

<b>Friends of the Australian National Botanic Gardens Council Meeting 11 November 2021 Minutes</b>				
<b>Item</b>	<b>Topic</b>	<b>Information</b>	<b>Moved (M) Seconded (S)</b>	<b>Council</b>
<b>1</b>	<b>Approval of Agenda, Attendance &amp; Apologies</b>			
1.1	Agenda	Neville Page opened the meeting by thanking Council for making the AGM a success. He also extended a warm welcome to Kerry Moir. Two items were added to the Agenda: Gang Gang Survey & ACT Volunteer of the Year. <b>RESOLUTION: that the Agenda be adopted as amended.</b>	M: Neville Page S: Wanda Filsell	Passed
1.2	Attendance and Apologies	Present <u>Council:</u> Neville Page (President, Chair), Linda Beveridge (Vice President), Helen Elliot (Treasurer), Lynden Ayliffe (Secretary), David More, Alan Henderson, Wanda Filsell, Lesley King, Kerry Moir <u>Ex officio:</u> Megan Donaldson <u>Apologies:</u> Judy West, Peter Byron, Barbara Podger, Tricia Morton		Noted
<b>2</b>	<b>Minutes of Previous Meeting</b>	<b>RESOLUTION: that the minutes of the Council meeting of 14 October 2021 be accepted.</b>	M: Linda Beveridge S: Alan Henderson	Passed
<b>3</b>	<b>Matters arising from previous minutes</b>			
3.1	AGM Outcomes	Lynden Ayliffe indicated that the draft minutes for the AGM had been sent to Council members and any comments were welcome. The only matter arising from the meeting was the issue raised by Marg Nicholls about appointing a new auditor. Alan Henderson said the same question has been raised at the last AGM. Neville Page responded by saying the fees charged by our current auditor are reasonable and the		Noted

		<p>service excellent. While our Constitution states that Council will appoint an auditor (Clause 10.6.1), the Friends' governing legislation simply requires an independent review. The Friends are classified as a small association. Council agreed an auditor inspires confidence and strongly supported retaining an auditor.</p> <p><b>ACTION: Neville Page indicated that he would write to Marg Nicholls repeating council sentiments.</b></p> <p>Lynden Ayliffe then circulated forms for Council members to sign, declaring they continue to be responsible persons under the Commonwealth <i>Corporations Act 2001</i>. She also indicated that she had applied for extended parking passes for Council and Group members. Wanda Filsell questioned the need to provide copies of papers at the AGM when they were available on the website. The consensus amongst Council members was that a few copies were necessary for those that requested them. David More added that such requests could be sought beforehand by including mention of this in AGM notices.</p>		
<b>4</b>	<b>General Business</b>			
4.1	FANBG Council Priorities: 2021-2022 Review and 2021-2025 Strategic Plan	<p>Council considered the draft outlines of these papers which were provided on Google drive before the meeting. A question from Kerry Moir about why people join the Friends engendered much discussion. There was a suggestion from Lesley King that Council undertake a survey to discover why people join the Friends. David More suggested research was needed to better inform the website and suggested a review of general communications that could include such questions. Helen Elliot added that a new membership brochure was needed and perhaps that would be an opportunity to ask questions. She said that Council should review our membership fees as they haven't been reviewed since 2013.</p> <p>While there was agreement that evaluation was important, some felt a wider survey was needed to ascertain and target groups not currently</p>		Noted

		<p>members. Parking concession was seen as an incentive. Lynden Ayliffe suggested that professional help may be required to inform such initiatives as the communications review, the development of the website and a new membership brochure.</p> <p>Lesley King suggested that a survey be included in the Strategic Plan and Priorities documents that are being finalised by Neville Page and Linda Beveridge (assisted by Kerry Moir). Council members were urged to send comments to Neville and Linda as soon as possible.</p>		
4.2	Review of Constitution Update	<p>Lynden Ayliffe said that the review was continuing but had thrown up the need for an administrative <i>tidy up</i>. She indicated that a draft delegation was provided on Google drive that allows the Treasurer to approve expenditure of up to \$3000 without Council approval and maintain a cash float of \$300 provided that all money paid from or into the float is accurately recorded at the time of the transaction.</p> <p>This delegation also allows Executive to approve expenditure between \$3000 and \$5000.</p> <p>All other expenditure must be approved by Council and Clause 10.3.4 of the Constitution will continue to apply: <i>All cheques, electronic transfers, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed/authorised by two Council members authorised by Council to do so.</i></p> <p><b>RESOLUTION: That the proposed financial delegation be approved and signed by the President and Vice President</b></p>	M: Alan Henderson S: David More	Passed
4.3	ANBG Management Plan	<p>Neville Page indicated that comments on the Plan are due on 1 December and asked for comments. Many of Council comments were favourable confirming that it was more practical and less tedious than previous plans.</p> <p>Lesley King indicated that the Plan was on the agenda for the next Guides' meeting and she felt some may wish to see a greater emphasis on improving visitor experiences and expanding volunteer services.</p>		Noted

