

Friends of Bendigo Botanic Gardens Inc.

Committee Meeting Minutes

Date: Tuesday 19th July 2022
Time: 11:30 am
Location: Verandah at Samuel Gadd Centre, Bendigo Botanic Gardens
Present: Pam Sheean, Anne Bridley, Annie Clark, Judy Milner, Jan Bobin, Kirstie Paterson, Anne Aston, Lyn Winn, Deb Degenhardt, Delene Commerford
Apologies: Lindy Sloan, Gerry Cox

Minutes of previous meeting held 21st June 2022.

Amendments from Anne Bridley regarding her discussion with Carol Holsworth, the Minutes should now read:

Business Arising 3:

“It is our responsibility to store records but if we have some we were unable to store, they may have room for them at the Historical Society.”

2nd Amendment: Walks & Talks report:

The tour of the gardens with the group of U3A Ararat Branch – the number of members should read “12+”

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

Moved: Judy Milner Seconded: Pam Sheean Accepted

Business Arising

1. Model Rules changes – see General Business

2. Central Hub Progress: Brian Westley has requested another meeting with Pam & Anne B. next week to update the group. Some of our requests can be met such as access to the Hub for meetings, while other requests may not be possible.

New Members: No new members this month

Reports:

1. **Correspondence Report:** Pam Sheean

Dates: 15th June 2022 – 12th July 2022

Email

IN	FROM	DETAILS
20.06.22	Hip Pocket	Invoice for payment
22.06.22	Beverley Lewis	Speaker event @ Castlemaine
24.06.22	BGCI	Cultivate#105
24.06.22	BGANZ	Earlybird conference registration

24.06.22	Ken Beasley	National Tree Day activity
25.06.22	Jan Bobin	Draft Meeting Minutes
30.06.22	AAFBG	Regional Movers Index
04.07.22	AAFBG	Certificate & Membership receipt
08.07.22	C. Tyler	Gardening Friends photo
08.07.22	Brian Westley	Current update on Central Hub
12.07.22	Annie Clark	Membership renewal letter

OUT TO DETAILS

14.06.22	FBBG Committee	Draft agenda & Correspondence Report
18.06.22	FBBG Committee	Meeting agenda & previous Minutes
29.06.22	Jan Bobin	fwd- Hip Pocket invoice
29.06.22	FBBG Members	fwd- Speaker event
30.06.22	FBBG Members	May June Meeting Minutes & News page
30.06.22	Bgo Copy Centre	Minutes for printing
12.07.22	Jan Bobin	AAFBG membership receipt
12.07.22	Brian Westley	Response to Central Hub update
12.07.22	FBBG Members	Membership renewal

Postal Mail

IN	FROM	
June	GCA	Our Gardens magazine – Winter edition
July	AAFBG	Eucalypt magazine – No 58

OUT	TO	
11.07.22	FBBG Members with no email	Meeting Minutes & News Page

That the correspondence as circulated be accepted: with the addition of :-
Correspondence Out

15.07.22 Kevin Walsh family Condolence card

Moved: Jan Bobin Seconded: Delene Commerford Accepted

2. **Treasurers Report:** Jan Bobin

1/06/2022 Opening Balance \$25,154.70

Income :	
Plant Sales	\$711.80
Membership	\$ 15.00
Walks	\$174.00
Donations	\$ 35.00
	\$935.80

Expenses:	
Plants/Tools/Materials	\$ 96.99
Admin: Printing & Stationery	\$194.42
Admin: AAFBG Membership	\$ 50.00
Admin : Bank Charges (Tyro Settlement)	\$ 8.91
	<u>\$350.32</u>

30/06/2022 Closing Balance at Bank \$25,740.18

Illustrators Account \$ 218.38

That the Treasurers report be accepted

Moved: Jan Bobin Seconded: Delene Commerford Accepted

Accounts for Payment

Bunnings - various supplies	\$ 85.93
Judie O'Donnell - reimbursement paper	\$120.00
Bendigo Copy Centre Printing	\$184.50
Bendigo Bank - TYRO fees June	\$ 6.29
Hip Pocket Workwear - Vests	\$240.58
Anne Clark- reimburse sharpener	\$ 22.94
Norwood Industries - Label cards	\$ 30.51
Garden City Plastics - pots	\$136.26
Frank Musk- Reimburse Brackets	\$ 53.88

\$880.89

That the accounts for payment be accepted

Moved: Jan Bobin Seconded: Ann Clark Accepted

3. Gardens Staff Report: Kirstie Paterson reports that it's business as usual in the gardens at the moment. Beds in the Hub area are being planted up as they are constructed. Hopefully all will be ready for a Spring Opening as the wet weather has caused delays. Signage has been commissioned including updating of entry signs. The lettering on the Rammed Earth wall is Larni Garingilang meaning home of growth in the Dja Dja Wurrung language. The street naming has been finalised as Garingilang Way.

The Melbourne Botanic Gardens have partnered with The Department of Education and Training to run the Designed by Nature Biomimicry Program for Primary and Secondary

schools. The information session for local schools will be conducted on Tuesday 9th August. Any interested Friends are welcome to attend.

The Passions and Pathways session for local primary schools is also being conducted by Kirstie on 11th August. Friends are welcome to assist with the groups – session times will be 9:15, 11:15 and 12:30 pm.

