

PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION

MINUTES OF COMMITTEE MEETING
FRIDAY 21ST SEPTEMBER 2018 at 9AM IN GRACEMERE MANOR

Meeting opened at 9.00am

1. Attendance and Apologies:
George West, Chair: Jan Corlett, Secretary: Sue Day, Treasurer
Denise Hattenfels, Desolie Gleeson, Wayne Collard, John Davies, Committee
members.
Nole Beardwood, CM
Apologies: Ailyn Lewis, CAM
2. Confirmation of the Minutes of the previous meeting:
Moved: Sue Day, Seconded: Denise Hattenfels
3. Business arising from the previous meeting:
 - 3.1 Update on Change of Bar Licensee: George West
 - 3.2 Update on Snooker Cabinet: CM
 - 3.3 Update on Atrium Cleaning: CM
 - 3.4 Update on Contacting Carers After Hours: CM
 - 3.5 Update on Fiscal 2019 Budgets: CM
 - 3.6 Update on Pool Heating: CM
 - 3.7 Update on Purchase of Outdoor Furniture: CM
 - 3.8 Update on Alternative to Cheques: Sue Day
 - 3.9 Update on Shading Extended Patio Area: Working Group

Item 3.1 The Chair reported that finally (ongoing since last May!) the Bar Licensee had been changed. He thanked the CM for the speedy name change at the front door, and Ron Heather for his support during the previous few months. The new license is framed and on the wall in the Bar area.

Items 3.2 - 3.4 See the CM's report.

Item 3.5 The fiscal budget for 2019 had been finalised and would be presented to residents on Friday 5th October 2019. The previous Treasurer, Desolie Gleeson, thanked Nole and George for their hard work in setting the budget.

Items 3.6-3.7 See the CM's report.

Item 3.8 Sue presented a very comprehensive proposal and it was agreed that this would be put on the Agenda for discussion at the next meeting.

Item 3.9 Denise reported on behalf of the Working Group, that together with John Davies, she had met with Damien from Suncoast USC who had put forward a proposal for the area. The estimated cost would be between \$6K and \$10K.

His engineer was checking out the proposal. An Aveo resident was assisting the Working Group and another two quotes would be obtained.

4. The Community Manager's Report: Nole Beardwood

Resident Association Committee – Managers Report

21st September 2018

- **Maintenance Requests – John**

- 56 Maintenance requests lodged
- Weekly Task List in place

- ***Snooker Lighting & request for cabinet to be installed***

- Resident request Snooker Cabinet (on behalf of Gerhard Silwa - 115) first quote @ \$3,790 + GST from Bain Kitchens and Shop Fittings. VM still chasing an alternate quote as advised cabinetmaker failed to provide. VM has discussed with resident alternate more cost effective options to producing cabinet and resident is looking into.

- ***Manor Cleaning Update***

- VM can advise Spark clean has completed ground floor window clean (inside and out).
- Complex External Cleaning services has completed high cleaning of Manor vents / interior turret area and chandelier lighting on level 2 of the Manor at a cost of \$1,250. Are much improved (even though area was difficult to access) and several residents have passed on their thanks to Village Manager.
- VM provided a quote for High Windows Manor (windows that are only accessible by ticketed and correctly equipped cleaning contractors) as well as roof entry at main entrance as both areas are very dirty and haven't been addressed for a lengthy period of time and VM has received several maintenance requests from residents. Cost is \$3,259 + GST as has been supported by Body Corporate. VM is reviewing current budget scope to see if can be completed without any cost overages under current BC sinking fund proposed budget.

- ***Pool Heating***

- Update on heating quotes = VM has contacted Billabong Pool services as have yet to receive quotes as per walkthrough last month. Billabong has advised that the technician has resigned and failed to pass any information over. They will have new technician visit and review again to produce quotes.

