

AVEO PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION.

Minutes of Committee Meeting held Friday 13th March 2020.

1. Attendance & Apologies:

All committee members were present. Chair, Jan Corlett; Secretary, Karen Wright; Treasurer, Sue Day; Committee members, Denise Hattenfels, Desolie Gleeson, John Davies & Wayne Collard. Also present, Village Manager, Nole Beardwood. Chair, Jan Corlett opened the meeting at 9:02am.

2. Confirmation of the previous minutes:

Moved John Davies & 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 Residents' Association web-site proposal research. Jan Corlett led the discussion. It was agreed that the committee needs to decide what we require. The idea of a web-site has lots of potential. Committee members were encouraged to think on this, then we will ask for a detailed proposal from Jan Lambert. After the elections for the Committee later this year, the proposal can be put to the new committee for an informed decision.

3.2 Residents' Kitchen dishwasher update. See Village Managers Report.

3.3 Pool cover update...pending.

3.4 Support for Men's Cancer. Wayne Collard reported to the committee that he is having ongoing talks with the Sunshine Coast Prostate Cancer Support Group.

3.5 Smokers' Area update. The area is greatly improved. Village Manager, Nole Beardwood, is still waiting on delivery of a new smokers' disposal unit.

3.6 Seat at Yarran Road gate. It was agreed that the spare seat at present outside the snooker room will be relocated to the Yarran Road gate. Village Manager Nole Beardwood will supervise the relocation.

3.7 Cutlery for the Residents' Kitchen. Moved Desolie Gleeson 2nd John Davies 'that up to \$600 be allocated for the purchase of cutlery for the Residents' Kitchen'. Carried. Secretary is to inform the Kitchen Coordinators.

3.8 Residents' Birthday Cards. Temeika Lewis has designed lovely birthday greetings to be inserted into the Residents' Birthday cards. The new greetings invite recipients to enjoy a free birthday drink at the Manor Bar courtesy of the Residents' Association.

3.9 BBQ Cleaning roster. Wayne Collard agreed to an item going into the RAC Bulletin requesting volunteers for the cleaning roster. All volunteers are to contact him.

3.10 Manor electricity running costs. Residents' are assured that Manor Residents pay their own apartment electricity accounts. The area of concern is the Manor Community area. The trial, which will be running until 31st March, means that the split systems will remain in operation. Meanwhile the Village Manager Nole Beardwood is continuing to

call for quotes for replacement of the existing HVAC system. The new system will enable individual rooms to be controlled, ie turned on/off.

4. Village Managers' Report:

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- ***Update of Resident Kitchen dishwasher & fridge (3.2)***
 - VM has requested a price from Harvey Norman Commercial on Fisher & Paykel 60cm Stainless Steel Dishwasher - TBC
 - VM has spoken to Hobart Rep (commercial dishwasher supplier as used in kitchen) in regards to costs and options for installation of a small commercial standard dishwasher – similar to below. Rep has advised he will require further time to investigate options, but has suggested Model – Ecomax 504 Under counter Washer @ \$4,358 + GST which has a 60 / 150 second cycle time and an automatic chemical dispenser. Rep would need to look at proposed area for installation to see if possible.
 - VM to discuss pro's & con's with committee
- ***Update of Pool Cover Disposal (3.3)***
 - Item is pending. Nothing further to report.
- ***Update on Smoking area improvements (3.7)***
 - VM can advise that Action Maintenance has completed paving work in smoker's area; area is much more secure as a result.
 - VM has ordered the below pole mounted cigarette bin and will install once arrived
- ***Update on Seat at Yarran Road gate (3.7)***
 - VM can advise Body Corporate Committee have approved the placement of a new seat in Yarran Road entry as per below example at Gracemere Entry.
 - VM to discuss cost and responsibility of cost with RAC.
- ***Update of Pool Cover Disposal (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:**
 - Covid 19 – VM to provide update for Residents Association on actions taken to date and planned actions underway.
 - VM to request meeting with RAC to present new Retirement Living Code of Conduct
 - VM to update committee on Budget prep for FY 20 / 21

Notes from the RAC meeting: provided by Nole Beardwood on Wednesday 25th March.

