

PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION

MINUTES OF COMMITTEE MEETING

FRIDAY 10TH MARCH AT 10AM IN GRACEMERE MANOR

Meeting opened at 10.03am

1. Attendance and Apologies: George West, Chair: Desolie Gleeson, Treasurer, Jan Corlett, Secretary: John Davies, Steve Hill, Committee members. Apologies: Ray Larke
2. Confirmation of the Minutes of the previous meeting:
All correct
Moved John Davies, second Steve Hill

The RAC recognises the change in titles of Sharon Bateman, the Village Business Manager (VBM) to Community Business Manager (CBM), and Ailyn Lewis, the Village Co-ordinator (VC) to the Community Assistant Manager (CAM).

The CBM and CAM joined the meeting at 10.10am

3. Business arising from the previous meeting:
 - 3.1 Air-conditioning for Bar Area, George West
 - 3.2 Start of work for the Car Park, George West
 - 3.3 Kitchen cupboard locks, George West
 - 3.4 Painting of Concrete, George West
 - 3.5 Billabong attendance check by Tom Shaw, George West
 - 3.6 Bi-fold Doors in Bar Area, George West

Concerns to be addressed by the CBM, Desolie Gleeson
Furniture remaining after the refurbishment
Concern regarding the new chairs left outside the dining room

3.1 The CBM noted that Best Refrigeration had investigated the air conditioning problem in the Bar area, and suggested that the problem was that the vents were not working. This has now been rectified and so a split system in that area would not be necessary.

Items 3.2, 3.3, 3.4, 3.6 see VBM's report.

3.5 Billabong checks the pool monthly, deliveries are made weekly, and John (Maintenance) checks daily. There is no check at weekends.

4.0 Community Business Manager's Report

- Bus information
After an appraisal was made of the existing bus approval for the new Village bus (to the same specifications as originally made) has now been given.
Tom Shaw recommended that if any resident was purchasing a new wheelie walker then a modern lightweight one would be more suitable for travelling in the Village bus. The CAM agreed to put this information in the next Village Newsletter.
- Car parks
The contractor has been asked by the SC Council to submit approval from the BCC. The Chair of the BCC and RAC will write to the SC Council regarding the Village's wholehearted approval for the new car parks.
- Air conditioner – Bar end
See comments 3.1
- Painting of Concrete will look at MRF and get a price. Development won't pay!!!
- Maintenance Person, excellent feed back
- Able Locksmiths/ Kitchen
Im happy to give you a discount for the inconvenience but my hands are tied.
Eta for expected start would be 15th march, if I can get anyone there earlier I will.
Again sorry for the inconvenience.
- Snip above from Able locksmith
- Manager on site full time, Aveo have listened based on your survey results.

The CBM concluded with the following.

The very positive comments she had received from residents regarding John (Maintenance). Indeed, one resident had written to the CBM personally, wishing to formally acknowledge John's hard work.

The last four Satisfaction Surveys indicated that residents were unhappy with the perception that Aveo did not value or listen to their issues. The biggest being the lack of a full-time CBM. This has now been addressed and from 1st July 2017 there will be a full-time CBM at Aveo Peregian Springs.

The following were addressed to the CBM.

John Davies commented that the Finance Sub-committee would need to ensure that the splits were equitable.

Jan Corlett noted that the carpet tiles at the entrance doors were already showing signs of wear. These are to be replaced by the darker carpet tiles.

Tom Shaw asked when the ugly pelmets would be replaced. Plantation shutters are to be installed in the Board Room and replace the pelmets and net curtains.

Desolie Gleeson was concerned about the new chairs outside the dining room being ruined by being in full sun. She suggested that the older wicker chairs being placed there instead. This was agreed to. Desolie Gleeson also enquired about the remaining furniture and gym equipment. The CBM stated that all the old furniture and gym equipment would be disposed of.

George West suggested that the large locker in the store room be relocated as it was difficult to get the spare chairs out when needed for functions. The CBM stated that this was in hand.

