

AVEO PEREGIAN SPRINGS RESIDENTS' ASSOCIATION

**Committee Meeting, Tuesday, 19th November, 2024, 9.00 a.m. Meeting Room,
The Manor**

MINUTES

Meeting opened at 9.00 a.m.

1. Attendance

John Parsons (Chair), Bill Henderson (Treasurer), Sharon Jack (Secretary), Committee Members, Kerry Jewell, Bob Jack and Judy Wrigley.

Definition:

"The Committee" means: The Residents Association Committee.

2. Confirmation of previous Minutes

Judy Wrigley moved that the previous Minutes be accepted.
Seconded by Bill Hendersen.

3. Present by Invitation

Community Manager (CM), Cosimo Ronconi and Assistant Community Manager, Isabelle Jones arrived at 9.00 a.m. and addressed the meeting, via CM's report refer to point No. 4 and left the meeting at 9.25 a.m.

4. Community Managers Report

Refer to Attachment No. 1.

5. Business arising from previous Minutes

5.1 Bocce Court

Refer to Attachment 2. Letter to Lee-Ann Olin Aveo Regional Operations Manager.

5.2 Handbook – Display Cases

Bob Jack to liaise with the Noosa Men's Shed to build two wall mounted Shadow Box Display cases. One for the CM and one for the RAC to display relevant information for Residents.

Chair, John Parsons to update page 4 of the Handbook.

5.3 Change of Liquor Licence

Sharon Jack to pursue when time allows

5.4 Melbourne Cup

Melbourne Cup Day was a great success after initial catering problems due to the resignation of the Aveo Chef were overcome by Judy Wrigley. A delicious picnic lunch provided by IGA at Peregrine Beach comprising of Ham on the bone, 3 salads and Tiramisu for desert prepared by Aveo's new Chef Michael was enjoyed by 75 residents and their guests. Judy was assisted by an army of helpers: Megan arranged the decorations, Sweeps were organised by Kerry and Robyn and Gary was MC, whilst Ray and John managed the Horse Racing. Judy Best took on the role of photographer while Leonie and Pam managed the Sign In Desk. Kitchen volunteers were Sam, Bob and Ollie while Megan and John served champagne. The Bar was open thanks to Kerry organising volunteers with Sharon and Bob making a return and John and Adrienne.

Fashions on the Field were won by Marjorie and Arnold Vandenhurk and Denis and Margaret Murphy. Helen won the door prize.

5.5 Remembrance Day

75 residents and guests attended the Remembrance Day Ceremony. The proceedings and speakers were well received. Brian Iselin was MC and did an excellent job of balancing the solemnity of the Event with some light-hearted humour.

Chef Michael and assistant Angela provided a delicious morning tea.

5.6 New EPOSNOW POS System

Tab's for Special Occasions now being used, i.e., for Birthdays, making it easy to control sales to the value of the Tab..

Book and Pay working extremely well. Bar takings increase on Book and Pay Happy Hours.

5.7 Skip Bins – Didn't think anybody would notice



The Chair remarked that the single larger skip bin with the access ramp was more practical for use by residents. This type will be deployed in future years.

Refer to Attachment 2 for Skip Bin Report from Bob Jack

5.8 Bus Trips

The RAC would like to sincerely thank Ray Larke for offering to take on the job of co-ordinating the Bus Trips. The RAC will provide administrative support, i.e., publicity, flyers, etc.

Chair, John Parsons provided the following information for Bus trips from Kangaroo Bus Lines. We now have three different trips for our residents. Ray has already got some ideas about other trips as well.

Caloundra CBD / Cinema

Cost = approximately \$500 plus GST

24 seat capacity

Northlakes (primarily Ikea)

Cost = approximately \$940 plus GST

For 48 people the cost per person is approximately \$19.60 (plus GST) per person

Maleny / Montville (nominally Flaxton Gardens for lunch)

Cost = approximately \$870 plus GST

For 48 people the cost per person is approximately \$18.10 (plus GST) per person

This vehicle would have under storage bins for walkers to be stored; it does however have steps to get in to the coach to be able to access seating.

