

AVEO PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS ASSOCIATION.

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

1. Attendance & apologies:

All members of the Residents Association Committee were present; Chair Jan Corlett, Secretary Karen Wright, Treasurer Sue Day plus committee members Denise Hattenfels, Desolie Gleeson, John Davies & Wayne Collard. Also present was Community Manager Richard O'Connell. Chair Jan Corlett opened the meeting at 9:01am.

2. Confirmation of the previous minutes:

Denise Hattenfels noted that in the minutes of the July meeting the motions to accept the Inward & Outward Correspondence had not been recorded. The Secretary apologised for the omission & was able to check her notes of that meeting. It was recorded that Denise Hattenfels had moved acceptance and Sue Day had 2nd the motion to accepting both the Inward & Outward correspondence. With the acceptance by the committee of this correction, Denise Hattenfels moved 'that the minutes of the previous meeting be accepted as a true record'. 2nd Sue Day. Carried.

3. Business Arising from the previous minutes:

3.1 The committee discussed a trial reopening of the Manor Bar, monthly BBQ's & maybe other ways of socialising whilst adhering to the Govt. Covid-19 guidelines. Jan Corlett proposed meetings with the Bar Managers, Social Sub-committee & Richard O'Connell to discuss ways of moving forward.

3.2 QGM & AGM. It was moved by Jan Corlett & 2nd Sue Day 'that we do not hold the QGM & AGM & that the Secretary send out reports & papers pertaining to these meetings to the residents via email & paper copies be posted onto the noticeboard & that the secretary request questions be sent to her'. Carried.

3.3 There were no responses to the call out for volunteers to lend a hand clipping stamps. The Secretary is to prepare another call out for the Bulletin.

4. Community Managers Report:

•Update on Drainage / Landscaping issues Lot 3

VM can advise that works are complete for repairs / rectifications of drainage issues at Lot 3. Other areas of the village have also been identified with ongoing drainage issues, which will be assessed for future works.

•Free Wi-Fi for Manor common areas

•Update- VM has been working with Trevor Davis from the computer club. It has been agreed we will take over the current Wi-Fi system monthly payments and make available to all resident's. Currently at \$70 per month, this could increase to \$90 per month if we look at upgrading. VM and Trevor will be assessing the system and its range, with the intention to add boosters to the system to provide access to all areas of the Manor ground floor.

•Printing and copier contract.

-Aveo have gone back out to tender for all printing/copiers for villages and have appointed a more competitive provider. Further details to follow once formalised.

•Copies of new RV Act presented.

•Food Quality for SA residents.

-VM has had further discussions with select dining, and it has been decided due to Covid-19 restrictions and room delivers over the last 3-4 months, that we will monitor meals for Aug/Sept now they are back with restaurant dining.

•Community Manager – New Items:

•CM to update committee on Covid 19 Actions :

-Daily visitor registration sign at Manor entrance. All staff wearing facemasks while with residents. Also all contractors to wear facemasks and temperature testing.

•VM to confirm the changes to the PCA care rostered hours to start on 24th August as per recent changes to the SA Budget.

•Villa 115 – Pat Charlwood. VM has visited villa and met with Pat to look at the noted issues. It is deemed the painting tape damage and minor paint issues are the resident's responsibility.

•Budget update: All budgets have been finalised and levies are being updated in August, with a backdated increase from July 1st 2020. There are still a number of resident enquires on the levies increase which the VM is responding to individually. These relate to Aveo Way water and council rates increase & historical data, and GST components applied to some budgets.

•Pool cover and unit has been removed from the pool area.

•Yarran Rd Gate- seat. Bob Jack and VM have visited the area and have allocated a suitable location for confirmation.

4.1 Food quality for SA's. John Davies has again raised this issue. A meeting had been promised by the previous Community Manager Nole Beardwood with personal from Head Office. Richard O'Connell reported that due to Covid-19 staff have been discouraged from travelling so it has been difficult to set up this meeting. John pointed out that at times the food standard delivered might be more suitable for a nursing home but that is not what the SA's are. The problems occur mainly at weekends & occasionally during the week.

There apparently has been a food satisfaction survey conducted but it appears that not all residents of the SA's received a copy.

