

PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION

MINUTES OF COMMITTEE MEETING FRIDAY 11TH MAY 2018 AT 9AM IN GRACEMERE MANOR

Meeting opened at 9.02am

The Chair announced that Mark Eagleston would be attending the meeting at a later stage regarding the Procurement Programme and other services.

1. Attendance and Apologies:

George West, Chair: Jan Corlett, Secretary: Desolie Gleeson, Treasurer
Ray Larke, Sue Day, Wayne Collard (absent), Committee members.
Ailyn Lewis, CAM representing Management

2. Confirmation of the Minutes of the previous meeting:

Moved John Davies. Seconded Ray Larke

3. Business arising from the previous meeting:

- 3.1 Update on Procurement Letter: CAM
- 3.2 Update on Manor Resident entering Other Apartments: CAM
- 3.3 Update on "Miss Gladys" Project: Sue Day
- 3.4 Update on Carer Serving Morning Tea: CAM
- 3.5 Update on Change of Bar Licensee: George West

Item 3.1 The CAM informed the RAC that she had received an email from Angela Buckley, Executive General Manager of Operations Aveo agreeing to the requests in the letter. A letter confirming this will be forthcoming shortly from Mark Eagleston Territory Operations Manager Aveo.

Item 3.2 The CAM confirmed that the resident had now been moved to another facility. The Chair thanked the CAM on behalf of the residents for her speedy resolution to a very sensitive and difficult situation.

Item 3.3 Sue Day reported that so far there had not been any requests for lifts to Happy Hour. It was agreed that "Miss Gladys" would operate until the end of the month and if still no takers then would be put on hold for a couple of months. George West would inform Chris (Sales), and would also put information in the Newsletter.

Item 3.4 The CAM reported that two carers had been rostered each morning from 9.30am until 10.am to assist with morning tea.

Item 3.5 The Chair reported that after consultation with a member of the Licensing Authority the Manor Bar License only needed the name of the Residents' Association and the details of the Executive. It is not necessary to have a particular name on the License. As we are deemed a "low risk" establishment it not necessary for bar staff to undergo the training course. George West has subsequently filled

out the nine page document, and sent it to the Licensing authority together with a copy of the Residents' Association Constitution. It would be sent on Monday 14th May and would take effect from June 30th 2018

4 Community Assistant Manager's Report

The CAM reported that there were 42 maintenance requests. Viv was standing in for John whilst he was on paternity leave.

Kerti is the stand in for Alli whilst she is on sick leave. It is hoped that she will be retained in a part-time capacity to alleviate some of the workload on the full-time staff.

The Chair commented on behalf of the RAC that it was a great disappointment that it had taken so long for Aveo to employ someone to support the existing staff. The Chair reported that previously he had sent an email to Angela Buckley alerting her to the fact that the staff were under stress and needed urgent assistance. Also, during this time both the internet and phones had been down.

The Chair informed the Committee that on Thursday 17th May all the RAC Chairs and BCC Chairs from the villages located in south east Queensland had been invited by Aveo to a "think tank", which he would report on at the next meeting.

The CAM left the meeting at 9.25am.

5. Outward Correspondence:

- 5.1 Brenda Langmaid, 15/4/18, re Upgrade of Village Swimming Pool
- 5.2 Ron Heather, 15/4/18, re Change of Manor Bar Licensee

Moved acceptance: Ray Larke, Seconded: Sue Day

6. Inward Correspondence:

- 6.1 Noel Giles, 24/4/18, re Manor bar New Till

Item 6.1 Noted and Filed

6. Treasurer's Report: Desolie Gleeson

The concrete slab payment of \$3,900.00 would appear in the May statement.

It was agreed that the RAC would purchase additional outdoor furniture for the extension of three X six-seater tables and eighteen chairs, to the value of \$3,600.00 to include delivery and installation.

Moved as per quote: John Davies, seconded, Sue Day. Passed unanimously.

