

| Friends of the Australian National Botanic Gardens Council Meeting 8 July 2021 Draft Minutes | | | | |
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| Item | Topic | Information | Moved (M) Seconded (S) | Council |
| 1 | Approval of Agenda, Attendance & Apologies | | | |
| 1.1 | Agenda | RESOLUTION: that the Agenda be adopted | M: Neville Page S: Linda Beveridge | Adopted |
| 1.2 | Attendance and Apologies | Present Council: Neville Page (President, Chair), Linda Beveridge (Vice President), Helen Elliot (Treasurer), Lynden Ayliffe (Secretary), Wendy Antoniak, David More, Alan Henderson, Wanda Filsell Ex officio: Peter Byron, Megan Menz Apologies: Judy West, Lesley King, Max Bourke, Barbara Podger, Tricia Morton | | Noted |
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| 2 | Minutes of Previous Meeting | RESOLUTION: that the minutes of the Council meeting of 10 June 2021 be accepted. | M: Wanda Filsell S: Linda Beveridge | Passed |
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| 3 | Matters arising from previous minutes | | | |

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| 3.1 | Confirmation of commitment to the East Core Precinct Redevelopment | While Council had supported this project previously, it was contingent upon the Public Fund confirming its commitment. This has now been given. RESOLUTION: That Council approve the payment of up to \$235,000 to the ANBG for the East Core Precinct Development on the maturation of the current term deposits | M: Neville Page S: Alan Henderson | Passed |
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| 4 | General Business | | | |
| 4.1 | FANBG Council Priorities: 2020-21 Review and 2021-25 Strategic Plan | <p>Council discussed the Priorities first and agreed the following changes:</p> <ul style="list-style-type: none"> • G1.2 Fit-out/equipment for National Seed Bank is now confirmed not in principle as indicated in the comment section. • G1.3 Scope for ANBG to work with other gardens in identifying plant holdings used by aborigines is not proceeding and should be deleted. • G1.3 delete reference to Centre for Alpine Study and consider in forward Strategic Plan. • G1.5 Delete mention of rostered themed walks and Family Flora Tours and move specialised themed walks to G5 • G1.5 Change <i>support a range of enhanced marketing activities to collaborate on a range of marketing activities when asked.</i> • G1.7 Delete the word <i>optimise</i> in the objective and use the words <i>Support Guides where appropriate.</i> • G3.1 Change Comment to <i>continuing</i> and delete <i>done</i> • G5.2 Growing Friends Group – indicate shade-cloth area completed and move Backyard Garden Display to Strategic Plan in future years. <p>David More indicated that the redevelopment of the membership database and web had not been included and should be included along with a review of communications generally. Council agreed this was important.</p> <p>Wanda Filsell asked whether Groups were invited to comment and it was</p> | | Noted |

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| | | <p>agreed that a similar process to last year would occur i.e. Groups would be asked to comment once Council was happy with the draft. Council members were asked to get back to Linda Beveridge in the next 2 weeks so that the draft could be updated and considered at the next meeting of Council.</p> <p>The Strategic Plan was then discussed briefly and it was acknowledged that reference to guided tours in Schedule 2 should be deleted. Neville Page undertook to complete a review of the plan and bring it back to Council at its next meeting.</p> | | |
| 4.2 | COVID Restrictions | <p>Neville Page indicated that he had written to all Convenors about new mask requirements and asked them to update their COVID Safety Plans that now require ANBG approval. He indicated that the Growing Friends had submitted a Plan that contained more stringent rules than those required by ACT regulations. ANBG asked that Council approve this tightening of the Plan and a resolution prepared by Neville Page in conjunction with Maurice Hermann:</p> <p><i>People claiming to have an exemption from wearing a mask will be asked to prove that they have that exemption, but in any case, will be asked to consider not attending the relevant activity.</i></p> <p>Council debated the matter and agreed that any resolution be deferred until after the new ACT regulations have been introduced.</p> <p>Updated COVID Safety Plans for other Groups are still being sought. Lynden Ayliffe will prepare a Plan for Executive and Council meetings plus update one for the AGM when its location is determined.</p> | | Noted |
| 4.3 | AGM Arrangements | <p>Neville Page indicated that the AGM has been scheduled for 21 October 2021 and he had prepared a notice for the August edition of <i>Fronde</i>. Lynden Ayliffe confirmed that Judy West was prepared to be the Returning Officer once again and sought Council advice on a suitable venue. The theatrette cap remains at 40, Crosbie Morrison 50 but it may be possible to hire the Shine Dome again at a vastly discounted rate. After some discussion it was agreed to ascertain whether the Shine Dome was available at the same price as last year. When asked about timing Lynden suggested the same time as last year: 3.30 to 5pm with a</p> | | Noted |

