

**Meeting of Council
4 April 2017
Dickson Room**

Minutes

1.0 Opening and Confirmation of Agenda

The meeting was opened by the Chair at 1 pm. The agenda was confirmed.

2.0 Attendance

Present: Council – Lesley Jackman (Chair), Jan Finley, David More, Christianna Cobbold, Jonette McDonnell, David Coutts, David Cox, Rita Maclachlan
ANBG - Peter Byron, Steve Speer, David Taylor (for Projects Item)
Invited Friends - Alan Munns, Barbara Podger

Apologies: Helen Elliot, Judy West, Rosalie Hampshire, Tricia Morton, Glenys Bishop

3.0 Minutes

3.1 Minutes of Council Meeting 7 March 2017

RESOLUTION

Moved -Jan Finley **Seconded** – David Cox - that the Minutes of the Council meeting held 7 March 2017 be accepted as circulated.

CARRIED

4.0 Matters Arising from Minutes of 7 March 2017

4.1 Breakfast with the Birds binocular purchase

Council was informed that the Family of Rosemary Ryan was very happy for the gift in her memory to be mentioned in Fronds and on the website. It was noted that the gift would be used to buy additional binoculars to be used mainly for bird watching in the Gardens. It was also suggested that there be some discussion with the Gardens about establishing a process for the binoculars to be available for loan through the VIC.

4.2 BAG Exhibition Opening

Council was informed that the opening was well attended and the speaker (Nat Williams from the National Library) was well received. It was also noted that Mr Williams was interested to be put in touch with Catherine Jordan (ANBG librarian) to discuss the treasures held at ANBG and how the libraries might work together to make these better known and more accessible. David Coutts will follow up with the librarian.

5. General Business

5.1 2017 operational plan session

RESOLUTION

Moved - Christianna Cobbold **Seconded** Rita Maclachlan – that the 2017 Operational Plan be accepted as tabled.

CARRIED

The report by the Public Officer for the period November 2016 to March 2017 was noted by Council. Council also agreed to the development of a policy and/or procedure for the Friends use of the ACNC license for the Registered Charities tick (which the Friends are now eligible to use), to ensure compliance with its terms and conditions. It was noted that some amendment to the Friends style guide may be necessary.

It was agreed that David More, Barbara Podger and Lesley Jackman would review the need for changes to the Style guide and report back to Council in due course.

5.2 Public Art Project

Council was informed that there will be a set of meetings on Friday 19 May to hear the final report from the designers, including meeting with the Friends Advisory Group in the afternoon. It is also proposed there will be Special Council meeting in the week of 22 May to make the final decisions on the project for the Friends, assuming all the necessary information is in place.

Council asked that moves be put in train for a brochure to be produced to go with August Fronds seeking financial support for the project from members of the wider community.

5.3 IT matters

RESOLUTION

Moved – David More **Seconded** – David Cox – that the following proposal be adopted

1. David More be authorised to implement G suite for Friends Council members and the archivists
2. This implementation take place in consultation with the Executive of the Friends
3. Initially a small number of Council members be involved in a pilot, which would then be reviewed by Council
4. If the pilot proves is satisfactory it be extended to the remaining members
5. A program is then developed to implement G suite for all relevant Friends groups

CARRIED

5.4 AAFBG

RESOLUTION

Moved – Jan Finley **Seconded** – Jonette McDonnell - that an amount of up to \$1150 be approved to cover the cost of lunch and morning tea to be provided by Pollen café for the AGM and that this amount could be further considered if numbers exceed the figure of 30.

CARRIED

5.5 Singapore visit proposal

Council discussed the proposal recently received for a guided tour to Singapore. It was felt more consideration needed to be given to the proposal and the issues for the Friends if it were to go ahead on the basis proposed. Lesley Jackman and David Cox agreed to explore this proposal further and report to the next Council meeting.

5.6 Risk Management

RESOLUTION

Moved – Jan Finley **Seconded** – Christianna Cobbold - that the Risk Management Policy as tabled at Council be accepted.

