

**MINUTES OF THE MEETING OF
THE BAROSSA BUSHGARDENS S41 COMMITTEE**
held in the Council Chambers on Wednesday 14 June 2017 commencing at 1:11pm

1. **WELCOME** The Chairperson K Jenkins welcomed all to the meeting. The Committee acknowledges the traditional owners of the land on which we meet, the Peramangk and Ngadjuri People, and respect their cultural heritage, beliefs and relationship with the land, and acknowledge that they are of continuing importance to the Peramangk and Ngadjuri People living today.
2. **PRESENT**
K Jenkins, B Lillecrapp, T Waldhuter, R Johnstone
Staff – G Mavrincac, N Rea, Y Riley, C Kruger (Minute Secretary)
3. **APOLOGIES** –
D Armstrong and L Mason.
4. **GUESTS** –
Nil,
5. **CONFLICT OF INTEREST**
Nil.
6. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**

MOVED R Johnstone that the Minutes of the meeting held on 17 May 2017 as circulated be confirmed as a true and correct record of the proceedings of that meeting.

Seconded T Waldhuter

CARRIED

7. **MATTERS ARISING FROM PREVIOUS MINUTES**

- 7.1 Duress alarm response process and Emergency List.
Discussion ensued regarding the Duress Alarm procedure and building alarm system.

ACTION – Staff to Liaise with Council's Risk Services to facilitate testing.

MOVED K Jenkins. That the matters arising from the previous minutes and any recommendations contained within it be adopted.

Seconded B Lillecrapp

CARRIED

8. **WORK HEALTH AND SAFETY REPORTING**

9. **CORRESPONDENCE**

(A verbal update was provided by N Rea).

The Committee acknowledged a letter of resignation that was received from Tawni Jones, effective as from the conclusion of the current contract (15 June 2017).

MOVED T Waldhuter that Correspondence In and Out be received.
Seconded B Lillecrapp

CARRIED

10. REPORTS

10.1 Management Committee Report:

Topics of discussion included staffing (review of roles and responsibilities), and key activities held at the Barossa Bushgardens, such as the recent Reconciliation Day.

G Mavrinac advised the Committee that although the Grassy Groundcover Restoration Project concludes at the end of June 2017, it will continue under a new entity of 'Seeding Natives Inc'. Lease arrangements will be negotiated and finalised prior to the end of June 2017.

ACTION – Council to formulate Procedures, and Terms and Conditions of Use for key activities held at the Barossa Bushgardens, and circulate to the Committee for feedback.

MOVED R Johnstone that the information items contained in the Management Committee Report be received and that any recommendations contained within it be adopted.

Seconded K Jenkins

CARRIED

10.2 Financial Sub Committee Report:

MOVED R Johnstone that the Financial Report be received and any recommendations therein be noted

Seconded K Jenkins.

CARRIED

10.3 NRC Coordinator's Report including NRC report

ACTION – Committee to examine grant funding opportunities for Reconciliation Day and related activities.

MOVED T Waldhuter that the information items contained in the Coordinator's Report including NRC Report be received and that any recommendations contained within it be adopted.

Seconded B Lillecrapp

CARRIED

10.4 Nursery Manager Report:

The Committee noted the information items contained in the Nursery Manager Report.

10.5 Site Manager Report :

MOVED B Lillecrapp that the information items contained in the Site Management Sub Committee Report be received and noted.

Seconded T Waldhuter

CARRIED

10.6 Tours Report

Nil.

10.7 Update of Key Projects

10.6.1 Labyrinth

10.6.2 Nature Play

10.6.3 Community Nursery

10.6.4 Village Landcare

MOVED K Jenkins that the information items contained in the Update of Key Projects Report be received and that any recommendations contained within it be adopted.
Seconded T Walhuter. **CARRIED**

11. GENERAL BUSINESS

Nil.

12. NEXT MEETING and Dates to note

Meeting: Wednesday 12 July 2017 commencing 1:00pm at The Barossa Council.
Please note that the meeting will be held in the Committee Room.

13. CLOSURE

There being no further business, the meeting closed at 2.54pm.

Confirmed

Date:

Chairperson: