

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
Friday, 3rd February, 2023.
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced: 9.00 am.

1. Attendance: Pat Bowen (Chairman), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Arnold Vandenhurk, Keith Van Rangelrooy.
Cosimo Ronconi, Community Business Manager.
Apologies: Nil.

- ❖ **The Chairman requested that the following statement be included in the Minutes -**
“On behalf of the Body Corporate Committee, I wish to extend to George West our gratitude and thanks for his continued service to our community which extended over 12 years. Over that period of time George was available to assist any resident who had concerns or problems. George in his retirement has left a legacy second to none with his continued service to both the Body Corporate and the Residents’ Association in various executive positions. Thank you, George.”
- ❖ **The Chairman extended a welcome** to new Committee member, Keith Van Rangelrooy.

2. Confirmation of Minutes of BCC meeting held on 2nd December, 2022.
Minutes accepted as a true & correct record.
Moved: Tom Shaw. Seconded: John Weeden.

Confirmation of Minutes of Extra Body Corporate Committee meeting to discuss appointment of Interim Chairman held on 9th December, 2022.
Minutes accepted as a true & correct record.
Moved: John Weeden. Seconded: Tom Shaw.

3. Business arising from Minutes :

3.1 Gardens’ Irrigation - feasibility & cost of immediate action.
Refer Manager’s Report - Item 8.

4. Outward Correspondence:

4.1 Mike Jordan, 7/12/2022 - Re: Decommissioning of electric light bollards.

4.2 Pat Bowen, 14/12/2022 - Appointment as Interim Chairman.

4.3 Keith Van Rangelrooy, 2/1/2023 - Appointment as Ordinary Committee member.

4.4 Lot Owners, 2/1/2023 - Information regarding appointment of Interim Chairman & appointment of Ordinary Committee member.

Endorsed: John Weeden. Seconded: Tom Shaw.

5. Inward Correspondence:

5.1 George West, 2/12/2022 – Resignation as Chairman of Body Corporate Committee – effective immediately.

5.2 Pat Bowen, 14/12/2022 – Acceptance of position of Interim Chairman of Body Corporate Committee.

5.3 Keith Van Rangelrooy, 3/1/2023 – Acceptance of position of Ordinary Committee Member.

Received: Keith Van Rangelrooy.

Seconded: John Weeden.

6. Business arising from Correspondence:

6.1 (re 5.1) Resignation accepted with regret.

6.2 (re 5.2) Pat Bowen elected as Interim Chairman at Extra BCC meeting, 9/12/2022.

6.3 (re 5.3) Keith Van Rangelrooy nominated to fill Ordinary Committee vacancy-2/1/23.

7. Treasurer's Report : John Weeden –

This report is prepared for the February 2023 BCC meeting with the financial information available for November and December 2022.

INCOME

The Actual Income (excluding Interest) for the month of December was \$9,209 **above** Budget, the Actual for the quarter was \$6,523 **above** Budget and the ytd at \$98,500 was **exactly on Budget**.

EXPENSES

There was expenditure in eight line items.

Income Tax Expense:- \$194

Contractor – Pest Control:- \$15,483 in December making this category \$15,856 **over** Budget ytd. In the six months (June to December 2022) there were seven entries in this category **and three of these were "Recodes"**. *I think a full check should be made on this line item.*

R&M Roof:- In November \$14,005 was spent on the annual inspection of roof anchor points and scheduled roof repairs. Two items totalling \$7,031 were recoded out of this category. In December \$1,655 was spent on roof repairs for V13, V185 and the Manor. This item is \$6,719 over budget ytd and efforts should be made to defer future work until next financial year.

R&M Electrical:- In November \$1,275 was spent on the annual electrical inspection and a further \$757 on repairs. *Could we please check on 'Attendance fee' on 27/09/2022 ref 631.* In December \$298 was spent on a sliding door and Street lights. *Where is this sliding door?* Also in December is a recoded item for \$5,500 to replace a PC board. *More details please.*

R&M Plumbing:- In November \$255 was spent to clear a sewer at V181. In December \$1,107 was spent on repairs and \$1,028 on the Annual Backflow Test. There were also two recoded items; one moving \$1,056 out and one moving \$355 in to this category. Actual year to date was \$32,846 compared to a budget of \$12,500. The total budget for the year is \$25,000 so this is a problem.

R&M Garden & Grounds:- In November \$285 was spent on miscellaneous items. In December \$272 was spent on a pipe at V77, \$87 on miscellaneous items. \$1,008 was spent on the Yarran Rd garden and a recoded item of \$1,359 for the Community Garden. *Where is the Community Garden?* The Actual ytd is \$24,443 compared to budget of \$16,188.

R&M General:- In November \$366 spent on V75 and the Manor. In December \$480 to replace a window at V174 and two recoded items totalling \$2,140 for repairs at V31 and V174.

R&M TV Antennae:- In November \$573 for V13. In December \$865 for V51, V66 and V134.

Painting/ SAs:- In November \$2,560 was spent on painting in the Community centre. *The actual location should be checked as this expense could be for one of the MRFs.* The actual ytd of \$59,512 is greater than the total year budget of \$45,320.

