



**Friends Ivanhoe Park Botanic
Garden Minutes
Monday 15th July 2019**

**7.00 – 8.30 pm at Manly Bowling Club
Raglan Street Manly NSW 2095**

1. Acknowledgment to Country – Denise Keen

2. Attendance – 16 as per attendance sheet

3. Apologies – Sandy Hudspith, Roger Dawson, Susan Robertson, Jack Steggall

4. Acceptance of Minutes of previous meeting – Accepted by show of hands.

5. Welcome to James Griffin Patron of Friends of Ivanhoe Park Botanic Garden State Local Member for Manly

Lloyd welcomed James to the meeting. He thanked James for his support for the FIPBG and invited him to speak to the members.

James congratulated the members on all their hard work and success over the past year. He particularly thanked Lloyd for his work as Chairman and Judy Lambert for her involvement in the FIPBG as well as several other community groups. James also praised the executive for the submission to the State Community Grants which has his full support and he wants to continue as Patron of the FIPBG.

James has been appointed to the position of Parliamentary Secretary for the Environment and Veterans and will be working with the Minister for the Environment Mathew Kean. He will continue to advocate for Ivanhoe Park Botanic Garden.

James asked for any questions from the members.

Q: If successful will the Community Grant continue past the current financial year.

A: The government is trialling the electronic community voting system this year. If this proves to be a problem then the distribution of Grants would still happen at a grass roots level each year.

Q: What is happening with the NSW Marine Park's proposal.

A: Government is meeting with the Sydney Coastal Councils so they have a voice in the discussion. They are re-visiting the previous proposal because of the negative feedback from some groups and to communicate that the intention was not to stop all recreational fishing. It may be that initially it will commence with the Sydney Marine environment.

Q: Cabbage Tree Bay Manly Marine Park is up for review – what will happen.

A: James does not anticipate any changes except clarification of anchorage guidelines.

Denise Keen thanked James for his work as Patron and his role in establishing the FIPBG and his office staff who have been extremely helpful to the executive.

Annual General Meeting (chaired by Denise Keen) commenced 7.45 PM

Acceptance of July 2018 AGM Minutes:

Moved by Denise Keen, Seconded by Tony Lewis. Accepted by show of hands.

Chairman's report (attached)

Lloyd outlined our achievements over the year given the challenge of taking on an historic garden over 150 years old. Membership has doubled and we have increased community awareness about Ivanhoe Park Botanic Garden. Our April event was very successful and our website attracts positive feedback from a range of people.

Lloyd thanked the Executive and all the members for their hard work in the garden. He also thanked Jenny Cronan from NBC for her support and organising financial assistance for our Garden Festival. NBC will be engaging a botanist to progress the garden and the tree labelling will continue.

Treasurers Report Tabled (attached) Current balance is \$1200 from membership fees.

Moved for acceptance by Denise Keen Seconded by Tony Lewis

Election of Executive and Committee Members:

Public Officer is an appointed role – Denise Keen agreed to continue.

President –Lloyd Keen Nominated by Denise Keen Seconded by David Stead - Elected

Vice President –Sandy Hudspith Nominated by Denise Keen Seconded by Isabel- Elected

Secretary – Lois Clarke Nominated by David Stead Seconded by Liz Howe - Elected

Treasurer – Roger Dawson Nominated by Lloyd keen Seconded by David Stead- Elected

Annual Festival in the garden coordinator -Scope of the role is still being identified its anticipated to be appointed next meeting

Art activities Coordinator – Scope of the role is still being identified its anticipated to be appointed next meeting

Fundraising and Grants coordinator –Tony Lewis Nominated by Denise Keen Seconded by Nita Tietzel - Elected

Gardens Coordinator – Ask for a move from the floor No nominations – Now allocated role for each month

Marketing Webpage and Facebook coordinator- Liz Howe Nominated by Denise keen Seconded by David Stead– Elected

Membership Co- coordinator – Jan Riley Nominated by Lloyd keen Seconded by David Stead– Elected

Speakers Coordinator – Sandy Hudspith will continue in the role. Sandy is also our representative on the Council of the Botanic Garden Friends Group.

