

## **Minutes**

### **1.0 Opening and Confirmation of Agenda**

The meeting was opened by the President at 2.30 pm. The agenda was confirmed.

### **2.0 Attendance**

**Present:** Council - Lesley Jackman (Chair), David Cox, Helen Elliot, Rita Maclachlan, Jan Finley, David More  
ANBG – Judy West, Peter Byron, Steve Speer  
Invited Friends - Barbara Podger, Alan Munns, David Coutts

**Apologies:** Council – Jonette McDonnell, Christianna Cobbold, Glenys Bishop

### **3.0 Minutes**

#### **3.1 Minutes of Council Meeting 8 November**

The minutes of Council Meeting 8 November 2016 were accepted subject to amendment to item 6.4.3 which now reads: The Executive Committee has the authority to transfer monies and initiate and roll over term deposits and cash maximiser deposits.

#### **RESOLUTION**

**Moved** -Rita Maclachlan, **Seconded** David More that the Minutes of the Council meeting held 8 November be accepted

**CARRIED**

#### **3.2 Minutes of Special Council Meeting 16 November**

The minutes of the Special Council Meeting of 16 November were accepted.

#### **RESOLUTION**

**Moved** – David More, **Seconded** Helen Elliot that the Minutes of the Special Council meeting held 16 November be accepted

**CARRIED**

#### **4.0 Matters Arising from Minutes of 8 November 2016 Meeting**

4.1 The AAFBG will be hosted at the ANBG on 20 May 2017 with lunch provided by the Friends.

4.2 Parking permits for volunteers are available for collection but must be signed for.

4.3 Agreed that the President write to Botanica to advise that the Friends would not be pursuing a guided tour in Singapore as a post-conference tour for the Guides Conference.

### **5.0 General Business**

#### **5.1 Public Art Project**

#### **RESOLUTION**

Following discussion of the current preferred design proposal from the recent Expression of Interest for the Treehouse Gazebo project, Council agreed:

- to support the implementation of this proposal, subject to the satisfactory completion of the Design Development Phase;
- subject to the satisfactory completion of the Design Development Phase, the project consultants would be asked to revise the budget for the remainder of the project; and
- should the project not continue the Friends of the ANBG will pay the ANBG their share of the costs incurred to date.

Council also reiterated its earlier decision to underwrite the Treehouse Gazebo project in a partnership of the Friends of the ANBG, the ANBG and the Public Fund of the Friends. No public announcement will be made until the contract has been signed with the successful artist.

If the project proceeds beyond the Design Development phase, the Friends agree to underwrite the project, capped at \$280,000 (ex GST) for the entire project on the following partnership basis:

- the Friends will pay an initial contribution of \$100,000 and also aim to raise some of the further funds involved through a fund raising drive;
- the Public Fund of the Friends will contribute \$30,000 out of current funds and also provide tax deductibility to encourage additional donations through the Public Fund; and
- the ANBG will provide \$40,000 in cash and \$40,000 in kind.

**Moved** Helen Elliot, **Seconded** Jan Finley  
**CARRIED**

#### **5.2.1 Confidentiality Declaration – Implementation**

##### **ACTION**

The *Confidentiality and Conflict of Interest Disclosure Form* will be slightly amended by the President and recirculated for the February meeting.

#### **5.3 Risk Management Policy**

##### **ACTION**

Council members are to consider possible sources of risk for discussion at the February meeting. The Risk Policy is to be reviewed by Council on a quarterly basis.

#### **5.4 Insurance**

##### **ACTION**

The Treasurer will review and report on the Friends insurance options both with a view to ensuring appropriate coverage for the 2017 botanic guides conference but also considering the Friends' insurance needs more generally.

#### **5.5 Treasurer's report**

Following the Treasurer's report, Council discussed the fact that the Friends are holding a significant amount of funds primarily for the planned treehouse gazebo project. Council agreed that the operational planning session at the March 2017 meeting would discuss possible future projects for Friends' funding either, should the project not proceed or, once it was completed and the financial outcome clear.

#### **RESOLUTION**

- The Friends' Financial Statements for November 2016 be accepted;
- The 6 month term deposit of \$272,076 due to mature on 31 December 2016 be rolled over for 3 months only, pending possible payments to the ANBG for the treehouse gazebo project. Noting that interest rates for 3 and 6 months term deposits are the same;
- The Friends purchase photographs for donation to the ANBG (as per the Minutes of Council meeting 8 November 2016) up to a value of \$350.

**Moved** Helen Elliot, **Seconded** Jan Finley  
**CARRIED**

#### **6.0 Reports**

##### **6.1 ANBG Executive Director**

The Executive Director's verbal report was noted.

##### **6.2 General Manager**

The General Manager's verbal report was noted.

##### **6.3 ANBG Friends' Liaison**

The Friends Liaison's verbal report was noted.

##### **6.4 Friends Groups' Reports**

#### **6.4.1 Major Events Planning Committee**

The report was noted and in respect to Summer Sounds Concert it was resolved that:

- The Friends would forward the sponsorship funds received from Icon Water to the ANBG once it was received; and
- Council approved the entry fee for the concerts at adults \$5, Centrelink concession \$2, and children 12 and under free.

**Moved** Rita Maclachlan, **Seconded** Helen Elliot

**CARRIED**

#### **6.4.3 Growing Friends**

The report was noted

#### **6.4.3 The Botanic Art Group**

The BAG advised that it will hold its next exhibition from 18 March to 17 April 2017 and sought financial assistance for printing, float and petty cash. The submission was noted and Council agreed to provide up to \$600.

**Moved**, Jan Finley, **Seconded** Helen Elliot

**CARRIED**

#### **6.4.4 Photographic Group**

The report of the Photographic Exhibition was accepted and Council noted that that photographs taken by Brenda Runnegar to the value of \$350 had been purchased for donation to the ANBG and that a donation of \$1,813 would be made to the Friends.

#### **6.4.6 Membership**

The Membership Report for November 2016 was noted.

#### **6.4.7 Schools' Photographic Competition**

The report was noted and investigation will be made into the development of a website link from the Friends to the ANBG website to promote the competition.

The meeting closed at 4.20 pm.

The next meeting will be held at **1.00pm** on Tuesday 7 February 2017 in the Dickson Room.

Lesley Jackman

President