

2021 ANNUAL REPORT

Public Libraries of New Zealand

PLNZ

EXECUTIVE COMMITTEE 2020-2021



Dyane Hosler
Puke Ariki,
New Plymouth
PLNZ Chair



Judy Ryder
Tauranga City Libraries
PLNZ Treasurer



Lisa Salter
Kaipara District Libraries
PLNZ Regional Rep
Northland/Auckland



Tangimeriana Rua
Whakatāne District Libraries
PLNZ Regional Rep
Waikato/Bay of Plenty



Lois Haddon
HB Williams Memorial
Library, Gisborne
PLNZ Regional Rep
Central North Island



Tiffany Rawlings
Masterton District Library
PLNZ Regional Rep
Wellington/Wairarapa
& Chatham Islands



Lisa Peterson
Christchurch City Libraries
PLNZ Regional Rep
Upper South Island



Kathy Aloniu
Dunedin City Libraries
PLNZ Regional Rep
Lower South Island

We also want to acknowledge Chris Hay (Christchurch) and Emma Sherie (Buller) who also served for a period on the Committee this year.

OPERATIONS TEAM



Hilary Beaton, CAE
Executive Director



Alan Collins
Virtual Finance



Tania DeJonge
Virtual Assistant

STANDING CHAIR-ELECT

Rob Baigent
Hamilton City Libraries



STANDING LOWER SOUTH REP

Anne-Maree Wigley
Dunedin City Libraries



ANNUAL REPORT 2021

CONTENTS

4 Whakatau | Welcome

6 Chair's Report

8 Executive Director's Report

14 Pānui | Read

18 Pāngia | Relate

26 Parakitihi | Rehearse

30 Pupuri | Remember

34 Treasurer's Report

36 Performance Report

53 Auditors Overview

56 PLNZ Sponsors

WHAKATAU | WELCOME

Tēnā koutou katoa, ngā mihi māhana ki a koutou ngā mema, ngā hoa, ngā whānau hoki.

Ko PLNZ he kainga hapori ngangahau mō ngā rangatira o ngā whare pukapuka huri noa i Aotearoa, kei a ratou ngā matauranga e pā ana ki te reo matatini me ngā akoranga.

Tēnei te mihi atu ki a koutou kua hikoi i tō mātou taha i tēnei tau, nā koutou i awahi i a mātou, nei rā te mihi. Kua hipa tētahi tau anō, kei te hiahia mātou ki te whakanui kua tutuki ngā wawata o te tau.

Tēnā koutou i tautoko i a mātou, ā, ka tautoko i a mātou i ngā tau kei te haere mai, ko koutou ngā tini whetū o te rangi.

Kia ora. A warm welcome to all members, friends and whānau.

PLNZ is home to a vibrant community of public library managers, with extensive experience in everything to do with literacy and learning.

Another year has passed, we want to celebrate our achievements with you. To look back over the last 12 months and share stories; our Collaborative effort.

Thank you to all who have contributed, continue to contribute, and will keep contributing well into the future.

PLNZ





CHAIR'S OVERVIEW



I am pleased and honoured to present Public Libraries of New Zealand's (PLNZ) Annual Report for 2020-21.

This year has been dominated once again by the reappearance of Covid-19 and the need to find new ways to support our communities even whilst our library doors were closed, and closed even longer in Auckland our largest city.

Public Library Managers have once again worked collaboratively as we continue to operate in this unknown territory amidst changing Alert Levels and rules within Levels.

Many of us have seized the opportunities offered by the NZLPP from the hiring of secondees and their access to the LMS and coaching, to the waiving of fees and one-off grants.

From my perspective as a Library Manager these grants have been extremely valuable over the past year (especially with LTP funding shortfalls)

Recently, strategic partnership grants were also distributed to sector organisations. One of the benefits of these strategic partnerships grants is the ability for us to work collaboratively cross sector, to korero with our partners and work in a strategic manner that contributes to our sustainability.

We celebrate the collective gains we have made including; that many more public libraries are becoming Fine Free, the launch of LibPas and that several new library buildings/community hubs are been constructed/planned.



This includes the redevelopment of Ōpōtiki District Library opening later this year, Blenheim Library and Art Gallery opening early 2022, and Te Ara Ātea which we look forward to exploring at the 2022 PLNZ Forum.

I wish to farewell Kathy Aloni from Dunedin City Libraries who has been the Lower South Island rep on the PLNZ Executive for the past three years. Thanks Kathy for your input and energy and truthful overview of the environment.

I would like to welcome our two new Board members Lisa Peterson from Christchurch City Libraries representing the Upper South Island and Lois Haddon from HB Williams Memorial Library, Gisborne representing Central North Island. Welcome aboard!

This Annual Report 2020-21 describes our progress and performance over the course of the financial year, reporting on our Annual Plan and Budget and Strategic Objectives as outlined in the National Strategic Framework.

All care has been taken to ensure all content is complete and accurate. However, PLNZ does not guarantee it is without error. What we do know is that over the past 12 months, public libraries staff have demonstrated resilience and perseverance as our country continues to face challenges brought about by the coronavirus pandemic.

We stay committed to our 2018-23 strategic goal to support libraries to go beyond the known. In 2018, when this was written, little did we know what lay ahead.

I wish to truly thank all of you for your mahi, agility and dedication in the face of these challenges. I look forward to continuing the work with you all to create an even stronger Public Library service for Aotearoa as we set our sights on maximising our communities' ability to build an even brighter future for our nation.

Dyane Hosler
PLNZ Chair



PLNZ

EXECUTIVE DIRECTOR'S REPORT



Kia ora tātou

Despite the challenges of the past 12 months, our service delivery remains on target. We continue to make progress on designing improved membership services and programmes that provide valuable opportunities for sharing, networking and collaboration.

Our membership remains high with an impressive 100% renewal rate for another consecutive year. Our online visits climbed to over 8500 helped by increased media exposure and the introduction of our inaugural Awareness Building Campaign (ABC) *Literacy in Life*. The National Forum again attracted record attendances and competitive vying for inclusion on the programme from speakers and suppliers. Your engagement ensures we maintain the momentum to fulfil our association's vision: *maximising our communities' ability to build a brighter future*.

Our aim is to strengthen our association's influence and profile so public libraries remain top of mind with key decision makers and central to our communities' wellbeing. We do this by empowering our members through a strategic framework, annual data gathering, national programmes and campaigns, online events, advocacy and peer-to-peer support.

It has been a year of ambitious projects and notable outcomes and I sincerely thank the PLNZ Executive Committee for their continued commitment and unwavering support, and our volunteer Working Groups and Affiliate organisations without whom none of this would be possible.

Finally, I would like to thank the PLNZ Team; Alan Collins (Virtual Finance) and Tania DeJonge (Virtual Assistant) for their enthusiasm during such a busy year. We can all be proud of the work that we do today, and the legacy we leave for future generations.

I look forward to seeing you at the 2022 National Forum in Christchurch.

Hilary Beaton, CAE



HIGHLIGHTS 2020-21

Membership Services *maximising our members' ability to deliver on their libraries' purpose*

As an association committed to the development of consistently excellent public library services, we are focused on providing members with quality and affordable services.

Rated as the most the most valuable service to members, PLNZ Listservs delivers peer-to-peer support, access to resources, and camaraderie, reducing professional loneliness and imposter syndrome.

Eight listservs are used regularly by senior managers, additional members, for regional meetings and some specialist groups. These listservs act as a lifeline of support providing timely responses to members' queries and concerns. They are particularly useful to new and aspiring managers and team leaders. The conversations are monitored to track emerging issues, especially those about the future of libraries, and to identify areas needing attention. They influence our choice of website articles, online bulletins and newsletters, events and service development.

A big improvement in 2020-21 was the upgrade of our two websites; our forward-facing public website, and the backroom association CRM and members' website. The association website and CRM has provided us with much needed administrative efficiencies, while the public website helps us to share our stories across the motu.

Members receive four quarterly eNewsletters and 10 eBulletins a year, which we share with our affiliates. Monthly articles are posted to the public website showcasing our libraries and shared on Facebook and Instagram. In 2020-21, we wrote 43 articles for the PLNZ (public) website attracting over 21,000 views. A welcome addition was the installation of a chatbot, enabling us to field questions from the public and direct them to their local library.

