

PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION

Committee Meeting Friday 9th June 2023 - Minutes

Meeting opened at 9:02am at The Manor, 21 Gracemere Blvd, Peregian Springs

1 Attendance and Apologies

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

Apologies: Wayne Collard

2 Confirmation of Previous Minutes

John Davies moved that the previous minutes be accepted.

Sue Day seconded.

Passed.

3 Business Arising from the Previous Minutes

3.1 Window Blinds for Bar and Stage Area

See Community Managers Report at Attachment 1.

3.2 Shading the Pool Seating Area

See Community Managers Report at Attachment 1.

3.3 RAC Electronic Communications

Richard advised that the main issue with using the rapscclsecretary@gmail.com account continues to be BigPond blocking mass mailouts, but it was worth persevering. When blocking does occur, we are still able to get the email out to residents with minor delays.

3.4 Improvements to the Manor

The improvements proposed last meeting have been completed. The Committee acknowledged the efforts of Sue & Geoff Barden, Bronwyn & Arch Kennedy and Beth Fahy in adding a splash of colour and an overall cohesive look to The Manor.

Concern was expressed that some larger, patterned chairs in the Theatre had been swapped with plain chairs. [Secretarial Note: Later measurements confirmed that the plain and patterned chairs were the same size. The perceived difference is likely an optical illusion caused by the pattern.]

3.5 Update of the Residents' Handbook

An update to the Handbook would be left to the incoming committee following the AGM on 25 Jul 23.

4 Community Manager's Report

The full report is at Attachment 1 to the Minutes with additional discussions below. Cosi and Paul were also present for Items 6.1, 6.2, 6.5, 6.6, 6.9, 9.1 and 9.2.

Cosi and Paul left the meeting at 9:42am.

4.1 Restaurant Naming

The name "Treats" was proposed to the meeting, but it was decided that this was not suitable for the restaurant and further suggestions will be sought.

4.2 Resident's Private Functions

See Item 9.1

4.3 Music in the Manor

See Item 9.1

4.4 Village Activities - Indee Theatre Company Show 25th June 23

The Assistant Community Manager requested contribution of \$200 for the Indee Theatre Company show on 25th June 23.

Sue Day moved that \$200 be contributed for the Indee Theatre Company show.

Jan Corlett seconded.

Passed unanimously.

4.5 Additional Discussions

The offer by Aveo's Risk Manager, Josh Little, to visit the Village and provide an update to residents on the changes to insurance arrangements was raised. Cosi undertook to confirm the visit with Josh. [Secretarial Note: The meeting has been set for 2:00pm on Thursday 29th June.]

Since it was Meg Gauci's last day before heading to the UK for family reasons, the Committee expressed their thanks for her efforts in supporting the residents especially during functions and expressed the hope that she comes back to the Village in the future, even if in a different role.

5 Outward Correspondence

Nil.

6 Inward Correspondence

6.1 14 May 23: Email John Davies on Use of Private Dining Room (see Item 9.1)

See the discussion at Item 9.1 and the items on Resident's Private Functions and Music in the Manor in the Community Managers Report at Attachment 1.

6.2 14 May 23: Email Sue Barden on Use of Private Dining Room (see Item 9.1)

See the discussion at Item 9.1 and the items on Resident's Private Functions and Music in the Manor in the Community Managers Report at Attachment 1.

6.3 17 May 23: Letter ARQRV on Residents' Committee Manual updates

Richard Fullford distributed the hard copy amendments to members of the committee to insert in their copy of the Manual.

6.4 29 May 23: Email Kerry Jewell on Bar Stock

See the discussion in the Bar Coordinator's Report at Item 8.1.

6.5 1 Jun 23: Email Assistant Community Manager on Funding for Indee Theatre Company

See Item 4.4.

