

Applewood Residents Committee

5, Grand Boulevard, Doncaster , Victoria, 3108

Minutes of Meeting No. 1/2024

Wednesday 14th February 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.

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

Apologies: Robyn Millership

Quorum: OK

1. Minutes

1.1 The Minutes of meeting 8th November 2023 and Special meeting 13th December were noted to have been confirmed in December 2023.

1.2 Business Arising

1.2.1 Refurbishment Process at Applewood. Documents received from the ARD were noted. The P&I subcommittee will continue to consider the response.

1.2.2. Insurance – Carpet as part of Contents Insurance was discussed. It is expected that the ARD will send out guidelines to Residents regarding this.

1.2.3 Election of Deputy Chair of ARC.

Ellen Boyd was nominated and unanimously appointed as Deputy Chair of ARC.

2. ARCommittee and Sub committee appointments

The following appointments and duties were confirmed.

ARC Members:

Peter Sage (Chair)

Geoff Dreher (Secretary)

Stephanie Orr (Treasurer)

Grahme Bond - Insurance

Ellen Boyd – Welcome and Events

Carole English – Accounts Payable Sign/off

Roger Godfrey – Chair Grounds & Action S/c

Jeff Hore - OHS

Robyn Millership – Finance S/c

ARC Property & Infrastructure S/c

Mike Reece (Chair)
Blair Feenaghty
Col Gosbell
Peter Horton
Dave Mullen
Peter Sage
Bob Slater
Rod Sinclair

Finance S/c

Stephanie Orr (Chair)
Blair Feenaghty
Col Gosbell
Robyn Millership
Mike Reece
Peter Sage

Grounds & Action S/c

Roger Godfrey (Chair)
John Alvey
Jeff Hore
Peter Horton
Peter Sage

3. Reports

2.1 Finance Subcommittee: No report.

3.2 Property & Infrastructure Subcommittee: The Report by Rod Sinclair dated 10/1/24 regarding the Yarra Valley Water Recycle Plant to be installed in Tram Road reserve was discussed. This project would provide Applewood with unrestricted supply of water for gardens during drought conditions. It was noted however, that subject to many required permits and approvals, this project is now scheduled for completion by late 2027 or early 2028.

3.3 Grounds & Action Report: Roger reported that everything listed on the Grounds report is scheduled and is on time. The new QS report may increase timing for some projects. The appointment of a Maintenance person has still not occurred, and a contractor is currently required to complete some works.

3.4 OHS Report: Jeff reported that the removal and cutting of engineered stone benches in properties that are being refurbished is of concern because of the health problems associated with the dust from such cuttings. ARD will not cut these benches on any Applewood premises and are looking for replacement benches.

Jeff also reported that dangerous U Turns are still occurring at the front entrance. There is no apparent way to resolve this problem. John Smrk is in contact with authorities to consider this problem.

3.5 Welcome Report: Ellen reported that there were fewer new Residents to welcome over the Xmas and New Year period. The Friday Nighter's dinner in February was a great success and it is planned to have a Cocktail party in March to welcome the new Residents.

4. Correspondence

4.1 Letters between J. Sheedy and John Smrk regarding Insurance matters were noted.

4.2 Letter from Brian Morris to John Smrk regarding garage locks was noted.

5. General Business:

5.1 Items for the Portal. Peter raised the possibility of booking Gym times via the Portal to be discussed with ARD. Currently, ARC Agendae, Minutes, and all ARC Subcommittee's Minutes, and Terms of Reference are on the Portal and in the Library. It was agreed that the OHS and Welcome reports should also be on the Portal and in the Library.

5.2 It was agreed that the Lord Mayor of Manningham should be invited to speak at the ARC GM. Peter will seek a date for the next ARCGM in June.

5.3 The voting process for membership of the ARC was discussed. Carole noted that the combination of biography with the voting paper was confusing to Residents and that a 'blind' voting paper would be preferred i.e where names of nominees were randomly listed. It was agreed to raise this with ARD.

5.4 Riverview Retirement Village has approached Gordon Paulett to arrange a "Sporting Challenge" with Applewood. Anyone who can assist Gordon is urged to speak with him.

5.5 Container deposit scheme. Mike Reece has asked if ARC would support the vic.gov. container deposit scheme whereby selected containers are deposited in special collection bins and receive 10Cent rebates per item which could provide some funding for Applewood. It was agreed to discuss this with ARD.

5.6 Ellen reported that a resident had had difficulty in the Swimming pool when on the side that has no railing to grasp when in difficulty. It was agreed to raise this with ARD.

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

6.1 Refurbishment - The ARD will meet again with P&I S/c to discuss outstanding comments regarding Refurbishment.

John tabled a Refurbishment Inspection Document which provides extensive detail of the Refurbishment Inspection which is carried out 2 weeks before settlement of a Residence. Copies are given to both the outgoing resident as well as the incoming resident. This document has now been used for the last 5 months at Applewood.

John asked why a meeting with Greg O'Brien TIG GM Development has been requested. It was agreed by ARC that this may no longer be necessary. Peter will discuss with the P&I S/c.

6.2 Insurance – John Smrk indicated that he will prepare a letter to Residents over the next 2 weeks regarding Insurance matters and will respond to J. Sheedy on the matters he raises.

6.3 QS Report – John indicated that he has the latest QS report and will circulate it.

6.4. The Voting process for ARC membership was discussed. John said that this was the first time in many years that a vote had to be taken. He agreed that a Blind draw to list candidates would be in order and will pursue that in the future.

6.5 The possibility of having Gym bookings on the Portal was discussed and John said that this would be too complex for many residents and would take them much longer than just calling reception to book a time.

6.6 John said Garage locks can be done for residents if requested, but ARD will not be funding them.

6.7 The matter of railings in the swimming pool was raised. John indicated that rails are not on one side of the pool so that it can be used as a lap pool. He urged that residents wear the pendants that are available poolside if concerned about safety.

6.8 Cleaning of Carpets in the Community Centre was discussed. John indicated that this is done 12 monthly, plus spot cleaning in some areas of high use, such as the restaurant area.

6.9 Community Centre Lift repairs to replace mechanisms for Lift 1 are waiting for quotes. (Other lift repairs will await the QS report.) Repairs will begin soon after quotes received. The refurbishment of one lift should give Applewood sufficient spares for the second lift until a full such time as funds allow for a full rebuild of the both lifts.

6.10 Gate entries at Tram road using the new code (#8888) to contact reception has on some occasions resulted in delay. John indicated that this is due to the fact that if reception is on the phone to someone, the gate caller has to wait until that call is finished. He said that if reception switches to the gate call there is no option to hold any incoming call.

6.11 Ellen thanked John for all the support he and the staff at Applewood gave to last Friday Nighter's dinner and for the Cocktail event planned for new residents next month. He said a new chef will be coming next week and he is still looking for a Maintenance man and still has no replies.

7.0 Meeting closed at 11.16 AM

8.0 Next meeting: Wednesday, 13th March 2024, 9.30am.

Signed:



Peter Sage
Chair



Geoff Dreher
Secretary

13 / 03/ 2024