

PEREGIAN SPRINGS COUNTRY CLUB

RESIDENTS' ASSOCIATION

MINUTES

For Committee Meeting held Friday 12th February, 2016

9:00am in Gracemere Manor

1. **Attendance**, P. Bowen, Chairman; J. Davies, Treasurer; D. Gleeson; B. West; S. Hill; J. Corlett.
Village Finance Manager, Sharon Bateman and Village Manager Leigh Kernovskey, joined the meeting.

2. **Minutes of previous meeting**

Motion The minutes of the previous meeting be accepted. S. Hill, seconded J. Davies. Passed

The committee then endorsed unanimously the appointment of Tom Shaw as the new committee member to replace J. Wrigley, the appointment as Treasurer, D. Gleeson and as Secretary, J. Davies.

3. **Business arising from previous meeting**

Nil

4. **Inward Correspondence:**

4.1 Letter from Mike Jordan re long term visitors.

4.2 Letter of thanks from Bowling group.

4.3 Letter of thanks from Ron Marshall, re pool cleaning

4.4 Copy of letter from Mike Jordan to VC, re excerpt about long term visitors from September 2013 Gracemere News .

4.5 Copy of letter from VC to Mike Jordan in response

5. **Outward Correspondence:**

5.1 Letter to VM requesting dedicating 2 specific days per week attendance at Peregian Springs.

5.2 Letter to the D Coughlan requesting information on process for obtaining pensioner concessions on local council rates.

5.3 Letter to the village manager offering condolences and requesting financial information and a meeting

5.4 Letter to the Richard Andrews e summary of matters discussed with the resident's committee

6. Business arising from Correspondence:

Ref 4.1; 4.4 and 4.5 A letter to be written to Mike Jordan thanking him for his letter and noting the situation had been resolved. **JD**

Ref 5.1 The Village Manager confirmed that her periods of attendance at Peregian Springs would be as promulgated in the Gracemere News but added that instances will occur when the times of attendance will need to be varied.

Ref 5.2 D Coughlan spoke with the treasurer that morning and outlined suggestions for making local politicians "friends" of Aveo Peregian Springs by inviting them along to functions such as Happy Hours, etc. At such functions they should be heavily lobbied to put the case for pensioner concessions.

A petition to gain support that was shown at the December QGM , had been held back until R. Andrews had had time to meet with ARQRV and it was hoped Local Council staff. Then from further committee discussions it was resolved that J. Davies would continue with preparing the petition for distribution and signing by all village residents together with a letter of explanation about the case in line of the recommendations from the QGM.

Ref 5.3 The Village Manager expressed her thanks to the committee for their condolences in the loss of her mother. Sharon commented that it wasn't until daughters lost their mothers that it was realised how often mothers were part of their everyday lives and daughters have to learn to live without. So true.

The Village Manager indicated that invitations to attend the finance subcommittee meeting would be issued shortly. **VM**

Ref 5.4 The Village Manager asked the committee about the size of bus that they had requested from R. Andrews. When it was evident that R. Andrews had no other thoughts than to resupply the same size bus, the Village Manager said that she would take up the matter of needing a larger bus (and trailer) with the finance committee that afternoon.

VM

There are current ongoing discussions in relation to the overpayment of rates charges by residents of leased apartments in the Manor

Refurbishment discussions are also ongoing with the Lot 3 project manager, an architect and others in regards to scrapping Plan A and Plan B and coming up with totally new concepts more in line with resident's ideas.

Moved that the inwards correspondence be accepted and the outwards endorsed, B. West, seconded S. Hill. Passed

7. Treasurer's Report:

Treasurer's Summary Report 01/02/2016

Bank Balance at 30/11/2015 \$12,000.54

Deposits \$ 6513.12

Expenses:-

Bar supplies	\$2951.99
Melbourne Cup Food	\$ 231.00
Leukaemia Fondation	\$1475.00
Carols Night Drinks	\$ 531.00
Australia Day	\$ 339.60
<i>Carols Night Food (from Petty Cash)</i>	<i>\$ 319.25</i>
Total Expenses	\$5528.59
Bank Balance at 31/01/2016	\$12,985.07

An increase of \$ 984.53

John Davies

Treasurer.

