

AVEO PEREGIAN SPRINGS RESIDENTS' ASSOCIATION

**Committee Meeting, Tuesday, 17th June, 2025, 9.00 a.m. Meeting Room,
The Manor**

MINUTES

Meeting opened at 9.02 a.m.

1. Attendance and Apologies

John Parsons (Chair), Robyn Palmer (Treasurer), Sharon Jack (Secretary), Committee Members, Kerry Jewell, Bob Jack, Judy Wrigley and Brian Palmer.

Definition:

"The Committee" means: The Residents Association Committee.

2. Confirmation of previous Minutes

Judy Wrigley moved that the previous Minutes be accepted.
Seconded by Brian Palmer

3. Present by Invitation

Apologies from Community Manager, Cosimo Ronconi and Assistant Community Manager, Isabelle Jones.

4. Community Managers Report

Report from CM, Cosimo Ronconi not available..

5. Business arising from previous Minutes

5.1 Bus Trips

Our 3rd Bus Trip to Montville and Lunch at Secrets On The Lake was very successful with 44 residents enjoying a lovely day out. Thank you Ray Larke for organising the Bus Trip.

5.2 EPOSNOW

Secretary, Sharon Jack thanked Treasurer, Robyn Palmer for utilising the EPOSNOW Accounting function, assisting with documenting the process and imbedding it into our financial system. Time saved from manual recording of sales and revenue is a substantial benefit, as well as minimizing the risk of errors and improving the accuracy of our financial records.

We now have Real Time reporting to track our sales, expenses and revenue accurately and efficiently. EPOSNOW with its extensive reporting capabilities, handles this for us automatically.

As we trade, EPOSNOW collects and collates our sales data,. including card and cash sales and revenue by category, i.e., Bar Sales, Events, Raffles, Bus Trips , etc.

This data is then converted into easy-to-read business reports with up-to-the-minute information. We can access our business reports at any time from EPOSNOW.

5.3 Raffles

A Mid Year Raffle of Ronelle Bradford's generous donation of premium wines and Reidel Wine Glasses is underway and will be drawn at the Dress to Impress Event on the 25th June. Sales of Raffle tickets have started with good results.

5.4 ARQRV

Secretary, Sharon Jack thanked Brian Palmer for stepping up and attending the ARQRV Zoom Meetings.

Chair, John Parsons commented that Brian's reports are very informative, relevant to our village affairs and very useful.

Brian attended the ARQRV Webinar Zoom Meetings on the 28th May and 10th June.

After each meeting Brian provides comprehensive and valuable feedback to The Committee. Refer to Attachment 1 for Brian's Reports.

5.5 Bocce Court

Approx. 60 residents attended the opening of the Bocce Court on Tuesday, 10th June.

Refer to Attachment 2 for an update on the Bocce Court from Sam Denny.

5.6 QGM and AGM 15th July, 2025

QGM and AGM documents finalised and photocopied by Isabelle. Thank you Isabelle.

Bob Jack collated the documents and Brian Palmer will Letterbox Drop 24th June.

Judy, Wrigley, John Davies, Kerry Jewel and Brian Palmer to manage Sign In and obtain an Updated Residents List.

5.7 Sconetime

86 residents and guests enjoyed scones, cream and jam with coffee at Sconetime.

\$357.74 was donated to Dementia Australia after expenses. Refer to Inward Correspondence for a thank you from Dementia Australia.

6. Correspondence IN

Dementia Australia Donation. Refer to Attachment 3.

Robyn Palmer moved that the inward correspondence be accepted.

Seconded by Kerry Jewell.

Correspondence OUT

No Correspondence OUT

7. Treasurer's Reports for MAY 2025

Revenue for the bar was a little lower than the previous month which was most likely due to the nights getting colder and more wet weather. Also with the bus trip being on a Tuesday, Happy Hour was a little slower that night.

During this month there was a Bus Trip to Montville and Lunch at Secrets on the Lake which was well attended with a small profit of \$120.00 which confirms that our pricing for the bus is about right.

"Sconetime" was well attended by 86 residents and guests and enjoyed by everyone. Many thanks to Anne Marshall for this well organised event and the amount of \$360.74 donated to Dementia Australia.

Our bank accounts are in a healthy position with the main account having a balance of \$16,002.80 and the Imprest account a balance of \$3000.50.

Refer to Attachment 4 for Financial Statement.

Sharon Jack moved that the Treasurers Reports be accepted.
Seconded by Kerry Jewell.

8. Sub-Committee Reports

Kerry Jewell – Bar Co-ordinator.

Refer to Attachment 5

Sue and Geoff Barden – Events Co-ordinators

Report not available.

The Event Proposal for the Christmas Lunch was approved by The Committee.

9. New Business

9.1 CBA – Cancellation of Merchant Facility

The Notification of Cancellation was delivered to the CBA on the 2nd October, 2024, together with the Merchant Facility. However, we have been unable to cancel the Merchant Facility,

The CBA merchant people in Sydney are confused about the Associations identity.