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| | | 30minute window either side to allow for setting up and clean up. Lynden went on to indicate that the terms of Linda Beveridge and Wendy Antoniak would expire this year to which Wendy indicated that she would not be seeking re-election. Council was asked to consider names and it was agreed that nominations would be sought via the <i>E-newsletter</i> in due course. | | |
| 5 | Reports | | | |
| 5.1 | ANBG Executive Director | In Judy West's absence, Peter Byron reported that: <ul style="list-style-type: none"> • a slab for the Conservatory would be laid in 1-2 weeks • traffic lights would be installed shortly as road works on Clunies Ross Street begin next week • the redevelopment of East Core Precinct would be completed mid September, and • the Management Plan is proceeding. | | Noted |
| 5.2 | ANBG General Manager | See above | | |
| 5.3 | ANBG Friends Liaison | Megan Menz reported that: <ul style="list-style-type: none"> • June visitation was 39,013 with 8,216 entering the Visitors Centre. This compares with June 2019 figures of 34,468 and 6,837. • The 20/21 financial year saw 505,274 visitors including 10,261 students. Of these students 44% of these were from the ACT compared with 9,968 in 19/20 and 15,334 in 18/19. • New COVID regulations for masks and QR code check-ins now exist. • The Mega fauna event has been extremely popular despite the lockdowns and weather. Guides have been offering themed walks twice daily and Mal's Espresso has been serving hot and cold food and drinks. When asked Megan indicated that the pop up bar would remain on the Eucalypt Lawn until 25 July. There is also a Mega fauna exhibition by Peter Schouten in the Visitor Centre. • A new Visitor Guide and Map is available with construction sites and | | Noted |

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| | | <p>current main route marked.</p> <ul style="list-style-type: none"> The path between the Mallee and RFG will be reopened when dead trees have been removed. <p>A question was raised about how visitor numbers are calculated. Megan indicated that the ANBG used a complicated formula based on the number of cars entering. This included an allowance for staff vehicles etc.</p> <p>Neville Page then asked about public access to toilets in the Banks Centre to which Megan replied that while they were available it was not encouraged when its rooms were being used.</p> | | |
| 5.4 | President | <p>The President's report was uploaded on Google drive outlining his activities since the last meeting. He highlighted his contact with AAFBG and the hosts of the next AAFBG Conference, Eurobodalla Botanic Gardens. He indicated that planning for the Conference was progressing well and that he had offered our assistance. He went on to say that he had visited the Growing Friends facility and contacted all Friends Groups about preparing/updating COVID Safety Plans. He had also written to significant donors thanking them for their contributions to the Public Fund.</p> | | Noted |
| 5.5 | Treasurer | <p>Financial statements for June 2021 were shared on Google drive before the meeting, prior to going to the Auditor. They showed that membership fees for the financial year were over \$101,000 for the first time. Helen Elliot noted that the membership team had been working hard with almost 3000 members now enlisted. She indicated that the Growing Friends had raised \$8270 and were proposing another plant sale in November. The Botanic Art Group and Photographic Groups had also had good returns.</p> <p>It had also been a good year for donations to the Public Fund – the 3rd largest with \$28,843 donated.</p> <p>The following resolutions were then passed.</p> <p>RESOLUTION: That the Treasurer's Report be accepted RESOLUTION: That Council resolve to elect under ss40-160 of the A New Tax System (Goods and Services Tax) Act 1999 to treat</p> | <p>M: Helen Elliot S: David More</p> | Passed |

