

**Friends of Bendigo Botanic Gardens Inc.**  
**FBBG Committee Meeting Minutes**

**Date:** Tuesday 16<sup>th</sup> November 2021      **Time:** 11:30 am

**Location:** Samuel Gadd Centre, Nursery, Bendigo Botanic Gardens

**Present:** Anne Bridley (Chairperson), Pam Sheean, Delene Comerford, Judy Milner, Lindy Sloan, Jan Bobin, Gerry Cox, Kirstie Paterson

**Apologies:** Annie Clark

Minutes of previous meeting held Tuesday October 19<sup>th</sup> 2021.

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

Moved: Delene Comerford

Seconded: Lindy Sloan

Accepted

**Business Arising:**

1. Final stages of the Website project – Web-sters. A few minor issues that have arisen have been passed to Adel for improvements to be made. She is pleased with our response to the site and has already updated the page by removing the AGM once it was held. Lindy and Pam have received the manuals for operation of the Website to enable alterations and maintenance to be done ‘in house’ after the Wordsworth contracted period expires.

2. Plant Cuttings Policy – Kirstie. No cutting materials are to be taken home by members as they are effectively Council property. A blanket ban on cuttings or any stock to be brought in by members to avoid the possibility of insects or pathogens being inadvertently brought into the gardens. Pam will make a note in the “news page” to this effect. Kirstie and gardens staff will provide cuttings from the gardens for the growing group to work with each week.

3. CGB Covid policy and Vaccination certificates - Pam – Concerns were raised regarding the security of the Vaccination certificates of members. Kirstie is required to sight the certificates of members and keep a digital copy of these on file. As a result, she will keep these copies filed on her computer only as she is the only one with access. This will ensure security for all members. Pam will email any that she currently has to Kirstie for this purpose.

4. From an earlier meeting: Ann Bridley reminded us that we had prepared Certificates of Appreciation to be presented to long time members Lyn Hamilton, Jane Cleary and Eric Wilkinson. With Covid lockdowns, this has not been possible and overlooked recently. An invitation will be sent to these 3 members to attend our Christmas Breakup on Tuesday 14<sup>th</sup> December, so that a presentation can be made.

**New Members:** Lee Pollock

Moved: Judy Milner

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 Report: Pam Sheean

Dates: 12 Oct. 21 to 9 Nov. 21

## Email

IN	FROM	DETAILS
12.10.21	Anne Bridley	Agenda item for Oct meeting
12.10.21	Annie Clark	Latest membership data
12.10.21	Andrew Krausgrill	Cancellation of membership
13.10.21	Lindy Sloan	Feedback request to committee re website
14.10.21	GCA	Update on COVID & Insurance coverage
14.10.21	Enviro Volunteering	News update for October
14.10.21	P & G McDiarmid	Vaccination certificates
15.10.21	Kirstie Paterson	Cancellation of Tuesday plant sales
15.10.21	WordsWorth Com	Testing of online membership form
16.10.21	AAFBG	e-ucalypt news: ed. 96 / October 15 <sup>th</sup>
19.10.21	Annie Clark	Finance Report for September 21
19.10.21	Annie Clark	Growing Friends Report - October meeting
23.10.21	Lindy Sloan	fwd; Decision re membership login on website
26.10.21	Adel Urie	Final comments on FBBG website project
27.10.21	WordsWorth Com	Further online form testing
27.10.21	Judy Milner	Dovyalis Spring ed. ready for distribution
27.10.21	Adel Urie	Notification that website is now live
28.10.21	Jan Bobin	Draft October Meeting Minutes
31.10.21	Anne Bridley	Presidents Report for AGM
01.11.21	Annie Clark	Finance Report for AGM
01.11.21	National edeposit	Acknowledgement of Request to register a serial
01.11.21	Dave Fagg	Thanks & appreciation for Dovyalis
01.11.21	T.Entwisle & B.Creme	Thanks for Dovyalis
01.11.21	GCA	Form for updating membership details
02.11.21	AAFBG	e-ucalypt news: ed. 97 / November 1 <sup>st</sup>
03.11.21	John Bentley	Compliments on our new web page
03.11.21	WordsWorth Com	fwd. online Dovyalis subscription submission
03.11.21	Kirstie Paterson	AGM apology -Chris Mitchell as guest speaker
03.11.21	National edeposit	Acceptance of Dovyalis as online serial addition
3-8.11.21	FBBG Members	Apologies for AGM
07.11.21	Julie Sloan	Thanks and well done to FBBG for Dovyalis
09.11.21	J Sullivan	Vaccination certificate
OUT	TO	DETAILS
11.10.21	FBBG Committee	Draft agenda & Correspondence Report
12.10.21	FBBG Members	CGB Proof of vaccination policy

