

	Topic	Information	Responsible Person	Moved (M) Seconded (S)	Passed / Noted
1	Approval of Agenda, Attendance & Apologies				
1.1	Approval of Agenda	Neville opened the meeting at 2.03pm and sought any additions/changes to the agenda.	Neville Page		
	Attendance	Welcome to Judy West. <u>Council:</u> Neville Page (President, Chair), Linda Beveridge (Vice President), Marg Nicholls (Secretary), Christianna Cobbold, Kerry Moir, Masumi Robertson, Sue Serjeantson. <u>Ex-officio:</u> Anthony Whalen (Acting Executive Director ANBG) Helen McHugh (ANBG Friends Liaison Officer) <u>Invited:</u> Beth Tyerman (Website SIG) Judy West (Program Director National Parks Conservations Trust) left at 2.27pm			
	Conflicts of Interest	<u>Apologies:</u> Peter Byron (ANBG General Manager), Anne Holmes, Alan Henderson Neville called for any Conflicts of Interest to today's Agenda. There were no Conflicts of interest reported.			
2	Minutes of Previous Meeting				
		RESOLUTION That the minutes of the Council meeting of 13 July 2023 be accepted.		M: M Nicholls S: L Beveridge	

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	Matters arising from previous minutes				
2.1		There were no matters arising			
3	General Business				
3.1	Presentation by Judy West Program Director National Parks Conservation Trust	<ul style="list-style-type: none"> • Bequest Fund • Partner charity with Parks Australia • Includes 60 marine and 7 land parks • Parks come up with projects and considered by trustees. • Videos on Trust and projects at Trust Website www.parkstrust.org.au • Focus areas <ul style="list-style-type: none"> ○ to restore lost biodiversity and reverse decline ○ cultures remain strong and vibrant ○ sustainably manage our oceans 	Judy West		Noted
3.2	Key Priorities Review	<ul style="list-style-type: none"> • Neville gave an overview of the 5 year Strategic plan • Propose to circulate the key priorities with already received comments and request feedback 	Neville Page		Noted
3.3	Participation in Floriade activities – progress report	<ul style="list-style-type: none"> • Landcare ACT very pleased with Friends offer • Planting out 11 September 9am 	Linda Beveridge		Noted
3.4	Update of Memorandum of Understanding with ANBG	<ul style="list-style-type: none"> • Document uploaded onto Google Drive • Communications with Peter Byron on the matter • Changes relate only to Schedule 1 	Neville Page		Noted

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		<ul style="list-style-type: none"> ○ additional changes requested Green house volunteers, Garden volunteer, Conservatory volunteers ● Schedule 2 Friends activities <ul style="list-style-type: none"> ○ Friend's student photo comp ○ Nature journaling group (addition) ○ Friends communication and subcommittee marked for consideration and discussion ○ E-Bulletin to be considered for subcommittee ● Consideration for responsibilities for each of the subcommittees ● President to arrange signing of agreed MOU 			
3.5	eBulletin Distribution	<ul style="list-style-type: none"> ● Goes out at least monthly sometimes more. ● Neville has responsibility for managing the distribution and editorial ● IT side linked to Mailchimp ● Mailchimp distribution requires regular updating ● Unfinancial members should be delisted ● Individual members can unsubscribe ● Many hours updating Mailchimp list and found had 500 unfinancial members some since 2018. These have now been-archived. ● Have 2080 membership in friends register and approx. 1830 email addresses in Mailchimp. ● Believe currently in good shape but someone should take over as Neville only has 12 months left as President ● 59% of what sent gets opened. 	Neville Page		Noted

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3.6	Arrangements for AGM	<ul style="list-style-type: none"> • Checklist published on Google Drive • Thank you to those who have nominated to help with preparation and smooth running of the AGM • All offers of assistance warmly welcomed 	Marg Nicholls		Noted
4	Reports				
4.1	ANBG Acting Executive Director	<ul style="list-style-type: none"> • Thank you for donation of botanical art • Interviews for new permanent Exec director possibly commence in October • Anthony finishes up in September • Received access to fleet of 100 drones useful for science enabling tools used for photographic and surveys and artificial intelligence for field work as well as weed spraying. • 1st September Wattle Day 35th anniversary in association with Wattle Day Associations - a sm celebration at Rock Sculpture. • Working with seed bank builders about 60 week build 			Noted
4.2	ANBG General Manager	<ul style="list-style-type: none"> • Report provided by Acting Executive Director 	Peter Byron		Noted
4.3	ANBG Friends Liaison Officer	<p>Report on Google Drive (received during meeting)</p> <ul style="list-style-type: none"> • Visitation and activities – 49709 visitors in July 2023 • Broad community appeal Megafauna • ANBG Staffing • August Science week • September <ul style="list-style-type: none"> ○ 1st - Wattle day ○ 2nd – 3rd Botanica Festival 	Helen McHugh		Noted

