

Friends of Bendigo Botanic Gardens Inc.

Committee Meeting Minutes

Date: Tuesday 21st June 2022 Time 11:30 am

Location : Samuel Gadd Centre, Bendigo Botanic Gardens
Present: Pam Sheean, Judy Milner, Lindy Sloan, Jan Bobin, Kirstie Paterson, Gerry Cox, Delene Comerford (in chair)
Apologies: Anne Bridley, Annie Clark

Minutes of previous meeting held Tues April 19th 2022

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

Moved: Pam Sheean Seconded: Jan Bobin Accepted

Business Arising:

1. Quote for terracing- Judy reported that she has contacted Ian Evans who was unable to complete his quote for various reasons. Judy accepted his reason and asked if he could attend the nursery to repair a leak in the sprinkler system that has appeared at the rear of the greenhouse. Unfortunately, that hasn't happened, but our volunteer Frank Musk was able to rectify the situation. Due to changes that are likely to happen within the area after the opening of the Central Hub, the plans for terracing have been postponed for the present time. Root protection zone for the nearby Heritage trees is also being investigated. More discussions will be held in coming months.

2. Model Rule changes – Anne B reported via Pam that her computer has been out of action, so she has been unable to complete the necessary paperwork, however she will be completing the task shortly. A cheque for \$187.10 will be prepared when required to send with the amendments.

3. Retention of FBBG records – Anne B has spoken with Carol Holsworth from the Historical Society, who advised it is our responsibility to store records. With the possibility of the friends having more space in the Samuel Gadd Centre after the Hub is opened, there may be room for expansion of our storage facilities. This will be reviewed in future when developments and changes are finalised.

New Members: Donna Aitken.

Moved: Gerry Cox Seconded: Pam Sheean Accepted

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

Reports:

1. Correspondence: Pam Sheean

Committee Meeting -Tuesday 21.06.2022

Dates: 14th April to 14th June 2022

Email IN	FROM	DETAILS
13.04.22	Annie Clark	Latest Membership
15.04.22	Jennifer Read	Information for upcoming FBBG talk
16.04.22	Annie Clark	Formal resignation from Treasurer position
17.04.22	Lindy Sloan	Meeting apology and notes
17.04.22	Annie Clark	Finance Report Feb/Mar 2022
17.04.22	E. Gilfillan	Official letter re Handbury Award
18.04.22	Annie Clark	Draft amended new member letter
19.04.22	Kirstie Paterson	Meeting apology for herself & Chris Mitchell
20.04.22	Anne Bridley	fwd: Thank you for Handbury Award
20.04.22	Anne Bridley	Details of meeting 10 th May with Josh Owens
20.04.22	Judy Milner	Updated Plant Sales roster
20.04.22	Jan Bobin	Draft Committee meeting minutes
21.04.22	Anne Bridley	fwd: acceptance of Chris Mitchell to attend meeting
21.04.21	Kirstie Paterson	Tour request for 27 th May
26.04.22	Lindy Sloan	fwd: request for use of website photos by AAFBG
26.04.22	AAFBG	Documents for AGM
26.04.22	Jill Scown	Advertising RBGM Autumn plant sale
27.04.22	BGCI	Cultivate#103 – April
29.04.22	Kate Mason	Botanic Gardens Day media kit
29.04.22	Cameron Uecker	Request from TCL-approval for updated drone photos
01.05.22	Judy Milner	FBBG Autumn Dovyalis ready for distribution
02.05.22	National Library	Confirmation of e-deposit of Dovyalis
02.05.22	Tim Entwisle	Thanks for Dovyalis & congratulations for Handbury
03.05.22	Kate Tol	Invite to tour Mount Mitchell estate garden
03.05.22	Judy Milner	Request for volunteer assistance
04.05.22	DELWP	Environmental Volunteering survey
05.05.22	GCA	Insurance invoice
05.05.22	GCA	Registration for Townsville National Convention in September, 2022
08.05.22	Garden DesignFest	Notification of upcoming open gardens in November
10.05.22	Annie Clark	Latest Membership
10.05.22	Judy Milner	Volunteer roster for Conservatory plant sale
10.05.22	BGCI	Invite to join network – cost approx. \$200
11.05.22	FBBG members	Various responses re draft letter of concern to CGB CEO Craig Niemann
12.05.22	GCA	Certificate of Currency for Insurance
12.05.22	Orrin Hogan	Notice of cancellation of Conservatory Plant sale
12.05.22	Judy Milner	Feedback re cancellation & arrangements-plant stock
13.05.22	Geoff Fallon	Congratulations on Handbury Award
13.05.22	Matt Miller	Re arrangements for excess chrysanthemum stock