Reports (attached)

Sponsorship and Grants: Tony Lewis advised that our submission to the NBC Community Arts & Culture Program for \$12,900 to spend on membership requirements will be discussed by council on the 23rd July.

The submission to the NSW State Grant under the My Community Project Scheme for \$59,000 to employ a special educator to develop and run an educational program based on Ivanhoe Park Botanic Garden for local pre-school and infant / primary schools has progressed to stage two. This is the stage where community voting to support submissions occurs. Only Manly electoral roll residents are eligible to vote.

The voting period is the 15th July – 15th August and is electronic through MyGov. You need to vote for a minimum of 3 and a maximum of 5 submissions. An email will be sent out to members with details on how to vote. We need volunteers to contact local schools in the Manly electorate to ask for support – a handout explaining the benefits to the community will be available.

Marketing Webpage and Facebook: Liz Howe co-ordinates our Website, Newsletter, Brochures, posters, Facebook and membership details. She invited feedback from members on the website and needs material and pictures for the newsletter. Our Facebook profile is new and has attracted 41 followers to date. Liz reminded members to check the website for updates and events.

Membership Co- coordinator: Jan Riley has just started in this role and has put together some ideas about how we can attract new members and hold onto current members. She spoke about some of these which are detailed in her report to the meeting.

Art in the Garden Event: A sub-committee has been formed and planning has started for this event in October. Currently gathering information and speaking to relevant people to gauge the level of interest from the art community.

Garden Bee: Reminder that next garden bee is the 20th July. The south west corner is looking very good following the work done by our group.

Meeting Closed 8:45 PM



Presidents report FY 2019

We are now celebrating 2 years as Friends of Ivanhoe Park Botanic Gardens. A lot has been achieved in that time starting from nothing we have obtained all what we set out to do. Importantly through growth of Membership and even more promotion we will continue to move onto even greater things.

Simply put here's our score Card:

- **We have achieved broadening awareness promoting IPBG to many people ending with the 250 visitors not to say reaching thousands through marketing the gardens through our resources and the press and other organisations mailing lists**
- **We have doubled our membership over the year now 98 members including family memberships**
- **We are now involved in maintenance of the gardens showing incredible improvement in appearance of standards**
- **We have held our first major activity in the park. Currently we planning two to the new FY**
- **Not a day goes by that I'm reminded about the brilliant website now followed by Facebook during my discussions with the alliance partners we.**
- **With all homework done in a horticultural sense the council is on the cusp of bringing in a Botanist so major work can commence**
- **But wait to see Some trees are now named and signs are now in the Gardens.**

What to see what we have planned in this Financial Year.

Without a great team. We could not have done it in the time the executive team are all hard working and passionate to keep things heading in the right direction.

But you the members rally keep things going if its not working at the event, joining up on one of the planning groups working in the garden or coming to our meetings and offering support and ideas. Thanks, you all.

Let's not forget the council. Jenny Cronin does so much for us. The whole team of council contributed heavily to ensure the Garden Festival worked. We look forward to continue the great relationship we have with them. Finally, James Griffin and his office follow us closely and help when ever asked.

Its been great year and I'm proud to work with you all.

Treasurer's Report 2019

Friends Ivanhoe Park Botanic Garden (FIPBG)

BACKGROUND

A seeding grant of \$3000 and membership fee income of \$640 formed the basis of the FIPBG budget. An account was opened with Community First in Manly with two executives to sign. A Financial Management Plan was formulated within the following guidelines.

PHILOSOPHY

The purpose of financial management in the operations of all FIPBG activities is to fulfil the organisation's mission in the most effective and efficient manner and to remain accountable to stakeholders including partners, funders, volunteers and the broader community. In order to accomplish this, FIPBG commits to providing accurate and complete financial data for internal and external use by the Executive of FIPBG.

GENERAL

The Executive formulates financial policies, delegates the administration of the financial policies to the Treasurer and reviews operations and funding activities. The Treasurer has responsibility for day-to-day financial management with the Executive acting in the role of Finance Committee.

The Treasurer has sole control over cash receipts; disbursements; reconciliation of bank accounts; etc. subject to Executive oversight.

