

<b>Friends of the Australian National Botanic Gardens Council Meeting 9 December 2021 Minutes</b>				
<b>Item</b>	<b>Topic</b>	<b>Information</b>	<b>Moved (M) Seconded (S)</b>	<b>Council</b>
<b>1</b>	<b>Approval of Agenda, Attendance &amp; Apologies</b>			
1.1	Agenda	Neville Page opened the meeting and sought any additions/changes to the agenda. With no response the agenda was accepted.		Noted
1.2	Attendance and Apologies	Present <u>Council</u> : Neville Page (President, Chair), Linda Beveridge (Vice President), Helen Elliot (Treasurer), Lynden Ayliffe (Secretary), David More, Alan Henderson, Wanda Filsell, Kerry Moir <u>Ex officio</u> : Judy West, Peter Byron, Megan Donaldson <u>Apologies</u> : Lesley King, Barbara Podger, Tricia Morton		Noted
<b>2</b>	<b>Minutes of Previous Meeting</b>	<b>RESOLUTION: that the minutes of the Council meeting of 11 November 2021 be accepted.</b>	<b>M: Lynden Ayliffe S: David More</b>	<b>Passed</b>
<b>3</b>	<b>Matters arising from previous minutes</b>			
3.1	ANBG Management Plan (the Plan)	Neville Page indicated that he had circulated a draft submission on the Plan and incorporated Council's suggestions. He then lodged the submission on 26 November (copy on Google drive). Peter Byron thanked Council for its positive submission saying they had received a number of submissions, some very detailed.		Noted
3.2	Communications Strategy (incl survey)	Alan Henderson indicated that he had submitted some background information as a precursor to discussion that showed that the Friends were increasing their market share when compared to other institutions. David More is revising membership categories and this too		Noted

		<p>should be a useful basis for a communications strategy. He indicated that a similar process was undertaken 10 years ago and asked who would take on the process this time, although it may be best to wait until next year. He suggested that the process should focus first on the website and social media. Neville Page said that as well as the website, Friends have a number of other communications channels: Fronds, broadcast email, annual reports etc. A scoping study was suggested, as there are internal and external communications channels to be considered. Lynden Ayliffe suggested that when revising the Friends' manual, she and Wanda Filsell could contribute material on <i>in house</i> communications.</p> <p><b>ACTION: Kerry Moir offered to undertake a preliminary scoping study and David More undertook to prepare a paper on membership.</b></p>		
3.3	Membership fees, benefits and brochure	<p>Neville Page indicated that these need reviewing and Helen Elliot agreed, stating that fees had not been reviewed for some time, and the benefits were generous when compared to other institutions. She said this work is connected to David More's work on membership and the database. The membership brochure requires fine-tuning and Kerry Moir questioned whether stocks of the brochure were running out. Helen indicated that the brochure would need to be amended by August in time for renewals.</p> <p><b>ACTION: Helen Elliot to develop fee and benefit structure for new membership brochure.</b></p> <p>Megan Donaldson then took the opportunity to remind Council that their extended parking permits are available at the Visitors' Centre</p>		Noted
<b>4</b>	<b>General Business</b>			
4.1	FANBG Council Priorities: 2021-2022 Review and 2021-2025 Strategic Plan	<p>Council considered these draft papers that were provided on Google drive the night before the meeting and included Council comments. Linda Beveridge indicated that she had also prepared an index for the</p>		

		<p>key priorities after it had been suggested that key priorities be shortened. A short discussion ensued about focus of the documents and whether members had had sufficient time to consider them. It was generally agreed that the priorities should have a focus on financial years and members were comfortable in approving the strategic plan priorities with <b>one change</b>. As Council and ANBG agreed that the relationship between them is already strong, Alan Henderson suggested that the words <i>strengthen relationships with the ANBG</i> should be changed to <i>sustain relationships with the ANBG</i> (Objective 1.4)</p> <p><b>RESOLUTION: That the FANBG Council Priorities: 2021-2022 Review and 2021-2025 Strategic Plan be approved with the word <i>strengthen</i> altered to <i>sustain</i> in Objective 1.4 in both documents.</b></p>	<p><b>M: Linda Beveridge</b> <b>S: Alan Henderson</b></p>	
4.2	Review of Constitution Update	<p>Lynden Ayliffe said that the review was continuing and a draft discussion paper should be available next week for Council to consider and discuss at the February meeting. She urged members to contact her if they had any comments or questions before then.</p> <p>After the February meeting, it was hoped that the paper could be revised and approved for release to Friends for comment. Friends would be given a month to consider and comment on the paper before the working group (Lynden Ayliffe, Wanda Filsell, David More and Jann Ollerenshaw) would amend the paper and bring back to Council for a decision on appropriate resolutions to be put to a special general meeting of Friends followed by a social event suggested by Helen Elliot.</p> <p><b>ACTION: Working Group to finalise discussion paper and circulate to Council members for discussion in February 2022.</b></p>		Noted
<b>5</b>	<b>Reports</b>			
5.1	ANBG Executive Director	<p>Judy West indicated that staff had been working hard with capital projects, maintenance and developing forward budgets. Some staff are still working at home but those that are back appreciate the return.</p>		Noted

