

AVEO PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION.

Minutes of the Committee Meeting 9am Friday 11th February 2022

1. Attendance & apologies:

At 9am Chair Jan Corlett welcomed committee members John Davies, John Parsons (acting Secretary for the meeting), Wayne Collard and Treasurer Sue Day. The Chair thanked John Parsons for taking the minutes.

An apology was received from Committee member Kerry Jewel, and Community Manager Kelly Luck.

2. Minutes of the previous meeting:

The minutes from the previous meeting held on November 12th, 2021 were confirmed as a true & accurate record. Moved John Davies 2nd Wayne Collard.

2. Business arising from the previous meeting:

- | | |
|--|----|
| 3.1 Shade Cloth over the pool | KL |
| 3.2 Acoustic ceiling tiles & noise | KL |
| 3.3 Swimming Pool Solenoid, Trip Hazards around Pool, Tears in the Netting | KL |
| 3.4 Drainage of Grass Area | KL |
| 3.5 Pool BBQ Cleaning | KL |
| 3.6 Costs for Pool Beautification | KL |
| 3.7 Bocce Court | KL |
| 3.8 Manor Airconditioning | KL |
| 3.9 Solar for the Manor | KL |

Whilst Kelly is in attendance discuss Item 9.1 Purchase and Storage of Longer Folding Trestle Tables for Functions and Events. Item 9.6 Security at the Manor

Refer to attached reports from both the Peregian Springs Community Manager and the Aveo Group Community Manager North Queensland.

3. Community Manager's Report: Kelly Luck, additional Report from Richard Fahy, Group Community Manager Queensland North

4. Outward Correspondence

- 5.1 Email to Richard Fahy 22/11/2021 re: Enhancement of Pool Area (see Inward Corres.)
- 5.2 Email to Kelly Luck 23/11/2021 re: Drainage of Grass Area adjacent to Patio
- 5.3 Email to Richard Fahy 7/12/2021 re: Quarterly Financials (see Inward Corres.)
- 5.4 Email to Natalie Paterson 20/12/2021 re: First Quarter Council Rates (see Inward Corres.)
- 5.5 Email to Portofino 6/1/2022 re: Cancellation of Fashion Parade (see Inward Corres.)
- 5.6 Email to Apiranas 14/1/2022 re: Cancellation of Australia Day Booking (see Inward Corres.)
- 5.7 Flying Minutes to RAC During Preceding Months Confirming Monies for Events and Purchases:

- (1) Hawaiian Night, (2) Noosa Concert Band, (3) Bar Float, (4) Soft Drinks and Mixers Price Increase (5) Purchase of Additional Crockery and Cutlery for Residents' Kitchen (6) New Fridge for the Bar
- 5.8 Email from Chair 16/1/2022 re Item 6.5
- 5.9 Letter to Nole 27/1/22 re Budget Issues (see inward Corres)
- 5.10 Email to CM 31/1/22 re Budget issues (see inward Corres)

5. Inward Correspondence

- 6.1 Email from Richard Fahy 22/11/2021 re: Item 5.2
- 6.2 Email from Richard Fahy 7/12/2021 re: Item 5.3
- 6.3 Email from Natalie Paterson 20/12/2021 re: Item 5.4
- 6.4 Email from Portofino 6/1/2022 re Item 5.5
- 6.5 Email from Apiranas 14/1/22 re: Item 5.6
- 6.6 Email from Marie-Clare De Vere 11/1/2022 re: Thank You for our Social Functions
- 6.7 Letter from Project Pink thanking RAC for the Donation of \$200.00
- 6.8 Emails from Lyn & Peter Monkman 31/1/22, 4/2/22 re Barking Dog Unit 54
- 6.9 Email from Sam Denny re processes for Expenditure
- 6.10 Email & Letter from Noel Giles 8/2/22 re EOM BBQ
- 6.11 Email from Kelly Luck 31/1/22 re: Items 5.9 & 5.10
- 6.12 Email & Letter from John Weeden 10/2/2022 re: Request for Bowls Trophies

