

Bellarine Springs Residents Association

MINUTES

Committee Meeting – Wed 13th Nov. 2024

Meeting Room

Present: Steve Merriman, Rick Goss, David Gilbert, Sue Kuter, Jayne Huson, Delia Jenkins, Gayle McNiece, Maree Burn.

Apologies: Glynis Jones

Meeting Start: 10:00 am

Chair:

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

Received:

Letter of support and thanks from Julie and Kevin Nicholson.

Email from Kent re: offer of a food van to visit providing Coffee/Tea, Dim Sims, Thai, Indian Food etc. Contact number provided.

Sent:

Re to Julie and Kevin thanking them for their support.

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

- a. Moved to accept Minutes: David G

Secunder: Rick G

- b. Business Arising from Minutes:

Rick and Glynis will manage the stamps in the library.

5. Treasurer's Report - Rick Goss

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

This month's financial report shows a surplus of **\$699.90**.

A higher level of bar stock carried over from September resulted in reduced bar purchases being required this month. That, and strong bar sales supported the size of the surplus with the difference between bar income and bar expenditure being over \$1,400.

As our November Happy Hour Dim Sims took place on the 1st of the month, purchase of same took place in late October, this meant two Dim Sim purchases were recorded during October. With the December Dim Sims taking place on the 6th of the month, it is likely no Dim Sim purchases will be recorded during November.

The 'Year to Date' figures show a surplus in excess of \$1,400, however much if not all of this is expected to be absorbed when subsidies for the Christmas Lunch & Dinner events are taken into account. Overall, finances are tracking in line with budget.

Non-Bar Expenditure

- Dim Sims	\$ 211.15
- Morning Tea Supplies & Catering	\$ 151.07
- Residents Stamps	\$ 15.00
- Croquet Balls	\$ 171.47
- Transport Cost Reimbursement	\$ 70.00
- Hole Punch	\$ 17.29
- Workshop Saw Blade Sharpening	\$ 111.65
	\$ 747.63

Financial Report as of 31st Oct 2024

Date	Current Month 1st Oct - 31st Oct	Year to Date 1st Jul - 31st Oct
Income		
Bar Sales	\$2,934.47	\$10,766.88
Social Events	\$0.00	\$721.44
Internal Transfers - In	\$1,000.00	\$4,000.00
Morning Teas/Catering	\$0.00	\$0.00
Fundraising - In	\$0.00	\$0.00
Interest	\$6.31	\$22.86
Misc. Income	\$0.00	\$250.08
	\$3,940.78	\$15,761.26
Expense s		
Bar Purchases	\$1,508.25	\$6,477.57
Social Events	\$211.15	\$1,802.70
Internal Transfers - Out	\$1,000.00	\$4,000.00
Morning Teas/Catering	\$151.07	\$784.89
Fundraising - Out	\$0.00	\$0.00
Activity Group Funding	\$283.12	\$1,009.47
Stationery & Admin.	\$0.00	\$96.00
Equipment Purchased	\$0.00	\$0.00
Misc. Expenses	\$87.29	\$152.29
	\$3,240.88	\$14,322.92
Summary	\$699.90	\$1,438.34
A/C Balances as of 31st Oct 2024		
Cash - Bar A/C		\$1,081.85
Cash - General A/C		\$5,851.72
Cash - Petty Cash		\$41.90
Cash - Bar Float		\$40.00
		\$7,015.47
Assets - Bar Stock		\$1,156.49
Overall Financial Position		\$8,171.47

Moved to accept Report: Treasurer: Rick G
Secunder: Steve M

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

a) President's Report - Sue Kuter

Having just taken over the reins and looking ahead through the November calendar of events it's certainly going to be a busy month. By the time this goes to press the Melbourne Cup Luncheon will have come and gone. Sandra Adams and her fellow helpers would have made it a smashing success with many happy "punters", I hope.

Jayne Huson and Peter Guerin entertained us with anecdotes of their lives.

Residents had a lovely tour of the Geelong Botanical Gardens followed by lunch at Malt shovel Taphouse on Tuesday 12th followed with a second visit on the 14th.

