

# AVEO PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION.

Minutes of Committee Meeting held Friday 14th February 2020 at 9am.

Chair Jan Corlett opened the meeting at 9.06 am.

## 1. Attendance & Apologies:

All committee members were present. Chair Jan Corlett, Secretary Karen Wright, Treasurer Sue Day, Committee members Desolie Gleeson, Denise Hattenfels, John Davies & Wayne Collard. Village Manager Nole Beardwood sent his apologies. He was attending a training course in Brisbane.

## 2. Confirmation of the previous minutes:

The secretary apologised for the following omission from the January minutes:-  
under 7.1 The social sub-committee are planning a special Happy Hour event for Valentine's Day on Friday 14th February.

“ Moved John Davies 2nd Sue Day ‘that up to \$350 be approved for Raffle Prizes for Valentine's Day, also up to \$300 be approved for free glass of wine, soft drink or beer for the Valentine's Day event, and also up to \$100 be approved for nibbles for the Valentine's Day event.’ Carried unanimously.

Moved Sue Day & 2nd John Davies ‘that including the addition of the above under section 7.1 the minutes of the previous meeting are a true & accurate record’. Carried.

## 3. Business Arising from the Minutes:

### 3.1 Update on new ashtray for smokers.

See Nole Beardwood's report Item 4.

The committee agreed that pavers & gravel for the smoker's area will be a good cost-effective solution.

### 3.2 TV monitor. Procedures for content & use.

There will be weekly updates to the TV video. Efforts are being made to keep it 'snappy' & interesting. The Bulletin will also be produced on an as need basis. Jan Lambert is the producer of both the TV video & the Bulletin.

Residents please note that all items for the TV & Bulletin are to go to the Secretary Karen Wright. [pandkwright@bigpond.com](mailto:pandkwright@bigpond.com)

Jan Lambert is also looking into the feasibility of establishing a secure Residents' Association website in the future.

### 3.3 Update on residents' kitchen dishwasher & small bench top fridge.

See Nole Beardwood's report Item 4.

The committee discussed the possibility of part funding the dishwasher replacement using funds available. The dishwasher is not fit for purpose being too small, has a long wash cycle & ineffective in cleaning. This is a burden for the Social Sub-committee & kitchen coordinators. John Davies agreed to investigate solutions to the problem.

### **3.4 Update on pool cover disposal.**

See Nole Beardwood's report Item 4.

John Chester has requested the blue cover material. The committee agreed to his request.

Wayne Collard will approach Bob Jack re the disposal of the frame by cutting it up into smaller pieces.

### **3.5 Report from Wayne about providing possible support for a Men's Cancer organisation.**

Wayne Collard reported the difficulties in finding small not for profit men's cancer organisations. Karen Wright suggested he tries Movember.

**3.6 Library update.** Karen Wright will be adding Monthly Library book suggestions to the TV videos. In addition, on advice from Isabel Burnett the Librarian, a request that donations of books should be in good condition, recent titles and no reference books please.

**3.7 Update on Residents' Handbook.** Denise Hattenfels has investigated changes needed to the Residents' Handbook. There are only 3 changes required. Denise also suggested a Map of the village could be included. This was met with full support.

Secretary Karen Wright is to print copies of the changes [including the date] plus a map of the village to be distributed to each residence.

John Davies & Desolie Gleeson offered to deliver the material to the residences.

## **4. Village Managers Report:**

### Friday 14<sup>th</sup> February 2020

- ***Update on Smoking area improvements (see Item 3.1)***
  - VM can advise committee replacement (new) stainless steel standing Ashtray has been ordered – awaiting ETA.
  - Unfortunately, no change from last meeting – VM to follow up with supplier
  - VM has requested quote from Luke from Action Maintenance to lay concrete slab for outdoor bench to sit on – will proceed if viable. Luke has suggested that pavers and gravel surround would be a more cost-effective solution.
- ***Update of Resident Kitchen dishwasher & fridge (see Item 3.2)***
  - VM has been advised due to Brookfield transition, CRF expenditure has currently been paused (unless deemed necessary under OHS / Safety or emergency requirements) for next quarter. VM to table with GCM again in upcoming months.
  - Fridge – VM has instructed contractor to dispose of bench top fridge due to it being a non-financially viable option to repair. A similar fridge has been relocated from Chef Ann's kitchen to the Residents' Kitchen.
- ***Update of Pool Cover Disposal (see Item 3.3)***

- Item is pending as VM is sourcing a suitable cost-effective way of disposal, update to be issued on status at next RAC meeting.
  
