

PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION

MINUTES OF COMMITTEE MEETING

FRIDAY 10TH FEBRUARY AT 9AM IN GRACEMERE MANOR

Meeting opened at 9.01am

1. Attendance and Apologies: George West, Chair: Desolie Gleeson, Treasurer, Jan Corlett, Secretary: John Davies, Steve Hill, Committee members. Apologies: Ray Larke, Leigh Kersnosvke
2. Confirmation of the Minutes of the previous meeting:
All correct
Moved Steve Hill. seconded John Davies
3. Business arising from the previous meeting:
These items will be addressed when the Village Business Manager joins the meeting.

4.1 Village Coordinator's Report

Social News

- Trivia night tonight get you're thinking caps on. Bar opens at 4 trivia commences 5.30.
- Residents Newsletter should commence this month. We are encouraging any articles or resident trash and treasure items to be sent to this newsletter.

Gardening & Maintenance

- Garden repairs adjoining Crestbrook have been completed and looks considerably better.
- 71 Resident maintenance & 30 office requests for January. John has worked consistently fulfilling resident's requests. He has also completed gurneying of the paths around the Manor and Pool area. The path around the bowling green has also been done. Currently he is cleaning fans, air filters on AC and vents in apartments after completing priority tasks. Villas are being done street by street.
- Store rooms have been cleaned out for compliance reasons, John assisted with this also.
- The front gate issues have been addressed with the installation of a new loop system, hopefully this will resolve future breakdowns. Resident interference may cause ongoing issues.
- Noosa Garage Doors procured to service garage doors for residents. \$70 call out BC fee, \$60 for residents. Service records kept. So far 17 people have applied.

5 Outward Correspondence:

- 5.1 Vantage IT, 17/1/17, re Termination of Contract
Steve Hill reported that the Computer Club had made a link from their Website to the Minutes of the RAC, thus maintaining the public record.

Motion to move acceptance: Moved Desolie Gleeson, seconded Steve Hill.

6. Inward Correspondence:

- 6.1 Di Giles, 4/1/17, re Australia Day Raffle
6.2 Nikata Roberts, 28/1/17, re Talk to residents re her book & publishing experience.
6.3 Noel Giles, 29/1/17, re Reimbursement for cost of shade cloth (receipt provided)
6.4 Ray Larke, 1/2/17, re purchasing pots for Beer Garden and lack of efficient air conditioning in Bar Area.

Business arising from inward correspondence :

- 6.1 The RAC expressed their appreciation of Di Giles efforts and her generous contribution of the basket of goodies for the raffle. A total of \$480.00 was made which will be used to purchase additional equipment for the residents' kitchen. A letter of thanks to be sent to Di Giles. Action: Jan Corlett

- 6.2 After discussion it was agreed that the information be given to Trish Keely as it was deemed to be of more interest to the Book Club rather than the residents in general. Action: Jan Corlett

- 6.3 The Chair, George West, has explained the due process regarding payments for purchases to Noel Giles, being that, approval should be sought from the committee prior to any purchases being made.. The RAC expressed thanks to Noel Giles for his hard work in getting the Shade Shed up and running.

Proposal to accept expenditure: John Davies, Seconded: Steve Hill. Passed unanimously.

- 6.4 John Davies had made an investigation of the air-conditioning system and noted that those in the Bar area were not working. The RAC were in the middle of a discussion regarding a letter to the VBM about the whole issue when she arrived at the meeting.

9.26am The VBM joined the meeting.

The VBM informed the RAC that she had already noted the lack of air-conditioning and that a split system would be installed in the Bar area, and two split systems installed in the new dining area.

4.1 Village Business Manager's Report:

- Refurbishment/ Communication.
95% completed. The VBM is negotiating to have 1 large bi-fold doors in the Bar area, which would be a better option, rather than the proposed 2 bi-fold doors.

