

**MINUTES OF THE MEETING OF
THE BAROSSA BUSHGARDENS S41 COMMITTEE**
**Held in the Council Chambers on Wednesday 18 October 2017 commencing at
1:03pm**

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, L Mason, D Armstrong, T Hurn, R Johnstone (1:09pm)
Staff – Y Riley, G Mavrincac (1:11pm) and C Kruger (Minute Secretary)
3. **APOLOGIES** –
Naomi Rea.
4. **GUESTS** –
Nil.
5. **CONFLICT OF INTEREST**
Nil.
6. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**

MOVED D Armstrong that the Minutes of the meeting held on 9 August 2017 as circulated be confirmed as a true and correct record of the proceedings of that meeting.

Seconded T Hurn

CARRIED

7. **MATTERS ARISING FROM PREVIOUS MINUTES**

7.1 Duress alarm response process.

Council's Risk Services are currently coordinating testing, along with the establishment of an Emergency Management Plan.

A Budget Adjustment Request has been entered for security monitoring of the Bushgardens site. G Mavrincac advised the Committee that the request was endorsed at the Council meeting held 17 October 2017, for the amount of \$10,524.00 to cover monitoring of the Shed and Natural Resource Centre, and the installation of security cameras.

ACTION: G Mavrincac to organise installation as soon as possible.

7.2 Procedures, Terms and Conditions of Use for activities held at the Barossa Bushgardens.

ACTION: G Mavrincac to investigate if approvals can be granted for annual events, without the need for individual event applications on each occasion.

7.3 Grant funding opportunities for Reconciliation Day and related activities – pending.

MOVED B Lillecrapp that the matters arising from the previous minutes and any recommendations contained within it be adopted.

Seconded T Waldhuter

CARRIED

8. WORK HEALTH AND SAFETY REPORTING

Y Riley informed the Committee of an incident that occurred at the Bushgardens on Tuesday 17 October, where a MADEC volunteer received bee stings to the eyelids while mowing. MADEC have been advised, and the necessary Incident Forms have been submitted.

9. CORRESPONDENCE

A verbal update was provided by Kate Jenkins.

MOVED T Waldhuter that the verbal Report - Correspondence In and Out be received.

Seconded T Hurn

CARRIED

10. REPORTS

10.1 Management Committee Report:

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

Seconded D Armstrong

CARRIED

10.1.1 Volunteer Recognition of Service nominations

MOVED R Johnstone that the Committee nominates Ross Dawkins for Recognition of Service to the Barossa Bushgardens.

Seconded D Armstrong

CARRIED

10.1.2 Purchase of Cash Register

MOVED T Hurn that staff determine the 'fit for purpose' suitability and arrange for purchase of a cash register (up to the value of \$1,000.00 utilising partial carry-over funds).

Seconded R Johnstone

CARRIED

10.2 Financial Sub Committee Report:

MOVED T Waldhuter that the Financial Reports be received and any recommendations therein be noted.

Seconded B Lillecrapp

CARRIED

10.3 NRC Coordinator's Report including NRC report

MOVED R Johnstone that:

- (1) A formal plan for the Dementia Friendly Garden be submitted to the Committee when available
- (2) The Herbicide Use Policy and the Weed Management Policy and Procedures be reviewed
- (3) An Audit be undertaken to determine requirements for disability access to the Bushgardens and Natural Resource Centre.

Seconded D Armstrong

CARRIED

10.4 Nursery Manager Report:

MOVED D Armstrong that the information items contained in the Nursery Manager Report be received and that any recommendations contained within it be adopted.

Seconded R Johnstone

CARRIED

10.5 Site Manager Report :

MOVED T Waldhuter that the information items contained in the Site Management Sub Committee Report be received.

Seconded T Hurn

CARRIED

T Hurn left the meeting at 2:30pm.

10.6 Tours Report

No Report.

10.7 Update of Key Projects

10.7.1 Labyrinth

L Mason provided an update of recent plantings and visitors to the site. \$2,500 is still needed to reach the goal for the completion of the project and donations are still being sought.

10.7.2 Nature Play

A very successful Nature Play Festival was held on 11 -13 October, with approximately 80-100 attending on Wednesday with inclement weather, and up to 200 attending on Friday 13 October 2017.

Council's Risk team has suggested the construction of a fence around the Bio-Cycle system. The Committee's preference that the fence be constructed using native pine, and the cost of construction be funded by the carried forward funds.

ACTION: K Jenkins to follow up with Management Committee and N Rea to examine possible budget options.

10.7.3 Community Nursery

It is felt by the Committee that the Community Nursery Area is under utilised and is inviting suggestions from staff and Barossa Bushgardens Site Sub-Committee.

10.7.4 Village Landcare/Carers and Disability Link

MOVED T Waldhuter that the information items contained in the Update of Key Projects Report be received and that any recommendations contained within it be adopted.

Seconded B Lillecrapp

CARRIED

11. GENERAL BUSINESS

11.1 Seed Collection Site

G Mavrillac informed the Committee of advice received relating to the potential sale of a local property rich in indigenous plants and significant vegetation, and a useful site for seed sourcing.

ACTION: R Johnstone to contact owner for further information.

12. NEXT MEETING and Dates to note

A Christmas Lunch on Wednesday 13 December 2017 commencing 12:00 noon at the Barossa Bushgardens, will be followed by the Section 41 Committee Meeting. Committee members are requested to bring a salad and/or dessert.

13. CLOSURE

There being no further business, the meeting closed at 3:04pm.

Confirmed

Date:

Chairperson: