

Friends of the Australian National Botanic Gardens Council Meeting 10 February 2022 via Microsoft Teams Minutes				
Item	Topic	Information	Moved (M) Seconded (S)	Council
1	Approval of Agenda, Attendance & Apologies			
1.1	Agenda	Neville Page opened the meeting and sought any additions/changes to the agenda. The agenda was accepted without amendment.		Noted
1.2	Attendance and Apologies	Present <u>Council:</u> Neville Page (President, Chair), Linda Beveridge (Vice President), Lynden Ayliffe (Secretary), David More, Alan Henderson, Wanda Filsell, Lesley King, Kerry Moir <u>Ex Officio:</u> Peter Byron, Megan Menz <u>Invitees:</u> Barbara Podger <u>Apologies:</u> Helen Elliot (Treasurer), Judy West, Tricia Morton, Jann Ollerenshaw		Noted
2	Minutes of Previous Meeting	RESOLUTION: that the minutes of the Council meeting of 9 December 2021 be accepted.	M: Neville Page S: Linda Beveridge	Passed
3	Matters arising from previous minutes	<i>[At this point contact with Neville Page was lost and Linda Beveridge assumed the chair and remained there as Neville's connection remained intermittent.]</i>		
3.1	Communications Strategy (scoping study/membership)	Kerry Moir indicated that a draft outline of a communication strategy was provided on Google drive for comment on current communication channels and their effectiveness. After some discussion, it was agreed that a team was needed to focus on the development of the strategy. Council was urged to provide feedback to the team on what is seen as an important project that dovetails nicely with the Web Team review.		Noted

		ACTION: Kerry Moir, David More and Barbara Podger to pursue development of the strategy and report back to Council on progress.		
4	General Business			
4.2	Review of Constitution Update	<p>Lynden Ayliffe said that the working group had completed its review and provided Council with a draft discussion paper for comment. A few comments had been incorporated into the paper and it was now ready for release for Friends to comment. The team proposed that Friends be given until 30 April to consider the paper. The paper would be placed on the Friends' website with notices in the E-newsletter and Fronds. Any comments would be considered and the working group would propose appropriate resolutions to Council that could then be put to a special general meeting of Friends.</p> <p>RESOLUTION: The discussion paper be released for Friends' comment.</p>	M: Lynden Ayliffe S: Wanda Filsell	Passed
5	Reports			
5.1	ANBG Executive Director	In Judy West's absence, Peter Byron reported – see Item 5.2		Noted
5.2	ANBG General Manager	<p>Peter Byron said that some suggestions on the ANBG Management Plan had been incorporated into the Plan and it was now with the legal team before going to the Minister next month. He thanked Friends for their comments.</p> <p>Office Staff will continue to work at home until the end of February, although some have elected to spend half their time in the office. Face to face meetings are not permitted between ANBG staff and others.</p> <p>The East Core Lawn is looking green now that some dead spots have been replaced and the project should be finished by the beginning of March. There have been positive comments from café attendees and the garden near the Ellis Rowan building will be restored with signs and lights to come.</p>		Noted

		<p>The Conservatory is progressing with concrete pours and the architect visiting from Sydney was happy with progress.</p> <p>Builders have been shortlisted for the Seed Bank with tenders due in May and construction due to start in July.</p> <p>Peter then commented on the excessive growth in the Gardens and said that all available resources were being used to bring it under control.</p>		
5.3	ANBG Friends Liaison	<p>Megan Menz reported that:</p> <ul style="list-style-type: none"> ● Suneetha has finished working at the ANBG and a new Finance and Administration Officer, Sue Whalan, will be working in the position while a recruitment process is conducted in the coming months to fill the position on an ongoing basis. ● 46,170 visitors during summer. ● Sunset cinemas due to finish soon. ● Enlighten to include <i>Nocturnal</i> at the ANBG on 11 March with ticketed entry only. ● Story time has restarted. ● Nursery staff are working on Autumn and Conservatory planting. ● Online education hub: webpage being developed to include videos but not interactive games as this would conflict with the Departmental policy. 		Noted
5.4	President	<p>Neville Page indicated that he had placed a paper on Google drive detailing his activities which included a meeting with Peter Byron and Peter Thomas, the CEO of the Foundation and Friends of the Royal Botanic Gardens, Sydney. He noted that our membership is similar to that of the Sydney Friends.</p>		Noted
5.5	Treasurer	<p>Neville Page indicated that Helen Elliot had placed her reports for December and January on Google drive. He acknowledged her forthcoming resignation and said that it was a huge loss - a sentiment echoed by other Council members. To find a replacement, Neville first asked if any of the existing Council members would be interested in</p>		

