

## Whitehorse Manningham Regional Library Corporation

# AGENDA

### Extra Ordinary Meeting of the Board

**Wednesday 18 June 2025**

#### Notice of meeting

Notice is hereby given that an Extra Ordinary meeting of the Whitehorse Manningham Regional Library Board will take place on **Wednesday 18 June 2025 at 4.00pm in the Bert Lewis Room, Level 1, Box Hill Library, 1040 Whitehorse Road, Box Hill 3128.**

Sally Both

**Chief Executive Officer**

**Required Attendance**

Cr Hayley Weller (Whitehorse Council)

Cr Peter Allan (Whitehorse Council)

Cr Jim Grivas (Manningham Council)

Cr Andrew Conlon (Manningham Council)

Lisa Letic (Whitehorse Council)

Lee Robson (Manningham Council)

Nicola Nye (Whitehorse Community Representative)

Alison Low (Manningham Community Representative)

**WMRLC Officers**

Sally Both (Chief Executive Officer)

Julie Lawes (Manager Finance)

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## **1. WELCOME AND APOLOGIES**

Apologies: Alison Low

## **2. STATEMENT OF ACKNOWLEDGEMENT**

Whitehorse Manningham Libraries acknowledges the Wurundjeri Woi Wurrung people of the Kulin Nation as the traditional owners of the land we are meeting on and we pay our respects to their Elders past, present and emerging and Aboriginal and Torres Strait Islanders from communities who may be present today.

## **3. DISCLOSURES OF INTEREST/CONFLICTS OF INTEREST**

## **4. MINUTES OF PREVIOUS MEETING**

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### **Recommendation**

**That the Board adopts the minutes of the ordinary meeting held on 21 May 2025.**

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### **Attachments**

Attachment 1: Minutes of the ordinary Board Meeting 21 May 2025.

## **5. REPORTS**

### **5.1 2025/26 BUDGET (for decision)**

Report prepared by: Sally Both, Chief Executive Officer

#### **Executive Summary**

This report presents the 2025/26 Budget and Strategic resource Plan for endorsement. The Board at its meeting held on 14 May 2025 approved the Draft Budget for the purposes of community consultation in accordance with Section 129 (1) of the Local Government Act 1989. The proposed Budget was made available for public inspection from 16 May to 15 June 2025.

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### **Recommendation:**

**That the Board adopts the 2025/26 Budget and Strategic Resource Plan as contained in Attachment 2.**

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### **Background**

The Draft 2025/26 Budget and Strategic Resource Plan is focused on supporting the delivery of accessible and inclusive library services, ensuring that collections, information resources, and programs continue to meet the diverse needs of our communities — enabling people to learn, imagine, connect, and thrive regardless of age or circumstance.

## **Discussion**

The Draft 2025/26 Budget was endorsed for the purposes of public consultation by the Board at its meeting on 14 May 2025.

In accordance with Section 129 (1) of the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014, WML must give public notice of the preparation of the Draft Budget 2025/26 and the Board must consider any public submissions received on any proposal contained in the Draft Budget 2025/26 at its extra ordinary meeting on 18 June 2025.

The Draft Budget was made available at all Whitehorse Manningham Library branches, on the library website and advertised in *The Age* on 2025. The submission period closed on 15 June 2025.

## **Regulatory**

In accordance with Section 127 of the Local Government Act 1989, WML must prepare a budget for each financial year. A copy of the adopted budget must be submitted to the Minister of Local Government, and must be made available for public inspection at WML administration office, library branches and website.

## **Declaration of Interests**

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.

## **Attachments**

Attachment 2: 2025/26 Budget

## **6. CONFIDENTIAL REPORTS**

Nil reports

## **7. NEXT MEETING**

4pm Wednesday 20 August	Koonung Room, Manningham Civic Centre
4pm Wednesday 15 October	Bert Lewis Room, Box Hill Library
4pm Wednesday 10 December	TBA

## ATTACHMENT 1: MINUTES OF PREVIOUS MEETING

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### Meeting of the Board of Whitehorse Manningham Regional Library Corporation Minutes of Meeting 167 Held on Wednesday 21 May 2025 at 4.00pm

