

**GEMLIFE WOODEND HOME OWNERS ASSOCIATION INCORPORATED NO. A0109666M
MINUTES OF MEETING FOR THE HOME OWNERS' COMMITTEE (HOC) MEETING ON
18th JULY 2024**

Present: Paul Niblett (President) , Jenny Bussinger Secretary & Minute Taker), - committee members Aileen Campbell, Geoff Symons, Rose Allen (invited Guest stand in for meeting)

Absent & Apologies: Stephen Pickels, Bob Levis (Vice President & Stand in Treasurer), Jackie Brady

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

- **Acceptance and Confirmation of Minutes from Previous Meeting (13/06/24).**

Follow up items covered:

- **Acceptance and Confirmation of Minutes from Previous Meeting .** Accepted by Aileen & Paul

Follow up Items we will cover –

Safety:

- **Toilet Cisterns – David Bray** - Incorrectly installed cisterns deemed a safety/flooding hazard, photos supplied. **EMAIL SENT TO JAMES DREVER – James was to come and visit Gemlife Woodend and did not end up coming. He sent an email in response to ours which we felt was unacceptable. We responded with email dated 28/6/24 in which we set the correct timelines for issues surrounding Shirley Marshall villa. – Arrange Independent inspection from plumber approved by Committee.**
Awaiting the test case - Bob Levis cistern assessed by VBA. Will update upon receipt of VBA assessment.
- **Toilet tipping over on top of resident - Villa 86** –Photos attached to email 11/4/23 *Email was sent to Gemlife management suppling photos –. James Drever responded in his email with what is in effect incorrect information and we responded with correction of his comments. Still waiting on further responses*
- **Access Gates. - Paul to approach Macedon Ranges on this subject. Paul had a meeting with Daniele Chiron Planning dept – Emily Hardy Planning Dept 26.6.24 – Refer to Paul's email on 28/6/24 summary of meeting. Environment and Planning - Will have to win over the Environ Dept to have any hope of applications for gates to be successful.**
- **Paul to investigate code for Entrance Gates for emergency services** – issue raised upon the ambulance access for recent death. Ambulance had problem gaining access. Do all emergency services know the code – what is the standard access procedure for these services.

Capital Works Issues:

- Paul sent an email to James Drever / Ben Livingstone– Gemlife Management – to organize a meeting with us to discuss the ongoing construction issues. James Drever failed to come to Melbourne to openly discuss these issues. He sent an email which was largely information given to him and that information was not entirely correct.
Reply from James Drever was not received well. Not happy with response and no resolutions to issues. Will progress this further. Not taking responsibility for workmanship. His comments were inefficient, inappropriate and incorrect.

MINUTES continued

- **Interest Group Financial requests:**

- Bob Levis sent email to interest groups to request their budget needs for the new financial year Budgeting.

The list of Interest Group Budgets approved at the recent HOA meeting on 13/6/24 for next year is below – This covers period 1/7/24 to 30/6/25:

	Expenditure	Capital Expenditure
Workshop	\$1500	\$3300
Quilters	\$600	
Mosaics	\$720	\$ 280
Library	\$500	
Genealogy	\$500	
Approval for further interest group requests at meeting held 18/7/24		
Embroidery	\$300	
Cards	\$ 50	
Wine appreciation group	Posters the posters were not for permanent display but rather mobile. Letters attached	

Treasurers report:-

Please find below the Monthly Cash Flow reports to the end of May -2024.

A summary for the month is below. Full details are in the attached Monthly Cash Flow report.

Income:	\$12362.99
Bar Takings:	\$10081.61
Events:	\$0.00
Expenditure:	\$16665.96
Bar Supplies:	\$2911.06
Events:	\$2932.00
Net Cash Outflow:	\$-4302.97 (We spent more than we raised this month)
Bank Balance:	\$38282.01
Term Deposit:	\$10394.79
Cash Assets:	\$48676.80

Cinema upgrade: Upgrade to cinema with new providers being installed – Netflix, Disney, Paramount and others. Instructions were given last week on how the system works. Ongoing due to IT issues needing sorting out. Shane from IT to make contact with us so we can proceed further. Email sent to Ben to get him to follow up on Shane to make contact with us.

Printer has been fixed - Glenn Hegarty will come out to set console – TV's showing Apps in Lounge

Request for equipment for Pool: Decided at last meeting to fund the purchase of Noodles, dumbbells, handballs etc.. Total of \$264.00 - **Paid**

MINUTES continued

Insurance: Insurance renewal and cost. \$1295.00 10/7/24 – 10/7/25 Invoice and renewal sent through by Kate Fairley 26/6/24 - **Paid**

Prospecta Utilities: - Cost effective energy & connectivity. How does this effect us in Gemlife?

Arrange to get someone in to teach us the optiisation usage. Paul to investigate further

Event Coordinator's Report

UP COMING EVENTS
August 9 th ... Songs of Farnham. A tribute to John Farnham. Time: 7pm-9.30pm Organiser: Geoff Symons Cost: \$3500 APPROVED TICKETS: Residents: \$20.00 Guests \$ 25.00
August 16 th - Gin Tasting – Big Tree Distillery Time: 2pm Cost \$20 per head (Book your spot – Limited numbers avail) Put your name, money & Villa Number into V.156 letterbox Geoff Symons (30 people have signed up and paid 18/7/24)
August 24 th – Retro DJ - Mark Jayasekera Time: 6pm Cost \$650 HOC funded APPROVED
September 13 th ... Frankie Vallie and The Beach Boys. Time: 7pm-9pm Organiser: Geoff Symons Cost: \$2900 APPROVED TICKETS: Residents: \$20.00 Guests \$ 25.00
October 5 th - The Substitutes – music of the 60's, Classic music from UK, US, & Australia Time: 7pm – 9pm Organiser: Geoff Symons Cost \$ 2500 APPROVED
November 8 th ... 9 piece Frank Sinatra band. Time: 7pm – 9pm Organiser: Geoff Symons Cost: \$3300 APPROVED TICKETS: Residents: \$20.00 Guests \$ 25.00
1st March 2025 - Fleetwood Mac Time: 7pm Organiser: Heather Lloyd/Geoff Symons Cost: \$4200 Online/Bar Sales \$20 Residents \$25 Guests

