

AVEO PEREGIAN SPRINGS COUNRTY CLUB RESIDENTS' ASSOCIATION.

Minutes of Committee Meeting held on Friday 13th September 2019.

At 9:04 am Chair Jan Corlett opened the meeting.

1. Attendance & Apologies:

Chair, Jan Corlett; Treasurer, Sue Day; Secretary, Karen Wright; Committee Members, Denise Hattenfels, Desolie Gleeson, John Davies and Wayne Collard. Village Manager Nole Beardwood.

2. Confirmation of Previous Minutes:

Moved Sue Day, 2nd Desolie Gleeson 'that the minutes of the previous meeting are a true & accurate record'. Carried.

3. Business Arising from the Previous Minutes:

- 3.1 Update on Defibrillator
- 3.2 Update on smokers outdoor seating area
- 3.3 Update on TV in foyer for promoting Village Events
- 3.4 Update on purchase of new National flags.

Items 3.1-3.4 see Village Managers report.

3.5 QGM's & AGM's \$2.00 drinks. Bar Manager confirmed that the \$2.00 drinks special for QGM's & AGM's apply to beer and wine only.

3.6 Patio Roofing update. Village manager Nole will approach Mark Eagleston about AVEO covering the costs to council & engineer's appointment.

To avoid unnecessary delays it was moved by John Davies & 2nd Sue Day 'that up to \$1100 be approved for the appointment of an engineer to submit plans to council for approval of the erection of roofing material over two Manor patios'. Carried.

Secretary is to write to Mark Eagleston requesting AVEO cover all or part of the estimated total costs of \$2100.

3.7 Commemoration Advisory Panel. As a result of her request for members of this Panel Jan Corlett was pleased to announce that the following will be members:- Harold Bartlett, Peter Wright, BJ Hampton, Anne Hatten, Wayne Collard, Trevor Payne and Jan Corlett. The Panel's first meeting will be held on Monday 16th September.

4. Village Managers' Report: Nole Beardwood

- ***Update on Defibrillator (3.1)***

- Mark Eagleston has approved purchase of Defibrillator from Team Medical Supplies @ \$2,095. (Under the Capital Replacement Fund)
- VM has advised supplier and is awaiting delivery, will consult with RAC in regards to placement in community centre when unit arrives.
- It was agreed that the defibrillator be paced on the wall outside the Gym/ Drs Office.

- **Smokers Outdoor Seating Area (3.2)**

- VM still seeking costs and options for seating area has confirmed however with previous supplier that they are only able to supply Nardi bench (as per bowls area).

- **TV in Foyer (3.3)**

- VM has confirmed installation of TV bracket etc. @ \$300 + GST. VM to seek clarification of committee in regards to size required for TV and will source quotes through Harvey Norman Commercial (Aveo approved supplier) and submit request for purchase by Aveo under CRF to Mark Eagleston – GCM Northern Queensland.
- It was agreed that a screen measuring approx. 70” would be required.

- **Purchase of National Flags (3.4)**

- VM can confirm two new fully sewn Australian Flags (90cm x 180cm) have arrived from Australian Flag Makers at total cost of \$376.20 inc GST. The invoice has been coded to GSF for payment. New flag is up on main flagpole and second flag is being held in reserve for Anzac day and other special event days as needed.
- After discussion it was agreed that the flags would be alternated so that wear and tear would be evened out.

- **Village Manager – New Items:**

- VM can confirm new restaurant pricing has been implemented and new charges are being applied to levy spreadsheets.
- Golf Buggy (Bruce): VM to advise that on late Friday 6th or early Saturday morning 7th September our golf buggy (Bruce – 4 seater) was stolen from outside community centre and found in the Peregrin Springs Golf Course dam on hole 13th the following morning. Incident has been reported to the Coolool Police station and is currently in the process of insurance claim and repair / replace. VM to update RAC next committee meeting.

Village Manager, Nole Beardwood, left the meeting at 10:05am.

5. Outward Correspondence:

5.1 Confirmation letter to Jonathan Anstock re his appointment as entertainer for Anniversary Party at a cost of \$400.00.

5.2 Email letter to Mark Eagleston requesting AVEO purchase a Defibrillator for our village.

5.3 Email letter replying to Rebecca Crockett of St Andrews' College letter regarding closer interaction with the school.

5.4 Letter of thanks to Barry Trollope for his participation in the Village's Pat a Pooch Day.

5.5 Email correspondence between RAC members re flying minute: Moved Sue Day' that up to \$10 be allocated to replace the coffee belonging to the Computer Club and used on the Villages' Putt Putt Day', 2nd John Davies. Carried.

5.6 Email correspondence between RAC members re 2 flying minutes to approve

5.6.1 'that up to \$100.00 be provided to cover the cost of finger food for the AFL Grand Final event' moved Sue Day, 2nd Karen Wright. Carried.

