

**Meeting of Council  
Tuesday 3rd June 2014  
Banks Building  
Meeting Room**



## **Minutes**

### **Attendance**

Present: David Coutts (Meeting Chairman), John Connolly, Dennis Ayliffe, Anne Campbell, Jan Finley, Lesley Jackman, Marion Jones, Warwick Wright

Ex officio: Peter Byron, Steve Speer, Anne Phillips, Barbara Podger

Apologies: Judy West, Alan Munns, Glenys Bishop.

### **1. Opening**

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

### **2. Confirmation of Minutes of Previous Meetings**

*Motion:* That the minutes of the Council meeting of 6<sup>th</sup> May 2014 be accepted.

*Proposed:* David Coutts, *Seconded,* Jan Finley. *Carried.*

### **3. Matters arising from Minutes of Meetings**

#### **3.1 Patron**

- *Lady Lynne Cosgrove had accepted the position of Patron of the Friends.*
- David Coutts said that he would invite her to visit the Gardens for a guided walk at her convenience.
- It was suggested that she might be able to open the Asteraceae Garden later in the year.

### **4. General Business**

#### **4.1 Alpine Project Symposium**

- The symposium will be held on 12<sup>th</sup> June with around 40 attendees expected.
- A summary of the presented papers will be printed as an insert for the August issue of *Fronde*.
- It is anticipated that a limited printing of the presented papers will be produced later as a full report of the project. These could also be placed on the Friends or ANBG website

#### **4.2 M.O.U.**

- Action on the full review of the MOU has been deferred
- A letter with proposed urgent amendments and additions to the M.O.U. had been drawn up and circulated to Council for comment prior to submission to Peter Byron

#### **4.3 Summer Sounds Concerts sponsorship**

- Lesley Jackman reported that she had had meetings with Peter Byron on strategies for attracting sponsorships for the Summer Concert series.
- A request for suggestions aimed at identifying source of sponsorships had been included in a broadcast email to Friends but there had been no response to date.
- A sponsorship proposal document is being put together. Target amounts are \$5,000 and \$10,000.

#### 4.4 Council Operations Manual

- Sections of Part B of the council Operations Manual covering the roles of Council, Secretary and Treasurer had been circulated for comment and input.
- Council endorsed these sections on the motion of Jan Finley, seconded by David Coutts.
- Further sections addressing the procedures for the Annual General Meeting were being reviewed.
- It was noted that this is a work that will regularly be added to and updated.

#### 4.5 Visitors Information Centre Volunteers

- The recent recruitment drive had produced 10 applicants.
- Training sessions will be held shortly.

#### 4.6 Orchid Group

- The Executive had met with Jane Wright from the Orchid group in May.
- Most of the problems had been resolved and the group was holding regular Tuesday meetings/workshops.
- Jane felt that the group would choose to come under the Friends, subject to their meeting to be held shortly. At some stage they are likely to seek additional volunteers for training but do not have that capacity at the moment.

#### 4.7 Annual General Meeting

- Council decided that the AGM be held on Tuesday 21<sup>st</sup> October 2014 subject to availability of either the Theatre or the Crosbie Morrison.
- Suggestions for the Guest Speaker were
  - Andrew Young
  - Ian Warden
  - Cedric Bryant
- It was agreed that Andrew Young be approach in the first instance

#### 4.8 Association of Friends of Botanic Gardens Conference

- David Coutts was still hoping to attend and give a short update on recent developments at ANBG
- Pat Wright is listed as one of the key-note speakers at the conference

#### 4.9 Public Fund

- *Six following trustees had been appointed to the Public Fund for the term ending on 31<sup>st</sup> May 2016*
  - *B. Podger*
  - *G. Hay*
  - *D.Headon*
  - *B. Heyde*
  - *M. Jones*
  - *S, Serjeantson*
  -
- Appointment letters had been sent.
- The trustees would meet on 16<sup>th</sup> June.
- It was noted that there was no project being funded at the moment although there was about \$80,000 available.
- Steve Speer said that the Aboriginal Plant Trail will be launched in August and the Interpretive Signs are a Public Fund project.
- David Coutts requested that the Interpretive Signs be made available to the Friends for comment prior to manufacture.

## 5 Reports

### 5.1 & 5.2 Peter Byron

- With new arrangements in Parks Australia the responsibility for the Norfolk Island National Park had been given to Judy West.
- There would be an internal strategic review of Parks Australia in September / October.
- Funding will be available for the development of ANBG site masterplan
  - A project plan will be developed with Peter Byron as Project Manager.
  - A short list of possible consultants will be drawn up.
- The Capital Works Budget for 2014/2015 includes :-
  - The Cafe toilet upgrade, work to start in July.
  - Repairs to the Ellis Rowan Building roof
  - Repairs to the Seedbank building roof
  - Electric vehicle replacement.
- Staff office space consolidation will result in the Franklin Building becoming available for lease.
- The renovation of the lower rainforest boardwalk should be finished by the end of June.
- The Asteraceae Garden was proceeding. Anne Phillips reported that the Nursery had a large number of plants that would be ready for planting out in September / October

### 5.3 Friends Liaison

- The “Human 101” guided walks had been well received although a number of participants
- The contracts of the two weekend rangers had been renewed for a further year as had Sally Bowman’s.
  - Sabrina Sonntag was taking 5 week’s long service leave.
- The Glasshouse interpretive signs had been finished.
- The “In Flower this Week” sheet would continue to be updated fortnightly.
- A “What’s in Flower “ sheet will be incorporated into the ANBG Newsletter, highlighting seasonal significant flowering.

### 5.4 Treasurer

- The treasurer’s report for May had been circulated to Council.
- *Council approved the reinvestment of a maturing term deposit for a 90 day period*
- The President had viewed and signed off the monthly bank statement.
- *It was moved by John Connolly, seconded by Marion Jones that the accounts be received and payments approved. Motion carried,*

### 5.5 Secretary

- The list of correspondence for May had been circulated.

### 5.6 Friends Groups Reports

- The report from the **Membership Committee** was tabled. Membership stood at 1878 at the end of May
- Anne Campbell reported that 37 had attended the May **Plant Science Group** talk on 2<sup>nd</sup> June.
- **Schools Photography Competition 2014**
  - Cecilia Milano had asked Council to set the amount for prizes for the competition.
  - *Council approved the following prizes on the motion of David Coutts, seconded by Anne Campbell*

▪ First	\$150
▪ Second	\$100
▪ Third	\$50
  - Total prizes would amount to \$2700
  - A poster would be prepared if necessary
  - The information should go out to schools before the end of the present term.

- **FronDs**
  - The August issue would go out about two weeks late because of absences.
  - Critical dates were
    - 11<sup>th</sup> June for major articles
    - 16<sup>th</sup> July for event information etc.

The meeting concluded at 3:00 PM

David Coutts  
President