		She noted the strong turnout at the Volunteer Recognition ceremony and the weather had been kind. She thanked Council and volunteers for the strong working relationship between them and the ANBG.		
5.2	ANBG General Manager	<p>Peter Byron said he was still collating the submissions on the <b>ANBG Management Plan</b> – 40 in all. After these are considered the Minister has 60 days to consider the Plan before it sits in Parliament.</p> <p>The <b>East Core Lawn</b> projects has experienced 25 weather days and is scheduled to be turfed a day or two before Christmas if weather permits. Peter expected a launch ceremony in February 2022.</p> <p>The <b>Conservatory</b> is progressing well as can be seen from the viewing platform.</p> <p>Expression of Interest in building the <b>Seed Bank</b> closes tomorrow and should be tendered next year.</p> <p>Peter then commented on the <b>excessive growth</b> in the Gardens and said that all available resources were being used to bring it into control. <b>Megan Menz</b> would be back soon and he thanked Megan Donaldson for stepping into the role.</p> <p><b>Parking fees</b> are to be increased from \$3.60 to \$3.70 from 1 January 2022 and ANBG rangers would be doing checks and issuing warnings.</p> <p><b>Businesses operating in the Gardens</b> have given free rent from lockdown to the end of December. The tender for the café will now occur in the middle of 2022.</p>		Noted
5.3	ANBG Friends Liaison	<p>Megan Donaldson reported that:</p> <ul style="list-style-type: none"> <li>● ANBG is running a radio campaign early next year to publicise the East Core lawn.</li> <li>● Online education resources are being developed.</li> <li>● Sunset Cinemas are on, weather permitting.</li> <li>● Secret tours are booked out.</li> <li>● Photographic exhibition <i>Reclaiming the Bush</i> will take over from the Photographic Group exhibition this week.</li> <li>● Flora tours are back on and Volunteer Guides are back.</li> <li>● Over 30,000 visitors in November.</li> </ul>		Noted

5.4	President	Neville Page indicated that he had placed a paper on Google drive detailing his activities, including a AAFBG zoom meeting. He urged Council to consider attending the 2022 Conference that AAFBG is holding at Eurobodalla in April/May 2022. The conference also includes an optional tour of Horse Island but numbers are limited to the island on which the owners have developed a magnificent garden. He also reported that he had had a lot of feedback on the Volunteer Recognition ceremony that was seen as a success.		Noted
5.5	Treasurer	Helen Elliot reported that the ANBG had requested the Friends contribution for the East Core project and she had cheques to hand over after being signed by the President. The daily limit on bank transfers does not allow payments of that magnitude. Membership renewals were progressing well with up to \$80,000 received. The Photographic Group exhibition had to date raised over \$5,000 in sales. At this point Lynden Ayliffe advised that the print that had been selected and bought on behalf of Friends as a gift to the ANBG was <i>Flannel Flowers</i> by Brenda Runnegar for \$250. The Council's prize was awarded to Helen Dawes and titled <i>Fantasy</i> . Helen then asked Council to accept her reports for November. <b>RESOLUTION: That the Treasurer's Report for November 2021 be accepted</b>	<b>M: Helen Elliot S: Linda Beveridge</b>	Passed
5.6	IT Report including Administrative Database Evaluation Working Group	David More indicated that he had been busy managing changes to the payment system for the Photographic Group exhibition. Work on the website will ramp up next year and hopefully include an online shop where people may purchase plants, prints, artworks etc. Judy West indicated that the gardens might be able to help. <b>ACTION: David More and Judy West to progress work on the website and online shop.</b>		Noted
5.7	Project Committee	Alan Henderson thanked Helen Elliot for updating the Friends financial projections that anticipate over \$124,000 could be available for		Noted