		<p>Council concerns were about ageing infrastructure given increased visitation (parking in particular), conservation and managing remnant vegetation. Neville Page indicated that Max Bourke had made a personal, independent submission suggesting the need for an independent management board.</p> <p>Megan Donaldson confirmed that the comments would go to the Department and then the Minister who would decide whether to approve the Plan or not.</p> <p>Neville suggested that Executive develop a submission and circulate a draft to Council members for comment. Council agreed.</p>		
4.4	Volunteer Recognition Awards – 7 December 2021 at 10am	Linda Beveridge indicated that there would be 10 people receiving an award and invitations to the event would be sent out soon. Neville Page said Ms Jody Swirepik, Acting Director of National Parks would be the guest speaker.		Noted
<b>5</b>	<b>Reports</b>			
5.1	ANBG Executive Director	See Agenda Item 5.3		
5.2	ANBG General Manager	See Agenda Item 5.3		
5.3	ANBG Friends Liaison	<p>Megan Donaldson reported that:</p> <ul style="list-style-type: none"> <li>● Wet weather was hindering capital works.</li> <li>● East Core Project would be finished in mid-December this year.</li> <li>● Conservatory would be finished in late January 2023.</li> <li>● Seed Bank would start in May 2022.</li> <li>● No action on recruiting a Research Scholar until students return to campus and the budget for this could be delayed until June 2022.</li> <li>● COVID restrictions easing tomorrow (12 November) and masks will not be mandatory but advisable indoors. Check-in will be required as will 1.5m physical distancing.</li> <li>● Friends Lounge and BRC closed until February.</li> <li>● Filming for <i>Visit CBR</i> will take place on 16 November.</li> </ul>		Noted

		<ul style="list-style-type: none"> <li>• Sunset Cinemas to start this month (25 November) and continue until February.</li> <li>• Exhibition by the Photographic Groups will open this month.</li> <li>• Recruitment of Volunteer Guides will take place until March.</li> <li>• Training of new Guides will start in May 2022.</li> </ul> <p>David More asked about capacity in the theatrette and Megan undertook to find out.</p>		
5.4	President	Neville Page indicated that he had placed a paper on Google drive detailing his activities from 12 August to today.		Noted
5.5	Treasurer	<p>Helen Elliot reported that memberships were being processed and 45% of members had renewed so far, resulting in \$64,000. She indicated that there had been 2 plant sales raising \$4,468. Wanda Filsell indicated that there would be another sale shortly, raising questions about what type of sale this was – limited or public. Neville Page agreed to find out. Helen went on to indicate that Term Deposit #3119 for \$115,000 was maturing today and asked Council to agree to its rollover given there were sufficient funds left at bank for current projects and publication of <i>Fronde</i>.</p> <p><b>RESOLUTION: That Term Deposit #3119 for \$115,000 plus accrued interest be rolled over for 3 months.</b></p> <p>Helen recommended that Cash Maximiser Account #6011 with less than \$5000 be closed and moved to the Friends General Account #4896 as it was not generating profit.</p> <p><b>RESOLUTION: That Account #6011 be closed and funds moved to Account #4896</b></p> <p><b>RESOLUTION: That the Treasurer’s Report for October be accepted</b></p>	<p>M: Helen Elliot S: Linda Beveridge</p> <p>M: Helen Elliot S: Lesley King</p> <p>M: Helen Elliot S: David More</p>	<p>Passed</p> <p>Passed</p> <p>Passed</p>
5.6	IT Report including Administrative Database Evaluation Working Group	David More indicated that there was a brief report on Google drive and there have been no significant developments in fine-tuning the membership database. He has been asked by the Photographic Group to provide a Point of Sale at their upcoming exhibition. The system is		Noted

