



FBBG NEWS PAGE October 2023



AGM

The Annual General Meeting held on 19th Sept resulted in the election of Pam Sheean as president, Ann Clark as vice president and Judy Milner as secretary with Helen Musk assisting her. Jan Bobin retains her position as treasurer, and we welcomed some new members to the committee. We sincerely thank those who have taken up positions and appreciate the contribution of those who have retired.



New
signage

Gardening Friends in need of more helpers.

It has been disappointing to see our numbers of Gardening Friends gradually dropping. Hopefully this is because the weather has been unsuitable for outside work. Now that Spring is well and truly here, hopefully we will see our numbers pick up again. It's a great way to keep up your fitness while socialising with friends, and the work done is greatly appreciated by the Gardens staff!



The Friends Nursery continues to flourish with Saturday sales being well supported by both our volunteers and customers.





Friends of Bendigo Botanic Gardens Inc.

Committee Meeting Minutes

Date: Tuesday 17th October 2023
Time: 11:30 am
Location: Larni Garingilang Precinct, Bendigo Botanic Gardens
Present: Pam Sheean, Jan Bobin, Annie Clark, Judy Milner, Lyn Winn, Anne Aston, Helen Musk, Mandy Scott
Apologies: Lindy Sloan, Deb Degenhardt, Joy Clusker, Kirstie Paterson

Minutes of previous meeting held 15th August, 2023

That the minutes of the previous meeting are a true and accurate record:

Moved: Annie Clark Seconded: Anne Aston Accepted

Business Arising:

Promotional Signs: Pam reported the A-frame and pull up signs arrived in time for the Native Plant & Flower show and were very well received. The Teardrop flag and A Frame have been used on Saturdays when plant sales and Illustrators are present – it seems to generate some interest. Pam also advised that Signarama do printing of brochures etc. so in the future it may be prudent to use them for new Membership forms or brochures as they now have our Logo and colours in their system.

New Members:

Peter J Fountain has paid a membership fee however we have no application from him. Helen will attempt to contact him for his details as she knows who he is.

Moved : Annie Clark Seconded: Jan Bobin Accepted

That the Friends of Bendigo Botanic Gardens accept the above applicant to be a member of the club.

Reports:

1. **Correspondence:** Helen Musk & Pam Sheean

Dates: 10 August 2023 – 16 October 2023

Email

IN	FROM	DETAILS
10.08.23	Alicia Cook	Article about Growing Friends
11.08.23	Signarama	Proofs for A-Frame sign
11.08.23	Kirstie Paterson	Tour Booking for 15.9.23
12.08.23	Julie Sloan	Thank you for Minutes & News Page
14.08.23	Kirstie Paterson	Samuel Gadd Project (SGP) Minutes 8.8.23
14.08.23	Anna Savage	SGP agenda and documents
15.08.23	Lindy Sloan	Notes for Alicia's visit
18.08.23	Jareth Richardson	Confirmation of AGM booking at Omari