The Treasurer will be responsible for safe management and storage of debit card, cheque book, deposit book and PIN internet access to FIPBG accounts. In the absence of the Treasurer, an Executive member may act in the Treasurer's role.

INCOME

For the financial year 2018/19 the main source of income was membership fees. While membership numbers are slowly increasing, more active financial members are needed to remain relevant and viable.

EXPENDITURE

The major set up costs incurred when forming the FIPBG are:

The Website

Garden association memberships

Volunteer vests

Insurance and general administration

While the purchase and sale of members' badges is cost neutral, there has been some wastage regarding lost or misplaced badges. The Garden Festival was potentially a major contributor to expenditure, however most major outlays were funded by NB Council, so FIPBG managed to receive a small increase in income from donations on the day.

FUTURE LIABILITIES

This will be linked with the increasing activities of FIPBG. Tools and storage for the working bee, future events in the garden eg Music/Art in the Park may not receive the same financial support from Council. A greater emphasis will be in raising funds via grant applications, which is underway.

IN CONCLUSION

The FIPBG accounts are in a sound position at this stage. Owing to the closure of Manly Community First Bank branch closure, the account has been transferred to Bendigo Community Bank in Freshwater. **Roger Dawson (Treasurer FIPBG)**

FIPBG Financial Summary FY 2019 30/6/19

Working account

A	Balance B/F 1/7/18	640
	Incomes	
	Membership Fees	\$315
	Badges Sold	
	Expenses	
	FT Registration	82
B	Total	\$873

State Government Grant

	Balance B/F 1/7/18	1998
	Income	
	Garden festival donations	\$151
	other donation	20
C	Total Incomes	\$171
	Expenses	
	Hospitality	210
	Badges Bought	100
	Wollemi Pine	180
	Website	522
	Garden memberships	225
	Hi Vis Vests	272
	GCA Insurance	95
	Garden festival	116
	Stationery	26
D	Total Expenses	1746
	Balance June 19	\$1,296

REPORT FOR FRIENDS OF IVANHOE PARK BOTANIC GARDEN – SPONSORSHIP AND FUND RAISING
ACTIVITIES FOR THE PERIOD 2018/2019

There have been various activities aimed at sourcing funds and support for our Friends group. These have included direct approaches to various businesses and organisations along with applications seeking funding from various levels of Government including the Northern Beaches Council and the State Government.

The following is a list of those activities and the results to date.

Funding from the NBC

We have applied for a grant under the Community, Arts and Culture Grants Program 2019/20 under the category of Social Inclusion. Specifically we have stated the aims of the organisation is to “Build an inclusive community and break down institutional and social barriers to enable all people, irrespective of age, gender, ability, culture and identity, to participate in community life.”

The grant we have sought is \$12,900 for various expenses including tools and protective equipment printing, badges as well as hired labour.

Our application has been reviewed and will be submitted for consideration at the Council meeting to be held on 23 July 2019

Funding from the NSW State Government

We applied for a grant under the My Community Project scheme. The title of our application was “Ivanhoe Park Botanic Garden- Community Educational Resource”. We sought a grant of \$59,000 for the purposes of hiring a part-time specialised educator. This person will develop program content in conjunction with local preschools in the Manly district and then commence running these programs. This work will later be supplemented by input from volunteers from the Friends of Ivanhoe Park Botanic Garden.

The program required sponsorship and this was kindly provided by the David G. Stead Memorial Wild Life Research Foundation of Australia.

Should we be selected to progress this further, we will be invited to seek votes from the local community. We have followed up and proposed the timeline for voting be extended.

Donations and Sponsorships

Bunnings – We have been in ongoing contact with Bunnings through their Balgowlah store. Despite their communications sounding optimistic, to date we have not received any benefits from this.

Ivanhoe Hotel – As for Bunnings, there has been considerable communication with the manager and he is always encouraging but to date no offers of assistance have been received.

Freshwater Community Bank – We have recently moved our banking business to Freshwater Community Bank. Staff from the bank appear keen to support our Friends group and we will be making application for a grant to cover the cost of two storage sheds and their installation in Ivanhoe Park plus tools and protective equipment.

