

Applewood Residents Committee

5, Grand Boulevard, Doncaster, Victoria, 3108

Minutes of Meeting No 5/2023

Wednesday 14th Jun 2023

Held in Private Dining Room at 9.30 am

Present: Robyn Millership (Chair), Geoff Dreher (Secretary), Grahme Bond, Ellen Boyd, Jeff Hore, Brian Morris, Bob Slater, Peter Sage (from 9.45am)

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

Col Gosbell, Mike Reece, & Rod Sinclair (from 11.05am)

Apologies: Nil **Quorum:** OK

1. Minutes

1.1 Confirmation of Minutes of meeting 10th May 2023:

The Minutes were confirmed. (Moved Ellen; Seconded Brian)

1.2 Solar Power at Applewood. Report of the effect of costs etc., on instalment of Solar Power on Activity Centre was received from Rod Sinclair and it was agreed to send this to Cordell Short who had raised this matter for discussion at the last ARC meeting.

1.3 Refurbishment and Relocation in Applewood meeting held with ARD on 8th June.

Refurbishment was discussed with ARD Sales Representatives, Heidi Pratt and Helene Kamieith, who attended the meeting to discuss the ARC Refurbishment Dialogue Paper.

They provided ARC members with copies of Refurbishment Acknowledgement documents that departing Resident's representatives receive.

They then explained that the Resident's representative is involved in all decision making in regard to the refurbishment program.

In other words, the Resident's representative has to sign off on all ARD recommendations and approve quotations for work to be undertaken. They are also involved in approving the recommended resale price.

ARC members suggested that the overall process be spelt out in simple terms in a communication that could be made available to interested residents with copies also available in the library. This was agreed.

Relocation and Transfer of Residents within Applewood can only relate to the contracts Residents have signed on possession.

2. Reports of Subcommittees :

2.1 Finance Subcommittee:

Capital Management-Planning and Procedure document received from Rod Sinclair was discussed and approved (Moved Brian, Seconded Bob).

It was agreed to send the document to ARD for consideration.

2.2 Property & Infrastructure Subcommittee:

The committee is pleased that the Relocation and Refurbishment proposals have been discussed and look forward to a rationalisation of the QS and Budget reports as proposed by the Finance Subcommittee.

2.3 Grounds Subcommittee Report:

Peter reported on progress of 11 items listed in the Grounds Report.

Letterbox cleaning, Washing of pillars, Gutter cleaning, and Trip hazard fixing are all ongoing.

Water courses, Pool table refurb., Cormorant control, and Brickwork at Restaurant, await quotes,

Lights that are not working, and Pillar base surrounds repairs, await till next year.

2.4 Action Report

Peter reported that many of the items listed for action are dependent upon the QS and Budget report for next year.

It is noted that the Lounges in the Community Centre are big and heavy and not appropriate for the activities that the lounge area is now used for. The meetings which are held in the lounge nowadays has changed its use somewhat and hence different chairs and furniture need to be considered for replacement.

2.5 OHS Report:

Jeff reported that the gates at Applewood entrance are not closing in 10 seconds as intended and often stay open for long periods.

Also the Lights from the Community Centre to the Car Park are often not on or on at odd times.

It was agreed to refer both these items to ARD.

2.6 Welcome Report:

Ellen reported that she had welcomed 4 new Residents (although one was delayed because of Covid) and have 8 to come this month. This brings her to a total of welcoming 50 new Residents over the last 18 Months.

She looks forward to having new and anticipated new residents mingling at a cocktail reception with current Residents.

2.7 Events Report:

Ellen reported on the considerable success of the Friday Nighters Dinners which have been warmly received by Residents. The vast majority of Residents have been very pleased with the food. A few complaints have been made to Ellen but not to the ARD and are not consistent with the majority view.

The ARC congratulated Ellen and Peter on the success of the dinners they have arranged and for the detail of entertainment that went with the dinners.

It was noted that the Microphone was a problem that all dinners have experienced and this matter requires attention by ARD.

2.7 Gym:

Peter reported that there is no longer anything to report regarding the Gym.

He has noted many people are asking for a program of use of the equipment which indicates increasing popularity of the Gym.