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18.08.23	Jan Bobin	Draft August FBBG Meeting Minutes
18.08.23	Kirstie Paterson	SGP Minutes 16.8.23
20.08.23	Elizabeth Stewart	New member enquiry
20.08.23	Judy Milner	Roster for Saturday Plant sales
21.08.23	Anna Savage	Summary of FBBG & Staff requirements for SGP
23.08.23	Judy Milner	Edited version of requirements
24.08.23	Signarama	Proofs for pull up and tear drop banner
31.08.23	WordsWorth	Tax Invoice for website hosting
01.09.23	Signarama	Revised Proofs ready for approval
01.09.23	Jareth Richardson	Request for more brochures
01.09.23	Lindy Sloan	Feedback re - sign proofs
01.09.23	Anna Savage	Updated plans and summary for SGP
04.09.23	Pam McDiarmid	Information for upcoming workshop
04.09.23	Rod Orr	Suggestion for informal illustrator's exercise
05.09.23	Annie Clark	September membership
05.09.23	Jack Coyne	Request for Samuel Gadd photo
05.09.23	Signarama	Final proof approval
06.09.23	Amanda Morrison	Garden tour enquiry
07.09.23	BSG	2024 Sustainability Festival registration
12.09.23	Jareth Richardson	Confirmation of amended AGM booking
12.09.23	Jan Bobin	Financial Statement for AGM
12.09.23	Carlene Tyler	Apology for FBBG AGM
13.09.23	Anne Bridley	Apology for FBBG AGM
13.09.23	Kirstie Paterson	Tour reservation confirmation
14.09.23	Janet O'Hehir	Confirmation of AGM guest speaker arrangements
16.09.23	Karin Harding	Bendigo Flower show stallholder information
17.09.23	Eric Wilkinson	Apology for FBBG AGM
18.09.23	Delene Commerford	President's Report for AGM
25.09.23	Signarama	Tax Invoice for signs
25.09.23	DEECA	Volunteering newsletter
26.09.23	Jareth Richardson	Tax Invoice for AGM catering
26.09.23	Jan Bobin	Draft FBBG AGM Minutes
02.10.23	Judy Milner	Lodgement of Annual Statement
04.10.23	Caitlin Chessell Madu	Easter Festival activity
05.10.23	RBG Friends	Upcoming event
09.10.23	DEECA	You're invited -EVM Grow Loddon Mallee
11.10.23	Lindy Sloan	Apology for meeting
12.10.23	Kirstie Paterson	Reservation confirmation booking12282957
13.10.23	BGANZ Secretariat	Welcome to new CEO/call for nominations
14.10.23	TALGA	TALGA Oct e-news and webinar link
16.10.23	Judy Milner	Meeting Reminder

OUT TO

DETAILS

13.08.23	Anne Aston	Garden Tour Booking notification
13.08.23	Alicia Cook	Arranging to meet Growing Friends
13.08.23	FBBG Committee	FBBG August Meeting agenda & reports
13.08.23	FBBG Committee	Further documents for meeting
13.08.23	FBBG Committee	Arrangements for AGM booking
14.08.23	Judy M & Jan B	Fwd: SGP Meeting Minutes 8.8.23 & next agenda
14.08.23	Judy Milner	Notification of Alicia Cook's visit
15.08.23	Signarama	Response re A-Frame proof



Friends of Bendigo Botanic Gardens Inc.

