

PART SIX

APPENDICES

APPENDIX A: FUNCTIONS OF THE LIBRARY BOARD

The functions of the Library Board of Queensland (the Library Board), as set out in section 20(1) of the *Libraries Act 1988* (Qld) (*Libraries Act*), are:

- (a) to promote the advancement and effective operation and coordination of public libraries of all descriptions throughout the state
- (b) to encourage and facilitate the use of public libraries of all descriptions throughout the state
- (c) to promote mutual cooperation among persons and bodies in Queensland responsible for libraries of all descriptions and between such persons and bodies in Queensland and outside Queensland to enhance library and archival collections generally and to encourage their proper use
- (d) to control, maintain and manage State Library of Queensland, to enhance, arrange and preserve the library, archival and other resources held by it and to exercise administrative control over access to the resources
- (e) to control, manage and maintain all lands, premises and other property vested in or placed under the control of the board
- (f) to supervise in their duties all persons —
 - (i) performing work for the board under a work performance arrangement
 - (ii) appointed or employed under this Act
- (g) to collect, arrange, preserve and provide access to a comprehensive collection of library, archival and other resources relating to Queensland or produced by Queensland authors
- (h) *Paragraph (h) is intentionally omitted*
- (i) to provide advice, advisory services and other assistance concerning matters connected with libraries to local governments or other public authorities
- (j) to perform the functions given to the board under another Act
- (k) to perform functions that are incidental, complementary or helpful to, or likely to enhance the effective and efficient performance of, the functions mentioned in paragraphs (a) to (j)
- (l) to perform functions of the type to which paragraph (k) applies and which are given to the board in writing by the Minister.

The general powers of the Library Board are set out in section 22 of the *Libraries Act* as follows:

- (1) For performing its functions, the board has all the powers of an individual and may, for example —
 - (a) enter into arrangements, agreements, contracts and deeds; and
 - (b) acquire, hold, deal with and dispose of property; and
 - (c) engage consultants; and
 - (d) appoint agents and attorneys; and
 - (e) charge, and fix terms, for goods, services, facilities and information supplied by it; and
 - (f) do anything else necessary or desirable to be done in performing its functions.
- (2) Without limiting subsection (1), the board has the powers given to it under this or another Act.
- (3) The board may exercise its powers inside and outside Queensland, including outside Australia.
- (4) In this section — *power* includes legal capacity.

APPENDIX B: LIBRARY BOARD MEMBER AND STATE LIBRARY EXECUTIVE TEAM BIOGRAPHIES

CHAIRPERSON

Professor Andrew Griffiths

Andrew Griffiths is the Executive Dean, Faculty of Business, Economics and Law at The University of Queensland, and is the current Chairperson of the Library Board of Queensland. He is an internationally recognised scholar with research areas including the management of corporate change and innovation, and strategic issues relating to the pursuit of corporate sustainability and adaptation to climate change.

DEPUTY CHAIRPERSON

Emeritus Professor Tom Cochrane AM

Tom Cochrane AM was appointed a Member of the Order of Australia (AM) for his service to library and information management, and to education through digital learning initiatives. He is currently an Emeritus Professor, Faculty of Law, Queensland University of Technology, working in the research field of Intellectual Property and Innovation, and the Deputy Chairperson of the Library Board of Queensland. Tom is also a Fellow of the Australian Library and Information Association, Director at the Australian Digital Alliance and a former Queensland Museum Board Member.

MEMBERS

Professor Anita Heiss

Anita Heiss is a prolific author of non-fiction, historical fiction commercial women's fiction, poetry, social commentary and travel articles. Anita is an Ambassador for the GO Foundation and a Lifetime Ambassador of the Indigenous Literacy Foundation. Anita has actively promoted and participated in State Library events to improve literacy and promote reading. She is a former Board Member and Chair of the Australian Society of Authors and is currently on the Board of The University of Queensland Press and Circa. She is Professor of Communications at The University of Queensland and was a finalist in the 2012 Human Rights Awards and the 2013 Australian of the Year Awards. *Growing Up Aboriginal In Australia*, edited by Anita, was the Small Publishers' Adult Book of the Year, ABIA Awards 2019.