#### **PRESENT: Board members**

Cr Hayley Weller (Whitehorse Council) Chairperson  
Cr Peter Allan (Whitehorse Council)  
Cr Jim Grivas (Manningham Council) Deputy Chairperson  
Cr Andrew Conlon (Manningham Council)  
Lisa Letic (Whitehorse Council)  
Lee Robson (Manningham Council)  
Nicola Nye (Whitehorse Community Representative)  
Alison Low (Manningham Community Representative)

#### **In attendance: WMRLC**

Sally Both (Chief Executive Officer)  
Tracey Olive (Manager Corporate Services)  
Jonathan Gosden (Manager Library Operations)  
Katie Norton (Manager Collections and Information Services)  
Pat Wickramage (Manager Technology and Risk)

#### **In attendance: Guests**

Item 5.1 : Dr Niki Vincent, Commissioner, Commission for Gender Equality in the Public Sector  
Item 5.2: Colin Morrison, Director Sector Investment, Local Government Victoria

#### **1. Welcome and Apologies**

Apologies: Julie Lawes, Finance Manager.

#### **2. Statement of Acknowledgement**

Whitehorse Manningham Libraries acknowledges the Wurundjeri Woi Wurrung people of the Kulin Nation as the traditional owners of the land we are meeting on and we pay our respects to their Elders past, present and emerging and Aboriginal and Torres Strait Islanders from communities who may be present today.

#### **3. Disclosures of interest/conflicts of interest**

No disclosures of interests or conflicts of interest.

#### **4. Minutes of Previous Meeting**

Motion:

That the Board adopts the minutes of the Extra Ordinary Meeting held on 14 May 2025.

Moved: Cr Allan

Seconded: Lee Robson

Carried

#### **5. REPORTS**

##### **5.1 Gender Equality Act 2020**

Dr Niki Vincent, Commissioner, Commission for Gender Equality in the Public Sector briefed the Board on the Library Corporation's legislated obligations under the Gender Equality Act 2020.

*Lisa Letic joined the meeting at 4.35pm*

## **5.2 Local Government Act 2020**

Colin Morrison, Director Sector Investment, Local Government Victoria briefed the Board on the impacts of the Local Government Act 2020 on regional library corporations.

## **5.3 Whitehorse Community Representative Appointment**

Motion:

That the Board:

- a) notes the extension of Nicola Nye's appointment as Whitehorse Representative on the Library Board for a further two-year period until 24 July 2027, and
- b) thanks Ms Nye for her contribution over the past two years.

Moved: Cr Allan

Seconded: Cr Conlon

Carried

## **5.4 Guidelines for Appointment of Community Representatives to the Board**

Motion:

That the Board revokes the *Guidelines for Appointment of Community Representatives to the Board 2022* and adopts the *Guidelines for Appointment of Community Representatives to the Board 2025*.

Moved: Lee Robson

Seconded: Cr Grivas Carried

## **5.5 Supply of Library Collections, Furniture, Equipment & Associated Requirements**

Motion:

That the Board endorse WML's participation in *Procurement Australia Contract # 2706/0848 - Supply of Library Collections, Furniture, and Equipment & Associated Requirements* commencing on 1 July 2025 and ending on 30 June 2027 with two (2) x one (1) years options to extend

Moved: Nicola Nye

Seconded: Alison Low

Carried

## **5.6 Quarter 3 Financial Report**

Motion:

That the Board adopts the FY24/25 Quarter 3 Financial Report

Moved: Cr Conlon

Seconded: Cr Allan Carried

## **5.7 CEO Quarter 3 Report**

Motion:

That the Board notes the CEO Quarter 3 Report

Moved: Nicola Nye

Seconded: Cr Grivas

Carried

*Tracey Olive, Katie Norton, Pat Wickramage and Jonathan Gosden left the meeting.*

## **6. Confidential Reports**

Motion:

That the Board resolve to go into camera and close the meeting to the public due to items containing matters that relate to contractual personnel matters.

Moved: Cr Grivas

Seconded: Cr Conlon

Carried

*Minutes of confidential items published separately*

## **7. Next Meeting**

- 4 June NFP Governance Session
- 18 June Extra ordinary meeting
- 20 August Ordinary meeting
- 15 October Extra ordinary meeting
- 10 December ordinary meeting

## **8. Meeting closed 5.51pm**

Signed as a true and correct record

Chairperson

Date

## **ATTACHMENT 2: 2025/26 Budget**

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Published separately