- **Village Manager – New Items:**
  
- ***Request for Seat outside Yarran Road gate***
  - VM has received correspondence from Bev Baker in regard to request to install outdoor bench seating adjacent to Yarran Road entrance (similar to bench seating at Gracemere entrance).
  - VM to consult CMS (Community Management Statement) and identify village lot boundary vs council property as installation of bench seat will not be allowed on council grounds.
  - If possible, cost consideration of purchase would need to be raised and approved by Body Corporate as it would be on common property
  - VM to provide feedback to committee in next meeting.
  
- ***Aveo and situation of Wi Fi availability in Manor***
  - VM can advise he has previously spoken with Aveo Connect on the issue of free Wi-Fi for the community centre and has been advised Aveo Connect is happy to provide free Wi Fi for Community Centre once there has been 50 x resident sign ups on Aveo Connect (currently around 28). Wi-Fi would be free to all Aveo Connect residents at all times and free for residents / visitors on a one hour per use sign in.
  
- ***Aveo Bushfire Initiatives - \$10,000 funds allocation***
  - VM to advise and consult with RAC on \$10,000 allocation to village as per recent correspondence from Aveo Interim CEO – Jeff Kendrew and Aveo’s commitment to Bushfire Initiatives and funds allocated to Peregian due to high risk for village.
  
- ***RSS results and action plan presentation to Monday 17<sup>th</sup>***
  - VM to advise RAC committee that 2019 RSS (Resident Satisfaction Survey Results) have been provided to VM.
  - VM to request RAC committee meeting with VM and Julie Andrews – Acting Group Community Manager on Monday 17<sup>th</sup> February @ 2pm to discuss results and present the action plan VM and village staff will be focusing on for next 12 months.

Kind Regards,

Nole Beardwood – Community Manager

**Re 4.2 The Secretary is to write to AVEO via Group Community Manager Richard Fahy, strongly urging the installation of free wi-fi in The Manor.** The RAC will be attending an introduction meeting with Richard Fahy on Monday 17th during which Richard will be urged to look into this matter. On his return from annual leave Richard will assume the role of Territory Operations Manager North.

**Re 4.3 Bushfire initiatives. The Disaster Emergency Group will be holding its first meeting on Tuesday 18th.** Present will be convener resident Peter Wright; residents Wayne Collard and John Dulley; Lynda Fraser from the Sunshine Coast Council and Julia Bruynius from the Queensland Fire & Emergency Service; and Village Manager Nole Beardwood.

## **5. Outward Correspondence:**

5.1 11/01/2020. email to John Weeden regarding Request for funding from the Bowlers.

5.2 11/01/2020. email to Bar Managers. Thanking the Bar staff for operating the Bar on Australia Day & for their hard work & dedication in providing the invaluable service to our village community.

5.3 11/01/2020. email to Bar Managers. Providing information re the upcoming QGM in February & confirming times of the meeting & Bar Opening plus the committees' agreement to provide \$2 drinks on that day.

5.4 11/01/2020 email to Trevor Davies. Informing Trevor that if it's OK by him the Secretary will provide monthly information regarding social events in the village.

5.5 16/01/2020. Letter to Steve Jacobson. Thanking him for his kind donation of 36 wine glasses to be use in the Manor Bar.

5.6 22/01/22020. email to Brenda Langmaid requesting clarification regarding the request from the Art Group for funds to run a raffle.

5.7. 27/01/2020. email to Nole Beardwood regarding the proposed Art Show & concerns raised by a member of the Art Group.

5.8 27/01/2020 email to Social Sub-committee, Bar Managers & Kitchen co-ordinators, thanking them for making our Australia Day celebrations a great success.

The secretary is to write to Brenda Langmaid stating that we understand that the proposed Art Show will not be going ahead.

Moved John Davies 2nd Denise Hattenfels 'that the outward correspondence be accepted.  
Carried.

## **6. Inward Correspondence:**

6.1 10/01/2020. Letter from Katie Rose Cottage. The letter thanked us for donations of books, puzzles & games brought to their store by our Librarian Isabel Burnett.

6.2 18/01/2020 email letter from Sylvia Nowlan thanking the committee for their tireless work. Forwarded onto the Bar Managers & Social Sub-Committees.