National Programmes *demonstrating the transformation of public libraries through leadership*

The graphic on the next page demonstrates the way each programme builds on the other. This creates a momentum which will benefit members well into the future. Here are a few of the highlights of 2020-21:

67
Library District Members

8
LISTSERVS

2
Websites

43
Web Articles

HIGHLIGHTS 2020-21 CONTD

Forum Stats

105

Delegates

10

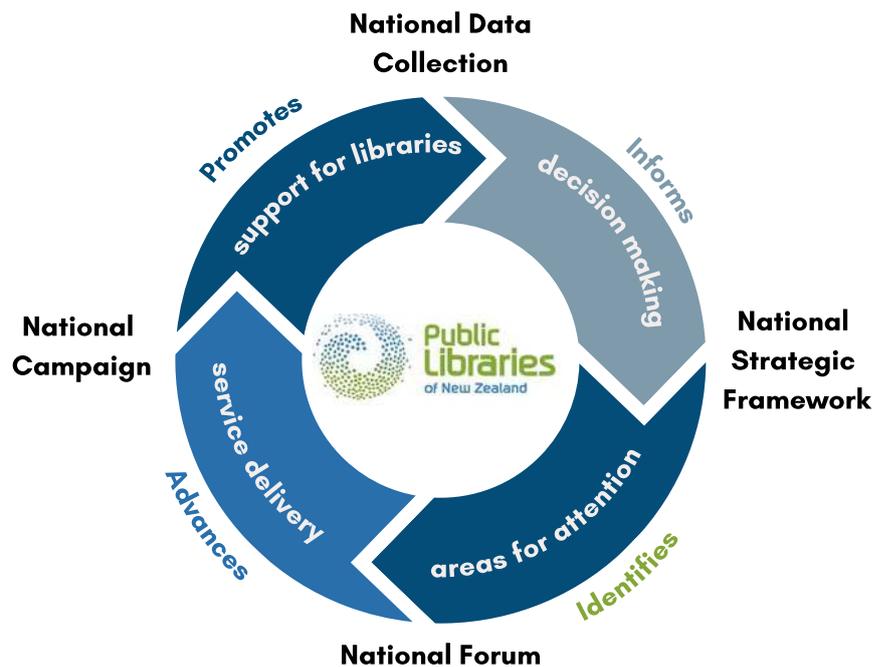
Sponsors

14

Speakers

2

Days



National Strategic Framework A toolkit was produced to complement the PLNZ strategic framework, with the aim of supporting libraries in the lead-up to the Long-Term Planning Process. It was especially designed for those libraries that do not have access to quality marketing and comms. The toolkit offered graphics and pull-out badges or dialogue boxes to create a professional submission or presentation.

National Data Collection The 2020-21 collection took a leap forward positioning us with future capability. An initial move to One Drive limited access to the spreadsheet to one person. This has been superseded by LibPAS. This new data collection tool offers greater capacity for generating statistics, reports, infographics and evidence-based storytelling.

Over the year, we strengthened our strategic focus and expanded our national programmes, receiving international recognition from Australia and the UK.

National Forum The programme again invited external expertise and stakeholders to challenge our thinking, provide face-to-face networking with colleagues and suppliers and, a perennial favourite, tours of local libraries, with the generous support of the Wellington City Libraries. In addition, we hosted the Minister, Jan Tinetti, the National Librarian, Rachel Esson and launched our inaugural awareness building campaign Literacy in Life. Fine Free NZ gained momentum at this year's gathering and the formation of a working party assigned to generating a collection of resources for public library managers is underway.

National Campaign Expanding our visibility and reach in 3 two-week campaigns on social media across four months was aimed at non-library users and decision-makers. Bold images and short videos promoted a suite of diverse literacies challenging current perceptions of public libraries. The national Awareness Building Campaign (ABC) is a multi-year project designed to start new conversations by highlighting the breadth of work undertaken by public libraries today.

Advocacy *being recognised as the voice for public libraries*

In our advocacy role, PLNZ fronted the media, wrote opinion pieces and “letters to the editor” of major and regional newspapers, undertook radio interviews, provided written support for numerous libraries’ LTP bids, met with Ministers, gave oral submissions to Councillors, and provided informal mentoring to new managers entering the sector. PLNZ stats were also instrumental in providing evidence-based data to numerous central government agencies, the media, researchers and students. We also produced a short video to promote the association and our services. The aim being to raise the profile of the National Body, PLNZ, that advocates for equity and access to trusted information for all New Zealanders, regardless of their circumstances.

Strategic Projects *creating the future through considered partnerships*

Public Libraries have always overcome challenges, but with support of Central Government, the DIA and National Library, this year the load was lightened with funding for the New Zealand Partnerships Programme. A call for submissions from stakeholder organisations resulted in several strategic partnerships that will not only serve the library sector but contribute to PLNZ’s sustainable business model. These strategic liaisons and funded projects get underway in 2021-22, helping our association create a secure future for our association, our members and their communities.

Awareness Building Campaign Stats

3 x 2
Week Campaign

1,646,067
Reach

4,984
Clicks thru to Website



LOOKING FORWARD

These projects have been made possible through funding from the New Zealand Library Partnerships Programme (NZLPP).



Left to Right:

Back Row: Hoani Lambert – Deputy Chief Executive Enterprise Partnerships, Department of Internal Affairs, Ana Pickering – Executive Director LIANZA, Mike Ried – Principal Policy Advisor, Local Government New Zealand (LGNZ), Cellia Joe-Olsen – Ngā Kaiwhakahau member, Te Rōpū Whakahau. Front Row: Lewis Brown - Programme Director NZLPP, Kate De Goldi – Chair, Te Puna Foundation, Minister Jan Tinetti, Hilary Beaton, Executive Director, PLNZ, Karen Thomas – CEO Taituarā – Local Government Professionals Aotearoa (formerly SOLGM), Vanisa Dhiru – Commissioner, Library and Information Advisory Commission (LIAC). Absent: Rachel Esson - National Librarian, Kate Macnaught – General Manager Sector Projects, Taituarā.

Taituarā Joint Initiative CoCr8

This joint initiative between Taituarā and PLNZ will drive a coordinated approach to national data collection that is sharable and reusable by others within, the public library sector. It will also bring together the data intelligence of the Well-being Data Warehouse, already being used within almost 50 councils, and within PLNZ's LibPAS data from 300+ libraries.



ABOVE:
Kate McNaught
Right: Karen Thomas



LGNZ Library Advisor

This position has been created to represent and advocate on behalf of public libraries, to assist librarians and national library organisations to participate in the Future for Local Government (FFLG) conversation and to promote the case for the role of libraries as contributors to well-being.



Recently appointed LGNZ Library Advisor Marion Read

78

Councils

329

Public Libraries

2438

Library Staff

150

NZLPP
Secondees

THE YEAR IN NUMBERS

NZ Population

2020-21
4,896,943

Active Library Members



Total Issues



Physical Issues



e-items



e-resources



Total Visits



Physical visits



Virtual Visits



Total Collection



Physical



Electronic



library

WHARE PUKAPUKA

CLAIRE McKENNA
MONSTROUS HEART
F MCKE

JAMES VON LEYDEN
A DEATH in the MEDIN
F LEY

WE ARE ALL THE SAME IN THE DA
JULIA HEABERLIN
THRILLER
F HEA

Olga | Bernhard Schlink
F

A Good Neighbourhood
Therese Anne Fowler
F

The Vanished Bride
Bella Ellis
F

The DIABOLICAL BONES
F

THE TRAYA
BRIDGET COLLINS
F

PĀNUI | READ

GOAL: LITERACY FOR ALL, READING FOR PLEASURE

PĀNUI | READ



OUR STORIES

Auckland City Libraries

We Read Auckland | Ka pānui tātau I Tāmaki Makaurau

Celebrating our people, places and stories, the inaugural, regional winter reading promotion was designed as a festival of events. Created with local input and support we provided online options (participate from home), and local, place-based events that reflected and resonated with the communities in which they took place. There were four regional online events: Uncover Auckland, Imagine Auckland, Speak Auckland and Read Together Auckland; held in different locations, as well as smaller-scale local library events. Featured events attracted approx. 1200 people; local library events over 2,000, and online events over 3,500. We intend to build on this years' experience and run the promotion again next year, with the much bigger, long-term goal of building Auckland's reputation as a reading city.

