

	Topic	Information	Responsible Person	Moved (M) Seconded (S)	Passed / Noted
	Conflicts of Interest	<p>That Marg Nicholls be appointed to the position of Council Secretary of the Friends of the Australian National Botanic Gardens, such appointment to be valid until the date of the 2024 Annual General Meeting, expected to be in October 2024</p> <p style="text-align: right;">Moved: Neville Page Seconded: Beth Tyerman</p> <p>Neville called for any Conflicts of Interest to the Agenda.</p> <p>There were no Conflicts of interest reported.</p>			
2	Minutes of Previous Meeting				
		<p style="text-align: center;">RESOLUTION</p> <p>That the minutes as amended of the Council meeting of 12 October 2023 be accepted.</p>		M: M Nicholls S: K Moir	Passed
	Matters arising from previous minutes				
		Nil matters arising			
3	General Business				
3.1	Proposal for enhancement of propagation facilities by Growing Friends	<p>Report on Google Drive</p> <ul style="list-style-type: none"> • Overview of existing facilities in Growing Friend's Igloo • Broad actions to be considered in the proposed upgrade • Agreements and approvals requested <ul style="list-style-type: none"> • In-principle agreement from Council to the refurbishment and upgrade of the Growing Friends' propagation facilities as described in submission; 	Maurice Hermann		

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		<ul style="list-style-type: none"> • Agreement to Growing Friends working with Gardens staff on the development of a revised layout for the igloo-based facilities; • Support for Growing Friends developing a project plan for the project, including the order in which actions should be taken; • Support for Growing Friends developing phased costings for the project, with the aim of completing the project over a 2-3 year period; and • Noting that initial advice is that the total cost of the project could be in excess of \$10,000 and possibly as high as \$15,000 • Provide in the Friends' budget of \$1,200 for the acquisition of a replacement laptop computer in either the 2024-5 or 2025-6 financial year. <p>RESOLUTION: That Council:</p> <ol style="list-style-type: none"> a) provide in principal support to the Growing Friends proposal; b) request that a project plan with costings be prepared and presented to Council by May 2024; and c) immediately acquire a replacement laptop for Growing Friends use 		<p>M: B Tyerman S:M Robertson</p>	<p>Passed</p>

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Items 4.1 to 4.3 bought forward on the agenda.					
4.1	ANBG Executive Director	<ul style="list-style-type: none"> Introduced herself and provided background and commented that she looks forward to working with the Friends. 			
4.2	ANBG General Manager	<ul style="list-style-type: none"> New branch structure 4 sections Zoe Knapp Acting Uluru park manager until end jan Considerable investment in maintenance and infrastructure ANBG Host Botanic Gardens Australia and NZ conference in November 2025 Conservatory opening May 2025 			
4.3	ANBG Friends Liaison Officer	<p>Report on Google Drive</p> <ul style="list-style-type: none"> Continuing to get high visitation both within the gardens and visitors centre Canberra Monopoly and Trump cards due for release early 2024 Learning Hub underway – Friends to be acknowledged Sunset Cinema bumps in from 20th November. Sale price tickets (\$13) from 24th November Volunteer recognition ceremony 28th November 10am - 11am Living collections and assets <ul style="list-style-type: none"> Red Centre Garden - Central Meeting Place Artwork conservation work Nov-Dec Friends Shelter - Paint metal structure and replace canvas Nov-Dec Bushland Fire Suppression System upgrades – completion date end of Nov 2024. Growing Friends water tank stabilized – completed Friend of ANBG Student Scholarships closed and being assessed Successful germination of seeds of Mongarlowe Mallee, <i>Eucalyptus recurva</i>. 			

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Return to agenda					
3.2	Secretarial role possible enhancements	<ul style="list-style-type: none"> • Difficulty in getting volunteers to nominate undertake role • Review of the secretary job description to consider <ul style="list-style-type: none"> ○ Update to current practice ○ Addition / removal of tasks as appropriate ○ Succession planning ○ Creation of secretariat 2 or 3 team members • Suggestions sought from Council on how to progress <ul style="list-style-type: none"> ○ Contact Marg or Neville with suggestions 	Marg Nicholls		Noted
3.3	Review key priorities	<p>Report on Google Drive</p> <p>Amended Strategic Plan on Google Drive</p> <p>Key Priorities for the 2023-2024 year:</p> <ol style="list-style-type: none"> 1. Encourage member participation in Friends activities 2. Encourage worthwhile projects for financial assistance 3. Protect member confidential information held by Friends 4. Enhance membership processing to include online membership applications 5. Maintain high level member communications. <p>Specific supporting projects</p> <ol style="list-style-type: none"> 1. Replacement of Friends website 	Neville Page		

