

Minutes of Council meeting - Celia Rosser Room 2pm 9 May 2024



	Topic	Information	Responsible Person	Moved (M) Seconded (S)	Passed / Noted
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1	Approval of agenda, Attendance & Apologies				
1.1	Approval of agenda	Linda opened the meeting at 2.02pm and sought any additions/changes to the agenda.  Items 5.5 and 4.1 to be bought forward in the agenda.	Linda Beveridge		
	Attendance	<u>Council:</u> Linda Beveridge (Vice President Chair), Marg Nicholls (Secretary), Kerry Moir, Alan Henderson, Beth Tyerman, Christianna Cobbold.  <u>Ex-officio:</u> Helen McHugh (ANBG Friends Liaison Officer), Dr Rebecca Pirzl (Branch Head Strategic Partnerships and ANBG) left 2.35pm, Peter Byron (ANBG General Manager) left 3.28pm.  <u>Invited:</u> Wanda Filsell, Maurice Hermann.  <u>Apologies:</u> Neville Page (President) Rod King (Treasurer), Masumi Robertson			Noted
	Conflicts of interest	Linda called for any conflicts of interest to the agenda.			



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		There were no conflicts of interest reported.			
<b>The Chair bought forward Items 5.5 and 4.1 of the meeting agenda</b>					
5.5	Growing Friends	<p>Report on Google Drive</p> <p>Maurice provided update of planning for the propagation facilities, including consultation with ANBG and took questions.</p> <p><b>RESOLUTION</b> That Council agree to expenditure up to \$3,000 for new tables/workbenches and seating in the shed near the igloo.</p> <p><b>NOTING</b> Council to note that a further report will be provided to Council about propagation facilities and options for the future once discussions have been held.</p>	Maurice Hermann	M: L Beveridge S: M Nicholls	Passed  Noted
4.1	Branch Head Strategic Partnerships and ANBG	<p>Verbal report provided.</p> <p>Department has added functions to the Branch which has expanded to 4 sections:</p> <ol style="list-style-type: none"> <li>1. Australian National Botanic Gardens</li> <li>2. Biodiversity Science and Knowledge section                             <ul style="list-style-type: none"> <li>• includes National Herbarium (joint venture with CSIRO)</li> </ul> </li> </ol>	Dr Rebecca Pirzl		Noted

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		<ul style="list-style-type: none"> <li>• Australian Biological Resources Study (ABRS)</li> <li>• Bush Blitz - species discovery.</li> </ul> <p>3. Office of the Chief Remote Pilot</p> <ul style="list-style-type: none"> <li>• Formal office under CASA legislations to run all drone activity across Parks Australia</li> <li>• Strong tech innovative capability</li> </ul> <p>4. Conservation Science Section</p> <ul style="list-style-type: none"> <li>• National Seed Bank</li> <li>• Strategic Science Coordination across Parks Australia parks.</li> </ul> <p>Rebecca thanked the Friends for their significant contribution to the Gardens.</p>			
<b>Chair returned to the agenda</b>					
<b>2</b>	<b>Minutes of previous meeting</b>				
2.1		<p style="text-align: center;"><b>RESOLUTION</b></p> <p>That the minutes of the Council meeting of 11 April 2024 be accepted.</p>	Marg Nicholls	M: M Nicholls S: C Cobbold	Passed
<b>Matters Arising from previous meeting</b>					



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2.2	Matters arising	<ul style="list-style-type: none"> <li>• Draft Confidentiality Policy</li> <li>• Projected Expenditure for General Fund and Gift Fund – Agenda Item 4.5</li> <li>• New Members Welcome Morning Tea - Agenda item 3.3</li> <li>• Gift of books by Jane Lambert - Agenda item 3.4</li> <li>• Bird paintings by Frances McMahon - Agenda Item 3.5</li> <li>• Apply to bank for Friends debit card - Agenda Item 4.5</li> <li>• Growing Friends enhancement of propagation facilities - Agenda item 5.5</li> <li>• Review of Manuals A and B – progress report – Agenda Item 3.2</li> </ul> <p><b>RESOLUTION</b> That the following amendments to the Confidentiality Policy accepted.</p> <p><b>RELATED DOCUMENTS</b></p> <ul style="list-style-type: none"> <li>• <i>FANBG Constitution</i></li> <li>• <i>Memorandum of Understanding (MOU) between Director of National Parks (DNP) and Friends of the Australian National Botanic Gardens Inc in relation to A Framework for</i></li> </ul>	Marg Nicholls	M: M Nicholls S: C Cobbold	Passed

