



Kawhia Community Board

AGENDA

30 July 2010

Members of the Kawhia Community Board

Mr LH Sherman (Chairman)
Mrs J Bennett
Mr C Jeffries
Mr H Ormsby
Mrs DM Pilkington
Mrs K Workman-Beal

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

KAWHIA COMMUNITY BOARD

30 July 2010

Notice is hereby given that an ordinary meeting of the Kawhia Community Board will be held in the Community Meeting Room, Jervois St, Kawhia on Friday 30 July 2010 commencing at 1.00pm.

23 July 2010

DC Clibbery
CHIEF EXECUTIVE

AGENDA

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PRESENT

IN ATTENDANCE

APOLOGIES

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

CONFIRMATION OF MINUTES - 28 MAY 2010

REPORTS

Item111 POTENTIAL FURTHER COMMUNITY MAX TEAM

**To: Chairperson and Members
 Kawhia Community Board**

From: Chief Executive

Date: 30 July 2010

Executive Summary

The potential for a further Community Max initiative in Kawhia is discussed.

Staff Recommendation

It is recommended that:

That the report be received.

Report Discussion

Further funding has become available from central government to support the Community Max scheme, and it is understood that some members of the Board and WINZ representatives have expressed support for the employment of a new Community Max team in Kawhia for a further period of 6 months.

The previous Community Max initiative in Kawhia provided a number of positive outcomes, and the desire to continue on with this success is therefore understandable.

In practical terms however, a further initiative does appear to pose some challenges. A number of the key projects for the first Community Max team are now largely completed, and as such finding sufficient suitable work to keep a new team fully employed for 6 months could be difficult.

A further difficulty is that that even if suitable work can be found, this years budgets contain less funding that could be used to pay for the materials and services required for such projects.

Initial consideration by Council staff has indicated that only the following significant works are suitable for a Community Max team and can be directly funded from existing budgets for 2010/11:

- Timber seawall and groyne construction adjacent to roads (funded from roading)
- Concrete footpath construction (funded from roading)

It is believed that these works together might occupy a Community Max team of 6 for perhaps 2 months, leaving 4 months remaining for which the only viable source of funding for materials and services would be the maintenance allocation within the communities Sundry Reserves account, from which Council's landscape services staff must also be funded.

Even if the most positive view of the situation is adopted (which is that the subsidy provided under Community Max towards the employment cost of an existing Council staff member supervising the team equates to a cost saving that could be spent on materials and services to support projects) a maximum budget available to support Community Max Projects over the remaining 4 months would be in the order of \$12,000. This is considered to be a relatively low level of financial support, and caution would therefore be required to ensure that any other projects undertaken did not result in overspending, which would be charged to the community.

It would be helpful if Board members could share any ideas they may have on projects that could be undertaken by a Community Max team without a need for significant supporting material or services costs, or where these costs might be funded by another party.

The Board will be asked to consider whether or not it wishes staff to pursue a further Community Max initiative in Kawhia.

Dave Clibbery
CHIEF EXECUTIVE

Item112 DISTRICT LIBRARIANS QUARTERLY REPORT FOR 1 APRIL TO 30 JUNE 2010

**To: Chairperson and Members
 Kawhia Community Board**

From: District Librarian

Date: 30 July

Executive Summary

Library activities for April to June 2010 are outlined. A proposal to develop a separate website for the library is under investigation. Notices are now being sent by email to library customers. An application to the APNK for a King Country Kete has been accepted. Various children's activities have been held and staff training opportunities undertaken. A total of 65,283 items have been issued at the Otorohanga and Kawhia Libraries over the past financial year.

Staff Recommendation

It is recommended that:

The District Librarian's report for the period April to June 2010 be received.

Report Discussion

Library web site

Graham, Brendan and I have held two meetings with Geoff Wheeler and Louella Turner of Jet Creative in Hamilton to discuss development of a separate website for the library. The rationale behind a stand-alone website is to create an online presence which can be easily accessed by members of the public from a unique URL (www.otorohangalibraries.org.nz). The site will be a simple platform to host the library catalogue and digital resources such as the EPIC databases and, in due course, a King Country kete. There will be links to and from the main Council website.

The proposed site will also function as an online library newsletter, featuring a home page with regularly-updated new book titles, details about forthcoming children's programmes, and other library news and photos. An online forum facility will enable library customers, and others, to interact with library staff through the site.

Most other public libraries in New Zealand have websites that are separate to their parent council (for example, www.waipalibraries.org.nz). The design for the Otorohanga Library website will ensure a visual correlation with the main District Council site.

The cost for the design and build of this site will be \$2,625 (this amount is inclusive of staff training and a "public forum" feature on the site's home page). Monthly hosting of the site by Jet Creative will be approximately \$30.