Tulip planting has been completed with a successful sale of the excess bulbs conducted by the Friends on Saturday 16th July. Thank you to the Friends weeding group for the assistance in pruning of the roses in the heritage garden.

4. **Growing Friends Report:** Judy Milner reported that we had a very successful sale of Tulips on Saturday morning. After advertising on Facebook the news spread far and wide on other local gardening sites! Queues started at 9 am long before the 10 am start time. The result of this effort was \$1859.30 – a great boost to our bank account.

The groups are working well with Lyn Winn doing a great job with the succulents. Kirstie has been doing divisions of plants for potting up to boost our stock as the hot house is currently full of cuttings. The cold weather has slowed growth in there although the removal of the shade cloth cover last week should hopefully add extra warmth to speed up growth.

Judy mentioned that some supplies purchased have gone over the \$100 limit recently.

It was moved that the limit for purchasing without approval from the Committee be increased to \$150.00.

Moved: Delene Commerford Seconded: Annie Clark Accepted

5. **Botanical Illustrators Report:** Pam Sheean – Small numbers are attending at present. The group has asked the Native Plant Group if it would be appropriate to have a small exhibition at their flower show in September.

6. **Walks and Talks Report:** there have been no walks during the past month. The tour booking contact details on the website have been updated to reflect a hold on tours via The Visitor Centre. Any interested groups are asked to contact the Friends via their email. Regular tours on the first Saturday of the month will return in Spring.

7. **Dovyalis Report:** Judy Milner is preparing an article on the Palms growing in the gardens. Kirstie is preparing an article based around the development and construction of the Central Hub. Pam mentioned that a new Senior Biodiversity Officer at council, Dr. Mark Hall has special interest and expertise in Pollination, it would be good to ask him if he is interested in providing an article for a future edition.

That the reports be accepted:

Moved: Pam Sheean Seconded: Annie Clark Accepted

General Business:

1. Model Rules: Anne has discovered that the paperwork for the Special Resolution (about changes to our Rules of Association) at the last AGM should have been sent to Consumer Affairs within 28 days of the meeting, unfortunately this didn't happen. So, after rereading the minutes of the Special Meeting held on 22/1/2013, Anne determined that the club had agreed to adopt the Model Rules for an Incorporated Association with the addition of our Statement of Purpose (which can be found in the Minutes of the meeting of 17/7/2012). Therefore, no further action is required on our part as long as we continue to conduct our affairs in accordance with the rules we adopted in 2013. In practice, this means that we should be having annual elections for all office bearers and committee members.

Anne suggested that a copy of the Model Rules with our name, financial year and statement of purpose should be stored in the FBBG office. Copies should also be held by the President and Secretary, and all committee members should be familiar with the contents.

2. Planning for our Annual General Meeting: Annie will contact Strategem to book in the Audit for our finances. Jan has everything prepared and just needs to get a copy of the Spreadsheet printed.

The AGM is usually held on the last Tuesday in August. Annie Clark suggested it be moved to 3rd Tuesday in September to allow time for the audit to be completed.

The AGM will be held – 20/9/2022 @ 2 pm with afternoon tea.

Venue : The Samuel Gadd Centre or maybe the new Hub should it be open by then. We will contact Dr Mark Hall the new council Senior Biodiversity officer as a possible Guest Speaker.

Fees are to remain the same: Single Membership \$15.00 p.a. and Household \$25.00 p.a.

The following members have agreed to be nominated as office bearers:

President:	Delene Commerford	Vice President:	Annie Clark
Secretary:	Pam Sheean	Minute secretary:	Jan Bobin
Treasurer:	Jan Bobin	Membership Officer:	Annie Clark

General Committee members: Judy Milner, Anne Aston, Lyn Winn, Deb Degenhardt, Gerry Cox and Lindy Sloan

Additional nominations for the committee from all our members are encouraged.

Anne Bridley is resigning from the committee due to the ongoing Covid situation and will not attend the AGM. Her report will be circulated prior to the meeting.

Details regarding the upcoming AGM will be available soon.

It was moved that the following members be nominated as additional current committee members:

Anne Aston, Deb Degenhardt, Lyn Winn

Moved: Delene Commerford Seconded: Judy Milner Accepted

3. The Botanic Garden Guides conference is being held in Melbourne in October. The registration cost is \$420.00 for the 5-day conference, unfortunately there are no single day registrations accepted.

It was moved that the registration be paid by the Friends for 2 people to attend on the understanding that they are currently garden guides or are prepared to be a guide.

Moved: Jan Bobin Seconded: Deb Degenhart Accepted

4. Committee Meeting Minutes format – Pam Sheean suggested that a summation of the Minutes could be added to the News Page that is sent to members instead of the full record of Minutes of each meeting. The complete Minutes are available on the web site and a hard copy is available at The Samuel Gadd Centre. The question will be asked of members attending the AGM to see if people want to continue receiving the full Minutes or would be happy with a summary. A bound copy of each financial year's Minutes which was previously done by Jane Cleary will be continued by the committee.

5. Other Business

Judy will amend the membership form where required and organise printing of more Membership forms.

Anne Bridley thanked everyone for their attendance.

Meeting closed at 12:45 pm.

Next Meeting: Tuesday 16th August at the Samuel Gadd Centre, Bendigo Botanic Gardens