		<p>taking up the position. After no one offered, it was agreed that the position be advertised and Marg Nicholls (a previous nominee for Council) be approached beforehand to make her aware that there was now a vacancy on Council. Neville then suggested that Executive advertise the position after contacting Marg Nicholls and conduct a selection process with a view of reporting back to Council at the next meeting for endorsement. It was noted that anyone taking up the position would become a co-opted member until elections could be conducted at the 2022 AGM.</p> <p>Lynden Ayliffe then indicated that Helen Elliot had asked that the following out of session resolution, be noted in the minutes of this meeting:</p> <p>That Term Deposit #72 902 3119 for \$115,116.35 (plus accrued interest) plus an additional amount of \$60,000 (debited from the general account BSB: 082 902 Account: 17 654 4896) be reinvested for a new term of 3 months.</p> <p>The above resolution had been agreed unanimously out of session and the following resolutions were considered and passed as a group at this meeting:</p> <p>RESOLUTION: That the out of session resolution be noted.</p> <p>RESOLUTION: that Council notes and accepts Helen Elliot’s resignation effective from 31 March 2022.</p> <p>RESOLUTION: That the process outlined above to co-opt a new treasurer be agreed.</p> <p>RESOLUTION: That the Treasurer’s Reports for December 2021 and January 2022 be accepted.</p> <p>ACTION: Executive to advertise and conduct the selection process for a new co-opted Treasurer, reporting back to Council at the next meeting and seeking its endorsement.</p>		
5.6	IT Report including Administrative Database Evaluation Working Group	David More’s report on Google Drive indicated that the work on upgrading the membership database has not progressed as expected and David was now considering a proposal from Glue-Up that entails		Noted
			M: Neville Page S: Linda Beveridge	Passed

		<p>significant costs. Council acknowledged that funds might be needed and considered the possibility that a person may need to be hired. David also expressed concerns about IT support and the small group of volunteers running it. While he would be leaving Council at the end of his term, he would continue to lead IT support but had found it difficult to attract others to the role. It was suggested that Council call for volunteers along with the position of Treasurer. However, David suggested it should be informed by the review of communications. David undertook to develop and circulate an advertisement in the E newsletter in due course. David More also drew attention to the request from the Thursday Talks (TT) Committee in assessing the possibility of using Teams to record TT, highlighting some of the issues.</p>		
5.7	Project Committee	<p>Alan Henderson drew Council's attention to the paper and ANBG project proposals on Google drive before elaborating on each:</p> <ol style="list-style-type: none"> 1. New Main Path Orientation Space – This \$50,000 proposal for a <i>roundabout</i> would be undertaken by the contractor currently working on the East Core Lawn and would provide a better finish and directional signs. Council supported this proposal. RESOLUTION: That Council agree to fund this proposal for \$50,000 2. Red Centre's Children's Audio Trail – This proposal will enhance the space and will include signs with QR codes that will link to audio explanations. Council supported the funding proposal. RESOLUTION: That Council support the Public Fund in funding the proposal for \$10,000 3. New Research and Seed Production Area – Council supported this project will enhance the ANBG's work with threatened species. RESOLUTION: That Council support the Public Fund in funding the proposal for \$10,000 4. Visitor Information Centre (VIC) Foyer Exhibition - Council had supported this project in the past and agreed that 	<p>M: Alan Henderson S: Wanda Filsell</p> <p>M: Alan Henderson S: Kerry Moir</p> <p>M: Alan Henderson S: Linda Beveridge</p>	<p>Passed</p> <p>Passed</p> <p>Passed</p>

