

**Meeting of Council
10 October 2019
Dickson Room**



Minutes

Item	Topic	Information	Sponsor / Responsibility	Action
1	Approval of Agenda, Attendance and Apologies	Meeting opened by the Chair at 2pm <u>Council</u> : Linda Beveridge (Vice President and Chair), Helen Elliot (Treasurer), David More, Alan Henderson and Lynden Ayliffe <u>Ex officio</u> : Peter Byron and Lesley Jackman. <u>Invited</u> : Megan Donaldson, David Coutts, Lesley King <u>Apologies</u> : Max Bourke (President), Jann Ollerenshaw (Secretary), Wendy Antoniak, Judy West, Megan Menz, and Barbara Podger	Chair	
2	Minutes of Council meeting	Minutes of the Council meeting of 12 September 2019 were circulated. RESOLUTION: Moved by Alan Henderson, seconded David More that the minutes be approved with minor amendments.	Jann Ollerenshaw	Passed
3	Business arising from previous Minutes			
3.1	Selection of a New patron	To be carried over until Max's return	Max Bourke	Noted
3.2	History of the ANBG book	Don Beer's proposal was discussed and his exhaustive research into the history of the Gardens was thought to be commendable. However, current Council members did not have the expertise and/or experience to endorse the manuscript and noted that this was his initiative and not approved by Council. However, there was consensus that a donation towards its publication was appropriate on certain conditions. Don's request for access to ANBG historical photographs was noted and Peter Byron suggested that Don contact Cheryl Backhouse. Usual access requirements would need to be met and any use acknowledged. A letter to Don will be drafted. The issue of Max Bourke providing a foreword would be a personal decision by him and not the Council's decision. RESOLUTION: Moved Lynden Ayliffe, seconded Linda Beveridge that an arms-length	Lynden Ayliffe	Passed

		<p>donation of \$5,000 be given to Don Beer towards the cost of editing his history on the following conditions that Council be provided:</p> <ol style="list-style-type: none"> a copy of his contract with the publisher committing to the publication an edited copy of the publication for Council's input an opportunity to prepare words of acknowledgement of the Friends' donation 5 copies of the final published book. 		
3.3	AGM 17 October 2019	<p>Linda advised that there would be pre-meeting drinks at 5pm followed by the AGM at 5.30pm. Agenda includes acceptance of Minutes of the 2018 AGM and reports by President, Treasurer and Executive Director of ANBG will be followed by elections of Office Bearers and Council members. Nominations for Vice President, Secretary and 2 Council members have been received. Judy West is to be asked to be electoral returning officer. The appointment of an auditor needs to be confirmed and there will be discussion about 30th anniversary celebrations next year.</p>	Linda Beveridge	Noted

4	General Business			
4.1	Development matters:	<ol style="list-style-type: none"> Conservatory – Design developed and detailed specs being undertaken for tender process in about 5 months time. Builder to be engaged early next year with work starting mid 2020. Completion of building expected late 2021. Final sketch plans were also presented and discussed. Seed Bank – open tender next month for design team. Banksia Garden – progressing on schedule. 50th Anniversary – discussed under major events at Item 5.9 	Peter Byron	Noted
4.2	Administrative Database Evaluation Working Group	No report as there has been no meeting since the last Council meeting	Alan Henderson	Noted
5	Reports			
5.1 and 5.2	ANBG Executive Director And General Manager	<ul style="list-style-type: none"> Brief has been sent to the Minister seeking an increase in parking fees in line with CPI. Increases in other fees such as education, venue hire etc are also being considered. Jindii to be given a new 7 year lease on its premises in the Gardens and a renewal of the café lease is due in 2121. Council asked that ANBG consider requested the ANBG to consider including in future lease conditions that Friends' events are subject to discounted venue hire and catering. It was acknowledged that Friends currently receive individual discounts on café purchases and that this is warmly appreciated. 	Peter Byron	Noted
5.3	ANBG Friends' Liaison	<ul style="list-style-type: none"> The annual ceremony to recognise volunteer contributions to the Gardens is scheduled for 12 November with Caroline Forster, guest speaker. Several 	Megan Donaldson	Noted

