

PEREGIAN SPRINGS COUNTRY CLUB RESIDENTS' ASSOCIATION

Committee Meeting Friday 9th February 2024- Minutes

Meeting opened at 9:04am at The Manor, 21 Gracemere Blvd, Peregian Springs

1 Attendance and Apologies

In Attendance: Jan Corlett (Chairperson), Richard Fullford (Treasurer), Sue Day (Secretary), Janice Trethewey, Graeme Pinniger, Lisa Morrison Assistant Community Manager

Apologies: John Davies, Judy Wrigley, Cosi Ronconi

2 Confirmation of Previous Minutes

*Richard Fullford moved that the previous minutes be accepted.
Graeme Pinniger seconded. Passed.*

3 Business Arising from the Previous Minutes

3.1 Aveo Wi-Fi in the Manor

Richard Fullford mentioned the Wi-Fi link now lasts for a longer period of time, once logged into. This will be followed up with Cosi and or Nole Beardwood moving forward.

3.2 Technology and Audio in the Manor

One of our microphones is not working correctly. Richard Fullford will get in touch with Digital Brilliance to see if it can be repaired. If it cannot be repaired, we need to buy a new one. Vitally important we have three fully working microphones

*Sue Day moved that if it cannot be repaired, we buy a new one
Graeme Pinniger seconded. Passed.*

3.3 Residents' Handbook discuss distribution

John Davies has been looking after this and distribution is under way of hard copy to new residents. Existing residents can access via the computer club website gracemerecc.org. A PDF copy can be requested from the Secretary at any time.

3.4 Pétanque and RAC Resident Referral contributions from Aveo

This item has been followed up in great detail. As this was questioned at the RAC Quarterly Meeting on 30th January 2024. It has been confirmed that the referral program for 2024, will continue the same as it was for 2023. However, as the rule is each year the money earned must be spent by 30th March the following year. To be sure we do not lose the pending \$1000 this was followed up with Nole Beardwood. He followed this up with the appropriate Head Office Management. The RAC has it in writing that we can “bank” this money, moving forward to allow it be put toward the Pétanque Court. If residents wish to view the referral program in detail, it can be found on the Aveo website.

3.5 Pool Cover Progress Report on Quotes

See Community Managers report

This item is pending as Cosi is currently away.

3.6 20th Village Birthday Party

Several meetings have been held with the organising group and our first meeting with volunteers was on 7th February. This is a very large event, requiring much preparation and help in the three days leading up to 23rd February. Plus, an even bigger job, to clean-up on Saturday 24th February, when it will be all volunteers on board from 9am. More information will come out shortly from Management. This will be on the special arrangements needed at the Manor, namely that groups and activities organised by residents will not be able to take place from Wednesday 21st to Friday 23rd February inclusive, in the days leading up to the party. During this time the Manor will be reorganised and decorated for the party. The RAC are extremely happy and thankful that we have so many happy to help volunteers. This is showing true community spirit.

The 20th Birthday Cake Cutting will of course as always be a very special part of this celebration. The longest serving residents, Trish Kelly and Jan Fitzgerald, plus our longest serving employee, Lee Anne McHattan will be taking on this very important role. The RAC thanks them for agreeing to do this.

Jan Trethewey agreed to sort out the empty wine and bubbles bottles after the event into the recycling bins. Thank you, Jan.

4 Community Manager's Report

The full report is at Attachment 1 to the Minutes. Also, Items 3.1,3.2,3.3,3.4,3.5,3.6 were discussed while Lisa Morrison, Assistant Community Manager, was in the room.

Lisa left the meeting at 9.47am

5 Outward Correspondence Nil

6 Inward Correspondence

6.1 24 Jan 24 Copy Letter, from a concerned resident

Noted and Filed

*Richard Fullford moved that the Inward Correspondence be accepted.
Graeme Pinniger seconded. Passed.*

7 Treasurer's Report: Richard Fullford

Known Debts have significantly reduced because the outstanding invoices from Aveo arrived, the NYE entertainment was paid and over half the 20th Party Budget has been expended. The remaining Known Debts are just the remainder of the 20th Party budget, but as Sue Day mentioned, that's nearly all committed.

Overall our available cash position remains under \$10,000 but that should start to improve with the 20th Party out of the way.

As always I'd like to see more EFTPOS.

Sue Day asked if the use of EFTPOS was declining. Richard agreed that it was down a little and that we had it up to about 66% of transactions and this month was down to 60%. What could be done to encourage EFTPOS use was discussed and Richard thought that some decline might be due to reliability of the machine where people were becoming frustrated with problems and switched to cash instead. Richard agreed to work with the Bar Coordinator on this.