The total expenditure for the month was \$30,888 giving a **deficit** of \$4,988. The Actual ytd was \$178,748 compared to Budget ytd of \$98,797.

The Total Year Budget is \$197,593.

BALANCE SHEET

In the Balance Sheet was listed four Term Deposits each of \$50,000 and one of \$53,865 (correct at last). The ANZ Main Operating A/c was \$40,165 which agrees with the Bank Statement.. Total Accounts Receivable was \$52,019 and Total Liabilities was \$2,503 giving Net Assets of \$343,547.

Two term deposits of \$50,000 were due to mature on 30 November and I requested the NAB to reinvest the principal for 15 months and place the interest in the ANZ operating account. *So far nothing has been heard from the bank* and Accounts have been requested to follow up.

Moved that report be accepted: John Weeden. Seconded: Cheryl Hodges.

8. Community Manager's Report: Cosimo Ronconi.

- **Roof Tile Replacement / Repair by DS Roofing.**

DS Roofing was able to source a batch of 2100 tiles to be able to continue the repairs for the next lot of villa roofs. DS has submitted a quote of \$ 10,350.00 + GST for the tiles supply.

Action: Quote accepted for above supply of tiles. All in favour. Passed.

- **Trees in Council land next to Villa 100**

(TMR) Department of Transport & Main Roads has completed the tree lopping as requested.

- **Gardens Irrigation**

The irrigation system has currently been switched off due to underground water leaks in unknown locations and multiple equipment issues across all village.

Action: Due to costs of repairs to the irrigation system, the fact that only the "older" part of the village has an irrigation system, & the pending up-grade of Unity Water meters, Committee members unanimously agreed to leave action on the irrigation system until further discussion with Unity Water & Budget discussions begin - to gain a clearer picture of costs to all residents.

- **Streetlights**

EMF Griffiths has been engaged by Aveo to conduct an External Lighting Lux Assessment and to provide Lighting Recommendations & Budgets.

The audit was conducted on the night of 30th January, and we are awaiting to receive the report. The Audit's cost is paid by Aveo.

- **Stormwater drainage between the back of Villa 78 and 79 and School Boundary fence**

Suttons has completed the work as previously approved.

Cosimo is to liaise with the School Principal regarding the cleaning maintenance of the open drain area across the boundary on the school side. Tree looping and general condition of the area behind the demountable containers beside the Oval are also to be discussed.

- **Manor Rusty Gutter**

Metalla Constructions has advised that the works previously approved have been rescheduled in February.

- **Gutter Villa 121**

Metalla Constructions will proceed with the repairs required to the roof gutter as the same time of the Manor works above.

- New action items:

- **Gardens keeping – Hedge.**

Nole Bearwood and Cosimo met with the Management Team of Hedge back in January and discussed the current operational issues and gardens condition.

Unfortunately, due to the national shortage of staff, Hedge same of all companies in the

industry, has experienced unprecedented difficulties in recruiting staff over the past 6 months. Hedge has agreed to provide a pro rata credit to the Village for the period when their contractual duties were not met and have reassured that starting from the end of January, they will have a full Team back onsite to assist Michael.

Hedge has reassured that all garden sections will be taken care of over the next few weeks. Cosimo has met with the Hedge Supervisor twice after the meeting and flagged the areas that require urgent attention including the Ex- Water fountain that was converted by Hedge into a planter box. This shows poor drainage effecting the health of the plants and requires modifications.

Action: Pat Bowen reiterated the concern of many residents regarding the state of the gardens in the village. The number of gardeners in attendance fluctuates & absences are not replaced which is unacceptable to Body Corporate Committee members. Pat has requested a copy of the Contract with Hedge which was agreed to & signed by Aveo – it was not discussed at any time with the BCC. Letter to be written to Aveo expressing our concern and with a request to see the Contract.

- **Village new signage**

Aveo has forwarded a document with the proposed new village signage for the Committee's feedback and approval and received instructions on changing the front "No Through Road" sign with "No Exit" sign.

Action: Following discussion, all streets of course will have street names, but applicable streets will have street name, e.g. "Links Cove", "No Through Road" & "No Exit" sign on pole at entrance to street.

- **Meeting with Aveo Finance Team**

Monday February 6th at 10am

- **Meeting with Higgins Painting**

Wednesday February 22nd at 9.30am

9. General Business :

9.1 Street Lighting - Pat Bowen.

Refer to Manager's Report - Item 8.

9.2 Finance communication (lack of) from Head Office - Pat Bowen.

BCC members to meet with Aveo Finance team on Monday, 6th February to discuss outstanding issues.

9.3 Hedge Gardening Contract - Pat Bowen.

Refer to Manager's Report - Item 8.

9.4 Unity Water update on meters - Pat Bowen.

There are on-going discussions with Unity Water following advice from their representative, Melina & I quote - "Unitywater is currently reviewing some unit complexes to ensure they are compliant with the **Queensland Plumbing and Wastewater Code**. Your complex, Peregian Springs Retirement Country Club in Peregian Springs has now entered this review." We will be advising residents of the outcome of these discussions when we have all the information for an informed decision to be made on the future of water bills & sub metering.

Date of next meeting: **Friday, 3rd March, 2023** at **9.00am** in Gracemere Manor.

Close of Meeting: 11.03 am.