15.08.23	Jan Bobin	Fwd: Tax Invoice from Signarama
17.08.23	Signarama	Information re QR Code for sign
18.08.23	Jareth Richardson	Feedback from Committee re AGM booking
19.08.23	FBBG Committee	Update on AGM venue booking
19.08.23	Karin Harding	Flower Show registration
21.08.23	Lindy Sloan	Feedback re Alicia Cook notes
21.08.23	Elizabeth Stewart	Response re new member enquiry
21.08.23	Judy M & Jan B	Fwd: summary of FBBG & Staff requirements for SGP
21.08.23	Anna Savage	FBBG feedback re SGP summary
21.08.23	FBBG Members	FBBG August Meeting Minutes & News Page
21.08.23	Bgo Copy Centre	FBBG Minutes for printing
21.08.23	Ward Councillors	FBBG August Meeting Minutes & News Page
24.08.23	Jareth Richardson	Acceptance of AGM amended catering booking
26.08.23	FBBG Committee	Sign proofs for approval
28.08.23	Signarama	Sign amendments & new photo for pull up sign
30.08.23	FBBG Members	FBBG AGM Agenda & documents
01.09.23	Jan Bobin	Fwd: WordsWorth Tax Invoice
01.09.23	SGP Team	Project Meeting Minutes 30.8.23
04.09.23	Pam McDiarmid	Illustrators workshop planning
04.09.23	Anna Savage	Formal agreement re SGP plans summary
04.09.23	FBBG Illustrators	Notice of proposed workshop
06.09.23	Signarama	Final approval of signs
06.09.23	Anne Aston	Notice of proposed garden tour
11.09.23	Janet O'Hehir	AGM guest speaker information & confirmation
11.09.23	Pam McDiarmid	Confirmation of workshop date & content
11.09.23	Judy Milner	Fwd: Jack Coyne's photo request
12.09.23	FBBG Members	Reminder notice for FBBG AGM
12.09.23	Jareth Richardson	Final details & confirmation of booking
12.09.23	FBBG Committee	Final approval for AGM planning
13.09.23	Anne Aston	Reminder re Garden tour
13.09.23	Kirstie Paterson	Request to assist with Garden Tour
14.09.23	FBBG Committee	Question re booking procedure for Garden Tour
16.09.23	Amanda Morrison	Response re proposed Garden Tour booking
16.09.23	FBBG Members	Request for assistance at Flower Show
21.09.23	FBBG Illustrators	Notice of rescheduled workshop
21.09.23	FBBG Members	Bendigo Flower Show roster
27.09.23	Jan Bobin	Fwd: Omari Bendigo Tax Invoice
28.09.23	FBBG	Members FBBG AGM Minutes
28.09.23	Bgo Copy Centre	FBBG AGM Minutes for printing
02.10.23	Judy Milner	Figures for Annual Statement
06.10.23	Caitlin Chessell Madu	Response re Easter activity
10.10.23	Pam Sheean	Agenda for meeting Tues Oct 17
10.10.23	Pam Sheean	Re: You're invited -EVM Grow Loddon Mallee
10.10.23	Pam Sheean	Re: You're invited -EVM Grow Loddon Mallee
14.10.23	Lindy Sloan	Apology for Meeting Oct 17
16.10.23	Anna Aston	Forward request for tour, Booking 1228



Friends of Bendigo Botanic Gardens Inc.

POSTAL MAIL

OUT TO

DETAILS

05.09.23	FBBG Members w/out email	August Meeting Minutes & News page
07.10.23	FBBG Members w/out email	AGM Minutes

That the correspondence as circulated be accepted:

Moved:	Judy Milner	Seconded:	Lyn Winn	Accepted
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2. Treasurers Report: Jan Bobin

Opening Balance	\$22,826.68
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Income:

Plant Sales	\$ 1,629.00
Membership	\$ 135.00
Illustrators - Paper	\$ 24.00
Illustrators - Sales	\$ 650.00
Walks	<u>\$ 54.00</u>
	\$ 2,492.00

Expenses:

Plants/Tools/Materials	\$ 147.77
Promotional signs	\$1,447.92
Admin: Audit, Website, Meeting ex's	\$ 688.92
Admin: Bank Charges (Tyro Fees) June	\$ 14.02
Admin: Dovyalis exp.	<u>\$ 59.98</u>
	\$2,358.61

Closing Balance at Bank working account	\$23,225.45
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Term Deposit Account Balance	\$10,197.52
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Total Balance at Bank	\$33,422.97
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Illustrators Account	\$ 862.88
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That the Treasurers report be accepted:

Moved:	Jan Bobin	Seconded:	Mandy Scott	Accepted
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Friends of Bendigo Botanic Gardens Inc.

2. Accounts for Payment:

Omari Bendigo - AGM Tea & Coffee	\$ 79.20
Judy Milner - Reimb Consumer Affairs & expenses	\$ 82.16
Bendigo Bank - Tyro fees October	\$ 21.64
Garden City Plastics - Pots	\$ 249.55
Norwood Industries p/l - Display stakes	\$ 42.80
Don Leversha- reimbursement for Sales	\$ 60.00
Joy Clusker - reimbursement for Sales	\$ 67.50
Pam Sheean - reimbursement for Sales	\$ 500.00
Pam Sheean - reimbursement for AGM expense	\$ 35.00
Bendigo Copy Centre - Printing	\$ 64.40

\$ 1,202.25

That the accounts for payment be accepted

Moved: Jan Bobin Seconded: Annie Clark Accepted

3. Gardens Staff Report: Kirstie not present

4. Growing Friends Report: Judy Milner. Mandy has asked if the weeding group can have more and better direction from Kirstie. The group is maintaining sales at a constant pace. Propagation has been productive. Judy found many incorrectly labelled plants on Saturday so requests that volunteers are careful when propagating and potting on. Greenhouse is full of cuttings so stock will be boosted as they grow.

