

**Meeting of Council  
1 May 2018  
Dickson Room**



**Minutes**

**1.0 Approval of Agenda, Attendance and Apologies**

The meeting was opened by the Chair at 1 pm. The agenda was approved as circulated.

Apologies were received from: Judy West, Wendy Antoniak, Jonette McDonnell, Linda Beveridge, Barbara Podger and David Coutts.

Attendance:

Council: Lesley Jackman (Chair), Helen Elliot, David More, Christianna Cobbold and Jann Ollerenshaw.

Gardens: Sebastian Lang, Helen McHugh

**2.0 Minutes of Council meeting 3 April for approval**

**RESOLUTION**

**Moved:** Jann Ollerenshaw, **Seconded** Helen Elliot - that the minutes of the 3 April Council meeting be approved as tabled.

**Carried**

**3 Matters Arising from Minutes of 3 April 2018**

**3.1 Friends Submission to Parliamentary Enquiry into Canberra's National Institutions**

The President advised that the draft submission to the Parliamentary enquiry would be sent shortly. Any further comments should be passed to her as soon as possible.

**3.2 AAFBG conference and AGM**

Helen Elliot gave an overview of the very good presentations and events at the AAFBG conference. The conference featured talks by Lucy Sutherland (Adelaide Botanic Gardens), Chris Russell (Cranborne Botanic Gardens) and Paul Tracey (Wollongong Botanic Gardens). Lesley Jackman participated in the Rapid-Fire Session. The presentations were complemented by walks in the Benalla Botanic Gardens and a School visit.

**3.3 BAG exhibition report**

Jann Ollerenshaw provided a brief overview of the report submitted and some highlights of the successful exhibition.

**4. General Business**

**4.1 Briefing on Biodiversity Science Section by Dr Sue Fyfe**

After providing a handout 'Biodiversity Science - at a glance' Sue Fyfe spoke to the scope of scientific research, collaborations, collections, databases, outreach and knowledge management the Biodiversity Science Section provided. The range of work was extensive and very impressive. It was agreed that the section's work needed to be further promoted and supported. The President undertook to provide copies of handout and scientific papers produced by the section to council members not present and relevant Friends' groups.

**4.2 Development Matters**

Craig Cosgrove and Lesley Jackman were working to finalise the attribution plaque.

**4.3 IT Matters**

David More provided a synopsis of the events since the discovery that the Friends' internet server was compromised. The attack was unlikely to have been targeted at the Friends per se but at users of Drupal software. It has become apparent that after vulnerabilities were identified and patched and rubbish cleaned up that the system was open to further attacks and rogue files keep appearing and regular clean-ups are required. Additional backups were made to secure website information and databases and regular membership backups.

It was considered important that members be promptly advised that it was possible that the membership database may have been breached (names and contact details) but they should be reassured that no bank account or credit card details are held on the Friends server and were thus not accessed. An urgent broadcast email and notice on the website would be prepared.

In the discussion that followed it was apparent that files on the most vulnerable site, Document Manager, needed to be moved to Google Drive without delay. Historical membership data would also be taken off the server and archived. Options to replace Drupal, which was vulnerable to such attacks, would be explored and that in the short-term IT support would be engaged to support Google suite implementation. If further attacks were experienced before a replacement system was in place, then it was accepted that the Friends Website may have to be closed down.

#### **4.4 50<sup>th</sup> Anniversary**

The President noted that the Friends have been approached by the Australian Seed Bank Partnership about supporting the annual Seed Science Forum being held in Canberra in 2020. The support under preliminary discussion would be limited to \$10,000 and go towards bringing a major international authority on seed science to give the keynote address, a Thursday Talk and visit other members of the Partnership, eg ANU. A submission would be put to Council as this proposal was further developed.

#### **4.5 Conservatory Interpretation Consultancy**

Jann Ollerenshaw attended a workshop led by the consultant David Huxtable of Lookear along with ANBG staff and a representative from the National Capital Authority. The workshop was a preliminary step in the development of an interpretation plan. The focus was on identifying key messages and themes – the weird and unique tropical plants of the regions to be focussed on and the diversity of the Australian tropics. Helen McHugh added that this consultancy was a step in the process for interpretative messages in the conservatory. Details on the implementation of the plan such as means of delivery would be dealt with further along the development path.