Summer reading promotions

Due to the impact and uncertainties created by the COVID-19 pandemic, we shifted our regional reading promotion to be online over Summer and delivered a reading programme targeted at whānau and adults via the Beanstack app. This allowed us to create reading activities and challenges for different age ranges and for families. In addition, we increased the number of community libraries providing access to the internet in homes through Skinny Jump, a collaborative promotion with Digital Inclusion Alliance Aotearoa (DIAA).

"Celebrating our people, places and stories, the inaugural, regional winter reading promotion was designed as a festival of events."



1,717,500
Population

62
Locations

524,000
Active Members

21,663,000
Total Issues

Fine Free
Children/Youth
&
Adult

PĀNUI | READ

OUR STORIES

Wairarapa Library Service Out on the Shelves

Our four branches burst into colour during June, showing our support for rainbow young people and their families. Organised by InsideOUT, the Out on the Shelves campaign supports LGBTQIA+ youth by promoting a sense of safety and belonging in our communities. Seeing yourself portrayed positively in a book promotes self-acceptance and reinforces a sense of identity. Displays across all four Wairarapa Library Service branches highlighted titles where LGBTQIA+ youth can find stories and characters that reflect their own lives. Martinborough librarian Kiri Carroll created the eye-catching display, which won 2nd place in the Most Creative category of the national Out on the Shelves display competition—pride for all our community to share!

20,790
Population

4
Locations

Fine Free
Children/Youth
&
Adult



"Seeing yourself portrayed positively in a book promotes self-acceptance."



Wellington City Libraries

214,537
Population

14
Locations

3,585,812
Total
Issues

Wellington City Libraries Central Park Little Library Launch Party!

The Little Library is a collection of 500 books for children and teens housed in the Community Room at the Central Park complex of City Housing in Wellington. It is available for residents to borrow from without a library card and will be refreshed on a quarterly basis. Day to day management of the collection will be energised by Central Park kaitiaki with support and monthly programming provided by library staff. It opened on 14 August 2020 with a special afternoon of crafting, Virtual Reality and a fun storytime provided by the library team; pizza and backyard cricket provided by City Housing and Parks Sports and Recreation, who were also launching their community sports bank project.

PĀNUI | READ

OUR STORIES

Gore District Libraries StoryWalk® and Welcome Trail

Installed in time for the school holidays, the StoryWalk® has been fun for families. Starting at the Gore Aviary it leads through the gardens, follows the green reserve along Ardwick Street, through a small 'forest' and ends at Lyne Street playground. It encourages children to exercise in nature with family or friends while reading a sequenced story. The first story is 'The lost library' - appropriate for those yet to find the library's new location. The Welcome Trail on the reverse of the storyboards was prepared by Council's Newcomers Network Coordinator with over 40 flags representing the diverse nationalities living in the Gore District.



"It encourages children to exercise in nature with family or friends while reading a sequenced story."



Dunedin Libraries Read, Share, Grow

Launched in November, to encourage South Dunedin children aged 3-7 to take up reading for pleasure, the project has now distributed 10,000 books to schools and early childhood centres in the South Dunedin area. The feedback on this project, has been absolutely amazing, such a fabulous, successful, collaborative project. Teachers, local business owners and the community can see the value in it and the positive difference reading makes in young people's lives.

'Read, Share, Grow' is a partnership between The National Library, The Ministry of Education, The Dunedin City Council, (including Ara Toi, the Dunedin Public Libraries, Dunedin UNESCO City of Literature and Community Development), Te Rūnanga o Ōtākou and Kāti Huirapa Rūnaka ki Puketeraki and the Methodist Mission Southern.

Gore District Libraries

12,033
Population

2
Locations

116,010
Total Issues

Dunedin Libraries

134,100
Population

8
Locations

1,564,125
Total Issues



PĀNGIA | RELATE

GOAL: PEOPLE CONNECTED TO KNOWLEDGE AND
EACH OTHER

PĀNGIA | RELATE

OUR STORIES

South Taranaki District Libraries Pasifika community celebrations

South Taranaki LibraryPlus celebrated Pasifika month and Samoan Language Week with sasa sessions facilitated by Cultural Services Librarian Eileen Kolai-Tuala. The sasa is an energetic Samoan dance performed by adults and children of all genders. It requires synchronization, energy and enthusiasm with precision timing. The dance reflects activities from their daily life and is formulated through creating stories using their bodies while sitting with their legs crossed.

The sasa was introduced to take our community on a journey to explore and promote their love for reading and to connect with their everyday experiences. Students were given the opportunity to create their own movement to add to the choreography. Using these stories, a connection is built to oral language, our reading material, and our environment. The dance was originally a village activity, but it soon became one of Samoa's most well-known dances. It was traditionally performed by whole villages to create a visual impact for the viewers - the more performers, the more the dance became effective.

"Using these stories, a connection is built to oral language, our reading material, and our environment. "



28,600
Population

7
Locations

5,431
Active Members

156,736
Total Issues

Fine Free
Children/Youth
&
Adult

PĀNGIA | RELATE

OUR STORIES

Puke Ariki Migrant Women Meet



A friendly group of supportive women. The group meets weekly at Puke Ariki Library in New Plymouth and is made up of migrants, returning Kiwi's, and also New Zealanders who have moved from other parts of Aotearoa. It's interesting to note that even with our borders closed, new women have continued to come along to join the group. What they have in common is: they're all looking for a place where they can connect with other women and become part of a community. The group is an instant network of welcoming women who understand the challenges and, often, the loneliness, when beginning a new life in a new place.

"What they have in common is: they're all looking for a place where they can connect with other women and become part of a community."

Established in 2013, the Migrant Women Meet group, celebrated its 8th birthday during the recent Level 4 lockdown Manaakitanga. It is the bedrock of the group. At times there have been tears and shoulders have been provided. There have been births and birthdays celebrated and often lots of laughter. The weekly meeting at the library is like the proverbial tip of the iceberg, the real stuff happens outside of the meeting. But what the meeting allows for, is a neutral, public space for the women to come together, and invite new people to. Often, women will come and walk past the group for a couple of weeks to suss us out while we're meeting before finding the courage to approach.

Find out more about this group and how it works at the 2021 LIANZA virtual conference where we are presenting a paper.

80,679
Population

7
Locations

29,219
Active
Members

938,533
Total
Issues

Fine Free
Children/Youth
Yes



Secondary
artifact
to travel
only you
him do-
you....

Don't just
Dragon
call

STAR CROSSED

D

- 4-6 years
- 6-8 years

Junior
Paperback

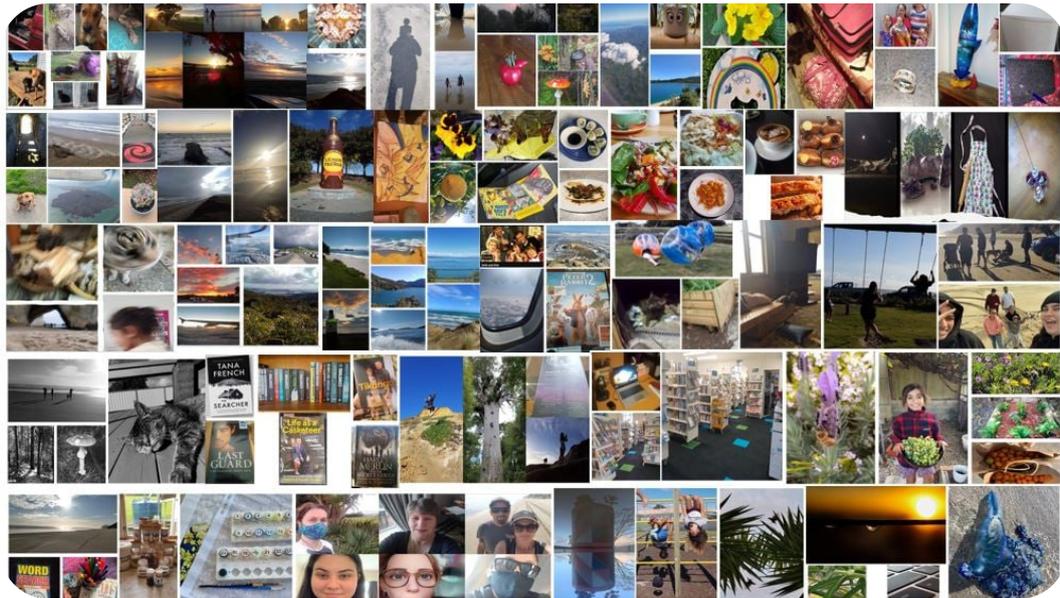
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PĀNGIA | RELATE

OUR STORIES

Kaipara District Libraries Photo of the day competition

This was our most successful FB event ever with massive engagement. Our followers grew steadily over the month as people of every age group and ability entered their daily photos. While in hope of winning a prize at the end, more importantly, it celebrated daily life in Kaipara.