4.2 Richard reminded the RAC that residents must remain vigilant in regard to Covid-19. We need to be conscious regarding visitors to our homes. All contractors are required to have their temperature checked & also to wear masks when near residents.

4.3 AVEO Way issue regarding AVEO paying Council Rates being within the discount period is being worked on by AVEO with Richard O'Connell. Also issues regarding the application & of GST within certain line items of the Budget are receiving scrutiny.

4.4 Our Village is being investigated by a working group within AVEO. Their aim is to determine the viability of installing photovoltaic panels to supply electricity for the Manor common areas, the workshop, shed & gates. This information was received enthusiastically by the RAC members.

4.5 Bob Jack has restored a garden seat & has collaborated with Richard in deciding its position at the Yarran Road gate & fixings. Many thanks go to Bob Jack. Secretary Karen is to write to Bob expressing our gratitude.

4.6 The Yarran Road gate is now back to normal. A notice regarding the gate's operation will be sent to residents.

Community Manager Richard O'Connell left the meeting at 10:23am.

5. Outward Correspondence:

5.1 10/07/2020. email response to Maria Husbands. We replied that her suggestion would be discussed with the Bar Managers.

5.2 13/07/2020. email to John Crossley indicating the full support from the committee in his call for volunteers to clip stamps helping to raise funds to supply wheel chairs for children with Cerebral Palsy. The committee offered to place a piece in the Village Bulletin.

5.3 14/07/2020. email flying minute to all members of the committee requesting their response ASAP to the motion put by Jan Corlett & 2nd by Karen Wright 'that a Residents' only BYO BBQ be held on Friday 31st July from 5-7pm'.

The motion was carried by email response.

5.4 15/07/2020. email response to Barry Trollope's email letter regarding cats using his garden as a toilet. We included a copy of the AVEO pet policy & encouraged Barry to take the issue up with the Community Manager.

5.5 15/07/2020. email reply to Bron Kennedy relating to her email of the previous month regarding the heating of the village swimming pool. We outlined the substantial costs of heating the pool & the difficulties associated with heat loss considering the inadequacies of a pool cover on a pool with a curved shape.

5.6 30/07/2020. email flying minute to RAC seeking their approval to postpone the Manor Bar opening due to Covid-19 restrictions.

5.7 30/07/2020 email letter to Bar Managers regarding postponing the opening of the Manor Bar due to the QLD Government Covid-19 bar operations restrictions & procedures.

5.8 10/08/2020. email to Kerry Jewel congratulating him on his successful nomination to the RAC.

5.9. 10/08/2020. email to John Parsons congratulating him on his successful nomination to the RAC.

Moved Jan Corlett 2nd Sue Day 'that the Outward Correspondence be adopted. Carried.

NOTE: At this juncture in the proceedings Chair Jan Corlett took the opportunity to express a huge thank you for the valuable contributions of outgoing committee members Desolie Gleeson & Denise Hattenfels. Especially Desolie for her contribution over many years on the committee in a variety of roles.

Jan announced the composition of the new RAC as follows:- Jan Corlett, Chair. Karen Wright, Secretary. Sue Day, Treasurer. John Davies, John Parsons, Kerry Jewel and Wayne Collard, committee members.

The Manor Bar Managers remain the same. Bob & Sharon Jack & Wayne Collard.

Also John Hooper & Denny Birang are continuing as Social Sub-committee co-ordinators. Sheila Hooper & Hazel Birang will continue as kitchen co-ordinators. Jan thanked everyone for offering their service to the village.

6. Inward Correspondence:

6.1 10/07/2020. email from Maria Husbands suggesting that residents could book tables when the Bar opens.

6.2 13/07/2020. email from Jackie & Colin Wearne. This was a letter addressed to Community manager Richard O'Connell & cc'd to the Body Corporate & Residents Committees. The letter contained questions for the Budget meetings held on Wednesday 22nd July.

6.3 19/07/2020. email from Pat Charwood requesting the RAC's help concerning his issue with crinkling & peeling plasterboard sheeting inside his villa. He has approached the Body Corporate for repairs to be carried out. His request has been rejected. He has approached the Community Manager but had not received a reply. Pat included a copy of his letter to Richard O'Connell.