Residents Association Report for January 2016										
Date	Cheque	Detail	Main	Imprest	Bar Takings	Social	Sundry	Bar	Bar	Petty
	No		Account	Account		Committee		Supplies	Expenses	Cash
		Balance carried forward	\$ 12,000.54	\$1,808.98						
		DEPOSITS								
1-Dec		Interest	0.24	0.01	0.28					
1-Dec		Peregian Lions	250.00				250.00			
11-Dec		Bar Takings	723.90		723.90					
16-Dec		Bar Takings	832.00		832.00					
16-Dec		Xmas Hamper & Carols Night	670.45			\$670.45				
1-Jan		Interest	0.28	0.01	0.28					
4-Jan		Bar Takings	1,573.05		1,573.05					
13-Jan		Bar Takings	626.85		626.85					
20-Jan		Bar Takings	650.35		650.35					
25-Jan		Australia Day	460.00			\$460.00				
28-Jan		Bar Takings	726.00		726.00					
		Total receipts to 31st Jan '16	6,513.12	0.02	5,132.71	\$1,130.45	250.00	-	-	
		Payments-								
								Bar Expenditure		
3-Dec	165	Leaukaemia Foundation	1,475.00				1,475.00			
11-Dec	166	Bar Supplies	990.67	990.67	-			990.67		
26-Nov		Dan Murphy's		- 308.69						
1-Dec		Dan Murphy's		- 353.90						
7-Dec		Dan Murphy's		- 250.69						
30-Nov		Peregian Beach H/Ware		- 14.85						
7-Dec		Coles		- 62.54						
11-Dec	167	CaterCare Melb Cup	231.00			\$ 231.00				
16-Dec	168	Bar Supplies	777.95	777.95	-			777.95		
11-Dec		Coles		- 25.70						
11-Dec		Coles		- 27.20						
10-Dec		Dan Murphy's		- 331.60						
12-Dec		Dan Murphy's		- 393.45						
4-Jan	169	Bar Charge Carols Night	531.00			\$ 531.00				
4-Jan	158	Bar Supplies	378.90	378.90	-			378.90		
11-Dec		Peregian Beach H/Ware		- 14.85						
19-Dec		Dan Murphy's		- 267.75						
29-Dec		Dan Murphy's		- 96.30						
25-Jan	171	Bar Supplies	804.47	804.47	-			804.47		
8-Jan		Dan Murphy's		- 242.64						
15-Jan		Dan Murphy's		- 309.10						
20-Jan		Dan Murphy's		- 252.73						
25-Jan	172	Cash Chq Social Aust Day	200.00		-	\$ 200.00				
28-Jan	173	Cash Chq Social Aus Day	139.60		-	\$ 139.60				
		Total Payments to 31st Jan '16	5,528.59	-	-	1,101.60	1,475.00	2,951.99	-	-
										5,528.59
		Cash Book Balance F/ward	\$ 12,000.54	Bank reconciliation at end of Jan						
		Plus Receipts	6,513.12	Bank Balance			\$12,985.07			
				Plus O/S Deposit			\$ 491.80			
		Less Expenditure	5,528.59	Social Club			\$ 200.00			
		Cash Balance at end of Jan	\$12,985.07	Petty Cash			\$ 247.70			
				Cash Available end of Jan			\$13,924.57			
		Bar report to end of Jan					ASSETS			
							Bank	\$12,985.07		
		Bar Receipts	\$ 5,132.71				Imprest AC	\$1,835.45		
		Opening Stock	\$ 2,863.00				SC Float	\$200.00		
		Plus Purchases	\$ 2,951.99				Bar Float	\$200.00		
		Less Closing Stock	\$ 2,525.70				Petty Cash	\$247.70		
		Cost of Sales	\$ 3,289.29				Bar Stock	\$2,525.70		
		Gross Profit & Percent	\$ 1,843.42		32%		Total	\$17,993.92		

Moved that the treasurers report be accepted, J. Davies, seconded S. Hill. Passed

8. Village Managers Report.

Discussion:- The Village Manager said that the cashless system introduced to collect monies for village services such as meals at the restaurant were not working well, resulting in a significant deterioration in income. It is expected that discussions will take place at the Aveo finance meeting Friday afternoon to address the situation. **VM**

Other committee discussions ensued around methods used in other clubs/establishments for collecting monies for services. Aveo expect to introduce many more packaged services, for residents within villages, all presently having to be paid for in cash. Clearly an alternative method is required to collect the fees for these services.