4. Outward Correspondence:

Pool Enhancements- Following discussion it was resolved that the RAC Chair would write to the Community Manger accepting Aveo's offer of a capital request for funding of the pool enhancements (pots, plants, potting mix etc)

A motion was proposed that the outward correspondence be endorsed, proposed Sue Day and seconded Wayne Collard. Motion carried

5. Inward Correspondence:

- 6.8 The issue of the barking dog will be passed to Management.
- 6.9 A letter to Sam advising of the procedure for Capital Expenditure. As her question was to the QGM the question and response will be in the QGM Minutes.
- 6.10 It was resolved that the Chair write to the resident explaining that the RAC is not the coordinator of the monthly BBQ but rather it is a resident's initiative.
- 6.12 After discussion it was decided that to fund trophies for the bowlers would set a precedence for other groups, eg 8 Ball, Snooker, Line Dancing, to have trophies funded by the RAC. A response would be sent to John.

A motion was proposed that the inward correspondence be received. Proposed John Davies and seconded Wayne Collard. Motion carried

6. Treasurers Report

Sue Day tabled the reports for the months of November and December 2021 and January 2022. See attachments

A motion was proposed that the Treasurers report be received, accounts paid be ratified and accounts presented for payment be approved. Proposed Wayne Collard and seconded John Davies

7. Bar Managers and Events Coordinators Reports

Bar Managers Report -see attachment

Event Coordinators Report:- See attachment

Request for Funds from the Event Co-ordinators

Karaoke Night – Friday 1st April , 2022

- The committee approved expenditure of \$300 for the Karaoke Host- Go Pro Vocal

The Sandflys- Saturday 11th June 2022

- The committee approved expenditure of \$500 for the band, \$180 for external wait staff and Aveo kitchen washing up of \$166.80. The cost to residents for this event is \$25/ person for a two course meal (Slow cooked BBQ) and \$30/ person for a residents guest.

Hawaiian Night – Saturday 10th September 2022

- The committee approved expenditure of \$400 for Maurice Milani, washing up (Aveo kitchen) costs of \$166.80. The cost to residents for this function is \$35/ person and \$40 per guest. One World Truck will cater, providing a two course meal.

A motion was proposed to allocate the funding for these events. Proposed by John Davies and seconded by Wayne Collard. Motion carried.

8. General Business

Long Trestle Tables- a proposal to purchase and store long (1800) trestle tables for functions was discussed. The basis for this suggestion is to be able to seat tables of 8 at functions on a single table. The detail is to purchase 10 tables at \$130 each . The Chair to ask Aveo to purchase as a Capital item, as larger tables are needed because of the increase in the number of residents due to the extension of the Village.

EFTPOS facility at the Manor Bar- Discussion was held over to the next meeting

Security of the Manor Building after hours – Doors unlocked etc- as this is a residents safety matter – it has been raised with management as a matter of urgency. In the meantime John Davies has volunteered to check the doors and windows of an evening.

Aveo Senior Management have requested that the RAC refrain from raising general administrative or financial matters ad-hoc and raise them on a scheduled or “batch” basis. This represents a departure from our normal interaction with Management

Being no further business the meeting closed at 11.15.

Date and Time of next meeting: Friday 8th April, 9am in the PDR

UPCOMING EVENTS - REPORT FROM SUE & GEOFF BARDEN

As you all know the Australian Day event was cancelled due to the heightened risk around Covid.

After discussions with the RAC and Bob & Sharon, the Bar Managers, the Hawaiian Night has now been postponed to 10th September 2022.

The following events have been planned:

Karaoke Night – 1st April 2022

Go Pro Vocal – Paul McMahon will be hosting this event. He will get everyone up and dancing and hopefully a few residents singing on the night. This event is going to be an extended HH evening at a cost of \$300. The event to commence at 5pm and finish at 8pm. There will be no catering involved but residents will be encouraged to bring their own food should they wish.

We are hoping this will become a regular event, subject to popularity.

