

Friends of the Australian National Botanic Gardens Council Meeting 12 May 2022 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 with changes to the order, allowing some attendees to leave early.		Noted
1.2	Attendance and Apologies	Present <u>Council</u> : Neville Page (President, Chair), Linda Beveridge (Vice President), Lynden Ayliffe (Secretary), Anne Holmes (Treasurer), David More, Alan Henderson, Wanda Filsell, Lesley King, Kerry Moir <u>Ex-officio</u> : Peter Byron <u>Invited</u> : Barbara Podger, Christianna Cobbold <u>Apologies</u> : Judy West, Megan Menz		Noted
2	Minutes of Previous Meeting	RESOLUTION: that the minutes of the Council meeting of 14 April 2022 be accepted.	M: Neville Page S: Linda Beveridge	Passed
3	Matters arising from previous minutes			
4.	General Business			
4.1	Communications	<ul style="list-style-type: none"> <i>Fronds</i> - Barbara Podger referred to her report on Google drive that indicated two people were interested in helping the Fronds team with design and layout. She suggested it would be a good idea for two people to share the role and sought funds to buy/license the appropriate software. Council discussed this at some length and it was agreed that David More would explore software options and costs. <p>RESOLUTION: that Council agree in principle the proposed purchase of appropriate software with a final decision to be made by Executive in consultation with David More and Barbara Podger.</p> <ul style="list-style-type: none"> Broadcast email – copy to Wanda Filsell by COB 18 May 2022 	M: Lynden Ayliffe S: Alan Henderson	Passed

4.2	Membership fees and benefits	Lynden Ayliffe indicated that she and Wanda Filsell were working with David More and Lesley Harland to align the proposed changes to categories, fees and benefits with amendments to the Constitution. The current proposals would streamline fees and benefits, although further work is required to discover how such changes would affect those with longer than one-year memberships.		Noted
4.3	Communications Strategy	After discussions at the last two Council meetings, Kerry Moir indicated that she wanted to step back and ascertain Council's expectations before proceeding further with the strategy. After much discussion, it was agreed that Council members would provide feedback to Kerry and David More who would develop a framework to be discussed at a future workshop. ACTION: Council members to provide feedback to Kerry and David who will develop a format for further discussion at a workshop.		Noted
4.4	Australian Association of Friends of Botanic Gardens (AAFBG)	Linda Beveridge reported on the AAFBG biennial conference at Eurobodalla attended by some 60 people from various botanic gardens around Australia. ANBG Friends mounted a display at the Conference that was well received with half of its handouts being taken. Maroochydore was selected as the place for the next Conference. AAFBG will be conducting a tour of Tasmania in October – a major source of its income. On the second day of the Conference, the AAFBG held its AGM. Linda Beveridge was nominated to the Committee and accepted. Although the positions of President and Secretary were not filled, Linda and the Maroochydore representative were invited subsequently to fill these positions. These appointments will be ratified at the Committee's next meeting in 2 weeks time. Council then discussed the circulation of the AAFBG newsletter that Anne Rawson from ANBG Friends edits. It was agreed that this newsletter could be more widely circulated as it currently is shared with Council and Convenors and a hard copy placed in the Friends lounge.		Noted
5	Reports			

5.1	ANBG	<p>In the absence of Judy West and Megan Menz, Peter Byron reported that :</p> <ul style="list-style-type: none"> ● Judy West is working on a paper about the next round of the PhD scholarship program that the Public Fund and Council funds. ● Megan Menz will be on leave for a month, having spent much time on cleaning tenders for the ANBG. ● Other tenders include the Seed Bank, Horticulture Centre, and Café lease. ● COVID/flu toll on staff – 2-3 members absent each week. ● Visitor numbers remain strong with over 46,000 visitors in April. ● 26 new guides undertaking training. ● Ranger Dan away until July, with Bec Kitson placed on a seven-month contract. ● Mega Fauna night sessions will be ticketed. ● Six staff will be presenting at the BAGANZ Conference in Melbourne in September. ● Maintenance to Dickson Room is underway, with Ellis Rowan Building receiving a new roof and the Visitors Centre to follow. ● Wedding platform in the rainforest has been redone and the Bird Hide is being revamped. <p>Peter was then asked about meetings between ANBG and Friends' Groups. ACTION: Peter Byron to arrange meeting between ANBG and Group Convenors</p>		Noted
5.2	Grant application for Mega Fauna event	Peter Byron indicated that grant applications for 2023 were not yet open. It is likely that applications would open in August with a one-month window before applications closed in September.		Noted
5.3	Botanic Art Group Exhibition	This year's exhibition has been extremely successful generating nearly \$20,000. Friends purchased a watercolour of <i>Hakea scoparia</i> by Cornelia Buchen-Osmond. This was presented to Peter Byron at the meeting.		Noted
5.4	Project Committee	<p>Alan Henderson advised that the Section 189c project would not be proceeding and some further projects were being deferred. Alan indicated that this would free up funds this financial year. The Committee could therefore consider some further projects.</p> <p>Alison Turner has volunteered to be the Friends' representative on the Red Centre project.</p>		Noted