The Village Manager spent time explaining the current process of charging residents via their monthly invoices.

A suggestion was made relating back to Living Choice “Ambassadors” who volunteer their services to guide people around villages. Volunteers could be used in this Village and would be covered by volunteers insurance.

The Village Manager reported that the presentation of the Aveo meals package to ILU residents was well received and the examples of meals provided were tasty.

The Village Manager attended to the letter of complaint sent to the ARQRV. In discussions with Aveo management, the Village Manager has now rescinded approval for visitors to reside in resident’s villas when the residents themselves are absent.

When items in the Village are to be replaced as “Capital Replacement Items”, it is important for all village residents to understand that there is an accounting protocol to be followed, prior to items being purchased. Quotes must be obtained and submitted to management, then approved, prior to any purchase being made.

D Gleeson queried the amounts that could be charged to the capital replacement budget. Small to large amounts can be catered for.

The Village Manager stressed, that residents corresponding with her cannot expect a reply, if the resident resorts to questioning her integrity. The committee concurred with this viewpoint.

8.1 Village Co-ordinators report.

Gardening & Maintenance:

Additional plants have been placed around the village filling spaces or replacing plants which have not succeeded.

The Gardening team completed for the month of January 88 maintenance requests and 12 gardening requests. From this statistic residents can see that the men are still utilised a lot for minor maintenance tasks for residents.

The Village Antenna upgrade is completed. This work approved by the Body Corporate included installing a filter to distil mobile phone frequencies out of our area signal and to realign antennae for the best signal. The technician reprogrammed TV's where necessary to obtain best signals.

Any issues can be addressed to **Sunshine Antennae's** directly -**1300 736 888**

Resident Activities-

The Evacuation Procedure will be presented and practised on the 26th Feb @ 10am. The Volunteer Resident Evacuation Coordinators & Staff will be assisting.

Roz Paine our long serving Carer is just having her 10 year anniversary. Congratulations Roz!

We have a new staff member Lisa Nuske who is covering some nursing duties during the week. We will be promoting extra services in the village, including nursing, showering, personal assistance & minor cleaning duties. If residents are interested in additional services, please contact the reception for an information brochure or a visit from Lisa to ascertain your requirements.

Amanda is still working as our Registered Nurse on a Friday morning 9- 12.

Aveo partnering with Creative Cuisine is presented a meal ordering/delivery service last Wednesday the 10th February for residents.

Social News

Beth Sarsfield, one of our art group teachers has unfortunately retired after 10 years of service to our residents. Thank you Beth, for your wonderful contribution to our village.

Book for our Seafood Dinner night on the 25th February with great entertainment by "2's a Crowd." The band comes highly recommended by the Residents Association who is supporting the cost. Warm up in the bar area with the band starting at 5pm and playing afterwards for your entertainment. The menu is on the notice board, along with table booking forms for residents to put their names down. \$25 pp can be paid at reception (correct money please) or can be placed on your levies.

We are currently organising a demonstration Pilates Class which we'll advertise soon to replace our Wu Toa Class, I hope residents will show some interest so we may try something new.

Compliance

We have an Occupational, Health & Safety Audit occurring in February. I will include a report in my next edition.

Lot 3 Project

Four villas are due to be completed for sale in March 16. The Yarran Rd pathway is now open after completion of landscaping and lighting. The new front gate is anticipated to be installed in April.

Leigh Kersnovske

Discussion

About 88 maintenance requests per month. A new spreadsheet should assist the easier dissection of the requests into line item expenses. Residents should be aware that once a villa is on the market for sale, that Sales maintenance requests can still occur for that property, as Sales will continue to manage the property until sold. Previous owners would still be paying into the maintenance reserve fund for a period of up to 9 months after the property was vacated.

Discussion ensued on the appointment of a maintenance/ bus driver person. The Village Coordinator believes the new recording system of maintenance tasks will assist budgeting for such a person.

The Chairman raised two points, first about the fact that an amount of \$15k had been allocated in this year's GSF budget for a maintenance/pool cleaning person and second asked whether Lisa Nuske was an extra staff member or a replacement? The Village Manager agreed that she was aware of the budget amount for maintenance which had not yet been allocated and that she has the cost of the nurse covered in the current budget. It was of some surprise that Amanda from RSL care had not turned up for her final day's work, even though a payment had been made previous to Friday to complete the RSL Care contract.