Residents are reminded to continually check the Activity Station located in the foyer at the Community Centre for other events and outings.

We are very fortunate to have some very dedicated people who have established other interest groups within the village. You only need to look at a copy of the monthly newsletter which lists many of these with times and locations.

Stay safe, well and happy.

b) Secretary's Report - Glynis Jones

On behalf of the Committee I would just like to say thank you to everyone who sent their thanks for the work we do and well wishes for the upcoming year.

c) Bar Report - David Gilbert

Once again Friday Happy Hour provided a boost to income, although Tuesday numbers are increasing. Something to do with the weather, residents back from winter holidays and great bar service!!

The sales via the 'Square' are steady at around 40% of total sales, but the actual spend to the end of October has surpassed the whole of 2023.

Another interesting statistic is the balance between wine and beer purchases. Normally this is marginally in favour of beer but during October it swung in favour of wine, helped considerably, by 36 bottles of bubbles!

Finally, our stock holding has returned to our normal levels as illustrated by the figures below.

Sales	\$2,952.75
Purchases	\$1,508.25
Stock	\$1,156.49

d) Welcome Group - Gayle McNiece

First residents I welcomed into our community were Barbara & Denis Corcoran in late October, they have moved into Stage 10A which is looking great thanks to all the builders, landscapers etc.

Judy & I went together so I could learn the ropes so thanks Judy I really appreciate your help.

Looking forward to welcoming new residents moving into our lovely village in the near future.

e) Social Activities Report - (Including Upcoming Events)

We have so much going on in November it is enough to make your head spin.

We have some new members on the committee to help continue the great work your BSRA has been doing thus far.

Actually there are so many activities to mention it is suggested you stroll down to the Community Centre very soon and check out what events are taking place. The Activity station is situated in the foyer of the community centre.

Taking note that Tuesday 26th November Cabella Mia Fashions will be presenting the great summer range from 10.30am in the Community Centre.

Many of the other interest groups are gearing up for the end of year with outings, dinners, movies, musical moments, VIP sessions. Make sure you sign up so you don't miss out.

December will be upon us in no time so keep Tuesday 3rd free as Betty McGrath will be back with her Fifth Avenue Jewellery display. Pick up something special for yourself or even that hard person to buy for, Christmas gift.

f) IT/Communicatons Report - Delia Jenkins

To date 74 households have had support in submitting their Energy Relief \$300 Rebate. We are pleased to see that quite a few have already received their \$300.

Holding the 2 sessions where residents could get support saw 42 completed with the remainder submitted through reception and completed as they came in. Residents who have not applied for their \$300 are encouraged to do so - Who doesn't want free money!!

If anyone still needs assistance, the form and instructions are at reception in the Community Centre.

All new members of the BSRA Committee have had an introductory session to the Committee Google Drive and all the committee procedures and processes. Some other committee members have had a refresher relative to their new portfolios.

g) Website report - Rick Goss

The number of residents accessing the website in October was lower than September, (88 compared to 123), but the number of sessions showed an increase, (203 to 237). This demonstrates that residents who access the site do so more frequently, 2.7 times on average than the previous month.

Regarding the Village News section, it is difficult to determine how long to leave an item there for view. If residents are only accessing once or twice a month then some items may be removed before they get an opportunity to view. To prevent excess scrolling I try to only have 7 or 8 news items available to view and this may mean an item is removed before they view.

The Marketplace and Helping Each Other functions receive few views. The new Blue Pages function has not received any additional entries from residents despite several attempts to engage. Is it worth continuing to offer these functions?

Despite several new functions being added in recent months I am disappointed with the low level of comment or suggestions for new functions received. There are many links on the website inviting a 'click' to provide comment or suggestion, however few have ever been received. This website will not be successful unless it meets the needs of residents, and at this point I am not confident this is being achieved.

