

PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION

Committee Meeting Friday 14th April 2023 - Minutes

Meeting opened at 9:00am at The Manor, 21 Gracemere Blvd, Peregian Springs

1 Attendance and Apologies

In Attendance: Jan Corlett (Chairperson), Richard Fullford (Secretary), Sue Day (Treasurer), Wayne Collard, John Davies, Kerry Jewell, John Parsons, Cosi Ronconi (Community Manager), Paul Davis (Assistant Community Manager)

Apologies: N/A

2 Confirmation of Previous Minutes

Sue Day moved that the previous minutes be accepted.

Richard Fullford seconded.

Passed.

3 Business Arising from the Previous Minutes

3.1 Window Blinds for Bar and Stage Area: Cosi Ronconi

See Item 4.1 below.

3.2 ANZAC Day: Jan Corlett

Planning was well under way with the only outstanding issue was serving Morning Tea at the conclusion of the event. A call for volunteers proved unsuccessful. Cosi confirmed that kitchen staff could not be made available but that he could seek a staff member volunteer to work on the day, but that would involve a payment of a minimum of 3 hours wages.

John Davies moved that expenditure to cover wages for a staff member to serve the Morning Tea be approved.

Seconded by Sue Day.

Passed.

3.3 Missing Mah-Jong Set: Sue Day

Sue advised that after a new set was purchased the missing set was found. The funds provided for the purchase have been returned.

3.4 RAC Electronic Communications: Richard Fullford

Richard confirmed that the rapsccl.secretary@gmail.com address was in use, though there were issues with BigPond deciding our mass mailouts are spam which he was working on. Bigpond constitutes our largest e-mail domain. He had not yet had discussions with the Sue & Geoff Barden, but the preferred option was for them to pass him event notifications for distribution to the mailing list.

4 Community Manager's Report: Cosi Ronconi

The full report is at Attachment 1 to the Minutes. Discussions of some items from the report are at Items 4.1 to 4.4. Cosi was also present for Items 9.1 and 9.2.

4.1 Window Blinds for Bar and Stage Area

Cosi told the meeting that the contractor was requesting 50% of cost before commencing work and the remaining funds at conclusion. Sue Day said that she would discuss the payment schedule and amounts with Cosi after the meeting.

4.2 Shade cloth for pool area

Cosi advised that revised quotes had not yet been sought.

4.3 Village Activities

Some thoughts on events were discussed:

- Amateur dramatics performance. These had happened pre-COVID and it might be worthwhile to revive them.
- Monthly Morning Tea perhaps supported by a coffee truck.
- Competition for a Kitchen Name. Currently there is a sign that just says "Cafe".

4.4 Emergency Evacuation Villas

The Committee agreed that the use of SMS to distribute advice was particularly useful in emergency situations.

John Davies requested that Emergency Management meetings be conducted for SA residents. Cosi advised that he would conduct meetings in conjunction with suitable resident gatherings, such as lunch.

John Parsons raised the recent note to residents about keeping the pedestrian gates closed and questioned whether the gates were needed since the vehicle gates remained open 12 hours each day. After discussion it was agreed that:

- Running late night staff checks raised safety concerns.
- Most appropriate action was to continue reminders and for residents to close open gates as required.

5 Outward Correspondence

5.1 24 Mar 23: Email to Bruce Townsend re ANZAC Day speaker

5.2 5 Apr 23: Email to Bob Jack confirming him as Bar Stock Controller

5.3 7 Apr 23: Email to Pat Bowen requesting correction to date for Budget presentation

Kerry Jewell moved that Outward Correspondence be endorsed.

Seconded by John Davies.

Passed.

6 Inward Correspondence

6.1 10 Apr 23: Email Pat Bowen response on correction request

Kerry Jewell moved that Inward Correspondence be accepted.

Seconded by John Davies.

Passed.

7 Treasurer's Reports: Sue Day

The Financial Account is at Attachment 2 to the minutes.

Sue highlighted the following:

- The Commonwealth Bank's data indicated that 65% of our transactions were now EFT and had meant \$4,500 had not needed to be deposited as cash, significantly reducing Sue's risk and effort.
- Sue thanked John Parsons for his "constructive coercion" and Kerry Jewell for his support in getting EFT operating in the village.
- A \$500 bar float was no longer necessary to support the reduced cash transactions and it would be reduced to \$300.