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		<p><i>Collaborative Working Arrangements and with particular reference to</i></p> <p>Clause 3, General Responsibilities and Acknowledgements</p> <p>3.2. g. each party must respect any information provided in confidence;</p> <p>3.2. i. the need for ethical and professional conduct to ensure that the reputation and credibility of each Party is maintained.</p>			
<b>3</b>	<b>General Business</b>				
3.1	Constitutional amendments	<p>Reports on Google Drive</p> <p><b>RESOLUTION</b></p> <p>That Council agree to the proposed changes to the constitution as set out in the Draft Constitution.</p>	Marg Nicholls Wanda Filsell	M: M Nicholls S: K Moir	Passed
3.2	Review Manuals A & B	No progress during last month with other priorities impacting on available time.	Marg Nicholls		
3.3	New Members Welcome Function	All council members received invitation to attend.	Linda Beveridge		Noted
3.4	Gift of books by Jane Lambert	Informal morning tea Thursday 16 <sup>th</sup> May 2024, Council members invited.	Linda Beveridge		



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3.5	Bird Paintings by Frances McMahon	Neville in process of arranging with ANBG for the paintings to be stored with the ANBG art collection	Linda Beveridge		
3.6	Planned Absences	Apologies noted for the following  <b>Meeting Date 2024</b> 13 June 13 June 13 June 11 July 9 August 12 September	Linda Beveridge		Noted
<b>4</b>	<b>Reports</b>				
4.2	ANBG General Manager	Verbal report given  <b>Ian Potter National Conservatory</b> <ul style="list-style-type: none"> <li>ANBG has control of the Conservatory site. Over the next weeks, conservatory construction site will be assessed and steps taken to ensure its safety.</li> <li>ANBG seeking to procure a new builder to complete Conservatory, as original builder having entered voluntary administration earlier this year.</li> </ul>	Peter Byron		Noted

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		<ul style="list-style-type: none"> <li>The project is over half-way to completion. Once complete, the conservatory will be a national showcase for tropical Australian native flora, including rare and threatened species.</li> </ul> <p><b>Seed Bank upgrades</b></p> <ul style="list-style-type: none"> <li>The ANBG seeking to procure a new builder to complete a substantial upgrade of the Seedbank on the current site.</li> </ul>			
4.3	ANBG Friends Liaison Officer	<ul style="list-style-type: none"> <li>47,320 came to gardens in April</li> <li>11,129 people came to the visitor centre</li> <li>Visitor Centre Permanent Exhibition commencing 20<sup>th</sup> May 2024 – Friends Project contracts signed with anticipated finish by 30 June 2024</li> <li>23 volunteer guides to graduate in May 2024</li> <li>Friends Explorer Backpacks being developed for families to take out and explore the Gardens starting with 5 with evaluation built into the program.</li> <li>Science communication research project on social media</li> <li>10<sup>th</sup> Annual Canberra Tree Week</li> <li>Botanic Gardens Day 26<sup>th</sup> May 2024 10am to 3pm</li> <li>Heritage Festival – Garden through Time</li> <li>Autumn plant out almost complete,</li> <li>Imlay Mallee Conservation fieldtrip,</li> <li>Conservation Science – field trips to Wellington/Mudgee, baseline germination testing for new seed collections,</li> </ul>	Helen McHugh		Noted