6.3 23/01/2020. Letter from Brenda Langmaid in regard to proposed Art Show requesting 1. up to \$200 for glass of bubbles on arrival to the Show, 2. up to \$200 donation to purchase raffle

prize[s], 3. formally requesting Manor Bar to be open 3-4 on the Friday, and 4. Social Committee assistance setting up Tea & Coffee on the Saturday from 11-3pm.

6.4 24/01/2020 email reply from Brenda Langmaid to request 5.6 above. Reply stated that raffle proceeds would go to the artists as would proceeds of art sales. Brenda also clarified that she intends to use selected helpers for the tea & coffee & pouring bubbles.

6.5 27/01/2020 Thank you email from Steve & Ainsley Apirana, the duo who performed on Australia Day. They enjoyed playing for us & congratulated everyone for making it a wonderful event.

6.6 28/01/2020 email from John Hooper on behalf of the Social Sub-committee requesting the RAC fund the purchase of cutlery for 100 people at an estimated cost of \$1000.00 & outlining the case for such a purchase.

6.7 28/01/2020 email from Nole Beardwood regarding the drink's fridge in the Residents Kitchen. Included is a report from Vaughan Best of Best Refrigeration which recommended disposal since repair would be more than replacement cost.

6.8 31/01/2020 email from Nole Beardwood & Terry Hatchman informing the Residents' Association of Karol Klajcin's resignation.

6.9 09/02/2020 email from Resident Bev Baker. Bev is requesting the installation of a seat outside the Yarran Road gate similar to the one outside the Gracemere Boulevard Gate. This would be of assistance to Residents' who wait for pick-ups such as the ConXion bus. This email was also cc'd to Nole Beardwood.

Re item 6.6 The secretary is to reply that the request is under consideration. The committee agrees with the idea but believes that the cutlery can be purchased at a much better price. Karen Wright offered to investigate prices online.

Re item 6.9 Village Manager Nole Beardwood has advised that he will personally speak with Bev Baker regarding her request for a seat near the Yarran Road gate.

Moved Sue Day 2nd Wayne Collard 'that the inward correspondence be accepted'. Carried.

## **7. Treasurers Report: Sue Day.**

Residents Association Report for January 2020										
Date	Pay Req	Detail	Main	Imprest	Bar	Social	Sundry	Bar	Bar	Puzzles
	No		Account	Account	Takings	Comm		Expenses	Supplies	
		Balance C/F	\$13,668.83	\$3,000.00						
<b>DEPOSITS</b>										
06.01.20		Bar Takings	\$629.00		\$629.00					
13.01.20		Aveo for Patio Roof	\$1,000.00				\$1,000.00			
14.01.20		Bar Takings	\$650.40		\$650.40					
14.01.20		42 X \$5 Australia Day	\$210.00			\$210.00				
24.01.20		Bar Takings	\$786.05		\$786.05					
24.01.20		63X\$5 Australia Day	\$315.00			\$315.00				
26.01.20		Bar Takings	\$675.80		\$675.80					
28.01.20		Bar Takings	\$575.50		\$575.50					
28.01.20		2 x \$5 Aust Day	\$10.00			\$10.00				
31.01.20		Raffle money	\$252.00			\$252.00				
31.01.20		Bar Takings	\$629.55		\$629.55					
		<b>Total Receipts</b>	<b>\$5,733.30</b>		<b>\$3,946.30</b>	<b>\$787.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>		<b>\$0.00</b>
<b>PAYMENTS</b>										
11.01.20	139	Bowlers Xmas Party	\$200.00				\$200.00			
12.01.20	140	Printer ribbon + 2USB for TV	\$58.58				\$58.58			
15.01.20	141	Imprest A/c	\$1,127.93	\$1,127.93						
15.01.20		Coles		-\$96.95					\$96.95	
		Dan Murphys		-\$970.83					\$970.83	
		Wristbands & L Arch Files		-\$47.68			\$47.68			
		Raffle for 14th Feb		-\$12.47		\$12.47				
24.01.20	142	Imprest A/c	\$1,852.86	\$1,852.86						
		Coles		-\$120.32					\$120.32	
		Dan Murphys		-\$1,240.62					\$1,240.62	
		Raffle for 14th Feb		-\$19.21		\$19.21				
		Australia Day		-\$341.33		\$341.33				
		Wine stoppers & sealers		-\$50.94				\$50.94		
		Champagne Buckets		-\$80.44				\$80.44		
25.01.20	143	Imprest a/c	\$361.00	\$361.00						
		Aust Day Sausages & tins		-\$361.00		\$361.00				
27.01.20	144	Noosa Heads Lions Club	\$250.00				\$250.00			
28.01.20	145	Imprest a/c	\$802.33	\$802.33						
		Dan Murphys		-\$609.40					\$609.40	
		Coles		-\$129.62					\$129.62	
		Aust Day		-\$63.31		\$63.31				
28.01.20	146	Open table 6 New Residents	\$99.00				\$99.00			
29.01.20	147	Puzzles for Manor	\$56.99							\$56.99
29.01.20	148	Music Australia Day	\$400.00			\$400.00				
02.02.20	149	Imprest A/c	\$302.41	\$302.41						
		14th Feb Raffle		-\$302.41		\$302.41				
		<b>Total Payments</b>	<b>\$5,511.10</b>	<b>\$0.00</b>		<b>\$1,499.73</b>	<b>\$655.26</b>	<b>\$131.38</b>	<b>\$3,167.74</b>	<b>\$56.99</b>