The Village Manager added that it was important for leasehold owners of villas and apartments to understand that they are responsible for all maintenance within their villa or apartment. Leasehold residents would be charged nominal amounts for any maintenance tasks such as changing light bulbs, replacing batteries in fire alarms, attending to electricity problems, etc. The Village Manager is currently working on establishing the costs of a maintenance package.

The Village Coordinator was reminded that since the 1st of January Ray Larke had been appointed as social events convener and it was hoped the office would work closely with the new convenor.

A heated debate then took place about the veracity of decisions being taken authorizing the expenditures of monies by the Resident's Association without committee approval.

A section of the committee took exception to the Chairman making a commitment regarding his organising a band for the Sea Food Dinner. Rather than causing dissent in the committee the Chairman on his own volition, said that he would be paying for the band. **PB**

Moved that the report be accepted, J. Davies seconded S Hill. Passed

8.2 Chairman's report from meeting of the Body Corporate Committee.

The Chairman indicated that there were concerns with the current white ant problem and who was liable for payment of repairs. It was confirmed that written guarantees on the white ant proofing of the new villas in the Lot 3 development would be provided to the Body Corp. It is understood to be for a period of 10 years.

It was suggested that for such a large expense item there could be a separate line item introduced to cater for any future massive expenditures. Clearly white ants are not a short term problem.

The Chairman in conjunction with the Body Corporate, is inviting answers from village residents to questions needed to be asked of Aveo in regards to Lot 3 residents joining the Community Management Scheme.

While on this topic of white ants the Village Coordinator wanted to remind all village residents about their water tank drip feeds. These need to be piped well away from your villa's foundations. Similarly for any air conditioning drip systems. Also have all plants and flower pots well away from the walls. These are standard precautions to take in any white ant infested areas in Queensland.

Tom Shaw summarised the efforts of the chairman and committee members by stating that it's difficult at times in any committee for actions to proceed exactly as protocol dictates, and when errors have been made it's good to see apologies made and accepted.

The Village Manager concurred with the sentiments by adding that in her opinion the Peregian Springs Resident's Committee is all about looking after the residents.

9. Sub-Committees' Reports

9.1 Social

Social Sub Committee

We had great success on Australia Day thanks to all the helpers Luke- Marie M'Cabe, cooking and Gloria Nunn for the dampers and cold slaw and everyone that helped.

The sea food dinner is being organised by Leigh in the office and Joyce the chef, there is no work for us, only dressing the tables which is being organised by Desolie and Bronwyn.

Next month there is St Patricks Day (Thursday, 17th March). I can get from the restaurant plates of pick up food and the bar will have a one dollar off the cost of each drink. Starting at 3pm and finishing at 6pm , the cost to residents will be three dollars to cover the cost of the food. A flyer will go out to residents.

In April I am going to organise a coach trip to Caloundra R.S.L. for lunch and a show, no dates or costs yet.

Ray Larke

9.2 Maintenance

The Manor was cleaned thoroughly in December and this will now be an ongoing monthly event.

BBQ cleaning roster for 2016 has been updated and those residents on the list have received a copy.

The plants the BCC ordered have now been planted out by John Viv, and Addi. Thank you to kind residents who have agreed to water them for me.

We have been experiencing high temperatures over the past week so compliments to our gardeners who have been out there each day ensuring that the grounds and gardens schedule is maintained.

There has been no formal meeting with Management, PPS and the BCC maintenance representative since November.

Discussion:- Bronwyn is to investigate the purchase of new BBQ cleaning equipment and report back to the next meeting. It was noted that there is an annual professional cleaning carried out of the BBQ's. **BW**

9.3 Manor

The Village Co-Ordinator Leigh has completed the fire and safety compliance requirements for residents within the Manor and will coordinate a full briefing for all Manor residents on the 26th of February. Congratulations to Leigh in the completion of this long outstanding task.

