

**WAIRARAPA LIBRARY SERVICES JOINT COMMITTEE MEETING  
HELD VIA AUDIO-VISUAL CONFERENCE  
ON WEDNESDAY, 24 NOVEMBER 2021 AT 1.00PM**

**PRESENT:** Chair Cr Pam Colenso, Cr Steve Cretney, Cr Leigh Hay and Cr Dale Williams.  
**IN ATTENDANCE:** Annette Beattie (Library Services Manager), Annette Beattie (Library Services Manager), Glenda Seville (CDC Community Services and Facilities Manager), Stefan Corbett (SWDC Group Manager Partnership and Operations) and Suzanne Clark (SWDC Committee Advisor).

**1 KARAKIA TIMATANGA**

The meeting was opened with a karakia lead by Cr Steve Cretney.

**2 APOLOGIES**

There were no apologies for this meeting.

**3 CONFLICTS OF INTERESTS DECLARATION**

There were no conflicts of interests declared.

**4 PUBLIC FORUM**

There was no public participation.

**5 CONFIRMATION OF THE MINUTES**

**MOVED**

That the Committee:

**Confirms** the minutes of the Wairarapa Library Services Committee meeting held 18 August 2021 are a true and correct record.

Cr Leigh Hay/Cr Steve Cretney

**CARRIED**

**6 INFORMATION REPORTS**

**6.1 Wairarapa Library Service Joint Committee Activity Report**

Members discussed the added responsibility and potential risk of staff working in service centre locations and that as time progressed more people would be utilising online transactions thereby minimising foot traffic and mitigating risk. In addition, staff undertook conflict resolution training.

Ms Beattie answered members' questions on the anecdotal evidence of removing users fines, utilisation of SMART library collections from other libraries alongside the requirement to provide a full library collection for users within the district, and working and providing services under COVID-19 conditions.

**MOVED**

That the Committee:

- 1. **Receives** the Wairarapa Library Services Joint Committee Activity Report.

Cr Leigh Hay/Cr Dale Williams

**CARRIED**

**7 DECISION REPORTS**

**7.1 Wairarapa Library Services Policy Report**

Ms Beattie advised that in the past fifteen months only one cash donation had been received and that the library did not actively fundraise or seek grants.

Members requested a grammatical amendment to section 7 of the Policy and that section 9 be updated to reflect that fundraising events should also have the approval of the Wairarapa Library Services Manager.

**MOVED**

That the Committee:

- 1. **Receives** the Wairarapa Library Service Funds Donation, Sponsorship and Fundraising Policy.

Cr Pam Colenso/Cr Leigh Hay

**CARRIED**

**MOVED**

That the Committee:

- 1. **Notes** that the process and procedures of the Wairarapa Library Service will be updated to reflect the Policy.
- 2. **Adopts** the proposed Funds Donation, Sponsorship, and Fundraising Policy with the amendments as requested by the Joint Committee.

Cr Dale Williams/Cr Leigh Hay

**CARRIED**

**The meeting concluded at 1:30pm**

**Minutes Confirmed.....**

**Date.....**