

PEREGIAN SPRINGS COUNTRY CLUB

RESIDENTS' ASSOCIATION

Minutes of Committee Meeting held Tuesday 8th October 2013

Meeting commenced at 9:00am

- 1. Attendance:** Brian Iselin (Chairman), Irene Gibbons (Secretary), Peter Wright (Treasurer), Margaret Gordon, Terry Gleeson, Ralph Haddrell and Elton Ord.
- 2. Welcome:** The Chairman welcomed members to the new committee which he stated appeared to have a well-balanced range of skills and experience. He stressed the need for confidentiality in our deliberations which is the reason there are no observers at the meetings. He stressed that the Chair has overall responsibility for the conduct of the meetings and he would ensure contentious issues would be decided by due process.

3. Managers' Report:

Jenny Wilson was welcomed to the meeting by the Chairman. She reported as follows:

- Jenny had a meeting with the CEO of the Golf Club to discuss the firebreak between the Village and the Golf Club. He advised that they have no intention of doing any further work to this area as the fire break was done in November 2012 and should last two years. Jenny also spoke to the Station Officer of the local brigade and he confirmed this. The area has recently been inspected and is deemed to be of low fuel load and minor risk.
- As our Village is an accredited village there are certain standards we need to meet. The Village is up for accreditation early next year and the process is quite arduous, so management will be commencing this process shortly.
- It is a requirement for Accreditation to have a volunteers register and the VBM will be holding a morning tea shortly which will present a short workshop on the responsibilities and the duty of care owed to volunteers by the workplace. All residents who are on committees or who coordinate interest groups or activities will need to be registered as a volunteer.
- The VBM has been asked to obtain an opinion on the erection of shade shelters or umbrellas for the Bowls Green. She has been advised that the company have no objection to the installation of shade shelters; their maintenance then becomes the responsibility of Lot Owners. FKP management have stated that

they would need to see and approve plans and designs for Shade Shelters but not for umbrellas.

- The VBM has spoken to Andrew McIntosh about changing the use of rooms in the manor. Should the change require funding for items such as built in cupboards and desks, new power points and the like a costed business with drawings will need to be prepared and sent to head office for approval. This has not been started but will be underway shortly.

Ralph Haddrell asked whether the August figures are available yet. Jenny said they are only in draft form and no figures for 2013/2014 will be released until all AVEO villages have been audited.

The Chairman asked the VBM to clarify the expenditure of CRF monies on new capital works in relation to lighting. Jenny undertook to raise this matter with the BCC.

Irene asked about the progress of the proposal to replace garden/maintenance staff with contract staff. Jenny said the procurement process is a decision for head office and while the process is underway, an outcome is not expected in the near future. However any contract signed will include the need for minor maintenance for residents and the driving of the bus.

Peter asked would residents have a say in the reallocation of rooms and Jenny committed to discussing with all interested parties.

The VBM left the meeting.

4. Minutes of previous meeting: moved by Irene Gibbons, seconded by Ralph Haddrell that the Minutes of the previous meeting be accepted as a true record of proceedings. Carried.

5. Business Arising from the Minutes:

- The issue of the bar tables has still not been resolved. Irene and Terry will work on this.
- The submission for the umbrellas for the bowling area will be dealt with later in the meeting when members of the Bowls Club are present.

6. Outward Correspondence:

6.1 Email to Bowls Club re umbrellas.

It was moved by Irene Gibbons, seconded by Ralph Haddrell that the outward correspondence be accepted. Carried.

7. Inward Correspondence:

- 7.1 Request from Bowls Club for money for trophies.
 - 7.2 Request from BookClub/Library for increase in monthly funds to \$100.
 - 7.3 Emails from M. Bridges concerning the finance sub-committee.
 - 7.4 Letter from Body Corporate Committee regarding the finance sub-committee.
 - 7.5 Letter from Arnold Vandenhurk regarding the Capital Replacement Fund.
- It was moved by Irene Gibbons, seconded by Ralph Haddrell that the inward correspondence be accepted. Carried.

8. Business arising from Correspondence:

- It was moved by Peter Wright, seconded by Terry Gleeson that \$200 be allocated for trophies for the Bowls Club. Carried.
- It was moved by Peter Wright, seconded by Ralph Haddrell that the amount given to the library monthly for books be increased from \$70 to \$100 as requested. Carried.
- The background to the emails from M. Bridges was explained to new members and the content was noted.
- The BCC has written asking the RAC to reconsider the formation of a finance sub-committee to ensure that by combining the resources and experience of both committees the VBM will have the support and help she needs to make certain that all the various funds perform at, or under, their budgets by the end of this financial year. The Chairman asked that this matter be discussed at general business.
- Arnold Vandenhurk wrote concerning FKP not placing monies in the Capital Replacement Fund and as such they are in direct violation of the Retirement Village Act. The Chairman advised that this matter has been going on for some years and approaches to FKP management have either been ignored or told that FKP will provide funds as necessary. Members of the committee do not consider this is acceptable and will take the matter up with the ARQRV in writing. Progress will be advised.

9. Treasurer's Report

- 9.1. The Treasurer's Report was tabled by Peter Wright. The Chairman asked how much money we are holding for the Bowls Club and how reimbursement for travel was calculated. The Treasurer advised he will ascertain and advise. There being no further questions it was moved by Peter, seconded by Ralph Haddrell that the Report be accepted. Carried.
- 9.2. Peter asked if the Committee would consider moving the bank account from the NAB at Coolum to the Commonwealth at Peregrine Springs. This is not only for travel but the convenience of a coin machine which is not available at Coolum. There will be no fees charged. It was moved by Peter Wright, seconded by Terry Gleeson that the bank account be moved from Coolum to Peregrine Springs. Carried.