The village manager has yet to bring to the notice of Manor residents a reply to Ralph Haddrell's letter concerning the overpayment by Manor leased apartment residents of rates and water charges by about \$60 per month. This is still outstanding after 6 months

A prospective candidate for Division 9 of the local council elections, Scott Larsen, has viewed the leased and freehold accommodation units at Aveo Peregrin Springs and is bewildered that the Sunshine Coast Council has not followed the lead of other local councils in granting pensioner concessions for rates to non-owners of apartments. He is

prepared to meet with residents prior to the elections to discuss the matter and any other concerns. Bill Gissane, an ALP candidate, is having breakfast with the treasurer Tuesday morning and is hoping to raise the issue. I've briefed Bill and will meet with him next Tuesday to provide additional factual background.

There is an increasing take up of Manor apartments by gentlemen.

There are frequently contrary remarks entered into the Cater Care audited comments book. Some Manor residents consider a meal excellent while other Manor residents declare the same meal to have had meat which was too tough and/or vegetables to "crisp/hard" rather than "mushy/soft". Clearly it's not easy to prepare an exact meal to everyone's special taste, however it is important for all village (not just Manor) residents to discuss with the Chef, Joyce, food matters, so that changes can be implemented if at all possible.

JD 08/02/16

9.4 Commemorations

Nil report but Steve Hill is going to coordinate with Tom Shaw to assist with arrangements for Anzac Day next April. **SH** and **TS**

9.5 Activities

Jan volunteered to take on the job of looking after the Activities report, currently undertaken by Desolie. **JC**

After a few weeks break over the Festive and New Year Season all activities in the village are back in full swing.

- A new activity started on Monday 1st. February is Line Dancing for Beginners. The Co-Ordinator is Sandy Ferber. Sandy is very excited at having 12 residents taking part and all very keen to learn. Well done Sandy and we hope it continues, a great way to meet and socialise.
 - Aqua Aerobics is a very popular activity with residents. Numbers have increased and everyone loves the great workout to good music. Great way to cool off with the weather we have been having.
 - Thursday Bowls is popular with the regulars and has created some interest with new and not so new residents. Unfortunately the rain interrupted play for a couple of weeks, but we hope the new comers don't lose interest and join the group to have a few lessons and enjoy bowls.
 - Sunday bowls are back, with all players keen and ready to kick off another year. A great social afternoon and as always comparing notes at the bar afterwards.
- More next month on other activities in the Village.

Desolie Gleeson

Library Report

Dear Committee Members,

26.01.2016

Herewith an update on library matters!

Things go well on the whole, it is a well-used facility and popular particularly as the hot weather necessitates more indoor leisure time!

The system for keeping track of the newly purchased books is working well, although it can be confusing for some less young readers. It's amazing how many readers "help" by returning books to the shelves themselves invariably in the wrong spot.!

A couple of suggestions:-

1. That we either print out information for new residents on how the library works, to be included in their welcome pack or that the current library person should be present at the Meet and Greet to explain the workings.
2. That we find a muscley volunteer to help dispose of unwanted donated books particularly the coffee table variety.

Lastly, I wonder whether it would be a good idea to provide the funds for purchasing library books before they are bought? This would help to keep the library accounts separate from personal accounts. (I'm currently owed about \$300 which includes some \$80 paid for the purchase of cassettes for the tape machine kindly lent to us by the computer club. I took the opportunity to buy a good supply whilst at a special price. I have also spent another \$143.00 which I have not yet claimed for Jan/Feb. I'm relaxed about being owed money but ideally this probably shouldn't be a routine back up for the library's purchasing system!)

Hilary Warburton.

Discussion:- All outstanding amounts have been settled with apologies for lateness. Other points deferred to next meeting.

Moved that the reports be accepted by B. West, seconded J. Corlett. Passed.

The village Manager and Village Coordinator left the meeting 11:37am

10. General Business:

10.1 Pensioner Concessions

J. Davies to follow up. **JD**

10.2 Expenditure for Social Club Events

Covered extensively earlier

10.3 Approve Treasurer, Secretary change. Complete banking forms.

Motion. Reference signatories at the bank. J Wrigley to be removed as secretary. D Gleeson has been appointed treasurer in place of J. Davies. D Gleeson is a new signatory to all accounts at the Commonwealth Bank, Peregrine Springs for the Peregrine Springs Country Club Resident's Association. P. Bowen and J. Davies remain as signatories. **DG, PB and JD**

Date and time of next meeting, March 11th 2016 at 9.00 AM

Date and time of next QGM, Tuesday March 15th 2016 at 2:00pm

Signed

Signed

Chairman

Secretary

Date

Date