6.6 2 Jun 23: Email Geoff Barden on Altercation with Resident

This related to an incident while the "Manor Improvement Team" were doing the work (see Item 3.4). It was noted that Items 6.1 and 6.2 also involved confrontations between residents and that this was also commented on at the last ARQRV¹ meeting as an increasing issue. Jan Corlett said that this sort of behaviour was unacceptable in the Village and that if residents had any concerns, they should be raised with Community Management and not by confrontations with other residents.

6.7 5 Jun 23: Letter John Weeden on Bingo Stationery Reimbursement

John Weeden requested reimbursement of \$49.67 for the supply of Bingo dobbers.

Richard Fullford moved that John Weeden be reimbursed \$49.67.

Kerry Jewell seconded.

Passed unanimously.

¹ Association of Residents of Queensland Retirement Villages

6.8 7 Jun 23: Email Anne Millier on Replacement Card Tables for Mah Jong

Anne Miller requested approval for \$76.88 for the purchase of two card tables to replace the two tables used by the Mah Jong group because they are worn and unstable.

Jan Corlett moved that the Mah Jong group be authorised to spend \$76.88 to replace the card tables.

Richard Fullford seconded.

Passed unanimously.

6.9 8 Jun 23: Letter Jan Cox - Maintenance Payment

The RAC noted the Jan Cox's concern around some inconsistency with when maintenance is charged. This is a matter for Community Management to respond who are included as addressees on the letter. The Community Manager undertook to provide clarification in future newsletters.

6.10 9 Jun 23: Emails Paul Davis & David Figgins - Speeding in Village

The RAC was copied on an email from David Figgins to Community Management raising concern about vehicles exceeding the 10kph speed limit in the village. The RAC discussed speeding issues in general and noted that the Assistant Manager has responded.

John Davies moved that Inward Correspondence be accepted.

Sue Day seconded.

Passed.

7 Treasurer's Report: Sue Day

The Financial Account is at Attachment 2 to the Minutes.

Sue highlighted the following:

- Tap & Go continues to be a success with two thirds of transactions being electronic.
- A further reduction in the Bar Float from \$300 to \$250 is possible due to the success of Tap & Go.
- The Accrual of -\$4,370 in the Assets was to account for an outstanding functions invoice from Aveo.

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

Richard Fullford seconded.

Passed unanimously.

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. The number of Bar Volunteers was a concern, but recruiting would continue. Bob Jack was doing a brilliant job maintaining the stocking.

There were some stock items that were slow moving but the Committee agreed that the best approach was for the Bar Coordinator to take opportunities to reduce them through things like raffles and sales.

Trading at Happy Hours had reduced with the cooler weather and Kerry proposed that the hours for Friday Happy Hours should be reduced over the cooler months as follows:

- Tuesday Happy Hour: Remains 4:00pm to 6:00pm all year.
- Friday Happy Hour:
 - ◆ 1st April - 31st August: 4:00pm to 6:00pm
 - ◆ 1st September - 31st March: 4:00pm to 6:30pm
 - ◆ Last Friday of each month (BBQ Night): 4:00pm to 6:00pm all year

The revised hours to be effective from Friday 7th July.

Kerry Jewell moved that the revised hours be approved.

John Davies seconded.

Passed unanimously.

8.2 Social & Events Report: Sue and Geoff Barden

Black & White Night - Wednesday, 7th June 2023

Last night's Black & White Ball was a huge success and sold out within 48 hours of advertising the event. Ann produced a delicious two course menu, and we received many positive comments from the residents. Putting on an event is now so much easier knowing we have the support of Cosi and his wonderful team behind us. Maurice Milani played for the 81 residents who attended. We even had a small waiting list to take the place of anyone who dropped out.

The Committee discussed the evening and was concerned that Ann was being limited in her menu by the effort to keep costs down. Given that the functions with dinner and entertainment are very popular a less restrictive budget should improve the choices. Jan undertook to discuss this with the Event Coordinators.

