


Council Meeting 10 September 2020 ANBG Theatrette					
		Minutes			
Item	Topic	Information	Moved	Seconded	Council
1	Approval of Agenda, Attendance and Apologies				
1.1	Agenda	RESOLUTION: that the Agenda be adopted.	Max Bourke	Lynden Ayliffe	Adopted
1.2	Attendance and Apologies	<p>Present <u>Council:</u> Max Bourke (President, Chair), Linda Beveridge (Vice President), Helen Elliot (Treasurer), Lynden Ayliffe (Secretary), David More, Alan Henderson, Neville Page <u>Ex officio:</u> Lesley Jackman, Judy West, Peter Byron, Megan Menz <u>Invited:</u> Barbara Podger, Lesley King, Tricia Morton <u>Apologies:</u> Wendy Antoniak</p>			Noted
2	Minutes of Previous Meeting	RESOLUTION: that the minutes of the Council meeting of 13 August 2020 be approved subject to David More's name being deleted from the final line of paragraph 1 under Item 5.7.	Alan Henderson	Helen Elliot	Passed
3	Matters arising from previous minutes	None were raised.			
4	General Business				
4.1	Strategic Plan and Key Priorities	<p>There was brief discussion on the draft Strategic Plan 20-25 and Key Priorities 20-21. The Plan was agreed and minor amendments made to the Key Priorities:</p> <ul style="list-style-type: none"> • amend reference to Large Plants Display to show deferral of the project for years 2021/22 and 2022/23 (G1.2), • show estimated cost of sponsorship of Guides to attend conference in Melbourne (G1.7), and 			

		<ul style="list-style-type: none"> insert estimated cost of Schools Photographic Competition (G1.8). <p>RESOLUTION: that the Strategic Plan be adopted</p> <p>RESOLUTION: that the Key Priorities be adopted with amendments</p>	Linda Beveridge Linda Beveridge	Neville Page Helen Elliot	Adopted Adopted
4.2	MOU	<p>Max Bourke ran through the changes to the MOU and it was agreed to amend the 7 September draft by accepting all highlighted changes in the document and altering the following:</p> <p>Cover Page - date when agreed</p> <p>Operative Provisions</p> <p>4.1 delete the control of and insert and guidance after word <i>direction</i>, insert new b. complete training and/or induction and renumber remaining points delete words in c (now renumbered d) operate in partnership with</p> <p>5.2 insert new d ANBG requires all proposed travel beyond the Gardens by Schedule 2 volunteers to be approved by management before travel</p> <p>6.7 delete Politicians and political guests and replace with Members of Parliament and their guests</p> <p>8.4 delete words supporting the ANBG to manage</p> <p>9.1c delete Botanical Resource Centre Facilitators</p> <p>Schedule 1 ANBG Activities – Volunteers (clause 4) Add row Research Volunteer/Assist with data collection and analysis for research projects on site and offsite/Various ANBG staff members responsible for particular research projects Delete row titled Flora Explorer Volunteer Add row Botanic Resource Centre (BRC) Facilitators/ Provide support to users of the BRC/ Visitor Services Ranger/ Yes</p>			

		<p>Schedule 2 Friends activities – Voluntary Workers (clause 5) Search and replace Coordinator(s) with Convenor(s) Search and replace Botanical with Botanic Retain row titled Friends Website Subcommittee Delete row titled Friends members Delete row titled Delete?</p> <p>RESOLUTION: that the MOU be adopted with amendments</p>	Max Bourke	Linda Beveridge	Adopted
4.3	AGM Arrangements	<p>Council noted papers on Google drive and agreed that the AGM be moved to the ANU incurring cost of \$220/hour.</p> <p>RESOLUTION: that Council agrees to publish:</p> <ul style="list-style-type: none"> • a formal notice (Attachment A) of the forthcoming AGM at the proposed time of 15 October 2020 at 5.30pm at the Robertson Lecture Theatre, Research School of Biology, ANU with map, and • the proposed nomination form at Attachment C. 	Lynden Ayliffe	Linda Beveridge	Agreed
4.4	Life Membership	Linda Beveridge mentioned that some nominations had been received and these would be circulated to Council members out of session for decision.			Noted
4.5	Volunteer Recognition	Linda Beveridge indicated that nominations were coming in and it might be possible to award them at a shared event with the ANBG possibly on or before 5 December, <i>International Volunteer Day</i> .			Noted
5	Reports				
5.1	ANBG Executive Director	Judy West announced staff changes within National Parks and went on to talk about the Everlasting Circle initiative for the National Parks Conservation Trust that had undergone a peer group discussion in July. A few questions were raised, in particular bequests under the Trust and the transfer of assets on windup. The National Parks Conservation Trust will consider the bequest policy on 24 September.			Noted
5.2	ANBG General Manager	<p>Peter Byron reported that:</p> <ul style="list-style-type: none"> • Tenders for a builder for the Conservatory were now 			Noted

