

Shire of Lake Grace

Lake Grace Library Resource &
Community Resource Centre
Management Committee

Minutes

18 October 2023

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SHIRE OF LAKE GRACE

Agenda for the Lake Grace Community Library & Community Resource Centre Management Committee Meeting to be held at the Lake Grace Community Library, School Place, Lake Grace WA on Wednesday 18 October 2023.

1.0 DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson opened the meeting at 11:02am.

2.0 RECORD OF ATTENDANCE / APOLOGIES

2.1 PRESENT

John O'Neill	Chairperson, Lake Grace CRC Representative
Kerrienne Mills	Principal, Lake Grace District High School
Michelle Lay	School Administrator, Lake Grace District High School
Chris Paget	Deputy Chief Executive Officer, Shire of Lake Grace
Cr Debrah Clarke	Councillor, Shire of Lake Grace, Council Representative
Suzanne Reeves	Manager, Lake Grace Community Resource Centre
Lois Dickins	Library Co-ordinator

In Attendance

2.2 APOLOGIES

Ollie Farrelly Community Representative

3.0 CONFIRMATION OF PREVIOUS MEETINGS

3.1 LAKE GRACE LIBRARY RESOURCE AND COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE MEETING

RESOLUTION 20231

Moved: Michelle Lay Seconded: Chris Paget

That the minutes of the Lake Grace Library Resource and Community Resource Centre Management Committee Meeting held on 8 March 2023 be confirmed as a true and accurate record.

CARRIED 5/0

4.0 MEMBERS REPORTS

4.1 LAKE GRACE LIBRARY REPORT

Accessioning, book exchange and VDX are all up to date.

I had two, one hour training sessions with Softlink (Oliver v5) one in June and one in August. This was very helpful and informative.

I had my list of questions, one being on the import of the SLWA exchange books and how it takes many steps to enter each individual book. Softlink were unaware of this, as they don't have a lot to do with public libraries. They have contacted their Tech Support team, and now has been sorted.

The Lake Grace P & C purchased book ends for the junior section of the library. This purchase is greatly appreciated.

I had sick leave and a week annual leave in late May. Rosie Timperley did my relief. I also took annual leave in the last school holidays. Rosie and Mandy Lane did the relief.

We are in the middle of 2023 Scholastic Book Fair. Sales are going slow. The Fair finishes on Thursday 26 October.

I did the library vacuuming/cleaning for five weeks in August/September as the school was down on cleaners.

Students are still using the library at recess and lunch times. The school has put some extra card/board games in the library for children to use at lunch time.

Statistics since the last meeting:

March 2023	Issues & Renewals	468
April 2023	Issues & Renewals	159
May 2023	Issues & Renewals	596
June 2023	Issues & Renewals	480
July 2023	Issues & Renewals	352
August 2023	Issues & Renewals	615
September 2023	Issues & Renewals	284

4.2 LAKE GRACE COMMUNITY RESOURCE CENTRE REPORT

It's been all go at the CRC with our AGM being held tonight. We have noticed an upswing in the sales of the Lakes Link which has been good to see have been kept busy with the annual cricket book, ram sale flyers, end of year sporting certificates and invites, scanning and printing for the Pingaring and Pingrup centenaries plus our walk in customers.

We've been flat out with workshops including accredited training such as Forklift, Working At Heights, Working in Confined Spaces, Piloting and Truck. We are already scheduling more of these workshops for 2024, thankfully TAFE has been able to access another forklift trainer and the federal government has extended the heavy subsidization of TAFE training.

There was also a 'What to do after an Accident' workshop that was facilitated by Injury Matters, this was followed by a SOYF information session. Earlier this month we held a First Aid for Youth, we had 11 participants who were all successful in their training; this was funded by the Lake Grace Community Cropping Community Grants with catering supplied by Lake Grace Roadwise and the CRC. The trainer wrote to St John in Northam to comment as to how wonderful the group was, something that she has never apparently done before.