VM addressed RAC on initiatives taken to date for prevention of the Covid 19 Virus, these include:

- All visitors to register on entry and complete questionnaire to minimise risk of entry for potential carriers
- All community centre doors have been closed except for main entry and will remain closed until further notice (allowing staff to control one point of entry)
- Additional signage has been placed on all doors and entry into community
- Community centre closure time has been bought forward to 7.30pm each night
- Additional staff to man desk from 16.30 - 19.30 Monday to Friday and 0800 - 19.30 on weekends to capture visitors (Cost borne by Aveo Corporate)
- Additional cleaning and sanitation being undertaken twice daily in community centre to prevent spread of virus (Cost borne by Aveo Corporate)
- Staff undertaking additional Outbreak and Infection control training
- All Aveo social activities to be banned and Aveo to recommend to RAC to ban resident social gatherings
- Potential further restrictions to follow, VM will meet with RAC Exec and update on progress

VM to arrange for a time to present the new Retirement Living Code of Conduct to all RAC members, VM to request a convenient date (to be paused due to current restrictions)

VM advised Budget meetings have commenced and progressing as plan, Aveo Finance have advised Peregian will be one of the first villages to be completed this year with a planned Budget presentation due early April (TBA at this stage due to Covid 19)

4.1 John Davies brought to the attention of the Village Manager & fellow RAC members, that 2 days after our meeting with Richard Fahy, AVEO Manager Queensland North, during which he stated that replacement of the HVAC air-conditioning units was a priority, the situation had changed with the new Bowling Green Surface becoming the top priority.

Village Manager, Nole Beardwood commented that the Bowlers had made an excellent job of providing a short-term solution at little cost enabling the continuation of Bowls for the interim. The VM is continuing to obtain the necessary 3 quotes for the replacement of the H-VAC, and is also investigating replacement costs of the Bowling Green.

4.2 Chair Jan Corlett lead discussion on use of the Private Dining Room. It has been of concern that the PDR, the only area in the Manor which can be used for private meetings has been increasingly used by activity groups & on many occasions there has been a clash in occupancy. It is important that the PRD is preserved only for Private Functions and Business Meetings.

Moved John Davies, 2nd Sue Day 'that the Private Dining Room be kept for Private Functions and Business meetings at all times'. Carried.

Secretary Karen Wright is to write to conveners of Pilates, Mahjong and Bingo activity groups, informing them of this decision & suggesting their groups use other areas of the

Manor such as the Dining Annex. The blinds installed in the Annex can be used for privacy.

Residents' are reminded that furniture moved to accommodate their Group Activity must be reinstated to original position at the conclusion of the Activity and remove any debris. All residents are required to clean up after themselves.

4.3 The RAC together with the Village Manager decided to hold the April meeting on Thursday 9th April, thus avoiding Good Friday.

4.4 Moved Desolie Gleeson 2nd Denise Hattenfels 'that 2 large low skip bins be ordered for delivery 27th April' Carried.

It is to be noted that the skip bins are for Residents' use only & are paid for by the Residents' Association.

The Secretary is to write to Temeika Lewis & request she orders the Bins.

4.5 The RAC suggested that the Springs Cafe menus can be promoted on the TV in the Foyer on a weekly basis.

4.6 There has been an infestation of maggots in rubbish bins. Residents in ILU's need to be reminded that food scraps are to be frozen until Sunday nights after which the frozen rubbish can be placed into the waste bins.

4.7 Secretary Karen Wright asked Village manager Nole Beardwood if AVEO was getting advertising revenue from Ads which appear in the AVEO newsletter. Nole Beardwood informed the Committee that there is no advertising revenue gained by AVEO.

10:23 Village Manager Nole Beardwood left the meeting.

5. Outward correspondence:

5.1 18/02/20 email from Secretary Karen Wright to Social Sub-Committee re cutlery for Residents' kitchen. Karen had done online research & found good quality cutlery for up to 120 people from \$500-\$600. Karen also thanked the Social Sub-Committee for their efforts providing a lovely evening on Valentine's Day.

5.2 20/02/20 email to the RAC. A flying minute proposed by Jan Corlett, 2nd by Sue Day 'that up to \$50 be approved for the purchase of prizes for the Best Dressed man & woman at this years' St Patrick's Day Happy Hour'.