The SandFlies - 11th June2022

(normally \$600). They will be playing from 5.30 – 8.30pm and one we think will be very popular with the residents.

Jason from One World Truck is not available, but we have been in touch with Luke Krefts from Slow Smoked Barbecue and he has confirmed he is available with his food truck. He is charging \$25 for a two-course meal. We will require two wait staff and they are \$90 each, a total of \$180 for 3 hours. Washing up by Aveo kitchen will be required at a cost of \$166.80.

Of course, it is the RAC decision on how much they wish to put towards this event.

Hawaiian Night – 10th September 2022.

Jason from One World Truck will be catering at a cost of \$35 per person for a two-course meal. Maurice Milani will be playing on the night at a charge of \$400. Washing up costs will be \$166.80. Decorations which have mainly been bought will amount to approximately \$250.00.

This long-awaited event should be a fabulous evening with lots of dressing up Hawaiian Style and the menu complementing the theme. Maurice dressed in his Hawaiian shirt will be singing Elvis and many of his lovely songs that will get us all up dancing.

The evening will start at 5pm and finish at 9pm.

We would also like to hold another “mini event” added into the HH. Approximate date 23rd July 2022. Details to be advised with a budget of around \$300-\$400.

Bar Managers' Report – 15 February 2022

Little to report for this quarterly period as we keep in line with what may loosely be described as normal trading following an easing of restrictions for covid19 and then, of course, tighter restrictions. When will it end ??? your guess.

Currently we are getting 20/25 patrons on the Tuesday Happy Hour and 47/ 52 on Fridays. We have seen a small increase in numbers with end of month BBQ becoming more popular but this is largely determined by the weather with most eager for the coming months of sunshine, fresh air and a return of more comfortable temperatures.

We have decided to raise the cost of soft drinks to \$2 in lieu of \$1 following variations with pricing by the supermarkets. We just cant keep running this area of the bar at a loss despite our best efforts in monitoring prices.

At this point I'd like to acknowledge the volunteer work of our bar staff and affirm our grateful thanks for their continued efforts. It should be noted that these gifted people are VOLUNTEERS and that all efforts in trying to please every body is our primary aim. We have decided to retain the current wages structure for the time being.

You will note that the list of volunteers has recently been augmented by the introduction of Carolyn Layman who most people know. I welcome her to the group as will everyone – go easy on her for the first few years.

Your bar people are:

Kerry Jewel	Steve Jacobsen	John Weeden	Carolyn Layman
Alan Curtis	Denny Birang	Bron Kennedy	

Your Bar Managers are:

Bob Jack	Sharon Jack	Wayne Collard

It should be noted that we welcome suggestions on improving the bar and its operations and any ideas will be gratefully and carefully considered having regard to the Liquor Licensing laws which we must observe. It should be noted also that this is a small bar manned by volunteers as previously indicated. It is not a cocktail bar, nor is it a bank, nor do we have access to all types of beer and liquor. Yes we have chips and ice and (sometimes) lemon/limes wedges but this should not be construed as contributing to your culinary pursuits!