10. Sub-Committees' Reports:

Karen Wright and Arnold Vandenhurk attended.

Social Sub-Committee:

Karen Wright advised that before she presented her report she wished to make a statement. She stated that she felt humiliated at her treatment by the RAC, being made to wait outside the room until called in and then dismissed as soon as her report was given. She felt that the social sub-committee was an integral part of the RAC and had much to contribute to committee discussions. The Chairman stated that the Retirement Village Act precluded non-elected members at committee meetings but this was challenged by Peter Wright. Arnold Vandenhurk agreed with Karen and indicated that he had long felt the same. Elton Ord said there was an issue of confidentiality but other members of the committee felt that Arnold and Karen could be asked to leave if a confidential matter arose. Margaret Gordon stated that Karen and Arnold could be asked to attend at the beginning of meetings but this did not overcome the issue of remaining at the meeting.

The Chairman then stated that the decision was his and there was to be no further discussion on the matter. Karen stated that in future she would not attend the RAC but would send written reports and that if this was not suitable to the Chairman she would be forced to resign as Chair of the Social Sub-Committee.

Karen then provided the following report:

- 22 residents went to the Majestic Theatre in Sep and a great time was had.
- A fashion parade will be held on 11 Oct in the Manor. Over 80 people have indicated they will attend. Portofino Fashions from Brisbane are presenting the fashions as well as champagne for attendees. The residents committee are supplying cheese and biscuits.
- The Oct Springs Café dinner on 17th is to be a joint venture with the social sub-committee. The theme is Oktoberfest. A game of trivia will be held after the function.
- Sat 12th Oct Twilight Races.
- Sun 27th Oct Noosa Chorale Performance.
- Tues 5th Nov, Melb Cup Day preparations are well underway.
- Funding Requests:
 1. Cost to cover champagne and nibbles for cup day
 2. Approval subject to cost of flameless candle lanterns to be used outside on BBQ nights
 3. \$285 for hire of Karaoke Machine for New Years' Eve.
- Karen then stated that she understood that the role of the social sub-committee is to plan events for the general enjoyment of residents. By tasking the committee to provide morning tea, either she or the organisers of the Remembrance Day event misunderstand this. Karen stated that she thought her committees' role was broader than the supplier of morning tea and asked for clarification.

The Chairman stated that it has always been the Social Sub-Committee who provide morning tea for these events but if they don't want to do so then don't. Margaret Gordon suggested that with the huge workload the Social Sub-Committee has at present that they just provide a cup of tea and biscuits. Irene suggested that in the new year we ask for expressions of interest from residents who would like to be on a 'Morning Tea' sub-committee simply to handle events such as this.

Bar:

- During Sep there was 4 weeks trading and weekly average was 51. There were a number of events during the month which boosted attendances.
- At the last quarterly meeting it was mentioned that there could be a possible increase in bar prices. Fortunately the increase in excise duties has had only a minimal effect and prices will not increase at this time.
- Some new items have been added at the request of residents: Glen Moray Single Malt Whisky, Jamieson Irish Whisky, Heineken Beer and Yellow Label Champagne.

Karen Wright and Arnold Vandenhurk left the meeting.

Maintenance:

The Chairman explained the role of the Maintenance Sub-Committee and asked if there were any volunteers to take this on. Elton Ord volunteered.

Commemoration Days:

Nothing to report.

Theatre:

- Twilight race meeting planned for 12 October.

Finance:

The Chairman advised that in reference to the letter from the BCC he could see no role for a joint finance sub-committee. The BCC has responsibility for the sinking fund only and the RAC has responsibility for the other three funds. Peter Wright stated that he was not an accountant and would value the opportunity to work on a joint committee for the reasons outlined by the BCC in their letter. Irene stated that she believes there is general consensus in the village that both committees should work more closely and more harmoniously and that a joint finance sub-committee could only be of value to the village. Ralph stated that he had no objection to the suggestion. Members felt that if a finance sub-committee was formed jointly with the BCC it should only consist of elected members from both committees. It was moved by Peter Wright, seconded by Irene Gibbons that the RAC propose to the BCC that we form a joint finance sub-committee of two elected members of each

committee. Carried. The two members from the RAC will be Peter Wright and Ralph Haddrell. Irene also suggested the new committee, when formed, should meet together prior to their first discussions with the VBM to work out their role and parameters for working together.

11. General Business:

Bowls Club: Ray Larke and John Weeden attended.

- The Chairman advised that the proposal put forward by the Bowls Club was very poor and did not contain enough detail on which to base a decision. Ray stated that there were two options, umbrellas or a shade shelter. After discussion it was felt that a shade shelter would be the best solution but as this would need approval by FKP a detailed submission with drawings would need to be prepared. Peter Wright agreed to work with the Bowls Club to prepare such a submission. No decision was made at this stage on how this would be funded.
Ray Larke and John Weeden left the meeting.
- Peter Wright asked for details of the kitchen update and who would be involved in this. The Chairman advised that as per the VBM report all interested parties would be involved in any changes to occur regarding room usage in the manor and that only preliminary discussion had been held to date as no funding has been identified.
- Social Club Expenses:
 1. It was moved by Peter Wright, seconded by Terry Gleeson that the RAC pay for the cost of champagne and nibbles for Melbourne Cup Day. Carried.
 2. It was moved by Margaret Gordon, seconded by Peter Wright that the Chair of the Social Sub-Committee investigate the cost of flameless candle lanterns and report back to the RAC with her recommendation. Carried.
 3. It was moved by Peter Wright, seconded by Elton Ord that the RAC meet the cost of \$285 for the hire of a karaoke machine for new years' eve. Carried.

12. Date and Time of Next Meeting:

Committee Meeting Tuesday 12TH November at 9am

13. Close of Meeting: The meeting closed at 11:28am.