		<p>allocating \$15,000 to commission a design would be a useful start, noting the \$40,000 needed for installation. Peter Byron agreed to circulate the brief and the Project Committee will appoint one or two Friends' representatives to participate in the development of this project.</p> <p>RESOLUTION: That Council agree to fund the proposal for \$15,000.</p> <p>Council then considered a proposal from Pam Cooke about picnic tables and benches. Council noted that the ANBG is undertaking an audit of memorial seats and other outdoor furniture this month. A report will then be prepared outlining the existing strategy for maintaining and replacing these assets and commenting on any opportunities for the use of recycled materials in the strategy. In the meantime, it was agreed that Alan Henderson would let Pam Cooke know about this process.</p> <p>ACTION: Alan Henderson to respond to Pam Cooke advising her of ANBG process.</p> <p>The Project Committee report also sought approval of text for the Friends' Lawn storyboard that is to be incorporated in the concrete wall of the Friends Lawn. The Friends contributed significant funds to this Lawn. There was some discussion about the words provided on Google drive and it was agreed that they be fine-tuned by simplifying the reference to financial funding and changing the reference to the Fern Gully to the Rainforest Gully. These words would then be forwarded to ANBG for discussion with Sabrina Sonntag. Once approved by ANBG, the words will be circulated to Council.</p> <p>ACTION: Alan Henderson to forward final storyboard text to Council members.</p>	<p>M: Alan Henderson S: Wanda Filsell</p>	<p>Passed</p>
5.8	Public Fund	<p>Neville Page indicated that the Department responsible for the Register of Environmental Organisations had advised that the Friends' Trust Fund should be wound up. This should be a simple process as it has not been used and holds no funds. Neville indicated that he would seek Jann Ollerenshaw's assistance as a lawyer and Secretary of the Public Fund and let Council know the process. He would also consult the Public Fund</p>		<p>Noted</p>

		<p>Management Committee about the ANBG projects proposals highlighted for possible funding by the Fund at Item 5.7.</p> <p>ACTION: Neville Page to consult the Public Fund Management Committee about wind up of the Trust and funding proposals earmarked for their consideration at Item 5.7</p>		
5.9	Friends Reports	<p>a. Photographic Group - Neville advised that he met with the Group last week and collected the print from their exhibition that Friends had purchased for the ANBG.</p> <p>b. Botanic Art Group –A submission on Google drive outlined preparations for the Group’s upcoming exhibition including its proposed publicity campaign. It sought funding for advertising material and asked Council to continue its practice of purchasing an artwork for the ANBG. Lynden Ayliffe and Linda Beveridge agreed to select the artwork as usual.</p> <p>RESOLUTION: That Council provide up to \$450 for the printing of the A4 advertising flyers and bookmarks; \$100 petty cash for miscellaneous items such as stationery, raffle tickets and mounting foam and purchase an artwork to the value of \$500-800.</p> <p>c. Flowers, Fruit and Foliage (FFF) – Neville Page indicated that the video was not working at the moment.</p> <p>d. Growing Friends (GF) – A brief report on activities was provided on Google drive and a click and collect sale in some form is expected early April followed by a meeting on 9 April. Neville Page advised that the plants around the Friends’ Lawn were provided by GF.</p> <p>e. Plant Science Group – Linda Beveridge advised that the new committee was working on a program of talks scheduled for the second Monday of each month, likely starting in April.</p> <p>f. Thursday Talks (TT) – Thursday Talks to start in March, all being well - see Item 5.6</p> <p>g. Social Events – Barbara Podger advised that the sundial event was proceeding on 18 March and they were working on providing food/drink.</p>	<p>M: Lynden Ayliffe S: Linda Beveridge</p>	<p>Noted</p> <p>Passed</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>h. Nature Journaling and Field Sketching – Neville Page indicated 20 had attended the meeting on Monday.</p> <p>i. Membership and Meet and Greet – Membership report provided on Google drive. Linda Beveridge advised Council that the new members' Meet and Greet had been moved to 20 March and invited Council to attend.</p>		
5.10	Volunteer Guides	Lesley King reminded Council of her report on Google drive and advised that sadly two Guides had passed away in the past 6 weeks: Don Beer and Jonette McDonnell. Both had been strong contributors to the ANBG and Friends and will be missed greatly. There have also been a number of resignations but recruitment of new Guides is underway with applications closing in March.		Noted
5.11	Communications	<i>Fronds</i> – deadline for articles 25 February for 1 April issue. Broadcast email – copy to Wanda Filsell by 16 February. Items include Treasurer vacancy, constitution discussion paper, guided walks (including themed walks) and nature journaling.		Noted
6	Other Business	Nil		
7	Next Meeting	2pm, on Thursday 10 March 2022 in the Celia Rosser Room		Noted