"Our followers grew steadily...people of every age group and ability..."

Central Otago Libraries How's this for ingenuity?

When the snow falls, and the papers don't get through...Emma popped the ODT up on the big screen using PressReader – great thinking!



**Kaipara
District
Libraries**

25,200
Population

5
Locations

137, 202
Total
Issues

**Central
Otago
District
Libraries**

21,558
Population

7
Locations

286,995
Total
Issues

PĀNGIA | RELATE

OUR STORIES

Christchurch City Libraries Hornby Centre opening soon!

In southwest Christchurch, the earthworks have been completed on the site of Hornby's new community hub and it is ready for construction. The pile steel ordered by the Council will arrive in late October allowing construction to begin. Included in the new hub will be the library, creative activities room, a lane pool, a learn to swim pool, a toddlers' wet play area, a spa pool, espresso bar, multi-purpose meeting rooms and customer services zone. A recent engagement with the community attracted 168 public submissions about what programmes and services they would like to see within this facility.

"We look forward to working with our partners and stakeholders to activate the spaces in this new facility," says Rosie Levi Manager Community Libraries."



TOP: Architects Warren & Mahoney's vision
ABOVE: Earthworks completed and set to go

394,700
Population

32
Locations

196,865
Active Members

6,369,786
Total Issues

Fine Free
Children/Youth
Yes

PĀNGIA | RELATE

OUR STORIES

Masterton District Library The Gathering

Manaakitanga.

I walk 5ks, both ways, to come each week.

My happy place: the happy club.

This is a new shoot in my life

After being in town for four lonely months I've made new friends.

All these comments have been expressed at the Masterton District Library's group, The Gathering.

During the 2020 lockdown, Mary Buckner, a team librarian, started calling our customers who were older and who she knew lived alone. She wanted to check in with them and noticed very quickly that people were lonely and just wanted someone to talk to. When she returned in Level 2 to the library, she knew she needed to do something to help reduce isolation and so she started a weekly, two hour long drop in session where people could come and connect to others. No rules, no format, just people sitting around chatting and sharing.

"No two stories were the same, which lead to a deepening of the shared experience for everyone."

The group is as diverse as the community. Homeless people, lonely people, visitors to town, new arrivals, and lifelong community members – The Gathering is nourished by, and supports, whoever wants to share.

Conversations can range from serious to hilarious; a diagnosis, problems and joys shared. At times there is personal and deep sharing. Older men who may not use many other library services find a place here. A regular feature is that people bring old objects, or their artwork, which can stimulate interesting talk and memories. When interest turned to Wahine Day, eight people shared. No two stories were the same, which lead to a deepening of the shared experience for everyone.



26,800
Population

1
Location

10,630
Active
Members

248,567
Total
Issues

Fine Free
Children/Youth
& Adult
Yes

PĀNGIA | RELATE

OUR STORIES

Tasman District Libraries community outreach

Our two NZLPP secondees have been doing great work! Our Community and Engagement Outreach Specialist has established a Pop-Up Library visiting locations around the district.



Our Digital Learning and Digitisation Specialist has established a Digi Drop-in service that aims to support users needing assistance with technology. With the Alert Level 4 lockdown, our digital support services moved online with help being offered over the phone, via email or zoom. With the help of additional funding from NZLPP, we're working on transitioning our digital archive from Kete to Recollect. We're also using NZLPP funding for an oral history project.

"During Māori Language Week we promote the use of Te Reo through events, activities and competitions and make a major contribution to Matariki celebrations."



Whangarei District Libraries Te Reo Māori

We organised the delivery of Te Reo Māori classes for all council staff and are currently supporting classes for both library staff and participants from outside the organisation. We encourage the use of mihi in Te Reo in our staff meetings and invite all staff members to contribute. During Māori Language Week we promote the use of Te Reo through events, activities and competitions and make a major contribution to Matariki celebrations with kite making a very popular activity. A staff member who is an accomplished weaver offered free classes to both novice and experienced weavers throughout the year.

**Tasman
District
Libraries**

54,400
Population

4
Locations

675,845
Total
Issues

**Whangarei
District
Libraries**

86,000
Population

5
Locations

844,142
Total
Issues



PĀRAKITIHI | REHEARSE

GOAL: CREATIVE LEARNING, A REHEARSAL FOR LIFE

PĀRAKITIHI | REHEARSE

OUR STORIES

"*Hutt City Libraries* has gone virtual, kicking off with one of its most popular programmes, Baby Bounce & Rhyme. Aimed at ngā pēpi aged 0-2 and their whānau, Baby Bounce & Rhyme usually runs at all eight libraries with eleven sessions well attended by local families each week. The programme encourages parents and caregivers to foster early literacy skills in their child through songs, rhymes and fingerplays.

During alert Level 3, over 100 families joined the first online Baby Bounce & Rhyme session on Zoom. Library staff were blown away when the original cap of 80 was hit within a couple of hours! To date 250 families have registered, and it keeps growing! The feedback from families has been overwhelmingly positive with many parents appreciating the opportunity to stimulate their baby's development at home. A local dad has absolutely loved the unique opportunity to interact online, with the sessions fast becoming a weekly staple in their household.

"Te Reo Maori and NZ Sign Language and accessibility has built the programmes popularity."

Storytime Live (stories and activities in real time via Zoom) are pre-recorded videos of staff reading pukapuka, and Baby Bounce & Rhyme Unplugged (a pre-recorded video series of classic rhymes) which is a permanent fixture available on the Hutt City Libraries Facebook page, helping parents practice the rhymes and songs when they are at home.

Upper Hutt Libraries have also teamed up with external partners such as Age Concern to offer Steady As You Go (a gentle seniors' exercise programme that improves strength, flexibility and balance), and Community Law Wellington and Hutt Valley to offer Law for Lunch (a law education

104,500
Population

8
Locations

46,596
Active
Members

985,101
Total
Issues

Fine Free
Children/Youth
Yes

PĀRAKITIHI | REHEARSE

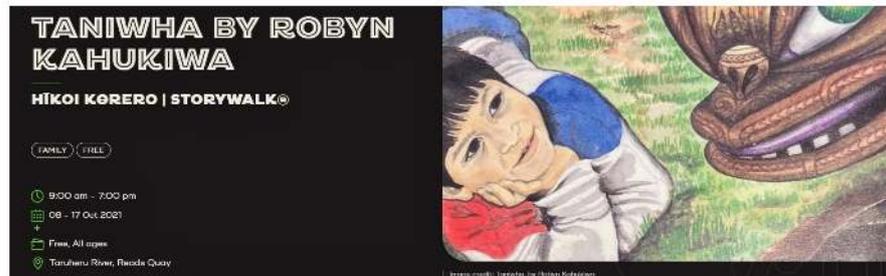
OUR STORIES

HB Williams Memorial Library Changing the Game

HB Williams Memorial Library worked hard this past year to engage with our community in different ways. The most recent lockdown saw us taking our programmes online. Children and Young Adult Librarian 'Koka Katarina' attracted a loyal following for her virtual versions of pēpē and tamariki programmes, due in large part to the seamless way te reo Māori is integrated into all of her interactions with the public.

"...having the library represent the 'literacy' component of the festival changed the communities' perception of the library significantly."

The library team were also thrilled to have library events included in the programme for Te Tairāwhiti Arts Festival for the first time ever. The festival is a prestigious community event that draws attention from locals and tourists alike. Although some of the events had to be cancelled due to Level 2 COVID restrictions, having the library represent the 'literacy' component of the festival changed the communities' perception of the library significantly.