Professor Marek Kowalkiewicz

Marek Kowalkiewicz is the Founding Director of Centre for the Digital Economy at QUT and is an academic and industry leader with extensive experience conducting academically sound research in the digital economy field. He has led significant technology and innovation research projects and co-invented with industry and university partners to deliver ground-breaking technologies to market. In the past, Marek worked for SAP Australia, SAP Americas and SAP Asia, and Microsoft Research Asia.

Ms Julia Leu

Julia Leu is a local council veteran with over 25 years' experience and was Mayor of the Douglas Shire Council from 2014 until March 2020, following six years as an independent Councillor with Cairns Regional Council. Julia is currently a director on the board of Ports North and a former director of the Australian Coastal Councils Association, Wet Tropics Management Authority, Regional Development Australia, Far North Queensland and Torres Strait Inc and Terrain NRM. Julia is a passionate advocate for regional communities and involved in a number of local community organisations. She also has over 10 years of public sector experience, including senior roles in community services and Indigenous education. Julia holds a Master of Business Administration, a Bachelor of Arts, and Graduate Diplomas in Education and Communication.

Mrs Tamara O'Shea

Tamara O'Shea has over 20 years of public sector experience, including roles at the Director-General and senior executive levels, and as the Interim Administrator of the Logan City Council. She was Director-General of the Department of Local Government, Racing and Multicultural Affairs as well as the Department of National Parks, Sport and Racing. Tamara's career has involved governance oversight of key statutory bodies, including Racing Queensland and Stadiums Queensland and she has extensive experience operating in complex and rapidly evolving environments. She has a particular interest in corporate governance, strategic policy analysis and creative problem solving.

Ms Nicola Padget

Nicola Padget is an experienced finance professional having held senior roles across the construction and mining sectors. Nicola is currently the Chief Financial Officer and Company Secretary of a prominent civil engineering and construction company and was previously a manager at KPMG within the Audit and Assurance division. Nicola holds a Bachelor of Commerce (Accounting and Finance), is a Chartered Accountant and a graduate of the Australian Institute of Company Directors.

Associate Professor Sandra Phillips

A member of the Wakka Wakka and Gooreng Gooreng Nations in Queensland, Sandra is Associate Dean (Indigenous Engagement) at The University of Queensland. Her research interest lies in Indigenous creativity and she is published in diverse outlets. Sandra is a director of the board of the National Institute of Dramatic Art (NIDA) and a member of the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS).

Mr Bob Shead

Bob Shead is a retired partner at BDO and a former director and audit committee member of a number of companies and public sector entities. He has over 40 years' experience in financial management and public policy, working for the last 15 years as a consultant in Australia and in capacity-building roles in Pacific Island countries and in China. Bob holds a Master of Business Administration (Hons) and a Bachelor of Business (Accountancy). He has been published in a number of academic and industry publications on issues relating to public policy and climate change.

Dr Jodie Siganto

Jodie Siganto is a privacy and cyber security lawyer and consultant. Over her career, she has held in-house counsel roles for Tandem Computers, Unisys Asia and Dell. She co-founded data security firm Bridge Point Communications and more recently Privacy108 Consulting, and has held leadership roles with industry groups including AISA. Jodie is an experienced company director, holding positions with government-owned corporations and private businesses.

OBSERVER: STATE LIBRARIAN AND CEO

Ms Vicki McDonald AM

Vicki McDonald AM is a key player in the transformation of the library sector in Queensland. As State Librarian and CEO of State Library of Queensland, she understands the need for a strong, relevant and innovative library service. Ms McDonald's extensive national and international experience includes executive roles with State Library of New South Wales and Queensland University of Technology. As State Librarian and CEO, Ms McDonald is a custodian of Queensland memory and works in partnership with public libraries and Indigenous Knowledge Centres.