During the period of ownership of the CBA Merchant Facility, the Residents Association Committee changed the name of their header on their Minutes.

This affected:

- Cancellation of the Merchant Facility, and
- Change of address for delivery of statements

The Header on the CBA Contract for the Merchant Facility and the Notification of Cancellation was:

PEREGIAN SPRINGS RETIREMENT COUNTRY CLUB RESIDENTS ASSOCIATION

However, the Header on the Resident Associations Committee's Minutes Meetings was: PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION. The word "RETIREMENT" was removed.

The Committee has been working with various CBA Departments to Cancel the Merchant Facility for some time.

Secretary, Sharon Jack is working with Julie Dong, Business Banking Associate, Business Banking Services to, hopefully, resolve this issue.

9.2 Thank you

Chair, John Parsons, addressed The Committee; this is two members final committee meeting, Judy and Kerry. On behalf of the Committee, thank you for your individual contributions over many years. I have enjoyed working with both of you.

Committee members expressed their gratitude and wished Judy and Kerry all the best for the future.

Meeting closed at 10.15 a.m.

Next Meeting QGM, 15th July, 2025, 2.00 p.m. followed by the AGM.

ATTACHMENT 1 - ARQRV ZOOM MEETING REPORT 28TH MAY – BRIAN PALMER

ARQRV Webinar -28/5/2025

42 Members attended

The session covered a presentation by Katherine Harvey from the Regulatory Services Unit from the Dept of Housing. This unit looks after Retirement Villages Legislation.

One of the issues they are currently focusing on is making a digitalised version of the Village Comparison Documents. This will enable Operators to go online and update these Documents on an ongoing basis.

It will enable the Dept to capture a lot more information in regards to compliance and also giving a snapshot of Villages across the State.

On the Dept website is link to a website which will enable you to compare different Village Comparison Documents.

The next issue they mentioned was that they had issued Part 3 of the Financial Guidance Materials. There is only Part 4 to come which relates to the Audit Report information.

This guidance material related to the changes to the Legislation which will apply to the 2025/2026 Budgets.

Other issues raised were as follows:-

The Dept has an issue before the Courts that they stated will test out parts of the Legislation.

Retirement Villages that are closing where the residents have voted against the closure.

Older Villages transferring to Rental Villages, one of the ways Operators are winding down a Retirement Village.

Maintenance of capital items versus Replacement of capital items.

Some new registrations coming through for Retirement Village.

Next presentation was from Danielle Lim a Solicitor who sometimes attends these sessions.

Danielle mainly discussed in general terms the new Budget process in relation to fees and the fact that it should give a greater visibility to costs.

Also stated they are seeing an increase in disputes over Budget based disputes , some of which are due to a lack of information.

Also seeing an increase in disputes over people leaving Village and the costs involved. The issue mainly being family members not understanding the contracts Mum/Dad signed. Danielle has put together a checklist which she was going to share with the ARQRV.

They touched on briefly the new Homecare Package that comes into effect on the 1/7/2025, however not in any detail.

Judy Mayfield closed the meeting by stating that are looking for new Committee members.

ARQRV ZOOM MEETING REPORT 10th JUNE – BRIAN PALMER

ARQRV Webinar 10/6/2025

42 Attendees

Session was covering two topics:-

1. BY LAWS – SECT 130 130 Retirement Villages Act

The Section states that residents may by special resolution with the agreement of the Operator make, change or revoke By Law.

By Laws are made by residents for residents. Distinct from rules made by the Operator in a residents contract or residents hand book.

Before starting or passing By Laws discussions should be held with the Operator to get their agreement in principle. Can only make a By Law on matters that are in the Common Realm (Communal Area)

Scheme Operator's agreement must not be unreasonably held.

Any inconsistency in the By Laws made by residents and the resident's contract, the provision in the Contract prevails.

The example given was a Village in Nth Qld which has passed a By Law about not allowing dogs in the Village as they do not have a fence, however the residents contract has a clause that allows residents to have a dog. In this case the By law irrelevant.

One of the issues with By laws is there is no provision as to how they are enforced.

2.Residents requesting capital improvements to communal facilities:-

The Act defines what is a capital improvement.

They then discussed the process in requesting a capital improvement . The example used was a request for a second oven in the communal kitchen.

Start by putting a proposal together and put it to the Operator. If the Residents Committee puts it to the Operator then the Operator must get quotes. If after obtaining quotes the Operator does not want to pay for it that's when residents would have to decide if they are to pay for it from a residents fund or by way of a Special Resolution.

Even if the Operator does not want to pay for the improvement they would still have to agree to it in principle.

Two Exemptions :-

Residents want to do capital improvements to their own unit.

Residents asking for something and are going to pay for it.

Session then went on about the process in crafting a Special Resolution.

Webinar finished with a general discussion regarding the election of nominees for a resident committee. There was nothing in this discussion that pertained to our committee.