Statistics:

Between 1st and 31st October there were 88 Unique Visitors (residents accessing) and 237 Site Sessions (number of times someone has accessed site). Mobiles now lead as the most used devices to access the website, with 61%, followed by Desktops/Laptops with 36% and Tablets taking the remaining 3%.

h) Management report

Village Operations & Maintenance

- Fire service contractor monthly inspections carried out
- Update and install mailboxes, desk and bookshelf in library
- Replaced water filter for both Billi taps in community centre & Zip hot water tap in Pavilion
- Purchase Multi-tools for use on key areas such as bowling green, tennis and lawns.
- Repaired hot water service for Community Centre - a new set of spark and sense leads, with gasket. A new inlet water servo and a new combustion fan. Completed a Service of the system.
- Grease trap service carried out

Compliments/complaints

None to report

Hazards

none

Insurance claims

Two claims this year.

Construction/Development

Stage 10.3 – site works have started roofing works on multiple units

Sales

Stage 8: 2 units without reservations

Stage 9: 4 units without reservations

Stage 10A: 5 out of 9 units with reservations – 5 units handed over.

7. Requests for Funding

a) Mussels and prawn afternoon for pool players and their partners - \$90.

Thank you for your request but we do not support food for individual groups. No notice was put up opening the event to all residents as per our policy requirements.

b) Card and board games for Thursday afternoon group - \$154.39. Accepted.

c) Materials to build 2 x Cornhole Sets - \$130 (approx). Accepted.

d) Discuss Sandra Adams Melbourne Cup Event contribution request. Accepted.

e) Pizzas for pool guys for Christmas break-up - \$180

Thank you for your request but we do not support food for individual groups.

8. Other business

a) BSRA Meeting time (Delia)

Motion - BSRA meetings to be held at 7pm on the 2nd Wednesday of the month. Motion Moved - Delia. Seconded - Gayle.

b) Christmas Carols, 20th December? BSRA to provide morning tea OR request attendees bring a plate (Sue).

There must be a sign up sheet for catering purposes. BSRA will provide morning tea.

c) Photos of 2025 Committee (Delia)

Photos taken and added to the information page and placed in the Library and also updated on the website.

- d) Understanding the Sinking fund and Long term maintenance fund - All BSRA members to read their contract and bring questions to our meeting. We will wait until after the Village Management AGM and receipt of their report to discuss in January.
- e) Christmas Lunch/Dinner 15th Dec. ? Who's doing what (Sue)
 - Flyer for sign up - Delia (This week)
 - All BSRA members need to do the setting up. On the morning of the 15th @ 9am.
 - Min of 4 people to do the serving for each sitting.
 - The Social committee will ask for help when needed for all other tasks.
- f) Need to redraft Funding policy/guidelines (Rick).

Hold over till January. Rick will present a new funding Policy proposal based on the old proposal and the current guidelines.

- g) (For Advisory Meeting) Is the Community Centre available to residents when events are held by external organisations, (e.g. View Club)? This event was on the notice board so resident involvement was being sought, but why available to only ladies? This is not inclusive behaviour
- h) Electricity Bill errors. (Delia) Discuss at advisory meeting.
- i) No Dim Sim night in Dec. To be advertised to members.
- j) Website renewal cost: \$200 for 12 months. Moved: Sue K Seconder Jayne H. Carried.
- k) December meeting. To be held on Dec 4th to prepare for Xmas Lunch/dinner.
- l) Putting up the Xmas Tree at the CC and Pavilion. Sue to speak with Kate Walker.

9. Meetings with management

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

Jayne, Delia and Maree.

10. Next Committee Meeting

4th Dec at 7pm.

Meeting Closed: 11:35pm.

I confirm these Minutes are a true and correct record of the meeting of 13th November 2024.

Signed: Date:

(Mrs Sue Kuter, President, Bellarine Springs Residents Association)

ACTION LIST

Agenda Item	Action	Responsible Person
	Follow up on rail by steps behind bowling green. Block until made secure.	Rick
	Community Centre available to residents when events are held by external organisations. It is our lounge room and should not be excluded. Notice of availability to residents. Not available to men? Discriminatory.	
	Electricity Bill Errors Smart meters. Paper bills	
	Insurance Claims?	
	Pendant reception issues.	
	Inform new residents to only allow BSRA committee members to gather their info.	