

VICLINK MEETING

October 9th 2001
1pm Lunch
Meeting - 2-4 pm
Board Lounge
State Library of Victoria
328 Swanston St.
Melbourne

Enter from Door 3 in LaTrobe St.

NB Please let Rie Law know by Wednesday 3rd October if you will be attending for lunch as she needs to arrange catering. (rlaw@slv.vic.gov.au 03 8664 7046)

AGENDA

1. Presentation of cheque for Gulliver by Bernie Dean representing the Minister for Local Government
2. Apologies
3. Minutes of meeting held on 14th August at Vision Australia
4. Correspondence
5. Treasurer's Report
6. State Library – Library Network Unit Report (Circulated)
7. Department of Infrastructure Report
8. CPLG News
9. Privacy Legislation – report from Peter Carter
10. Legal opinion on Internet issues – John Binnion

11.COMMITTEE REPORTS

VICLINK Executive

Gulliver

Reference Co operative

Collection Development

Technology 2005

Children's Services

12. Speakers:

Agnes Newenhausen will speak about her Young Australians Reading Project and Genimaree Panozzo will speak about programs she saw while in Britain as a Ramsay/Reid Scholarship holder. These included programs similar to those recommended by Agnes in her report. The *Young Australians Reading* report was sent to all public libraries earlier in the year.

13. OTHER BUSINESS

14. NEXT MEETING

December 11 Christmas meeting at Mitchell

Presentation of Ramsay and Reid Scholarships will take place at 4.00pm at the conclusion of the Meeting.

(State Library report follows)

Ramsay Reid Scholarships

Natalie Brown, City of Greater Dandenong is the winner of the 2001 Margery Ramsay scholarship. Bruce Myers, Swan Hill Regional Library is the winner of the 2001 Barrett Reid scholarship. The presentation ceremony will take place directly after the Viclink meeting in the State Library Board Lounge. Patricia O'Donnell chair of the Victorian Library Network Committee will present the cheques to Natalie and Bruce.

DX Courier Service

Since 1996 the Library Network Unit, on behalf of the State Library of Victoria, has been co-ordinating and funding the courier service to the entire Victorian public network. The State Library has also been subsidising Cinemedia's membership for their partnership with the public library network. State Library does not pay for public libraries' invoices for parcels, bulk mailouts or stickers, but only the annual membership.

Last year and again this year we have experienced annual increases of 20% for membership and prepaid stickers, with the reduction of many services such as the allowance of one free parcel per day. There has been no prior notification of these increases in costs or reduction in services, thus not allowing any time to consider alternative arrangements.

We are aware that the libraries are receiving invoices, statements and even letters from Ausdoc's debt collectors regarding the outstanding payment for membership. Ausdoc have admitted to making an error in sending out separate invoices to libraries rather than the one invoice to the State Library. Please do not send these invoices, or invoices for other matters, to the Library Network Unit. We are still waiting for Ausdoc to send us the correct invoice for the annual memberships.

Progress Reports on the Statewide Projects 2001/2002

The Statewide Projects Steering Committee held its first meeting for the financial year on 18th September. The draft minutes of the meeting will be lodged on the Infonet.

Statewide Marketing Project

The first issue of the new Statewide Projects newsletter was circulated in early September, with the next issue due to be completed and distributed during the first week of October.

Planning is underway on the first of two Marketing Seminars to be held this year, tentatively scheduled for November 30th at a venue to be determined. Information about the day will be widely circulated once the program is finalised. The day is not limited to librariesvictoria “contacts”, and should be of interest to staff with a broad interest in library marketing and promotional issues.

Website – librariesvictoria.net

The upgraded version of the librariesvictoria website is now live. The new site includes expanded search facilities for locating static branches, mobile services, or both.

Royal Melbourne Show

Volunteers from metropolitan and regional libraries are helping staff the librariesvictoria stall at the Royal Melbourne Show, which finishes on the 30th of September. This year’s stall is dynamic and colourful. Feedback received to date on the new direction has been very positive.

Damien Tyquin, Project Officer, Library Network Unit

Writers on the Road

An Expression of Interest to participate in next year’s Writers on the Road program has been distributed to all Library Services. Eleven program days remain for this year’s calendar of events (1 children’s event and 10 days of adult events)

Nicole Wiseman, Project Officer, Library Network Unit

Statewide LOTE Project

13 services are participating in the Statewide LOTE cataloguing subsidy for 2001/02.

In order to apply the available funding as equitably as possible, the grant is being equally divided amongst the participating services, with a progress review in February/March to assess expenditure and activity.

Developmental work to promote LOTE collections and multicultural library services is underway, building on some of the infrastructure established via the Statewide Marketing project. This applies particularly to suitable promotion of the statewide minority language collections.

Damian Tyquin, Project Officer, Library Network Unit

Statewide Disability Project

Promotion of the Statewide Disability Project – now titled “Libraries for Access” - is underway.

A pamphlet has been produced to complement the in-person contacts being made by the project consultant.

Brief A4 “Handy Hints” sheets have also been produced that aim to address service and marketing issues.