Steve Hill commented that the NBM demonstration could have been a Occupational Health and Safety issue as the Theatre was overcrowded. If an incident had occurred then it could have had serious consequences. The CAM agreed to check the potential size of a meeting before deciding on the venue.

The CBM commented at this stage how much she welcomed Ailyn Lewis as the new CAM, and valued her expertise and demeanor. This was reiterated by the RAC.

Item 10.4 Wi Fi accessibility in Board Room/Private Dining Room, Steve Hill was brought forward as Steve Hill had a previous appointment.

A discussion ensued regarding how much use extending Wi Fi accessibility would have in relation to the cost. John Davies offered to set up a system using an existing connection at no cost. Action: John Davies

The CAM did not have a report to make as she had just started her new role.

The CBM and CAM left the meeting at 10.58am

4. Outward Correspondence

- 4.1 Di Giles, 13/2/17, re Australia Day Raffle
- 4.2 Trish Kelly, 13/2/17, re Nikita Roberts' proposal
- 4.3 Karen Wright, 13/2/17, re Portofino Fashion Parade
- 4.4 Sue Day, 13/2/17, re Garbage and Recycle Bins

Motion to move acceptance: Moved John Davies, seconded Steve Hill.

5. Inward Correspondence:

- 5.1 Sandra Ferber, 22/2/17, re Stereo System for Manor
- 5.2 Trish Kelly, 24/2/17, re New Urn for Residents' kitchen

Business arising from inward correspondence:

6.1 The issue with the volume control of the Manor music system has now been fixed, which was the cause of problems to the Line Dancers. It was agreed that a stacker stereo systems were now obsolete. George West would discuss the matter with Jackie Wearne, the Wednesday Line Dancing organiser to gain her input. However, it was decided that the RAC could not support the purchase of an obsolete system, but would consider supporting an alternative. A letter to be sent to Sandra Ferber to this effect.

Action: Jan Corlett

6.2 The RAC approved the purchase of a small urn for the Residents' Kitchen. It was agreed that the Kitchen Co-ordinator would purchase this to the value of approximately \$100. Proposed Steve Hill, seconded John Davies, agreed unanimously. A letter approving the purchase be sent to Trish Kelly, cc Bronwyn West.

Action: Jan Corlett

7. Treasurer's Report: Desolie Gleeson

(See Attachment at end of Minutes)

Motion to accept Treasurer's Report:
moved, Desolie Gleeson, seconded Jan Corlett. Passed unanimously

8. Sub-Committees Reports:

8.1 Social Sub-Committee: Co-ordinator Ray Larke

Trivia night was a great success thanks to John and his wife and all the helpers. We will have another Trivia night later in the year.

We have booked Secrets on the Lake for lunch on 10th May. Final details to be discussed at the next RAC meeting.

For St Patrick's Day will the Social committee be able to order \$100.00 of finger food from the restaurant?

A Fish and Chips flyer has been sent out, but we don't know how many will want them.

Karen Wright is organising a Fashion Show on Wednesday 26th April and has asked if we could supply some helpers to arrange tables and chairs.

After discussion, the RAC agreed that the Bar would open at 3pm not 2pm on St Patrick's Day as stated in the flyer. Tom Shaw to organise another flyer to this effect. Up to date only 11 residents had requested fish and chips.

Action: Tom Shaw

The RAC approved the sum of \$100.00 for finger food for the event.
Moved John Davies, seconded Desolie Gleeson, passed unanimously.

Steve Hill left the meeting at 11.29am

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 – eg. Wednesday night for Snooker, Thursday and Sunday after bowls.

2. During February the Bar takings were \$3,861 and Tuesday Happy Hour averaged 34 patrons and Friday 59. The outside "beer garden" is very popular; with some patrons staying on even after the bar has closed at 6pm.

3. There was one function on Saturday 4th February when over 100 people attended Aveo Rocks.

End of month BBQs are popular with 77 attending in February. After bowls on Sundays has averaged over 25.

4. The “beer of the month” was Becks, but Tooheys Extra Dry is very popular.

6. I would like to thank our volunteer bar staff (Ron Heather, Noel Giles, Sharon Jack, Tom Shaw, Keith Van Rangelrooy and Mick Wallace) for giving up their time to attend on a roster basis.