		Alan then indicated that his Committee would be revamping its procedures. He asked Council to reconsider the \$100,000 buffer that it keeps in its account. by August when it hoped to consider a new round of projects. It was agreed to add this to the agenda of the next Executive meeting to which Alan would be invited.		
5.5	Volunteer Guides	<p>Report on Google drive outlined the scope of guide training for new recruits. It also detailed the cost of funding uniforms for these new guides and sought additional funding (beyond the \$2000 agreed at the April meeting) for the 24 new guides. Support was also sought for all costs associated with logo embroidery for all shirts and jackets ordered by new and existing guides. Replacing shirts of existing guides who have over 5 years service (estimated at 22 guides) was also considered and agreed.</p> <p>RESOLUTION: that Council approve further funding of up to \$2500 for uniforms for new Guides, logo embroidery and shirts for Guides who have over 5 years experience.</p> <p>Lesley then mentioned the Australian Guides Conference in Melbourne in October. She asked whether Council would subsidise costs for guides.</p> <p>RESOLUTION: that Council approve funding up to 50% of early bird registration fees.</p>	<p>M: Lesley King S: Alan Henderson</p> <p>M; Linda Beveridge S: Lynden Ayliffe</p>	<p>Passed</p> <p>Passed</p>
5.6	President's Report	Neville Page indicated that his activities were detailed in his report on Google drive.		Noted
5.7	Treasurer's Report	<p>Anne Holmes reported the income from the BAG exhibition, adding that there had been no significant expenditure over the past month. As indicated that her report on Google Drive, she sought Council approval for the following resolutions noting that the current interest rates were low.</p> <p>RESOLUTION: That the Treasurer's Report for April 2022 be accepted.</p> <p>RESOLUTION: That, in view of upcoming project payments to the ANBG, partially withdraw \$65,000 from term deposit #72 902 3119 and rollover the balance of \$110,158.15 (inclusive of accrued interest) for a new term deposit of 3 months.</p>	<p>M: Anne Holmes S: Alan Henderson</p> <p>M: Anne Holmes S: Alan Henderson</p>	<p>Passed</p> <p>Passed</p>

		As Council approaches the end of the financial year, the appointment of the auditor was then raised. Although Council was happy with the current auditors, there had been questions raised at two previous AGMs. It was decided to address this issue at the next Council meeting.		
5.8	IT Report	David More drew attention to his report on Google drive outlining progress on website and membership administration. David is working with Spero Cassidy, the web manager for the Friends of the National Arboretum that may prove helpful. Other activities include reporting on the recent sales from the BAG exhibition, considering the switch to online submissions for the Schools Photographic Competition and evaluating the Friends Google Workspace for Non-Profits subscription (formerly called G-Suite) used by several committees and interest groups, which also provides Friends' email services.		Noted
5.9	Public Fund	While the Management Committee had not met, Neville Page acknowledged that he would notify the Committee of the deferral of two projects.		Noted
5.10	Friends Reports	<p>a. Photographic Group - No report.</p> <p>b. Botanic Art Group – See Item 5.3</p> <p>c. Flowers, Fruit and Foliage (FFF) – No report</p> <p>d. Growing Friends (GF) – Plant sale 27 August 2022.</p> <p>e. Plant Science Group – Successfully underway again.</p> <p>f. Thursday Talks (TT) – Report on Google drive detailing talks this year. Linda Beveridge said that the group would be extending its media coverage.</p> <p>g. Social Events and Activities –Christianna stated that the 1 May walk focusing on fungi was very successful and more walks are planned next autumn. She indicated the new booking system was working well with any cancellations automatically issuing invites to those on the waitlist. Planning is also underway for a cryptogram walk in September and a sit down dinner or jazz event in the warmer months. With only 4 members the Committee needs more volunteers and Christianna Cobbold proposed advertising in the E newsletter.</p> <p>h. Nature Journaling and Field Sketching – The group met on 2 May and up to 25 of the 54 members attend each session.</p> <p>i. Membership - Membership report provided on Google drive.</p>		<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		j. Meet and Greet - Report on Google drive.		
6	Other Business	None was raised.		
7	Next Meeting	2pm, on Thursday 9 June 2022 in the Celia Rosser Room		Noted

A handwritten signature in black ink, appearing to be 'N. Rose', written in a cursive style.