Projects that we're involved in are making progress:

- The Men's Shed is up, only needing a few smaller jobs to be done before the Building Surveyors can come down and close off on the project.
- The LCDC Bushcare project will be finalized by the end of the year; we held a very well supported Bushcare information session in August.
- Across the Lake reprint is nearly there with our part of the job done! Hopefully the Visitor Centre will have some books ready for sale for Christmas.
- Gym equipment is all in but the set at the recreation area is still waiting on the signage to be installed as well as sleepers and a sand pad.
- We have been advertising for stalls for the Harvest Festival with some good response; the new park in the main street will be an asset to the night. I haven't yet heard from Lotterywest whether or not we have any funding.
- The CRC has funding to put toward an event for youth in the 18-35yo age group; this must be organized and run by youth within that age group so an independent committee has been established. They are looking at an Oktoberfest in October 2024. The goal is that we can continue with an event every second year that meets the needs of our youth.
- The CRC is also auspicing for Lake Grace Reconnect for their Ladies Long Table Luncheon that will be held in March of 2024.
- In August there was an information session on 'Staying in Place' an initiative that is gaining momentum in Australia for smaller communities where there is no organization in place to take up federal packages for our aged who are needing assistance. The CRC sent our surveys in September to the community to see if there was anyone interesting in being a provider; we have had a good response. Mable will be here next Monday to talk to potential providers about accessing the platform and setting themselves up. We have a couple who were happy to be our 'guinea pigs'; we hope to have something in place for 2024. The hospital are supportive of this venture as they are well aware of the need within the community and that they cannot meet the demand, unfortunately federal packages can't be taken up by state government organisations.

Centrelink van is coming to Lake Grace in November, will also have NDIS with them.

4.3 LAKE GRACE COMMUNITY RESOURCE CENTRE SEMINAR ROOM

8/03/23 - 18/10/2023

Seminar Room Hire Account Reconciliation:

Balance of Seminar Room Account 8/03/23		\$2,061.17
4/04/23	Venue Hire (Jan-March)	\$143.19
12/10/23	Venue Hire (Jan—September)	\$432.96
		<u>\$2,637.32</u>

Seminar Room Bank Account Statement Reconciliation:

Balance of September 30th Bank Statement		\$2,204.36
Less Unpresented payments	\$0	\$2,061.17
Plus Unrecorded deposits	\$432.96	<u>\$2,637.32</u>

January to March venue hire has been deposited twice, we will subtract this amount from the next deposit.

5.0 MATTERS FOR CONSIDERATION

- CRC broken outdoor lattice fence has been reported.
- Bookshelves – Chris to follow up.
- Painting – Committee is happy for any party to do, not necessarily CRC
- New paper towel holders were installed.
- Little Libraries could be a project for the youth at the Men’s Shed.
- Building assessment has been done, report to come.
- Building high water account will be investigated.
- The Agreement has been sent to the Education Department. A meeting will be advised at the next committee meeting on 6 March 2024.
- Shire committee member for this committee will be selected after the Shire elections this weekend 21 October 2023.

6.0 OTHER BUSINESS

7.0 DATE OF THE NEXT MEETING

7.1 LAKE GRACE LIBRARY RESOURCE AND COMMUNITY RESOURCE COMMITTEE MEETING

The next Lake Grace Library Resource and Community Resource Centre Management Committee Meeting is on Tuesday 7 March 2023, commencing at 11.00am at the Lake Grace Community Library, School Place, Lake Grace WA. The next Lake Grace Library Resource and Community Resource Centre Management Committee Meeting is scheduled to take place on Wednesday 6 March 2024, commencing at 11.00am at the Lake Grace Community Library, School Place, Lake Grace WA.

The 2024 meeting dates for the Lake Grace Community library and Community Resource Centre Management Committee are:

Wednesday 6 March 2024, Wednesday 15 May 2024, Wednesday 7 August 2024, Wednesday 16 October 2024.

8.0 CLOSURE

There being no further business to discuss, the Chairperson closed the meeting at 11:34am.

9.0 CERTIFICATION

I, John O'Neill, certify that the minutes of the meeting held on the 8 March 2023 as shown were confirmed as a true record at the meeting held on 18 October 2023.

Presiding Member

Date