MINUTES continued

CHRISTMAS DINNER:

December 13th xmas lunch 11am -3pm

December 18th xmas dinner 5pm 8pm

December 20th xmas lunch 11am – 3pm

Organiser:

Cost: \$20 /person

APPROVED

Ticket Sales at Bar Only. Will be up for sale by late October

At least 100 per seating max 120 per seating.

Free champagne upon arrival

Bob to pay Deposit

Jackie to source Champagne

Villa Draw Poster to be prepared for – SUPER DRAW – \$500 IN AUGUST

Other Matters:

Email to Tony & Leanne – Road Safety Issue and near misses. Reminder of Kmph and possible road signs. Quotation for electronic signage sent for review.

Hi Tony, Paul,

Northtech Security & Technology Experts has prepared the following quote for you:,

From: Glenn Hegarty

[View Quote](#)

Digital Signage System - GemLife Woodend

Gem Life #32018

Invoice was sent to HOC - Paul to address this quote with Gemlife management – as this is Gemlife infrastructure and road safety - should not be HOC Costs.

Fire retarding screens on exterior area fencing - Investigate who to request this item – Paul to follow up

Privacy Policy adoption: The web team has been doing some work with Padrick from Element13 who are the hosts/developers of our web site. Padrick has refreshed the web site and we are looking to provide a Google login capability which we believe will make it much easier for residents to login to the web site. **Jenny Spoke with Kent 22/7/24 this is something that needs to be put in place – Paul to discuss with Kent to get a better understanding of how this Policy will not impact anyone but rather explains the privacy system being put in place and protects users. Pauls concern of considering the older person in village and their capabilities should be allayed once explained.**

Consideration for HOC to pay for Fuel for residents Outings. - It is a chore collecting a few dollars from each person, each trip and then having to refuel a few litres each time. Bob felt there must be a better way. **Committee reviewed this request and it is under consideration. Another issue raised in relation to the bus is that lately it has been parked in the disabled spot. Request that the Bus has a designated spot marked for it down past the workshop, so as not to take up a disabled spot.**

MINUTES continued

New Bike & Leg Press Gymnasium - Complaint from Resident to HOC regarding new Bike and its placement, which then escalated to Tony & Leanne and now includes questionable purchase of Leg Press. Some residents against Leg Press, majority are in favour of it. Have had to put together a response from residents as to whether they want a Leg Press. Most they are in favour of this piece of equipment. Tony & Leanne to come back to HOC with their input. **Matter discussed at meeting and Leg Press is still under consideration by Gemlife management. Discussion that we have a meeting in clubhouse with residents and management to further discussion on the pro's and con's of the leg press in consideration rather than the one Management is in favour of.**

Building issue requests from residents:

Committee discussed the issues that Residents are bringing up in relation to building issues – they are coming in thick and fast - As a committee we are focusing in on the major issues, we need to emphasise that there is a process for residents to go through first before we take on every issue that comes to the table, As a committee we will regulate and concentrate on the bigger issues.

Anti Slip strips on bridge crossover to the BBQ area - Paul to address in writing to management this issue – requesting that management look into this issue.

Electricity Subsidy Budget announcement: Still waiting on Management to come back to us to inform us how we can apply for this subsidy. Leanne sent email last week and she still has no further info, but will let us know asap.

Pickel Ball Court resurfacing/ upgrade: An email needs to be sent to Tony and Leanne regarding the poor condition of the pickle ball court. There is interest in a Group being formed for this game and as the court condition is poor, a request for this to be addressed as they are considering the Tennis court build; that at the same time the Pickel ball court could be looked into.

Danielle Formica request that Snap Fitness Woodend Group to do a demonstration presentation into Senior Health fitness and use of equipment to benefit mature health. - Committee to receive a proposal form from Danielle first.

David Crocket - **PAD Active Exercise program presentation** - 16th October 2 – 2.30 – Approved

Blue Host Website: Credit Card Hit: Approached Bank of Bendigo about this - It is being brought to Dispute Resolution - A New Card will be issued.

Treasurer's position - Bob indicated that he will not be standing as treasurer at the next AGM. He believes it is time to upgrade our accounting system to Xero (or similar) to cope with the growing reporting and data requirements especially now with GST applicable. Cost is \$70 per month for Xero including support. – **As for the software program requested we will reconsider this option after the AGM. Paul requested that we need an Audit to be done and is expecting this from Bob Levis asap. Jenny spoke with Kent Spry regarding the accounting program currently in place and he explained that it calculates the GST factor – in-built into program already. We currently are not exceeding in sales the threshold for GST to be an issue.**

MINUTES continued

AGM 2024 DATE: 3rd September – 3pm

In preparation for the AGM Jenny needs to get out to the community the Nomination forms and proxy forms via group email.

Homeowner Occupancy

Currently there are 239 Villas occupied with 391 homeowners.

HOC opt in forms from new residents accepted:

New residents V228 - Bill & Julie Hickey

V223 - Graham & Janine Kirby

V 10 - Michael & Bronwyn Kennedy

Meeting closed 12.15pm

Next meeting: 8th August 10am.