

**AVEO PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION.**  
**COMMITTEE MEETING MINUTES.**

**9am. Friday 8th March 2019, private Dining Room.**

**1. Attendance & Apologies.**

All the committee were in attendance. Chair; Jan Corlett, Secretary; Karen Wright, Treasurer; Sue Day, Committee Members; Denise Hattenfels, Desolie Gleeson, Wayne Collard & John Davies.

Also present, Village Manager Nole Beardwood.

**2. Confirmation of previous minutes.**

Moved JD, 2nd DG 'that the minutes of the previous meeting are a true & accurate record'. Carried unanimously.

**3. Business arising from the minutes.**

3.1 Update on new residents welcomes to our village. The first New Resident welcome lunch was held recently. Representatives from the RAC, the Village Manager & a representative from sales, Chris Jacobson attended. The event was low key, relaxed & a great 'getting to know you' opportunity. See VM report below for his comments.

The process for New Resident Welcomes is moving along quite well. SD has made great strides into the proposed Resident Association information booklet.

3.2 ANZAC Day update. KW is pleased to announce that resident Gloria Bisset had kindly agreed to play the Village Piano as accompaniment for the ANZAC Day service. Bill Rooke has communicated with her re the selection of hymns.

KW has spoken with Claire Hughes from Legacy who are delighted that we wish to show them our support. They are happy that funds collected from the sausage sizzle will be donated to their cause.

A meeting is planned for participating groups in the next week or so.

3.3 Update on Containers for Change. JC. The Bar Staff are working through a routine which appears to be working well.

The Committee believes that it is good to be supporting the local Peregian Springs State School. We are happy to pay back into the community especially since our appeal for volunteer bus drivers has delivered two willing volunteers from the community. It is also noted that PSSS pupils have entertained our residents at Christmas time.

**4. Village Managers Report.**

**Resident Association Committee –  
Managers Report**

**Friday 8<sup>th</sup> March 2019**

•**Update on New Resident Welcomes (3.1)**

- New resident Welcome lunch conducted Wednesday 6<sup>th</sup> March and attended by Jan / Karen / Chris / Nole and eight new residents. Lunch was successful with plenty of communication and interaction with the new residents conducted during the event. These lunches set to continue each fortnight with attendees from management and RAC and a maximum of eight residents each time.

- VM to discuss continuation of these lunches with RAC assistance and how they are run at other villages.

- VM to request date for follow up meeting with AVM / Sales / Jan / Karen and Sue to determine progress on new resident welcome process and action points from last meeting.

•**Village Manager – New Items:**

- Mobile Rehab – Gym beginner sessions update. Mobile Rehab looking to roll out a small number on introductory Gym beginner sessions to residents as funded by GSF. Meeting held with Manor residents on 6<sup>th</sup> March and two of the team from Mobile rehab will be at the Village for Happy hour Friday 8<sup>th</sup> to discuss with interested residents from 3 – 5pm.

- Budget process has commenced – VM meeting with sub finance committee Monday to present YTD financial situation and has commenced prelim workings on 19/20 FY budget.

- Snooker room works – VM to discuss snooker room planned works / modification to existing cabinetry to provide consistency across both cabinets.

- Aveo Rocks – Sales holding “Aveo Rock’s “function from 2pm – 4pm on Friday 29<sup>th</sup> March for residents and potential residents. \$500 will be placed over Bar for drinks to be provided during this event. VM to discuss with RAC thought on this and how to manage as event coincides with regular happy hour and planned social club Western BBQ event from 6pm onwards.

- “Thank you for being an Aveo Resident” – BBQ planned for 15<sup>th</sup> March @ 1.30 / Mark Eagleston and VM to provide sausage sizzle for residents

- VM to table response from Audra Kearney – Hairdresser for discussion and review of committee

- Palm View tour. Invite to RAC members to attend community tour of our new Palm View village at 1.30 – 3.00pm today. VM to discuss.

Kind Regards,

Nole Beardwood  
Village Community Manager

4.1 VM raised the possibility of the RAC to take over New Resident Welcome Lunches.

4.2 New Resident planning meeting date set at 10am 26th March.

4.3 Secretary KW to write to Gerhard Sliwa thanking him for his kind & generous offer to fund the Snooker cabinet works. The new cabinets will be in keeping with the overall decor in The Manor.

4.4 Social Committee Country & Western BBQ event clashing with AVEO Rocks function. Both planned for Friday 29th March. The Social Committee has put back their date to Saturday 30th March, BBQ with Country and Western theme.

4.5 The letter from the hairdresser defending her prices will be copied to the RAC for discussion at the April meeting. KW will research 'hairdresser chair hire' prices & report back at next meeting.