- Bus information, I have no further information other than Debbie Coughlan (Territory Operations Manager) has been asked to obtain a second quote.
- Budgets/ Variance
The Aveo National Accountant visited the VBM earlier this month and will be meeting with the Finance Sub-Committee in approx. 6 weeks' time. The Chair commented that he was disappointed that the FSC was not included in the meeting. The additional care services have contributed \$11,900.00 so far, this fiscal year to the SA budget.
- All of our people that provide services now have formalised agreements.
- Car parks
The work on the new car park at the side and rear of the Manor will commence on 20/2/17.
- MRF 134 painting
- There will be no MRF 134 painting. The Body Corporate will commence wash down and painting of villas next month. The two nearest buildings to the Lot 3 development will be washed down in April by the contractor. The remaining Lot 3 villas will be handed over in May
- PPS/ Maintenance/ additional staff
PPS has a scheduled maintenance plan which is applicable to ALL residences
- Newsletters
The VBM has been asked by the editors of the Village newsletter to price up colour printing.
George West asked if it was correct that the VBM had agreed to print the newsletter with paper and cartridges being provided by Sales. The VBM vehemently denied ever agreeing to print the newsletter. It transpires that Sales would not after all be providing paper and cartridges. Glen Elmes, the State member of parliament's office, has agreed to print the first newsletter. The newsletter will be trialled for 3 months to determine its success or otherwise. A discussion ensued regarding a budget for paper and printing.
- Able Locksmiths/ Kitchen
The locksmith's arrival is imminent.

Business Arising from the Previous Minutes in November

The painting of the concrete of the outside areas is still to be followed up.

John Davies enquired how the proposed incentives in the latest Sales leaflets to new purchasers would be allocated. The VBM responded that the services advertised would be provided by mobile Rehab (in which Aveo has a majority interest).

Tom Shaw asked about the testing of the pool, whether it was weekly or monthly. The VBM replied that the maintenance man checked the pool daily and any problems were reported to Billabong immediately and dealt with accordingly. Billabong attended to the pool on a regular basis. Tom Shaw will check the Billabong pool attendance record book with the Village Co-ordinator to verify Billabongs attendance.

Action: Tom Shaw

The VBM left the meeting at 10.15am.

The RAC reverted to discussion of Item 6.4

It was decided to wait until the weather cooled before any decision regarding planters for the outside area was made. We would need to ensure that any plants were hardy enough for the area which would also need to be regularly watered. It was

recognised that the garden furniture was looking “tired” but any further expenditure regarding the outside area should be kept “on hold” for the time being to let the upheaval of the renovations settle down.

6.5 The RAC was unanimous in its approval of the Portofino Fashion Parade. A letter to be sent to Karen Wright regarding this, and asking her to liaise with Ray Larke (Social Co-ordinator) about any set-up/take down necessary.

Action: Jan Corlett

6.6 Any issues to do with the state of the Village garbage bins should be noted in the Maintenance Book, as this comes under the remit of the Village Maintenance Man, and will be dealt with accordingly. A letter to be sent to Sue Day explain this procedure.

Action: Jan Corlett

Move to accept Inward correspondence: John Davies, Seconded Tom Shaw, passed unanimously.

7. Treasurer's Report: Desolie Gleeson

7. Sub-Committees Reports:

8.1 Social Sub-Committee: Co-ordinator Ray Larke

There was a good response to the Australia Day event with 85 attendees. Ray Larke would like to thank all the helpers who made co-ordinating the event so much easier.

Whilst Ray Larke is away Tom Shaw and Bronwyn West will be organising the Trivia Night.

On 17th March there will be a St Patrick's Night event, and in April a lunch outing to Montville is being organised.

George West reported that he had received a phone call from Jackie Stewart (Chair of the BCC) regarding holding a morning tea fundraiser on St Patrick's Day, which would be open to visitors and residents alike, for the Katie Rose Hospice. In the evening a sausage sizzle would be available, again open to all, which would be funded by the Village Management. All proceeds of both events would go to the Hospice.