		<p>projects. He asked the ANBG to bring forward projects that the Projects Committee might consider in February 2022.</p> <p>Judy West indicated that the scholarship that Friends fund would be delayed until students return next year.</p> <p>Council members were asked to visit the Wanless seat now installed in the Banksia Garden.</p>		
5.8	Public Fund (PF)	<p>Neville Page indicated that there were 6 members on the PF management committee – 2 from Council and 4 others. While Council agreed to the appointment/reappointments in February 2021, letters of appointment had not been sent. He indicated that he now had the letters that he asked Lynden Ayliffe to sign. He said this did not invalidate any of their decisions since February as they had been appointed. He also indicated that he had staggered their appointments so there was continuity as terms expired.</p> <p>He said that he had placed the Register of Environmental Organisations (REO) guidelines on Google Drive for Council to become familiar with the rules about the scheme that gives the Fund its tax deductibility status.</p> <p>Neville went on to say that the Trust set up to accept gifts was not recognised by the REO and Australian Tax Office and said it should be wound up. He confirmed that it held no assets. As the wind up would require legal advice, he asked Council to authorise the Executive to obtain this advice.</p> <p><b>RESOLUTION: That Council authorise the Executive to obtain legal advice on winding up its Trust.</b></p>	<b>M; Alan Henderson S: Linda Beveridge</b>	Passed
5.9	Friends Reports	<p>a. <b>Photographic Group</b> - no report.</p> <p>b. <b>Botanic Art Group</b> – no report, in recess until February 2022.</p> <p>c. <b>Flowers, Fruit and Foliage (FFF)</b> – Neville Page indicated that these were up and running.</p> <p>d. <b>Growing Friends (GF)</b> – Neville Page placed an email from Maurice Hermann on Google drive that raised questions about Council’s discussion about plant sales at its last meeting and sought clearer</p>		<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>communication channels. Neville indicated that Council was very happy with GF sales and that there was no implied criticism of the group. Council agreed that their activities were supported. It was agreed that GF be invited to the next Council meeting as they could not attend the December meeting.</p> <p><b>ACTION: Neville Page to respond to Maurice Hermann.</b></p> <p>e. <b>Plant Science Group</b> – Council welcomed the news that Roger Farrow had agreed to be the new Convenor and that John Fitzgerald and Lesley Harland had agreed to continue. Peter Byron indicated that he might be able to provide another candidate for the Group’s leadership team, which would meet in February. He also indicated that the Metallic Bee sign (suggested by the Group) had been designed in-house and would be manufactured and installed by outside contractors. He was very happy with the price for the sign which Friends helped fund.</p> <p>f. <b>Thursday Talks (TT)</b> – no report, in recess until February 2022</p> <p>g. <b>Social Events</b> – Linda Beveridge indicated that the Butterfly walks were fully booked.</p> <p>h. <b>Nature Journaling and Field Sketching</b> – Neville Page indicated that the Group now numbered 44 members and 20 had attended the last meeting on Monday.</p> <p>i. <b>Membership and Meet and Greet</b> – Membership report provided on Google drive. Linda Beveridge reminded Council of the 26 February date for the new members’ Meet and Greet and asked ABNG to avoid this date when launching the East Core Lawn.</p>		<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
5.10	Volunteer Guides	In Lesley King’s absence, Neville reminded Council of her report on Google drive.		Noted
5.11	Communications	<i>Fronde</i> – December issue out, next issue April. Broadcast email – copy to Wanda Filsell by Wednesday 15 December. After a question about its content, Wanda confirmed that it would include the break that the membership team would take over Christmas and the opening of the BRC and Friends’ Lounge. The recent ACT		Noted

		Volunteer award to John Fitzgerald and Lesley Harland would also be included.		
5.12	Networks with Like Minded Organisations	Linda Beveridge indicated that working with such organisations had been done in the past, reaping benefits for the Friends. She suggested that Neville Page, Max Bourke and herself develop a scoping paper that identifies such organisations and how we might work collectively with them. Council agreed that such cooperation might be useful in terms of publicity and sharing articles, speakers, workshops etc. They were less supportive of financial contributions such as that suggested for the Australian Network for Plant Conservation's (ANPC) conference <i>Seeds to Recovery</i> next year. All agreed they were happy to publicise the conference through Friends communications channels. Judy West suggested that Council might consider donating a \$200 prize, one of the options for sponsoring the conference listed in its brochure. It was noted in Linda Beveridge's report on her meeting with ANPC that the organisation has, however, large cash reserve. <b>ACTION: Neville Page, Linda Beveridge and Max Bourke develop a scoping paper on possible networks.</b>		Noted
6	<b>Other Business</b>	Nil		
7	<b>Next Meeting</b>	A draft schedule for 2022 was provided on Google drive and agreed by Council at the meeting. As such the next meeting of Council will be at 2pm, on Thursday 10 February 2022 in the Celia Rosser Room		Noted

