

GEMLIFE WOODEND HOME OWNERS ASSOCIATION INCORPORATED NO. A0109666M
MINUTES OF THE HOME OWNERS' COMMITTEE (HOC) MEETING ON 9th MAY 2024

Present: Paul Niblett (President) Bob Levis (Vice President & Stand in Treasurer), Jenny Bussinger (Secretary & Minute Taker), Geoff Symons – Stand in Events Co-ordinator - committee members Aileen Campbell, Jackie Brady, Stephen Pickels

Absent & Apologies:

Opening: Paul Niblett opened the meeting at 10.00am for all those present.

- **Acceptance and Confirmation of Minutes from Previous Meeting (18/04/24). – Bob Levis & Stephen Pickels.**

Follow up items covered:

- **Acceptance and Confirmation of Minutes from Previous Meeting .**

Follow up Items we will cover –

Safety:

- **Clubhouse dance Floor / Stage scuff marks – *Awaiting Tony to obtain quotes for Buffer/floor Polisher to fix scuff marks on floor. This will be purchased by Gemlife. Follow up with Tony.***
- **Toilet Cisterns – David Bray - Incorrectly installed cisterns deemed a safety/flooding hazard, photos supplied. *Email was sent to Gemlife management suppling photos of cisterns and the concerns of the incorrectly installed cistern. Also mentioned that we would get an independent Plumber to inspect these installations. Obtained a reply email from Ben Livingstone the same evening saying he would pass this email to the appropriate department. He also mentioned that he would call Paul Niblett the next day. – Independent inspection from plumber approved by Committee.***
- **Toilet tipping over on top of resident - Villa 86 – Toilet tipped over and fell on top of resident. Big mess. The plumber informed resident that the toilets are not fixed to the floor. They are just resting on the floor. O/T informed resident that this is serious safety hazard. Inside the cistern is all rusted out plus the valve is the wrong one. Photos attached to email 11/4/23 *Email was sent to Gemlife management suppling photos – this was sent the same evening as issue above. Awaiting response from Gemlife management. 01/05/24***
- ***Response received from Jacinta Fraser and she mentioned that resident had an episode. That is not so, after discussion with Ron – he states he had no episode. He also mentioned that he received reply from Gemlife and no satisfactory result to the situation. Ron sent HOC an email :- I would like for it to be entered in your minutes of your next meeting my appreciation for all you have done for me ,regarding the toilet and air conditioning. I have had a call from Caitlin this morning and she said she will get the general manager to give me a call.- Requested that Ron keep us updated on this call***
- **Tree branches falling down: *Email was sent to Gemlife management suppling photos expressing the concern of injury to either resident or a trades person to which end Gemlife would be held responsible if it should go to workcover. - Paul to approach Macedon Ranges on this subject.***
- **Roller Door where bins are kept: An email was supposed to be sent to Gemlife Management for a motorized mechanism to be installed so that this door is easy to manage. *Leanne mentioned Motorised mechanism – Email to be sent to Gemlife***

AGENDA continued

Capital Works Issues:

- Paul to send an email to James Drever – Gemlife Management – to organize a meeting with us to discuss the ongoing construction issues.

Interest Group Financial requests:

- Card Making group request for trimmer has been **approved by HOC** – Treasurer to make payment to Barbara Spry for purchase of 12inch trimmer Approx \$35.00

Treasurers report:-

Bob Levis requested from the HOC permission to obtain an outside accountant for reporting the Tax & GST Threshold which could prove to be complicated. Assistance required to make this report correct.- **Approved** - Geoff Symons & Jenny Bussinger

Term Deposit is coming up for renewal. Also to move \$10,000.00 more into term Deposit. **Approved**
Bob to send to Interest Groups Email requesting their submissions for the next financial year

Summary for the month of April is below: Full details are in the attached Monthly cash flow report.

Income:	\$	17518.55
Bar Takings:	\$	11369.07
Events:	\$	3803.16
Expenditure:	\$	10534.88
Bar Supplies:	\$	7752.04
Events:	\$	254.05
Surplus	\$	936.42
Term Deposit:	\$	10272.53
Cash Assets:	\$	55208.95

Access to Sound System: Bob Levis, Rod Hulls, Greg Allen, Paul Niblett, Andrew Spencer, Jim Brooks, Barry O'Connor. Geoff Adams, Roger Dale, Neil Fitzgerald. Will require keys cut for the new names on the list.