That the Lookear quote came in above the figure committed by the Friends for the interpretation consultancy plan (\$15,000) was discussed as was the possible need for additional funds.

#### **RESOLUTION**

**Moved** – Helen Elliot **Seconded** –Christianna Cobbold: that the amount of funding be increased and that up to \$20,000 be made available to fund the conservatory interpretation plan consultancy.

**Carried**

### **5. Reports**

#### **5.1 ANBG Executive Director**

#### **5.2 ANBG General Manager**

Sebastian Lang, A/General Manager gave both reports. Key points were

- He was meeting with all the teams and getting up to speed with current works and ongoing needs. His focus would be on what adjustments needed to be quickly made to make these needs sustainable.
- The Seed Bank Building promotion dinner at the Pollen Cafe had been a success with some donations being pledged on the night. The visit to the Seed Bank, demonstrations by volunteers and the support of ANBG staff reinforced the message for further funding.
- Sebastian clarified that Peter Byron would continue to maintain his oversight of the Conservatory Project.
- Sebastian also support the work of Sue Fyfe's Biodiversity Science Section which needed to be further promoted – it was part of the complex story of the work undertaken by the Gardens.

#### **5.3 ANBG Friends' Liaison**

In Megan Donaldson's absence, Helen McHugh presented this report. Key points were:

- The Visitor Experience and Friends' Liaison team was being reshaped – a list of who was responsible for what roles would be provided to Council – this was widely welcomed.
- The Gardens was cutting back on public programs so that the delivery model could be changed from presenter initiated to a more focussed range of programs and attracting the right people to deliver them.
- Upcoming events included the BGANZ launch 4 May with Costa Georgiadis to open the new Conservation

and Research Garden followed by the Open Day on 27 May.

- The AV resources in the Crosbie Morrison Room had been upgraded the members were invited to inspect the system.
- It was confirmed that Friends events for Friends in the Gardens would not be subject to the permit fee and steps had been taken to clarify this in the venues booking system.
- It was observed by David More that the new mobility scooters had arrived.

#### **5.4 Treasurer's report**

Council noted the monthly reports tabled by the Treasurer

##### **RESOLUTION**

**Moved** – Helen Elliot **Seconded** Jann Ollerenshaw: that the monthly financial statements be accepted as tabled.

**Carried**

#### **5.5 AGM 2018**

It was proposed that the AGM be held in late September. The issue of a guest speaker and the need to seek new council members was discussed in general and were to be further explored.

#### **5.6 Friends Key Priorities - Guides**

It was noted by Council that the Key Priorities document had been updated to reflect the work of the Guides.

Christianna Cobbold offered to meet with Sebastian Lang to brief him on the role of the Guides and the involvement gardens staff had with their training and development. The offer of a briefing was welcomed.

#### **5.7 Exploring paid administrative support**

It was suggested by the President that the workload on some Council members given the growth in membership and the diversity of activities undertaken by the Friends was such that serious consideration needed to be given to providing paid administrative support. In particular, it was noted that like organisations with smaller memberships received paid administrative support.

##### **RESOLUTION**

**Moved** – Christianna Cobbold **Seconded** – David More: that the Council actively pursue the ways and means of providing, initially part time, paid administrative support to lighten the burden of some Council members.

**Carried**

#### **5.8 Project Committee**

A report on the progress of the project committee's activities would be presented at the next Council meeting.

#### **5.9 Public Fund**

The draft minutes of the recent meeting of the Public Fund Committee were noted.

#### **5.10 Membership**

The Membership Report to end April was noted.

The New Members walk and morning tea on Sunday 20 May was planned, an upper limit of 60 members was agreed.

#### **6. Next meeting**

1pm on Tuesday 5 June 2018 in the Banks Building.

Lesley Jackman  
President