

# Bellarine Springs Residents Association

## MINUTES

**Committee Meeting – Wed 10th Jan 2024**  
Meeting Room

**Present:** Steve Merriman, Rick Goss, Peter Guerin, David Gilbert, Jayne Huson, Judy Benbow, Delia Jenkins, Glynis Jones

**Apologies:** Sue Kuter

**Meeting Start:** 10:00 am

**Chair:**

- 1. Apologies & quorum**
- 2. Declarations of Conflict of Interest**
- 3. Correspondence**

**Received:**

Several emails from residents wishing Merry Christmas, Happy New Year and thanking us for our work over the year.

Letter re fresh fish van - to be discussed in General Business. Probably needs to go to Management.

Email from new resident Tom Clark.

Bushballadeer information re performance - Colin McKenzie

**Sent:**

Responded to emails wishing the Committee well.

Rick replied to Tom's email and brought it to Judy's attention.

Replied to Stuart Walker thanking him for the information about the fresh fish van.

Replied to Colin that I have performance details and will take it to the Committee.

#### 4. Minutes of previous meeting (*previously circulated*)

a. Moved to accept Minutes: Peter Guerin Seconder: Rick Goss

##### b. Business Arising from Minutes

- Notice board is looking much more organised.
- Clarification re who paid for food for 'Wines of the World' - we contributed. To be discussed in general business.
- Extra trip/s to Geelong. Need people to sign up to increase demand. A new sign up sheet with waiting list is being created. Will also take this to Management.
- Bus survey - looking into residents to help organise extra events. We have had 4 people offer to take this on in conjunction with the Committee.

#### 5. Treasurer's Report - Rick Goss

a. Financial Report, including current balance (*circulated*)

This month's report shows a deficit of **\$4,957.63**. As flagged previously, December saw large outgoing payments relating to both the Foodbank event and the Christmas Lunch and Dinner. This has skewed this month's figures somewhat. Next month should see a return to more normal income and expense trends.

The Christmas Lunch and Dinner expenses totalled \$5,017.62. Attending residents contributed \$2,700.00 with the balance of \$2,317.62 subsidised by the BSRA. This was a significant expense for the BSRA, and residents should recognise these subsidised events can only be run when we have an adequate bank balance. As this is almost wholly dependent on the surplus generated by the bar, residents' support is critical to us generating sufficient funds to maintain a healthy bank balance.

A payment of \$4,509.00 was made to Foodbank from the proceeds of the Raffle and Auctions conducted by Allan Nettley. This was not included in the Non-Bar Expenditure list as these funds are not considered expenditure, merely forwarding of monies collected. There was a small difference of \$5.90 between receipts and the payment due to Square commissions on payments made via that media. The BSRA covered that expense.

The BSRA received \$829.00 from Hello World Drysdale as a Loyalty Bonus on travel arrangements booked by residents. Newer residents may be unaware of this arrangement where Hello World rebates a portion of travel payments back to the BSRA as a Loyalty Bonus. If you are contemplating booking any travel with Hello World Drysdale, ensure you advise them you are a resident of Bellarine Springs. There will be no additional costs to yourself, and it provides the BSRA with an additional funding source.

The BSRA have applied to be a Donation Partner of the Victorian Container Deposit Scheme which will allow us to benefit financially from returned bottles and cans. At the time of writing, we are still awaiting to hear if our application has been approved.

Non-Bar Expenditure

- Croquet Mallet Timber	\$ 67.66
- Wine Tasting Event Catering	\$ 167.00
- Dim Sims	\$ 100.00
- Workshop Saw Blade Sharpening	\$ 99.55
- Xmas Lunch & Dinner – Catering & Gifts	\$5,017.62
- Ladies Pool Cues	\$ 55.48
- Water Tumblers	\$ 22.50
- Morning Teas & Catering Expenses	\$ 96.00
- Choir Event Catering	\$ 81.23
	<b>\$5,707.00</b>

