

**Meeting of Council
9 May 2019
Dickson Room**



Minutes

Item	Topic	Information	Sponsor / Responsibility	Action
1	Approval of Agenda, Attendance and Apologies	Meeting opened by the Chair at 2pm Council: Max Bourke (Chair), Helen Elliot (Treasurer), Jann Ollerenshaw (Secretary), Wendy Antoniak and Alan Henderson. <i>Ex officio</i> : ANBG: Judy West, Peter Byron; Friends: David Coutts, Tricia Morton, Lesley King and Barbara Podger <u>Apologies</u> : David More, Linda Beveridge, Lesley Jackman, Lynden Ayliffe and Megan Donaldson Note: The President requested, and Council agreed, that papers for Council consideration be loaded on Google Drive no later than the Monday prior to a meeting.	Chair	Agreed
2	Minutes of Council meeting	Minutes of the Council meeting of 11 April 2019 were circulated. RESOLUTION: Moved Wendy Antoniak, seconded Helen Elliot that the minutes, with a correction, be approved.	Jann Ollerenshaw	Passed
3	Business arising from previous Minutes			
3.1	Key Priorities	RESOLUTION: Moved Wendy Antoniak seconded Jann Ollerenshaw that the Key Priorities for 2019 as circulated be approved and passed to the Gardens.	Max Bourke	Passed
3.2	Friends Lounge	Response to complaints about the condition of the Friends Lounge noted. RESOLUTION: Moved Helen Elliot seconded Wendy Antoniak that up to \$200 be provided for purchase of new crockery and cutlery.	Linda Beveridge	Passed
3.3	AAFBG Representation	Agreed that experienced members be approached about representing the Friends at the AAFBG, if no one accepts then a call for nominations be made in a broadcast email.	Max Bourke	Agreed

4	General Business			
4.1	Development matters:	a. Conservatory – No major developments. b. Banksia Garden – progressing on schedule, especially sandstone work, decorative fence screens and signs remain to be installed. c. 50 th Anniversary – timeline being finalised.	Peter Byron	Noted
4.2	Friends insurance under MOU	Details of Comcare coverage have been received. Lesley Jackman will prepare a paper for Council. Once approved all SIGs and Warwick and Pat Wright be informed about insurance coverage and guidelines on obtaining approvals for Friends’ activities.	Peter Byron Lesley Jackman	Noted
4.3	Building Audiences	Discussion on resolution deferred – the President has received a proposal from the Growing Friends which will need to be considered.	Max Bourke	Noted
4.4	Botanical Art Exhibition	Report on the success of the exhibition was noted as was the purchase of two paintings to be presented to the Gardens	Jann Ollerenshaw	Noted
4.5	Selection of Patron	After a couple of additional names were considered it was agreed that the President should begin contacting potential patrons.	Max Bourke	Agreed
5	Reports			
5.1	ANBG Executive Director	<ul style="list-style-type: none"> • New Seed Bank has received money for construction though the Gardens would like to raise \$1.2m for fitout and equipment. Architect will now prepare specifications for design concept so that it can go to tender late July. • Consideration will be given to a Council member joining the Seed Bank design workshop • Projects template simplified. • Potential projects canvassed and to be referred to projects committee for prioritisation. 	Judy West	Noted
5.2	ANBG General Manager	<ul style="list-style-type: none"> • Carpark resurfacing will commence shortly, there will be some reduced parking availability as a result • Work to rectify trip hazards is being undertaken. • Recruitment of a new Business Manager has been successful (Megan Menz) 	Peter Byron	Noted
5.3	ANBG Friends’ Liaison	<ul style="list-style-type: none"> • International Music Festival went very well • Tree week – climbing and symposium commencing this weekend • World Bee Day - 20 May • Gardens Open Day – 26 May 	Peter Byron	Noted
5.4	Treasurer’s Report	<ul style="list-style-type: none"> • Art exhibition raised over \$4,000 • Booked walks raised \$350 • Membership fees continue to come in, averaging 28 new members per month • Reconciliation of Public Fund. <p>RESOLUTION: Moved Alan Henderson seconded Wendy Antoniak that the Treasurer’s Report be accepted and that the \$100,000 term deposit be renewed for a further 3 months.</p>	Helen Elliot	Noted Agreed

5.5	IT Evaluation Working Group Report	Feedback from Kings Park on the suitability of Stepsoft's Foxtrot CKS was disappointingly poor. The Working Group will now review MembershipWorks after receiving positive comments from Brisbane Botanic Gardens.	Alan Henderson	Noted
5.6	Public Fund	The President confirmed, after seeking legal advice, the need for him to register and deregister trustees. The PF is awaiting referrals of potential future projects from Projects Committee	Barbara Podger	
5.7	Volunteer Guides	<ul style="list-style-type: none"> Report presented A Working Group has been formed to consider and make recommendations based on 2018 guided tours data to improve guiding patronage and experience. 	Lesley King	Noted
5.8	Major Events Working Group	Next meeting schedule later in May	Megan Donaldson	Noted
5.9	Social Events and Activities	Planning has commenced for the next round of Wake Up with the Birds events, though with the Guides Conference in Perth there will be fewer guides available	Tricia Morton	Noted
5.10	30 th Anniversary Subcommittee	Meeting to be held with Manager of the Gardens 50 th Anniversary Working Group	Barbara Podger	Noted
5.11	Project Committee	Currently assessing list of proposed new project	David Coutts	Noted
5.12	Fronds Committee	August <i>Fronds</i> being drafted, deadline for material is mid-June, proofs received in July	Barbara Podger	Noted
5.13	Broadcast Email	Contributions for next broadcast email to be received by next Wednesday 15 May	Wendy Antoniak	Noted
5.14	Membership Report	Report circulated. Currently 2,539 members including 39 new members.		Noted
6	Other Business			
6.1	Record Keeping	Use of Google Drive by SIGs to be surveyed	Jann Ollerenshaw	Noted
7	Next Meeting	2pm, Thursday 13 June 2019, Dickson Room		