5.3 21/02/20 email to Temeika Lewis requesting wording in the cards to express that the free birthday drink is a gift from the Residents' Association.

5.4 23/02/20 email to Brenda Langmaid confirming that the proposed Art Show will not be going ahead.

5.5 23/02/20 email letter to Richard Fahy, Aveo Manager, Queensland North. The RAC strongly requests that Aveo investigates installing free wi-fi in The Manor community common areas. cc'd to Nole Beardwood.

5.6 01/03/20 email to RAC requesting a flying minute proposed by Jan Corlett 2nd Karen Wright 'that the Race approves up to \$230 for the purchase by Bob Jack of a second storage cupboard'.

Moved Denise Hattenfels, 2nd John Davies 'that the Outward Correspondence be accepted'. Carried.

6. Inward Correspondence:

6.1 11/02/20 email from Nole Beardwood advising the RAC that Aveo has awarded our village a community support award of \$10,000 to utilise on Bush fire Initiatives for our village.

6.2 12/02/20 email to Sue Day from librarian Isabel Burnett, forwarded to the RAC. Isabel is seeking approval to have new library details uploaded onto the TV video in The Manor foyer.

6.3 21/02/20 email replies from the RAC unanimously agreeing to flying minute 5.2 above.

6.4 26/02/20 email letter from Bev Baker regarding the provision of a seat near the Yarran Road gate now that the gate is open during daytime. Forwarded onto Nole Beardwood.

6.5 27/02/20 Reply from Temeika Lewis with graphics & wording for Birthday cards.

6.6 1st & 2nd March email replies from RAC to flying minute email 5.6 with unanimously agreement to the proposal.

6.7 04/03/20 email received from Bruce & Glenda Townsend regarding the Gracemere Boulevard gate failures. This email was forwarded onto the Village Manager & the Secretary of the Body Corporate on 04/03/20.

6.8 06/03/2020 email letter from Bar Manager Sharon Jack regarding incident at the Bar with a rude resident during Happy Hour on Friday 6th March.

Re 6.8. The Committee unanimously urged the Secretary, Karen Wright, to write to the Resident regarding his rude behaviour which will not be tolerated.

Bar Manager Wayne Collard will ask Bar Manager Bob Jack to source a sign for the Bar telling patrons that anti-social & rude behaviour will not be tolerated in The Manor Bar.

Moved Wayne Collard 2nd John Davies 'that the inward correspondence be accepted'. Carried.

8. Manor Bar Report: Wayne Collard.

Residents are reminded that the Manor Bar has set trading hours on Tuesdays & Fridays from 4-6pm.

9. General Business:

9.1 Residents are reminded that on BBQ nights they are required to dispense with their rubbish responsibly either by taking it home or placing into the bins provided. Whilst the Manor Bar is open residents cannot consume alcohol brought from home. To do so contravenes our liquor license.

9.2 Dog owners are reminded that they must remove dog droppings whilst walking their dogs.

9.3 RAC Bulletin. Secretary Karen Wright put to the committee the case for expanding the RAC Bulletin to be an avenue for all residents & their activity groups. It being many months since the demise of the Country Club Courier and no resident coming forward to start up a residents' newsletter Karen Wright moved 2nd Desolie Gleeson, 'that the RAC Bulletin be renamed The Residents' Association Village Bulletin, and that it includes information on residents' activities. This Bulletin can be produced on a monthly basis after the Residents' Association Committee meeting thus capturing news from that meeting.' Carried.

It was agreed that all copy is to be forwarded to the secretary, Karen Wright. Chair, Jan Corlett will be the editor. Jan Lambert will continue as producer.

9.4 New Residents' Welcomes. The next New Resident lunch is being organised by Jan Corlett & Denise Hattenfels.

9.5 Secretary Karen Wright had difficulty accessing the Residents' Association filing cabinets located in the storeroom. The problem is 2 fridges are in the way. There is also a fridge in the Art Room which appears to only be used to chill some glasses & a few bottles of water. This is a wasteful use of electricity!

Karen is to raise the issue with the Village Manager.

9.6 Due to a vacation coming up, John Davies gave advanced apologies for his absence at the next committee meeting.

Meeting closed at 11:10am

Next meeting Thursday 9th April at 9am in PDR.