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| | | <p><i>the following eligible fundraising events as input taxed for the financial year ending 30 June 2022:</i></p> <p><i>a. Botanic Art Group Exhibitions</i></p> <p><i>b. Photographic Group Exhibitions</i></p> <p><i>c. Growing Friends Plant Sales, and</i></p> <p><i>d. Thursday Talks.</i></p> | <p>M: Helen Elliot S: Alan Henderson</p> | <p>Passed</p> |
| 5.6 | IT Report including Administrative Database Evaluation Working Group | <p>David More said that data was now being transferred to the new membership system prepared for installation on the Friends' admin hosting service. This system was developed by David and donated to the Friends. In recognition of his generosity, Council unanimously agreed:</p> <p>RESOLUTION: That Council acknowledge and express its appreciation for the large amount work that David More has contributed in developing the new membership and administrative system.</p> <p>David went on to say that the current Friends website first went live in May 2012 with one minor refresh, 5 years ago. It was 'tweaked' recently to fit in changes such as the introduction of Flowers Fruit Foliage. However, the site's informational structure is no longer suited to the ways the Friends operate and communicate. For all these reasons, the website team is considering how to redevelop the Friends website.</p> | <p>M: Lynden Ayliffe S: Alan Henderson</p> | <p>Passed</p> |
| 5.7 | Project Committee | <p>A report was provided on Google Drive prior to the meeting. It indicated that the Committee was viewing the proposed signage for the ANBG Friends Lawn prior to the Council meeting. Alan Henderson showed a copy of this signage to Council, which will be embedded in a wall of the East Core Precinct development. A storyboard outlining the history, role and contribution of Friends will come later.</p> <p>Alan then indicated that there had been 2 resignations from the Committee and asked Council to consider suggesting new members. He asked that Council record it's appreciation of the contributions made by retiring members: Jeff Brown and Dennis Ayliffe.</p> | | <p>Noted</p> |

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| 5.8 | Public Fund | Neville Page indicated that the last meeting of the Public Fund Management Committee occurred immediately after the last Council meeting and indicated that while it was logistically difficult, he proposed to continue the format in the future. As there was no discussion, he indicated that its next meeting would be in September. | | Noted |
| 5.9 | Friends Reports | <p>a. Photographic Group - Helen Elliot indicated that the Group had sought approx. \$209 for printing bookmarks advertising their next exhibition. A draft copy was included in the meeting papers</p> <p>b. Botanic Art Group – Wendy Antoniak indicated that the Group had been asked to illustrate plants for signage within the new Conservatory. The ANBG was identifying plants and the Group was organising its artists to deliver line drawing to be etched into panels. The BAG is providing paper and pens with the intent that drawings are completed by April/May next year. ANBG will retain the original drawings but artists will retain copyright.</p> <p>c. Flowers, Fruit and Foliage – Neville Page indicated that the videos were still being prepared but there was no contact between him and the Walcotts who produce them. All contact is by electronic means.</p> <p>d. Growing Friends – Although there is a plant sale scheduled for November, plants can be purchased each Tuesday. Helen Elliot said that the Group is therefore seeking its own dedicated EFTPOS machine. Council agreed this was appropriate. RESOLUTION: That Council acquire a dedicated EFTPOS machine for the Growing Friends</p> <p>e. Thursday Talks (TT) – a report was placed on Google drive that Linda Beveridge asked Council to note along with the fact that she is the Convenor despite Fronds mistakenly reporting that it was Liz Truswell. The report noted upcoming speakers and again sought an easing of restrictions on the capacity of the theatrette where the talks are held. ANBG indicated that this was not possible given current Departmental restrictions.</p> <p>f. Social Events– no report</p> | M; Helen Elliot S: Wendy Antoniak | <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Passed</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> |

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| | | <p>g. Nature Journaling and Field Sketching – Neville Page indicated that he was in discussions with ANBG about a COVID Safety Plan for the Group and until it was finalised there would be no Group activities.</p> <p>h. Membership and Meet and Greet – the report on Google drive showing new members and renewals for June 2021 was noted. Alan Henderson pointed out that membership was up 9.6% for the financial year.</p> <p>Linda Beveridge indicated that there would be a Meet and Greet event for new members on 14 August 2021 at 9.45am and asked Council to put it in their diaries. She also sought funding for catering</p> <p>RESOLUTION: that Council agree to provide catering up to \$350</p> | M: Linda Beveridge S: Wendy Antoniak | Noted Passed |
| 5.10 | Volunteer Guides | No report | | |
| 5.11 | Communications | <i>FronDS</i> –The next edition is being finalised and will be issued in August Broadcast email – Contributions to be made by Wednesday 14 July 2021 | | Noted Noted |
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| 6 | Other Business | | | |
| 6.1 | AAFBG | Neville Page indicated that he had covered this already in his President's report – see Item 5.4 | | Noted |
| 6.2 | Summit Walk | Linda Beveridge indicated that the Friends of ANBG and Friends of Black Mountain regularly held combined walks since the path opened in 2000. They are currently preparing a COVID Safety Plan for a 24 July walk. Assuming there are 20 people interested then 2 walks will be taken. Linda will provide information for inclusion in E-newsletter. | | Noted |
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| 7 | Next Meeting | 2pm, Thursday 12 August 2021 - Celia Rosser Room | | Noted |