- ***Outdoor Furniture – Bowling Patio + External Dining Areas***

- As per previous RAC meeting, VM has received a quote as follows:

Qty	Description of supply	Unit price	GST	Total	Total
28	Nardi Net chairs Tortora	\$112.00	\$11.20	\$123.20	\$3,449.60
4	Nardi Fiora table base/dureltop 80x	\$238.00	\$23.80	\$261.80	\$1,047.20
2	Nardi Rio extn table	\$875.00	\$87.50	\$962.50	\$1,925.00
4	Net Relax chairs	\$127.00	\$12.70	\$139.70	\$558.80
2	Nat Bench seat	\$228.00	\$22.80	\$250.80	\$501.60
2	Net coffee tables	\$118.00	\$11.80	\$129.80	\$259.60
	Delivery to QLD. 4573	\$624.00	\$62.40	\$686.40	\$686.40

TOTAL AMOUNT PAYABLE

\$8,428.20

- This is for Nardi Net range of furniture (example as shown to RAC) VM to explain proposed placement
- Range has been used previously by VM and has proven to be long lasting and easy to clean as well as strong UV resistance
- Proposed range will have vast differences so as furniture easily identified as RAC or Operator's
- Cost will be Capital replacement and VM is seeking approval by Mark Eagleston Aveo Group Community Manager Qld North
- VM to update approval process next RAC meeting.

The CM reported that that he was planning to cover the outdoor areas adjunct to the Manor which were not currently used in order to have new furniture in those areas. Unfortunately, a Manor resident had complained and was checking with Council and their lawyer whether this was allowed. The RAC gave the CM their full support in the matter, which would be of benefit to all residents.

- **Fiscal 2019 Budget Process**

- VM can advised draft / proposed budget has been approved by finance subcommittee last week
- Budget presentation to residents to be held Friday 5th October
- Letters and Budget / Levy information being distributed to residents currently
- VM wishes to thank Finance committee from its patience and guidance through budget process and believes that GSF budget is fair and equitable for all residents.

- **Defibrillator Update**

- As per previous RAC meeting - VM has sourced two quotations for purchase of defibrillator:
 - Alpha First Aid supplies @ \$2,457.20
 - SSS Australia Healthcare @ 2,236.29
- VM to discuss potential purchase of unit (proposed Aveo cost subject to approval) and ongoing GSF costs – staff training / battery replacements etc.

- **Contacting Carers – After Hours**

- VM has been advised that the addition of an extra phone line to directly call carer afterhours is a possibility. (by Nicklin Electrical) – A phone technician should complete however, as work is of a technical nature.
- AVM has consulted with Darren from Tele 2 – our phone provider who is to provide quote on supply and install – awaiting pricing
- **Maintenance C/List – John**
 - VM advises that a weekly / monthly / Quarterly & Six monthly checklist has been created for John addressing cleaning, maintenance and scheduled maintenance needs for the village. This checklist is completed by John on a weekly basis and reviewed / inspected by the VM each week to ensure compliance and a copy held on file for any future reference if needed. Copy to be presented by VM.
- **Village Manager – New Items / Resident communications:**
 - **Community Garden Project** – Dave McKenna (Aqua Project Solutions) has approached VM as he owns acreage at the end of Murdering Creek Road (close to village on other side of motorway) in regards to offering up some land for use as a community garden for the residents. VM inspected area, has found it to be easily accessible, and is in support of the idea. Dave will arrange for top soil to be made into garden beds on select area of land and will provide irrigation etc at no cost. VM will provide necessary communication to residents to gauge interest etc and if there is found to be an interest from residents will write to RAC to request donation of small amount to purchase seedlings / assist with irrigation set up cost etc.
 - **Project Pink** – October is Project Pink month (Aveo’s supported charity) – Village will be hosting a “High Tea Extravaganza” on the 17th October and VM is working with team and VM at Lindsay Gardens in regards to further events for the month.
 - **Gymnasium Update** – VM has been approached by several residents in regards to the inadequacy of current Gym equipment and the need for a larger / alternate space for Pilates / Qi Gong classes etc. Aveo is willing to invest in potential purchase of alternate Gym equipment but need to ensure purchase is right for everyone not just a selected few and as a result VM has implemented a sign in and comments book for gym usage.

This will be monitored over a period of month and feedback / usage collated and provided to residents’ association for input into potential improvements.

Socials

- **Queensland Police Talks** – Queensland Police talks continued within the month with Home Security talk well attended on the 3rd September. Road Safety Talk is next in line and will be presented at 09.30 Monday 24th September.

- **Curry Lunch** – Curry lunch Buffet was held on 6th September for residents in the manor, whilst attendance was down (20 pax) on previous Christmas in July function – feedback received on quality and appearance, taste of food served on the day remained high.
- **Farmers Appeal BBQ** – BBQ in support of the Farmers Appeal was held Thursday 13th September, which was well attended by residents. Aveo supplied food and gold coin donation was required for sausage sizzle as well as the Bar being opened by the residents' association. \$1,026.60 was raised on the day and by donations previously including \$100 from the residents' association, which was appreciated, and in an even better result due to the assistance from the Residents Association Chairperson – this amount was doubled by giving the funds to Coles – total amount raised @ \$2,053.20. Well done by all!