15.10.21	FBBG Committee	October meeting agenda & previous minutes
15.10.21	Web-sters	Amendments to web page
17.10.21	FBBG Members	AGM agenda, previous minutes & Notice of Special Resolution
19.10.21	WordsWorth Com	Content for web page
29.10.21	WordsWorth Com	Acknowledgement of online form testing
29.10.21	FBBG Members	October Meeting Minutes and News Page
29.10.21	Bgo Copy Centre	October Meeting Minutes for printing
01.11.21	FBBG Members	Dovyalis Spring 2021 edition
01.11.21	CGB Councillors	Dovyalis Spring 2021 edition
01.11.21	Other Groups	Dovyalis Spring 2021 edition
03.11.21	FBBG Members	Reminder of AGM and attached reports
03.11.21	GCA	Completed membership form 4
03.11.21	John Bentley	Dovyalis Spring 2021 edition online submission
04.11.21	FBBG Members	Update re guest speaker for AGM
09.11.21	FBBG Illustrators	Notice of Return to the Gardens
09.11.21	FBBG Members	fwd. e-ucalypt news: ed. 97/Nov 1 <sup>st</sup>
09.11.21	FBBG Committee	Draft November meeting agenda & Correspondence Report

POSTAL MAIL

IN FROM

Oct-Nov Magazines Our Gardens & The Gardens ;Summer editions

OUT TO

17.10.21	FBBG Members with no email	AGM documents
29.10.21	FBBG Members with no email	Oct Meeting Minutes, News Page & Dovyalis

That the correspondence as circulated be accepted:

Moved: Delene Comerford Seconded: Judy Milner Accepted

2. **Treasurers Report** completed by Annie Clark and presented by Pam.

**Opening balance at 1/10/21 \$ 14,315.09**

**Receipts**

Membership	75.00
Plant sales	1,341.00
Botanical Illustration	00.00
Publications	00.00
Donation/Grant /Walks	10.00
Dovyalis	00.00

**Total receipts** **\$ 1,426.00**

**Expenses**

Bendigo copy centre 41.85

J.Milner - wheel,fertilizer 178.18

Garden City Plastics 197.17

**Total Expenses** **\$ 417.20**

**Closing Balance at 31/10/21** **\$ 15,323.89 (Illustrator's account \$ 218.38)**

**Total Funds at 31/10/21** **\$ 15,323.89**

That the Treasurers report be accepted:

Moved: Pam Sheean                      Seconded: Gerry Cox                      Accepted

**Accounts for Payment:**

1. Bendigo Copy Centre                      \$ 18.75

2. Garden City Plastics                      \$210.99

3. Wordsworth Comm.                      \$568.00

That the accounts for payment be accepted

Moved: Delene Comerford                      Seconded: Jan Bobin                      Accepted

**3. Gardens Staff Report: Kirstie Paterson**

Following the relaxing of Covid rules there has been lots of activity in the gardens with Functions, Weddings, Birthday parties etc happening making it quite chaotic some days! As Kirstie explained on her tour last week, permission has been received for the removal of the fence along the creek and to the pool so that the creek bank can be utilised and included with the gardens. A lockable gate will be installed at the footbridge to close off the area from the public after hours. Fill that remains on the site of the Central Hub will be used to gently slope the creek banks to make them more useable. Slabs are currently being poured for the buildings and once complete, the walls will go up and things will move quite quickly.

In general, the weeds are continuing to flourish so the staff are chasing these down – any additional weeders from the group that can assist will be greatly appreciated. Unfortunately, our third-year apprentice has left, therefore there is a shortage of staff at the moment.

