Confirmation: / / 2024