	Topic	Information	Responsible Person	Moved (M) Seconded (S)	Passed / Noted
		<ol style="list-style-type: none"> 2. Enhancement propagation facilities for Growing Friends 3. Review of membership database 4. Review of email and internet security 5. Complete update of policy and procedures manuals <p>Council to review and provide comment to Neville for inclusion and adoption at the December 2023 meeting.</p>			Noted
4	Reports				
4.4	President's Report	<p>Report on Google Drive</p> <ul style="list-style-type: none"> • Publish eBulletin • Annual General Meeting • MYOB allocations and assistance with Treasurer's Report • Order name badges • Out-of-session resolution regarding appointment of Secretary • Received five (5) Volunteer Recognition nominees <ul style="list-style-type: none"> ○ Names confidentially disclosed by the President ○ Presentation Event on 28 November 2023 <p>RESOLUTION: That subject to acceptance by individual volunteer recognition nominees, the President to put forward their name to ANBG to receive Volunteer Recognition Award.</p>	Neville Page		Noted
				M: N Page S: A Henderson	Passed

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4.5	Treasurer's Report	<p>Financial Papers on Google Drive</p> <p>Treasurer's Report:</p> <ul style="list-style-type: none"> Balance Sheet for 31 October 2023 Income Statement for 31 October 2023 <p>RESOLUTION: That the Treasurer's report to 31 October 2023 be accepted.</p> <p>RESOLUTION: That the Friends Council term deposit #72 902 3119 for \$129,456.00 be renewed for a further period of three (3) months.</p>	Rod King	<p>M: R King S: N Page</p> <p>M: R King S: A Henderson</p>	<p>Passed</p> <p>Passed</p>
4.6	Public Fund	<p>RESOLUTION: Rod King appointed as member of ANBG Friends Public Fund Management Committee</p> <p>RESOLUTION: That Public Fund term deposit account #747661015 for \$112,922.00 be reinvested for a further period of three (3) months.</p>	<p>Neville Page</p> <p>Rod King</p>	<p>M: N Page S:A Henderson</p> <p>M: R King S: A Henderson</p>	<p>Passed</p> <p>Passed</p>
4.7	Project Committee	Report on Google Drive	Alan Henderson		

	Topic	Information	Responsible Person	Moved (M) Seconded (S)	Passed / Noted
		<ul style="list-style-type: none"> Updated projections for income and expenditure for Friends and Public Fund as at June 2024 to be presented Council's December 2023 meeting Project Committee Guidelines updated with removal of information which is presented elsewhere <p>RESOLUTION That Council endorse the changes to the Project Committee guidelines.</p>		M: A Henderson S: M Nicholls	Passed
4.8	IT Strategy	Beth Tyerman provided the following information <ul style="list-style-type: none"> IT Strategy ongoing Extended thanks to Wanda Fissel for her work 	Christianna Cobbold		Noted
4.9	Website	Beth Tyerman provided the following information <ul style="list-style-type: none"> David More hoping to step back next year Email to all people who have expressed interest in IT matters to gauge expertise to contribute to Friends IT related activities 	Beth Tyerman		Noted
4.10	Volunteer Guides	<ul style="list-style-type: none"> Professional dev to Bendora arboretum – partially funded by ANBG Next couple months to be busy in training 	Kerry Moir		Noted
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5	Friends Groups				
5.1	Botanic Art Group	<ul style="list-style-type: none"> Exhibition of collected donations that Friends have brought over time – showing at Visitors Centre 	Wendy Antoniak		Noted
5.2	Communications	<i>Fronds</i> <ul style="list-style-type: none"> Next <i>Fronds</i> Items for the April 2024 issue required by the third week of February 2024. 	Barbara Podger		

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		<ul style="list-style-type: none"> E-Bulletin items required by 5pm 14th November 2023 	Neville Page		
5.3	Flowers, Fruit and Foliage	<ul style="list-style-type: none"> Ongoing 	Ben Walcott		
5.4	Growing Friends	<ul style="list-style-type: none"> Report provided at 3.1 	Maurice Hermann		
5.5	Membership	<p>Report listing New Members for September on Google drive</p> <ul style="list-style-type: none"> Report detailing Membership for September on Google drive. Unable to provide full membership statistics, due to timing of download. <ul style="list-style-type: none"> New members 24 Renewals 213 FANBG receive request for concession for seniors card and there is insufficient clarity on FANBG's position. New guideline for concessional membership <p>That Council issue the following concessional membership guideline</p> <ul style="list-style-type: none"> The ANBG Friends accept Commonwealth issued pension card or Commonwealth issued Health Care card as meeting the eligibility for concessional membership. However, a Seniors card does not meet the eligibility criteria for concession. 	Lesley Harland		

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5.6	Nature Journaling	Neville provided the following information <ul style="list-style-type: none"> No Nature Journaling in December 2023 and January 2024 	Lesley Page		
5.7	Photographic Group	<ul style="list-style-type: none"> Planning for exhibition in November 	Steven Playford		
5.8	Plant Recognition Group	No report	John Busby		
5.9	Plant Science Group	<ul style="list-style-type: none"> Continues to have speakers Next speaker on 13th November about the Conservatory 	John Busby		
5.10	Social Events and Activities	No report	Christianna Cobbold		
5.11	Thursday Talks	No Talks in December 2023 and January 2024	Linda Beveridge		

6	Other Business				
		Nil other business			Noted
7	Next Meeting				
		The next meeting of FANBG is 14 December 2023 commencing 2pm in the Celia Rosser Room Meeting closed at 3.50pm	Neville Page		Noted