5.9 Community Kitchen

Secretary, Sharon Jack and Kitchen Coordinator, Shiela Hooper formulated General rules for Residents using the Community Kitchen as follows.

All residents using the Kitchen are to:

- Clean up after use.
- Wash crockery, cutlery, glassware, pots and pans, etc., thoroughly, using hot water and detergent.
- Do not rinse under the tap.
- Do not leave coffee cups, glasses or cutlery (teaspoons) in the sink.
- Put away in their proper place.
- Clean down all bench tops.
- Remove all food from the fridge. If food is left in the fridge for more than 2 days, it will be disposed of.

- Remove all rubbish to the garbage bin.
- If you need to borrow anything, let the Kitchen Coordinator know and it will be recorded in a book, when taken and when returned.
- If you need to book the Kitchen for a private function, write your details; name, phone no., date, time start and time finish, on the white board.

5.10 Raffles

The next Fund Raising raffle will be held 26th November with a Free Sausage sizzle to raise funds for the Bocce Court.

Robyn Palmer moved that \$90.00 be donated by the RAC to cover the cost of sausages, bread and onions.

Seconded by Kerry Jewell.

Refer Sue Barden's Sub Committee Report.

Christmas Raffle

The Christmas Raffle will be held again this year with Hazel and Denny Birang organising prizes.

Bill Henderson moved that \$300 be donated by the RAC to purchase prizes, and with the donation of Premium wine valued at \$200 brings the total value of the prizes for this Raffle to \$500.00.

Seconded by Robyn Palmer.

The Policy for Raffles commencing 2025 will be:

- Each Raffle must have a purpose for raising funds and this must be publicised on all Flyers.
- One Fund Raising Raffle per quarter (4).
- A donation of \$100.00 each for prizes for 3 raffles.
- A donation of \$300.00 for prizes for the Christmas Raffle.

5.11 Outdoor Heating – Sell gas heaters.

CM to advertise Gas Heaters on the Market Place Website.

5.12 Outdoor Chairs

Bob Jack has replaced 10 damaged chair seats with the new chair seats.

Bob Jack asked for approval to replace a further 10 damaged chair seats at a cost of \$40 each. Total \$400.

Bill Henderson moved that \$400 be approved for 10 new chair seats.

Seconded by Judy Wrigley.

5.13 Sell Bar Roller Shutter

CM to advertise Bar Roller Shutter on the Market Place Website.

5.14 SOLAR – for The Manor

Chair, John Parsons advised he is still waiting on a response from Aveo. The original Aveo proposal was not acceptable to take to the residents for their support and we, the RAC, have asked for clarification on a number of issues.

5.15 Computer for Secretary

Secretary, Sharon Jack advised set up completed.

The purpose of this computer is to manage, store and track documents streamlining handling processes, ensuring efficient organisation, retrieval and sharing of documents. This will enable a seamless transition between future Secretaries.

5.16 Referrals

Lee-Ann Olin, Regional Operations Manager, Aveo – advised that the Referrals Scheme is likely to be extended for another year

6. Correspondence IN

Letter from Martin Duell re Croquet Court and Chess Board.

Letter from Martin Duell requesting payment of costs of items for Croquet Court.

Hazel and Denny Birang requesting funds for Christmas Raffle and Decorations.

Email from Bronwyn Kennedy – Birthday Cards.

Correspondence OUT

Letter to Martin Duell requesting payment of costs of items for Croquet Court.

Letter to Lee-Ann Olin Aveo Regional Operations Manager Support for Bocce Court.

Refer Attachment 2.

Email to Hazel and Denny Birang requesting funds for Christmas Raffle and Decorations.

Refer to Point 9.5.

Email to Bronwyn Kennedy – Birthday Cards.

Refer to Point 9.6.

7. Treasurer's Report – October 2024.

October was quite an eventful month, dominated by Denny's Olympics event. This, together the new policy of paying for events at a Tuesday Happy Hour, led to 'bulging' Tuesdays, and maintained the recent strong run of bar sales. These totalled \$4,700 for the month – boosted by the takings on Tuesdays to pay for attendance at the Olympics and the Melbourne Cup. These two events increased inflows by about \$4,000. Associated costs were a bit more, but by the time 'profits' on bar sales at the events were considered, the events more or less 'washed their faces'. (The Melbourne Cup receipts came in October, but most of the costs were in November, so these costs are not reflected in the closing bank balances).

