

**BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB**

**COMMUNITY TITLES SCHEME 31142**

**Minutes of Committee Meeting held on  
Friday, 5<sup>th</sup> July, 2024.**

**Gracemere Manor,  
21 Gracemere Boulevard,  
Peregian Springs, QLD 4573**

Meeting commenced: 9.02 am.

1. Attendance: Pat Bowen (Chairman), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Bronwyn West, Keith Van Rangelrooy  
Cosimo Ronconi, Community Manager.

Apologies: Arnold Vandenhurk.

Observer: Jan Corlett.

2. Confirmation of Minutes of BCC meeting held on 7<sup>th</sup> June, 2024.

Minutes accepted as a true & correct record.

Moved: Bronwyn West.    Seconded: Tom Shaw.

3. Business arising from Minutes :

3.1 Annual Painting Maintenance Contracts, EGM report - Pat Bowen & Cosimo Ronconi.

EGM held on 25/6/2024 & vote taken to appoint Painting Contractor for next 11 years.

Result: Higgins – 62 votes. Programmed Property Services – 10 votes.

Result of vote will now go to Board of Directors (Aveo), then to Legal Department to check contract details.

3.2 Gardening Contract Tenders – Cosimo Ronconi.

Discussion deferred until date is set for Information Session for residents.

3.3 Storm water drain at back of ILUs 78 & 79 – Cosimo Ronconi.

Work completed, now off Agenda.

3.4 Clearance of drain at rear of villas in Sea Breeze Rise – Cosimo Ronconi.

Work completed, now off Agenda.

3.5 Solar Panels on roof of Manor – Cosimo Ronconi.

Aveo has budgeted to progressively install solar panels in their villages, but no indication yet as to when this will commence and/or in which villages.

4. Outward Correspondence:

4.1 John Davies, 9/6/2024 – Re: Agenda for EGM, 25/6/2024.

4.2 Cosimo Ronconi, 19/6/2024 – Re: Solar Panels on roof of Manor.

Endorsed: John Weeden.

Seconded: Keith Van Rangelrooy.

5. Inward Correspondence:

5.1 Jan Corlett, 28/6/2024 – Re: Attendance at BCC meeting, 5<sup>th</sup> July, 2024.

5.2 Joshua Little & Ling Huang, June 2024 – RE: Insurance Renewal Outcome for 2024/25.

Received: Tom Shaw.

Seconded: Bronwyn West.

## 6. Business arising from Correspondence

- Pat Bowen requested a letter be sent to the new RAC wishing them well in their endeavours as a new Committee.

Also to thank them on behalf of the Body Corporate for their invitation to participate in the Budget financial meeting, which is something we used to do a few years ago. The meetings have been very productive and open and Pat sees it as a big plus for the village.

## 7. Reports from Committee Members:

Keith Van Rangelrooy - 1) When will the new bar-b-ques be installed?

Cosi advised that new bar-b-que has been ordered & he is waiting for confirmation of a date for delivery.

2) Keith reports that solar light opposite Villa 4 has been replaced after 2-3 years!

Bronwyn West - Damian (gardener) spoke with Bronwyn & wanted to assure residents that the gardeners are all working as a team.

Bronwyn mentioned the weeds throughout the village & Damian mentioned that this is on their schedule! Bronwyn also mentioned that this could be done first thing in the morning before they start the machinery!

Tom Shaw - Water Harvest system - refer to Manager's Report.

Everything seems to be in working order at present.

## ❖ Manager's Report was addressed at this point in the meeting.

### 8. Treasurer's Report : John Weeden -

This report has been prepared for the July BCC meeting with the financial information for May 2024.

#### Income

No Aveo Way contributions were added to the Sinking Fund for May so the Total Income Actual ytd is \$169,368 compared to a Budget of \$192,183: or \$22,814 below Budget.

#### Expenses

There was expenditure in seven line items during the month.

#### Contractor – Pest Control

One item for \$475 for removal of a bee hive and four items totalling \$6,861 relating to Termites or pest control were RECODED in. These are subject to review. At least one might be a duplication of an item listed in R&M Pest Control The Actual ytd is \$25,724 compared to a Budget of \$16,251

#### R&M Roof

One item (\$205) for repair of leaking roof and one item (\$180) RECODED in for roof inspection.

#### R&M Electrical

Three items totalling \$3,471 for electrical work at V70, V130 and The Mannor

#### R&M Plumbing

Three items totalling \$9,893 for drainage work at V130, one item (\$691) for unblocking street drain outside V184, one item (\$3,750) to repair pipe work under V141 and six items totalling \$1,762 for plumbing work at various villas. Some of these are subject to further check by the VM. The Actual ytd at \$37,750 is just under Budget.

#### R&M Garden & Grounds

Two items totalling \$850 to Hedge for pebbles and overtime for moving rubbish bins at Easter and \$22 for hardware items.

