

BBG SECTION 41 COMMITTEE MEETING MINUTES
1pm Friday 12th December 2014
At the Bushgardens Volunteer Centre.

1. Welcome Chair K Jenkins opened the meeting at 1.12 pm with a welcome to new members to the committee.

2. Present: K Jenkins, R Johnstone 1.20pm, A Randell, R Dawkins, T Waldhuter, D Armstrong.

2.1 In attendance S Barrett, P Payne and I Baldwin.

3. Apologies: B Simons, B Lillecrapp

4. Minutes: Moved R Dawkins **Seconded** T Waldhuter That the Minutes of 10th October 2014 as circulated be approved. **CARRIED.**

5. Business Arising:

I Baldwin entered the meeting at 1.14pm.

5.1 Appointment of S41 committee

At the recent FoBB AGM the following persons were recommended to be appointed to the Section 41 Committee viz:- D Armstrong, R Johnstone, A Randell, T Waldhuter, R Dawkins, K Jenkins, B Lillecrapp and B Simons.

I Baldwin was invited to conduct elections and called for nominations to the committee.

Moved D Armstrong **Seconded** T Waldhuter That the above named persons be appointed to the committee and we advise council of the appointments. **Carried.**

Nominations were called for the various committee positions.

Nominated T Waldhuter **Seconded** A Randell That K Jenkins be **Chairperson. Carried.**

Nominated R Dawkins **Seconded** D Armstrong That R Johnstone be **Deputy Chairperson. Carried.**

Nominated D Armstrong **Seconded** T Waldhuter That R Dawkins be **Minute Secretary. Carried.**

It was noted that C Grocke has been seconded to Council to help with the process of winding up S41 committees. BG S41 is exempt from the process with Council at present.

Sub Committee discussion and appointments.

It was agreed that key staff be responsible for committees who then appoint a key volunteer who then co-opts other key volunteers.

Nursery subcommittee P Payne, D Armstrong.

Site subcommittee, S Barrett, B Simons / T Waldhuter.

Finance subcommittee K Jenkins / S Barrett / P Payne - Council staff. R Johnstone to be seconded occasionally.

Natural Resource Centre subcommittee S Barrett, A Randell.

Publicity/marketing K Jenkins – with authority to speak on behalf of the S41 Committee. Volunteer role for updating FB page, Newsletter, website. TBConfirmed.

Each subcommittee need to have a look at how they market their projects.

Operating in a bubble – discussion – R Johnstone to prepare and circulate brief with discussion points.

R Johnstone supported a SWOT discussion on a paper he has prepared. Further discussion at the next meeting.

6. Correspondence:

6.1 In: updated tourism map
Community focus Newsletter

6.2 Out: nil

Moved D Armstrong **Seconded** T Waldhuter That the correspondence be received.
Carried.

7. Financial Sub Committee Report:

K Jenkins reported that Council are looking at a better process for reporting. New reports for this year have inconsistencies between what is held over and actual figures. A sum of \$37,000. It needs to be clarified what happened. Land care budgets and figures are for the FY and some Calendar year causing inconsistencies.

I Baldwin reported that any S41 monies identified and carried forward monies have not been lost, rather an adjustment made to reflect \$37,000 not having been allocated in true sense. Books are now showing \$87,000 reserve.

Monthly meetings with staff and BBG will help keep track of monthly breakdowns including with I Baldwin as well.

New Video Promotion The recent video made by students of Flinders Uni for the BBG it was agreed that we should invite committee Council to the Bush Gardens to launch the video and have lunch with them and see who and where we are on a Council day in new year.

Moved R Johnstone **Seconded** R Dawkins That authority be given for K Jenkins and S Barrett to deal with the organisation of the video/lunch and the invitation thereto. **Carried.**

8. Nursery Manager Report: Pam Payne

See attached report

Meeting with communications UYLMP. Try and re-establish credit for some of the time P Payne does with the project.

Finance - over broader issues – need to do more inventory for Council - 4x p.a. Will need to use MYOB in future for sales and stock control.

Plant info sheet for new nursery – suggested contact Ken Harrington as he has already done similar.

Benches for the CN. Arrangements made with TAFE to pay for materials and have benches made as a project by students.

XS water - water leaks are associated with excess use. Needs to be monitored every month as the water budget is nearly spent.

Stage one earth works are complete for the new CN. Need a quote for power and water for the CN.

9. OHS: P Payne/S Barrett

Nil

10. Coordinator's Report including NRC report: Sarah Barrett

See attached report

Moved D Armstrong **Seconded** R Johnstone That the above reports be accepted.

Carried

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

Skeleton weed and caltrop found. A contractor has been engaged to spray the weeds. Mowing of certain areas has been suspended accordingly.

12. Community Nursery

Reported earlier in nursery report. Budget is done to be circulated.

13. Tours

For next year - see Co-ordinator's report

14. Information Sharing

14.1 Labyrinth Report

Nil

14.2 Friends Report

FoBB Financial report \$55,000 term deposit will come due and be available in March.
\$32,000 currently in the cash account including sponsorship and membership donations.

\$1,000 is required for the new shed and needs to be transferred.

Signage – grant funding discussion including in-kind support from Council.

Close

Meeting closed 15.50

Next Meeting and Key Dates

FoBB Committee 13.2.2015

Section 41 Committee 13.2.2015