9. Other Reports

9.1 Manor Report: John Davies

There is not a report as the bi-monthly CBM/Manor Residents meeting will be next month.

9.2 Maintenance and Bowls Report: Tom Shaw

There has been a bit going on this month, checked out the swimming pool, and it's still a once monthly chemical check.

At the last Res. meeting we discussed the repositioning of the memorial stone. This was accomplished by the efforts of Noel Giles, myself and Viv the gardener.

There is still a small problem of water draining off the sail onto the pavers, we are investigating the best way to fix this problem. The total cost of the exercise was approx. \$365.00.

The Bowls section is still very popular, with the last four Sundays nearly filling all the rinks. We are also looking to have an inter ret. village bowls match with Dromana Noosa in the near future.

The RAC expressed their great appreciation to Tom Shaw and Noel Giles on all their efforts and hard work regarding the realignment of the memorial stone and the pavers.

9.3 Commemorations and Activities Report: Steve Hill

Commemorations:

Following Special RAC Meeting (20Feb17 - 0900) regarding realignment and re-positioning of Memorial Stone with its walk-up paving, superb labour efforts by Tom, Noel and Viv have achieved the approved changes, with the site now only requiring the necessary “window dressing” to be ready for 25th April ceremony in 7 weeks time. Costs for this work yet to be brought to account.

Arrangements for conduct of the Service are being progressed; it is unlikely that there will be participation from St Andrews College personnel as ANZAC Day is a Tuesday, school day.

Funding is sought for expenditure on this event in the order of \$350: wreath \$120; Order of Service printing \$110; ‘refreshments’ (?) \$120.

Activities:

Since RAC's last meeting (10Feb17):

10 Feb: Trivia Night;

14 Feb: CPR Awareness presentation/instruction;

20 Feb: RAC Special Meeting (monument site);

24 Feb: Monthly BBQ;

10 Mar: RAC Monthly Meeting;

11 Mar: AVEO's "Seafood & Soul" Sales RSVP - Yarran Road site;

21 Mar: RAC QGM (2pm);

Regular Residents' domestic club activities as diarised in the Peregrian Springs Country Club Monthly Activity Calendar have continued with generally, the 'interested' numbers participating. All activities are open to all-comers, simply ask for the "pathway to participation".

Note: QLD School holidays start Friday 31 March, resuming Tuesday 18 April 2017.

The RAC approved expenditure up to \$350.00 for the ANZAC Day event.

Moved Jan Corlett, seconded John Davies, approved unanimously.

A letter to be sent to Steve Hill (cc Ray Larke, Social Co-ordinator) to this effect, and to ask he organizes the morning tea with the Social Co-ordinator.

Action: Jan Corlett

Tom Shaw to check with Steve Hill regarding the printing of the Order of Service for ANZAC Day.

Action: Tom Shaw

9.4 Library Report: Hilary Warburton

The news from the library is all good! It's just wonderful to have the new space and the feedback received is all positive. Valerie Catlow kindly offered to do a book count and reports that we have nigh on 3000 volumes.

I'm still on the hunt for more large print books and have found a source at Noosa Junction. These are however second hand and fairly limited in number. Trish Kelly produces some occasionally donated by the Coolum library for which we are most grateful.

Thank you on behalf of all residents for the committees continued support of our library.

The RAC thanked Hilary Warburton for all her work in managing the Library.

10 General Business:

10.1 QGM, George West

10.2 Order Skips, George West

10.3 RAC Notice Board, George West

10.4 already dealt with.

10.1 As the RAC Secretary will not be available for the QGM John Davies kindly agreed to take the minutes. The remaining Committee members will "man" the desks to sign in residents and take apologies. George West noted that to be quorate there needs to be 25% of residents attending the QGM.