6.4 31/07/2020. email letter from Bruce & Glenda Townsend requesting that the Committee raise the issue of Council & Water Rate Charges concerning AVEO Way Residents with Management.

6.5 01/08/2020. email letter from Bruce & Glenda Townsend cc'd to Richard O'Connell regarding recent new residents' relocation from Victoria into the Village.

6.6 03/08/2020. email response [see 6.5] from Richard O'Connell to Bruce & Glenda Townsend cc'd to the RAC with assurance that Victorian & Queensland Government authorities' approval was granted, all protocols were adhered to & negative Covid-19 tests were provided prior to moving into the village. An additional 14 day self isolation period was also imposed.

6.7 04/08/2020. email letter from Steve Hill commenting on The Manor Bar Terms of Reference. Also raising his concern about the recovery of hand weights missing from the gym.

6.8 09/08/2020. email letter from Mary Pryce. Mary suggests that next time we hire skip bins residents could place reusable items in another place ready to be claimed & rehoused. Thus reducing the amount of material going to land fill.

6.9 30/07/2020. email responses from Sue Day, Desolie Gleeson, Denise Hattenfels & John Davies voting agreement to the Flying minute item 5.6, postponing the Manor Bar Opening.

6.10 30/07/2020. email reply from Bar Managers, Sharon & Bob Jack to 5.6 above expressing their agreement to the decision not to open the Manor Bar at this time.

6.11 10/08/2020. From Hugh Pryce. Hugh has given his thoughts on the Budget re Rates categories & Council Rates for AVEO Way residents.

6.12 12/08/2020. email from Hugh Pryce expanding on the issues expressed in. Re 6.3 See Community Managers report above. Secretary to respond referring Pat to the community managers assessment.

Re 6.4 Members of the RAC & Community Manager are taking these issues forward.

Re 6.7 Secretary to respond thanking Steve for his comments. RAC agrees that ALL gym equipment must remain in the gym.

Re 6.8 Secretary to thank Mary for great idea. Richard O'Connell has agreed to organise a space for the reusable items.

Re 6.11 & 6.12 Secretary to reply thanking him for his concerns which will be pursued by the new Residents Association Committee.

8. Emergency Management Working Group Report: Peter Wright.

Emergency Management Working Group Report to Residents' Association Committee 11 August 2020

The Working Group has issued a questionnaire to all Villa residents so that we can compile a data base of residents' capabilities to respond in an emergency such as fire, storm or flood events. 54% of Villa Residents responded and I encourage the remaining residents to submit your response as soon as possible. If you need help to complete the questionnaire John Dulley in Villa 69 (phone 5415 1278) has kindly offered to help you. We have divided the Village into 15 zones to help us manage a response to an emergency.

We are presently putting together a list of volunteer Street Wardens for each of the 15 zones plus three reserve Wardens to step in if any of the 15 Wardens are absent during an emergency.

Steve Jacobson has accepted the position of Chief Warden – thank you Steve.

Future activities of the Working Group include:

- The preparation of an Emergency Response plan for the village
- Drafting of guidelines for Residents to help them prepare their own plans for responding to an emergency
- Training of Street Wardens

AVEO has offered \$10,000 for us to purchase equipment or facilities to help us manage emergencies. Our provisional shopping list includes two way radios, loud hailer and personal equipment such as hard hats and high visibility vests for the Street Wardens.

Peter Wright

Convener, Emergency Management Working Group.

9. General Business:

9.1 Waiving annual licence fees. Treasurer Sue Day produced notification from the OLGR site QLD Government with the welcome news that due to Covid-19 restrictions put upon licensed premises the annual licence fees have been waived.

9.2 Secretary is to send a card to Jan Lambert expressing our thanks to her for her invaluable work in producing the Bulletin particularly at this difficult time.

9.3 The prize draw for the 3 packs to be presented by the Sunshine Coast Council at the AGM will still be drawn on Tuesday 18th August. Lynda Fraser from the Council will be present along with members of the Emergency Management Working Group & RAC members.

The meeting closed at 11:01am.

10. Next Meeting:

9am Friday 11th September 2020.