

BBG SECTION 41 COMMITTEE MEETING MINUTES
On Friday 15th January 2014
Held in the Council Meeting Room

1. Welcome: - The Chairperson K Jenkins opened the meeting at 1.17 p.m. and welcomed members and staff present.

2. Present: - K Jenkins, T Waldhuter, A Randell, I Glastonberry, R Dawkins and R Duance.

In attendance: - P Payne, S Barrett.

3. Apologies: - B Simons, R Johnstone and Cr R Sloane.

4. Minutes:- MOVED R Duance **SECONDED** R Dawkins The minutes of the meeting held on the 13th December 2013 be approved as circulated. **CARRIED.**

5. Business Arising (See Attached Action Sheet):

5.1 **Meeting Date** deferred till next meeting when more members are in attendance.

T Waldhuter arrived at 1.21pm.

A Randell left the meeting at 1.22pm with apologies due to the rain.

5.2 ACTION The strategic plan to be put in XL format to be sent out as is. S Barrett and K Jenkins.

5.3 ACTION Publicity – need to consult with W Perry re an article. S Barrett to negotiate help from K Wohlers who does the media for FoBB.

5.4 Septic contract – is now with council. **ACTION** Needs to be added to list on the Site Management plan for annual review. S Barrett – P Payne

5.5 ACTION Sub-committee charters (Finance, site and nursery) – need to be completed and table them at the next meeting.

5.6 ACTION Insurance matters need to be discussed with I Baldwin by K Jenkins and S Barrett.

5.7 ACTION Marketing plan to be done after open day.

5.8 ACTION BGW-event planning

5.9 ACTION Cool room working bee

5.10 ACTION NRC in title – use NRC money for rejig the logo

5.11 ACTION Bio regions map to be sent and make a decision at the next meeting.

6. Correspondence:

In:

- Department of Environment, Water and Natural Resources RE: Volunteer Support in the Adelaide and ML Ranges
- Barossa Council Letter of Support SITA Grant Application ' Nature Play from the Ground Up'
- Mount Pleasant NRC RE: Invitation to hold a plant stall at the Mount

Pleasant Show 15th March 2014

- Office for Volunteers – Volunteer Training Grants Closing 7th March 2014
- Hon Tony Piccolo MP – Community Voices Program Selection
- Labyrinth people have received plans from architect and will attend the next meeting and discuss with them with us.
- Possible grants
- Premiers certificate for volunteers recognition awards

Out:

- Grant Application – SITA ' Nature Play from the Ground Up'
- Village Landcare Progress Report 2013
- Notification of Position Available 'Village Landcare Project Officers'
- Presentation – 'Grassy Groundcovers Project'

MOVED R Duance **SECONDED** T Waldhuter That the correspondence be received **CARRIED**

7. Financial Sub Committee Report: see attached

7.1 Reporting and budgetary processes work done with council to now get better reporting. This will enable us to do some budgeting for next FY. Required by end of February early March.

7.2 Nursery staff hours – put on hold until better information available.

MOVED R Dawkins **SECONDED** R Duance we authorise K Jenkins and P Payne to negotiate with Council to pay nursery manager's salary.
CARRIED

8. Nursery Manager Report: Pam Payne (see attached)

8.1 Trees for life bushfire appeal – discussion to grow 2,000 to 5,000 tubes, seek sponsorship from a number of organisations to offset the costs of power and water.

MOVED R Duance **SECONDED** T Waldhuter We seek support from community organisations/service clubs to support the BG bushfire fund appeal including doing the planting. **ACTION** KJ, PP, RD, RDu.

CARRIED

8.2 The TAFE course starts 19th Feb. **ACTION** check agreement is ongoing.

8.3 Rex Centre

8.4 Yalumba

8.5 UTLMP – Grassy Ground Covers Project -Clarified about billing for on costs.

9. OHS: P Payne and S Barrett

Completed over the last 12 months, finalised in January 2014

Put a time frame and costing for it to be implemented.

ACTION Email to committee

10. Coordinator's Report including NRC report: Sarah Barrett (see attached)

- 10.1 Grants received
- 10.2 2 corporate volunteer days in June
- 10.3 Presentation to the NRM Board re the good work the NRC's do on 20th February in Adelaide
- 10.4 Open Day 6th April to include the opening of the NRC at the BG.
- 10.5 Formalise a New Facebook page - friends page but to change it to designated to the BBG and set it as a page not a group.
- 10.6 NRC subcommittee looking at setting up a web site
- 10.7 Weekly program at BG now very busy.
- ACTION** Publicity re Village Land Care plus other things we are doing.
- 10.8 NRC Coordinator's Meeting

11. Site Management SC Report: Bill Simons/Ross Dawkins

- 11.1 Lots of watering and mulching during the hot weather.
- 11.2 2 new taps installed including trenching. Thanks to Traff for his generous support.
- 11.3 Garden taps are being left on by persons unknown.
- 11.4 Ordered replacement tools for those stolen.
- 11.5 Spinaway turbo ventilator required to be installed in the shed roof. (OHS requirement)
- 11.6 **MOVED** I Glastonberry **SECONDED** R Duance That the Committee supports the SMC in approaching Council for support of an interest free or low interest loan of up to \$30,000 to purchase a tractor/slasher/fel **CARRIED**.
- 11.7 Grant sourced from Community Benefits for a new shed.

12. Community Nursery & Volunteer Centre:

- 12.1 Cool room
- 12.2 Brainstorm re Community Nursery **ACTION** do at next meeting at the nursery

13. Tours - report Ray Duance

- 13.1 No tours at present
- 13.2 Last week memorial park committee visited. They were positive and interested in what the Bush Gardens are doing.

14. Marketing/Fundraising

15. Strategic Planning

16. Information Sharing

17. Close Meeting closed at 4.10pm

Next Meeting and Key Dates

FoBB 14.3.2014 12noon

Section 41 Committee 140214 1pm. **AT THE BUSH GARDENS**