

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

Minutes of Committee Meeting held on

3rd July, 2020

Gracemere Manor,

21 Gracemere Boulevard,

Peregian Springs, QLD 4573

Meeting commenced: 9.02 am.

1. Attendance: George West (Chairman), Cheryl Hodges (Secretary), John Weeden (Treasurer), Terry Gleeson, Arnold Vandenhurk, Tom Shaw, Pat Bowen. Richard O'Connell - Retirement Living Community Manager. Nole Beardwood - Community Operations Manager - Qld North.

Apologies: Nil.

2. Confirmation of Minutes of BCC meeting held on 5th June, 2020.
Minutes accepted as a true & correct record.

Moved: Terry Gleeson. Seconded: Pat Bowen.

3. Business arising from Minutes :

3.1 Bollard & Roadway repairs - Nole Beardwood.

3.2 Clothes Line Walls villas 9,10,104 - Nole Beardwood.

3.3 Up-date on water meters - Nole Beardwood.

3.4 A/C leak & damage, villa 115 - Nole Beardwood.

All items, 3.1 - 3.4 are addressed in Manager's Report, Item 8.

4. Outward Correspondence:

4.1 Gerhard Sliwa, 12/6/2020 - Ref: Air conditioning Villa 115.

4.2 Brenda Langmaid, 12/6/2020 - Re: Repairs to Atrium.

4.3 Pat Charlwood, 12/6/2020 - Re: Peeling plaster tape.

Endorsed: Arnold Vandenhurk. Seconded: Tom Shaw.

5. Inward Correspondence:

5.1 Margaret & Elton Ord, 6/6/2020 - Re: Crack above rear bedroom window.

5.2 Pat Charlwood, 15/6/2020 - Re: Peeling plaster tape.

5.3 Audrey Porter, John & Sylvia Nowlan, 19/6/2020 - Re: Driveway to Units 188/189.

Received: John Weeden. Seconded: Terry Gleeson.

6. Business arising from Correspondence:

6.1 (re 5.1) This issue is part of the Higgins Painting/Maintenance & will be addressed & repaired by them during their schedule currently in progress.

6.2 (re 5.2) Noted & filed.

6.3 (re 5.3) Following discussion, Nole Beardwood & Richard O'Connell will address the issue with a member of the Aveo Asset team as these units are Aveo Way Leasehold & therefore the responsibility of Aveo.

7. Treasurer's Report :

This report is prepared for the July 2020 BCC meeting with the financial information available for May 2020.

INCOME

The income from ILUs and SAs for May was \$677 below budget for the month but only \$850 below budget ytd. Each month this item has brought a comment as to why we are always below budget but last month and this month extra money has been added so that by the end of the financial year (June figures) we should be close to budget.

EXPENSES

During May there was expenditure in only five Accounts.

Quantity Surveyor costs of \$131 is an accrued amount to cover the annual account.

Insurance Claim Expense contains a refund for the excess for an insurance claim.

R&M Roof:- \$150 for repair of a hole in a roof tile.

R&M Catering Equipment:- while nothing has been added this month, there is a ytd total of \$200 which should be removed.

R&M Electrical;- \$1, 348 for replacement of a safety switch at V159 and a timer on the gate.

R&M Garden & Grounds:- \$272 for hand sanitiser and miscellaneous items.

Total Actual Expenditure ytd was \$80,763 and the ytd budget was \$173,996 but we have painting just starting.

BALANCE SHEET

On the Balance Sheet are listed five Term Deposits totalling \$252,490 and a working account of \$79,536 (which agrees with the Reconciliation Report and the Bank Statement for 31st May 2020). Total Accounts Receivable was \$30,449 and Total Liabilities was -\$6,495 giving Net Assets of \$355,980.

Moved: John Weeden.

Seconded: Cheryl Hodges.

8. Community Business Manager's Report: Nole Beardwood.

- **Bollard & Roadway Repairs commencement date (3.1)**
- Update on Crestbrook Place and full section of paver replacement due to OHS risk mitigation and recent incident.
- VM has received one quote from Metalla Construction @ \$12,212 + GST
- VM has received a second quote from Concrete Foreshore @ \$7,590 + GST
- VM awaiting 3rd Quote as Concrete Foreshore is not Sodexo Approved
- Note as per FY20 CRF Budget this cost will be Aveo Capital Replacement not sinking fund

Bollards

- VM has arranged meeting with Committee and Bollard supplier + Steve from Nicklin Electrical on Wednesday 8th July at 1pm to review.

- **Clothes Line Walls – Villa 10 / Villa 9 / Villa 104 (3.2)**

- VM following up with Matt from Metalla Construction, nothing further to bring to committee at this stage.

Outcome: Clothes lines walls to be repaired. Nole Beardwood to organize.

- **Water Meter Update (3.3)**

- VM has spoken with Nikkii Harris from Unity Water who was not aware of any current water meter issues and advise that Account Manager continues to be on long service leave.
- VM suggests matter is paused until further communications are received from Unity Water.
- Handover / details have been informed to incoming CM – Richard O’Connell

Outcome: Awaiting response from Unity Water.

- **A/C Leak and Damage – Villa 115 (3.4)**

- VM had arranged for Luke from Action Maintenance to inspect the water damage. Unfortunately, Luke has advised the work required is beyond his scope due to size and bow created in ceiling due to water damage.
- VM will need to engage a plastering contractor to quote on works.
- Quote to be provided next committee meeting

Outcome: Nole Beardwood to consult with Cathy Pashley, Body Corporate Consultant to Aveo, as to responsibility for this issue.

- **Pending / New action items:**

- **Drainage / Landscaping Issues Lot 3**

- Work has commenced on the drainage / landscaping project rectifications within lot 3. Plumbers have commenced excavating drainage points and replacing underground pipes and installing new pits etc.
- Programmed has completed Mulching to the rear batter behind units 35 – 41 as per images below:

- **Leaking Gutter V126** - VM has requested alternate quote from Skipper Plumbing as comparison to original received from Eastern Plumbing. Once received VM will issue work order to most cost effective contractor as approved in June meeting.

- **Higgins Paintings Schedule** – FY 20 Painting schedule has commenced. Building wash downs started 29th June and ILU repainting + maintenance painting to commence 13th July. CM will monitor progress and provide update next meeting

- **Budget FY 20/21** – CM to provide Sinking Fund Budget FY 20/21 update to committee

Resident Concerns – feedback for discussion

- Driveways to Units 188 / 189 – Residents have brought to VM’s attention issue with water pooling (causing Mould / slime – OHS risk) and cracks forming on underneath of driveway concrete structure.
- VM will arrange for driveway to be pressure washed to remove hazard and arrange for Aveo Asset team to investigate cracks within concrete structure and advice committee.

9. General Business :

9.1 Nominations received for Body Corporate Committee 2020/2021.

Chairman: George West, Secretary: Cheryl Hodges, Treasurer: John Weeden,
Ordinary Committee Members: Pat Bowen, Patricia Gale, Tom Shaw, Arnold Vandenhurk.
In accordance with the Body Corporate and Community Management (Standard Module) Regulation 2008, as the number of candidates for positions on the Committee does not exceed the required number of voting members for the committee, no election is required.

9.2 Re: Flick Inspections recently carried out - Terry Gleeson.

Terry noted that serviceman did not spray inside ceiling (through man-hole) as in previous years. Richard O'Connell to follow up with Flick.

- George West thanked Terry Gleeson for his contribution to the Body Corporate Committee over the years.

Date of next meeting: **Friday, 7th August, 2020 at 9.00am** in Gracemere Manor.

Close of Meeting: 10.30 am.

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Chairman

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Date