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		<ul style="list-style-type: none"> <li>Planning for collecting season trips with focus on subalpine areas in Namadgi National Park</li> </ul>			
4.4	Presidents Report	Nil report			Noted
4.5	Treasurer's Report	<p>Financial Papers on Google Drive</p> <p>Treasurer's Report:</p> <ul style="list-style-type: none"> <li>Balance Sheet for 30 April 2024</li> <li>Income Statement for 30 April 2024</li> <li>Friends debit card - Email advice received from the Treasurer that we do not have a debit card a report will be coming to Council</li> <li>Monthly cash flow statement now included in income statement</li> </ul> <p><b>RESOLUTION:</b> That the Treasurer's Report to 30 April 2024 be accepted.</p> <p><b>OUT OF SESSION RESOLUTION</b> The following resolution was resolved via email responses from Council members:</p> <p>That \$80,000 be redeemed from the Gift Fund term deposit account 880340395 which matured on 4 May 2024, and the proceeds be deposited into the Gift Fund bank account number 555787847; and</p>	Linda Beveridge M Nicholls	M: L Beveridge S: B Tyerman	



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		<p>that the balance of the Gift Fund term deposit be invested for a further three months.</p> <p><b>Moved:</b> Rod King <b>Seconded:</b> Neville Page</p> <p>The out of session resolution was passed unanimously.</p>			
4.6	Project Committee Report	<p>Report on Google Drive</p> <ul style="list-style-type: none"> <li>● Project Committee advice on two Tasmanian Garden projects,</li> <li>● Brief updates on several other projects.</li> </ul> <p><b>RESOLUTION</b></p> <ol style="list-style-type: none"> <li>1. That, subject to the availability of funds, Council commit \$60,000 in 2023-24 toward a fogging system in the Tasmanian Garden from either the Friends or Gift Fund, or some combination of both sources.</li> <li>2. That, consistent with standard practice, a plaque acknowledging the Friends support for the fogging system would be installed.</li> </ol> <p>Consequential changes to the Project Committee Guidelines following the replacement of the Public Fund by the Gift Fund.</p>	Alan Henderson	M: A Henderson S: C Cobbold	Passed



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		<p><b>RESOLUTION</b> Council endorse the revised Project Committee Guidelines</p> <p><b>NOTING</b> Council to note:</p> <ul style="list-style-type: none"> <li>• Deferral of \$27,500 payment toward iconic plants from 2023-24 to 2024-25 financial year.</li> <li>• Project Committee will bring forward advice on furniture for the administration building foyer and Visitor Centre at a later date.</li> </ul>		M: A Henderson S: C Cobbold	Passed  Noted
4.7	IT Strategy Report	<p>Report on Google Drive</p> <p>Discussion was held covering the following:</p> <ul style="list-style-type: none"> <li>• the impracticability of the current membership system – time consuming and inadequate,</li> <li>• thought be given to the inclusion of a volunteer management component</li> </ul> <p><b>RESOLUTION</b> That Council:</p> <ol style="list-style-type: none"> <li>1. agree that Council member Christianna Cobbold project manage the development of a new Membership database for the Friends,</li> </ol>	Christianna Cobbold	M: C Cobbold S: B Tyerman	Passed

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		<p>2. agree that a subcommittee comprising the membership team, David More and 2 other Friends members, be formed to assist Christianna in the oversight the project,</p> <p>3. agree requirements for the membership system as set out in 2018 be reviewed and revised if necessary,</p> <p>4. agree that Club Express and Member Jungle be examined to determine which one can better meet our needs,</p> <p><b>NOTING</b></p> <ul style="list-style-type: none"> <li>● Council to note the need to adjust current processes and procedures in membership management to ensure the implementation of a cost effective and well supported commercially available membership system which will not require excessive volunteer effort to operate or maintain.</li> </ul>			Noted
4.8	Website	<p>Report on Google Drive</p> <ul style="list-style-type: none"> <li>● All updates to the existing website replicated on the new website</li> <li>● Wanda and Alan are working on updates to the Projects Committee pages</li> </ul>	Beth Tyerman		Noted