Other noteworthy expenditures in the month were,

- 400 : To repair a first batch of outside chairs, and to see the quality of the refurbishments,
- \$113 : The balance of materials to fit out the updated bar area. With last month's \$58, a total of \$171 to get the finished result now on display, means that Bob Jack must be the cheapest, and most productive, contractor in Christendom!
- \$1080 : The cost of a new computer for the RAC Secretary. This computer will belong to the RAC, and will encompass all the many files and correspondence now involved with this role. This will enable a seamless transition between future Secretaries, and avoid time-consuming, IT handovers.

The end result of the various ins and outs was that the RAC bank balances declined by about \$1,000 to \$17, 221. Out of this, \$3,000 `belongs` to the Computer Club, and \$464 to the Bocce project – leaving almost \$14,000 for `Us`.

Bill Henderson moved that the Treasurer's Report be accepted.

Seconded by Kerry Jewel.

8. Sub-Committee Reports

Refer to Attachment 2

Kerry Jewell – Bar Co-ordinator.

Sue and Geoff Barden – Events Co-ordinators

The Committee approved:

- Raffle:

\$90.00 donation from the RAC for Sausages, Bread, onions and sauces for the free Sausage Sizzle.

- NYE Event

The Committee approved \$10 for residents and \$15 for guests for the NYE Event.

The Committee approved \$100 for NYE decorations.

9. New Business

9.1 Residents NOT on email.

To reduce photocopying costs, time manual handling paperwork and letter box drops, the emphasis has been to encourage all residents to have an email address. However, this is not possible because some residents do not own a computer. Secretary, Sharon Jack to liaise with the Meet and Greet Team to look into the possibility of having an Information Centre in The Manor where all residents can visit, sit and read the various material available to them such as Minutes of Meetings, Events, The Handbook, a Directory of Activities, the Aveo Newsletter, etc.

9.2 Betty Heather V135 – bench seats throughout the village.

Secretary Sharon Jack and Bob Jack are to look for appropriate locations where extra seating could be installed throughout the village. A Fund Raising Raffle could be organised to cover the cost of the seating.

9.3 Sunbed Lounges.

Sue Barden and Bronwyn Kennedy advised the cost to purchase 2 cushions for the Sunbed Lounges around the swimming pool for the comfort of residents is \$220.00.

Robyn Palmer moved that \$220.00 be provided for the purchase of 2 cushions for the Sunbed Lounges.

Seconded by Secretary, Sharon Jack.

9.4 Anzac Day.

Bob Jack has obtained a quote from Flagworld for \$385.00 for a New Zealand flag same style, pull up, and size as our current Australian Flag.

Bill Henderson moved that the RAC purchase a New Zealand Flag for \$385.00 to be displayed at Anzac Day Events.

Seconded by Bob Jack.

The Committee is considering expanding the current Anzac Day Ceremony, however our Commercial Other – Subsidiary On Premises Liquor Licence restricts trading hours and activities. To extend our trading hours and include Two-Up in our Event we must obtain a letter of request/approval from a local RSL Club then complete Form 10 and submit to the OLGR for approval. Chair, John Parsons to consult with the Coolum RSL Club.

9.5 Christmas Raffle and Decorating the Christmas Tree

The Christmas Raffle will be held again this year with Hazel and Denny organising the prizes.

Bill Henderson moved that \$300 be donated by the RAC to purchase prizes, and with the donation of Premium wine valued at \$200 brings the total value of the prizes for this Raffle to \$500.00.

Seconded by Robyn Palmer.

Request for approval of funding to purchase Decorations has been deferred pending cleaning out and organising the Store Rooms.

Bob Jack to organise a day and time with all interested parties.

9.6 Birthday Cards – email Bronwyn Kennedy

The Policy has been a \$4 limit on the value of a Birthday Card. If a Patron requested a drink over the \$4 value, the Patron paid for the difference.