Bar Door Keys: Jackie will send Jenny the current list of who has keys. These to be updated in the register. Increase of 7 keys currently there are 13.

Food Notice to be made up to sit on Bar Counter: Any leftover food in kitchen that could be consumed whilst having afternoon drinks - Jenny to make up a laminated sign for the bar top.

Insurance: Research on renewal and consequent cost ? Barry Borlase did the last research on insurance. Secretary supplied the name of the company used last year – Bob Levis to make contact with them regarding the renewal.

Movies: Request for more up to date movies resulted in a decision at last month's meeting to review the Foxtel subscription and possibility of other providers such as Netflix Disney, Paramount Pictures to be utilized through the already existing Foxtel subscription. **Bob & Paul to make contact with Foxtel to add Netflix & Disney channels. APPROVED.**

AGENDA continued

Bowling Vouchers for Tuesday games - APPROVED.

Event Coordinator's Report

Refer to Event coordinators report

UPCOMING EVENTS

June 10 th ... MND Fundraiser - Clubhouse TIME: 1PM – 6 PM Organiser: Andrew Spencer Cost: \$150.00 Beanies + Food \$400.00 (HOC to purchase food through IGA) APPROVED
June 21 st - Retro DJ - Clubhouse Time: 6pm-9pm Organiser: HOC Cost: HOC Funded \$650.00 APPROVED
July 12 th ... Montgomery Rodeo Band Time: 7pm-10pm Organiser: David Crockett Cost: \$1000 HOC Funded Free Event APPROVED
August 9 th ... Songs of Farnham. A tribute to John Farnham. Time: 7pm-9.30pm Organiser: Geoff Symons Cost: \$ APPROVED TICKETS: Residents: \$20.00 Guests \$ 25.00
September 13 th ... Frankie Vallie and The Beach Boys. Time: 7pm-9pm Organiser: Geoff Symons Cost: \$ APPROVED TICKETS: Residents: \$20.00 Guests \$ 25.00
November 8 th ... 9 piece Frank Sinatra band. Time: 7pm – 9pm Organiser: Geoff Symons Cost: \$ APPROVED TICKETS: Residents: \$20.00 Guests \$ 25.00
CHRISTMAS DINNER: December 13 th xmas lunch 11am -3pm December 18 th xmas dinner 5pm 8pm December 20 th xmas lunch 11am – 3pm Organiser: Cost: \$ APPROVED

AGENDA continued

Event Proposals for Consideration:

Neil Jurgens offer of Music Nights 2nd Friday / Saturday Night – 5 – 7pm Bar hours

Other Matters:

Email to Tony & Leanne – Road Safety Issue and near misses. Reminder of Kmph and possible road signs.

Liquor License for New Years Eve - Exemption to carry onto Midnight.

Cubes storage for Bowls Group: Woodwork shop investigation to cost and build.

Fire retarding screens on exterior area fencing - Investigate who to request this item

Refund of tickets purchased for events discussed and Approved. Notify Web team to remove last policy on tickets and replace with new policy of refunding tickets.

The NO REFUND POLICY has now been reconsidered and rescinded. The HOC has decided to implement refund of ticket sales for the convenience of residents who for whatever reason cannot attend the Event ticket was purchased for.

For night time ticketed events all attendees must be 18 years or older. A ticketed event will be defined as either an Open Ticketed Event or Limited Ticketed Event. For Open Ticketed Events there will be no limit on the number of tickets a homeowner can buy for guests.

For Limited Ticketed Events, ticket sales will initially be limited to a maximum of 2 tickets per villa. This means that single occupant villas may buy a second ticket for a guest. If, by a date to be agreed between the Organiser and the Events Coordinator, all tickets are not sold, ticket sales may be opened to all homeowners to bring extra guests.

Discussion who will be standing in for roles at next AGM. Expressions of interest to be put out to community.

AGM 2024 DATE: 5th September – 3pm

9th June Happy Hour reinstated - Bring your own Food

Homeowner Occupancy

Currently there are 234 Villas occupied with 384 homeowners.

HOC opt in forms from new residents accepted:

No new acceptance forms received.