**b) Financial Report as at Dec 31st**

Date	Current Month 1st Dec - 31st Dec	Year to Date 1st Jul - 31st Dec
<b>Income</b>		
Bar Sales	\$3,329.46	\$17,590.93
Social Events	\$1,716.80	\$4,111.66
Internal Transfers - In	\$1,000.00	\$5,500.00
Morning Teas/Catering	\$0.00	\$0.00
Fundraising - In	\$1,825.02	\$4,503.10
Interest	\$10.01	\$52.96
Misc. Income	\$1,046.70	\$1,424.02
	<b>\$8,927.99</b>	<b>\$33,182.67</b>
<b>Expenses</b>		
Bar Purchases	\$2,497.88	\$12,155.64
Social Events	\$5,532.85	\$8,820.90
Internal Transfers - Out	\$1,000.00	\$5,500.00
Morning Teas/Catering	\$96.00	\$984.66
Fundraising - Out	\$4,509.00	\$4,509.00

Activity Group Funding	\$222.69	\$745.67
Stationery & Admin.	\$0.00	\$68.75
Equipment Purchased	\$0.00	\$2,739.00
Misc. Expenses	\$27.20	\$52.20
	<u>\$13,885.62</u>	<u>\$35,575.82</u>
<b>Summary</b>	<b>-\$4,957.63</b>	<b>-\$2,393.15</b>

#### **A/C Balances as of 31st Dec 2023**

Cash - Bar A/C	\$725.95
Cash - General A/C	\$4,682.90
Cash - Petty Cash	\$41.90
Cash - Bar Float	\$40.00
	<u>\$5,490.75</u>
<b>Assets - Bar Stock</b>	\$1,318.12
<b>Overall Financial Position</b>	<u><b>\$6,808.87</b></u>

Moved to accept Report: Treasurer: Rick Goss Seconder: David Gilbert

#### **6. Committee Reports (Available for Review in Google Docs):**

##### **a) President's Report - Steve Merriman**

Happy New Year Everyone

Since my last report, there have been a few events, including the Christmas Day Party which was well attended by 135 residents. About 20 residents attended a Christmas Day Lunch, which was enjoyed by all.

The New Years Eve at the Firepit saw a good crowd enjoy marshmallows and a countdown to midnight. Great to see some of our new residents out and about and getting involved in Village life.

I have received some verbal feedback from a few who are not happy about the increase in prices at the bar. This feedback is noted but as a committee we know the reasoning behind this. The main contention seems to be that they feel the drinkers are subsidising all in the Village, especially when we run free events for all. As one of our aims is to involve all members of our community and to provide for everyone and not just a few, I can't see that under this committee we will be making any changes to this.

The bar is the only source of income for the BSRA and if we don't have this income we would not be able to fund any event/resources for the village which would almost make the BSRA redundant.

#### **b) Secretary's Report - Glynis Jones**

The Committee received many emails wishing us all the best for Christmas and the New Years and for our efforts over the past year. Thank you to those residents.

#### **c) Bar Report - David Gilbert**

Various events during the month helped to boost sales. The Christmas lunch and dinner were both big contributors. Purchases were necessarily also up to cater for demand.

The bar introduction session was a success with 11 prospective volunteers present, 3 of which have already "served their apprenticeship!"

The Fire Brigade representative visited to discuss bottle and can collection, but after discussions with management they declined the invitation, despite initial enthusiasm. Alex Reid is currently collecting the cans for his church, whilst Bill Johnsen is happy to collect the bottles and take them to the depot for processing. He will present the BSRA with a Coles voucher after each deposit, which we will use for bar purchases from that store. Bill has made it clear that this is only a short term solution. I have discussed with the Treasurer the way the vouchers will be processed and he is satisfied with the method.

Sales:- \$3,404.85

Purchases:- \$2,635.88

Stock:- \$1,318.12

#### **d) Welcome Group - Judy Benbow**

- The Hawkridge household had covid on the 2nd attempt to visit so unfortunately I haven't been able to deliver the Welcome Pack.
- Clark family were welcomed - took 4 visits to catch up with them.
- Jackie Veldhuizen at 10 Harrogate Lane was a late notification from the office but was welcomed at Happy Hour last Friday.
- New arrivals expected:

30th January - Gerry and Annette Doolan at 36 Tenbury Wells.