Both these resources will be distributed throughout the 18 library services participating in the project. Following the initial focus on the core group of 18 libraries, the communication strategy will be broadened to ensure all libraries are aware of the campaign and can provide patrons with accurate and appropriate information about adaptive technology (i.e. “what and where”).

Damian Tyquin, Project Officer, Library Network Unit

Statewide Training Project

Progress to date

The Statewide Training Program is being delivered as planned.

Statistics

Number of training programs 1 August-1 October 2001	19
Number of staff trained in the period:	248
Total number of training topics in 2001:	25
Total number of training courses programs	78
Total number of enrolments as of 1 October 2001:	926

Marketing Planning In-house workshops

24 library services have will have received on site training/consultancy by the end of the calendar 2001

All participating libraries will receive a ½ day follow up workshop in this financial year

IT Grants

Libraries are eligible to receive a \$2,000 IT training grant in this financial year

Gulliver training

The Gale Group delivered 10 half-day sessions centrally; a total of 130 staff were trained in the two new Gale Group databases

Country subscribers received training on site

Statewide Training Calendar Website and Database

The Calendar Website and the database behind it are being redeveloped to enable better communication with libraries and individual participants. New features include information on HR Guide, Staff Exchange and Visits Guidelines, viewing enrolment and waiting listings, automatically generated reminder messages, etc. As with most upgrades, we had a few bugs that might have caused confusion for the reminder recipients. They problems have now been fixed.

Periodical Review and Evaluation of the Project

Planning for the review and evaluation of the Statewide Training Project are underway. The Review and the new training needs analysis will be conducted early next year to enable us to develop our third strategic plan that will take us into and beyond 2002.

Staff Exchange and Visits

Information on staff exchange and visits program and the Guidelines are now available on the SW Training Calendar Website

Travel and accommodation assistance

We would like to remind all libraries, and particularly country services, that the Statewide Training Project provides travel and accommodation assistance when staff are attending Statewide Training at locations requiring more that 2 hour travel (one way)

This assistance is extended to staff exchange, secondments and visits if they are carried out through the scheme mentioned above

Ana Djordjevic, Statewide Training Project Coordinator

Local History Digitisation Project

Details of the local history digitisation project have been presented to the Local Studies Group quarterly meeting and a web development forum run by Vicnet.

Preliminary discussions have been held with PictureAustralia, Museums Australia (Vic), the Public Record Office, VICNET, specialist State Library staff and Lake Macquarie public library service (currently the only public library represented on the PictureAustralia website).

Key selection criteria for participating in the pilot program has been finalised.

A hard copy of the *Victoria Visualised* report has been distributed to all Library Managers. This report is also available via the Libraries Victoria Infonet.

An Expression of Interest form has been distributed (with the Victoria Visualised report) to all library services who have commenced/completed one or more projects to digitise a selection of their local history image collection (14 library services).

Libraries wishing to participate in the pilot project must respond by Friday 5 October.

Nicole Wiseman, Project Officer, Library Network Unit

Professional Development and Marketing – Teenage Services

A survey, compiled to quickly obtain an overview of teenage/young adult services being provided by a majority of public library services, was distributed to the yaclink email list. Results of this survey (27 library services responded) are being used by the advisory committee to determine an appropriate direction for the pilot project to take.

18 library services responded to an email seeking an initial expression of interest in the Professional Development and Marketing - Teenage Services Project.

Expressions of Interest forms will be distributed to the 18 library services by Monday 8 October.

Nicole Wiseman, Project Officer, Library Network Unit

VISioN

The promised mousemats have arrived! They will be distributed to ALL public library branches (including mobiles) this week for use at each library's reference desk or equivalent PC. We hope that the eye-catching design and colour of the mats will be a good way of reminding staff that Vision is part of their team.

July- Sept 01

Vision inquiries for the quarter will be in the vicinity of 370 (currently 355 to 21/9).

Training in basic reference inquiry skills has been a major activity in Vision during this quarter with 60 staff trained across 4 sessions in Melbourne, Shepparton, Hamilton and Morwell. A further session is scheduled for Mildura. The full-day sessions were presented by Leneve Jamieson and David Flegg with feedback indicating a high level of participant satisfaction with the program offered, both in terms of content and presentation skills/style of trainers. The training sessions also present Vision staff with an excellent opportunity to emphasise Vision's role as the back-up team for public library reference inquiries and to reiterate Vision's openness to visits from public library staff. A significant number of participants expressed interest in other reference training, particularly in the area of Internet searching skills. David Flegg visited the Port Phillip Library Service to present information about the Vision service to a staff meeting; a visit from staff of the Yarra Plenty Regional Library Service is currently being planned.

Other projects

The project briefs for the Baby Book Bag Sponsorship Project and Identifying Alternative Sources of Funding for public library projects have been finalised in consultation with the Viclink Executive. It is anticipated contracts will be awarded in late October.

The PC Booking Management Study will commence in November.

Judy Peppard
Library Network Unit Manager
26 Sept, 2001