

# PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION

## MINUTES OF COMMITTEE MEETING FRIDAY 8<sup>TH</sup> JUNE 2018 AT 9AM IN GRACEMERE MANOR

Meeting opened at 9.01am

The Chair welcomed the new Community Manager, Nole Beardwood, to his first Residents Association meeting.

1. Attendance and Apologies:

George West, Chair: Jan Corlett, Secretary: Desolie Gleeson, Treasurer  
Ray Larke, Sue Day, Wayne Collard, Committee members.  
Nole Beardwood, CM  
Ailyn Lewis, CAM

2. Confirmation of the Minutes of the previous meeting:

Moved John Davies. Seconded Sue Day

3. Business arising from the previous meeting:

- 3.1 Update on Serviced Apartment Meeting: CAM
- 3.2 Update on Part-time Office Staff: CAM
- 3.3 Update on QGM/AGM Progress: Jan Corlett
- 3.4 Update on Aveo Chairs Meeting: George West: CAM
- 3.5 Update on Change of Bar Licensee: George West

Item 3.1 The CAM reported that compulsory fire training and procedures would be held with Manor residents. The Fire Contractor would be changing in July. Nole would check with Council whether a full fire evacuation of the whole Village is necessary. It must be held annually for Manor residents.

An Open Forum with residents took place in which food quality and consistency was discussed, also the fact that the budget was over spent. A meeting regarding this matter would be held with Mark Eagleston on the following Monday.

Item 3.2 The CAM confirmed that the part-time office assistant was contracted until the end of June.

Item 3.3 It was noted that the return of the nomination forms would be 7<sup>th</sup> July, with nomination forms for the Committee and Bar Manager distributed by 26<sup>th</sup> June. The Social Sub-committee Co-ordinator would be voted on if necessary, at the AGM.

Item 3.4 George reported that it was disappointing that only 8 chairpersons attended, two of which were from Peregian Springs! The meeting was a workshop on how Chairs can run meetings and interact with residents, but NOT how to interact with Aveo. Mark Eagleston and Angela Buckley were in attendance.

George noted that it was good to meet up with other Chairs and discuss how to integrate new residents into the community.  
Communication with Aveo would be looked at as replies from Aveo HQ were not sent promptly.

Item 3.5 The Chair reported that the RAMP was being done by an outside agency at a one-off cost of \$660.00. Nole's assistance in the matter was greatly appreciated. Desolie will follow up with Ron Heather regarding next year's renewal of the bar licence.

#### 4 Community Assistant Manager's Report

The CAM reported that road rules apply in the Village, and that the 10kms per hour should be adhered to. Management are investigating a flashing light system. Once again the issue will be drawn to resident's attention via the Newsletter.

John Chester is changing the batteries on the Fire Alarms in the Villas. There were 102 maintenance requests in the previous two weeks, and work is prioritised according to its importance.

John Davies asked about the cleaning of the ground floor of the Manor. Nole and Ailyn would follow this up.

##### 4.1 CM Report

Nole reported that the draft budget would be progressed on Monday at 10.30am.

Yellow lines would be painted on either side of the cul-de-sac at the end of Yarran Road to prevent cars being parked there at school pick up time. Once painted the Police would patrol the area to ensure compliance. On a previous occasion an ambulance had been unable to access a villa due to cars parked haphazardly.

Lights over the snooker table had been installed which are greatly appreciated by the players.

The CM and CAM left the meeting at 9.58am.

#### 5. Outward Correspondence:

- 5.1 Bill Rooke, 17/5/18, re Anzac Day Celebrations
- 5.2 Tom Shaw, 17/5/18, re Anzac Day Celebrations

Moved acceptance: Desolie Gleeson, Seconded: Sue Day

#### 6. Inward Correspondence:

- 6.1 Mark Eagleston, 10/5/18, re Procurement
- 6.2 Natalie McMillan, 9/5/20, re ATM at the Manor
- 6.3 Natalie McMillan, 15/5/18 re Co-ordinator of Social Sub-committee Committee
- 6.4 Noel Giles, 19/5/18, re Co-ordinator of Social Sub-committee

6.5 Noel Giles, 19/5/18, re Away on Holiday

Item 6.1 Noted and Filed

Item 6.2 This was regarded as a valid suggestion, however it is outside of the authority of the RAC. A letter to be sent to Natalie to this effect.

Item 6.3 Noted and filed.

Item 6.4 Noted and filed.

Item 6.5 Noted and filed.

7. Treasurer's Report: Desolie Gleeson

The Treasurer was very pleased to note that the bottom line balance stood at \$13,294. The Bar profit was a pleasing 42%.

The Treasurer noted a change in banking procedures at the new Coolum ComBank Branch. She asked the Manager about cheques presented via the Internet only needing one signature whereas our Constitution stipulates two signatures. The matter will need to be resolved. However, it should be noted that cheques would be phased out at the end of 2019.



## 8. Sub-committee Reports

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

George reported that to date there has been two nominations for the position of Social Sub-committee Co-ordinator.

The final event for the current committee was a visit to the Copperhead Brewery at Cooroy. This was a great success with the bus being filled within two days. Some residents travelled in their own cars. Bills were able to be paid on an individual basis.

The Social Committee were congratulated for their efforts and enthusiasm over the previous twelve months, not forgetting their many willing helpers who assisted in putting on the events.

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

- The numbers at “Happy Hours” have been consistent. Bar Manager to have a “Think Tank” at the June quarterly meeting with Bar Staff to seek suggestions as to increasing numbers, particularly on a Tuesday “Happy Hour”.
- New Wine glasses have been purchased with a “Plimsol” line to ensure correct measured are given. Four dozen have been installed and the previous glasses put into storage as “Back up” for special events.
- An additional twenty-four ‘Spirit Glasses’ have been added to our glass supply to cater for the increase in demand account Lot Three patrons.
- Operating percentages are improving as a result of the April price review.
- Bar Staff are becoming more competent with the new Till and appear comfortable with operations.
- We welcome John Weeden back after a brief illness along with the “Holiday Makers” return.

After discussion it was decided that with the change of licensee and RAMP that George West becomes the Manor Bar Licensee.

Proposed: Jan Corlett, Seconded: Sue Day. Passed unanimously

## 9. Other Reports

### 9.1 Manor Report: John Davies

Budget – John was waiting for the draft figures for May from Nole. The Chair commented that this is a matter for management and not the RAC.

The Serviced Apartments meeting had taken place and issues of Fire Safety and Food Quality were discussed.

10. General Business

- 10.1 Ray Larke noted for future reference that heavy duty cantilevered umbrellas for the outside area were available for just over \$1,000.00 each.
- 10.2 Steve Hill sent an email regarding the purchase of a new Australian flag for the central flag pole. (This should have appeared under Item 6.) After discussion it was agreed that the Chair would follow up the issue with Management.

There being no further business the Chair closed the meeting at 11.05am

Date of next meeting: Friday July 13<sup>th</sup> 2018 at 9am in the Manor.

Signed:  
Chair of RAC

Date