Harbour City Ferries – Contact was made with HCF only recently and we are exploring whether it is in our interest and theirs to form a relationship jointly promoting ferry travel to Manly along with visits to Ivanhoe Park. A teleconference with their Marketing and Communications Co-ordinator resulted in her offering to consider promotion of Ivanhoe Park in all harbour ferries for either

- free or
- a reduced rate

She will also consider promotion of events in the park via Harbour City Ferries’ social media connections.

Mounties – We are considering applying for a grant from the Mounties Club.

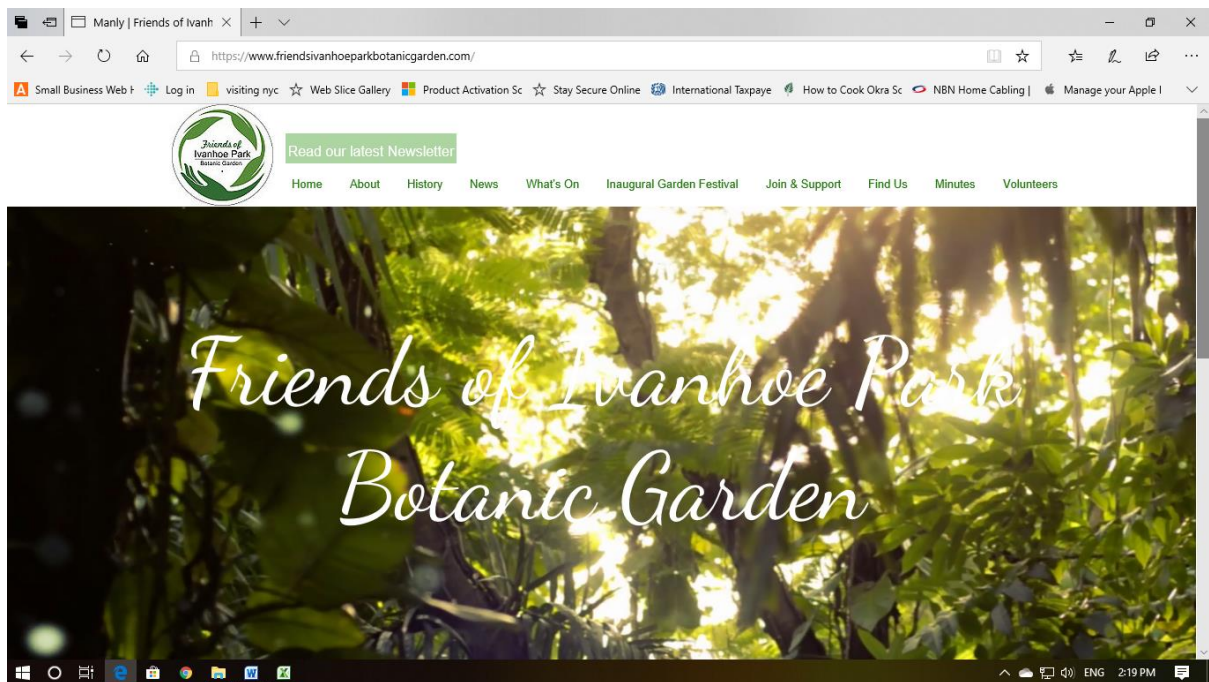
Report on the Website, Facebook page and Newsletter for AGM July 15 2019

Website:

Since its inception, we have managed to capitalise on Google's Search Engine Optimization i.e., when you type in Ivanhoe Park Manly or Friends of Ivanhoe Park, our website link is listed first or second.

Most of our current mailing list has come from enquiries via the website.

We urge everyone to check into the What's On, News and Volunteer pages on the web regularly so they're up to date on what the Friends group are doing.



Newsletter:

The newsletter is available via email and on the website and has been very well received by members and our affiliate groups, Garden Clubs of Australia and Australian Association of Friends of Botanic Gardens who share it with their members.

It has become a valuable communication tool in sharing what we do every month at meetings and in the Garden.