5.6.2 'that \$400 be provided for entertainment at a Social Evening on Tuesday 24th September' moved Sue Day 2nd Karen Wright. Carried.

5.7 Letter of thanks to Marty Duell for organising the Putt Putt Day.

5.8 Email letter of thanks for the Anniversary Party from Chair Jan Corlett to Village Manager Nole Beardwood.

5.9 Email correspondence between RAC members re flying minute: Moved Sue Day 'that up to \$70 be spent on a suitable departing gift for Alli as a gesture of our appreciation of her time with us' 2nd Karen Wright. Carried.

5.10 Email correspondence between Chair Jan Corlett and Mark Eagleston regarding Anniversary Party matters also matters of concern with Village Manager Nole Beardwoods' time spent managing two villages.

Moved John Davies 2nd Sue Day 'that the outward correspondence be endorsed'. Carried.

6. Inward Correspondence:

6.1 Email correspondence between Secretary Karen Wright & Jenny Nott of Sea Change Style re a Fashion Parade.

6.2 Email correspondence re rate rebates for AVEO residents between John Davies and AVEO Community Operations Manager Julie Andrews.

6.3 Letter from AVEO re Personal Emergency Response Solution [PERS].

6.4 Letter from Noosa Concert Band offering a performance on 7th December.

6.5 Email from Peter Newey proposing Carpet Bowls.

6.6 Email from Denny Birang requesting RAC ratify Bar Opening on Grand Final Day.

6.7 Email from John Hooper re Village procedures in an emergency.

Item 6.1 Karen told the meeting that Sea Change Style will be holding a fashion parade in the Manor from 10am to 12 noon on Tuesday 1st October. 3 residents will be volunteer models.

Item 6.4 After discussion during which it was reported that the Noosa Concert Band provides music scholarships to young musicians it was moved Wayne Collard 2nd, Denise Hattenfels 'that \$400 be donated to the Noosa Concert Band for their performance on 7th December at 2pm, on the understanding that the NCB provides scholarships to young musicians.' Carried.

The Bar Managers will manage opening times on the day.

Secretary is to write to Mick Wallace regarding this outcome and to advise him that considering the proposed donation the NCB will not need to take up a collection on the day.

Item 6.5 The committee discussed Peter Newey's proposal at some length. However, it was agreed that it would require much organization and given that the mat would be heavy to manage by residents it was agreed unanimously that at this time we are unable to accommodate his suggestion.

Secretary will write to Peter Newey thanking him for his idea.

Item 6.6 The Committee is happy for the Bar to be open. Secretary to write to Denny Birang regarding this.

Item 6.7 John Hooper raised concern regarding the recent Fire Emergency and the situation for people living in ILU's [Independent Living Units]. Chair, Jan Corlett informed the meeting that updated information will be provided to occupants of ILU's possibly in the form of a booklet.

Moved John Davies 2nd Sue Day 'that the inward correspondence be accepted' Carried.

7. Treasurers' Report: Sue Day.

Residents Association Report for August 2019											
Date	Pay Req	Detail	Main	Imprest	Bar	Social	Sundry	Aveo	Bar	Library	Petty
	No		Account	Account	Takings	Comm		Cost	Supplies		Cash
		Balance C/F		\$3,000.00							\$48.40
DEPOSITS											
13.08.19		Bar Takings	\$757.50		\$757.50						
13.08.19		Wake 1st August	\$138.00		\$138.00						
22.08.19		Bar Takings	\$815.45		\$815.45						
27.08.19		Bar Takings	\$844.50		\$844.50						
31.08.19		Proceeds of Raffle F Day	\$378.10			\$378.10					
03.09.19		Bar Takings	\$51.15		\$51.15						
03.09.19		Bar Takings	\$188.00		\$188.00						
		Total Receipts	\$3,172.70		\$2,794.60	\$378.10	\$0.00	\$0.00		\$0.00	
PAYMENTS											
							\$0.00				
11.08.19	86	Imprest A/c	\$494.84	\$494.84							
		Dan Murphys		-\$425.24					\$425.24		
		Coles		-\$69.60					\$69.60		
25.08.19	87	Fathers Day Raffle	\$134.35			\$134.35					
26.08.19	88	Imprest A/c	\$1,729.68	\$1,729.68							
		Dan Murphys		-\$1,507.63					\$1,507.63		
		Coles		-\$222.05					\$222.05		
27.08.19	89	Library Books	\$211.50							\$211.50	
27.08.19	90	Fathers Day Raffle	\$63.88			\$63.88					
28.08.19	91	Replace Comp/ Club Coffee	\$9.00				\$9.00				
28.08.19	92	Librarian gift	\$71.80				\$71.80				
31.08.19	93	Music 15th Anniversary	\$400.00				\$400.00				
31.08.19	94	Imprest A/c	\$1,197.64	\$1,197.64							
31.08.19		Alcohol for Party Aveo		-\$1,105.71				\$1,105.71			
		Dan Muphys		-\$91.93					\$91.93		
		Total Payments	\$4,312.69	\$3,000.00		\$198.23	\$480.80	\$1,105.71	\$2,316.45	\$211.50	\$48.40
		Cash Book Bal. F/Ward	\$15,384.71								
		Plus Receipts	\$3,172.70								
			\$18,557.41								
		Less Expenditure	-\$4,312.69								
		Cash Balance	\$14,244.72								
Bar report at end of											
		Bar Takings		\$2,794.60							
		Opening Stock	\$1,856.29								
		Plus Purchases	\$2,316.45								
		Less Closing Stock	-\$2,347.89	-\$1,824.85							
		Cost of Sales	\$1,824.85								
		Operating % Profit	35%	\$969.75							
ASSETS & ACCRUALS											
		Aveo Accrual	\$1,105.71								
		Bank	\$14,244.72								
		Imprest AC	\$3,000.00								
		Bar Float	\$300.00								
		Petty Cash	\$48.40								
		Bar Stock	\$2,347.89								
		Select Dining	-\$148.50								
		Total	\$20,898.22								
<p>Aveo have been invoiced for \$1105.71 being alcohol for 15th Birthday Anniversary purchased on their behalf Aveo (Select Dining) still have not invoiced RAC for food on 4th July for Open Table lunch for new residents Both of the above amounts taken into account in the list of RAC Assets and Accruals area above Profit from Fathers Day Raffle \$179.87</p>											