Wayne Collard

8th February 2022

Residents Association Report for November 2021										
Date	Pay Req No	Detail	Main Account	Imprest Account	Bar Takings	Social Comm	Sundry	Bar Expenses	Bar Supplies	Library
		Balance C/F	\$11,032.31	\$3,000.00						
		DEPOSITS								
03.11.21		Melb Cup 79x\$3 Champs	\$237.00		\$237.00					
05.11.21		Bar Takings	\$889.50		\$889.50					
12.11.21		Bar Takings	\$625.50		\$625.50					
13.11.21		Wreath Rem Day	\$60.00				\$60.00			
17.11.21		11x\$15 Xmas Fest	\$165.00			\$165.00				
19.11.21		Bar Takings	\$1,030.30		\$1,030.30					
22.11.21		37x\$15 Xmas Fest	\$555.00			\$555.00				
25.11.21		29x\$15 Xmas Fest	\$435.00			\$435.00				
27.11.21		17x\$15 Xmas Fest	\$255.00			\$255.00				
27.11.21		Xmas Raffle	\$400.00				\$400.00			
27.11.21		Bar Takings	\$974.95		\$974.95					
28.11.21		2x\$15 Xmas Fest	\$30.00			\$30.00				
29.11.21		2 Bar Prizes	\$24.00		\$24.00					
01.12.21		17 x\$15 Xmas fest	\$255.00			\$255.00				
01.12.21		Bar Takings	\$313.50		\$313.50					
		Total Receipts	\$6,249.75		\$4,094.75	\$1,695.00	\$460.00	\$0.00		\$0.00
		PAYMENTS								
03.11.21	300	2 Wreaths Rem Day	\$160.00				\$160.00			
09.11.21	301	Stationery	\$44.95			\$44.95				
15.11.21	302	Xmas Fest Decorations	\$78.41			\$78.41				
16.11.21	303	Imprest A/c	\$1,394.95	\$1,394.95						
				-\$1,394.95						
		Coles & Dan Murphys							\$1,053.35	
		Stationery Toshiba					\$34.00			
		Bar Expenses						\$73.25		
		Xmas Raffle				\$234.35				
17.11.21	304	Xmas Fest Decorations	\$90.87			\$90.87				
23.11.21	305	Imprest A/c	\$2,362.03	\$2,362.03						
				-\$2,362.03						
		Coles & Dan Murphys							\$940.60	
		Stationery&lock& chain						\$56.41		
		New Bar Fridge						\$1,270.00		
		Xmas Raffle				\$95.02				
27.11.21	306	4 pots fpr pool & Feet	\$508.00				\$508.00			
28.11.21	307	Library Books	\$96.00							\$96.00
29.11.21	308	Imprest A/c	\$892.32	\$892.32						
				-\$892.32						
		Volun Bus Driver Xmas Fest					\$30.00			
		Dan Murphy and Coles						\$66.00	\$796.32	
29.11.21	309	2 Bar prizes & 39 Mcup x\$3	\$261.00				\$261.00			
30.11.21	310	Pot mix etc for pool pots	\$140.35				\$140.35			
30.11.21	311	Knives,Forks, plates,dishes	\$226.65				\$226.65			
		Total Payments	\$6,255.53	\$3,000.00		\$543.60	\$1,360.00	\$1,465.66	\$2,790.27	\$96.00
		Cash Book Bal. F/Ward	\$11,032.31							
		Plus Receipts	\$6,249.75							
			\$17,282.06							
		Less Expenditure	-\$6,255.53							
		Cash Balance	\$11,026.53							
		Bar report at end of November 2021								
		Bar Takings		\$4,094.75						
		Opening Stock	\$2,682.13							
		Plus Purchases	\$2,790.27							
		Less Closing Stock	-\$2,875.01	-\$2,597.39						
		Cost of Sales	\$2,597.39							
		Operating % Profit	37%	\$1,497.36						
		ASSETS								
		Accruals		-\$3,039.00						
		Bank		\$11,026.53						
		Imprest AC		\$3,000.00						
		Bar Float		\$300.00						
		BarStock		\$2,875.01						
		Total		\$14,162.54						
Treasurer Notes: \$140.35 will be paid back to RA by Aveo										
Three catering invoices to be paid total \$3039.00										

Resident Association Committee – Managers Report

Friday 11th February 2022

3.1 – Shade Sail - Ongoing.

Despite CMs best efforts, the several Sunshine Coast shade sail companies contacted are yet to return contact. Brisbane based companies will be contacted in regard to replacing the shade sail over the pool.

3.2 – Acoustic ceiling tiles and noise- Ongoing.

As discussed at the November meeting a sound engineer will be organised by Aveo's property Project Manager James Gray.

3.3 – Swimming pool diverter valve, trip hazards around pool, tears in netting- Ongoing.

Prior to Christmas we replaced the main pool pump. The pump had overheated, most likely due to age and hours run.