April-May 2019 Newsletter

Friends of Ivanhoe Park Botanic Garden

- **Our Inaugural Garden Festival report and photos**
- **Update on our Working Bee Days**
- **What our two meeting speakers had to say**
- **Grant submissions**

Our Inaugural Garden Festival was a resounding success!

What a beautiful day we had for our Inaugural Garden Festival and what a great success!

Around 270 people joined us!

140 of them enjoyed the Devonshire Teas cooked up by the Manly branch of the CWA and they cleaned out the bake stall as well!

The Scouts' sausage sizzle sold out in record time!

Uncle Max presided over the smoking ceremony with assistance from Cathy. And Karen Smith gave an informative and passionate Acknowledgement of Country!

The Wolllemi Pine was dedicated and planted by our Patron, James Griffin (Member for...

100% 2:27 PM

Facebook:

Since we went live on April 15, we have 41 Followers:



And our best performing post so far was for our June 15 Working Bee:

Friends of Ivanhoe Park Botanic Garden
17 June at 09:42 · 🌐

Saturday's Working Bee: another beautiful and productive day in the native Australian garden in the south-west corner. There was weeding and much needed mulching, a visit from a friendly park neighbour, a discovery of an "ancient" Aussie artifact (surprisingly unopened!). And the Kangaroo Paw is coming back to life after our last visit. If you want to help us next time, or just have your say in what is happening here, please come to our meeting tonight starting at 7 p.m. downstairs at the Manly Bowling Club. We have three member speakers on Manly's tram and Floriade histories and the impact of war on our area.

Performance for your post

- 66 People Reached
- 10 Likes, Comments & Shares ⓘ
- 7 Likes: 7 On Post, 0 On Shares
- 2 Comments: 2 On Post, 0 On Shares
- 1 Shares: 1 On Post, 0 On Shares
- 54 Post Clicks: 20 Photo views, 0 Link clicks ⓘ, 34 Other Clicks ⓘ
- NEGATIVE FEEDBACK: 0 Hide post, 0 Hide all posts, 0 Report as spam, 0 Unlike Page

Reported stats may be delayed from what appears on posts

Just another way to stay in touch with what we are doing in the Garden, so if you have Facebook, please check into our Facebook page, Like and Share with your Friends.

Hello all on the executive committee

As membership secretary Lloyd has asked me to look at these items

I will try and address these items as best I can and welcome any input.

- 1 Getting in the renewal fees ASAP
- 2 Activating all the members we have
- 3 Deciding what we do with the members that don't renew
- 4 How we get 30 new members as well as new ones to replace the none paying existing members in the current financial year

Item I

- 1 I can email renewal notices to all financial and non financial members on the database.

What would help to get people to commit would be the benefits of membership which are....

Maybe you can help me out here- but I see them as-

- 1 Voting rights= having a say in what happens to this historic and significant site
- 2 Contributing to custodianship of an important and historic green space in the centre of Manly
- 3 Could members be collective sponsors for plants, planting identification and or garden beds.
- 4 Where is the money from membership going?
- 5 Be involved in a place to learn and foster good gardening methods
- 6 Receive notification of workshops events that will be happening in the garden over the next twelve months.
- 7 Get involved in the building and promoting of a significant botanical space which has been saved from destruction.
- 8 Get down and dirty once a fortnight join our gardening team on Saturday mornings.
- 9 Don't have a garden? Come and play in ours.

I feel this may cover points 1,2,and 3

How to get New members

I feel we should start with those who use the garden now.

The Bowling Club

The cricket Club

Football clubs

Tennis clubs

Scouts

Preschool centre parents etc

Pedestrians

So how to canvas these-

The clubs

Each of the clubs must have newsletters or other IT communications to their members where perhaps we could insert our own (advertisement). Setting out the benefits to their members- that the garden is maintained and remains an important part of this precious greenspace.

The parents

The garden provides an instructive and pleasant place to picnic, explore and educate the young and a perfect environment to develop an interest in flora and fauna, no matter what age.

Pedestrians

Maybe a collection box -OK old fashioned but relevant here. Ask walkers to make suggestion or leave their email address so we could contact them. With the intention of getting feedback from them as to what they would like from this space? And then suggesting they become members.