4.6 VM & JD. Please refer to item 6.10, 'case for making outside dining areas more suitable for midday dining'. JD explained the materials to be used i.e. polycarbonate sheeting & specific fixings [for noise abatement] & provided costings & quotes. It was moved JD & 2nd WC 'that RAC purchase Polycarbonate sheeting for Alfresco Dining Areas in The Manor for a cost of approximately \$1000'. carried unanimously. The VM will organise the labour for this job at no cost to Residents.

4.7 VM & SD. Please refer to items 6.11 'Quotes for Resurfacing Outdoor Patio Areas at The Manor'. After discussion it was moved SD 2nd DG 'that the RAC commit approximately \$5500 plus costs for edging, preparation & resurfacing of patio areas, also that an additional \$380 be spent for completion of works using two companies, 'Floor Illusions' and 'concrete4shore'. Carried unanimously.

9:45am. The VM left the meeting.

## **5. Outward correspondence.**

5.1 19/02/19 Bill Rooke re ANZAC Day plans. KW

5.2 19/02/19 George West re Liquor Licence Laws on ANZAC Day. KW

5.3 19/02/19 Noel Giles re requesting Bar be opened at appropriate time on ANZAC Day. KW

5.4 19/02/19 Dian Bowen re granting her request for RAC funding of Mahjong Sets. KW

5.5 18/02/19 Reply to Jan Walleys' letter re Observations and Thoughts. JC

5.6 20/02/19 Jim Robertson re his comments on the QGM. KW

5.7 20/02/19 Editor of PSN Rebecca Crocket re using Country Club Courier material. KW

5.8 20/02/19 VM re concerns regarding price increases charged by Village Hairdresser. KW

5.9 24/02/19 Steve Hill re receipt of his letter on 20/02/19. JC

5.10 28/02/19 SD, KW, WC & Eugenia Morris from PSSS re arrangements for collection for Containers for Change.

5.11 03/03/19 Tom Shaw re Containers for Change arrangements. JC

5.12 11/02/19 George West re update on signs in the Bar. KW

Moved JD 2nd. SD 'that the outward correspondence be accepted'. Carried unanimously.

## **6. Inward correspondence.**

6.1 20/02/19 Steve Hill comments re ANZAC Day plans.

6.2 25/02/19 Steve Hill, his response to JC requesting he direct his correspondence to the secretary not to the Chair.

6.3 19/02/19 George West re ANZAC Day.

6.4 20/02/19 Noel Giles re ANZAC Day.

6.5 23/02/19 Bill Rooke re Australian Flag Banner purchase

6.6 22/02/19 Noel Giles re Wine Glasses-Manor Dining Area/Honesty Fridge.

6.7 15/02/19 Anne Marshall re proposal to purchase a Nespresso Machine.

6.8 28/02/19 Eugenia Morris [PSSS] re arrangements for collecting bottles for Containers for Change.

6.9 01/03/19 Noel Giles re comments on Containers for Change.

6.10 03/01/19 JD Re Case for Making Outside Eating Areas More Suitable for Midday Dining and other Alfresco Activities, plus quotes.

6.11 20/02/19 To SD quote for resurfacing outside patio areas, from Keystone.

6.12 27/02/19 To SD quote for resurfacing outside patio areas, from Shaun Wegener.

Items 6.1 & 6.2 noted by the committee & filed.

Item 6.3 Bar can be open after 1pm.

Item 6.4 WC will co-ordinate volunteers to operate bar on ANZAC Day.

Item 6.5, request to purchase a pull-up Australian Flag Banner for ANZAC Day, moved KW 2nd SD 'that the RAC approve the purchase of Australian Flag pull up banner for \$165 plus postage'. Carried unanimously.

Item 6.6 Due to the concerns highlighted by Bar Manager Noel Giles in his letter regarding glasses going missing & questions around the feasibility in keeping the Honesty Bar Fridge operating at a loss as indicated in the notice on the front of the Honesty Bar Fridge it was moved JD 2nd SD 'that the Honesty Bar Fridge will be removed by 31st March'. Carried Unanimously.

**Addendum. Since this RAC meeting the Secretary of the Bar Committee, John Weedon, has provided additional information declaring that the Honesty Bar does work & everyone does eventually pay for their drinks. The issue of glasses going missing is still to be resolved if possible.**

**Noel Beardwood will discuss with Chef Anne how to solve the problem of the missing glasses.**

**Due to this additional information it has been moved by KW, 2nd DG 'that the RAC rescind the motion to close the Honesty Bar'. This motion was put by a 'flying minute' email & carried by a majority vote on Wednesday 14th March.**

Item 6.7 After discussion the RAC decided that since there is a coffee machine available to Residents at a modest charge the cost of purchasing a Nespresso Coffee Machine could not be justified. KW to write & inform Anne Marshall.