It was agreed that Ray Larke would need to consult with his committee and liaise with Jackie Stewart. George West would discuss the proposal with Ray Larke upon his return from holiday. Action: George West

8.2 Bar Sub-Committee: John Weedon, Bar Manager

1. As you know the bar is normally open on Tuesday and Friday evenings and can be open at other times by arrangement – e.g. Wednesday night for Snooker, Thursday and Sunday after bowls.
2. In the two months December and January the bar banked over \$7,300 for the Residents' Association.
3. Over the two months Tuesdays averaged 33 patrons and Fridays 56. End of month BBQs are popular with 47 in December and 64 in January. After bowls on Sundays has averaged over 20.
4. There were two functions when the bar was open; 8th Jan for a birthday party with 40 attending and Australia Day when 90 were present.
5. The "beer of the month" has been Tiger, Tooheys Extra Dry and Becks with Guinness becoming popular again. Pinot Grigio wine is proving very popular.
6. I would like to thank our volunteer bar staff (Ron Heather, Noel Giles, Tom Shaw, Keith Van Rangelrooy and Mick Wallace) for giving up their time to attend on a roster basis and welcome a new bar person (Sharon Jack) who is training enthusiastically.

8. Other Reports

9.1 Manor Report: John Davies

The Village Business Manager (VM) and the Village Co-ordinator addressed Service Apartment (SA) residents on Monday 23rd of January. Points covered:-

Menu Ordering:-

The chef spoke to residents on the need for them to now only request food items from the weekly menu. Personalised preparation of special dietary items can no longer be

accommodated due to the Manor now being a full house . The cost and time for such special preparations can no longer be provided within the current SA budget

The trolleys that are provided on each level to carry rubbish and crockery will no longer be available for returning crockery to the kitchen. SA residents have been asked to return crockery themselves to the kitchen at regular intervals so as the kitchen does not run out of crockery.

In the case of linen collection from apartments on a weekly basis, SA residents have been requested to ensure that soiled linen be placed in a separate plastic bag supplied either by management or the resident themselves. This will save the cleaner having to empty the blue coloured cloth bags to check whether linen might have blood stains.

SA residents who have Family/Friend guests visiting overnight, are to advise office staff of the extra persons in the Manor so as they can be accounted for in any emergency .

Refurbishment:-

The VM reported that some alterations are now required to the new dining room, so as it will become compliant with fire regulations. These alterations are expected to be completed by 4th of February. On that same day the Sales Department will be organizing a function with a band. Food and drink will be supplied and attendance will be at no cost.

Consumer Directed Care (CDC). The VM and co-ordinator, outlined again to SA residents the advantages that will accrue from 24th of February next year when all village residents will be able to take advantage of the fact that Aveo Peregrin Springs will be able to provide care plans based on their GP's (General Practitioner) advice.

The VM stressed that a good point for all village residents, is that the care will be carried out by qualified village staff and so the continuity and security of their care plan will be a major advantage.

Sub Finance Committee: The VM advised SA's that an Aveo accounts manager will be attending the Manor in February and will go over the 6 month variance analysis with her, to determine if there are major errors. The VM plans to have the budgets completed by the 19th of May and will be issuing the 14 day notice at that time for SA and ILU residents, to attend the annual budget meeting.

The VM will be meeting with the sub-finance committee members and with Manor residents being in the minority in this village will advocate strongly on their behalf. The shared communal line item costs in the GSF #30 (SA's) and GSF #50 (ILU's) accounts are to be apportioned (currently 24/76) close to 19/81 with the addition of the final 30, lot 3 villas (ILU's).

The VM still believes that there is room for improvement in the catering costs. SA's were asked what they considered the cost of their 3 meals a day was. The VM stated (to SA's surprise) that it was \$8.75 per day.

Australia Day Function

SA residents told the VM that they were confused about the notice placed in their mail boxes about having to pay \$6 for a sausage lunch on Australia Day at 12 noon and then receiving a completely different menu from the chef for the same time. Some 4 SA's had already put their \$6 into the resident's association mail box.

It appears that the social committee hadn't conferred with management about the cost for any SA to join in the ILU function in place of SA's having an Australia Day lunch in the dining room in their normal manner. The VM indicated that a refund would be the likely outcome, and the matter should be raised at the next resident's association committee meeting.

The RAC discussed the confusion regarding the Australia day function, and it was agreed that in the future notices would need to be totally explicit.

9.2 Maintenance and Bowls Report: Tom Shaw

It has been a quiet month maintenance wise with no major problems over the last 2 months.

As we all know we have a handyman now, John the ex-gardener who is now responsible for everyday maintenance problems that don't require a tradesperson. He also looks after the pool on a daily basis and it shows, with Billabong maintaining the pool chemical security on a monthly basis. NO CHANGE there.