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		<ul style="list-style-type: none"> ○ 25th, 27th, 28th, 29th 30th Twilights School Holiday adventures ○ 30th to 2nd Oct Woodcraft Guild exhibition ● New fogging system to be installed near café ● Continuing Tasmanian garden pond and path ● Pollen Café flooring upgrades ● Mobile plant pest surveillance ● New embosser and engraver machines ● Tropical Mountain Plant Science project prize for excellence in Botanical Science 			
4.4	President's Report	<ul style="list-style-type: none"> ● Publish eBulletin ● Discussions with Steven Playford and Anne Holmes re 2024 Garden Calendar ● Major update of Mailchimp ● Communications with ANBG GM Peter Byron re MOU ● Signed audited financial accounts ● Meeting with Rod King (new treasurer) and Anne Holmes (current treasurer) 	Neville Page		Noted
4.5	Treasurer's Report	<p>Treasurer's Report:</p> <ul style="list-style-type: none"> ● Balance Sheet for 31 July 2023 ● Income Statement for 31 July 2023 <p>RESOLUTION: That the Treasurer's Report be accepted.</p> <ul style="list-style-type: none"> ● 2023-2024-FRIENDS - Projections of Income Expenditure 	Anne Holmes	M: M Nicholls S: L Beveridge	Passed

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		<ul style="list-style-type: none"> • 2023-2024-PUBLIC FUND - Projections of Income Expenditure • Friends Term Deposit (3 months) • Public Fund Term Deposit (3 months) • 230630-Audited Financials-Consolidated-Signed.pdf • 230630-Audited Financials-PF-Signed.pdf • 2023-24 ANBG Project Forecast received from H McHugh <p>Friends: For the Friends accounts (Operating & Events), we have \$62,353.01 currently in hand, with income and expenditure for 2022 used for projection, except for increased cost of MYOB. Plant sales has been moved from August to September. Items which have an irregular request for reimbursement have been added using a quarterly average. As you can see, available income does not significantly increase until Membership Renewals in October.</p> <ol style="list-style-type: none"> 1. Given the unknown timing of Friends expenditures (e.g. Website Redevelopment Phase 2 & 3, MEGAFauna, Membership Brochures), 2. Unknown costs and timing for Friends expenditures (e.g. ongoing maintenance and annual fees for new website, IT upgrades, requests for laptops), and 			

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		<p>3. The assumption that no additional projects will require funding until post mid-November 2023,</p> <p>It is recommend that we could move say \$10,000 into the Operating account to meet the Iconic Display of large plants donations in September 2023 and October 2023.</p> <p>RESOLUTION: That, In view of upcoming project payments to the ANBG, to withdraw \$10,000 from term deposit #72 902 3119 and rollover the balance of \$127,325.62 plus accrued interest of \$1,015.84 for a new term deposit of 3 months.</p>		<p>M: L Beveridge S: K Moir</p>	<p>Passed</p>
	Public Fund	<p>For the Public Fund, we have \$12,273.07 currently in hand, with income and expenditure for 2022 used for the projection. If we assume that no additional projects will require funding until post mid-November 2023, then we could move say \$8,000 into the Public Fund account to meet the Online Education Resource donation in October 2023.</p> <p>Note that Donations to the Public Fund received with Membership renewals may be lower than those received last year.</p> <p>RESOLUTION: That, In view of upcoming project payments to the ANBG, to withdraw \$8,000 from term deposit #88 034 0395 and rollover</p>			

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		<p>the balance of \$111,070.96 plus accrued interest of \$880.80 for a new term deposit of 3 months.</p> <p>NOTE: There were insufficient Public Fund Management Committee members in attendance at the meeting.</p> <p>An Urgent out of session resolution will be conducted after this meeting and reported to the September 2024 meeting.</p>			
4.6	Meeting botanic interests of Friends	<ul style="list-style-type: none"> Discussions with interested people and ANBG and agreement for interest group reached. Paper to come to council asap 	Linda Beveridge		
4.7	Review of Manuals A & B	<p>Report on Google Drive</p> <ul style="list-style-type: none"> Policy template was not uploaded will be uploaded for the September 2023 meeting 	Marg Nicholls		Noted
4.8	Project Committee	Nil Report	Alan Henderson		
4.9	IT Strategy		Christianna Cobbold		
4.10	Volunteer Guides	<ul style="list-style-type: none"> Guides celebrating Science Week with symbiosis-themed walks titled 'The Art of Living Together' from 14 to 20 August. Special Wattle walks will be held during Wattle Week from 4 to 10 September. 	Kerry Moir		Noted