Ms McDonald is a Past President of the Australian Library Information Association. She is also very active in the International Federation of Library Associations and Institutions (IFLA); as Chair of the Professional Committee she is an ex officio member of the IFLA Governing Board. She is also a member of IFLA's Asia Oceania Section Standing Committee. In January 2020, Vicki was awarded a Member (AM) in the General Division of the Order of Australia for significant service to librarianship, and to professional associations. In March 2019, Vicki was awarded an ALIA Fellowship in recognition of her exceptionally high standard of proficiency in library and information science.

STATE LIBRARY EXECUTIVE MANAGEMENT TEAM

Ms Louise Denoon

Executive Director, Public Libraries and Engagement

Louise Denoon is responsible for State Library's program offer and its partnership with Queensland local governments to deliver services through more than 320 public libraries. Louise has more than 20 years' experience working with cultural institutions, most recently at State Library of New South Wales and previously as Executive Manager, Queensland Memory at State Library. Louise also worked at the Museum of Brisbane, Brisbane City Council and Global Arts Link, Ipswich City Council. Louise is passionate about working with communities and unleashing the potential of cultural organisations to meet the challenges of the 21st century. With an educational background in Visual Arts and Humanities, Louise is an experienced cultural leader who has been responsible for a number of important exhibitions and initiatives including developing new models of community engagement and participation.

Ms Tanya Fitzgerald

Executive Director, Corporate Governance and Operations

Tanya Fitzgerald is responsible for providing a range of high-level services and support that equip State Library teams to achieve the organisation's strategic priorities. These services include financial, human resources, ICT, commercial services, administrative, facilities management, governance, project management, risk management and reporting services. Tanya has more than 20 years' experience working across a variety of industries, most recently a number of roles in the Department of Natural Resources, Mines and Energy, following an extensive career in the private sector. Tanya is a qualified Certified Practising Accountant and also has qualifications in Change Management and Health Science (Life Coaching).

Ms Anna Raunik

Executive Director, Content and Client Services

Anna Raunik is responsible for the development of State Library's collection and client service offers online and onsite at South Bank. Anna has extensive experience in library services in Queensland. A significant component of Anna's career at State Library has focussed on the introduction and exploitation of technology to enable service delivery improvements and greater statewide reach. Key outcomes have included coordination of national initiatives including the National edeposit project and leading the development and delivery of State Library's Digital Strategy, *Q ANZAC 100: Memories for a New Generation*, First World War statewide commemoration activities and Anzac Square Memorial Galleries visitor services. In February 2020, Anna was awarded the VALA Robert D Williamson Award for her outstanding contribution to the development of information technology usage in Australian libraries.

APPENDIX C: COMMITTEE AND ADVISORY GROUPS

PUBLIC LIBRARIES ADVISORY GROUP

The objectives of the Public Libraries Advisory Group (PLAG) are to:

- provide advice to the Library Board on policy and strategy matters concerning public libraries
- represent the views of public librarians, local government and relevant stakeholders to the Library Board through formal community engagement processes.

PLAG members are not paid for sitting on the group; however they are reimbursed for reasonable expenses associated with meeting attendance on presentation of documentary evidence of the expense.

Members

Ms Julia Leu (Chairperson)	Member, Library Board of Queensland
Mrs Tamara O'Shea	Member, Library Board of Queensland (from April 2020 to May 2021)
Ms Lisa Bateman	President, Queensland Public Library Association and Library Services Manager, Moreton Bay Regional Council
Mr Stephan Bohnen	Principal Advisor, Intergovernmental Relations, Local Government Association of Queensland (until November 2020)
Mr Ken Diehm	CEO, Fraser Coast Regional Council (from August 2020)
Mr Craig Doyle	CEO, Mackay Regional Council (until August 2020)
Ms Chris Girdler	Manager, Customer and Cultural Services, Moreton Bay Regional Council
Ms Sharan Harvey	Manager Library Services, Brisbane City Council (until October 2020)
Cr Tanya Milligan	Mayor, Lockyer Valley Regional Council
Ms Sharon Robertson	Acting Manager Library Services, Brisbane City Council (from October 2020)
Ms Georgia Stafford	Lead, Intergovernmental Relations, Local Government Association of Queensland (from December 2020)
Ms Vicki McDonald AM	State Librarian and CEO, State Library of Queensland
Ms Louise Denoon	Executive Director, Public Libraries and Engagement, State Library of Queensland

