

MINUTES OF COUNCIL MEETING

ANPS Canberra Region Inc.

5.00 pm, Tuesday, 6th November 2018 at ANBG

Attendees

Ben Walcott (Chair), John Carter, Garth Chamberlain (Minutes), Phillip Fradd, Greg Quinn, Geoff Butler, Karen Brien, Gail Ritchie Knight.

Apologies

Lucinda Royston, Naomi Boccola, Darren Boulton,

Welcome

The Chair welcomed those present.

Minutes of 9th October 2018 Meeting

The acceptance of the draft minutes was:

Moved: Ben Walcott, 2nd Geoff Butler: Carried

Matters Arising from Minutes

1. Life Membership award presentation.

Ben Walcott advised that the certificates, badges and the one- page statement were ready for presentation at the members meeting next Thursday and that the certificates were to be signed by the President or officer next in line.

2. Amendment to the constitution.

Ben Walcott advised that the amended constitution had been circulated to council members.

3. ANPSA Teleconference on 27th November

John Carter noted that that at this teleconference meeting on 27th November there will be special resolutions put forward to change Rules and Bylaws and that Council needs to decide if we support these changes and to formulate a response. He advised that these changes included reducing the 60 day meeting notice to 30 days and removing gender specific items.

That our delegate (Geoff Butler) be directed to support the proposed changes was

Moved John Carter; 2nd Ben Walcott; Carried.

Other Matters Arising are addressed under Agenda Items.

Correspondence In

1. Email from Bill Willis presenting Conservation Council Member Group Update 2018 No. 9.

It was noted that there had been several strong emails from Leon Arundell on the Conservation Council Operations. Geoff Butler advised that he is attending the Conservation Council AGM on 13 November.

2. Email from Penny Taylor-Yates of Garran P&C requesting donations of vouchers to schools for the Native Plant Sale.

Vouchers were not provided as requested however it was agreed that the Garran P&C would be advised that we could provide up to 20 Propagation Group Plants. Secretary to advise Ms Taylor-Yates of this and ask her what types of plants they are seeking.

3. Email from Mark Conley re donation of bouquets for the Australian National Police Memorial.

Agreed that it was not appropriate for our organization to make the requested donations. Treasurer to advise Mr. Conley of this decision.

Correspondence Out

Nil

Treasurer's Report

The Treasurer, Ben Walcott, distributed a copy of the Treasurer's Report dated 6th November 2018 showing a current balance of just under \$126,000 which is similar to that of last month.

Ben Walcott advised that the accounts had been audited and will be signed off and presented to the members meeting on Thursday. The charge for the auditor was similar to last year at \$2,800.

Ben advised that the profit for this year was \$5,700 compared with a \$10,000 loss last year with donations amounting to \$22,000 compared with \$37,000 last year.

Ben Walcott also presented a Plant Sale Report for the Spring Plant Sale which showed a total of 11,800 plants sold resulting in a profit of just under \$22,000 which was similar to last year.

Ben Walcott advised that there was a loss of just over \$1,000 of income over what we should have received. John Carter noted that the current system of cheat sheets for adding up what the customer needs to pay can lead to addition errors and we really need a second tally person with a calculator to confirm the amount.

Ben Walcott advised that he had met again with Tiffeny Horwood of the ANBG but had still not received the MOU or responses to his emails but has proceeded to pay the \$10,000 owed. Ben noted that the MOU needs to cover plant sale space, space for meetings, use of electric vehicles and storage space.

Ben advised that if it turns out as previously we will pay an annual fee of \$6,000.

Ben Walcott also noted that Giraffe has been paid a part payment of \$4,500 for development of the membership system for the web site.

Treasurer's Report be accepted as circulated.

Moved John Carter; 2nd Karen Brien; Carried.

President's Report

No report by the President was provided as she is away on holidays.

Agenda items

1. Development of a Conflict of Interest policy.

Geoff Butler advised that he had distributed his draft policy document to the various ANPC Canberra group co-ordinators for them to pass on to members for feedback.

John Carter noted that this policy would only kick in when a group meeting comes together to make a decision.

Geoff Butler advised that once he has received the responses he will distribute the comments to Council.