1st February - Charles and Dianne Irons at 7 Tenbury Wells.

#### **e) Social Activities Report - (Including Upcoming Events)**

Goodbye 2023 and welcome with open arms to 2024. Your committee has a lot of social events planned for this coming year so keep your eye out for newsletters, emails, sign-up sheets or whatever form of media you use to keep up to date with happenings in the village.

The first diary date is:

Tuesday 6th February. Georgia and her lovely daughter from Cabella Mia fashions will be presenting their Summer collection.

Dates have yet to be confirmed for other events including Musicians, food vans, cooking demonstrations, guest speakers and Jill's Shoes will be back in May with their Winter selection of comfort footwear.

Remember, if other residents have any ideas they wish to put forward for social events that may be of interest please do not hesitate to contact the committee.

#### **f) IT/Communicatons Report - Delia Jenkins**

Very quiet over the Christmas/New Year period.

Only a couple of new member registrations and we sent out a survey to gather interest and feedback from residents regarding the possibility of developing a BSRA Website. Some really great feedback with lots of great questions, concerns and ideas. Thank you to all residents who took the time to complete the survey.

#### **h) Management Report**

#### **Village Operations & Maintenance**

- Fire service contractor monthly inspections carried out
- Hand dryer repair to bathroom
- Replace Defibrillator pads

#### **Compliments/complaints**

**10 compliments received from residents from Christmas card thanking the team for the work they do.**

#### **Hazards**

none

#### **Insurance claims**

No claims this month

#### **Construction/Development**

Stage 10 – site works have started

## Sales

Stage 8: 11 out of 13 units with reservations

Stage 9: 7 out of 12 units with reservations

Bellarine Springs Village Manager Report- December  
Update financials attached.

**Financial year to date: Not yet finalised for December**

## 7. Requests for Funding

a) To replace current table decorations with real plants - Mary Keith (\$700). Committee likes the idea but can't really justify the expense. We will mention it to Management as the table decorations are theirs and see what they think.

## 8. Other business

a) Motion: 'For any future funding requests by Management that they be required to complete and submit an Application for Funding request form prior to a BSRA Committee meeting.' All requests to go to a quorum Committee not individuals.

Moved: Glynis Jones      Seconded: Jayne Hewson (present members all in favour).

b) Group of 4 (Sally Griffin, Maree Burn, Ray Turner and Jean Konings) to work with BSRA support to create excursions/outings for residents. Delia has met with them and will attend the February meeting.

c) Website Viability Investigation, Survey Results & Demonstration - Rick  
[Home | My Site 2 \(goss278.wixsite.com\)](http://goss278.wixsite.com)  
To go ahead and develop this more.

d) Australia Day activities: Flyer to come re details.

e) Fresh fish van - Jenkins bros. Ring and get details and check with management.

f) Christmas Party this year. Bring it forward a week just in case of covid. Glynis to follow up with the caterers.

g) Updating and rewording of parts of our Village information sheet in our welcome pack. Also to let residents know about changing name on rates and electricity discounts etc.

h) Bushballadeer - 1 hour - \$250. Book him for a Sunday afternoon.

- i) Update on Container Deposit Scheme for BSRA. Rick has registered the BSRA as a recipient of recycling.
- j) Umbrellas - should we provide new umbrellas at the CC? Delia to order 8.
- k) What to do with the donated magnum of wine from Rod Wellard? Keep it for a raffle as too good to just be a Happy Hour raffle prize.
- l) Printer Ink costs (from Management meeting- see notes below).
- m) Bookings for Pavilion - for New Years eve etc. Going to suggest a ballot system this year. Got to go to management with a suggestion.
- n) BSRA Responses to Village Survey:

Questions from Kent's email.

There were a couple of areas I would like your feedback on and ways we can improve the following:

- The feedback and resolution process is effective.
- I feel connected to my Community.
- Inhouse TV channels provided adequate information & is a good communication tool – is there content that can be offered or suggested?
- I was provided with all the information required to move in.