The Committee approved to change the Policy. There will be no restrictions on the value of a Birthday Card and will be - One drink of their choice on presentation of a Birthday Card, effective immediately.

9.7 Bar Trolley

Bob Jack to look into the possibility of modifying an existing Kitchen Trolley for use by the Bar.

9.8 Bar Name

The RAC will ask for suggestions from Residents for a Name for the Bar in the new year.

9.9 Christmas Card

The Christmas Card was approved by the Committee.

Meeting closed at 11.21.a.m.

Next Meeting Date: 28th January, 2025

ATTACHMENT 1

Resident Association Committee – Managers Report

Tuesday 19th November 2024

Last Committee meeting was held on 15th October 2024

Items arising from Previous meeting:

- **Pool Shade:** As discussed at the last meeting, the 4 Commercial Fixed Umbrellas have been ordered in the selected colour: White Frame, Orange canopy. The old sail will be removed. Installation is scheduled on 25th November.
- **Gardens & Grounds:** The annual tree lopping has been completed.
- **Annual Painting Maintenance Programme:** Higgins has completed the annual washing and utilised the annual discretionary hours to paint the interior of the Manor Tower using the scaffolding erected for the louvre's windows repairs.
- **Pool Chairs:** The grey plastic Chairs have been removed from the Pool area and from outside the Manor as the plastic polymer has deteriorated to a point that causes skin irritation to residents. The Community Manager is seeking quotes for new chairs.
- **Chef Manager:** Michael Sajko has been employed as the new Chef Manager and started in late October.
- **Administration Assistant:** Rae Sommerville has been employed as the new Administration assistant and started on 18th November.
- **New items:**
- **Liquor License:** The new sticker has arrived with new Licensee name and ready to be affixed.
- **Gas Heaters and Bar roller door:** As instructed, they have been put for sale on Marketplace.

Your sincerely

Cosimo Ronconi

Community Manager

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ATTACHMENT 2

November 16, 2024

Lee-Ann Olin Aveo Regional Operations Manager

Peregian Springs Residents Association- Support for proposed Bocce Court

Dear Lee-Ann,

As you are aware, there has been a project proposed to construct a Bocce Court at our village at Peregian Springs. This project has been at proposal stage for about 3 years, maybe even a bit longer.

Through the efforts of primarily one resident in the village, Ms Sam Denny, who has worked tirelessly to champion and advance the project, we are now at the stage of formally requesting the use of the Aveo referral scheme funds to be allocated to the project.

In preparation for the successful implementation of this important project, a number of hurdles and a deal of planning activities have been accomplished, namely, the specific location has been chosen, a quote for the construction of the Bocce court has been obtained (using an Aveo approved contractor), additional funding has been sourced via raffles, fundraisers and the generous cash donation by a resident who wishes to remain anonymous and most importantly , residents have been informed of the project, had an opportunity to voice any concerns and there is overwhelming support by the residents for the project to proceed.

We now ask that Aveo management formally sign off on this very important new activity for our village, one that will enhance the attractiveness of our facilities for prospective new residents. Please let me know of your final decision without delay so we can inform residents of the outcome and ensure the construction quote remains valid. If you require any further information then please let me know.

Kind regards

John Parsons
Chair, Peregian Springs Residents Association

cc; Cosimo Ronconi Community Manager
Sam Denny
Secretary RAC

Skip Bin Report – Bob Jack

Below are observations and suggestions regarding the Skip Bin provided by the RAC once a year.

2023 – 4 x 6 cubic meter Skip Bins – Cost \$2,280.00.

2024 – 1 x 8 cubic meter Skip Bin – Cost \$715.00

Reasons for the cost saving is over the 10 Days the Skip Bin was provided, it was monitored and re-stacked 5 to 6 times a day and rubbish removed that could have/should have been deposited in the rubbish bins for normal weekly Council pick up.

- 3 bins of recyclable cardboard, books and bottles, etc., were removed from the 8 cubic meter skip bin.
- 11 bins of waste were removed from the 8 cubic meter skip bin.