The Chair on behalf of the RAC expressed appreciation to Nole for organising this event in aid of such a worthwhile cause.

Sue Day asked the CM:

- 1) What had happened to the clock in the Pool area. The CM replied it had fallen down and smashed and a replacement would be forthcoming.
- 2) Is it possible for names of those who had left the Village to be published thus advising residents of the occurrence?

The CM replied that under the Privacy Act management were unable to do this. However, an informal notice published in the Country Club Courier might be possible. The Chair would discuss the possibility with the Editors.

A discussion ensued regarding introductions for new residents. Although a welcome letter was part of the Welcome Pack it appeared that the "street welcomer" system had fallen by the wayside in Lot 3. The RAC would support any initiative to ensure that all new residents were fully welcomed into the Village.

The Chair had been approached by a resident regarding the electrician being given a pass key to enter units to check the safety switch which is necessary for compliance. In future residents would be advised on the flyer if they would allow entry when they were absent.

The CM left the meeting at 9.55am.

5. Community Assistant Manager's Report (Apologies)

6. Outward Correspondence:

6.1 Karen Wright, 17/8/18, re Fashion Parade

Moved acceptance: John Davies, Seconded: Sue Day

7. Inward Correspondence:

7.1 Karen Wright, 16/8/18: re Fashion Parade

7.2 Brenda Langmaid, 22/8/18, re Defibrillator.

7.3 Arnold Vandenhurk, 17/9/18, re Bingo Items

Item 7.3. The Treasurer to follow up with Arnold re the double cost of freight on the quote, and to get an invoice and receipt for the payment. The RAC approved payment in principle subject to a receipt being available.

8. Treasurer's Report: Sue Day

Report for August 2018

The Treasurer was very pleased to note that the figures showed a very healthy profit of 44%.

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

The Manor Bar is performing OK with numbers gradually increasing with the influx of Lot Three Residents, particularly on a Friday night.

Changes to White and Red wines have been well received, specifically the “Silver Moki” Sauvignon Blanc and the “Billy’s Shadow” Shiraz.

Val Moore’s Birthday and The Farmers Appeal injected additional funds this month to keep our operating percentage healthy.

One item of concern is the disappearance of glasses at the “Honesty Bar” area, and some of the new Manor Bar wine glasses with the “Plimsol Line” marking. Bar Staff have been asked to be vigilant as to who is taking glasses away from the Bar area, but, during busy periods this can be difficult.

Bar Staff rosters for the October, November, and December period are being finalized at the Bar Staff Quarterly meeting on Saturday 22nd September and will be available the following week. Currently we have eleven Bar Staff available which makes this task easier.

The quarter period up until Xmas should be a busy one with extra events, combined with normal “Happy Hours”, already programmed in.

Wayne Collard, as Bar Liaison, agreed to take some suggestions to the Bar Manager at their quarterly meeting.

10. Other Reports

Manor Report – John Davies

1. Meeting of Manor residents held 12th September. Well attended.
2. Updating warden list, being actioned currently.
3. Residents advised of some necessary conditions for accessing HWP (Health & Wellness Packages).
4. VM advised that Budget adjusted for apportionments. Some significant cost increases still to be finalised.
5. Office telephone number advised to residents for their family & friends.
6. VM requested feedback on lunch organisation.
7. VM took notes about a number of actions requested by residents.

11. General Business

11.1 Skip Bins: George West

It was agreed that three skip bins be ordered for the second week in October.

11.2 QGM – Proposed Date, Change to the Constitution: George West

The date of the QGM would be Tuesday 30th October 2018. A change has to be made to the Constitution Item 8.1 amended to the QGMs being held in July, October, January and April which requires a Special Resolution. The Agenda and Notice etc need to be distributed by 9th October.

11.3 BBQ Cleaning Roster: Sue Day

It was agreed that the BBQ cleaning roster would be maintained in the future by Wayne Collard.

There being no further business the Chair closed the meeting at 11.00am

Date of next meeting: Friday October 12th at 9am in the Manor.

Signed:
Chair of RAC

Date