

**Meeting of Council
Tuesday 1st April 2014
Dickson Room**



Minutes

Attendance

Present David Coutts, John Connolly, Marion Jones, Warwick Wright, Anne Campbell, Glenys Bishop, Jan Finley.

Ex officio: Judy West, Steve Speer, Anne Phillips, Alan Munn, Barbara Podger

Apologies Lesley Jackman, Dennis Ayliffe, Peter Byron

1. Opening

The meeting was opened by the President, David Coutts, at 1:35 PM.

2. Minutes of meeting, 4th March 2014

The minutes were taken as read and accepted on the motion of Anne Campbell, seconded by Glenys Bishop.

3 Matters arising from Minutes of meeting of the 4th March 2014

3.1 Review of VIC Volunteers' activity

- The draft report on the Review of the Visitors operation of the Visitor Information Centre by volunteers had been completed
- ANBG management is in the process of considering the review and deciding on follow-up actions.
- Submissions to the review were generally positive. However a number of operational issues that needed to be addressed were highlighted.
- The report will be circulated to Council in the next week for comments by the May Council meeting.
- Matters already identified for consideration include.
 - Training and professional development
 - VIC physical layout
 - Extension of hours of operation
 - A better telephone system.

3.2 Outdoor Display Screen

- David Coutts reported that he had obtained more information on three screens
 - The first, referred to at the last meeting, priced at about \$19,000
 - A 46" Samsung screen from Keypad Displays with a ballpark cost of around \$12,000.
 - A third from LED Signs with no price so far.
- He said he was trying to view such a display screen operational in Canberra.
- It was pointed out that a system for control and selection of display material and, updating would be necessary and this could be time consuming.
- ***Council agreed for further investigation to be undertaken.***

3.3 Public Fund

- ***Barbara Podger had agreed to Chair the Fund and Council endorsed her nomination.***
- At this stage no other appointments are required.
- David Coutts asked for Council for suggestions of persons with appropriate business experience and botany / environmental interest for consideration for future appointment to the Public Fund.

3.4 Memorandum of Understanding (MOU)

- David Coutts pointed out that changes and additions to Friends activities required some changes to the Friends / Parks Australia MOU
- Groups not covered were Plant Science and the VIC Volunteers with the possibility of an Orchid group.
- David Coutts and Lesley Jackman were drawing up proposals to Council prior to discussion with the ANBG management.

4 General Business

4.1 Summer Sounds Concerts Report

- ANBG had circulated the report on the 2014 Summer Sounds concerts.
- Council members expressed the view that it was a well assembled summary and would provide guidance for concerts in future years.
- Jan Finley asked for a special meeting of the elected Council members to discuss the Social Events committee and ANBG recommendations on future Summer Sounds Concerts, in particular aims and financing.
- *Council agreed that a meeting should be arranged, preferably before the 6th May general Council meeting.*

4.2 Operational Manual

- Jan Finley tabled Part A of the Council Operation Manual.
- *Council endorsed the document "Council Operation Manual Part A" dated 28 March 2014.*
- *Council expressed its thanks to Jan for progressing the Operational Manual so efficiently.*
- Jan Finley had circulated Part B, Policies and Procedures, of the Council Operation Manual.
- She is seeking input to expand a fill in various sections of the document and suggests a special meeting of representative of the Friends sub-committees/groups.
- A special meeting of elected Council members with representatives from the various groups and sub-committees will be convened to expand and add to Part B. This could be in conjunction with the Summer Concerts review meeting if time permits.

4.3 BRC& Flora Explorer Reviews

- It was hoped to present both reviews to the May or June Council meeting.

4.4 Association of Friends of Botanic Gardens Conference.

- Some details of the August AFBG conference together with the registration form had been circulated to Council members.
- Guides had also been given information and reference to it was on the Friends website.
- Earlybird registration closes on 9th May and it was decided that members should be informed in the forthcoming broadcast email.
- *Council thanked Warwick Wright for his offer to continue as the ANBG Friends representative to the Association of Friends.*
- *Anne Rawson is continuing as Campsis editor*

• ANBG Parking

- A meeting had been held with Peter Byron to look at issues arising from the parking permits given as part of Friends' membership.
- It has become apparent that students from ANU were joining the Friends to gain the free parking in the ANBG carpark.
- There was also indication that some applications, particularly in February, for replacement of a lost parking card were in fact to gain a second card for someone else.
- Although there was no immediate problem as there no evidence of loss of parking revenue to ANBG, the dramatic increase in parking fees by ANU could see the situation get worse very quickly.
- *It was agreed that a 3 hour limit be placed on the Friends parking permit with the possibility of issue of a staff permit to active volunteers who would normally be in the Gardens for more than the 3 hours.*
- *Such a scheme would have to be in place by June 2014 to ensure implementation from the beginning of 2015.*
- The collection of car plate numbers on membership forms might also be considered although this would have some problems.
- The membership team will be consulted as to the best way to address this.