Elvis & Buddy Holly Show – Wednesday, 26th July 2023

We have booked the Elvis & Buddy Holly tribute band Wednesday, 26th July from 6.00-9.00pm. Residents will be charged \$10 and guests \$15 per person. This will be a BYO event for food and drinks. There will be no restrictions on tables.

Bollywood Night – Wednesday, 27th September 2023

We propose holding a Bollywood Night on 27th September and request approval for the following:

- \$350 to book Kerri O’Keefe from 5.30pm-9.0pm as the entertainer for the night. She has proved to be a great hit with the residents.
- \$200 for decorations
- \$88 for tablecloths

Menu and price for food will be advised once we receive it from Ann.

Richard Fullford moved that the Event Managers are authorised to spend up to \$650 for entertainment, decorations and tablecloths.

Jan Corlett seconded.

Passed unanimously.

The Committee expressed its appreciation to Kerry and Bob Jack for their work maintaining the Bar's high standards.

Noosa Concert Band – Saturday, 7th October 2023

We would like to book the Noosa Concert Band for a performance at Aveo on Saturday October 7th at 2.00 pm. They usually have around 20 or so players including a drum kit (not too loud). Music is middle of road with a theme and some audience participation. They usually receive a donation from the RAC.

Kerry Jewell advised that the Bar would be available on the day to support the event.

Richard Fullford moved that the Event Managers are authorised to donate \$300 to the band.

Sue Day seconded.

Passed unanimously.

We would like to finish off by thanking the RAC, particularly Jan & Sue for always supporting us and all the volunteers who help make these events such a success.

9 General Business

9.1 Use of Private Dining Room

Due to issues around noise causing friction between residents (see Items 6.1 and 6.2) the Community Manager had decided to change the purpose of the Private Dining Room to be a Meeting Room. Private Functions could still be held but they would be moved to the restaurant annex. Private Functions need to be organised through the Community Manager and the areas used are to be restored to as they were found. The details are in the Community Managers Report at Attachment 1.

9.2 Movement of Restaurant Annex Furniture

See Item 3.4.

9.3 Preparation for AGM

Richard Fullford described the key dates associated with the AGM as:

- 4 Jul 23: Delivery of the initial documentation for the AGM to residents.
- 15 Jul 23: Nominations for the Committee and Sub-Committees received.
- 18 Jul 23: Delivery of Committee and Sub-Committee ballots to residents, if required.
- 25 Jul 23: QGM/AGM

The proposed forms for nominations and proxy votes were reviewed.

Richard highlighted the need for a good turnout on the day to meet the Quorum requirements for the AGM (35% of residents). Sue Day proposed that a free drink voucher be given to all residents that sign into the meeting.

John Parsons moved that all residents attending the meeting be provided a voucher for a free drink.

Kerry Jewell seconded.

Passed unanimously.

9.4 Any Other Business

There was no other business.

10 Proposed Dates of Upcoming Meetings

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

QGM/AGM: 2:00pm 25 Jul23

QGM: 2:00pm 31 Oct 23, 30 Jan 24, 30 Apr 24

Meeting closed at 11:30am



Jan Corlett
Chairperson
23rd June 2023



Richard Fullford
Secretary
rapsc.secretary@gmail.com

Attachment 1 – Community Managers Report



Resident Association Committee – Managers Report

Friday 9th June 2023

- **Ref. 3.1 – Window blinds for the Bar and Stage area:** Peregian Blinds and Curtains have received full payment for their works.
Peregian blinds in process of waiting for material to arrive to complete.
- **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.
- **Restaurant Naming:** The proposed names submitted by Residents have been passed onto the Committee for review and further input.

Meeting Room: The room formerly called Private Dining room will be primarily utilised for meetings and resident club activities, but it will no longer be utilised for private functions. This will all also ensure function noise is removed away from the adjoining ground floor apartments 201 & 202.