(It should be noted that upon rearranging the furniture it was deemed that only two tables and twelve chairs were required for the space, and so the order was amended accordingly – the cost now being \$2,400.00 in total)

Desolie Gleeson (the Treasurer) reported that the Manor Librarian, Hilary Warburton, had requested that the cost of the labeller tape not to be charged to the book money donation. It was agreed that this purchase of \$89.90 would be paid for out of petty cash. Desolie Gleeson would let Hilary Warburton know.
Action: Desolie Gleeson

The Manor ladies reported that the existing jig-saw puzzles were old and out of date. A purchase of \$40.00 for new puzzles would be reimbursed to the relevant Manor lady. It was agreed that approval for the purchase of five new puzzles be made and when these had been finished with then approval to purchase replacements was agreed. Desolie Gleeson would let the Manor ladies know.

Action: Desolie Gleeson

Moved: Jan Corlett, Seconded: Ray Larke

Sub-Committee Reports

8.1 Social Sub-Committee Report: Acting Co-ordinator George West

ANZAC day was attended by over 100 and it was nice to see the younger generation at the service.

Many thanks to all the participants, could the committee please send a thank you letter to Bill Rooke for his contribution, also thanks to the ladies who did the morning tea, and a special thanks to Tom Shaw for his organizing efforts. The honesty bar was organized by the bar manager and supervised by Natalie McMillan who had an easy day as there was no takers on the day. Thanks to Noel Giles for manning the bar. All in all, another good ANZAC day.

Future events continue to be researched and investigated.

The Chair reported that the final event for this Social Sub-committee would be an outing to the Copperhead Brewery at Cooroy. A45 seater bus has been ordered at \$11.00 per head. Drinks and lunches to be purchased at the Brewery.

Jan Corlett reported that the Doggie Day was very successful, but the Chair pointed out that this was not organised by the Social Committee. However, any resident who wished to organise such events was welcome to do it, or to suggest events to the Social Committee

8.2 Bar Sub-Committee Report: Bar Manager, Noel Giles

Manor Bar Report April 2018

- First month on new Bar Prices is reflected in the operating percentage.
- New Till 'operation training' was complete, and working well to date.
- Numbers are steady. Have put a promotional item in this month's Newsletter to make new Residents more aware of Happy Hours and end of month BBQ's.
- Boags Premium temporarily back in Bar- for how long ??? price has again gone up. Have to watch "Specials" closely.
- Change of brand Champagne eminent if price remains escalated.
- Bar Staff are all OK.

9. Other Reports

9.1 Manor Report: John Davies

Concerns expressed from SA residents in Aveo management not managing the lack of office staff forcing current office staff to work overtime to keep up with the work load.

Concerns that SA resident's may be forced into a similar situation as last year, during budget preparations, when it was discovered that significant unfair apportionments had been budgeted making SA resident's pay far more than ILU residents for shared communal expenses.

The elderly SA resident who had a propensity for entering other resident's apartments uninvited, has since moved into a higher care facility.

Joyce Bassett will celebrate her 99th birthday this Saturday, her husband Percy will shortly celebrate his 97th birthday. A truly great celebration for such a 76year relationship, well done all round. It's good that Percy is also a Bronco's supporter.

The lack of a village manager is impacting on SA resident's ability to discuss generally matters affecting their living arrangements in the Manor.

It was noted that the CAM would be organising SA a meeting in the near future.

10. General Business

10.1 Library Funding: Desolie Gleeson

See Item 8

10.2 Date of QGM/AGM: George West

The date will be Tuesday 17th July 2018. Nomination forms for the RAC Executive and Committee members to be circulated by 26th June 2018 and returned no later than Friday 13th July 2018.

There being no further business the Chair closed the meeting at 10.45am

Date of next meeting: Friday June 8th at 9am 2018 in the Manor.

Mark Eagleston joined the meeting at 10.50am.

Mark presented the Aveo Planned Preventative Maintenance Programme whereby procurement would be made centrally. This would not be mandatory and would appear to be more applicable to the metro area rather than Sunshine Coast and Cairns.

The RAC were uneasy about any cost savings being swallowed up in administrative fees and not being returned to the Village.

At the present Aveo Peregrian Springs will continue with our existing contractors for Pest Control and Grounds and Gardens maintenance.

Signed:
Chair of RAC

Date