Graeme Pinniger asked if we had a target figure for how much should be available in the account. Richard advised that it was not fixed but that he believed that \$10,000 available cash was a good minimum in case of urgent calls for RA support. This was where we currently sat but that with the 20th Part expenditure out of the way he expected the position to improve ready to support future functions and RA activities.

The Financial Account is at Attachment 2 to the Minutes.

*Richard Fullford moved that the Treasurer's Report be accepted.
Sue Day seconded. Passed unanimously.*

8 Sub-Committee and Working Party Reports

8.1 Bar Report: Kerry Jewell

No Bar Report – Refer Qtly Report in Minutes dated 30th January 2024

8.2 Social & Events Report: Sue and Geoff Barden

EVENTS REPORT FEBRUARY 2024

AUSTRALIA DAY – 26th January 2024

Australia Day was organised by Hazel & Denny Birang and was extremely successful and very much appreciated by both of us. Sausages and rolls plus coleslaw were served followed by delicious apple pies

The Lions Club were booked with a donation from the RAC of \$300.00 They were extremely helpful and so efficient we think they should be booked again for next year.

There were 86 guests.

BYO Event – Wednesday, 17th April 2024

We would like to book Kerrie O'Keefe on Wednesday 17th April for 3 Hours @ \$300. We are suggesting a BYO event

Formal Night – Wednesday, 26th June 2024

We are suggesting a formal night and booking the fabulous duo, The Famos. The charge is \$880 for 3 hours and they are available on that date and can commence at 5.30pm. We would like to make this a special evening with a menu from Ann to suit the style of the event. We would expect 80 attendees, Menu TBA.as Ann is obviously extremely busy with the 20th Birthday party.

We would require approximately \$250 for décor items plus \$100 for tablecloths.

Richard Fullford moved that \$300 for Kerri on 17th April and up to \$1230 be passed for The Formal Night.

Moved by Richard Fullford Jan Corlett seconded. Passed.

Aveo 20th Birthday Cocktail Party – Friday, 23rd February 2024

We are at the last stages of the organisation of this event, and we thank Sue Day and Jan Corlett for their tremendous help and support with the huge amount of work that has taken place. We also thank Lisa Morrison who has not only helped us, but attended various meetings and came up with many great suggestions.

There was a meeting on Wednesday, 7th February to discuss all jobs with the volunteers. Each person will be given a role to ensure the smooth running on the day.

The setting up will take place over three days commencing, as follows:

Wednesday, 21st February

- Tables and chairs moved and put into position.
- Lounges moved out of the way
- Champagne tables set up
- Tablecloths laid
- (The piano is organised to be moved earlier in the week).

Thursday, 22nd February

- Tables set
- Ceiling decorations erected

Friday, 23rd February

- Balloons blown up and installed on two arches – one will be for photos and one behind the stage.

Saturday, 24th February

- All hands-on deck please for the big clean up and replacing of chairs and tables back into position

Times, Dates, Roles etc may change and remain flexible and fluid until the Day.

We hope the party will be a huge success and all residents, staff and management will have a wonderful time.

9 General Business

9.1: Any other business - None

9.2: Proposed dates of upcoming meetings

- Monthly Meeting 12 April 24
- QGM 30 April 24

Meeting Closed at 10.30am

Jan Corlett

Chairperson

10th February 2024

Sue Day

Secretary

rapscc.secretary@gmail.com

Attachment 1

Resident Association Committee Managers Report

Friday 9th February 2024



- **Ref 3.2- Pool Shade Cloth:** The Aveo Capex request for a new Shade Cloth has been moved to early 2024.
Manager will seek quotes in February to discuss with the Committee at the next meeting.
- **Ref 3.6 - Peregian Springs Country Club 20th Birthday Party:** The Residents Association and management are working on organising a Celebration Party in February 2024 with help of resident's volunteers.
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- **Doctor Room:** Aveo has ordered a new medical Bed for the Doctor room.
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- **NBN Upgrade:** Nole Beardwood is seeking information and advice from the Aveo Facilities Team.

- **Cleaning of Manor:** as agreed at the last meeting we have arranged a contract variation for one extra day work for housekeeping staff to clean the common areas in the Manor (ground, 1st and 2nd floor corridors).

Kind Regards,
Cosimo Ronconi
Community Manager
Aveo Peregian Springs