20.05.22	DELWP	Environmental Volunteering update – May 2022
23.05.22	Brian Westley	Response re letter of concern to CEO Craig Niemann
24.05.22	GCA	Annual Awards nominations now open
25.05.22	Linley Cleggett	Tetraclinis articulata seeds on offer
25.05.22	Kirstie Paterson	Cancellation of Botanic Gardens Day activities
25.05.22	BGCI	Cultivate#104 – May 2022
26.05.22	CGB	Confirmation of FBBG June 2 meeting with CGB CEO & staff
27.05.22	Jennifer Read	Thankyou to Judy & Anthony for their talk in Cas
27.05.22	GCA	May Bulletin
31.05.22	Lindy Sloan	Notes re Samuel Gadd Centre & Central Hub update
01.06.22	Judy Milner	Feedback re Central Hub Development
02.06.22	Brian Westley	Follow-up from meeting
07.06.22	Suzanne Kersten	Enquiry re future Botanical illustration workshops
07.06.22	Brian Westley	Acknowledgement & feedback on FBBG requirements
09.06.22	Brian Westley	Further information re Central Hub
10.06.22	BGANZ	The Botanic Gardener – June 2022

OUT

TO

DETAILS

13.04.22	FBBG Committee	Draft Meeting agenda & Correspondence Report
17.04.22	FBBG Committee	March/April meeting agenda and previous minutes
17.04.22	Anne Bridley	DCA login details
19.04.22	Judy Milner	Handbury Award letter & information
19.04.22	Anne Bridley	Official Handbury Award letter & contacts
19.04.22	Kirstie Paterson	Follow-up questions from FBBG Committee meeting
20.04.22	Judy Milner	Information for proposed talk in Castlemaine
20.04.22	John MacIntyre	Bank details for donation
23.04.22	Judy Milner	Photo as requested for Dovyalis
25.04.22	FBBG members	March/April meeting minutes and News page
25.04.22	Bgo Copy Centre	Meeting minutes for printing
26.04.22	FBBG Illustrators	Re Botanic Gardens day activities
27.04.22	FBBG Members	Notice of meeting with Central Hub Project manager
27.04.22	FBBG Members	RBGM Autumn sale details
29.04.22	Kirstie Paterson	fwd: request from TCL to take photos in GFTF
02.05.22	Judy Milner	fwd: Botanic Gardens Day media kit for Facebook promotion
02.05.22	FBBG Members	Autumn 2022 Dovyalis edition 15
02.05.22	CGB Councillors	Autumn 2022 Dovyalis edition 15
02.05.22	GCA, AAFBG etc	Autumn 2022 Dovyalis edition 15
06.05.22	Jan Bobin	fwd: GCA insurance invoice for payment
10.05.22	DELWP	Response re volunteering survey
10.05.22	FBBG Members	Call for assistance for Chrysanthemum sale
10.05.22	Annie Clark	New member details
11.05.22	FBBG Committee	Draft letter of concern to CGB CEO Craig Niemann
12.05.22	Craig Niemann	Letter from FBBG Committee re Central Hub
12.05.22	Judy Milner	fwd: notice of cancellation of Conservatory sale
12.05.22	FBBG Committee	Follow up re letter to Craig Niemann
13.05.22	FBBG Members	Notice of cancellation of Conservatory sale
13.05.22	Orrin Hogan	Follow up re excess chrysanthemum stock
20.05.22	FBBG Members	Notice of online talk on history of Botanic Gardens

23.05.22	Anne Bridley	Possible meeting dates and times with CGB
23.05.22	Brian Westley	Acceptance of meeting arrangements
25.05.22	Judy Milner	fwd: Tetraclinis articulata seed offer
25.05.22	FBBG Members	Update on cancellation of Botanic Gardens Day activities
30.05.22	FBBG Committee	Draft notes for proposed CGB meeting
07.06.22	Brian Westley	Meeting follow up and FBBG requirements
14.06.22	Judy Milner	fwd: thank you for Castlemaine talk
14.06.22	Suzanne Kersten	Response re Botanical Illustrators enquiry
14.06.22	Jan Bobin	Follow up re AAFBG membership payment