Sue Day moved that the Treasurer's Report be accepted.

John Parsons seconded.

Passed.

8 Sub-Committee and Working Party Reports

8.1 Bar Report: Kerry Jewell

As Bar Coordinator, Kerry Jewell advised that the new bar arrangements were working (see Item 9.3) and that the Happy Hour the previous Friday had seen exceptional trading.

John Parsons asked if there had been further instances of Bar Volunteers being hassled. Kerry advised there had been no further instances.

8.2 Social & Events Report: Sue and Geoff Barden

Karaoke Night – 19th May 2023

Please note that the Karaoke Night has now been moved from 5th May to Friday, 19th May. This will be an extended happy hour event and ask that the bar stay open until 8pm. Paul from Go Pro charges \$300 for 3 hours. We suggest the Karaoke commence at 5pm.

Kerry Jewell agreed the 8pm bar close.

John Davies moved that the expenditure of up \$300 for the Karaoke Night be approved.

Seconded Sue Day.

Passed.

Residents will be encouraged to bring nibbles for the evening if they wish.

Black & White Night - Wednesday, 7th June 2023

We have brought this event forward to 7th June. Ann will be supplying us with a menu for the black and white night which will be approximately \$28 per head. We estimate the charge to residents as \$30-\$35 per head.

We seek approval to book Maurice Milani at a cost of \$400 for 3 hours. We also request \$200 for decorations and \$8.80 per table for tablecloths, a total of \$88 for 10 tables.

The Committee requested that the Event Managers confirm the times that Maurice Milani be playing. The concern was whether there should be a break during the meal and whether that was included in the 3 hours.

Sue Day moved that the expenditure of up \$700 for the Black & White Night be approved.

Seconded John Davies.

Passed.

We are happy to organise a raffle if the RAC agrees. An amount of \$350 required for prizes would be required.

The Committee decided that a raffle was not required to support the evening.

Portofino Fashions – Wednesday, 5th July 2023

We have booked Portofino to hold a pop-up shop for Wednesday, 5th July 2023 for all the ladies. We expect to receive a small donation for the RAC.

DJ Night – 25th August 2023

We have booked Rick McCann to DJ for us again. This is another change of date from 11th August to Friday, 25th August. This will also be an extended happy hour event and again we ask that the bar stay open until 8pm. Rick will charge \$300 for 3 hours.

Kerry Jewell agreed the 8pm bar close.

Sue Day moved that the expenditure of up \$300 for the DJ Night be approved.

Seconded John Parsons.

Passed.

Residents will be encouraged to bring nibbles for the evening if they wish.

9 General Business

9.1 Provision of cardboard cups and plastic cups into the residents' kitchen from RAC funds. (John Davies)

John Davies raised the concern that the Kitchen was supplying non-SA residents with plastic cups which were at SA residents' cost.

Cosi advised that Aveo policy was to no longer purchase plastic cups but that there was a significant supply of plastic cups held. It was agreed that this would be revisited when supplies of the plastic cups were exhausted.

9.2 Name Badges (Jan Corlett)

Jan asked the meeting to consider name badges for the members of the RAC and for Bar Volunteers.

The meeting was supportive of the idea noting the following:

Design and colour scheme should be different to that used for Aveo staff.

Given that the AGM was approaching and that there could be changes to the RAC it would be appropriate to leave this to the new RAC.

Cosi advised that it could be arranged once a design was agreed, and a list of names and roles was provided.

9.3 Bar Matters (Jan Corlett)

Jan confirmed that the new bar management arrangements were now in place:

- Licensee: Remains Wayne Collard.
- Bar Coordinator: Kerry Jewell responsible for organising the roster, all monetary dealings and the stocktake.

- Stock Controller: Bob Jack responsible for assessing, purchasing and organising all the stock for the Bar.

The committee confirmed the more detailed list of the Stock Controllers responsibilities provided. Kerry would ensure that the Bar Volunteers were familiar with it.

The next step would be for Bob and Sue Day to sort out the debit card for Bob to use when purchasing stock.