- **Resident's Private functions:**
To hold a Private Function in the Community centre a reservation needs to be made by contacting the Community Manager.
Authorisation will be granted depending on the day and time of the function, number of attendees, proposed entertainment, catering and cleaning arrangements, general safety, and staff requirements.
The areas designated for private functions are the Annexed Area with roller binds, the BBQ and the outdoor dining.
Private Function are to be held in a way that does not interfere with or prevent other Activities to take place at the same time and in respect of the peaceful enjoyment of the residents.
- **Music in the Manor:** According to the standard conditions part of the liquor License in place for the Manor:

Noise emanating from entertainment, music or related activities must not exceed 75dB(C), fast response, when measured approximately 3 metres from the source of the noise.

Speakers used to amplify entertainment, music noise, or non-amplified entertainers must not be located in outdoor/veranda/patio of the premises.

premises trading are as follows:

12pm to 10pm Monday to Thursday

12pm to 11pm Friday

11am to 11pm Saturday

10am to 10pm Sunday

excluding Christmas Day, New Year's Eve, Good Friday and Anzac Day, the trading hours of which are prescribed in the Liquor Act 1992)

- **Village Activities:** We are very excited to welcome the Indee Theatre Company here to perform a comedy play on Sunday the 25th of June. The play is called The Op-Shop Ladies and will begin at 3pm.
A total set rate has been given for this event of \$400, with funding responsibility to be finalised.
Approximate numbers for attendance to this event is around 100.

Kind Regards,

Paul Davis
Assistant Community Manager
Aveo Peregian Springs

Attachment 2 - Residents' Association Account Statement

Residents Association Treasurer Report May 2023										
Date	Pay Req	Detail	Main	Imprest	Bar	Social	Sundry	Bar	Bar	Library
May	No		Account	Account	Takings	Deposits		Expenses	Supplies	
		Balance C/F	\$12,703.74	\$3,000.00		Tap & Go				
		DEPOSITS				&Payments				
		Bar Deposits								
		Tap & Go Deposits	\$2,331.50		\$2,331.50					
		Cash Deposits	\$1,503.70		\$1,503.70					
		Social Event Deposits	\$2,370.00			\$2,370.00				
		Total Receipts	\$6,205.20		\$3,835.20	\$2,370.00	\$0.00	\$0.00	\$0.00	\$0.00
		PAYMENTS								
		CBA Monthly A/c Fee	\$62.79				\$62.79			
		Bar Purchases & Misc								
	453	Imprest A/c	\$2,469.47	\$2,469.47						
		Dans & Coles		-\$2,055.94					\$2,055.94	
		Event Decorations		-\$152.78			\$152.78			
		Stationery		-\$61.40			\$61.40			
		Manor Cushions		-\$199.35			\$199.35			
	454	Library Books	\$100.00							\$100.00
		Other								
	455	Event Deposit	\$85.00				\$85.00			
	456	Manor Cushions	\$60.00				\$60.00			
	457	Karaoke 19th May	\$300.00				\$300.00			
	458	ARQRV RAC Support Desk	\$90.00				\$90.00			
	459	Printer Cartridges	\$126.49				\$126.49			
		Total Payments	\$3,293.75	\$0.00	\$0.00	\$0.00	\$1,137.81	\$0.00	\$2,055.94	\$100.00
		Cash Book Bal. F/Ward	\$12,703.74							
		Plus Receipts	\$6,205.20							
			\$18,908.94							
		Less Expenditure	-\$3,293.75							
		Cash Balance	\$15,615.19							
		Bar report at end of								
		Bar Takings		\$3,835.20						
		Opening Stock	\$4,511.58							
		Plus Purchases	\$2,055.94							
		Less Closing Stock	-\$4,109.38	-\$2,458.14						
		Cost of Sales	\$2,458.14							
		Operating Profit		\$1,377.06						
		ASSETS								
		Bank	\$15,615.19							
		Imprest AC	\$3,000.00							
		Bar Float	\$300.00							
		BarStock	\$4,109.38							
		Accrual	-\$4,370.00							
		Total	\$18,654.57							