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		<ul style="list-style-type: none"> During the school holidays the 'Secrets of the Australian Bush' Flora tours specially for children and families will run on selected days. 			
4.11	Website	<p>IT Report for August 2023 Council meeting</p> <ul style="list-style-type: none"> The team is keeping on top of requested web updates David Moore sent out increasing of SPAM and not to open any links or respond to email We are looking forward to the new website (and are very relieved that Christianna is managing this so well) A task for Beth Tyerman is to chase up all the people we found at the Friends Welcome sessions in the past two years to see what their areas of expertise are, and to provide examples of where we know we could use help David has recommended a review of storage and setup, preferably by someone with expertise with volunteer organisations <p>GoogleSearch statistics for July show that the Home Page, the Calendar and the Thursday Talks pages were the most commonly accessed pages of the Friends' website</p>	Beth Tyerman		Noted
5	Friends Groups				All reports noted
5.1	Photographic Group	<p>Neville provided the following information (email exchange and Quote on Google Drive)</p> <ul style="list-style-type: none"> Friend's Photographic Group has completed production of 2024 Gardens calendar The group has determined that current process is unsustainable – current template faulty and not to industry standard & no in house Adobe InDesign expert 	Steven Playford		

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		<ul style="list-style-type: none"> Propose to outsource design of template (\$528) and engage printer to undertake content inclusion (\$88 per annum) This will allow breakeven in 2025 and around \$500 per annum available for donation to Gardens <p>RESOLUTION:</p> <p>That expenditure up to \$600 be approved for design of a calendar template by Instant Colour Press, subject to clarification of ownership of InDesign file of the calendar template residing with FANBG</p>		M: L Beveridge S: N Page	Passed
5.2	Botanic Art Group	Linda provided the following information <ul style="list-style-type: none"> Regular sessions continuing 	Wendy Antoniak		
5.3	Flowers, Fruit and Foliage	Neville provided the following information <ul style="list-style-type: none"> Fortnightly FFF walks continue 	Ben Walcott		
5.4	Growing Friends	Neville provided the following information <ul style="list-style-type: none"> Plant sale is planned for September 	Maurice Hermann		
5.5	Plant Science Group	Neville provided the following information <ul style="list-style-type: none"> Plant Science talks continue and are well attended 	John Busby		
5.6	Thursday Talks	2022 – 2023 Annual Report on Google Drive <ul style="list-style-type: none"> Total audience for year 1740 Talks held on the 44 available weeks (1 week the Thursday was national day of mourning for Queen Elizabeth II, a public holiday and the talk was re-scheduled) Booking system (Trybooking) in place 	Linda Beveridge		

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		<ul style="list-style-type: none"> Program covered topics related to botany and current and historical environments and included scientific research; speakers from CSIRO, ANU and other organisations <p>Forthcoming Thursday Talks report on Google Drive Upcoming talks from 10th August onwards (Good idea to reserve seat)</p> <ul style="list-style-type: none"> Murray Lane (ANU) – research on koalas Dr David Bush (CSIRO) – Australian native trees species for bioenergy and carbon capture Bronwyn Saunders Prof Andrienne Nicotra (ANU) Dr Suzette Searle Dr Francisco Encinas-Viso Emeritus Professor Valery Kirk AM (Dr Toner Stevenson (University Sydney) – Glen Cocking (Volunteer Curator and Collector) – Helen Kennedy (Botanist) Don Beer Memorial Talk Dr Zoe Knap (ANBG) Dr Erin Hahn (CSIRO) Emeritus profession Libby Robin Margaret Saul Botanical artist Dr Roger Farrow Entomologist 			
5.7	Social Events and Activities	<ul style="list-style-type: none"> Organising catering for AGM 	Christianna Cobbold		

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5.8	Nature Journaling	Neville provided the following information <ul style="list-style-type: none"> Continues to meet on 1st Monday of month 	Lesley Page		
5.9	Membership	Report on Google Drive No new memberships in July. <ul style="list-style-type: none"> Current membership 2056 Current members 2832 Lapsed members 219 	Lesley Harland		
5.10	Communications	<i>FronDS</i> E-Bulletin <i>Neville doing bulletin next week any items</i>	Barbara Podger Neville Page		
6	Other Business		Neville Page		Noted
	Life Membership 2023 nominations	Three nominees for Life Membership were agreed by Council by secret ballot. They will be presented with their respective certificates of Life Membership at the AGM.	Neville Page		Noted
7	Next Meeting				
		The next meeting of FANBG is 14 September 2023 commencing 2pm in the Celia Rosser Room	Neville Page		Noted

