

**Meeting of Council
7 June 2016
Banks Building**

Minutes

1.0 Attendance

Present: Lesley Jackman (Chair), Jan Finley, David Cox, Barbara Tyler, Helen Elliot.
Ex officio: David Coutts, Peter Byron, Rosalie Hampshire, Steve Speer.
Apologies: Rita Maclachlan, Alan Munns, Glenys Bishop, Sue Serjeantson, Christianna Cobbold, Jeff Brown, Barbara Podger. Judy West.

2.0 Opening

The meeting was opened by the Friends' President, Lesley Jackman, at 2.30 PM.

3.0 Minutes of Council Meeting 10 May 2016

No amendments were made to the minutes; they were taken as read and accepted.

Resolution: Council accepts the minutes of the 10 May 2016 meeting.

Proposed: Jan Finley *Seconded:* Helen Elliot **Carried.**

4.0 Matters arising from Minutes of May 2016 Meeting

4.1 Public Fund Appointments

- Lesley Jackman reported that the paperwork was being completed for new and re-appointments to the Public Fund and also for departing members. The next meeting would be on 27 June.

4.2 Guides Conference Sponsorship

- Lesley Jackman reported that a commitment has been received from one sponsor but two others approached had not responded. The feeling in the executive was it was a little early to be approaching targets for an event to be held in the 2017-18 year. Glenys Bishop would table a draft conference budget at the July Council meeting.

5.0 General Business

5.1 In Flower This Week

- The 'In Flower This Week' meeting had been deferred because of illness and would now be held on 9 June. Council discussed the suggested arrangements that were outlined in the IFTW paper that was tabled. A report of the meeting would be tabled at the July Council meeting.

5.2 Australian Association of Friends of Botanic Gardens

- Council received and noted a report from Dennis Ayliffe (President) on the Australian Association of Friends of Botanic Gardens (AAFBG).

5.3 Friends Strategic Plan 2016 - 20

- Jan Finley reported that the draft Strategic Plan has been circulated to Friends interest groups for comment by 30 June.

5.4 AGM 2016

- The AGM has been scheduled for Wednesday 19 October.
- Jan Finley will be stepping down as Vice President, David Cox has indicated that he will stand for the position.
- Rita Maclachlan will be vacating the position of Secretary but is willing to retain the position of Public Officer subject to Council agreement to split the position.

- Two other ordinary vacancies are anticipated as Barbara Tyler and Jeff Brown will be stepping down.

5.5 Parliamentary Report on the Register of Environmental Organisations

- Council discussed the parliamentary report that was tabled on 4 May and noted that nine recommendations had been made, one of which, Recommendation 5 was of particular concern given that it requires a minimum of 25% of Public Fund annual expenditure to be spent on environmental remediation. This could be difficult to achieve in the context of the role of the Friends and Public Fund in helping the Botanic Gardens.
- It was agreed that progress of the report would be kept under observation

6.0 Reports

6.1 ANBG Executive Director

- No report

6.2 General Manager

- General Manager Peter Byron reported that a visiting Thai delegation had been impressed by the ANBG's ability to develop and maintain a rain forest exhibit in the Canberra environment.
- Ian Potter National Conservatory: the call for design briefs for the proposed conservatory had resulted in 39 responses from a broad range of teams including renowned international architects. The entries have been whittled down to 5 finalists with an announcement due on 18 July. The five finalist concepts will be displayed in the Visitor Centre.
- Works approval for the Bushland Precinct (Trail) is complete and the project is ready to commence, with dollar for dollar grant of \$80,000 received from Austrade through ACT Tourism Development. Work is now underway on an interpretation strategy, planning of bridges and consideration of viewing platforms. Quotations are being sought for weed control work and fencing.
- End of year budgeting has enabled a suite of upgrades including painting of the Crosbie Morrison building, new blinds and furniture, carpark signage and new line marking.
- While recruitment is underway to replace the former Partnership Development Manager, a consultant will fill her position in the interim.
- The design finalist for the Treehouse Project has been given an extra week to confirm costings and the ANBG will meet with the design team to confirm the final decision on this project.