We had an electrician come and investigate heating as requested. The estimated price to install a 25mm 3 phase cable from the manor main switchboard, through the ceiling space, out the end of the build then underground to the pool building and through the roof space to the equipment room is \$9800 plus GST.

James Gray investigated the trip hazards around the pool and the netting whilst on site. He has recently completed a similar project at one of our other Villages in removing hazards and will be looking at this in this Calendar Year (CY). He advised this will take some time as contractors have been impacted by covid and will need to be booked in well in advance.

3.4 – Drainage of grass area- Completed.

Eastern plumbing have now completed these drainage works in the grassed area adjacent to the community centre.

3.5 – Pool BBQ Cleaning – Ongoing.

The Maintenance Officer will add this clean to his duties list.

3.6 – Costs for pool beautification.

We have been approached by a resident to cover the costs of some pool furniture to help beautify this space. Specifically:

Market umbrellas

Coolum 3mtr Octagonal. \$584.00 each x 2
Resort 25 kilos base. \$99.00 each x 2
Delivery \$50.00

Plants for pots x 4 \$50 each \$200.00

Soil and stones x 4 \$35 each. \$140.00

total expenditure requested \$1,657.00

RAC to please advise if this is suitable so a capital request can be made for these items in this CY.

3.7 - Bocce Court – Ongoing.

The drainage has been completed for the preferred area identified by RAC. No further progress has been made on this agenda item. Further discussions to take place with Richard Fahy.

3.8 – Manor Air conditioning – Ongoing.

This is a priority and will be starting shortly. Works have been scheduled to begin in early March. Thank you to all residents for your continued patience. Awaiting quotes and stock levels for portable air-conditioning units from Harvey Norman and good guys to assist with cooling the community centre in the interim.

3.9 – Solar on the manor – Ongoing.

This is a large project that will need consultation with James Gray.

• **Village Manager – New Items:**

Move with Ease Here's how it works presentation and morning tea has taken place with Sales and a number of interested residents. A big thank you to those that attended and Aimee and Ann for hosting this event. Please feel free to reach out to Aimee directly if you would like to speak about your own personal circumstances so she can tailor a presentation to your own needs.

Kind Regards,

Kelly Luck
Kelly Luck
Community Manager

Residents Association Committee: Monthly meeting doc:
Kelly Luck

REPORT FROM RICHARD FAHY TO THE RAC MEETING 11TH FEBRUARY 2022

3.1 Shade Cloth for pool. Currently no proposed pricing or build has been sought with staffing shortages as a result of Omicron. Currently the replacement of the HVAC for the Community Centre and Manor is a high priority with anticipated shipment to be arriving in March. Project will be reviewed in consultation with RAC and review of the capital budget allocation for CY22.

3.2 Acoustic Panelling is not currently in the capital project list for CY22 and will be reviewed as the Capital budget progresses in consultation with the new Project Manager Position at Aveo. A sound engineer report will be required as part of any proposed solution and under financial DOA 3 quotes will be required prior to any approval.

3.3 Items to be addresses with management team

3.4 Items to be addressed with management for further review

3.5 As above

3.6 As above

3.7 As outlined in 2021 no capital budget has been allocated for provision of a Bocce Court. Any proposed plan would also require consultation with the community and Body Corporate to establish general demand and assess impact to any neighbouring properties.

3.8 Manor A/C . As outlined in 3.1 Management is advised that shipment of HVAC systems is expected March. A follow up with the Asset and Project team to establish timing of installation will be undertaken by Management. Works would not be expected to commence until weather cools as no HVAC will be functioning during the project. Management will need to consult with the project team to establish temporary cooling solutions if weather requires.

3.9 Solar. As outlined in previous meetings Aveo has now appointed a Group Manager for Sustainability reviewing Solar solutions for villages. This is now with the Sustainability portfolio and will be reviewed in line with the capital allocations available.

Trestles.

Storage proposal would be required for consideration. Clarity is required as to whether this is proposed to be funded by the Residents association at a cost of \$1300