Email notices

Our library management system has now been configured to allow email versions of notices for overdue books, accounts accrued and reserved items awaiting collection to be sent to customers in lieu of paper notices. As more people choose to take advantage of this service, savings in postage costs will be apparent.

“King Country” Kete

Owing to a system upgrade and staffing changes at Te Kuiti Library, progress on developing a kete webpage has been slow. Both libraries have taken delivery of scanners from the APNK. The next steps to further the project will be staff training on the kete software (now scheduled for September) and the organisation of a community meeting for people from both Te Kuiti and Otorohanga who may be interested in volunteering to help with sourcing, scanning and indexing content.

Children’s activities

Visit from Piripiri School

On Monday 31 May, a group of 12 children from Piripiri School made a class visit to the Otorohanga Library, as part of a day trip to Otorohanga. The children were given a tour of the Library and enjoyed a story-reading session.

New Zealand Post Children’s Book Awards

Fewer Otorohanga entries were submitted in the Waikato/King Country region’s short story competition than in the past two years. Sheila participated on the regional judging panel which met on 18 May and was comprised of representatives from New Zealand Post and Hamilton City Libraries. Sheila has presented all entrants with a certificate at their respective school assemblies.

July School Holidays

We intend to offer a craft programme for 6-9 year-olds on the second Tuesday morning of the July holidays. Children will make a pine-cone bird feeder and customise their own bird-watching notebook.

LIANZA Waikato/Bay of Plenty region Weekend School

Sheila attended this annual event, which was held at Whangamata over the weekend of 1 & 2 May. Sheila very much enjoys the opportunity for professional development and informal social interaction offered by this Library & Information Association of New Zealand Aotearoa-sponsored school.

Collection Development Workshop

I attended this training course at Wintec on 5 May. The workshop was presented by two collection management librarians from Victoria University and attended by staff from Hamilton City Libraries, Waikato University Library and other smaller Waikato library and information centres. I found this course to be extremely relevant – it provided me with the necessary skills and knowledge to prepare a written collection development policy.

Otorohanga Library visits

	April	May	June
Total visits	4,914	4,441	4,726

New memberships

Across the district, we have registered 108 new members over the quarterly period.

Annual Issue statistics (1 July 2009 to 30 June 2010)

Materials issued at the Otorohanga and Kawhia libraries for the past three financial years are totalled below. The figures reveal that there has been a decline of 1.7% at Otorohanga for the past twelve months, and a 16 % decline at Kawhia. However, a comparison with the 2007/08 figures for Otorohanga (figures are not available for Kawhia) shows that over a two year period a growth pattern has been achieved.

	2009/10	2008/09	2007/08
Otorohanga	62,082	63,173	58,336
Kawhia	3,201	3,809	N/A

Quarterly issues statistics

Otorohanga Library

	2010	2009	Difference	% change
April	4,980	5,380	-400	-7.4%
May	5,198	5,432	-234	-4.3%
June	5,158	5,418	-290	-4.6%
TOTAL	15,336	16,230	-894	-5.5%

Kawhia Library

	2010	2009	Difference	% change
April	262	279	-17	-6.1%
May	215	341	-126	-37.0%
June	298	281	+17	+6.0%
TOTAL	775	901	-894	-14.0%

Revenue statistics as at 31 June 2010

	2009/10	2008/09
Memberships	2,347	3,517
Magazines	217	257
Photocopies	1,969	1,672
Kawhia revenue	92	65
CDs	422	238
DVDs	1,760	2,027
Interloans	585	731
Sale books	1,154	1,179
Fines (overdues)	5,359	5,757
Book rentals	1,077	934
Reserves	197	274
Lost books	722	801
Internet	4	389
Sundry	(138)	(29)
Donations	2,337	26
Meeting room hire	5,846*	9,323
TOTAL	23,950	27,161

* Does not include June revenue

Sarah Osborne
DISTRICT LIBRARIAN

Item113 KCB MATTERS REFERRED FROM 28 MAY 2010

**To: Chairperson and Members
 Kawhia Community Board**

From: Governance Supervisor

Date: 30 July 2010

Report Discussion

1. ENGINEERING MANAGER

28 May 2010

- i. To inform Members 'where to from here' in regard to the quality of the paint work carried out recently on the Kawhia Museum.
- ii. To liaise with the Onepu Charitable Trust regarding the Karewa Beach 20km signage.

2. FINANCE & ADMINISTRATION MANAGER

26 March 2010

- i. To check and clarify the discrepancy under Asset Maintenance of \$5,500.

CA Tutty
GOVERNANCE SUPERVISOR

GENERAL

