

**Meeting of Council  
11 April 2019  
Dickson Room**



### Minutes

Item	Topic	Information	Sponsor / Responsibility	Action
<b>1</b>	<b>Approval of Agenda, Attendance and Apologies</b>	Meeting opened by the Chair at 2pm. Agenda was amended to include two additional late matters at item 6. Other Business. <u>Council</u> : Max Bourke (Chair), Linda Beveridge (Vice President), Helen Elliot (Treasurer), Jann Ollerenshaw (Secretary), David More, Wendy Antoniak, Lynden Ayliffe, and Alan Henderson. <u>Ex officio</u> : ANBG: Judy West, Peter Byron and Megan Donaldson; Friends: David Coutts, Lesley Jackman, Lesley King and Barbara Podger Guest: Sara Kimball (Parks Australia) <u>Apologies</u> : Tricia Morton	Chair	
<b>2</b>	<b>Minutes of Council meeting</b>	Minutes of the Council meeting of 14 March 2019 were circulated. RESOLUTION: Moved Lynden Ayliffe, seconded David More that the minutes, with amendments to item 4.7, be approved.	Jann Ollerenshaw	Passed
<b>3</b>	<b>Business arising from previous Minutes</b>			
3.1	Key Priorities	Additional comments received to be integrated into the draft by Linda Beveridge. Revised document to be discussed at May Meeting	Max Bourke	
<b>4</b>	<b>General Business</b>			
4.1	Development matters:	a. Conservatory – Four additional months required to finalise design work to incorporate revised environmental factors. Expected to go to tender at the end of the year with construction to commence in 2020. Decorative fencing screens will be installed during May. Integrated interpretation requirements will be included in tender specifications – traditional signage as well as some capacity for electronic messages if suitable for the environment. b. Banksia Garden – construction on schedule with earthworks, sandstone retaining walls and drainage work undertaken. 58 species of plants under cultivation. Soil mix arriving shortly and decorative fence screens and signs about the construction to be installed this month.	Peter Byron  Peter Byron	Noted  Noted

		c. 50 <sup>th</sup> Anniversary – timeline to be updated new Project Manager (Marina Walkington) arrives in mid-April. She will bring a new focus to the planning.	Megan Donaldson	Noted
4.2	Friends insurance under MOU	Peter Byron will meet with Lesley Jackman to discuss the issue and refine the concerns of council concerning coverage of Friend’s activities undertaken outside the gardens.	Peter Byron	Noted
4.3	Building Audiences	Discussion postponed	Max Bourke	
4.4	Friend’s Lounge	Following concerns raised by a member about the appearance, maintenance, and use of the Lounge minor maintenance has been undertaken. The Gardens has been asked to undertake a more aggressive approach to the ant problem and the Friends will purchase new crockery and freshen up the appearance of the area. The provision of milk capsules will be monitored. SIGs will be asked to hold meetings in other rooms, where possible.	Linda Beveridge	Noted
4.5	Plant Science Group	Council endorsed the establishment of a new committee of the Plant Science Group under John Busby and conveyed its thanks to the retiring convenor Anne Campbell and member Maureen Connolly.	Max Bourke	
<b>5</b>	<b>Reports</b>			
5.1	ANBG Executive Director	<ul style="list-style-type: none"> <li>Construction of a new Seed Bank has not received final ‘tick off’ but is close. Bid included new infrastructure (water, sewerage etc) when approved work will commence on specifications.</li> <li>Conservatory is funded, notwithstanding the delays in finalising the environment specifications.</li> <li>Clarified that the Masterplan is a 20 year plan divided into three stages</li> <li>There have been some reorganisation changes in the Department and the ANBG now comes under the Branch which includes the Gardens, Parks Partnerships and Science Policy.</li> <li>Sara Kimball is responsible for fund raising strategy for the Parks Trust.</li> </ul>	Judy West	Noted
5.2	ANBG General Manager	Peter has only recently returned to the Gardens and is looking forward to the exciting things to come.	Peter Byron	Noted
5.3	ANBG Friends’ Liaison	<ul style="list-style-type: none"> <li>Visitor statistics for March have been the highest ever with 50,500 visitors to the Gardens and 13,000 to the Visitors Centre. Mainly attributable to the Koalas which brought a greater awareness of the Gardens and its facilities. Very successful.</li> <li>The competition winner visited all 20 installations and her entry focussed on the conservation message.</li> <li>Maintenance to be undertaken shortly including: new carpet to be laid in the Visitors Centre, resurfacing of the northern carpark, repainting of parking bay lines and replacement of Red Centre lights.</li> </ul>	Megan Donaldson	Noted