3.0 Correspondence:

3.1 Insurance concerns provided by John Sheedy were discussed. It was noted that Rivervue events have nothing to do with Applewood and Residents at Applewood should be given access to check what is covered by Applewood Insurance and then decide what they require as Contents Insurance.

An Insurance Forum is required as soon as possible for Residents to be informed.

3.2 Communications equipment letter from Carole and Neil English was discussed. It was concluded that comment is required from John Smrk regarding the income use from the Communication Equipment on the Community Centre's rooftop.

3.3 Letters from Manningham Council regarding a letter they say they received from ARC for a "Prepare to Stop" sign in Elgar Road was noted and will be referred to ARD as ARC has not sent such a letter.

4.0 General Business:

It was agreed that unless Residents had matters for discussion, the next meeting of residents will be the Annual general meeting.

It was also noted that Peter Sage will be unavailable from 22nd June until 30th July so Grounds and Action reports will be held over until the August meeting.

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

5.1 Insurance Forum- Insurance guide concerns listed in the document from John Sheedy were discussed and the following comments were made.

The main comments were that the recent Rivervue events have nothing to do with Applewood and media coverage has been incorrect regarding Rivervue.

Residents at Applewood should check what is covered by Applewood Insurance and then decide what they require as Contents Insurance.

Grahme Bond is the member of ARC with significant Insurance experience and it was agreed that he discuss this matter with John Sheedy and John Smrk.

John Smrk indicated that ARD now has acquired updated Insurance documentation for Applewood which he will make available to Residents, and that he will send out documents for a Forum for Residents on Insurance as soon as possible.

5.2 Telephone scams. - At present it is not possible to have different phone ring tones for incoming calls and in house calls as the current PABX cannot do this. A contractor is being asked if this can be achieved with a revised PABX but the answer at present is no.

5.3 Communications of the roof of Community Centre. – John & Angela stated that the responsibility for the Antennae on the Community Centre roof sits firmly with the Owner (TIG Corp). There are no costs to Applewood and no income to Applewood from these antennae.

5.4 Replacement of Furniture in Community Centre. – It was agreed that a review of the type of furniture placed in the lounge in the community centre is required as the usage of the lounges has changed from being a place to sit to a place where meetings of various groups (e’g Morning teas/ Lunches/ social meetings etc) are held and the types of chairs currently are difficult to move and use for these purposes.

5.5 Front Gate/ Lights/ Dog Leads - John agreed to look into why the front gate remains open much longer than the 10 seconds listed ; to check replacement of lights from Community Centre to Car park to ensure they stay alight ; and noted that some residents are still using dog leads which can be dangerous for some residents.

6.0 11.05 am

Budget meeting of ARC, ARC Finance Subcommittee, and ARD.

John and Angela provided copies of Budgets to 30June2024 for the Applewood - Schedule of Fees; Income and Expenditure; and Capital Replacement Fund (CRF). The monthly Service Fees have been kept to CPI.

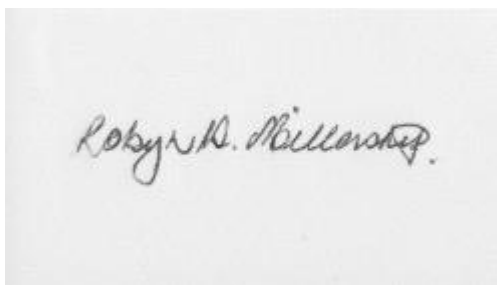
The Income and Expenditure and CRF documents compare budgets of past and future years, not actuals of the past year with proposed budgets for the next year. The finance committee members expressed concern about this approach and asked that ARD consider changing this documentation to include actual costs and income until (say) April and add the last three months of the years' budget to provide a 2023 "actual" figure for 30th June 2023, and then devise a budget figure for 2024 against these "actual" figures.

The details of each item on the documents were discussed and there were no major problems in allocation of funds highlighted.

7.0 Meeting closed at 12.25 PM

8.0 Next meeting: Wednesday, 12th July 2023, 9.30am.

Signed:



Robyn Millership
Chair



Geoff Dreher
Secretary

12 / 07 / 2023