

## Council meeting

Minutes February Council meeting

Dickson Room Admin Building

2.00 pm, 13 February 2025

Item	Agenda (responsibility)	Minutes	Actions
1	Attendance	Present	
1.1	Record of attendance	<p><b>Council members:</b> Linda Beveridge(LB) Alan Henderson (AH) Beth Tyerman (BT), Cathy Robertson (CR), Ian Primrose (IP) Rod King (RK) <b>Ex Officio:</b> Peter Byron (PB); Helen McHugh (HM); Neville Page (NP) <b>Apologies:</b> Kerry Moir (KM) Chris Mackay (CM), Darrell Porter (DP) (Invited Friend) Christianna Cobbold (CC)</p>	CR
1.2	Welcome to Cathy Robertson as Secretary and to Darrell Porter as our new Council member.	<p>Noted that Council appointed them out of session by unanimous vote.</p> <p>Linda voiced a thank a 'you very much to KM' for her valuable role acting as Secretary including being happy to do more than she originally intended, especially for the AGM.</p>	LB
1.3	Councillors' availability and planned absences	Council members requested to record planned absences in the calendar on shared drive. Noted	CR
1.4	Conflict of interest declaration/s	<p>Council members requested to be aware of this requirement.</p> <p>There were no conflicts of interest reported.</p> <p><b>Noted</b></p>	LB
1.5	Approval of agenda	Invite Peter Byron to address the Council after Item 2.2 <b>Moved</b> BT/CR <b>Carried.</b>	
2	Previous minutes		
	Approve minutes of the previous meeting	Approval of the minutes of the 12 December 2024 meeting of FANBG Council <b>Moved:</b> LB/BT <b>Carried</b>	LB/BT to post on FANBG website.

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2.1	Previous actions	Eurobodalla Friends connection. Report on shared drive. <b>Noted</b>	KM
2.2	<b>Peter Byon's farewell</b>	Council invited Peter to address the meeting. Afterwards LB acknowledged Peter's outstanding engagement with the Friends over fifteen years and encouraged Peter to continue as member of FANBG, via the Friends' membership gift voucher, she intended to arrange for him.	LB
<b>3</b>	<b>FANBG Priorities</b>		
3.1	Renew MOU with ANBG	Updated MOU to be prepared for endorsement at June 2025 Council meeting. <b>Noted</b>	LB
3.2	Income Review Working Group	In the absence of CM, AH reported that some ideas had been drafted and circulated in the workgroup. This item was deferred to March meeting.	CM
3.3	Website Progress	Website team report on shared drive. BT advised that Member Jungle may be able to provide ongoing website support. <b>Noted.</b>	BT
3.4	ANBG Scholarships	Approval to grant 3 ANBG PhD Scholars- Shelley Rowntree (UNE); Tasha James (UC); and Jay Nicholson (ANU) - the amount of \$7500 each for the 2025 academic year to continue their studies.  HM to confirm that students have all received approval to continue their studies in 2025  <b>Noted</b> that all three gave excellent presentations at Thursday Talks in 2024.	HH to follow up and inform AH.
3.5	New Members Welcome and Walk	<ul style="list-style-type: none"> <li>● 9:45am Sunday 23 March 2025</li> <li>● Invitations to be sent to new members, SIG convenors in early March.</li> <li>● Request Council members to save the date. <b>Noted</b></li> </ul> Request approval for expenditure of up to \$1000 for the event. Moved: LB/BT <b>Carried.</b>	LB
3.6	Volunteer Botanic Training Program Report	LB reported that eleven volunteers each received a gift voucher of \$100.00. Their names are in the report on the shared drive. <b>Noted</b>	LB
3.7	Walk from ANBG to NAC	Deferred	CM
3.8	Weeding working parties	Next event 8:30am Saturday 1 March 2025, in the ANBG. <b>Noted.</b>	LB
3.9	FANBG Policy and Procedures Update	LB in DP's absence, reported that DP has agreed to review and update. <b>Noted</b> LB & BT to find the Guides Policy and Procedures Document and upload to shared drive. <b>Noted.</b>	DP  LB/BT
<b>4</b>	<b>ANBG Reports</b>		
4.1	ANBG Director's Report	<ul style="list-style-type: none"> <li>● Contract with new builder for the Conservatory has been signed. Setting up next week. Expected completion is early 2026, all being well.</li> <li>● Seed Bank renovations are progressing well. Now includes walk-in freezers.</li> <li>● New back-up generator has been installed.</li> </ul>	

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		<ul style="list-style-type: none"> <li>Craig Cosgrove is acting in the position</li> </ul>	
4.2	ANBG Friends Liaison Officer's Report	Helen McHugh presented her report. Discussion followed. HM's Report will be available on the shared drive after the meeting. <b>Noted</b>	HM
<b>5</b>	<b>FANBG Executive Reports</b>		
5.1	<b>President's Report</b>	LB's report on shared drive. <b>Noted.</b>	
5.2	<b>Treasurer's Report</b>	Financial reports attached. Request for approval for December 2024 and January 2025 Balance sheets and Income statements. <b>Moved: RK/AH Carried</b>	LB RK
5.2.1	FANBG Term deposits	Council agreed by an out of session resolution that the FANBG Gift Fund Term Deposit be reinvested with NAB for 8 months @4.65% interest rate. <b>Noted</b>	RK
5.2.2	Financial administration progress report	Council approves the Executive's recommendation that there be two roles, Treasurer and Accountant, responsible for the financial administration of FANBG.  Treasurer will oversee the financial administration of the organisation by implementation of Council policies, and The Accountant will be responsible for the MYOB accounting system, including allocation of revenue and expenditure categories (accounts), in collaboration with Treasurer. <b>Moved:: RK/LB Carried.</b>	RK/LB
5.2.3	Bequest to FANBG from Bruce David Lindenmayer's Estate	FANBG was delighted to receive \$35811.98 from the late Professor B.D. Lindenmayer's estate. Executive is considering ways it may be appropriately used. Please advise Alan Henderson of your suggestions. <b>Noted.</b>	LB/AH
5.2.4	Registration of Secretary's signature with NAB	Approval for Cathy Robertson to be signatory to FANBG bank accounts. <b>Moved: RK/BT Carried.</b>	RD/LB/CR
5.3	<b>Secretary's report</b>	Lesley Harland's membership reports on shared drive.  <b>Noted.</b> Report on membership trends circulated out of session by AH to Council. Comments received from NP & LB	CR/ AH
<b>6.</b>	<b>Project Committee</b>	AH reported that FANBG balance sheet as of 31 January 2025 shows Gift Fund cash of \$45,746.02 plus a term deposit of \$35,967.13 maturing 29/9/25.	