47,517
Population

1
Location

5,084
Active Members

204,752
Total Issues

PĀRAKITIHI | REHEARSE

OUR STORIES



Queenstown Lakes District Libraries

We increased our Lego collections and weekly Lego sessions at Arrowtown, Hāwea, Queenstown & Wānaka Libraries. We are also holding a monthly Lego session for the Upper Clutha Mint Trust for young adults with autism, sensory/auditory processing disorders or intellectual disability. Usually, on a Saturday in the Wānaka Library – this has been such a success!

"Lego for young adults with autism, sensory/auditory disorders or intellectual disability."

Far North District Libraries

Digital Literacy

Minecraft club: Our NZLPP-funded digital specialist introduced MineCraft club in three of our libraries, and it has quickly grown to be our most popular after school club. We are late to this party, we know – but it's great to be here, and have such a positive response from tamariki.

Virtual reality in retirement villages: Again, something that has happened in a number of other districts before, but it was gratifying to have previously technology-shy staff take the lead, and for our elderly customers to respond in such a positive way. One of the villages is currently buying it's own set of Oculus.

Robotics club: Our programme got a boost from our NZLPP specialist, who designed a framework of support for the team. This initiative took them to a training session with the team at Waitangi Museum, who are all over it. We've incorporated more STEAM into the programme and have seen staff capability come along in leaps and bounds.



Queenstown
Lakes
District
Libraries

41,700
Population

8
Locations

602, 758
Total
Issues

Far North
District
Libraries

68,500
Population

6
Locations

594,595
Total
Issues

LIBRARY

WHA ST

BUTCHERY

Free Delivery

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PUPURI | REMEMBER

GOAL: VALUING THE PAST TO INFORM THE FUTURE

PUPURI | REMEMBER

OUR STORIES

Wairarapa Library Service *Community workshops in oral history "Learning to preserve the past."*

The Wairarapa Library Service held a two-day oral history workshop in June. Organised by Caren Wilton, Local Heritage Content Creator, and led by broadcaster Hugo Manson and Lynette Shum from the National Library, the sessions connected people from around the Wairarapa interested in developing their interviewing and recording skills.

The attendees now have the necessary techniques to work on their projects, recording some great Wairarapa stories, preserving local history for future generations. With the focus on local history in our schools, these projects provide insight into our past, create a greater sense of belonging and give us a context to inform the future.



LEFT:
Liz Conway of the Wairarapa Archive (right) practices her interviewing skills on Greytown's Lizzie Catherall.

Whangarei Library - Heritage Talk series

Due to the popularity of the lunch time Heritage Talk series, the Whangarei library had to find a larger venue in the adjacent council building to accommodate growing attendance numbers. Talks are being recorded and stored on the Recollect database. The speakers covered a wide range of topics related to the history of the district and the lives of local people both past and present.

PUPURI | REMEMBER

Clutha Libraries

18,350
Population

5
Locations

171,602
Total Issues

OUR STORIES

Clutha District Memories and local history

A variety of content of Clutha Heritage has now been captured. Three oral histories – two audio and one 29min video. Subjects include gold mining up the Waitahuna Gully, agriculture and horticulture, education, the railway, social life, religion, and the changing streetscape of Lawrence.

RIGHT: Women's Division of Federated Farmers Banner .



Balclutha Library partners with Clutha Budget Advisory Service and Family Works to provide bimonthly Death Café sessions.

These provide a supportive environment to share feelings and talk openly about death and dying, how we experience end of life and the fear, grief and questions that can be there for us all. Sessions are facilitated as a discussion rather than a grief support or counselling session and are open to anyone. The July session began working through 'Memo of Wishes- Your life ... Your Story ... Your Wishes' and 'My Life Journal – Sharing Memories for Generations to Come', a work in progress that people could take home and continue for their family.

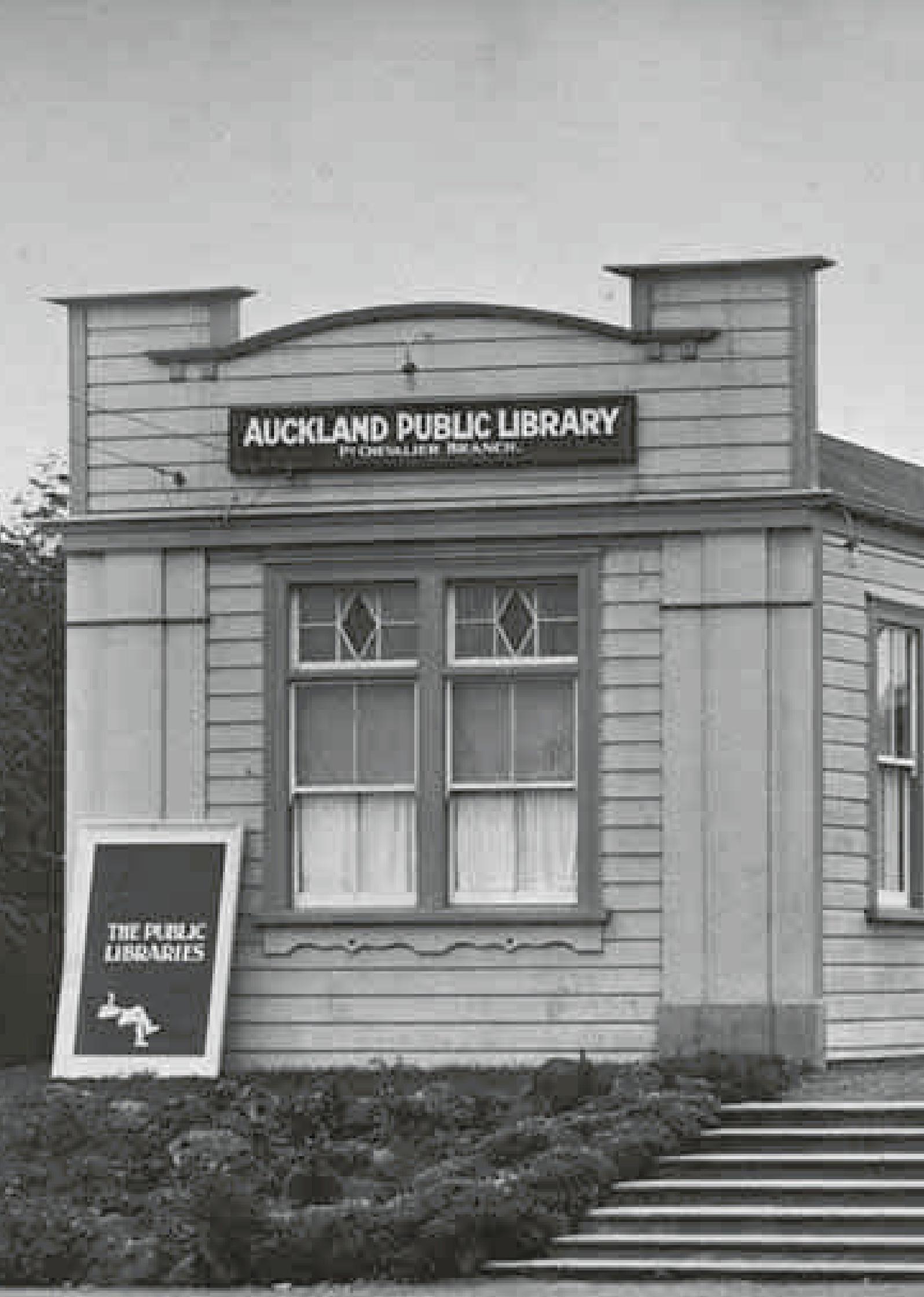
“Library users are welcome to share the material on social media or between individuals on a non-commercial basis providing they include a reference and a link back to the original page.”

Far North District Libraries - Moving to Recollect 1

Far North Libraries are in the process of taking up Recollect, primarily to provide a digital access point to documentary history currently located in the Procter Library archive. Likely to be a multi- year project, when combine with the current digitization project at Te Ahu Museum, it will make the cultural history of the Far North much more accessible to people who don't live in the area.

AUCKLAND PUBLIC LIBRARY
P. CHEVALIER BRANCH

THE PUBLIC
LIBRARIES





TREASURER'S REPORT

Wow what a year it has been for PLNZ! We have invested in PLNZ services and programmes which I am sure members will have experienced and received significant benefit from.