Observer

Ms Michelle Carter	Director Capability, Queensland Government Customer and Digital Group, Department of Communities, Housing and Digital Economy
--------------------	---

Secretariat

Ms Kate Johnson	Acting Manager, Local Government Coordination, State Library of Queensland
-----------------	--

AUDIT AND RISK MANAGEMENT COMMITTEE

The Audit and Risk Management Committee (ARMC) Charter has been approved by the Library Board of Queensland (the Library Board). The purpose of the Charter is to outline the role, responsibilities, composition and operating guidelines of the ARMC. The ARMC has observed the terms of this Charter and has due regard to Queensland Treasury's Audit Committee Guidelines. The ARMC meets at least three to four times per year and members may be remunerated for their role on this committee in accordance with the guidelines for the *Remuneration of part-time chairs and members of government boards, committees and statutory authorities*. For more information on the role and achievements of the ARMC, see Governance, accountability and risk (page 34). For information on remuneration, see the Library Board of Queensland approved sub-committee fees (page 9).

Members

Mr Bob Shead (Committee Chairperson)	Member, Library Board of Queensland
Emeritus Professor Tom Cochrane AM	Member, Library Board of Queensland
Professor Marek Kowalkiewicz	Member, Library Board of Queensland
Ms Nicola Padget	Member, Library Board of Queensland
Mr Danny Short	Chief Finance Officer Department of Children, Youth Justice and Multicultural Affairs

Secretariat

Ms Tanya Fitzgerald (Executive Officer to the Committee)	Executive Director, Corporate Governance and Operations, State Library of Queensland
Ms Jennifer Genrich (Assistant Executive Officer to the Committee)	Manager, Office of the State Librarian, State Library of Queensland

INDIGENOUS ADVISORY GROUP

The objectives of the Indigenous Advisory Group (IAG) are to provide:

- advice to the Library Board on policy, projects and strategic matters concerning library and information service provision for Aboriginal and Torres Strait Islander people
- a forum for discussing Aboriginal and Torres Strait Islander issues impacting on library and information services in Queensland
- a formal mechanism for ongoing liaison between the Library Board and Aboriginal and Torres Strait Islander people.

IAG members are not paid for sitting on the group; however, they are reimbursed for reasonable expenses associated with meeting attendance on presentation of documentary evidence of the expense.

Members

Associate Professor Sandra Phillips
(Chairperson)

Member, Library Board of Queensland

Mr Michael Aird

Director, Anthropology Museum and ARC Research Fellow, School of Social Science, The University of Queensland

Ms Denise Andrews

Director, Meriba Omasker Kaziw Kazipa Policy Implementation, Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships

Professor Anita Heiss

Professor of Communications, Aboriginal and Torres Strait Islander Studies Unit and Affiliate Professor, School of Communication and the Arts, The University of Queensland

Professor Henrietta Marrie ^{AM}

Queensland Alliance for Agriculture and Food Innovation, The University of Queensland

Ms Rhianna Patrick

Head of Audio and Podcasts, IndigenousX.com.au

Ms Patricia Thompson

CEO, Link-Up

Ms Vicki McDonald ^{AM}

State Librarian and CEO, State Library of Queensland

Observers

Ms Louise Denoon

Executive Director, Public Libraries and Engagement, State Library of Queensland

Ms Anna Raunik

Executive Director, Content and Client Services, State Library of Queensland

Secretariat

Ms Kristyna Dillon

Acting Lead, Strategy, Planning and Policy, State Library of Queensland (until April 2021)

Ms Kate Andrews

Acting Lead, Strategy, Planning and Policy, State Library of Queensland (from April 2021)