CARRIED

5.7 Review of Policies and Procedures

Council noted that a number of sections of the Policies and Procedures manual have been reviewed and updated, as follows

- Sample AGM agenda
- Notes on election to Council
- Procedures to be followed in support of the AGM sample agenda
- Guided booked walk procedure
- Flowers, Fruit and Foliage
- Plant Science group
- Photographic Exhibition for High Schools and Colleges
- Secretary's Duties
- Public Officer

5.8 Fanny Karouta-Manasse book on ANBG

It was noted that there should be a launch of the book at the bookshop in mid May and invitations will be issued to relevant Friends and others. It has been suggested that the Friends might provide a few bottles of wine for the launch, with the details to be left to the Executive. It was agreed that some publicity for the book and the launch could be provided through a broadcast email and the website.

5.9 Treasurer's report

RESOLUTION

Moved – Jan Finley **Seconded** – Rita Maclachlan - that the Treasurer's reports for March be accepted as circulated to Council

CARRIED

6.0 Reports

6.1 ANBG Executive Director

6.2 ANBG General Manager

The General Manager's verbal report was noted. Key points included were

- The budgets for 2017/18 are being finalised and the usual pressure continues
- The refurbishing of the café is under way and should be finished to reopen under Pollen on 10 April
- There will be controlled burns in and round the Gardens over the next few weeks
- Restoration of the damaged rainforest bridge is due to commence shortly

6.3 ANBG Friends' Liaison

The Friends Liaison manager's verbal report was noted. Key points included were

- A bilby treasure hunt will operate during the school holidays
- There will be indigenous plant use walks and traditional weaving workshops during the Canberra and Region Heritage Festival in late April/early May
- Drawing in Landscape workshops will be held in late April
- Visitor Services will be in touch about the BGANZ Open Day on 28 May, where Friends participation will be appreciated

6.4 Project Committee New Proposals

David Coutts briefed Council on the latest situation with new proposed projects for Friends support.

RESOLUTION

Moved – David Coutts **Seconded** - David More - that the following apply to the proposed projects put to Council at this meeting

- Outdoor Video Monitor : This will be put on hold until the Gardens comes back with information about upgrade to the power supply, which was not covered in the original proposal and could cost up to \$10000
- VIC microscope : Approved at March Council at a cost up to \$7500 but the Friends still waiting on final detail from Visitor Services
- Theatre Projector : Approved in principle (up to \$7000) but Friends still waiting on a report from a small group of Friends users and the subsequent final proposal from the Gardens
- Treehouse Landscaping and Extension of Who Did that Trail : Agreed in principle at an estimated cost of \$40000, subject to final cost quotes in due course.
- Research Scholarships : Friends have a positive view of the proposal (estimated cost of \$10000 per year over 3 years) but feel there is not yet a clear enough indication of how this would work in relation to the Gardens programs and priorities. More information requested for the May or June meeting of Council
- Threatened Species project : It was agreed that the balance of Friends funding (approx. \$13000) would be applied to employ a short term person in the seed bank to process seeds collected under the program, which would otherwise be significantly delayed. The funding will also be used to assist with finalising the project report.
- Interactive interpretation in the new conservatory : Put aside for consideration on the basis of more information on what is proposed and the costs.
- Banksia Garden : David Taylor will provide a specific note on the proposal for the May or June Council meeting, on the basis that the Friends are positively disposed to the proposal as a 50th birthday gift to the Gardens. A Friends nominee will be sought as liaison for this project (from the guides in the first instance).
- Alpine House : Put aside for the time being.

CARRIED

6.5 Social Events and Activities Committee

No discussion.

6.6 Public Fund

Lesley Jackman informed Council that she was in discussion with two potential new Management Committee members.

6.7 Guides conference

Council noted the report from Glenys Bishop which indicated that arrangements for the conference were proceeding well.

It was noted that the May Conference report will include information about proposed arrangements to transport people from the Shine dome to ANBG in time to participate in scheduled guides tours.

It was suggested that a copy of the book Australia's Garden could be given to participants as a gesture from the Friends. There are ample copies available.

6.8 Thursday talks

The President briefed the meeting on the need for the Thursday talks Committee to monitor and possibly restrict audience numbers in the Theatre to ensure compliance with fire regulations.

6.9 Membership

The Membership Report for March 2017 was noted.

7. Next meeting

1pm on Tuesday 2 May 2017 in the Dickson Room32n

Lesley Jackman
President