Items 6.8 & 6.9 Both noted & filed.

Item 6.10 Actioned. See 4.6 above.

Item 6.11 Quote for pool handrail installation \$7023.50. RAC decided to put this on hold due to the high cost.

Item 6.12 Actioned. See item 4.7 above.

**7. Treasurers' Report. SD.**

**Residents Association Report for February 2019**

Date	Pay Req No	Detail	Main Account	Imprest Account	Bar Takings	Social Comm	Sundry	Bar Expenses	Bar Supplies	Library	Petty Cash
		<b>Balance C/F</b>		<b>\$2,090.28</b>							
<b>DEPOSITS</b>											
06.02.19		Bar Banking	\$756.20		\$756.20						
13.02.19		Bar Banking	\$795.90		\$795.90						
20.02.19		Bar Banking	\$1,007.50		\$1,007.50						
27.02.19		Bar Banking	\$636.20		\$636.20						
		<b>Total Receipts</b>	<b>\$3,195.80</b>		<b>\$3,195.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	
<b>PAYMENTS</b>											
04.02.19	35	New Driver bus costs	\$199.06				\$199.06				
08.02.19	36	New Driver bus costs	\$54.89				\$54.89				
14.02.19	37	Imprest A/C	\$1,306.71	\$1,306.71							
13.02.19		Dan Murphys		-\$1,152.41					\$1,152.41		
11.02.19		Coles		-\$154.30					\$154.30		
14.02.19	38	New Driver bus costs	\$174.18				\$174.18				
16.02.19	39	Bli Bli bus deposit	\$100.00			\$100.00					
20.02.19	40	Imprest A/C	\$438.30	\$438.30							
18.02.19		Dan Murphys		-\$323.00					\$323.00		
18.02.19		Coles		-\$115.30					\$115.30		
27.02.19	41	Imprest A/C	\$368.62	\$368.62							
20.02.19		Dan Murphys		-\$261.15					\$261.15		
20.02.19		Nisbets 24glasses& dw liquid		-\$107.47				\$107.47			
28.02.19		2 Majong sets &racks									\$200.00
		<b>Total Payments</b>	<b>\$2,641.76</b>	<b>\$2,090.28</b>		<b>\$100.00</b>	<b>\$428.13</b>	<b>\$107.47</b>	<b>\$2,006.16</b>	<b>\$0.00</b>	<b>\$200.00</b>

Cash Book Bal. F/Ward	\$20,501.34
Plus Receipts	\$3,195.80
	<b>\$23,697.14</b>
Less Expenditure	-\$2,641.76
Cash Balance	<b>\$21,055.38</b>

Bar report at end of		
Bar Takings		\$3,195.80
Opening Stock	\$1,801.54	
Plus Purchases	\$2,006.16	
Less Closing Stock	-\$1,779.07	
<b>Cost of Sales</b>	<b>\$2,028.63</b>	<b>-\$2,028.63</b>
<b>Operating % Profit</b>	<b>37%</b>	<b>\$1,167.17</b>

ASSETS	
less Accrual	
Accrual	-\$2,000.00
Bank	\$21,055.38
Imprest AC	\$2,090.28
Bar Float	\$300.00
Petty Cash	\$117.00
Bar Stock	\$1,779.07
<b>Total</b>	<b>\$23,341.73</b>

\$50 increase approved 13thFeb

Bar Float increased by \$50 to \$300 approved Bar Manager & Committee 13th February 2019

No Longer Social Committee Petty Cash as agreed with Committee. The Social Co ordinator now has an eftpos card for purchases

**Addition to Terms of Reference:**

**No Cash is to ever be taken out of the Bar Till at any time other than to send to the bank**

Treasurer SD reported that 2 Mahjong sets were purchased for \$180 & Bob Jack very kindly made 4 racks for the players for \$20. A great result.

Moved SD 2<sup>nd</sup> DG 'that the Treasurers report for February be accepted'. Carried unanimously.

## **8. Sub-Committee Reports.**

### **8.1 Social Sub-Committee Report from Diane Giles.**

#### **SOCIAL COMMITTEE REPORT FOR MONTH OF FEBRUARY**

The February BBQ/Country and Western theme night was cancelled due to the inclement weather that we experienced. The committee decided that it would be held on March 29<sup>th</sup>. (See Item 4.4)

A bus excursion has been booked for March 13<sup>th</sup> to Rivershore Retreat once again which received accolades from those who attended. At time of writing this report there are currently 45 booked for bus, so only 5 seats left.