APPENDIX D: COMPLIANCE CHECKLIST

SUMMARY OF REQUIREMENT	BASIS FOR REQUIREMENT	ANNUAL REPORT REFERENCE
Letter of compliance	• A letter of compliance from the accountable officer or statutory body to the relevant Minister/s	ARRs – section 7 page 1
	• Table of contents	ARRs – section 9.1 page 3
	• Glossary	ARRs – section 9.1 page 83
	• Public availability	ARRs – section 9.2
Accessibility	• Interpreter service statement	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3 inside back cover
	• Copyright notice	<i>Copyright Act 1968 (Qld)</i> ARRs – section 9.4
	• Information Licensing	<i>QGEA – Information Licensing</i> ARRs – section 9.5
General information	• Introductory information	ARRs – section 10 Part 1
Non-financial performance	• Government's objectives for the community and whole-of-government plans/specific initiatives	ARRs – section 11.1 page 5
	• Agency objectives and performance indicators	ARRs – section 11.2 Part 3
	• Agency service areas and service standards	ARRs – section 11.3 Part 3
Financial performance	• Summary of financial performance	ARRs – section 12.1 Part 5
	• Organisational structure	ARRs – section 13.1 page 12
	• Executive management	ARRs – section 13.2 Part 2
Governance – management and structure	• Government bodies (statutory bodies and other entities)	ARRs – section 13.3 Appendix B Appendix C
	• Public Sector Ethics	<i>Public Sector Ethics Act 1994 (Qld)</i> ARRs – section 13.4 page 34
	• Human Rights	<i>Human Rights Act 2019 (Qld)</i> ARRs – section 13.5 page 35
	• Queensland public service values	ARRs – section 13.6 n/a
	• Risk management	ARRs – section 14.1 page 35 Appendix C
Governance – risk management and accountability	• Audit committee	ARRs – section 14.2 page 34 Appendix C
	• Internal audit	ARRs – section 14.3 page 34
	• External scrutiny	ARRs – section 14.4 page 41
	• Information systems and recordkeeping	ARRs – section 14.5 page 35
	• Information Security attestation	ARRs – section 14.6 n/a
	• Strategic workforce planning and performance	ARRs – section 15.1 pages 32–33
Governance – human resources	• Early retirement, redundancy and retrenchment	<i>Directive No.04/18 Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2 n/a
Open Data	• Statement advising publication of information	ARRs – section 16 page 35
	• Consultancies	ARRs – section 33.1 data.qld.gov.au
	• Overseas travel	ARRs – section 33.2 data.qld.gov.au
	• Queensland Language Services Policy	ARRs – section 33.3 data.qld.gov.au
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 38, 39 and 46 ARRs – section 17.1 page 73
	• Independent Auditor's Report	FAA – section 62 FPMS – section 46 ARRs – section 17.2 pages 74–75