#### R&M Pest Control

There are four items totalling \$720 which may be a duplication for items in Contractor – Pest Control. There is no money in the Budget for this line item

## **R&M General**

There were six items totalling \$1,850; however one item (\$606) relates to roof tiles so probably should be included in R&M Roof. Another item (\$220) relates to bollard lights so should be included in R&M Electrical. There were nine RECODE items totalling \$4,412 however one relates to roof flashing so probably should be included in R&M Roof. There are two other items relating to floor tiles each costing \$856.40 – is this just a coincidence or duplication? The Actual ytd of \$16,358 is over budget by \$6,521.

Total Expenditure ytd is \$172,107 or \$33,633 below the Budget ytd of \$205,740.

## **Balance Sheet**

The Balance Sheet shows an Operating Account of \$133,518 (which agrees with the Bank Statement) and five Term deposits totalling \$254,000. Total Assets are \$402,143 and Total Liabilities \$1,367; giving Net Assets of \$400,776.

Report was taken as read. Moved: Keith Van Rangelrooy. Seconded: Cheryl Hodges.

## 9. Community Manager's Report : Cosimo Ronconi.

### **Manager's Report was addressed after Item 7**

- **Annual Painting Maintenance Programme**

Aveo held a Residents Information session of the painting project on Friday 21<sup>st</sup> June 2024.

Aveo has provided all Leasehold residents with a proxy form to have their say in respect to the appointment of an eleven-year painting contract.

The Extraordinary General meeting to vote on this contract was held on Tuesday 25<sup>th</sup> June and Residents have voted in favour of Higgins.

- **Repairs to water harvest system:**

As approved at the last meeting, the new control panel of Pump #3 will be installed by the Pump House on the next service along with new sock filters on the 2 x harvest systems numbers # 2 & #3.

This was scheduled for the first week in July but it had to be postponed of 2 weeks.

- **Manor Roof:** Roof inspection was conducted on November 23 and 6 sections were identified for repairs as per report provided. Aveo Facilities Management is seeking quotes for the rectifications required. Aveo is also seeking quotes to refurbish all the Louvres windows on Manor level 1, 2 and Tower which are connected to the Fire Alarm system. This is expected to be a large project requiring scaffoldings to be erected inside the towers. Along with this project, the tower internal walls will have to be repainted taking advantage of the scaffoldings and a large ventilation grille will require replacement and system service.

- **Groundskeeping – Hedge**

Aveo has issued a Gardening contract tender for the next financial year starting July 24.

5 companies have visited the site in May and are submitting their quote proposals.

The quotes received are currently under review by Aveo Procurement Team and will be presented to the Committee in July. Residents will be called to vote for the appointment of the new service contract.

- **Vehicles Speeding**

As suggested at the last meeting, as part of the July Newsletter, residents will be encouraged to report speeding vehicles to Reception so the Team can follow up with the offenders.

As suggested 2 samples signs have been purchased for Committee's consideration:

Sign 1: "Private – Keep out"

Sign 2: "Security Notice – Trespassers will be prosecuted".

**Action:** Committee members are against putting up any more signs as the current ones & speeds painted on roadways have so far not seemed to have had the desired result – i.e. to slow down often repeat offenders – visitors, delivery drivers & residents!

• **Villa Roofs Repairs:**

DS Roofing has been booked for the annual scheduled repairs commencing 8<sup>th</sup> July to the following villa roofs: 1,2,3,4,5,6,7,8.

Works include: Install Valley Clips, repoint all ridge caps with flexible pointing and change all broken tiles for a total cost of \$ 5,991.82 + GST.

**Action:** Roof repairs starting Monday, 8<sup>th</sup> July, 2024.

- ❖ Meeting adjourned at 9.54am.
- ❖ Meeting resumed at 10.44am.
- Jan Colett (observer) did not return to meeting at 10.44am.

10. General Business:

10.1 Nominations for BCC, 2024/2025 -

The following Nominations were received-

Chairman: Pat Bowen. Secretary: Cheryl Hodges. Treasurer: No nomination received.

Ordinary Committee member: Bronwyn West, Tom Shaw, Keith Van Rangelrooy, Arnold Vandenhurk, Jan Corlett.

A Ballot will be held at the AGM to elect four (4) Ordinary Committee members.

10.2 Extra smoke detectors as required following recent inspection – who pays?

Question asked by Cheryl Hodges.

On recent inspection of smoke detectors in all villas, some were well out of date & we now have to have detectors in all bedrooms. We were told that by Legislation this up-grade must be complied by 2027! When Nicklin has completed checking every villa, Cosi will forward the report to Aveo with the request to establish a taskforce to discuss & review.

Date of next meeting: **Friday, 2<sup>nd</sup> August, 2024** at 9.00am in Gracemere Manor.

Close of Meeting: 11.20 am

Chairman: .....

Date: .....