Moved Sue Day, 2nd Jan Corlett 'that the Treasurers Report be accepted'. Carried.

8. Sub-Committee Reports:

8.1 Social Sub-Committee Report. John Hooper.

Info. for bulletin could include that there have been several requests for use of the Kitchen which have been approved.

The Suggestion Box has had a feast of ideas for social events including the following:

1. Ideas for two different photo competitions,
2. Celebration of various yearly events involving celebration days or costumed events.
3. Visits to various places e.g. Wineries or Exhibitions,
4. Culinary competition.
5. Celebration already arranged for AFL Finals.

Enquiries in hand regarding possible Croquet facilities.

8.2 Bar Managers Report. Wayne Collard.

Wayne Collard gave a brief verbal report to the committee reporting that Fridays continue to be very popular. For example, last Friday [6th September] there were 81 patrons to the Bar. The committee was sad to hear that long- standing Bar man and past Licensee Ron Heather was retiring. The committee is most grateful for Ron's service and wishes him well. Secretary to write to Ron.

9. General Business:

9.1 New locks for Manor bar.

9.2 Birthday Card Drinks.

9.3 Croquet Lawn

9.4 BBQ Cleaning Roster, cleaning materials & BBQ Professional Clean.

9.5 Skips for October.

9.6 Fathers' Day Raffle.

9.7 Remembrance Day.

9.8 RAC Newsletter.

9.9 'Thought of The Day'

9.10 Flying minutes.

9.11 Meeting dates.

Item 9.1 The Village Manager & Bar Managers will organise a new main lock and new padlocks for the Bar.

Item 9.2 Wayne Collard informed the committee that the Bar Managers will be implementing improved accounting procedures for Birthday Card free drinks.

Item 9.3 Village Manager is collating cost estimates for Croquet Lawn installation.

Item 9.4 Wayne Collard reported that the BBQ cleaning roster is working well.

Denise Hattenfels agreed to replace BBQ cleaning products as needed. Wayne will check BBQ's to see if professional cleaning is required.

Denise reported that a new list was required for the washing of the table cloths used at the monthly BBQs. She undertook to organise a new list for 2019-2020.

Item 9.5 Secretary is to email Ailyn Lewis requesting she order 2 skip bins for residents use to be delivered Friday 11th October & picked up on Friday 25th October.

Item 9.6 The raffle was well supported and a profit of \$233.75 was made. The RAC thanked to Social Committee for organizing the raffle at such short notice.

Item 9.7 Remembrance Day. The Commemoration Advisory Panel's inaugural meeting will be held 16th September to begin planning for Remembrance Day.

Item 9.8 Second Edition has gone out. The Newsletter is primarily for promoting Residents' Association Committee News.

Item 9.9 Bar Managers would like to add a light-hearted 'Thought for The Day'. The idea was enthusiastically welcomed by the committee. Moved Wayne Collard, 2nd Sue Day 'that up to \$50.00 be spent on a white board sign for the Bar Area, plus materials for its' use'. Carried unanimously.

Item 9.10 Flying minutes. See outward correspondence.

Item 9.11 Below are the dates for Residents' Association Meetings for the next few months:

Residents' Association Committee Meeting 9am Friday 11th October.

Quarterly General Meeting for all residents 2pm Tuesday 29th October.

Residents' Association Committee Meeting 9am Friday 8th November.

Residents' Association Committee Meeting 9am Friday 10th January 2020.

Quarterly General Meeting for all residents 2pm Tuesday 28th January 2020.

Chair Jan Closed the meeting at 11:33am.