Motion: BSRA's recommendation to Kent to organise a random group of residents to meet and discuss these issues.

Moved: Delia Jenkin    Seconded: Steve Merriman

- o) Residents have asked for second hand sales be reinstated. Where to put it? No where to set it up on a permanent basis so unfortunately can't be possible.

## **9. Meetings with management**

Committee to nominate at least 2 Committee members and suggest a third person to attend the next Management Meeting.

*Rick and Jayne.*

## **10. Next Committee Meeting**

Wednesday 14th Feb

**Meeting Closed:**

**Meeting Closed: 11:50**



I confirm these Minutes are a true and correct record of the meeting of 10<sup>th</sup> January 2023.

Signed: ..... Date: .....

(Mr Steven Merriman, President, Bellarine Springs Residents Association)

### Feedback from last Management Meeting

Agenda Item	Feedback
<p><b>Fact Sheet inaccuracies</b></p>	<p>8. Services  <b>8.1</b>  <i>Dot point 2.</i>            Management currently does not pay Council rates on common property (as per earlier email from Kent), however this may not stay the case in the future. The wording will remain the same in the Fact sheet.  <i>Dot point 7.</i>            Management have a separate Rubbish Removal for their red bins.  <i>Dot point 9.</i>            Management does not believe the information is misleading or untrue. They do not necessarily run the events/activities stated but they do <i>coordinate</i> them (which is the wording in the fact sheet) in relation to bookings of venues/bus and provide other support as needed.  <b>8.2</b>            Management are happy to include a mention that the BSRA and other villagers or groups within the village contribute to optional services provided.</p>
<p><b>Calendar suggestion</b></p>	<p>Kent will work with Meagan and Sharon to facilitate a hard copy calendar that will, to the best of their ability, reflect the online calendar for Bus/Pavilion and other bookings. This calendar will be kept at reception and be readily available to residents.            It is for information only. The normal booking system must be used to book a venue and only reception staff will be updating the hard copy.</p>
<p><b>Are some stages in the village not charged for rubbish removal?</b></p>	<p>There are a couple of homes that have their rubbish removal paid for by Management. This was an agreement with contracts for some of the early residents. It will continue until they move out. It is not in any other contracts.</p>

<p><b>Minutes of Bellarine Springs AGM to be circulated.</b></p>	<p>The minutes of the 2023 AGM will be ratified at the next AGM in 2024 however for those who were unable to attend the 2023 AGM, Kent will send out a brief summary of the discussion points from the floor on the day. NB: Significant information regarding the Solar Panels has already been sent out.</p>
<p><b>Additional discussion points</b></p>	<p><b>1 - Printer Costs.</b> Printer ink costs are significantly higher than budgeted for. The printer is for personal use of Villagers if they need to occasionally print a page or two. It is not for bulk printing for clubs or groups that residents belong to. If the cost remains high then there may need to be an increase in the Service fee to offset this or another service may be withdrawn to compensate. All residents ultimately pay for the printing.</p> <p><b>2 - Website access for residents.</b> The platform used by Pinnacle Living is not able to facilitate a portal for resident access. The BSRA are investigating their own website to give residents easy access to village information.</p> <p><b>3 - Resident representation at upcoming Management meetings.</b> Management will be working on the 2024 Budget up to May next year. For consistency, they have requested that where possible, the same representatives from the BSRA/Village attend the next 3 to 4 meetings so that discussion can be expedited.</p>

### ACTION LIST

Agenda Item	Action	Responsible Person
<p><b>Fire Warden whistles</b></p>	<p>Some residents could not hear the plastic whistles - could Management look into something more appropriate.?</p>	
<p><b>Lack of Christmas atmosphere by Management</b></p>		
<p><b>Bus Trips</b></p>	<p>Add a column for extras so we can see how many more want to go.</p>	
<p><b>Plants for CC tables</b></p>	<p>Replace current table decorations with live plants</p>	
<p><b>Ballot system for pavilion</b></p>		