		<ul style="list-style-type: none"> <li>New guides training has started – ‘speed dating’ with staff and Friends a great way for them to meet and appreciate the diversity of the Gardens</li> <li>There will be an extensive school holiday program followed by many more events over the coming months including: international music festival, Tree Week, World Bee Day, Dinosaurs in July and a Disco on 16 November.</li> </ul>		
5.4	Treasurer’s Report	<ul style="list-style-type: none"> <li>Art exhibition has already had \$17,000 worth of sales (20% to the Friends).</li> <li>Plant sales exceeded \$7,000 with only 12 plants unsold and \$92 worth of books were sold.</li> <li>The Treasurer conveyed her deep thanks to Sue Waterworth, the convenor of the Growing Friends plant sale and to her team.</li> <li>David Taylor will be seeking a donation of about \$30,000 only this financial year for infrastructure work carried out to date on the Banksia Garden.</li> </ul> <p>RESOLUTION: Moved Linda Beveridge seconded Allan Henderson that the Treasurer’s Report be accepted.</p>	Helen Elliot	Noted  Agreed
5.5	IT Report	<p>RESOLUTIONS: Moved David More seconded Wendy Antoniak that:</p> <ol style="list-style-type: none"> <li>Council affirm that the order of cost likely involved in replacing the existing membership administration system with a commercial CRM system such as Foxtrot CKS or thankQ is acceptable; and</li> <li>Council establish a CRM Working Group (Alan Henderson Convenor) to prepare recommendations for Council and lead the way towards implementation of a replacement system.</li> </ol>	David More	Agreed
5.6	Public Fund	New member (Jann Ollerenshaw) to be registered and resigning members deregistered.	Barbara Podger	
5.7	Volunteer Guides	<ul style="list-style-type: none"> <li>Preliminary Statistics from 2018 show 2,600 people were take on tours by the Guides (2/3rds Australian) with a high number of nil walks especially in the afternoons and winter. The statistics are to be fully analysed and reported on. Booked walks numbers down on last year.</li> <li>New volunteer guides training has commenced, Flora driving integrated into the program. Finishes mid-May.</li> </ul> <p>RESOLUTION: Moved Lynden Ayliffe seconded David More that funds up to \$1,200 be made available for name tags and shirts with logos for new guides</p> <ul style="list-style-type: none"> <li>16<sup>th</sup> Biennial Guides Conference in Perth (11-20 September) registration costs \$395 per person and 30-35 guides and considering attending.</li> </ul> <p>RESOLUTION: Moved Wendy Antoniak seconded Lynden Ayliffe that Council provide \$200 per person to subsidise attendance, on presentation of confirmation of registration</p>	Lesley King	Noted  Agreed  Agreed
5.8	Major Events Working Group	Next meeting not until May	Megan Donaldson	Noted

5.9	Social Events and Activities	No report received	Tricia Morton	Noted
5.10	30 <sup>th</sup> Anniversary Subcommittee	<ul style="list-style-type: none"> <li>• Friends Interest Groups participation to be finalised</li> <li>• A representative of the subcommittee is to join 50<sup>th</sup> Anniversary Committee to avoid conflicts and overlaps</li> </ul>	Barbara Podger	Noted
5.11	Project Committee	<ul style="list-style-type: none"> <li>• Revived interest and work on Environmental Monitoring Stations thought to be funded by the Gardens through asset maintenance program may result in a request for funds. Storage tablets of original installation to be examined for retrieval of historical data.</li> <li>• Find a plant app operative – feedback complimentary to date</li> <li>• Awaiting a report on Norfolk Island</li> <li>• New project proposals expected shortly</li> </ul>	David Coutts	Noted
5.9	Broadcast Email	Apologies for no broadcast email in March. A brief email will go out next week (deadline Wednesday) for inclusion of holiday activities and then a more comprehensive email in early May.	Wendy Antoniak	Noted
5.10	Membership Report	Report circulated. Currently 2,504 members including 27 new members (average 28 per month in the 8 months from 1 August 2018).		Noted
<b>6</b>	<b>Other Business</b>			
6.1	AAFGB	Dennis Ayliffe is completing his term as President and will step down from the Association. He has suggested that the Friends nominate someone to be a general member of the Association. Further information to be sought and issued discussed at May meeting	Max Bourke	Noted
6.2	Photographic Group	<ul style="list-style-type: none"> <li>• Storage of display stand resolved (Friends Store rear of Ellis Rowan Building)</li> <li>• Invitation extended to Council members to attend David Cox memorial lecture</li> <li>• Proposal to hold a Friends photographic competition in 2020 for 30<sup>th</sup> anniversary</li> </ul> <p>RESOLUTION: Moved Lynden Ayliffe seconded Jann Ollerenshaw that a fully developed and costed proposal for the proposed photographic competition be presented to Council.</p>	Jim Gould	Agreed
<b>7</b>	<b>Next Meeting</b>	2pm, Thursday 9 May 2019, Dickson Room		