		<p>nominations have been received from the Schedule 2 Groups. Nominations from volunteer groups are due with the Friends Groups' convenor by 24 October.</p> <ul style="list-style-type: none"> • Megan Menz is developing an education Strategy. • Visitor numbers are still strong. 		
5.4	Vice President's report	<ul style="list-style-type: none"> • Linda indicated that her topics are covered elsewhere in the agenda. 	Linda Beveridge	
5.5	Treasurer's Report	<ul style="list-style-type: none"> • Audited financial statements are on Council's Google shared drive and will be tabled at the AGM. • It is the first week of Friends renewals and it is expected to be a busy season. • Projections of income and expenditure have also been uploaded on Council's Google shared-drive. • The treasurer reported that no term deposits were maturing in the next month. • Although bank accounts are being stretched due to project commitments, there are no unusual expenses foreseen. <p>RESOLUTION: Moved Helen Elliot, seconded Alan Henderson that the Treasurer's Report be accepted.</p>	Helen Elliot	Passed
5.6	IT Report	<p>Membership is growing with 1,903 members, the majority of which receive the broadcast email (1,800). The current system via Mailchimp will cease to be free if this number reaches 2,000. Any increase above this number will incur a charge of \$50/month. The Council agreed that this was still reasonable.</p> <p>RESOLUTION: Moved David More, seconded Lynden Ayliffe that this increase be accepted should numbers exceed 2,000.</p>	David More	Passed
5.7	Public Fund	No report as there has been no meeting since the last Council meeting	Barbara Podger	Noted
5.8	Volunteer Guides	<p>Lesley reported that the Guides Conference in Perth was a success with 30 ANBG guides attending. In all, 150 guides from around Australia and a few from overseas, attended with the next Conference scheduled for Cranbourne Gardens near Melbourne in 2021.</p> <p>Highlights of the Conference were:</p> <ul style="list-style-type: none"> • the King Park Gardens, Perth's premier tourist destination attracting 5m visitors per year • day excursions to nature reserves on the fringes of Perth • sessions for guides to connect and discuss issues such as training • training video on dos and don'ts – mouse, leader, professor • vignettes of Guide experiences • "Adorable Florables" (a group of wildflower characters in gardens and at events) • Friends' catering 	Lesley King	Noted

		<p>Lessons for future training include Indigenous and Chinese culture, building volunteer culture and learning systems such as monthly quizzes.</p> <p>Lesley also thanked the Council for its sponsorship of the Guides attendance at the Conference.</p>		
5.9	Major Events Working Group	<p>The Summer Sounds 2020 will run over 3 weekends, from 18 January to 2 February 2020. Bands have been selected and concessionaires still to be confirmed. Entry fees \$5 adult, \$2 students and concessions. Sponsors include ICON Water as the major partner, and Goodwin, Club Lime, Rolfe as supporting partners. Media partner for the event is HER Canberra. Canberra Weekly to feature the event on its cover in January, and ads in other issues during the year, and ABC Radio Canberra is being approached.</p> <p>The ANBG is seeking \$12,500 from the Friends to assist in staging the 3 weekend event. The event should be cost neutral given the expected level of entry fees. RESOLUTION: Moved Helen Elliot, seconded Lynden Ayliffe that \$12,500 be donated to ANBG for the summer concerts. This is the mean of the Friends financial support as stated in the Minutes of 8 August 2019.</p>	Megan Donaldson	Passed
5.10	Social Events and Activities	No report	Tricia Morton	Noted
5.11	30 th Anniversary Subcommittee	Some discussion on the opening of the Banksia Garden with Council noting that the ANBG will hold its launch in the morning, and the Friends' hosting a possible "Banksia and Bubbles" in the evening. The ANBG suggested using its gin at the Friends' event, too.	Barbara Podger	Noted
5.12	Project Committee	<p>The Subcommittee's report noted that Friends' funds were becoming stretched. Council discussed the ANBG's request to confirm its \$150,000 commitment to the Conservatory's interpretations. It was suggested that Council defer its decision until there is a full Council present, noting funds may be found by deferring other projects and/or approaching the Public Fund. It was noted that funds for the Conservatory interpretations were not likely to be required until late 2021. Peter offered to review the costings of the Conservatory interpretation.</p> <p>Peter took note of Council's concern about digital interpretation systems in the Conservatory climate. Lesley Jackman and Max Bourke plan to meet in November about a fundraising campaign and the Conservatory would be readily-recognisable iconic image for it. Council confirmed funding for video wall, iconic plants (1st year) and 50th Anniversary book.</p> <p>David Coutts offered to revise the Project List and timings, and Helen to update the projections of financial income and expenditure for November.</p>	David Coutts	

		RESOLUTION: Moved Linda Beveridge, seconded Helen Elliot that the video wall, iconic plants (1 st year) and the 50 th anniversary book be confirmed; and the Council re-examine the conservatory funding at its next meeting.		Passed
5.13	Fronds Committee	No report although Council noted 15 October deadline for the December issue.	Barbara Podger	Noted
5.14	Broadcast Email	Contributions for next broadcast email to be received a week after this Council meeting – 18 October.	Wendy Antoniak	Noted
5.15	Membership Report	Report noted.		Noted

6	Other Business			
6.1	Growing Friends	Draft minutes of last meeting noted.	Linda Beveridge	Noted
6.2	Flowers for Jann	It was agreed to send flowers to Jann Ollerenshaw	Helen Elliot	Agreed
7	Next Meeting	2pm, Thursday, 12 November 2019, Dickson Room		