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		<p>The following project commitments were identified as eligible for Gift Fund support:</p> <p>Pollination trail signs (\$5,000); Volunteer guided walk signage (\$5,000); Friends Explorer Backpacks (\$3,000); and Two projection microscopes (\$25,000) Noted</p>	
7	<b>Volunteer Guides</b>	Deferred	KM (on leave)
8	<b>Friends Groups</b>		LB
8.1	Botanic Art Group (BAG)	<p>Request for funds to support the April 2025 BAG exhibition as follows:</p> <ul style="list-style-type: none"> <li>● Maximum \$500.00 advertising</li> <li>● Maximum \$500.00 for purchase of artwork for ANBG presentation</li> <li>● Arrange credit card facility for sales</li> <li>● Arrange a point-of-sale system to facilitate sales and record keeping</li> <li>● Arrange an electronic notice for Members Preview on 4 April 2-4pm.</li> <li>● that 20 percent of all sales (artworks, cards bookmarks etc) will be remitted to the Treasurer.</li> </ul> <p><b>Moved:</b> That Council approve the submitted proposal. LB/AH <b>Carried</b></p> <p>LB nominated to be the FANBG representative to select the work of art for donation to the ANBG collection. <b>Moved:</b> AH/BT <b>Carried.</b></p>	LB/JH
8.2	Communications <ul style="list-style-type: none"> <li>● Broadcast emails</li> <li>● Fronds</li> </ul>	Report by BT on shared drive. Fronds ongoing. <b>Noted</b>	BT/CR
8.3	Flowers Fruit and Foliage	Ongoing	Ben and Ros Walcott
8.4	Friends Nature Journaling	Ongoing	Lesley Page

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8.5	Growing Friends	Autumn plant sale on 08/03/25. Minutes of last meeting on shared drive. <b>Noted</b>	Maurice Hermann
8.6	Membership Team  Applications for membership received in October, December and January	Monthly Report received and on shared drive .  Approval of new members applications. <b>Moved: CR/BT Carried</b>	CR/ LH
8.7	Photographic Group	This exhibition was very successful. It also generated a surplus of \$1594.00 <b>Noted.</b>	LB
8.8	Students photographic competition	Schools and colleges have been invited to participate, and the 2024 poster is on the shared drive. <b>Noted</b>	LB
8.9	Plant Recognition Group	Coming events: 8 Feb talk by Michael Doherty. 20 March Asteraceae workshop to be led by Alexander Schmidt-Lebuhn. <b>Noted.</b>	LB
8.10	Plant Science Group	Coming events: No Talk on 10 March, a public holiday special Talk – 12 May guest speaker Dr Alison Pouliot ecologist and environmental photographer. Request for up to \$800 for reimbursement of Dr Pouliot's travel and accommodation expenses. <b>Noted</b> that Executive has approved this expenditure.	John Busby
8.11	Social events and activities	<ul style="list-style-type: none"> <li>• New convenor TBA soon.</li> <li>• Butterfly walk successful and report on shared drive.</li> <li>• Wake up with the birds Sat and Sun 1 and 2 March.</li> </ul> <b>Noted</b>	KM (on leave)/ Barbara Podger
8.12	Thursday Talks	<ul style="list-style-type: none"> <li>• 2025 Calendar on website</li> <li>• Report for 2024 calendar year on shared drive.</li> <li>• \$3043.00 received in donations (up 15% on 2023)</li> <li>• Total audience 2165</li> <li>• Average audience 52 (up 18%)</li> <li>• 11 talks had a full house.</li> </ul> <p>Council thanks Patrick De Deckker for his support for Thursday Talks during the last five years. <b>Moved: LB/AH Carried.</b></p>	LB

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9	Other business		LB
10	Next meeting	Thursday 13 March 2025 2pm in the Dickson Room.	CR
	Executive and Council Meetings	First Thursday of the month 2pm Second Thursday of the month 2pm	

**List of attachments**

	Reports not attached and available on shared drive
<ul style="list-style-type: none"> <li>Minutes of the December 2025 Council meeting</li> </ul>	
<ul style="list-style-type: none"> <li>Presidents report</li> </ul>	<ul style="list-style-type: none"> <li>SIG convenors reports</li> </ul>
<ul style="list-style-type: none"> <li>Treasurer's reports</li> </ul>	<ul style="list-style-type: none"> <li>Any other reports received after 5pm Monday 10<sup>th</sup> February</li> </ul>
<ul style="list-style-type: none"> <li>Membership Reports</li> </ul>	
<ul style="list-style-type: none"> <li>Planned absences calendar</li> </ul>	

*Linda J Beveridge*  
14 March 2025.