



MEMBERS – D R, A D, R W, L A, J D, R O, R S,

Golden Grove Lifestyle Village Residents' Committee
Minutes of the Committee Meeting
Held at 9.30am on Wednesday 12th August, 2020 in the Main Hall Card Room

Present: DR, AD, RW, LA, JD, RO, RS

Sub-Committee members: CF, JF and RC

Quorum: The Chairman noted that a quorum was present and declared the meeting open.

Apologies: JG.

Visitor: TS

Approval of the minutes of the previous Committee Meeting held on 8/7/20

- It was moved by DR, seconded RS, that the minutes be taken as read and accepted as a true and correct record.

Sub Committee Reports:

- **Social and Catering:** It was noted that there was a scheduled meeting of this sub-committee later today.
- Hope to finalise details for the Quiz Night on September 19th, and will discuss the option of Melbourne Cup in November at a later meeting.
- Minutes from the 8/7/20 meeting tabled
- **Bar Committee:** The Bar opened in the Clubhouse on 15th July. Will need to have more volunteers for the Friday night.
- The new restrictions where people must be seated when consuming drink. Need to be moved away from the Bar.
- Both sub-committees noted that if restrictions were reviewed or changed further review may be necessary.
- Noted that the number of people on the sub-committees, that it would be much more manageable if these numbers were reduced. The sub-committee should consist of a Chairperson, a Deputy Chairperson, a Minute Secretary, a Cashier and 2 or 3 others.
- Minutes from the meetings should be sent to the Chair of The R.Com by 7 to 10 days after the meeting. Suggest there is a contact person for the sub-committees. JD to be the contact for the JF and RC. DR will be the contact for the Social and Catering Committee. The reps will not need to attend this meeting.
- Opening the Bar for a private function – discussion. Motion – That the Bar is not open for any private function. Moved – AD, Seconded – DR. The committee concluded and agreed unanimously that this motion be supported and therefore the Bar will not open for any private function.

Business for Trish:

- Water Bills – Email from LN the account will be in the Village name but will be mailed direct to the unit. Current Direct Debit will be stopped and a new one reinstated. A new resident signs a letter to SA Water and Council to say they are responsible for those bills. When the unit is vacated these should stop. If they continue to pay it will be adjusted at settlement.

- Hand Sanitizer – Two more units available. Products come from Dominant therefore recommended. The best practice is to wash hands for 20 seconds with using hand sanitizer as a backup.
- PHs' likely visit dates. No further information and no dates available yet. Request the dates are notified when they are available
- Gardens and Plant selection – Trish plans out what plants are to be replaced. Plant selection LSA has given a list including only Lamandras and daisies. Trying to minimize the types used. Can only use plants that are on the list. As a Village we would like a broader selection of plants. Trish to put list together and submit it agreeing to go with low growing but want more variety. The Committee would support that submission.
- Green Bins – Need an audit to identify who has a bin. Issues identified re bins storage and moving the full bin.
- Waste skip outside the Clubhouse – should have been removed.
- Foxtel subscription – No recorded names on the attendance sheet. Suggest we suspend Foxtel for 3 months and install Kayo in the Clubhouse and the TV room. AD to investigate Kayo.
- Sign in sheets – It is a SA Government requirement that all the information requested on the sign in sheets is completed for every activity. The sheets would be handed to the Tracers if needed not to LSA.
- Bark program – nearly finished for this round. TS has a plan for the four year cycle.
- Invoices for the R. Association will now be paid by the Res Comm. Any item that is on the LSA asset register, an invoice for that item will be paid for from the CIRF account or maintenance account depending on the nature of the expenditure. All requests are to come to this committee, from an individual or subcommittee, as a filter for expenditure and funding source. All expenditure approvals will need to be confirmed by this Committee.
- Any item purchased for use in the Village but not included on the asset register for repairs, maintenance and replacement, any accident involving that item will be covered by LSA insurance.

Business arising from the minutes:

- RW – Re Post Office box. The Stables Shopping Centre and Australia Post looking into a loading zone for a box. Action – RS to continue with this process.
- RW – Keys for the filing cabinet. Keys provided to DR and LA. Completed
- Website – LA has spoken to the Forest Place resident, DC, responsible for their website. He has offered to come to talk to us re setting up a similar function. Any committee member would be welcome. Action – LA to contact him asking for his availability to come here. Committee members to provide availability to LA.
- DR/LA – Meeting with LSA – Need to set an agenda for a meeting with Paul, then extend an invitation to a meeting. Action – All members – Any suggestions as to topics for discussion to be sent through to LA.

Correspondence inwards:

- Email dated 10/7/20 – from BA re Easing of COVID-19 restrictions
- Email dated 20/7/20 – from SAVANT re the new rates for 2020
- Email dated 20/7/20 – from BA re Transitioning out of COVID-19
- Email dated 21/7/20 – from DC from Forest Place re a visit to discuss the web based storage
- Email dated 30/7/20 – from Office of Ageing Well – COVID-19 advice for retirement village operators
- Email dated 8/8/20 – Village Contact list
- Letter from CK to the Committee/Association thanking them for their financial support for the bowling equipment.
- Letter for KM requesting purchasing new mallets and balls, and to replace items loaned by a resident to the Croquet group. Cost = \$840 for the mallets, and \$450 for the balls, a total of \$1,290, plus freight. DR proposed purchase seconded by AD. All agreed. Action – LA to contact KM with the decision, requesting an official quotes to include freight.
- Letter from LN re the Stage acquisition – see below

Newsletters received:

- The Vines; The Sands; The Reserve;

Correspondence outwards:

- Letter to LN re stage acquisition

Financial Report (RC Account):