2. Development of new membership system: some changes are needed

Ben Walcott advised that the current membership recording system was based on Filemaker-Pro is very labour intensive. It is on his computer and he has to manually enter all details into the system.

Ben Walcott proposed that we have a system created based on the new website with:

- People entering their own data
- Then make payment
- Email goes into Mailchip
- Member receives acknowledgement
- Members advised by email if their membership is about to expire.

General view was that the current system is outdated and needs to be replaced.

Ben Walcott advised that the system proposed by Giraffe will not support all the options that we currently have of purchasing:

- Mailing of the bulletin
- the bulletin/journal/Australian Plants or
- the bulletin/journal

There was discussion then on whether we could exclude the option for members to subscribe to Australian Plants and just have a link to this so that members had the option to take it up separately.

Greg Quinn requested that the following be recorded in the Minutes:

“That he is disturbed how the process with the web site development has progressed as Giraffe are driving the changes rather than the ANPS and that there should have been more internal consultation and discussion before the contract with Giraffe was signed.”

That we put forward at the AGM to seek member responses that we:

- *have decided to have Australian Plants unlinked from our membership process; and*
- *are considering only making the Bulletin available in electronic form.*

Moved; John Carter, 2nd Ben Walcott; Carried.

3. Benefits of membership

Ben Walcott noted that our group mainly consists of retired people and that our interests do not seem to appeal to younger people. Gail Ritchie Knight suggested that we display name cards that show people that we are ANPS members.

However, John Carter suggested that we develop an App after the website has been completed which will encourage more interest from younger people and increased membership.

4. Expiry of Domain anps-canberra.asn.au.

Ben Walcott advised that he had called the supplier but found that he did not have the required information to extend the operation.

Greg Quinn advised that he would enquire to ascertain what details are required to be our domain registrar – a person or a position. John Carter suggested that the public officer would be a sensible option.

5. Status with acceptance of new logo.

Geoff Butler noted that Megan Dixon had advised members at a meeting around July this year that a document would be circulated to members presenting the basis for the proposed new logo and seeking member responses, but this has not yet occurred.

Geoff agreed to contact Megan to get the latest version of her document and to arrange to have it finalised for inclusion in the next Journal.

6. Request for donation to Southern Tablelands Ecosystems Park (STEP).

Ben Walcott advised that STEP was seeking funds to construct a new shed and provide some signage.

Ben noted that we had been instrumental in setting them up and had been denoting \$2,000 a year to them, mainly used for plant purchase. He also advised that they were performing an educational role with children which is a service that our organisation does not provide.

Greg Quinn noted that they should be able to stand alone and that this should be clearly stated as a one-off payment.

That we donate \$5,000 to STEP to be used for the new shed and signage and that we receive public acknowledgement of this donation in their newsletter.

Moved Greg Quinn; 2nd Phillip Fradd; Carried.

7. Outcome of 2018 Spring Plant Sale.

Refer to the Treasurer's Report.

8. Having adequate Council members and Office Bearers next year.

A total of 11 members are needed on Council and need to include a President, Treasurer and Secretary. It was noted that the following members have indicated that they are willing to stand for Council next year.

Ben Walcott
John Carter (Vice President)
Garth Chamberlain (Secretary)
Neville Page (possibly Treasurer or President)
Geoff Butler
Greg Quinn
Karen Brien
Gail Ritchie Knight
Ian Tranter
David Herald
Brigitta Wimmer
Annabelle Greenup
Jeanette Jeffery

It was agreed that Ben Walcott would present nominations and seconders at the AGM on Thursday.

Other Business

1. Need for Roster of Gate Minders for Member Meetings

Karen Brien advised that there was need of a forward listing of the gate minders.

Ben Walcott agreed to prepare a sheet for volunteers to sign up including their contact details.

2. Consideration of Future WeedSwap Events

To be addressed at next meeting.

Closure

At 7.10 pm, the Chair closed the meeting.

Next Council Meeting

Tuesday, 11th December 2018 at 5.00 pm Dickson Room, ANBG.

(Note: This meeting was actually held on Monday 10th December 2018 at 2.00pm)