



Friends of the

Australian National Botanic Gardens



Meeting of Council of Friends of the ANBG

Tuesday 10 December 2013 at 1.30pm

Dickson Room, ANBG

Minutes

Present David Coutts, John Connolly, Marion Jones, Jan Finley, Dennis Ayliffe, Warwick Wright, Anne Campbell, Glenys Bishop.

Ex officio: Steve Speer, Anne Phillips, Alan Munns, Barbara Podger,.

Apologies Lesley Jackman, Judy West, Peter Byron,

1. Opening

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

2. Minutes of meeting, 12th November 2013

The minutes were accepted on the motion of Anne Campbell, seconded by Marion Jones

3. Matters Arising from Minutes of meeting of the 12th November 2013

3.1 In Flower this week

- David Coutts reported that Barbara Daly was now out of intensive care.
- It was agreed to send her flowers and David Coutts would arrange this
- *Ros Wolcott was to take over the "In Flower this Week" fortnightly selection for the time being*
- *A review would take place next year and two or three volunteers would be sought for back-up.*
- *Glenys Bishop offered to seek interest amongst the Guides*

3.2 Flora Explorer

- The request for new drivers had resulted in 13 coming forward.
- 6 had been through the guiding training and 5 were being certified as drivers.
- The review of the Flora Explorer operation will take place at the end of January with a report in March.
- Drivers would be interviewed as part of the review.
- Glenys Bishop indicated that she wished to be involved.

3.3 Public Fund

- The Termite Mound now has a Friends Public Fund attribution.
- David Headon had indicated his desire to remain a Trustee

3.4 Theatre Sound system

- There was a clarification email to be circulated that outlined the current position on repairs / replacement of the sound system.
- It was estimated that the cost would be around \$1300.
- ANPS was providing \$420 and Sue Serjeantson had donated \$1000 with the request that it be allocated to improving the sound system. As the donation had been placed in the Public Fund the fund rules would not allow it to be used for this.
- *Council agreed that an equivalent amount could be allocated from the general funds to make up, with the ANPS donation, the cost.*
- *Approval was subject to clarification on the exact proposal and costing being provided by Jennifer Salkeld.*

3.5 Bush Capital Loss

- There was further discussion on this.
- *It was agreed that the Friends would not cover any of the loss but would make available an amount of \$2800 to be used for new interpretive signage for the upgraded Tropical Glasshouse'*
- There would be consultation on the wording and attribution indicating the Friends funding contribution.

3.6 Red Centre Garden

- A second sign for the Pavement Artwork with clearer Friends acknowledgement had been approved and was in the process of being installed.
- There was discussion on visibility and placement of the Pavement Art signs. David Coutts was to ask Peter Byron that he be consulted about this before the signs were reinstalled.
- Final payment of the Friends contribution had been made. The overall cost was a little under the \$116,000 that had been approved by Council

3.7 Cascade Sign

- Comments had been sent to Sabrina Sontag and the new sign would be installed shortly.

4 General Business

4.1 Summer Sounds Concerts

- Following the recommendation of the Social Events Committee, Council had agreed by email vote to fund the Summer Sounds Concerts.
- The finding would be in two parts.
 - *The Friends will pay for the Bands, Sound System, St Johns Ambulance and provide a drinks bar as has been the practice previously.*
 - *Council agreed to make a grant of \$12,000 to ANBG, equivalent to their projected costs associated with the staging of the concerts, from the 2013 / 2014 Gardens Projects budget.*
- The Friends would be promoted as the principal sponsor of the Concerts.
- Council noted that any additional sponsorship funding or other income arising from the Concerts would be payable to the Friends.
- More volunteers are needed and a further broadcast email will be sent by Lesley Jackman before Christmas.
- No one had volunteered to Act as MC for any of the concerts
- Jennifer Salkeld was to draw up a running sheet for the Concerts MCs. Jan Finley asked that the role of the Friends as Sponsor of the Concerts be emphasised.
- There would be a media launch on Friday Jan 3rd, featuring artists from the Dr Stovepipe group with their "Jalopy".
- There had been a revision of the programme and the website entry would be changed.
- An assessment of the viability of holding the Summer Sounds concerts in future years would be made as a result of the success or otherwise of this year's event.

4.2 Friends Operational and Procedures Manual

- Jan Finley reported that the collection of documents was proceeding.
- This item would be placed on the February meeting agenda.

4.3 Council and Committee lists

- Revised lists had been drawn up and would be circulated.,

4.4 Botanic Art Group 2014 Exhibition

- Organisation of the exhibition to be held in March was proceeding.
- Sharon Field, a local artist had been suggested as the launch speaker.
- David Coutts would approach Senator Birmingham's office to see if he was available.