Social Co-Ordinator

Diane Giles

#### **REQUEST FOR FUNDING FOR COMING EVENTS**

The Social Committee submit the following requests for funds for functions that they have planned for the next six months for Residents of Peregrian Springs Country Club.

**MARCH 15<sup>th</sup> St Patrick's Day to be celebrated at normal Friday happy hour. Requesting \$200 for purchase of cheeses, dry biscuits, olives, salami etc for nibbles to be supplied.**

**APRIL 25<sup>TH</sup> Anzac Day RAC to cover cost of suppling morning tea(tea/coffee/milk/biscuits/cake) after ceremony \$?????**

**MAY - Social Club intend to have a Mother's Day raffle and are requesting that they be reimbursed for goods purchased for raffle\$????**

**JUNE – Social Club are going to organize a bus excursion and requesting that the RAC cover the cost of Bus Hire (last time bus hire was \$484.00)**

Hoping this request received favourable consideration and we await your response.

**DIANE GILES**

**CO-ORDINATOR SOCIAL COMMITTEE**

Due to the clash of dates for the AVEO Rocks & Country & Western BBQ night events, Happy Hour and the Country & Western BBQ night has been moved to 30th March

8.1.1 After discussion;

Moved DH 2nd DG 'that up to \$200 to be spent providing cheese & nibbles for St Patrick's Day Happy Hour'. Carried unanimously.

Moved DH 2nd DG 'that it is approved up to \$150 be spent for providing Morning Tea for ANZAC Day'. Carried unanimously.

Moved SD 2nd DH 'that up to \$300 be used to provide prizes for the Mother's Day Raffle'. carried unanimously.

Secretary KW to write re these approvals.

The RAC declined the approval of payment for bus hire for the June Excursion. KW will write to the Social Sub-Committee regarding the decision & refer to the fact that we now have 3 volunteer bus drivers for the Village bus. The RAC has helped to facilitate this by covering the training & licensing costs.

## **8.2 Manor Bar Report. Bar manager Noel Gilles.**

### **Monthly Report February 2019 – Manor Bar**

"The Bar is just cruising along with the numbers still down on Tuesday nights, although Fridays have picked up due to the nice weather. Even though numbers on a Friday night have increased slightly it is not reflected in the "Takings". Perhaps slower drinking, the types of drinks purchased or whatever. The consumption of chips has increased dramatically. Perhaps because they are free, or perhaps Human Greed.

The supply of glasses is always a worry and I have sent a request to the RAC to ascertain who is responsible, for the Dining Room area of the Manor, to supply glasses for the Kitchen and Honesty Fridge. This is an area of major concern, given that I have placed 36 of the old wine glasses from the Manor Bar in the Dining Room area since November 2018, and they are diminishing very quickly.

The second area of concern is the return of refundable containers (10 cents per item) for recycling. Working on the average number of refundable containers over the 2018 period this represents on average, some 660 receptacles per month, or \$66 per month. Please be aware that this figure will be reflected in the operating % each month, as it is a loss in real terms. If this is calculated over a twelve-month period it amortizes out to \$1450 per annum. This is money not going back to the Residents.

The Bar Rosters have been completed for the April/May/ June quarter and are available to each volunteer Bar Staff, via Email, and on the wall of the Bar above the Till."

Noel Giles

Bar Manager

The RAC comment on the Bar Managers Report. Please refer to Item 6.6 & the addendum.

With regards to the funds from the Containers for Change initiative, the RAC is delighted that the funds are going to the school & pointed out that it was impossible to find anyone in the Village prepared to do the collections & deposit the bottles & containers on our behalf.

## **9. General Business.**

9.1 JD Had suggested the RAC move a motion re Bus Hire subsidies. This matter was shelved.

### **New Projects.**

9.2 Resurfacing Patio Area. SD. ref 6.12.

9.3 Swimming pool handrail. SD. ref 6.11.

9.4 Pool Area furniture. JD & DH. Quotes were submitted to provide more furniture. Due to the costs & funds already committed the RAC decided that this initiative be shelved for the present.

9.5 Roofing patio Areas. JD & VM. ref 4.6.

9.6 RAC requested KW to ask Ailyn Lewis to order 3 skip bins for Residents' use, to be delivered early May.

9.7 JC Social-Sub Committee Terms of Reference.

The RAC will discuss this at the next meeting.

The present Social-Sub Committee declined to provide input into drafting of the Terms of Reference.

9.8 Hilary Warburton re Library Information for New Residents. Information will be added to Residents Association Booklet.

Meeting Closed 11:15am.

Next RAC Meeting 9am Friday 12th April.