The Budget- Summary

Our June report reveals a slightly better outcome than expected. The committee approved a budget to operate at a loss and I am pleased to report we have come out 5% under that budgeted loss at -\$58,581.65.

Revenue

Total revenue for the year was 8% above budget for the year.

PLNZ revenue comes primarily from the membership of the Public Libraries. With your support we can continue to create initiatives to promote and support libraries.

Supplementary revenue is gained through Forum registrations \$42,000 and company sponsorship – this year around \$34,000.

Expenses (where did the money go)

You will recall the Covid Lockdown I am sure – planning for the National Forum 2020 was already underway with invoices issued to attendees and while we carried the earned revenue forward to 2021 (unless libraries requested refunds), we were stung with \$20K worth of expenses (mainly salaries) which carried over to the 2021 Forum.

We increased Hilary's hours of work to 35 per week to ensure that PLNZ activities were able to be catapulted into life and enable her to meet the increased workload when the Forum went online. This resulted in the Executive Director's role becoming more visible and the work of Public Libraries consistently promoted.

The Annual Campaign and Strategic Framework activities both came in under budget. We invested just over \$41K this financial year in these two initiatives.

We have also begun our investigation into the National Data Collection project – small financial out lay this financial year – we need your library to support this initiative so that it becomes meaningful to all of us.

Overall, the financial management of PLNZ is well-served by the PLNZ Team and regularly scrutinised by the Executive Committee.



Judy Ryder
Treasurer

PLNZ



Financial Statements

PLNZ

Performance Report

The Association of Public Library Managers Incorporated
For the year ended 30 June 2021

Contents

3	Entity Information
4	Statement of Service Performance
8	Statement of Financial Performance
9	Balance Sheet
10	Statement of Cash Flows
11	Statement of Accounting Policies
13	Notes to the Financial Statements
18	Auditors Report

Entity Information

The Association of Public Library Managers Incorporated For the year ended 30 June 2021

1. Legal Name & Type of Entity

The Association of Public Library Managers Incorporated is a registered charity and Incorporated Society.

On this basis, we have compiled Financial Statements, in accordance with Service Engagement Standard No. 2: Compilation of Financial Information, for The Association of Public Library Managers Incorporated for the year ended 30 June 2021. These have been prepared in accordance with the Financial Reporting Act 1993 as described in the Statement of Accounting Policies contained in these Financial Statements.

2. Registration Number

CC51415

3. Entity's Mission

To support the development of consistently excellent public library services throughout Aotearoa New Zealand.

4. Entity's Structure

Our Executive Committee controls the affairs of the Association. The Committee consists of three executive officer positions (chair, chair elect/immediate past chair and treasurer) elected by all members with voting rights and six regional representatives elected at a local level.

Our operations are managed by our Executive Director (ED). Contractors are engaged by the ED as required to provide services that assist with programme delivery. In addition our members and volunteers support us with a range of projects and events throughout the year.

5. Source & Methods of Obtaining Cash, Resources

Main Sources of Income

We are funded through a mixture of membership fees and self-generated revenue.

Volunteer Involvement

Volunteers contribute to all significant projects as required, including the governance of the Association.

6. Contact Details

Postal Address: PO Box 1138, Manners Street, Wellington 6142

Phone: 022 643 8579

Email: info@publiclibraries.org.nz

Website: www.publiclibraries.org.nz

Statement of Service Performance

The Association of Public Library Managers Incorporated For the year ended 30 June 2021

2021 Outcomes

The objects of the association as per our Constitution are:

- To determine and communicate the views of the association to stakeholders, local government, national government and the wider public.
- To advocate the role and contributions that public libraries make to Aotearoa New Zealand society and the information economy.
- To articulate the strategic direction for the public libraries of Aotearoa New Zealand.
- To develop and foster strong relationships with stakeholders and strategic partners that will benefit public libraries and the communities they serve.
- To promote the development of public library resources and services across Aotearoa New Zealand.
- To promote equity of public library service for all New Zealanders.

Objective 1.

To determine and communicate the views of the association to stakeholders, local government, national government and the wider public.

- Management and monitoring of PLNZ listservs.
- Delivery of quarterly e-newsletters, and 10 e-Bulletins.
- Regular Zoom meetings of the six delegated regions held with senior Library Staff/Managers
- Annual strategic meeting of the National Forum held in Wellington.

Objective 2.

To advocate the role and contributions that public libraries make to Aotearoa New Zealand society and the information economy.

- Produced short video promoting the work of PLNZ
- Fronted media inquiries
- Wrote “letters to the editor” of numerous regional and national newspapers
- Undertook radio interviews on national and commercial stations
- Provided written support for Libraries’ LTP bids
- Gave oral submissions to Councils
- Met with Ministers

Objective 3.

To articulate the strategic direction for the public libraries of Aotearoa New Zealand.

- Delivery of National Strategic Framework to all NZ Councils, members and affiliates.
- Development and delivery of Strategic Toolkit to all member libraries.

Object 4.

To develop and foster strong relationships with stakeholders and strategic partners that will benefit public libraries and the communities they serve. These included:

- New Zealand Library Partnership Program
- Local Government NZ
- Taituarā
- The National Library
- LIANZA

Objective 5.

To promote the development of public library resources and services across Aotearoa New Zealand.

- Maintain and manage annual National Data Collection

- Researched and purchased data collection tool LIBPAS.

Objective 6.

To promote equity of public library service for all New Zealanders.

- Designed and developed National Awareness Building Campaign (ABC).
- Designed and developed ABC Toolkit.

2020-21 Outputs

Membership Services: listserv, resources, newsletter

- Membership increased by 15%
 - Full – 6%, Additional 16%, Associate 63%
- 58 Council contacts added to data base
- Monitoring of 8 listservs
- 2 Govt submissions
- 6 Advocacy campaigns
- 13 Media interviews
- 23 Member Listservs, 11 Active.
- Member Resources – refreshing resources and rebuilding knowledge bank ongoing
- PLNZ eNews delivered quarterly
- PLNZ eBulletin delivered monthly (10 issues)
- Annual Report

National Initiatives: Strategic Framework, Data Collection, Annual Forum, Annual Campaign.

National Strategic Framework (NFS)

- Launch of National Strategic Framework (NFS)
- Published and distributed 500 to PLNZ members, affiliates, Councils, and responded to public requests.
- Development of NFS toolkit (# of downloads unavailable).

National Data Collection (NDC)

- 19-20 data collection published for use by members
- 42 requests for data from third parties including students, media, government
- Info-graphic produced for online usage during COVID-19 lockdowns
- Research for alternative data collection programme continued
- Software sourced and purchased
- Project Lead appointed
- Training webinars developed (2)
- Schedule of 2020-21 collection confirmed (for delivery October 2020)
- Development of induction webinar for new/existing members
- Promotion film promoting PLNZ
- Updated "Instructions & Definitions" produced

PLNZ National Forum

- National Forum delivered. Stats: Delegates 114, Sponsors - 11, Speakers - 14.
- Delegates survey undertaken post 2021 Forum
- Online Zoom meet-ups developed, continuous delivery throughout 2020-21

Virtual session via ZOOM

- Taking Care of Business July 2020 - 6 Sessions
- Virtual Forum Aug 2020 - 5 Sessions
- Regional Meetings 2020-21- 4 online webinars

National Awareness Building Campaign (ABC)

- Casino Studio engaged to deliver campaign (2020)
- Concept development "Literacy in Life" approved (February 2021).
- Launch of campaign by Minister Jan Tinetti (May 2021)

- Campaign toolkit developed and delivered. (# of downloads unavailable).
- Social Media Campaign support group established.
- Campaign ran nationwide from March 2021 – August 2021

PLNZ Key Projects:

- Taituarā/PLNZ Joint Project CoCr8
- Fine Free NZ Campaign initiated
- LGNZ Library Advisor

PLNZ Comms: CRM, Association website, Public Website, social media.