5. Botanical Illustrators Report: Pam Sheean – the group had a good response from visitors to the recent Native Plant Show resulting in good sales of artworks. Lots of questions and comments received.

A workshop is to be held on 28th October on Composition, to be conducted by Pam McDiarmid who is an FBBG member and Royal Botanic Gardens illustrator – 10 participants are enrolled. Regular attendance is a little disappointing at present with about 5 regulars even though there have been many others showing interest.

6. Walks and Talks Report: Omari have requested a larger display for advertising guided walks of the gardens – suggestions to be passed on by Judy. There has been an enquiry for 2/11/23. Anne was not aware of it. We need to recruit some other members for walks & talks as Anne Aston and Kirstie are the only ones doing them at the moment. Anne has requested for Kirstie to guide her on a tour – suggestions were made that a tour for the members would also be beneficial so that may be combined. Suggestion from Annie to add it to our Christmas breakup – more discussion next meeting.

7. Dovyalis Report: Judy Milner advises that the next edition is almost finalised and ready to be sent to Eric Wilkinson for proof reading. It should be ready for distribution by 1st November. Thank you everyone for your contributions.



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8. **Website activity** – Pam apologises she was unable to log in but will get the report out in time for the Minutes.

September/October 2023

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2023	238	276	729	3,385	918.49 MB
Feb 2023	198	231	498	2,018	624.38 MB
Mar 2023	234	256	1,675	7,736	858.25 MB
Apr 2023	252	293	848	4,061	992.62 MB
May 2023	226	257	4,035	5,287	763.91 MB
Jun 2023	268	290	1,223	3,657	834.95 MB
Jul 2023	267	304	1,305	3,482	779.40 MB
Aug 2023	346	377	1,925	4,781	972.97 MB
Sep 2023	290	317	667	3,680	1.53 GB
Oct 2023	166	184	498	2,437	904.04 MB
Nov 2023	0	0	0	0	0
Dec 2023	0	0	0	0	0
Total	2,485	2,785	13,403	40,524	9.00 GB

That the reports be accepted:

Moved: Anne Aston Seconded: Mandy Scott Accepted

General Business:

1. **Committee positions:** Helen Musk has stepped in to assist Judy with the Secretary position taking over the computer work of checking emails, correspondence etc. Thank you, Helen. Jan will continue as Minute Secretary. Excursions – Annie Clark offered to look into some possible excursions as a group activity. Joy Clusker has been added as administrator to the Facebook page and will keep it updated. Anne Aston enquired if we have membership to the Garden History Group – Annie will look into that as they also conduct excursions which may interest us.

2. **BSG Sustainability Festival** scheduled for next March. Registrations are open - Pam and Kirstie discussed after last festival that a combined stall between the gardens and FBBG would be beneficial to both. More discussion next meeting

3. **Masterplan and Samuel Gadd Project** – Pam will contact Anna Savage to see what happens next following the submission for improvements to Samuel Gadd Centre was done last month. Has there been anything further on the proposed Splash Park location and the future of the existing pool.



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4. **Draft Policy** for distribution of funds. Do we have an Asset register? List of items purchased over the years was included in the History of FBBG so that should be still on Judy's computer – she will investigate. Pam suggests that when the Illustrators are using the EFTPOS facility for sales, that a donation should be made to cover the TYRO charges. Until we know more about the submission to Council for the SG revamp, it was felt that we should hold onto our funds – more discussion will be held in future.

Pam Sheean thanked everyone for their attendance.

Meeting closed at 12:55pm

Next Meeting: Tues. 21st November at the Larni Garingilang Precinct, Bendigo Botanical Gardens.