Sue and Kerry agreed that banking would be conducted as required.

9.4 QGM Administration (Richard Fullford)

The meeting discussed how session on questions to the Community Manager's would be managed. It was agreed:

- Jan would read the questions from residents.
- Cosi would answer the questions.
- While there were not to be questions from the floor, it was agreed that clarification questions would be accepted provided they were relevant to the question being asked, respectful and not argumentative.

Richard confirmed that there would be sufficient RAC members available to run the sign in desk and to act as microphone runners for questions from the floor. John Davies advised that he would not be available on the day to set up the sound system but would make sure the batteries were charged. Richard would check that Trevor Davis is available to set up the sound system.

9.5 Unity Water Meeting on 19th April 23

John Davies requested that the following questions be raised on his behalf at the meeting as he would be absent:

- What is the total village consumption (TVC) through the main meter?
- How is Unity Water going to bill individual residents other than leaseholders?
- Does Unity Water have a plan for compensating Serviced Apartments should the increase be too much and when they would do this?

- Will Unity Water spread pensioner concessions to all individual AveoWay leaseholders?

John Parsons also asked that the following questions be raised:

- What is the legislation that drives and/or authorises this change?
- Since other water service providers (Cairns and Toowoomba area were mentioned) have apparently funded meter upgrades amortised over 20 years, did Unity Water consider this approach and if not, why not?

Kerry Jewell agreed to put these questions.

10 Proposed Dates of Upcoming Meetings

Monthly RAC: 9:00am 12 May 23, 9 Jun 23, 14 Jul 23, 11 Aug 23

QGM: 2:00pm 18 Apr 23

QGM/AGM: 2:00pm 25 Jul23

Meeting closed at 10:45am



Jan Corlett
Chairperson
27th April 2023



Richard Fullford
Secretary
rapscs.secretary@gmail.com

Attachment 1 – Community Managers Report



Resident Association Committee – Managers Report

Friday 14th April 2023

- **Ref. 3.1 – Window blinds for the Bar and Stage area:** Peregian Blinds and Curtains has submitted the invoices for the approved works.
- **Pool Shade Cloth:** Aveo has advised that the Capex request for a new Shade Cloth has been moved early 2024. This will allow the time to consider further options in terms of size required and to obtain new quotes.
- **Garage Door Maintenance and Driveway Cleaning:** As discussed at the last meeting, Allan, the onsite Maintenance person, is progressively visiting all residents, offering to check the correct functioning of their garage door and will advise if any professional maintenance is required. Allan is also available to pressure clean villa's driveway upon resident's request and subject to his availability.
- The cost to pressure clean one driveway is approximately \$ 45.00 (includes 45 minutes cleaning) the charge will be adjusted depending on the actual time spent in each driveway and will be on charged on the Resident levies.
- **Quarter 3 Financials and 2024 Budget:** The Community Manager and Aveo Finance Team are currently working on these Financials documents and will present the drafts versions to the Financial Sub-Committee in due course.
- **Village Restaurant catering for Village Events:** We hope that the Residents have enjoyed the meals served at the Hawaiian night and we look forward to continuing providing delicious meals for the main events. We would like to thank the Residents volunteers for organising these wonderful events.
- **Village Activities:** We would welcome the opportunity to work with the Residents Association on planning new activities that can be introduced to stimulate Residents participation and sense of belonging within the Community.
- **Emergency Evacuation Villas:** We would like to thank the Residents Wardens Volunteers for reaching out to the Villa residents in April with the Annual Emergency Instructions.

- **Fundraising Events:** We would like to congratulate Gloria, Marjorie, and the Ladies of and the Knitting and Craft Group for raising \$700.00 for Men Cancer at the Morning Team raffle hosted in April and we would like to thank all residents who participated to the event with generosity.
- **Queensland Police Pipes and drums:** We would like to thank Queensland Police for bringing to the Community a very entertaining show in April.

I am sure that all the Residents who have attended to this event have really enjoyed the music, the passion, and values of these amazing men! We are very grateful and will invite the Queensland Police back to the Community at the first opportunity next year!

Kind Regards,

Cosimo Ronconi
Community Manager
Aveo Peregian Springs