4.5 Public Art Master Plan.

- This was awaiting Peter Cochrane's signature.
- It would then be posted on the ANBG website.

5 Reports

In the absence of Judy West and Peter Byron Agenda Items 5.1 & 5.2 were dealt with by Steve Speer, Friends Liaison

5.1 Friends Liaison

- The new director of Parks Australia had been chosen and an announcement was imminent.
- The volunteers acknowledgement ceremony had gone well with Zed Seselja speaking favourably of the Friends contributions.
- ANBG had won an ACT Ecotourism award and Steve Speer would be making a presentation at the National Awards in February in Sydney
- A summer student had been brought in to analyse the Threatened Species data base to access its value to

ANBG

- The Internship programme will continue over this summer.
- **Council approved support as in previous years**
- ANBG was planning to put the Friends Birds Brochure on its website as a downloadable PDF file and sought permission to do so.
- **Council agreed to grant permission and suggested that Frances McMahon should be acknowledged as the artist.**
- The new visitor brochure and map is ready for printing.
- The BRC Review report will be ready in February.
- There was discussion and some explanations of the new ANBG and Parks Australia websites.

5.2 Treasurer

- The monthly financial statements for September and October had been circulated.
- **As a term deposit was maturing and taking into account projected expenditure it was resolved to invest \$30,000 for a 6 month term deposit. (Moved David Coutts, seconded Marion Jones,)**
- Some drinks had been stolen following a break-in at the coolroom . The loss was probably about \$100.
- There had been some confusion about the quantity of wine supplied by Floresco. The supply procedure from Floresco was unsatisfactory and would require careful checking if we bought from them in future.
- An amount of \$2280 labelled as “debit for refund” had appeared on the bank statement. The treasurer could not identify as to what this was for and was seeking explanation from the NAB.
- The treasurer noted that accounts from CSIRO (Siobhan Duffy) were taking too long a time to be presented. The items on the account were to be checked
- The President had inspected and approved the October bank transactions statement.
- **It was moved by Marion Jones, seconded by John Connolly that the accounts be received and payments approved. Motion carried**
- **It was moved by David Coutts, seconded by Marion Jones that the signatories for banking transactions be David Coutts, Marion Jones and Lesley Jackman. The motion was carried on the voices.**

5.3 Secretary

- The list of correspondence for November had been circulated
- The return to the ACT Office of Regulatory Services had been submitted .
- The on-line return to the Australian Charities and Not-for-Profit Association register was also submitted.
- It was decided to continue holding Council meetings on the first Tuesday each month other than November (2nd Tuesday).
- The secretary will book the Dickson room with ANBG venues officer

5.4 Friends Committees Reports

5.4.1 Projects

- The Projects committee had circulated a list of 8 proposals of which 3 were recommended.
 - *Asteraceae Garden 1st stage* *Friends contribution* **\$13,010**
 - *Audio equipment for Flora Explorer* *up to* **\$5,000**
 - *New Library books* **\$2,500**
- The committee had expressed some reservations about the Asteraceae proposal.
- It was unclear as to how many stages were envisaged.
- The time scale for the development was unclear.
- Was there a commitment to on-going maintenance of the proposed Garden?
- Steve Speer would seek answers to these queries.
- The project may be suitable as a Public Fund projects.
- More information on a wireless audio system for Flora Explorer is being sought.
- Although the committee recommended against the “Field Trip for Threatened Rainforest Species” there was discussion on the suitability of the project and the question of acknowledgement of the Friends.
- The proposal covered accommodation, meals and fuel expenses, not salary.
- **Council agreed to support the above recommendations together with the Field Trip.**
 - *Field Trip for threatened rainforest species* **\$4,000**
- The Library Books selection would involve consultation with the Friends.

- It was decided to postpone the second project proposal call to the end 2014.

5.5.2 Social Events.

- Jan Finley suggested that there should be guidelines on the viability, availability of volunteers and consideration of the financial exposure of the Friends to “Events” especially those being staged from by ANBG and other organisations.
- The bookings for the Twilight Dinner were coming in..

5.5.3 Membership

- The report for November had been received.

5.5.4 Sale of Redundant Library Books.

- Warwick Wright drew attention to a suggestion that the Friends may be able to conduct a sale of books from the ANBG library judged as being surplus to the library’s needs.
- David Coutts said that it would be possible to conduct such a sale in conjunction with some other Friends’ activity such as a plant sale.
- Approval would have to be obtained from ANBG management.

5.5.5 Patron Visit

- The Patron, Michael Bryce was to be given a tour of the Gardens tomorrow December 11th.

5.5.6 Guides

- Roving Guides will be available in the Red Centre Garden at 9:30AM and 3:45PM but not every day. A sign will be placed near the clock at the bridge..

The meeting was closed at 4:00 PM

D Coutts

President

4th February 2014