		<p>closed and evaluation of these would take 6-8 weeks.</p> <ul style="list-style-type: none"> • Meeting next week with the Architect for the Seed Bank and a media release is expected next week. • Current ANBG Management Plan ceases in 2022. • Audit next month to feed into the next ANBG Management Plan with public engagement likely in early 2021. • Keith Edwards, ANBG Horticulturist retired after 40 years. • Sketch plans for Café lawn completed and an artist impression will be circulated to Council out of session. 			
5.3	ANBG Friends Liaison	<p>Megan Menz reported that:</p> <ul style="list-style-type: none"> • In August visitor numbers were 32,041, down 5,000 from the same time last year. • Spring planting underway including new Banksia Garden. • Volunteer guides are back with one walk per day at 11am. • Exhibition space has <i>Paradise Lost</i> on display, the opening occurring last week. Botanic Art Group exhibition to follow with paintings featuring banksias. • Reflection panels installed around the ANBG to celebrate the Gardens' 50th anniversary. • Local school groups are back. 			Noted
5.4	President	<p>Max Bourke apologised for not having formal report and outlined the work he was undertaking at Karabar High to encourage Indigenous boys consider horticulture as a future career option.</p>			Noted
5.5	Treasurer	<p>Financial statements for August were shared on Google drive before the meeting. Helen drew Council attention to that the increase in new memberships in August of 43.</p> <p>RESOLUTION: that the Treasurer's Report be accepted.</p> <p>Helen also indicated that the Auditor's reports on 2019/2020 accounts raised no questions and Max Bourke and Barbara Podger had now signed off the Consolidated and Public Fund financial statements respectively.</p>	Helen Elliot	Lynden Ayliffe	Accepted

5.6	IT Report including Administrative Database Evaluation Working Group	Report shared on Google drive was noted and David More indicated that the team was now evaluating the system used by the Friends of the Royal Botanic Gardens, Melbourne. It's provided by TidyHQ and will require supplementing with other systems for managing fundraising and volunteer activities.			Noted
5.7	Project Committee	<p>Report shared on Google drive prior to meeting was discussed and the suggested quarterly reporting arrangements and representatives for the Visitor Centre Foyer Exhibition (Antoniak, Brown, Darwin) and Video projects (Bourke, Cottee) agreed. Council then considered funding for the Foyer project.</p> <p>RESOLUTION: that Council commit \$15,000 for Trigger Design to develop a detailed design for a three dimensional exhibition in the Visitors Centre Foyer that showcases the ANBG's role in conservation, covering for example, the National Seed Bank, nursery propagation and the Australian National Herbarium</p> <p>Alan then indicated that as there were funds of about \$50,000 available, ANBG should bring forward possible small project options as well as possible larger projects to assist planning on project strategy.</p>	Alan Henderson	Helen Elliot	Passed
5.8	Public Fund (PF)	Report shared on Google drive prior to meeting indicated that the PF had considered 3 projects but agreed to fund only one (video) as the others needed to be developed further. Barbara Podger indicated that Alan Henderson had attended the meeting to outline progress on project funding. She also indicated the need for Council to consider lapsed and lapsing PF Trustee positions.			Noted
5.9	Friends reports	<ul style="list-style-type: none"> a. Photographic Group - no report b. Botanic Art Group - no report c. Plant Science Group - no report d. Growing Friends - no report e. Thursday Talks - no report f. Social Events including 30th anniversary celebrations 			Noted

		<p>– report shared on Google drive indicating that all 20 vases sold and the potter, Nichola Leeming, had waived her fee ensuring a surplus of \$1203.25 for the Friends.</p> <p>RESOLUTION: that Council write to Nichola acknowledging her generous donation and giving her a year’s complimentary membership of the Friends.</p> <p>Barbara then presented three prototype vases to Max Bourke, the ANBG and the Friends’ Lounge. These prototypes were not suitable for sale.</p> <p>g. Membership and report on Google drive showing 43 new members in August. The team also raised two issues:</p> <ul style="list-style-type: none"> • acknowledgement of members of 30 year standing – Linda Beveridge indicated that the Social Events Committee was already considering a future event. • a note to accompany October renewal letters that reiterates the difficulties encountered this year by the ANBG - Council agreed that this was a good idea and Lynden Ayliffe and Helen Elliot agreed to draft a notice including photos provided by Peter Byron. <p>h. New members meet and greet – Linda Beveridge indicated that event has been deferred but will be followed up.</p>	Lynden Ayliffe	David More	Agreed
5.10	Volunteer Guides	Report shared on Google drive. Walks have resumed once a day, causing some problems on weekends with too many people wanting guided walks. With only 25 guides available (normally 42) to fill the roster, the future of offering two walks per day will be discussed at the September Guides meeting. Options include backup guides on weekends, staggered or different walks and online signup system.			Noted
5.11	Communications	Fronds – Barbara indicated that the next issue of Fronds would revert to 24 pages and the deadline for copy would be the end of October. She also announced the retirement of Anne Rawson after 15 years of working on Fronds. Anne took over the layout of the magazine from Barry Brown until Pam Rooney joined the Fronds team in 2016. Council acknowledged Anne’s excellent work and agreed that Max would write to Anne conveying			Noted Noted

		Council's grateful thanks. Broadcast email – copy needed asap			
6	Other Business	None			
7	Next Meeting	2pm, Thursday 8 October 2020 (venue to be advised)			Noted