6.3 ANBG Friends Liaison

- Stephen Speer reported there has been the normal end of financial year rush to complete projects.
- The popular 'Who Lives Here' and the Cryptogram display in the Visitor Centre are receiving revamps.
- Staffing: Kate Adams will be the Acting Education Manager until the end of the year; new Ranger Ben Harvey commences on 15 June, with Rangers Ben and Dan now in full-time roles, which will include covering weekends on a rostered basis.
- Sally Blake has received an Australia Council Grant to research the extraction of dye from every Eucalypt species in the gardens. Sally will be producing a blog on her work.
- The Botanic Gardens Australia/New Zealand open day on 29 May was successful.
- 'Dinosaurs in the Gardens' will return from 2-11 July with a prehistoric garden trail and booked programs.
- Rosalie Hampshire reported that the nursery had been broken into and approximately 100 plants had been stolen; it was unlikely that they would survive in their new home(s) in the absence of heated beds.

6.4 Treasurer

6.4.1 Financial Report

- Treasurer, Helen Elliot presented the May 2016 financial statements of receipts and outgoings. .
- Profits from Botanical Art Group contributions over this period (the Exhibition and the Bird Artist Workshop) amount to \$5,480.
- Guides uniform and badge expenses to the sum of \$5,787 have been paid.
- A donation of \$485 has been made to the library for book purchases; being the final payment of the agreed total sum of \$2,500.
- Helen is currently working on the 2016/17 budget, and undertook to include \$1,000 to enable the Library to buy some new books once the Librarian has returned from leave.

Resolution: Council resolved that:

1. The Friends' financial statement for May 2016 be accepted.
2. *Proposed:* Jan Finley *Seconded:* Barbara Tyler *Carried*

6.4.2 MYOB Accounting system

- Helen reported that she had downloaded MYOB on a 30-day trial basis and was to upload the chart of accounts. Her daughter, Susan Freeth had provided free assistance in this process. MYOB would enable effective management of Friends accounts as well as enabling ready separation of Projects. Cost is \$85 per month.

Resolution: Council resolved that:

1. MYOB be purchased to manage the Friends accounts, for the sum of \$85 per month
2. Susan Freeth be paid up to an amount of \$500 to assist with the implementation of MYOB
2. *Proposed:* Jan Finley *Seconded:* Barbara Tyler *Carried*

6.5 Friends' Group Reports

6.5.1 Projects Committee

EMS

- The Projects Committee report on the EMS was noted.
- Peter Byron will contact the technician who had installed the EMS and attempt to facilitate obtaining of the necessary codes.

BRC

- New signage has been developed. There will also be two brochures developed for the BRC, one for external marketing purposes will be developed by Kristiane Herrmann, and a second will be developed for internal information purposes, with the aim of implementing installation by July.
- David Coutts is to convene and arrange a meeting of a new steering group (Kristiane Hermann, Margaret Webber, Anne Campbell, Anna Monro, Bronwyn Collins, David More and Stephen Speer).

Bushland Precinct

- The project has been approved and an orchid survey will be conducted in spring

Ex- Situ Project

- 13 volunteers from the Plant Science Group have expressed an interest in assisting with collection.

Plant Finder Database

- ANBG and CSIRO will be partnering in a networked data base to which, \$15,000 has been committed and may be required in the first half of the next financial year.

6.5.2 Major Events Planning Group

- Sponsorship is being sought for a Summer Concert series to be conducted with similar timing to last

year.

6.5.3 Social Events and Activities Committee

- Tricia Morton, the new SEAC convenor, and Jonette McDonnell will coordinate running of Breakfast with the Birds, with Jan Finley to develop the budget.
- The Friends dinner is yet to be confirmed.

6.5.4 Membership

- There are currently 2072 individual memberships, involving 1515 memberships.
- Council also discussed some length the question of whether guides could be required to be Friends, recalling the discussions that were held with the ANBG when the matter was last raised in 2014. The ANBG had stated at the September 2014 Council meeting that, on advice from departmental HR and legal staff, it was not possible for the ANBG, under Australia's discrimination laws, to enforce a requirement for people to become Friends, although the ANBG did suggest people take out Friends membership. The Friends executive met with the ANBG to discuss the matter and the subsequent October 2014 minutes recorded agreement on the benefits of guides becoming Friends and also that the ANBG would encourage guides to become Friends. However, it was also noted that this could not be made compulsory. In line with that earlier discussion, Council, noting the voluntary nature of Friends membership and the undoubted benefits to guides of becoming Friends, asked that the ANBG continue to encourage guides to become Friends. The Friends would also monitor the take-up rate and seek to ascertain why a handful of new guides have not yet become Friends.

7.0 Date and place of next meeting: Tuesday 5 July, 2.30pm in the Dickson Room.

The meeting closed at 4.05 pm.

Lesley Jackman
President.