POSTAL MAIL

OUT	TO	
29.04.22	FBBG Members with no email	Mar-April Meeting Minutes & News Page
13.05.22	FBBG Members with no email	Autumn Dovyalis 2022 edition 15

That the correspondence as circulated be accepted:

Moved: Lindy Sloan Seconded: Judy Milner Accepted

2. Treasurers Report: Jan Bobin

Opening Balance at 1.04.2022 \$22,716.15

Income:

Plant sales	\$ 2,854.50
Membership	\$ 70.00
Walks & Donations	\$ 45.00

Total Income \$ 2,969.50

Expenses:

Plants/Tools/Materials	\$ 319.94
Printing & Stationary	\$ 25.00
GCA Insurance	\$ 150.62
Bank charges (Tyro)	\$ 35.39

Total Expenses \$ 530.95

Closing Balance at Bank 31.03.2022 \$25,154.70
(Illustrator's account \$ 218.38)

That the Treasurers report be accepted:

Moved: Jan Bobin Seconded: Gerry Cox Accepted

Accounts for Payment:

Bunnings	\$ 96.99
A. Clark – reimbursement	\$ 22.72
Bendigo Copy Centre	\$ 142.50
AAFBG M/ship 1/4/22-31/3/23	\$ 50.00
Pam Sheean - reimbursement Postage	\$ 17.60
	<u>\$ 329.81</u>

That the accounts for payment be accepted

Moved: Jan Bobin Seconded: Judy Milner Accepted

3. Gardens Staff Report: Kirstie Paterson

Kirstie is unsure of an opening date for the Central Hub – July 1st is no longer possible due to wet weather holding up concreting and other finishing works. Planting up is proceeding as garden bed construction is finished. Most plants have arrived from suppliers. Hopefully it will be ready to open by Spring. A new apprentice Sahara has started work with the team which is helpful. Another temporary position has been created until October, however unfortunately the employee has fallen ill and it is uncertain if they will be able to return.

Within the gardens, Winter pruning is proceeding as time permits. The new “City of Gastronomy” officer has met the team and will be providing labels for the Vegetable garden.

BGANZ Hortis data base is up and running and Kirstie is currently plotting plants within the gardens on it. This data base will be available to the Friends when complete and will assist with labelling of plants in the gardens. Existing Labels are fading so a new method of labelling is required – maybe an etching machine – being researched at present. If a suitable method/machine is found, the Friends may be asked for support for the purchase – all present agreed we would be happy to assist with finance.

It is hoped that mulching of the garden will proceed as time permits – the Garden team would be happy to assist and also with winter pruning. Delene asked Kirstie to set up a list of jobs they could assist with which would also give them a break from weeding.

There has been a halt put on tours until the Central Hub is open due to shortage of resources. Any contacts are being referred to the Friends to conduct tours if they are available.

Grade 6 students involved in the “Passions & Pathways” program will be coming in August. Some assistance from the Friends Group may be requested.

The back fence (Creek) has been removed and a new gate installed on the other side of the bridge which means the creek has become the boundary. Turf has been planted over the area where the fence was removed. No adverse feedback has been received following this change.

Hub progress: Staff requirements- Kirstie has put forward the Garden Staff opinions to the Project Manager and Director on their future requirements following the opening and lease of the building.

Any new members will need to be given formal induction training. Judy will get a list together for Kirstie to facilitate this.

4. Growing Friends Report: Judy Milner reported that numbers have been growing gradually. There has been a good roll up most weeks. We have been adapting our work to the weather. Weeding is proceeding and Kirstie is appreciative of this. Proceeding with cuttings and potting on to replenish our nursery stock. The sprinkler system has been adjusted to suit the wetter conditions.

5. Botanical Illustrators Report: Pam Sheean asks that Judi O'Donnell be re-imbursed from the Illustrators account, for a bulk purchase of Watercolour paper.

Motion put forward: That the illustrators use their account funds as appropriate, with group consensus.

Moved: Pam Sheean Seconded: Delene Comerford Accepted

Thank you to new member Donna Aitken for donating a recently published copy of "Of Friends and Gardens: a history of Cranbourne Friends. Members are entitled to borrow books but a better system needs to be set up to make sure books are returned.