- **Treasurers Report** – as at 11/8/2020 the balance is \$12,365.02. Received \$186 for tea and coffee, \$460.80 from the Bar sales
- The funds for the sale of the Entertainment Books – Funds were banked by Trish into the Maintenance Account. No further action required.
- Process for requests for funds/expenditure – Ongoing. Action: RW to complete. Forms distributed to the executive. Need two names of the Executive who agree to purchase if under \$200.
- DR – Statement re accessing funds for social events – Ongoing. Action: DR to complete draft to be discuss with the Social and Catering Committee
- Email dated 14/5/20 – from Trish re replacement bench top in the Community Hall kitchen – RO and RW. Awaiting an alternate quote to be obtained. As new bench top required due to accidental damage that the CIRF would pay not the R. Assⁿ. Awaiting another quote for the replacement. Action – RO and RW to discuss with TS.
- Sponsorship of SARVA fees – Guidelines suggest that the Res Com can disperse funds for the interest of all residents. Action – Await the invoice from RA for payment
- Request from DR for a hand held vacuum cleaner for the Pool room DR to complete form. Two items costed – Vax approved at \$230. Storage to be considered.

Liaison report from Residents' Association Committee:

- Decision was made the Association not to renew public liability insurance.
- Statement in writing requested from LSA re Association purchases has been provided

General Business:

- Update on the electricity dispute –
 - The Reserve has submitted for a hearing at SACAT. DR and AD to continue await outcome.
 - Scheduling a meeting of the working group after receiving SAVANT new rates.
- Interior house painting – to be included on the agenda for PH
- Minutes format – Discussed re a new format of the ongoing items.

Reports on Ongoing Items:

- The ongoing items document to be archived as of the July 2020. New format to be used from this meeting

1. Electricity

To obtain improved pricing.

Contacts: A D

Date: 12/8/20 DR reported on progress. New SAVANT rates for the residents received but not for the Community buildings. The rate offered to residents is identical to AGL not the 10% discount as per the agreement. A request from the energy group for SAVANT to provide rates for solar 1.

Action: 9/9/20 AD/DR to feedback from any further meetings.

2. Rates (Previously No. 4)

Negotiate with TTG council a rate rebate

Contacts: DR

Date: 11/3/20 Nothing to report.

Action: 9/9/20 DR to continue contacting Councillors regarding a meeting.

3. Budget and Finance (Previously No. 10)

To monitor Maintenance Account transactions and make suggestions/recommendations.

Contacts R W A D

Date: 12/8/20 Waiting for the final figures for the Maintenance and CIRF funds for last financial year as being audited at present.

Action 9/9/20 Review of last year's funds when audited

4. Mounting Defibrillators (Previously No. 17)

To mount an Emergency Button on external wall of the Clubhouse

Contacts D R

Date: 12/8/20 Nothing to report

Action 9/9/20 To be included on agenda for PH

5. Commitment to Consultation (Previously No 21)

To ensure consultation between LSA and the Committee

Contacts D R

Date: 12/8/20 Action – Remove this item

6. Restoration of Residents Confidence in Lifestyle (Previously No 27)

To restore confidence in Lifestyle

Contacts D R

Date: 12/8/20 Action – Remove this item

7. Insurance Claims (Previously No. 29)

To monitor excess on insurance claims for accidental damage.

Contacts R O

Date: 12/8/20 No further information

Action 9/9/20 To be included on agenda for PH

8. Floor Covering (Previously No. 30)

To provide procedural instructions for replacement carpets and furniture removal.

Contacts D R

Date: 12/8/20 AD reported on replacement carpet and internal repainting of units. If the unit is vacated after 10 years and the carpet has not been replaced and the internal repainting has not been done, the recarpeting and repainting will not be charged to the resident's estate. An email from TS to AD has stated this. It will apply depending on the resident's PID.

Action 9/9/20 LA to resend information from Forest Place. To be included on the agenda for PH

9. Grants (Previously No. 32)

To obtain a Grant from TTG Council

Contacts J D

Date:	12/8/20	Concerns raised re item to be purchased from the Grant. Meeting held with bowlers. Proposed that we purchase a sweeper not a super- soaker and as the item is less cost propose to purchase spare parts. Applied to the Council to change the item, now have the Council approval to change the item. Fitness equipment problematic as items not available at this time.
Action	9/9/20	JD to report on items' progress of acquittal of funds. LA to chase up with original firm for fitness equipment.

10. New Stage Acquisition (Previously No. 33)

To investigate with view to purchase a replacement for the current stage

Contacts R S

Date:	12/8/20	Submitted quote to TS. Letter from LN stated that LSA would not agree to purchase the stage from the CIRF. Funding options discussed including a meeting of residents. Letter to LSA to ask if Association could fund the purchase. Recommendations of alterations to the current stage discussed.
Action	9/9/20	AD to approach the wood working group to assess options for alterations.

Any Other Business:

- Fans in the main Hall – A copy of the paperwork was tabled that was originally completed by the Association which stated that any future repairs or cleaning would be funded by the Association. Request to TS to have them cleaned by the regular cleaner with the invoice to be presented to this Committee. Action – LA to follow up with TS.
- Noted the Minutes of a meeting held by Forest Place with LSA. Forest Place initiated a meeting with LSA because of several items and concerns raised by residents to their R. Com and direct to LSA with no response.
- Discussions with C K and E D re a Clubhouse Sub-committee to be organised.
- Seats around the Village – noted that another Village had been given permission to purchase one. No further action at this time.

Closure: 12.15pm

Next meeting: Wednesday 9th September 2020 at 9.30am in the Main Hall Card Room

Meeting in October to be moved to the Wednesday 7th October at 9.30am.