

**Meeting of Council
3 October 2017
Dickson Room**

Minutes

1.0 Approval of Agenda, Attendance and Apologies

The meeting was opened by the Chair at 1 pm. The agenda was approved as circulated.

Apologies were received from Rita Maclachlan, Barbara Podger, Judy West, Glenys Bishop, Jonette McDonnell; Tricia Morton and Alan Munns

Attendance was

Council : Lesley Jackman (Chair), David Coutts, Helen Elliot, David Cox, David More, Jan Finley and Christianna Cobbold

ANBG : Peter Byron and Stephen Speer

2.0 Minutes of Council meeting 5 September 2017 for approval

RESOLUTION

Moved Helen Elliot **Seconded** David More- that the minutes of the 5 September 2017 Council meeting be approved as tabled.

Carried

3 Matters Arising from Minutes of 5 September 2017

3.1 Banners

Council noted that Tricia Morton is looking at what the Friends have as banners at the moment and it was felt that there are basically enough banners. One exception will be a pull up banner for Cool Country natives in the light of the recent agreement with them. It was not felt that the Growing Friends need a specific new banner.

It was agreed however that Corflute signs would be useful for the groups that need them (these can be used with the A frames that the Gardens already have available).

The President agree to liaise with the Friends groups on the above basis and report back to Council.

4. General Business

4.1 Public Art Project

Council was informed that work on the Treehouse is well advanced and completion of the Treehouse itself should be no later than early November. The landscaping works may take a little longer but should also be completed in November.

It was tentatively agreed that the opening would be in November on the basis of the above information. It was also agreed that the Minister should be invited to perform the opening but if he is unavailable the new Departmental Secretary (Finn Pratt) should be invited to open the Treehouse.

It was agreed that significant donations should be acknowledged at the Treehouse, probably by some sort of plaque or sign. Details of this will be further considered.

4.2 AGM

The President updated Council members on possible options for vacant Council positions.

Council members will provide food for the drinks before the AGM and Tricia Morton will organise the drinks. The President will follow up on matters for the life member presentations.

Council was informed that it was agreed that the Florilegium prints would be available for display at the AGM. David Coutts will make the arrangements

4.3 IT matters

David More tabled a summary report of progress with various IT matters.

- A point-of-sale system has been developed to help track sales and assist reconciliation by the Treasurer. This involves a barcode label which can be scanned when a sale occurs. This will be trialled at the photographic exhibition which is opening on 4 October.
- The broad review of IT needs has not advanced due to other commitments but should move forward once the Guides conference is over.
- The online donation facility for the Public Fund is now live on the website
- The Google Drive system is being used for meeting papers etc and will continue to be refined and developed.

4.4 Google Drive structure

While the Google Drive system is working quite well there needs to be a consultation on the best structure for the various folders and how access should be managed. A small group will look at this, starting from some ideas tabled recently by the President, in the relatively near future.

4.5 Life Memberships on the website

Council noted that Helen Elliot and David Coutts are looking at getting this information together but time won't allow much progress until a little later in the year.

4.6 2018 Botanic Interns

The President informed Council that we have been approached again to support the Botanic Interns program. This will mainly involve award of a book voucher and a year's complimentary membership to each intern and participation in the final presentation session in February 2018.

RESOLUTION

Moved Christianna Cobbold **Seconded** Jan Finley- that the Friends provide a book voucher from the Botanical bookshop to the value of \$100 and a year's complimentary membership to each of the interns

Carried

The President will convey this decision to the organiser of the interns

4.7 Friends Manuals Update

Council discussed some updates to the Friends manuals and suggested some minor amendments.

RESOLUTION

Moved David Coutts **Seconded** Christianna Cobbold- that subject to the minor amendments proposed by Council the updates to the manuals be approved.

Carried

4.8 Friends parking at ANBG

Peter Byron confirmed that the special arrangements for Friends volunteers who need longer parking at ANBG would be continued for 2018. ANBG asked for help from the Friends to manage issue of the parking passes and it was agreed that each relevant group would be asked to nominate a member to collect the names and distribute the passes.

The President agreed to contact the groups to seek nominations.

5. Reports

5.1 ANBG Executive Director

5.2 ANBG General Manager

Key points by Peter Byron were

- A Plan is under development for the seedbank and horticultural precinct
- The BGANZ conference will take place at ANBG in October and ANBG will make a presentation. About 120 are coming

5.3 ANBG Friends' Liaison

Steve Speer's report was noted. Key points were

- Recruitment is under way to replace Kate Adams
- Some new signage is now up in the BRC
 - There will also be an assessment of the books in the BRC and preparation of an email list of

groups that may be interested in using the facility

- The Bush Blitz program is underway for the school holidays and is being well used
- The Visitors Guide will shortly be reprinted

5.4 Major Events Working group (MEWG)

Council noted that arrangements for the 2018 Summer sounds are well under way and the bands have been locked in. Council endorsed the bands that have been selected.

Consideration needs to be given to alcohol sales arrangements as Pollen do not wish to do that and the Friends have found it a lot of effort for little real return in the past. Further inquiries will be made as to other possible options for drinks sales.

It was agreed that entry fees should be reviewed for the 2019 concert season.

5.5 Social Events and Activities Committee (SEAC)

Council noted that Wake up with the Birds is going quite well , although not mainly booked out so far. Not many participants are taking up the breakfast opportunity. It was agreed that further consultation with Pollen should take place for 2019 to see if they might reconsider some options for inclusion of breakfast, as that was very popular in the past.

5.6 Treasurer's report

Council noted the monthly reports tabled by the Treasurer.

Out of session approval was given to roll over the \$281000 term deposit and cash out the \$151000 term deposit (to cover the possibility of significant payments in the next few months).

RESOLUTION

Moved Helen Elliot **Seconded** David Cox that the above out of session approval be endorsed and Treasurer's report for August be accepted,

CARRIED

5.7 Projects Committee

In relation to the Eucalypt Discovery walk Council was informed that a quotation for signs, posts and installation has been received costing \$2662. This does not include art work and printing which is quoted at \$1100. The approved budget for this project was \$2500 and Council was asked to approve necessary additional funds to allow completion.

RESOLUTION

Moved - Christianna Cobbold **Seconded** Helen Elliot that funding for this project be increased up to a figure of \$4000.

Carried

5.8 Guides conference

Council noted the report provided by Glenys Bishop, which indicated that arrangements for the conference are going well and there are no outstanding problems at this stage.

5.9 Photographic Group

David Cox informed Council that the photographs are now up in the Visitor Centre and invitations have gone out for the opening on 4 October.

5.10 Membership

The September membership report was noted.

It was noted that the mailing of annual membership letters is about to commence.

Council was informed that the membership brochure will need to be revised and reprinted in mid 2018 but the existing brochure will be reprinted at the moment as copies are needed.

It was indicated that it has been decided that the New Members' walk will now take place in the first part of 2018 rather than November 2017.

5.11 Public Fund

A meeting of the Fund Management committee is to be held later on 3 October.

5.12 Growing Friends

It was noted that there may be a request from the Growing Friends for some minor funding for seeds and smoke water capsules, but no formal request has yet come forward.

Arrangements for the November sale are in hand.

The President thanked the retiring members, David Cox, Rita Maclachlan and Jan Finley for their excellent contributions made over the last few years.

6. Next meeting

1pm on Tuesday 14 November 2017 in the Dickson Room.

Lesley Jackman
President