6. Walks and Talks Report: Judy Milner and Anthony Sheean attended the Castlemaine Garden Club recently - the group seemed quietly happy with their attendance. This was followed up with a visit to the GFTF by the group the next day – a follow up email was received thanking Judy and Anthony for their informative talk and a donation was also gratefully received. It seems many of the group were not aware of the development of the GFTF and Hub.

Judy has also done an impromptu tour on a Saturday morning.

Anne B and Anthony also conducted a tour of the gardens with a group of 20+ members of U3A Ararat branch on 27th May, which was well received.

7. Dovyalis Report: Judy Milner is open for new contributions for the next edition – anything is most welcome. Pam has all previous copies of Dovyalis on a memory stick which is helpful to look back on.

That the reports be accepted:

Moved: Lindy Sloan Seconded: Gerry Cox Accepted

General Business:

1. Update on our Meeting with Craig Nieman & Brian Westley also attended by Josh Owens & Chris Mitchell. As we will now not have access to office space in the new Hub, Anne B and Pam put forward the Friends expectations and list of requirements.

This is a summary of our requirements regarding access and storage at the Central Hub and improved access and storage at The Samuel Gadd Centre.

Access to the Central Hub

Primarily, access times would be for larger group meetings and for FBBG Committee meetings held one half day every 2 months -currently 3rd Tuesday. (This would only be until the Samuel Gadd Centre situation is resolved).

Ongoing dates

- All FBBG members for Annual General Meeting – date to be advised
- All FBBG members for end of year celebrations – date to be advised
- FBBG/Community educational weekend workshops (up to four per year possibly in conjunction with the City).
- Botanical illustrator's exhibition of works (one per year)

Storage

- Adequate storage for signage, brochures and information for guides, tour groups and educational activities. A two-door lockable cupboard with some spare space to allow for items not currently listed should be adequate.
- Room for an a-frame sign and tear drop signs advertising Friends activities.
- Notice board, probably best in the interpretive space, for Friends information and tours.
- Space for a plant trolley with plants for sale and advertising for the weekly plant sales at the Friends nursery.
- Ongoing hanging space for art works and displays in the visitor section.

The Samuel Gadd Centre

Considering we no longer have dedicated space at the Central Hub we feel the Samuel Gadd Centre should be repurposed to its original intent as a home for the Friends.

Currently the shared arrangements with Friends and staff do not work for either party. Alternative arrangements for a staff tea room could be considered with Kirstie's office remaining in the Samuel Gadd Centre.

The Samuel Gadd Centre should be refreshed and refurbished with provision made for a Friends office, storage, meeting space and working space for the Botanical illustrators. Also improved access and parking provision from Napoleon Crescent to the nursery would avoid having to access the Centre through the work yard. Solar panels on the roof of the Samuel Gadd would also be an advantage.

2. Photos for Website – Lindy. We need to have updated photos by members to add to the website to keep it 'fresh'. Delene will speak to Annie and Anne B to take photos of good patches in the gardens while the weeding group are moving around to be forwarded to Pam and Bev for updating the website's news pages. Any other current photos from members would be appreciated.

3. Office Bearers & extra committee members are needed for our AGM in August. Deb, Carmel and Ann Aston have shown interest. Judy and Delene will keep them informed to keep up their interest in joining the committee. Nominations for President will be called for.
4. Managing and Coordinating Tours. Pam will put a note on the website to have contact directed to the Friends for the time being.
5. Other Business:

Lindy advised of her advanced apology for the next couple of meetings as she will be away for a month or two. She is happy to continue on the committee for the foreseeable future.

The Friends were deeply saddened at the recent news of the passing of Kevin Walsh. We would like to acknowledge his contribution to the Gardens and to the Friends of the Botanic Gardens. He was employed by the City of Greater Bendigo to prepare the Master Plan for the gardens and many accolades were received for that work. Kevin was committed to very high standards and worked hard to ensure comprehensive community consultation during each stage of the Master Plan development. An article will be included in the next edition of Dovyalis. The Friends send their condolences to Kevin's family.

Delene Comerford thanked everyone for their attendance. Thank you Delene for taking the chair

Meeting closed at 12:45 pm.

Next Meeting: Tues 19th July 2022 at The Samuel Gadd Centre, Bendigo Botanic Gardens