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		<ul style="list-style-type: none"> <li>• When the website is ready for sharing, new website team to review for one week</li> <li>• It will then go to the testing team for review</li> <li>• Anticipated live date now 1 July 2024</li> <li>• Final invoice for payment for Website development to be paid</li> <li>• Urgent need for backend IT technical support                             <ul style="list-style-type: none"> <li>○ some discussion regarding considering a paid arrangement as there is currently no volunteer skilled or willing to undertake responsibility for the role</li> <li>○ further work to be undertaken for the inclusion into forward projections</li> </ul> </li> </ul>			
4.9	Volunteer Guides	Verbal report provided <ul style="list-style-type: none"> <li>• Training course finished</li> <li>• New guides working with mentors</li> <li>• Great to note that there were no dropouts</li> <li>• Flora bus having battery problem</li> <li>• Fewer than 70 existing guides and 38 involved in new guide training program</li> </ul>	Kerry Moir		
<b>5</b>	<b>Friends Groups</b>				
5.1	Botanic Art Group	Report on Google Drive <ul style="list-style-type: none"> <li>• Bush fragrance exhibition was successful full report to next Council meeting</li> </ul>	Wendy Antoniak		Noted

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5.2	Communications	<i>Fronds</i> Next deadline 15 June 2024  E-bulletin • Deadline 5pm Tuesday 14 <sup>th</sup> May 2024	Barbara Podger Linda Beveridge												
5.3	Flowers, Fruit and Foliage	Ongoing	Ben Walcott												
5.4	Friends Nature Journaling	No report	Lesley Page												
5.6	Membership	Report listing New Members and membership to April 2024 on Google drive.  <table style="margin-left: 20px;"> <tr><td>Current memberships</td><td>2068</td></tr> <tr><td>Current members</td><td>2775</td></tr> <tr><td>Renewals</td><td>10</td></tr> <tr><td>Lapsed members</td><td>221</td></tr> <tr><td>New members</td><td>16</td></tr> </table> New delegation instrument to be enacted.  <b>RESOLUTION</b> 1. That Council delegate authority to carry out all of the Secretary's responsibilities as contained in clauses 5.4, 5.5,	Current memberships	2068	Current members	2775	Renewals	10	Lapsed members	221	New members	16	Lesley Harland         M Nicholls	Noted         M: M Nicholls S: L Beveridge	
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		<p>5.6 and 6.3.3.3 of the Friends Constitution to the sub-committee Membership Group.</p> <p>2. The Membership Group will provide a report on membership matters to each Council meeting of the Friends for its endorsement.</p> <p><b>RESOLUTION</b> That the applicants listed in the Membership Report be accepted as Members</p>		M: M Nicholls S: L Beveridge	
5.7	Photographic Group	<p>Report on Google Drive</p> <ul style="list-style-type: none"> <li>Dr Zoe Knapp discussed ANBG's Conservation Horticulture program</li> </ul>	Steven Playford		
5.8	Photo Competition for Year 1 – Year 12 Students of Australian Schools and Colleges	<p>Report on Google Drive</p> <ul style="list-style-type: none"> <li>Portal for digital entries successfully tested</li> </ul>	Linda Beveridge		
5.9	Plant Recognition Group	<p>Report on Google Drive</p> <ul style="list-style-type: none"> <li>Next workshop 13 May 2024 12.30 -2.15pm Celia Rosser Room on Practical Use of the Plant Science Learning Hub</li> </ul>	John Busby		
5.10	Plant Science Group	<p>Report on Google Drive</p> <ul style="list-style-type: none"> <li>Lecture 10.30am to 11.30am 13 May 2024 Sally Ingham (Education and Learning Co-ordinator at the ANBG) will</li> </ul>	John Busby		

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		provide background on the Plant Science Learning Hub, an online resource developed by the ANBG			
5.11	Social Events and Activities	No activities	Christianna Cobbold		
5.12	Thursday Talks	Reports on Google Drive <ul style="list-style-type: none"> <li>Schedule of talks listed on FANBG website</li> </ul>	Linda Beveridge		
<b>6</b>	<b>Other Business</b>				
		<ul style="list-style-type: none"> <li>Nil other business</li> </ul>	Linda Beveridge		
<b>7</b>	<b>Next Meeting</b>				
		The next meeting of FANBG is 13 June 2024 commencing 2pm in the Celia Rosser Room. Meeting closed at 4.02 pm	Linda Beveridge		Noted

*Linda Beveridge*

