

**Meeting Date:** Monday 18 December 2017

**Location:** North Fitzroy Library, 182/186 St Georges Rd, Fitzroy North VIC 3068

**Times:** 10am -1pm

Item	Minutes :	Action	By
<b>1. Attendance &amp; Apologies</b>	<p><b>Attendees:</b> Oleshya Zavinski (Greater Dandenong), Susan Bentley (Frankston), Cory Greenwood (Yarra Plenty), Marieclaire Baird (Yarra Plenty), Celia Rice (Casey Cardinia); Felicity Macchion (Yarra Libraries).</p> <p><b>Apologies:</b> Kylie Carlson (Yarra Libraries); Anne Ford (Vision Aust); Rosemary Clarke (Hobsons Bay); Erin Commerford (Casey Cardinia); Chris Bolland (Moonee Valley)</p>		
<b>2. Confirmation of Minutes</b>	Minutes from 4 September 2017	Minutes distributed to group	Susan
<b>3. Business Arising</b>	<p><b>3.1 Decide on Convenor and Minute Taker for 2018</b> Kylie Carlson to continue as Convenor. Cory Greenwood to be Minute Taker. Updated PLVN LibMark Membership list for 2018.</p> <p><b>3.2 Annual LibMark Seminar</b> Annual Conference Report 2017 Proposed - same location and a November date for 2018.</p> <p><b>3.3 Libmark Mission and Terms of Reference</b> PLVN Communication Plan – <i>Future Proofing Your Library 2015</i>. Identify the mission, goals, and purpose of this group. Mission and Terms of Reference to be redistributed. PLVN exec. evaluating all Special Interest Groups.</p>	<p>Distributed</p> <p>Bring along these documents to next meeting for redistribution and discussion.</p>	<p>Kylie</p> <p>All</p>

	<b>3.4 SLV / PLVN Advocacy workshops</b> All present attended these workshops. Propose to ask PLVN if a rep from the PLVN LibMark group be included in planning and rollout of this campaign. Ideas discussed about possibilities for this campaign.		
<b>4. Correspondence</b>	NA		
<b>5. Other business</b>	<b>5.1 Libmark meetings for 2018</b> 5.1.1 Proposed dates and locations to be confirmed Monday 12 February 10am – 1pm - Bunjil Place Narre Warren Monday 9 April 10am – 1pm – MAV Monday 18 June 10am – 1pm - Vision Australia Monday 13 August 10am – 1pm – MAV Monday 8 October 10am – 1pm – Sam Merrifield Library Moonee Ponds Monday 10 December 10am – 1pm - MAV  <b>5.2 Seminar 2017</b> 5.2.1 Evaluation Feedback collated and listed in Annual Conference Report 2017 from Kylie. 97% would recommend this seminar to colleagues. Add comments section to feedback handout. William Angliss as venue continues to offer great location, food, facilities. Budget and attendance figures included in the report. Topic was good and speakers related to the topic well. Inclusion of the Shared Leadership groups is relevant, interesting, and offers professional development for library staff. Lightning Talks offered another avenue for professional development. Brain storm activity could be improved but resulted in ideas to open further discussion state-wide.  <b>5.3 Seminar 2018</b> Ideas discussed. Venue still a good option. November date is proposed.		All

	<p>Invite speakers earlier in year to allow more preparation time. Theme discussed and proposed – “<i>Call it what we want</i>”.</p> <p>Controlled vocabulary evolving from brainstorm session. Self-publishing hubs in libraries Library websites analysis Marketing of digital resources. Discuss possible ideas with PLVN ICT SIG</p> <p><b>5.4 PLVN website and social media</b></p> <ul style="list-style-type: none"> <li>• What is the purpose?</li> <li>• LibMark Facebook page has been archived.</li> <li>• 80 – 20 rule</li> <li>• Idea – perhaps the PLVN Facebook page could distribute the content from the PLVN e-lists.</li> <li>• Twitter #viclibraries (twitterbot by Cory) @viclibraries modelled on #qldlibraries @qldlibraries</li> <li>• Retrieve LibMark Twitter account details.</li> </ul> <p><b>5.5 Project for LibMark group</b> Possible project to be allocated to this group by PLVN Exec. Ideas:</p> <ul style="list-style-type: none"> <li>• <a href="http://www.libraries.vic.gov.au/">http://www.libraries.vic.gov.au/</a></li> <li>• State-wide campaign to market digital resources</li> </ul>		

**Next Meeting Date: Monday 12 February 2018, Bunjil Place, Narre Warren, TBC**