Each Council supplied bin holds .24 cubic meters of rubbish, therefore 14 bins @ .24 cubic meters adds up to 3.36 cubic meters of waste and recyclables removed from the 8 cubic meter skip bin.

3.36 cubic meters is almost half of the 8 cubic meter skip bin.

Below is a list of items that could/should have been deposited in the Council bins over the year that was removed from the 8 cubic meter skip bin and placed in the Council bins.

RUBBISH	RECYCLABLES
3 x small dust bins	6 x bags/boxes of books
5 x hoses reels	20 x cardboard boxes
8 x garden hoses	
16 x bags of rags, clothes & shoes	
10 x frying pans	
Too many to count; pots, pans & bowls	
15 x hanging baskets, ornaments and plastic flowers	
6 x lamps and lampshades	
4 x small printers	
6 x irons	
Too many to count; garden nursery pots	
6 x curtains	
Too many to count: small electric leads, chargers, computer leads, etc	
2 x Council bins of foam rubber	
1 x Council bin of Polystyrene packaging	

Each household pays \$360.00 per year for Council Rubbish Removal via their Monthly Levies Statement. Then each household pays for the Skip Bin through the RAC.

I suggest we encourage residents through Newsletters, etc., to deposit, during the year, anything that fits in the Council bins and to not save up for the yearly skip bin. Also remove polystyrene packaging from boxes and deposit in the Council bin, and if physically capable, crush boxes/packaging and deposit in Recycling Bin.

ATTACHMENT NO. 3

BAR REPORT – Kerry Jewell Bar Co-ordinator

The number of residents attending Happy Hour nights continues to be encouraging. We are getting over 50 on Friday's and have finally cracked the 40+ number for a Tuesday.

Noel Giles, with assistance from Bob Jack continues to run random number draws, and lucky number prizes on Tuesday nights for drink tokens, or a bottle of wine.

Since last month's report we have in addition provided a full bar service for the Melbourne Cup Day luncheon. The bar volunteer numbers were well down on previous years, so a special thank you to Bob & Sharon Jack for making a comeback and working very hard which enabled the bar to operate. Thank you to everyone who gave their time to make these social events a resounding success.

Bob Jack has installed new shelving behind the bar, so we now have sufficient storage for the glasses. Thanks Bob, they compliment the refrigerator and new storage unit.

We are also having big nights on Tuesday happy hours when the new system of booking, and simultaneously paying for a special event are run on the same night.

Sharon Jack is still working very hard on the implementation of the new Eposnow payment system; however, I do believe there may be light at the end of the tunnel.

We currently have (10) qualified Bar Volunteers. I would like to thank Carolynn Layman for her past support behind the bar and wish her well in her new volunteer adventures.

If you would like to join us, please let us know.

EVENTS REPORT - SUE & GEOFF BARDEN NOVEMBER 2024

Sausage Sizzle and Raffle– Tuesday, 26th November

The RAC will host a free sausage sizzle at Happy Hour on 26th November. This will be a fun evening, with Geoff and Archie cooking up a storm on the BBQ and Bron and Sue selling the tickets on the night. Bron and Sue will purchase prizes with money already approved.

We request \$90 for the following:

- Sausages - \$55
 - Bread - \$15
 - Onions - \$10
 - Sauces - \$10
- TOTAL - \$90.00

Christmas Fest – 4th December 2024

Flyers for the Christmas Fest, which costs \$35 for residents and \$40 for guests, have now gone out to residents.

There will NOT be a cap on the number attending as we know many residents felt they missed out on the Christmas Fest last year.

We will take money for the event on Tuesday, 19th November, between 4-6 pm at The Manor

New Year's Eve – 31st December 2024

Rick McCann, the DJ, has been booked. The price has been confirmed at \$550. This will also be a BYO food and set-your-own-table event. The bar will be open.

Attendance should be near 100 residents for this event as it is always popular.

We request \$100 to decorate the Manor with balloons and banners.

Please advise us if this will be a free event or if the RAC requires residents to be charged for the event to cover the cost of the DJ. We recommend no more than \$5 per person if a charge is made.