FAA *Financial Accountability Act 2009 (Qld)*

FPMS *Financial and Performance Management Standard 2019 (Qld)*

ARRs Annual report requirements for Queensland Government agencies

GLOSSARY

ACMI	(formerly known as) Australian Centre for the Moving Image	IKC	Indigenous Knowledge Centre <i>A communal hub operated in partnership with Aboriginal and Torres Strait Island Councils that combines traditional library services and internet access with lifelong learning opportunities, and provides a keeping place for recording, accessing and celebrating the unique Indigenous cultures of Queensland</i>
AIATSIS	Australian Institute of Aboriginal and Torres Strait Islander Studies	JOL	John Oxley Library
ALA	Australian Library of Art	KPMG	<i>A global network of professional firms providing audit, tax and advisory services</i>
ALIA	Australian Library and Information Association	LSL	Long service leave
ARC	Australian Research Council	MOHRI	Minimum Obligatory Human Resource Information
ARMC	Audit and Risk Management Committee	MS	Multiple sclerosis
AISA	Australian Information Security Association <i>A not-for-profit organisation and charity that champions the development of a robust information security sector</i>	NAB	National Australia Bank
ATO	Australian Taxation Office	NED	National edeposit
BDO	<i>An accountancy and advisory organisation</i>	NIDA	National Institute of Dramatic Art
CAA	Corporate Administration Agency <i>A shared service agency providing services for State Library</i>	NSLA	National and State Libraries Australia <i>Australia and New Zealand's national and state libraries working together</i>
COVID-19	Novel coronavirus disease	PLAG	Public Libraries Advisory Group
DPC	Department of the Premier and Cabinet	PPP	Personal Performance Planning
EBA	Enterprise bargaining agreement	Q ANZAC 100	<i>A five-year project of legacy initiatives supported by the Queensland Government to commemorate the centenary of the First World War and Anzac history</i>
eDRMS	Electronic document and record management system	QLA	Queensland Literary Awards
ELMO	<i>A learning management system that enables the development and delivery of internal customised online training</i>	QPAC	Queensland Performing Arts Complex
ET	State Library of Queensland's Executive Team	QUT	Queensland University of Technology
EY	Ernst & Young <i>An advisory, assurance, tax and transaction services firm</i>	QWC	Queensland Writers Centre
FAA	<i>Financial Accountability Act 2019 (Qld)</i>	RACQ	Royal Automobile Club of Queensland <i>An insurance company</i>
FBT	Fringe benefits tax	RLQ	Rural Libraries Queensland
FPMS	<i>FPMS Financial and Performance Management Standard 2009 (Qld)</i>	SDGs	United Nations Sustainable Development Goals
FTE	Full-time equivalent	SDS	Service Delivery Statements
GLAM	Galleries, libraries, archives and museums <i>An industry sector</i>	SLAs	Service-level agreements
GST	Goods and services tax	The Foundation	Queensland Library Foundation
IAG	Indigenous Advisory Group	TSIC	Technology Strategy and Investment Committee <i>A committee responsible for supporting and advising the State Librarian and CEO on digital and ICT strategies, plans and significant investments</i>
ICT	Information and Communications Technology <i>Includes any communication device or application, though often used to refer to digital communications</i>	UNESCO	United Nations Educational, Scientific and Cultural Organisation
IFLA	International Federation of Library Associations and Institutions	UQP	University of Queensland Press <i>An Australian publishing house</i>
		VALA	<i>An independent, Australian-based not-for-profit organisation that supports the use and understanding of information technology in libraries and the GLAM sector</i>

ISSN: 0480-7308 (print)
ISSN: 2206-432X (online)

The Annual Report documents State Library of Queensland's activities, initiatives and achievements during 2020–21 and shows how it met its objectives for the year and addressed government policy priorities.

An electronic copy of this report and the compliance checklist are available at slq.qld.gov.au/about-us/corporate-information/annual-report-library-board-queensland or by contacting Communications on media@slq.qld.gov.au or 07 3842 9847.

For further information about this report, please contact the Office of the State Librarian by phone on 07 3840 7901, email osl@slq.qld.gov.au or fax 07 3840 7860.

State Library is committed to open and accountable governance and welcomes feedback on this report.

Please email comments or suggestions to info@slq.qld.gov.au or go to the Get Involved website at getinvolved.qld.gov.au/gi/ to complete the feedback form.

Library Board of Queensland Annual Report for the year ended 30 June 2021
© **Library Board of Queensland 2021.**

This report is licensed under a Creative Commons Attribution (CC BY) 4.0 Australia licence. You are free to copy, communicate and adapt this work, so long as you attribute the Library Board of Queensland. To view a copy of this licence, visit creativecommons.org/licenses/by/4.0/.

Content from this annual report should be attributed as:
The Library Board of Queensland Annual Report 2020–21.



The Queensland Government is committed to providing accessible services to Queenslanders from culturally and linguistically diverse backgrounds. If you have difficulty understanding this report, please call us on 07 3842 9985 and we will arrange an interpreter to effectively communicate the report to you.

Cultural Centre
Stanley Place, South Bank
PO Box 3488, South Brisbane QLD 4101

t 07 3840 7666
f 07 3840 7860
e info@slq.qld.gov.au
w slq.qld.gov.au

Cannon Hill
996 Wynnum Road, Cannon Hill QLD 4170

Cairns
201 Bunda Street, Cairns QLD 4870