4.6 Meeting with the Director of Parks Australia

- The Director, Sally Barnes, had indicated that she would attend the Council meeting on May 6th.
 - Around 90 minutes would be allocated with afternoon tea served at 3:00 PM
 - David Coutts would send a list of discussion topics and questions to the Director prior to the meeting.

4.7 Patron

- *Council Agreed to proceed with the invitation to Her Excellency Lady Lynne Cosgrove to become the Patron of the Friends of the ANBG*

5 Reports

5.1 Executive Director, Judy West

- There had been an internal strategic review of the Environment Department that produced a good analysis of where the department sits.
- It does not include long term goal and activities which will be addressed by a separate document
- The impact on Parks Australia is not likely to be great nor on ANBG
- The overall structure is to be left unchanged.
- The Department will have to downsize by 25% over the next 4 years.
- There would be another round of voluntary redundancies.
- A cyclone had caused considerable damage to both the infrastructure and trees on Christmas Is. NP with a resulting impact on fauna.
- The visit of Tom North and Joe McAuliffe to Christmas Is had been successful and well received by the local NP staff.
- Renovation and relocation of office space was nearly complete.
- The 2015 *Australian and New Zealand Botany Society?* conference is being held in Canberra. Attention was drawn to the Australian Native Plant Society conference being held in Canberra from 15th to the 20th November 2015.
- Friends, particularly guides, were being asked to lookout for signs of Flying Fox roosting in ANBG and action will be initiated if there is a problem.
- Some speed bumps on the internal roads are to be removed together with some redundant road signs.
- The renovation of the lower Rainforest Boardwalk is proceeding, as is the construction of the new Asteraceae Garden

5.2 Friends Liaison

- The problem with the Theatre projection screen was being dealt with under warranty.
- Ranger Dan Carmody will return to duty at the end of April.
- Glenys Bishop will liaise with Steve Speer on the Guides involvement in the ACT Tourism “101 Human” functions to be held later in the year.

5.3 Treasurer

- The monthly financial statements for March had been circulated.
- The Lions Club had sent in \$300 as commission from the BBQ at the Concerts. This reduces the notional loss to \$868.
- Marion Jones had negotiated reinvestment of a matured fixed term deposit at 3.67% for 6 months.
- *It was moved by David Coutts, seconded by John Connolly that the accounts be received and payments approved. Motion carried.*
- *Council approved renewal of membership of the association of Friends of Botanic Gardens, the fee being \$300.00 (moved David Coutts, seconded. Marion Jones)*

5.4 Secretary

- The list of correspondence for March had been circulated.

5.5 Friends Committees Reports

5.5.1 Guides

- A meeting will be held on Tuesday 20th May at 11:00 AM in the Crosbie Morrison to discuss the 2017 Guides Conference in general terms and to establish a steering committee to plan it.
- All interested members will be welcome and it will be advertised in the forthcoming broadcast email.

5.5.2 Botanic Art Group Exhibition.

- The exhibition opening by Sharon Field had gone well
- Two art works had been purchased on the recommendation of the committee for presentation to ANBG
- *Council endorsed the selection and purchase.*

5.5.3 Projects.

- There was some discussion on future projects, particularly for larger and longer term projects.
- Judy West mentioned the need for a site masterplan to provide direction for major infrastructure. It was unlikely that funds for such a masterplan would come from ANBG resources.
 - Highlight projects might include:
 - Seedbank
 - Childrens Garden and / or playground.
 - Home Garden Project.
 - There was the suggestion that the Friends might be able to provide some leverage money to obtain wider external funding.
 - Several members expressed the view that the present funds should not be dissipated on a large number of small projects.

5.5.4 Plant Science Group

- Anne Campbell tabled a report on meetings of the group.

5.5.5 Social Events.

- The very successful inspection tours of the Banks Florilegium at the National Library took place on 19th March.

5.5.6 Website

- A report from the Website co-ordinator was to be circulated.

5.5.7 Membership

- A report had been tabled. Membership was above 1800.

5.5.8 Growing Friends

- Anne Phillips reported that some of the Growing Friends had attended a two hour propagation workshop given by Joe McAuliffe.
- A new procedures manual is being compiled for the use of Growing Friends in collaborating with nursery staff..

5.5.9 Fronds

- Barbara Podger reported that the next issue of Fronds was in the mail.
- *As the team will be away for some crucial production dates Council approved the distribution of the next Fronds be delayed by about 2 weeks.*
-

The meeting was closed at 3:30 PM

Minutes confirmed 6th May 2014

D Coutts

President