ATTACHMENT 2 - BOCCE COURT REPORT - SAM DENNY

June 12th 2025

Bocce/Petanque Court report June RAC meeting

The bocce/petanque court is now open for play following a low-key launch at Tuesday Happy Hour. There was a great turnout, with Anne Millier cutting the ribbon and throwing the first boule. The two sets, for bocce or petanque, with a sheet on how to play etc, are in a wheeled container under the BBQ and there is a temporary scoreboard. Cosimo has done some rules, as agreed with manor residents, about times of play. I will offer to help residents get started if they need a demonstration etc. If there are to be competitions with other villages I have asked Jan Corlett to be our team captain as she and Cosimo did a great job of showing their competitive spirit at Palmview.

Final accounting for funds in hand and costs is now between Cosimo and RAC. All credit to Bob for bringing this project approx \$2000 under budget. There may be a need for some minor adjustments or embellishments once the court has been used and we can see how it functions. I will draft a letter to our anon donor for RAC to thank them for their offer, which is no longer required, but was very timely in giving us the momentum to start the work.

ATTACHMENT 3 – SCONETIME DONATION – DEMENTIA AUSTRALIA

From: Fundraising <fundraising@dementia.org.au>
Subject: Dementia Australia Donation Details
Date: 28 May 2025 at 2:51:28 pm AEST
To: "robynbrianpalmer@hotmail.com" <robynbrianpalmer@hotmail.com>

Dear Robyn,

Thank you for your time on the phone and please accept our heartfelt gratitude to everyone involved with the morning tea for your generosity. Your support makes a life-changing difference to families impacted by dementia and is hugely appreciated.

You can donate the funds collected directly into Dementia Australia's bank account using the following details.

Bank: CBA
Account Name: Dementia Australia
BSB: 062 900
Account Number: 1105 0730
ABN: 79 625 582 771
Reference: Peregrine Springs Country Club

Thank you once more for your support. Please do not hesitate to ask if you have any questions or if there is anything else I can help with.

Kind Regards,

Holly

Fundraising

Dementia Australia
PO Box 6042, North Ryde NSW 2113
Phone: [1300 636 679](tel:1300636679)
Email: fundraising@dementia.org.au

ATTACHMENT 4 – FINANCIAL REPORTS – ROBYN PALMER

AVEO PEREGIAN SPRINGS RESIDENTS ASSOCIATION		
FINANCIAL STATEMENT FOR MAY 2025		
DETAIL	MAIN ACCOUNT	IMPREST ACCOUNT
Balance Brought Fwd	\$17,466.98	\$4,000.50
REVENUE		
Eftpos	5,742.17	
Cash	2,458.80	
FREE OF CHARGE		
Birthday Cards	36.00	
Lucky Draw Wines	56.00	
TOTAL RECEIPTS	8,292.97	0.00
PAYMENTS		
CBA - Merchant Fee	24.50	
EPOSNOW	145.20	
Bar Purchases - Stock	2,852.84	
Library Books	143.50	
Sconetime - Expenses	99.74	
Sconetime Morning Tea/Donation Dementia Aust	360.74	
Aveo/Morning Tea for Anzac Day	540.00	
Nibbles for Happy Hour	100.00	
Promotion Lucky Draw - Tuesday nights	56.00	
Promotion - Birthday Card Free Drinks	36.00	
Supplies to position Garden Seats	18.16	
Montville Secrets on the Lake Lunch/Bus Hire	3,300.00	
Supplies for Dress to Impress Dinner	80.47	
Paid to IT for Retirees /Computer Training	3,000.00	
(Grant from Govt has been held in Trust)		
TOTAL PAYMENTS	10,757.15	0
Balance at 1st May	17,466.98	4,000.50
Plus Receipts	8,292.97	
Less Expenses	-10,757.15	
Transferred from Imprest Account	1,000.00	-1,000.00
CLOSING BALANCE	16,002.80	3,000.50
ASSETS		
Main Account	16,002.80	
Imprest Account	3,000.50	
Bar Float	250.00	
Bar Stock	4,284.01	
TOTAL ASSETS	23,537.31	

ATTACHMENT 5 - SUB-COMMITTEE REPORTS

BAR REPORT – KERRY JEWELL

Thank you to everyone who give their time to make social events and special occasions a resounding success. In simple terms if you guys don't turn up the bar doesn't happen.

Bob Jack, ably supported by Ray Larke continues to run free raffles on Tuesday nights for a bottle of wine.

Last Tuesday we had the opening of the Bocce Court during Happy Hour and it certainly increased the numbers, and takings.

Tuesday night happy hours continue to be supported by special event payment evenings, which also increases our turnover.

Thank you also Hazel & Denny for providing us with snacks at Friday Happy Hours.....greatly appreciated.

The change of Liquor Licence has been put on hold due to the QLD government not being able to make a decision. When we know what the final administrative requirements are, the RAC can then decide whether to proceed, or not.

We currently have (9) qualified Bar Volunteers. I would like to thank you all for firstly volunteering and subsequently giving your time to make the bar the success it is. You are a special member of the 3% club of volunteers.

All we ask is for tolerance, & respect.

Kerry Jewell.
Bar Co-Ordinator.