Cash Book Bal. F/Ward	\$13,668.83
Plus Receipts	\$5,733.30
	<b>\$19,402.13</b>
Less Expenditure	-\$5,511.10
<b>Cash Balance</b>	<b>\$13,891.03</b>

Bar report at end of January 2020		
Bar Takings		\$3,946.30
Opening Stock	\$2,593.57	
Plus Purchases	\$3,164.74	
Less Closing Stock	-\$3,158.07	-\$2,600.24
<b>Cost of Sales</b>	<b>\$2,600.24</b>	
<b>Operating % Profit</b>	<b>34%</b>	<b>\$1,346.06</b>

ASSETS	
Bank	\$13,891.03
Imprest AC	\$3,000.00
Bar Float	\$300.00
Bar Stock	\$3,158.07
<b>Total</b>	<b>\$20,349.10</b>

Moved Sue Day 2nd Wayne Collard 'that the Treasurers Report be accepted'. Carried.

## **8. Sub-committee Reports:**

### **8.1 Bar Managers Report. Wayne Collard.**

The report was presented at Tuesday's [11th February] QGM. Wayne added that the Bar is running smoothly!

### **8.2 Social Sub-committee Report.**

The report was presented at Tuesday's [11th February] QGM.

## **9. General Business:**

**9.1 Commemoration Advisory Group.** Jan Corlett reported that the group has had its' first meeting for 2020. Planning is in motion for this year's Anzac Day. St Andrew's School will be involved. Peter Wright will provide a running sheet. Jan Lambert will produce the program. The next meeting will be in March.

**9.2 Residents contribution to special events.** The committee discussed the issue of resident's contribution towards heavily subsidised events such as our recent Australia Day event. Treasurer Sue Day pointed out that the \$5 charge was a nominal amount charged to residents. The cost of the event was heavily subsidised by the Residents' Association. The food component was only a small part of the events costs. For such events all residents are required to pay the entry fee whether they are eating or not. That is why all residents who paid received a wrist band.

**9.3 Birthday Cards & Birthday Drinks.** To clarify: - The Birthday Cards come from the Office. The Residents' Association pays for the free Birthday Drink on presentation of the Card to the Manor Bar.

The secretary is to write to Temeika Lewis requesting she adds to the birthday message 'As a gift from the Residents' Association, present this card to the Manor Bar for your free Birthday drink'.

### **9.4 New Start times for QGM and AGM meetings.**

Moved Jan Corlett 2nd Desolie Gleeson 'that from now on QGM & AGM meetings will commence at 3pm to be followed by Happy Hour'. Carried.

### **9.5 BBQ cleaning Roster.** Wayne Collard will produce a new roster for this year.

**9.6 Electricity running costs in The Manor.** The cost of running the ageing Air-conditioning in The Manor is adding huge costs, bringing the current monthly bill to close to \$7000. This exorbitant cost affects all residents' levies. The Village Manager Nole Beardwood has had advice from an air-conditioning technician that the three wall mounted split systems should be operated at the same time as the ducted Air. Operating both systems concurrently is more efficient and will help us to keep the monthly cost down.

Residents will be advised that if they feel discomfort whilst in close proximity to the wall mounted systems it is suggested that they move to a more comfortable area.

AVEO is planning to replace the air conditioning in The Manor within the year as a capital replacement cost.

Chair Jan Corlett closed the meeting at 11:26am.

## **10. Date & Time of next committee meeting:**

**Friday 13th March at 9am.**