

Meeting of Council
13 November 2018
Dickson Room

Minutes

Item	Topic	Information	Sponsor / Responsibility	Action
1	Approval of Agenda, Attendance and Apologies	Meeting opened by the Chair at 1.10pm. Agenda was approved as circulated. <u>Council</u> : Max Bourke (Chair), Helen Elliot (Treasurer), Jann Ollerenshaw (Secretary), Wendy Antoniak, Lynden Ayliffe, David More and Alan Henderson. <u>Ex officio</u> : ANBG: Sebastian Lang and Megan Donaldson; Friends: Lesley King and Tricia Morton <u>Apologies</u> : Judy West, Tiffeny Horwood, Lesley Jackman, David Coutts, Linda Beveridge, Barbara Podger and Rosella Hampshire.	Chair	
2	Minutes of Council meeting	Minutes of the Council meeting of 2 October 2018 were circulated. RESOLUTION: Moved Linda Beveridge, seconded Wendy Antoniak that the minutes be approved with a minor amendment.	Jann Ollerenshaw	Passed
3	Business arising			
3.1	Schools Photographic Competition	Awards ceremony proceeded seamlessly, with 269 entries only prize winners were invited, Judge Helen McFadden awarded prizes and answered questions. Discussion ensued around promoting event beyond Canberra Schools.	Lynden Ayliffe	Options paper to Council.
3.2	Treehouse Attribution Plaque	Unveiling ceremony went very well, family of major donor thrilled.	Helen Elliot	Noted
4	General Business			
4.1	Development matters:	a. Public Fund Meeting Report – presentation given by David Taylor on progress of Banksia Garden; further funding options to be considered at February meeting. Donations in line with last year. b. Conservatory and c. Banksia Garden - Work continuing on schedule, steps being taken to make sites more positive with graphic designed screens and information. Briefing/information to be provided to Guides and Information Desk volunteers and a key message prepared for Friends’ broadcast email. d. 50 th Anniversary – planning progressing, line to be drawn shortly on ideas for consideration	Helen Elliot Sebastian Lang Megan Donaldson	Noted Noted Noted
4.2	IT Report	Some difficulties were being experienced in logging on to Goggle Drive option for Council Members and Growing Friends to access documents via Drop Box was being explored as would One Drive – though there may be software costs.	David More	Noted

		Membership database was taking longer than expected but progress was being made. RESOLUTION: Moved David More, seconded Alan Henderson that Council approve transfer of website host to VentraIP and that Crazy Domains hosting not be renewed.		
4.3	Friends insurance under MOU	Advice from Department not yet received.	Megan Donaldson	To follow up.
4.4	Parking Permits for volunteers	It was considered that the Gardens would organise permits for Schedule 1 volunteers and that the Friends would provide a list of Schedule 2 participants after seeking a list of appropriate members from Special Interest Group Convenors. Criteria to be tightened and cross checking to be undertaken to ensure volunteers only received one parking permit.	Megan Donaldson	Jann Ollerenshaw and David More to approach SIGs
5	Reports			
5.1	ANBG Executive Director	Sebastian reported for the Executive Director and General Manager. <ul style="list-style-type: none"> Judy West is expected to return to ANBG at the end of the year pending appointment of new Director, Parks Australia Ceremony to recognize Schedule 1 volunteers held 	Sebastian Lang	Noted
5.2	ANBG General Manager	See above		
5.3	ANBG Friends Liaison	<ul style="list-style-type: none"> Bus loop 81 being dropped, despite submission by ANBG, Arboretum and Zoo, next steps being discussed. Banners at entrance being and Australian Flag being replaced Vending machine in Visitor Centre removed by company New Flora Explorer expected to arrive in December Bush Blitz Community Day, 2 December Photography after dark continuing - 18 January and 15 February Sunset Cinema, Wednesdays - Saturdays, 28 November 2018 to 12 January 2019 Summer Sounds 2-3 and 9-10 February 2019 – bands and vendors being booked, online ticketing Canberra International Music Festival – May 2019 Guided Walks for Friends Around the Lake proposed 	Megan Donaldson	Noted
5.4	Treasurer's report	<ul style="list-style-type: none"> Income: Membership renewals proceeding well. Wake up with Birds - an outstanding success \$3,141 raised up 35% Plant Sale – no all plants sold but a great effort \$7,193 raised up 22% RESOLUTION: Moved Helen Elliot seconded by Lynden Ayliffe that the Treasurer's Report be accepted. RESOLUTION: Moved Helen Elliot seconded Lynden Ayliffe that \$100,000 in maximizer account be placed in a three month term deposit.	Helen Elliot	Passed Passed

5.5	Volunteer Guides	<ul style="list-style-type: none"> Recruitment progressing applicants to be interviewing Biennial Guides Conference to be held in Perth 2019 Council to contribute drinks to Volunteer Guides Christmas Party 	Lesley King	Noted Agreed
5.6	Photographic Group Exhibition	<ul style="list-style-type: none"> Will be officially opened by Helen McFadden, 21 November, 5:30 – 7:00pm. Selections of photographs to be purchased by the Friends for the ANBG will be by Wendy Antoniak and Lynden Ayliffe for the Council and a member of ANBG staff (Megan Donaldson to follow up). 	Wendy Antoniak Megan Donaldson	Noted
5.7	Major Events Working Group	<ul style="list-style-type: none"> Summer concerts – three bands signed up (Annie and the Armadillos, RMC Band and Big Boss Groove) 	Megan Donaldson	Noted
5.8	Social Events and Activities	Report circulated on general activities and on Wake Up with the Birds. Paper to be prepared for council on possible Fungus Workshop	Tricia Morton	Noted
5.9	Projects Committee Report	Report circulated. <ul style="list-style-type: none"> Project Proposal Template Alan Henderson undertook to review timing of commitments with the view to exploring longer term investment options with Treasurer 	Alan Henderson	Approved Noted
5.10	Broadcast email	Send information within next month to Wendy Antoniak	All	Noted
5.11	Membership	Report circulated. Current membership is 1863, including 27 new members Complimentary Memberships – paper circulated. RESOLUTION: Moved Alan Henderson seconded David More that Council agree to award one year complimentary membership to: <ul style="list-style-type: none"> Patron and Vice Patron (continuing whilst in role) Thursday Talk speakers Botanic Trainees Presenters of Awards Others at discretion of Council 	Helen Elliot	Noted Passed
	Other business	A photograph of Council members present was taken.		
6	Next meeting	1pm Tuesday 4 December 2018, Dickson Room		Noted

_____ / / (signature and date)

Max Bourke
President