

Applewood Residents Committee

5, Grand Boulevard, Doncaster , Victoria, 3108

Minutes of Meeting No. 2/2024

Wednesday 13th March 2024

Held in Private Dining Room at **9.30 am**

Present:

Peter Sage (Chair), Geoff Dreher (Secretary), Stephanie Orr (Treasurer),
Grahme Bond, Ellen Boyd, Carole English, Roger Godfrey, Jeff Hore, Robyn
Millership.

In attendance: John Smrk & Angela Buckley (from 10.30 am)

Apologies:

Quorum: OK

1. Minutes

1.1 The Minutes of the meeting of 14th February 2024 were confirmed.

1.2 Business Arising

1.2.1 QS Report: Documents received from the ARD were noted. The P&I S/c will continue to consider the response, particularly in the light of Rod Sinclair's document, provided by the P&I S/c, outlining issues which had not been followed up .

1.2.2. Refurbishment Document: – The document provided by ARD was appreciated although it tends to list items rather than detail what should be looked for. Referred to P&I S/c for further consideration.

1.2.3 Insurance Issues : It was noted that the Insurance guide for Residents that ARD promised last meeting had not been issued as yet. Grahme reported that Carpet is confirmed as part of Contents insurance now.

2. Reports

2.1 Finance Subcommittee:

2.1.2 Stephanie requested Bank Signatories be nominated by ARC as Sally Ding and Bob Slater had retired from the Committee and she has taken over as Treasurer.

The following were nominated by ARC to be Bank Signatories for ARC:

- Stephanie Orr
- Robyn Millership
- Peter Sage

The nominations were unanimously confirmed.

2.1.2 The recent ARD half yearly Finance meeting was poorly attended probably due to lack of advertisement.

2.2 Property & Infrastructure Subcommittee: Peter reported that a document by Rod Sinclair dated 04/03/24 regarding the CRF Forecast for 2024 indicated that many previous recommendations have not been made. It was agreed to send Rod's comments to ARD.

The Sales Audit Refurbishment document is good but does not list detail of what to look for in many items for refurbishment.

Possible free electric power offered at certain times by one Electricity Company was noted and will be followed up. Also, the possibility of rent assistance for Applewood residents in particular circumstances was also raised.

2.3 Grounds & Action Report: Roger had no report at this time as the Grounds S/c was meeting this day. He noted that bollard replacement had occurred in Parkhurst Mews and that others are planned. He noted also that demarcation between Grounds and Property needs clarifying. Cleaning is not done well in some areas, and the appointment of a Maintenance person has still not occurred, and a contractor is currently required to complete some works.

2.4 OHS Report: Jeff reported that a request for a mirror at the bend in Grand Boulevard will be put to ARD at the next OHS meeting, as vision of oncoming traffic is almost impossible before the bend.

Jeff also reported that because the lights on Tram Road on the upgoing side (To Westfield) turn red before the down side, some cars and trucks accelerate through the red light, making it dangerous for cars exiting from Applewood. Robyn suggested that a Red Light camera be installed. It was agreed to ask ARD to follow this up with Vic Roads.

2.5 Welcome Report: Ellen reported that there was only one new Resident on her list at present. She indicated a difficulty in phone line installations for new residents as some do not install a phone on arrival. Ellen tabled a welcome document for new Residents with her mobile and landline phone numbers for them to contact her. This document was fully supported by the ARC.

The Friday Nighter's cocktail dinner in March had some problems of timing of food, the preference of residents for seating rather than mixing, and the sound and music arrangements.

3. General Business:

3.1 Peter reported that he has approached the Manningham lord mayor's office for the mayor to speak at ARC GM and had been asked for some "Bullet Points". He will circulate this request to members for suggestions.

4. Meeting with ARD - John Smrk & Angela Buckley (10.30 am)

4.1 Refurbishment. – John Smrk tabled a document of response to ARC comments made on 1 December 2023 to the ARD letter of 19th October 2023 regarding Refurbishment matters. It was agreed to refer this to the P&I S/c for comment.

4.2 Insurance. – John Smrk tabled a proposed Insurance guide for Residents. It was noted that this document mentions members with AAMI Contents insurance which is confusing at present as this has been refused to Peter but confirmed to Geoff and Rod Sinclair! It was agreed to take the proposed Insurance guide on notice and to read and make comments to ARD.

4.3 QS Report. – John indicated that the latest QS report which he has circulated will be updated every six years. Rod Sinclair's comments were shown to John and Peter will send the document to him for consideration.

4.4. Finance Forum Meeting. Only 7 people attended. John indicated that a reminder was not sent out and the day and date in Appleflash did not match. He will upgrade the advertising of the next Finance Forum.

4.5 Work done follow up. Cleaning contracts include a schedule to check what has been done each month. This is done by the supervisor. Debra checks daily what has been done.

4.6 Maintenance Person. John indicated that he expected to appoint a Maintenance person, (who will also be a Bus driver) in the next few weeks. This person will work Tuesdays and Thursdays, so contractors will still be required until a higher skilled maintenance person is appointed in the weeks to come.

4.7 Phones. John said that landline phones used to be installed into all premises before he became Manager, but now Residents are told to bring a phone before settlement.

4.8 Gate Codes. The Gate Codes were changed recently to try to avoid unauthorised entries. Using #8888 depends upon reception confirming the person entering is valid and CCTV at the gate helps this. He noted that 80 Residents had asked for Fobs for their family and friends to use on entry.

4.9 Tram Road exit. The problem of delayed red light on the down side of Tram Road was well known and John will discuss with Vic Roads whether this can be modified. Great care is needed when exiting from Applewood to make sure all vehicles have stopped.

4.10 Water leakage. Text messages to Mobile phones regarding water turned off has been updated, but some residents (33) have no mobile phone so have to be notified by letter, which John agreed was not good.

The first leak occurred when the mains concerned had rusted. The joins have been replaced with steel and plastic connections.

5.0 Meeting closed at 11.45 AM

6.0 Next meeting: Wednesday, 10th April 2024, 9.30am.

Signed:



Peter Sage
Chair



Geoff Dreher
Secretary

17 / 03/ 2024