- PLNZ (assoc) Website Visits: 8,538
- PLNZ Website articles: 43 published/21,320 views.
- Social Media followers:
 - o Facebook – 3784
 - o Twitter - 788 (since May 2021)
 - o Instagram - 138 (since June 2021)

PLNZ Operational enablers: HR, technology, management plans, oversight

- Monthly monitoring of finances
- Quarterly review of association's performance
- Annual management plans updated including risk register, register of conflicts of interest and H&S
- Annual Performance Appraisal & Planning

- Annual insurance policy reviewed
- Contracting of expertise for specialised projects, resulted in improved service delivery, better organisational output, and increased sponsorship
- Continue to streamline process and systems and, increasingly, utilise cloud-based technologies for meetings, office management and CRM.

August 2021.

2019-20 Outputs

Membership Services: listserv, resources, newsletter

Membership increase by 34.4%
Monitoring of listserv (8 google groups)
2 Govt submissions
6 Advocacy campaigns
Member Resources – refreshing resources and rebuilding knowledge bank ongoing PLNZ eNews delivered quarterly
Membership survey undertaken
93% of members said they would renew their membership

National Initiatives: Strategic Framework, Data Collection, Annual Forum, Summer Holiday Campaign

National Strategic Framework (NSF)

Sue Sutherland Consulting engaged to integrate the member's feedback.
Three drafts delivered.
Workshop with Chair & Chair Elect
Service Managers final approval
Engagement of proof-reader (Draft 7)
Call for Proposals for designers & translators.
Selection and quotes
Engagement of Cansino design
Timeline for launch and delivery of collateral confirmed

National Data Collection

Info-graphic produced for 2018-19 for use by members

Research undertaken for alternative data collection programme
Team leads appointed
Schedule of 2019-20 collection confirmed (for delivery July - October 2020)
Development of training webinar for new/existing members
Updated "Instructions & Definitions" produced
Online information session scheduled (for delivery Aug 2020)

PLNZ National Forum

The 2020 Forum cancelled
Event rescheduled May 2021
Sponsor retention online programme developed & delivered
Virtual Forum programme developed (for delivery Aug 2020)

National Summer Holiday Campaign

Invercargill Social Media team engaged to deliver campaign
Concept development "Be a Superhero this Summer" approved 26 July
Campaign ran nationwide from December 2019 to January 2020
Invercargill Final Report was scheduled to be delivered and presented at National Forum 2020

PLNZ Comms: CRM, Association website, Public Website, Social Media

PLNZ Website - Upgrade of functionality to offer device compatibility, and real time chat
Social Media - Regular posts reflect libraries' events, successes and job vacancies.
Marked increase in engagement with Public Website during Summer campaign

PLNZ Operational enablers: HR, technology, management plans, oversight

Monthly monitoring of finances
Quarterly review of association's performance
Annual management plans updated including risk register, register of conflicts of interest and H&S
Annual Performance Appraisal & Planning
Annual insurance policy reviewed
Contracting of expertise for specialised projects, resulted in improved service delivery, better organisational output, and increased sponsorship
Continue to streamline process and systems and, increasingly, utilise cloud-based technologies for meetings, office management and CRM.

Statement of Financial Performance

The Association of Public Library Managers Incorporated For the year ended 30 June 2021

	NOTES	2021	2020
Income			
Fees, subscriptions and other revenue from members	1	170,225	174,969
Interest, dividends and other investment revenue	1	914	1,320
Revenue from providing goods or services	1	75,948	3,822
Total Income		247,087	180,112
Gross Profit			
		247,087	180,112
Less Operating Expenses			
Costs related to providing goods or services	2	131,890	43,550
Other expenses	2	9,712	7,874
Volunteer and employee related costs	2	163,193	112,417
Total Less Operating Expenses		304,795	163,841
Net Profit (Loss)		(57,708)	16,271

Balance Sheet

The Association of Public Library Managers Incorporated As at 30 June 2021

	NOTES	30 JUN 2021	30 JUN 2020
Assets			
Current Assets			
Bank accounts & Cash	3	113,121	175,201
Debtors & Prepayments	3	115,991	197,251
Optional Reserves (Term)	3	47,602	47,023
Total Current Assets		276,714	419,476
Non-Current Assets			
Property, Plant and Equipment	4	113	309
Total Non-Current Assets		113	309
Total Assets		276,828	419,785
Liabilities			
Current Liabilities			
Creditors	3	40,922	9,799
Employee Costs Payable	3	9,914	5,969
Income in Advance	3	104,145	208,356
Other current liabilities	3	7,250	23,357
Total Current Liabilities		162,231	247,480
Total Liabilities		162,231	247,480
Net Assets		114,597	172,305
Equity			
Current year earnings		(57,708)	16,271
Retained Earnings		172,305	156,034
Total Equity		114,597	172,305

Name: Dyane Hosler PLNZ Chair



Signature:

Date: 8 October 2021

Name: Hilary Beaton, Executive Director



Signature:

Date: 8 October 2021

Statement of Cash Flows

The Association of Public Library Managers Incorporated For the year ended 30 June 2021

30 JUNE 2021 30 JUNE 2020

Statement of Cash Flows

Cashflows from Operating Activities

Cash was Provided From:

Net Receipts from Customers	189,404	219,421
Interest Received	914	1,320
Net GST Received	-	26,087
Income Tax Refunded	-	-
Sub-total	190,318	246,828

Cash was Distributed to:

Net GST Paid	4,576	-
Net Payments to Suppliers and Employees	247,243	182,388
Payment of Income Tax	-	-
Sub-total	251,819	182,388

Net Cashflows from Operating Activities (61,501) 64,440

Cashflows from Investing & Financing Activities

Cash was Distributed to:

Term Deposits	579	1,297
Purchase of Fixed and Intangible Assets	-	-
Sub-total	579	1,297

Net Cashflows from Investing & Financing Activities (579) (1,297)

Net Increase (Decrease) in Cash Held (62,080) 63,143

Plus

Opening Cash Balance	175,201	112,058
Closing Cash Carried Forward	113,121	175,201

Closing Cash Comprises

Cash and Cash Equivalents	113,121	175,201
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Statement of Accounting Policies

The Association of Public Library Managers Incorporated For the year ended 30 June 2021

Statement of Accounting Policies

Reporting Entity

These Financial Statements have been prepared in accordance with the requirements of the rules of the Association and generally accepted accounting practice.

The Association of Public Library Managers Incorporated has been incorporated pursuant to the Incorporated Societies Act 1908.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

Statement of Compliance and Basis of Preparation

The Association of Public Library Managers Incorporated has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

The Association of Public Library Managers Incorporated has elected to use Tier 3 reporting.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year (Prior year: nil).

Presentation Currency and Rounding

The financial statements are presented in New Zealand dollars (\$) and rounded to the nearest dollar.

Cash and Cash Equivalents

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Term Deposits

All term deposits are initially recognised at cost, being the fair value of the consideration given. The financial instruments are defined as "held to maturity".

Depreciation

Depreciation of property, plant and equipment, other than freehold land, is calculated based on the useful life of the assets held. The following rates have been used:

Account	Method	Rate
Website	Diminishing Value	50%
Plant & Equipment	Diminishing Value	50%
Leasehold Improvements	Straight Line	10%

Accounts Receivable

Accounts Receivable are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

Financial Liabilities

The Company's financial liabilities include trade and other payables, which are measured at fair value.

Revenue

Revenue from Goods and Services

Revenue from goods and services is measured at the fair value of consideration of received or receivable.

Revenue from Subscriptions

Revenue from subscriptions is recognised on an accrual basis.

Income Tax

Under Sections CW 42 of the Income Tax Act 2007 The Association of Public Library Managers Incorporated is exempt from income tax on business income derived for charitable purposes in New Zealand. The Association of Public Library Managers Incorporated is also exempt from income tax on income under CW 41 of the Income Tax Act 2007. The Association of Public Library Managers Incorporated is registered with Charities Services. The date of registration was 27th January 2015.

Goods and Services Tax

These Financial Statements have been prepared on a GST exclusive basis with the exception of Accounts Receivable and Accounts Payable as the entity is registered for GST.