The RAC Chair has initiated a monthly meeting with the VC to give the RAC a monthly report on all maintenance problems which impact on the residents. In the last month there have been 56 maintenance and 14 garden requests.

The ongoing problem with the main gate has been resolved and on the last report everything is OK.

At the moment the gardeners are trying to get all the villas irrigation systems working properly, as the lack of rain has been killing the Village lawns.

The bowls group kept going over the holiday period and was quite well attended. The new season started on 22/1/17 which again was well attended, and the following week we had 31 players, just 1 short of the greens maximum playing capacity. Last seasons' Sunday Comp. winners were Ladies – Jackie Wearne, Men – Geff Vaughn and Most Improved Player – Megan Bishop..

9.3 Commemorations and Activities Report: Steve Hill

Commemorations:

Proposal made 9Jan17 to "Upgrade of Memorial Stone Site" has not received one written or verbal comment from Committee Members - Chair has replied with "get quotes and final cost"; this has been progressed.

The 'intruding construction fence' was removed 31Jan17 am.

Activities:

Since RAC's last meeting (29Nov16):

Residents' Functions:

5 Dec: RAC QGM;

7 Dec: Prep School Concert;

15 Dec: Xmas Luncheon;

24 Dec: Xmas Carols;

25 - 27 Dec: Holiday period;

31 Dec: Sea Oak Drive "Sheddy";

1 - 2 Jan: New Year Holiday period;

26 Jan: Australia Day BBQ;

4 Feb: AVEO Rock 'n' Roll.

Club Functions:

Notwithstanding a "stand-down" over the days of the Festive/Holiday Season, Club and Aqua activities have re-activated again for calendar 2017 as diarised in the Country Club Monthly Activity Calendar.

February welcomes back Mah-Jongg players and a fresh class for "Go Tai Chi" aspirants.

Gymnasium:

The resultant renovation for The Manor's Gym is disastrous and most disappointing. The floor area is totally inadequate to accommodate the equipment, physical activities and number of residents who wish to use it, especially during the cooler/darker months of the Winter season!! It now resembles a rectangular, air-conditioned cupboard - walls are bare, weight equipment has been reduced to a 'box' of useless adjustable weights, weight bench and 'stepping' equipment has been removed. It is not conducive/encouraging for residents to enter and use, and it is considered that this "gym" would not be approved by a gerontologist physical trainer or OH&S gym specialist for mature persons. Conduct of 'floor classes' is impossible, and Village numbers are only growing. How Sales can possibly show this space as a positive selling feature is an incongruous step too far! It is a sad FAIL, and will generally remain for bowling bags stowage only!

Steve Hill presented the following quotes for the relocation of the Memorial. A global figure of \$2,500.00 from one company, and a detailed quote of \$2,250.00 from another. There followed a big discussion of spending this amount of money for a quick fix in time for Anzac Day, when a more permanent solution needed to be found. The RAC went out and looked at the proposal "on the ground" and a vote was taken on whether to go ahead with the proposal. It was defeated by 4votes to 1 vote.

It was decided that Tom Shaw and Steve Hill would look at a permanent position of the Memorial and paved walkway to be ready for Remembrance Day in November.

At 11.40am the VBM was invited back to the meeting to discuss the issue. The VBM agreed to have the turf rolled and top dressed. She would purchase 2 attractive pots and rosemary plants on behalf of the RAC, and Desolie Gleeson would purchase the soil. A vote was taken to pass an expenditure of up to \$150.00 for this purpose. It was agreed with 1 abstention.

Tom Shaw left the meeting at 11.50am.

10 General Business:

10.1 Kitchen

It was agreed that the Kitchen Co-ordinator has approval to purchase cleaning items as necessary for the Residents' Kitchen and pass the invoices to the Treasurer for reimbursement. This was agreed unanimously.

10.2 QGM

The next QGM of the Resident's Association will be on Tuesday 21st March at 2pm in Gracemere Manor

Date of next Meeting: Friday 10th March 2017, at 9am in Gracemere Manor. The Chairman closed the meeting 11.52am.

Signed:

Chair of RAC