

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

Minutes of Committee Meeting held on

4th June, 2021

Gracemere Manor,

21 Gracemere Boulevard,

Peregian Springs, QLD 4573

Meeting commenced: 9.00 am.

1. Attendance: George West (Chairman), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Pat Bowen, Arnold Vandenhurk. Richard O'Connell, Retirement Living Community Manager.
Apologies: Nil.
Observer: Jan Corlett.

2. Confirmation of Minutes of BCC meeting held on 7th May, 2021.

Minutes accepted as a true & correct record.

Moved: Pat Bowen. Seconded: John Weeden.

3. Business arising from Minutes :

3.1 Street lighting replacement – Richard O'Connell.

3.2 Villa 50 window screen removal – Richard O'Connell.

3.3 Convex mirrors, Lot 3 – Richard O'Connell.

3.4 Drainage issues & Gutter Faults – Richard O'Connell.

(Refer Manager's Report - 7/5/2021).

Items, 3.1 – 3.4 are addressed in Manager's Report, Item 8.

4. Outward Correspondence:

4.1 Steve Hill, 16/5/2021 – Re: The Manor – Facility Development in FY 2021/2022.

4.2 Noel & Diane Giles, 16/5/2021 – Appreciation for positive feedback regarding painting of villa.

4.3 David Gordon, 16/5/2021 – Re: Leaking gutter at villa.

4.4 George West, 31/5/2021 – Re: Gardening & Maintenance Contract.

Endorsed: Arnold Vandenhurk. Seconded: Tom Shaw.

5. Inward Correspondence:

5.1 Pat Charlwood, 12/5/2021 – Re: Body Corporate Committee Report in Newsletter.

5.2 Richard O'Connell, 31/5/2021 – Re: Gardening & Maintenance Contract.

Received: John Weeden.

Seconded: Arnold Vandenhurk.

6. Business arising from Correspondence:

6.1 (re 5.1) Noted & filed.

6.2 (re 5.2) Refer to Manager's Report, Item 8.

7. Treasurer's Report : John Weeden.

This report is prepared for the June 2021 BCC meeting with the financial information available for April 2021.

INCOME

The income from ILUs and SAs at the end of April was \$9,710 **above** the budget for the month and \$242 **above** the ytd budget.

EXPENSES

During April there was expenditure in five Accounts.

Quantity Surveyor costs of \$134 – this is an accrued cost.

Contractor – Pest control:- \$2,554 – this is for the bait stations.

R&M Building:- \$1,710 for roof repairs at V180 (\$1,470) and repairs at V189 (\$240) *This Acc at actual ytd of \$7,649 is over the total year budget of \$5,000. Possibly the cost of repairs at V180 should have been charged to R&M Roof which is well under budget.*

R&M Plumbing:- \$1,307 for “community outside villa” (\$647) and plumbing at V45 (\$660). *Both these items should be checked as plumbing at V45 is to be paid by resident.*

R&M Garden & Grounds:- **Credit** \$72 for “emergency CRF country” (\$452) (*What is this?*) miscellaneous items (\$135) and a credit of \$660 for incorrectly coded plumbing at V45.

Total Actual Expenditure ytd was \$141,335 which was \$44,327 **under** ytd budget.

BALANCE SHEET

The Balance Sheet for April is still incorrect as it lists five Term Deposits totalling \$252,490: in August 2020 one of our Term Deposits **and its interest** was rolled over giving a total of \$253,411.

The working account of \$124,100 agrees with the Bank Statement at 30 April 2021.

Total Accounts Receivable was \$40,934 and Total Liabilities was - \$7,790 giving Net Assets of \$409,735.

Moved that report be accepted: John Weeden. Seconded: Arnold Vandenhurk.

8. Community Business Manager's Report: Richard O'Connell.

3.1. Street lighting

Trial street lights are up! Early feedback is very positive from residents. Notice went to all residents in the adjoining area and info has been added to the newsletter. It is worth discussing at today's meeting the current budget for lighting and the proposed plan for 2021/22 budget, to assist in funding of Solar street light roll out.

Action: Richard welcomes feedback regarding the effectiveness (or otherwise) of the 5 new lights erected in Sea Breeze Rise & at the entrance to Beachgrass Crescent. Please send him an email or drop a note in at Reception.

3.2. Villa 50 window screen removal. A further request via Aveo sales/new resident to remove one panel of balcony screening. (retrospective request) Clothline has been relocated to ensure no visual impact. The outdoor screen over the kitchen has been removed as per last BC meeting. BCC approval request. Expense to be covered by Aveo Sales/ resident.

Action: BCC approval granted.

- **3.3. Convex mirror suggestion.** Quote are yet to be sourced. Carry over to next meeting.
- **3.4 Drainage & Gutter issues.** A number of drainage/gutter issues have been identified. We are endeavouring to repair via gardening team. Plumbers may need to be engaged. Ongoing.

Action: Richard O'Connell to monitor, now off the Agenda.

- **Villa 13 garage door replacement.** Patch and paint repairs have been completed as per request from last BC meeting.
- **Villa 25 & 26 cracked tiles at entrance.** Further to earlier correspondence from March 2021, where we indicated the resident should pay. Residents have now approached ARQVR for follow up. I have investigated and recommend the \$528 be coded to BC repairs as the repair covers boundary entrance to both villas. For discussion.

Outcome: Body Corporate members approved payment of account. Residents are once again reminded to check with Management before proceeding with repairs to areas of their villas.

- **Garden Mulch program.** The first 50m3 of mulch is currently being distributed. All going well the second work order will be issued for \$4,900 to complete the job in the month of June.
- **Budget & QS report.** Meeting proposed for Thursday 10th June with Nole Beardwood & CM to go over first draft. Time TBA.

Current Napier & Blakeley QS report can still be utilised as we await the new CBRE reports.

Gardening & Maintenance Contract. As indicated in my recent email, Hedge Property Services have been awarded the contract. Programed Property Services have been given 30 days notice and will finish up at the end of June. At this stage we are not sure if any of the current PPS staff will move across to Hedge, but there are positions available for them to apply.

Note: Body Corporate Committee members are very disappointed that the committee was not consulted before the final decision was made so that we could have had some in-put. Richard has been asked to convey our comments to Aveo heirachy.

Accounts –

- **R & M buildings.** Move \$1,470 roof repairs to plumbing. Agree
- **R & M Plumbing.**
 - \$647 for blocked sewage outside villa 1.
 - \$250 credit to follow from resident payment.

9. General Business :

9.1 Date for the Body Corporate AGM – Friday, 24th September, 2021 at 10.00am.

9.2 Arnold Vandenhurk raised the issue of the skip haphazardly placed in the car park at the end of Links Cove. Richard to follow up & request clean-up of area by contractor & better placement of any future skips.

Date of next meeting: **Friday, 2nd July, 2021 at 9.00am** in Gracemere Manor.

Close of Meeting: 10.15 am.

Chairman

Date