Notes to the Financial Statements

The Association of Public Library Managers Incorporated For the year ended 30 June 2021

	THIS YEAR	LAST YEAR
1. Analysis of Revenue		
Fees, subscriptions and other revenue from members		
Subscriptions Received	170,225	174,969
Total	170,225	174,969
Interest, dividends and other investment income		
Interest Received	914	1,320
Total	914	1,320
Revenue from providing goods or services		
Mail-out Revenue	-	3,672
National Forum Dinner Registrations	5,270	-
National Forum Registrations	36,370	-
National Forum Sponsorship	34,000	-
NSF Sales	282	-
Postage Recovered	26	-
Sales Income	-	150
Total	75,948	3,822
Total Analysis of Revenue	247,087	180,112
	THIS YEAR	LAST YEAR

2. Analysis of Expenses

Costs related to providing goods or services

Computer & Application Expenses	877	682
Insurance	3,417	3,587
Mail-out Costs	-	2,890
Marketing & Communications	2,566	2,905
Meetings & Conferences	5,382	2,988
National Forum Expenses	70,940	-
Office Costs	576	576
Postage	314	192
Printing & Stationery	415	267
Project: CRM/Association Review	-	4,650
Project: National Data Selection	334	47
Project: National Strategic Framework	18,901	5,331
Project: SMS Strategic Planning	-	6,507
Project: Summer Reading Campaign	-	4,269
Project: Website Projects	1,854	2,889
Project: Why Libraries? revamp	-	94
Project: Annual Campaign	21,315	-
Subscriptions & Licences	3,661	2,817
Teleconferencing	214	258

	THIS YEAR	LAST YEAR
Telephone	790	876
Travel Expenses	335	1,725
Total	131,890	43,550
Other expenses		
Accountancy Fees/Fera	3,100	3,000
Annual Report	175	-
Audit/Review Fee	4,092	3,899
Bank Fees & Charges	128	92
Depreciation	196	316
General Expenses	542	502
Website Hosting/Domain Name	324	265
Website Maintenance	1,155	-
Total	9,712	7,874
Volunteer and employee related costs		
ACC Levies	159	117
Executive Committee Expenses	7,204	14,402
Salaries	114,446	70,582
Salaries (Contractors)	41,385	27,316
Total	163,193	112,417
Total Analysis of Expenses	304,795	163,841

3. Analysis of Assets and Liabilities

	THIS YEAR	LAST YEAR
Asset Item		
Bank accounts and cash		
ASB Cheque Account	73,188	146,081
ASB Debit Card	2,346	3,814
ASB Fastsaver	37,586	25,306
Total	113,121	175,201
Debtors and prepayments		
Accounts Receivable	115,035	169,592
Prepayments	919	27,659
Unauthorised transactions to be reimbursed	38	-
Total	115,991	197,251
Investments		
ASB Operational Reserves (Term)	47,602	47,023
Total	47,602	47,023
Liability Item		
Creditors		
Accounts Payable	40,922	9,799
Total	40,922	9,799
Employee Costs Payable		

	THIS YEAR	LAST YEAR
Annual Leave Accrual	9,514	5,969
Wages Deductions Payable	400	-
Total Employee Costs Payable	9,914	5,969
Income in Advance		
Income in Advance	104,145	208,356
Total Income in Advance	104,145	208,356
Other current liabilities		
GST Payable / (Receivable)	7,250	23,357
Total	7,250	23,357
Total Analysis of Assets and Liabilities	114,483	171,996

4. Property, Plant and Equipment

This Year					
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Buildings	82	-	-	82	0
Office Equipment	31	-	-	15	16
Computers (including software)	195	-	-	97	98
Total	309	-	-	195	113

Last Year					
Asset Class	Opening Carry Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Buildings	172	-	-	90	82
Office Equipment	62	-	-	31	31
Computers (including software)	391	-	-	195	195
Total	625	-	-	316	309

5. Accumulated Funds

This Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance		172,305	-	172,305
Capital contributed by owners or members	-			-
Capital returned to owners or members	-			-
Surplus/(Deficit)		(57,708)		(57,708)
Distributions paid to owners or members		-		-
Transfer to Reserves		-	-	-
Transfer from Reserves		-	-	-
Closing Balance	-	114,597	-	114,597

Last Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance		156,034	-	156,034
Capital contributed by owners or members	-			-
Capital returned to owners or members	-			-
Surplus/(Deficit)		16,271		16,271
Distributions paid to owners or members		-		-
Transfer to Reserves		-	-	-
Transfer from Reserves		-	-	-
Closing Balance	-	172,305	-	172,305

	THIS YEAR	LAST YEAR
6. Taxation		
Net Profit (Loss) Before Tax	(57,708)	(27,475)
Additions to Taxable Profit		
Non Deductible Losses	57,708	27,475
Total Additions to Taxable Profit	57,708	27,475
Deductions from Taxable Profit		
Losses brought forward	-	-
Non Taxable Income	-	-
Total Deductions from Taxable Profit	-	-
Taxable Profit (Loss)	-	-
Tax Payable	-	-
Deductions from Taxable Payable		
Resident Withholding Tax	-	-
Income Tax Payable (Refund Due)	-	-

7. Audit of Accounts

These Financial Statements have been subject to an audit, please refer to the Auditor's Report.

8. Transactions with Related Parties

There was no related party transactions (Prior year: nil).

9. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Prior year: nil).

10. Events After Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

COVID-19

On 30 January 2020, the spread of novel Corona virus (COVID-19) was declared a public health emergency by the World Health Organisation. From 25 March 2020, New Zealand was placed into Alert Level 4 lockdown to combat the pandemic, for a minimum period of four weeks. From 28 April 2020 this was reduced to Alert Level 3 with some restrictions relaxed, for a period of two weeks. From 13 May 2020 this was reduced to Alert Level 2, with lockdown restrictions further reduced. From 9 June 2020 this was reduced to Alert Level 1, with domestic lockdown restrictions removed. Subsequently, restrictions of varying degrees have been re-imposed throughout the country throughout the 2021 year.

The country re-entered Alert Level 4 from 17 August 2021, with subsequent easing of Alert Levels then occurring at a regional level.

The Committee will continue to monitor the impact of COVID-19 on the organisation but at the date of signing this report the Committee does not believe the entity has been or will be significantly financially affected by the pandemic.

The Committee maintain the view that The Association of Public Library Managers Incorporated has sufficient resources that it will continue to operate as a going concern provided operational targets are met.

(Prior year: The National Forum event was cancelled in May 2020 and instead held during this 2021 year).

Independent auditor's report

To the Members of The Association of Public Library Managers Incorporated

Opinion

We have audited the accompanying performance report of The Association of Public Library Managers Incorporated on pages 3 to 17, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2021, the statement of financial position as at 30 June 2021, and the statement of accounting policies and notes to the performance report.

In our opinion:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable
- b) the accompanying performance report presents fairly, in all material respects:
 - the entity information for the year then ended
 - the service performance for the year then ended, and
 - the financial position of The Association of Public Library Managers Incorporated as at 30 June 2021, and its financial performance, and cash flows for the year then ended

in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board.

Basis for Opinion

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the performance report' section of our report.

We are independent of The Association of Public Library Managers Incorporated in accordance with Professional and Ethical Standard 1 (Revised) 'Code of ethics for assurance practitioners' issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than our capacity as auditor we have no relationship with, or interests in, The Association of Public Library Managers Incorporated.

The Board's responsibilities for the performance report

The Board are responsible for:

- a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance
- b) the preparation and fair presentation of the performance report on behalf of The Association of Public Library Managers Incorporated which comprises:

- the entity information
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board, and
- c) for such internal control as the Board determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Board are responsible on behalf of The Association of Public Library Managers Incorporated's for assessing The Association of Public Library Managers Incorporated's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intend to liquidate The Association of Public Library Managers Incorporated or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the performance report

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of the performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of The Association of Public Library Managers Incorporated's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on The Association of Public Library Managers Incorporated's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause The Association of Public Library Managers Incorporated to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.

- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

This report is made solely to the members of The Association of Public Library Managers Incorporated. Our audit has been undertaken so that we might state to the members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the members, for our audit work, for this report, or for the opinions we have formed.

Moore Markhams

Moore Markhams Wellington Audit | Qualified Auditors, Wellington, New Zealand
8 October 2021



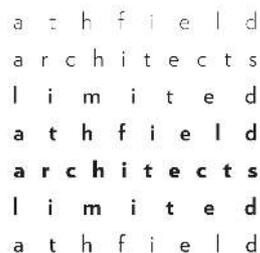
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*PLNZ is looking forward to hosting you at
Tūranga 25 - 26 May 2022*

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