		being upgraded and a new printer is required. Council agreed that this was reasonable given it would be used by the Botanic Art Group for its next exhibition.		
5.7	Project Committee	<p>Alan Henderson noted that Dr Sharon Abrahams had joined the Committee and asked Council to endorse her membership. Council agreed.</p> <p>Alan went on to say the Wanless Family were contributing to the ANBG for Seed Bank equipment and a memorial seat. A site for the seat has been chosen beside the Banksia Garden. He indicated that a feature would appear in <i>Fronds</i> and suggested there be an event to celebrate this. Neville Page thanked Alan for pursuing this donation to the ANBG. Alan in turn thanked Wanda Filsell and Kath Holtzapffel for their help in achieving this outcome.</p> <p>Megan Donaldson said that she had investigated the number of seats in the Gardens and found that they had declined from 75 to 30.</p>		Noted
5.8	Public Fund	Neville Page indicated that there would be a meeting before the end of the year. When asked if this meeting would be in conjunction with the Projects Committee, Alan said it would need advice from the Treasurer on the amount of funds available after renewals were finalised.		Noted
5.9	Friends Reports	<p><b>a. Photographic Group</b> - Neville Page advised that preparation for the Group's exhibition was underway and would open on 25 November. Although there would be no opening, Rhonda Daniell had asked that the President invite Judy West to help select the Friends' gift. Judges would also be present to select prize-winners in four categories using funds (\$1200) from a sale of donated camera equipment. Neville indicated that he would write to Judy West inviting her and indicating that Lynden Ayliffe would arrange a suitable time. Rhonda Daniell had advised that there are three people willing to be on the Group's Committee when others retire at the Group's AGM.</p>		Noted  Noted

		<p>b. <b>Botanic Art Group</b> – Megan Donaldson reported that the Group’s Exhibition would be held from 8 April to 8 May 2022.</p> <p>c. <b>Flowers, Fruit and Foliage (FFF)</b> – Neville Page indicated that videos had recommenced with the next video coming on 16 November.</p> <p>d. <b>Growing Friends</b> – Sessions started last week with a tidy up. Thanks were passed on to the ANBG for watering plants during lockdown.</p> <p>e. <b>Thursday Talks (TT)</b> – Linda Beveridge indicated that a list of speakers had been circulated and the next meeting of this Group would be later this month.</p> <p>f. <b>Social Events</b> –Report on Google drive indicates walks and sundial events were cancelled although butterfly walks are scheduled for January 2022.</p> <p>g. <b>Nature Journaling and Field Sketching</b> – Neville Page indicated that the Group had met on 1 November with 20 people attending. It was a success and a list of books had been provided to participants who requested further information on nature journaling.</p> <p>h. <b>Membership and Meet and Greet</b> – Membership report provided on Google drive indicated the number of renewals processed to date and the cancellation of the New Members’ Morning Tea scheduled for 14 August. Almost 20 new members had accepted the invitation. A new date (26/2/22) had been set and Council members were urged to save the date.</p>		<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
5.10	Volunteer Guides	<p>Lesley King advised that Guides are continuing to meet via Zoom and will not meet face to face until 2022. Guided tours will begin on December 1 and Guides will be monitoring numbers to potentially increase tours next year. She welcomed the recruitment of new Guides as some Guides have retired. She forecast a request for funding for Guides shirts, badges and conference fees. Guides are hoping to attend a Conference in Melbourne next year in September. The Guides’</p>		<p>Noted</p>

		Christmas party will be a BYO picnic and she asked Council to approve \$200 to cover drinks – a tradition to which Council agreed. <b>RESOLUTION: That Council approve \$200 for drinks at the Guides Christmas event</b>	M: Helen Elliot S: David More	Passed
5.11	Communications	<i>Fronde</i> – December issue is imminent. Broadcast email – copy to Wanda Filsell by Wednesday 17 December.		Noted
<b>6</b>	<b>Other Business</b>			
6.1	Gang Gang Cockatoo Survey	For some years, the Canberra Ornithological Group has been recording the numbers of these birds. The Group has asked Friends to participate in this citizen science project that will be advertised in the E-newsletter with forms to be available at the Visitors Centre.		Noted
6.2	ACT Volunteer of the Year	Lesley Harland and John Fitzgerald have been nominated for this award and Linda Beveridge encouraged Council members to vote. A notice will also be sent to Convenors of Friends Groups.		Noted
6.3	Annual General Meeting of the Australian Network for Plant Conservation Inc.	Linda Beveridge indicated that she would attend this meeting on 17 November 2021.		Noted
<b>7</b>	<b>Next Meeting</b>	2pm, Thursday 9 December 2021 - Celia Rosser Room		Noted