Terry Gleeson to be asked to be scrutineer, and John Weedon be requested to check out the microphones for the QGM. Action: Jan Corlett

10.2 The CAM to be requested to order two skips for the third week of April. Action: Jan Corlett

10.3 The RAC notice board is now up outside of the Library.

Other General Business

Tom Shaw commented that any residents using the BBQs must clean up afterwards. In the ensuing discussion it was decided that a letter be sent to Management emphasising the need for adequate notice be given of a function utilising the Residents' Kitchen, Bar and BBQs. Also, that the Bar Manager and Kitchen Co-ordinator to be given adequate notice.

John Davies would take this matter up at the next Manor Bi-monthly meeting.

Action: Jan Corlett and John Davies

Date of next Meeting: Friday 14th April 2017, at 9am in Gracemere Manor.

The Chairman closed the meeting at 12 noon

Signed:

Chair of RAC

Residents Association Financial Report for Feb. 2017

Date	Cheque No	Detail	Main Account	Imprest Account	Bar Takings	Social Committee	Sundry	Bar Supplies	Bar Expenses	Petty Cash
		Balance carried forward	\$16,624.52	\$1,966.38						
DEPOSITS										
01.02.17		Australia Say	\$546.00			\$546.00				
07.02.17		Bar Takings	\$952.95		\$952.95					
14.2.17		Bar Takings	\$856.50		\$856.50					
15.02.17		Raffle for Kitchen Equip	\$484.00				\$484.00			
20.2.17		Trivia Night	\$235.00			\$235.00				
21.2.17		Bar Takings	\$770.20		\$770.20					
28.02.17		Bar Takings	\$1,281.50		\$1,281.50					
Total receipts Feb. 2017			\$5,126.15	\$1,966.38	\$3,861.15	\$781.00	\$484.00	\$0.00	\$0.00	
PAYMENTS										
01.02.17		Australia Day Costs	\$408.05			\$408.05				
08.02.17	252	Imprest Account	\$540.49	\$540.49				\$540.49		
		Dan Murphys		-\$66.99						
		Dan Murphys		-\$356.50						
		Coles		-\$117.00						
08.02.17	253	Cater Care	\$99.00				\$99.00			
13.02.17	254	Noel Giles	\$126.00				\$126.00			
15.02.17	255	Top up Petty Cash Float	\$39.60							\$39.60
		Top up Social Club Float	\$99.50			\$99.50				
15.02.17		New kitchen Equip.	\$488.60				\$488.60			
17.02.17	257	Cater Care Australia Day	\$182.66			\$182.66				
20.02.17		Trivia Night Costs	\$228.65			\$228.65				
20.02.17	256	Imprest Account	\$1,241.53	\$1,241.53				\$1,241.53		
		Dan Murphys		-\$454.83						
		Dan Murphys		-\$9.00						
		Dan Murphys		-\$541.70						
		Dan Murphys		-\$9.00						
		Coles		-\$80.00						
		Dan Murphys		-\$147.00						
27.2.17	258	Imprest Account	\$436.75	\$436.75				\$436.75		
				-\$436.75						
Total payments Feb. 2017			\$3,890.83	\$1,966.38		\$918.86	\$713.60	\$2,218.77		\$39.60

Cash Book Balance F/ward	\$16,624.52
Plus Receipts	\$5,126.15
	\$21,750.67
Less Expenditure	\$3,890.83
Cash Bal. at end Feb. 2017	<u>\$17,859.84</u>

Bank Reconciliation to end of Feb. 2017	
Bank Balance	\$17,859.84
Plus O/s Deposit	\$0.00
Less U/P Chqs	\$0.00
Cash available	<u>\$17,859.84</u>

Bar report at end of Feb.		
Sales February	\$3,861.15	
Opening Stock	\$3,111.51	
Plus Purchases	\$2,218.77	
Less Closing Stock	\$2,815.92	
Cost of Sales	\$2,514.36	
Gross Profit & Percent	\$1,346.79	36%

ASSETS	
Bank	\$17,859.84
Imprest AC	\$1,966.38
SC Float	\$200.00
Bar Float	\$250.00
Petty Cash	\$200.00
Bar Stock	\$2,815.92
Total	<u>\$23,292.14</u>