**4. Growing Friends Report: Judy Milner**

There has been a good response lately from members. As Kirstie mentioned extra weeders are always welcome, especially currently with the persistent rain bringing the weeds.

Cuttings are coming from the Garden for the Future to build up our stocks also a lot of stock especially large trees have been received from the Council nursery. Saturday sales are boosting our funds and the advanced trees will be advertised on Facebook and the Website. Odds and ends are being purchased for storing the labels and Lindy is doing a stellar job with tidying these up. Although we are busy at the moment our density limits are OK. Summer watering is not a problem yet and as there is a new watering system it should be okay through summer. Judy will keep an eye on the plants around the perimeter to make sure they are covered by the sprinklers.

**5. Botanical Illustrators Report: Pam Sheean**

The group started back on Saturday 13<sup>th</sup> November. We are starting to plan a major exhibition of works specific to the gardens and to coincide with the opening of the Central Hub. Delene mentioned security with the display area and Pam suggested that there will probably be staff on site in the information centre and a roster of illustrators could be prepared to assist as with previous exhibitions.

**6. Walks and Talks Report:**

Kirstie has a tour booked in for 24<sup>th</sup> November afternoon for students from Lake Boga PS. Anthony Sheean and Gerry Cox will assist with this tour. The school are paying \$5 per head for the tour which has been booked through the visitor information centre. Kirstie will make sure the funds come back to the Friends to assist our fund -raising efforts. Reminder that Friends assisting with tours need to have a Working with Children check.

Photo Points are marked on a map – a request was made for actual points to be marked in the gardens to show where they are. Kirstie will look into the possibility of markings – so long as they will not make trip hazards.

**7. Dovyalis Report: Judy Milner**

The spring issue is out and everyone commented on the presentation. Next issue due 1/5/22 – contributions will be required by 31/3/2022. If anyone has an item that may be of interest, please let Judy or Delene know. Bev Ormerod suggested to Judy that some article on the book produced by John Lindner may be of interest. (Also suggested that an excursion by members to this area could be a future activity).

Just to let everyone know how Dovyalis comes into production. The team consists of Judy compiling the publication with assistance from Delene who sources material. Pam, Annie, Delene and Eric are proof readers.

That the reports be accepted:

Moved: Lindy Sloan                      Seconded: Gerry Cox                      Accepted

## **General Business:**

1. Planning for use of future donations – Anne B called for suggestions for possible spending of funds. Suggestions so far –

a) Mention of the Golf cart to assist Kirstie – previously discussed – there was some mention by Kirstie that such a purchase may hinder the receipt of grants that are available for such things.

b) Fittings for the Central Hub – A hanging system for display of illustrator's work.

c) Terracing of the slope between nursery and Napoleon Cres to allow for more display of stock.

d) Look into purchasing a 'Square' and mobile phone for eftpos sales /or permanent eftpos machine from the bank. Annie has already started to make enquiries through the bank regarding this.

e) Lindy mentioned a program by a Queensland garden that allows for the planting of trees by/for people who have made significant contributions to the gardens. Judy advised that there were some discussions when the Master Plan was developed regarding such things as plaques on seats, plantings etc. but these were ruled out. It is a nice thought and maybe some inquiries could be made as to the current Council policy. Judy also advised that at the time of the GFTF being done, that some Sculptures that were originally planned were left out due to funding issues. Maybe this could be re-visited. Judy has a copy of the original matrix that was prepared by Yvonne George.

2. Timing of Committee Meetings: Today's meeting was conducted after completion of the Growing Friends activities. This was a trial run to see whether the timing worked well and suited committee members. All agreed that it was a more appropriate time. We will keep this timing for future meetings which can be held in the nursery or in hot weather held on the Samuel Gadd verandah or in the Edwardian pavilion. Of course, there will be the new Hub for future meetings.

We may also rethink the timing of the AGM in the future.

With no further business, Anne Bridley thanked everyone for their attendance and mentioned that we have a good group of members attending.

Meeting closed at 12:37 pm.

Next Meeting: Tues 21<sup>st</sup> December, outside the Samuel Gadd Centre, Bendigo Botanic Gardens at 11:30 am