

# Bellarine Springs Residents Association

## MINUTES

**Committee Meeting** – Wed 11th September, 2024

Meeting Room

**Present:** Steve Merriman, Rick Goss, Peter Guerin, Sue Kuter, Jayne Huson.

Visitors: Gayle McNiece, Esther Roulston

**Apologies:** Glynis Jones, David Gilbert, Delia Jenkins, Judy Benbow

**Meeting Start:** 10:01 am

**Chair:**

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

Received:

Letter of enquiry from Diane Irons -

Letter from Julie Nicholson -

Email from Athol Johnson -

Sent:

Response to Diane's letter

Response to Julie's letter

Further request for clarification from Athol

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

a. Moved to accept Minutes: Jayne Huson    Seconder: Steve Merriman

b. Business Arising from Minutes

- Condolence cards arrived and the invoice paid.
- Committee agreed to provide Bar Credit cards to the value of \$80 as prizes for recent Trivia Night.
- Postage stamps are now available in the library using an Honesty Box system.
- Presentation on 'Highlights of Britain & Ireland' Tour by Hello World Drysdale scheduled for 2nd October

## 5. Treasurer's Report

Financial Report, including current balance (*circulated*)

This month's financial report shows a surplus of **\$824.10**. Supported by 5 Friday Happy Hours, bar income continued at better than average levels. With no large-scale expenditure being required this month, a very healthy surplus resulted.

An issue was identified with the Square A/C we had been using. This required a different type of Square A/C to be set up which necessitated the BSRA to obtain an ABN (Australian Business Number). This together with a number of related tasks were completed without impacting the flow of payments into the BSRA's bank A/C. The previous Square A/C has been closed.

### Non-Bar Expenditure

- Dim Sims	\$ 100.00
- Morning Tea Supplies	\$ 108.00
- Soup Night Supplies	\$ 229.80
- Resident Stamps & Cash Box	\$ 20.00
- Sympathy Cards	\$ 33.00
	<b>\$ 490.80</b>

Rick Goss – Treasurer - BSRA

*Financial Report Attached/*

## Bellarine Springs Residents Association

### Financial Report as of 31st Aug 2024

Date	Current Month 1st Aug - 31st Aug	Year to Date 1st Jul - 31st Aug
<b>Income</b>		
Bar Sales	\$2,621.80	\$4,899.18
Social Events	\$15.00	\$266.92
Internal Transfers - In	\$1,000.00	\$2,000.00
Morning Teas/Catering	\$0.00	\$0.00
Fundraising - In	\$0.00	\$0.00
Interest	\$5.32	\$10.35
Misc. Income	\$0.98	\$250.08
	<b>\$3,643.10</b>	<b>\$7,426.53</b>
<b>Expenses</b>		
Bar Purchases	\$1,306.20	\$2,801.07
Social Events	\$329.80	\$690.30
Internal Transfers - Out	\$1,000.00	\$2,000.00
Morning Teas/Catering	\$130.00	\$273.82
Fundraising - Out	\$0.00	\$0.00
Activity Group Funding	\$0.00	\$422.88
Stationery & Admin.	\$53.00	\$53.00
Equipment Purchased	\$0.00	\$0.00
Misc. Expenses	\$0.00	\$65.00
	<b>\$2,819.00</b>	<b>\$6,241.07</b>
<b>Summary</b>	<b>\$824.10</b>	<b>\$1,185.46</b>
<b>A/C Balances as of 31st Aug 2024</b>		
Cash - Bar A/C		\$908.72
Cash - General A/C		\$5,722.77
Cash - Petty Cash		\$41.90
Cash - Bar Float		\$40.00
		<b>\$6,713.39</b>
<b>Assets - Bar Stock</b>		\$1,031.50
<b>Overall Financial Position</b>		<b>\$7,744.89</b>

Moved to accept Report: Rick Goss. Secoder: Sue Kuter

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

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

We were blessed with reasonable weather at the start of the month, then it turned back to wintry conditions again. All those residents who returned from up north, wish they were still there. There were still a few activities for us to enjoy, starting off with Dim Sims at Happy Hour, which was attended by about 70 residents.

Soup Night was well attended, with a variety of soups, which were enjoyed by a large number of residents. Thanks to Jane and her crew for organising the night and to all those residents who made such wonderful soups.

The Birthday / Morning Tea, celebrated two milestone Birthdays. They were Mike Waters and David Hipperson who celebrated their 80th birthday. Congratulations and may you have many more. Once again thanks to Jane and her crew and to all those residents who made extra food.

Footy Tipping has finished for another year, it was a close fought race this year with the lead changing several times. In the end the results were as follows:

Overall winner was Bob Oliver — \$140

Second was Graeme Goonan — \$60

Third was Steve Merriman — \$40

Every four weeks there was a winner, they were:

Week one — Gary Harbert

Week two — Graeme Goonan

Week three — Steve Merriman

Week four — Charlie Micallef

Week five — Derek Hawkrigde

Week six — Bob Oliver

Thanks to Gayle McNiece for organising the Footy Tipping, you did a great job.

I would also like to thank all those who entered the competition as without you it wouldn't happen.

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

A reminder that the AGM is on 23rd October at 1pm. Official notifications will come out 3 weeks before as will nominations forms.

**c) Bar Report - Pete Guerin**

Five Friday Happy Hours contributed to excellent bar sales for the month, and a larger than average carryover of stock from July meant fewer new stock purchases were required. This resulted in a higher than normal bar surplus being recorded.

Purchases using the Square Terminal now comprise approx. 40% of bar sales, the vast majority of which comes from sales of the \$30 bar credit card.

While we are getting by with the bar volunteers' roster, they mostly come from a small group of regulars. If we had 16 residents who could commit to volunteering once a month, it would lessen the load for all concerned. For anyone who has not volunteered before, training which only takes 15 mins or so is available. Just ask at the bar on a Tuesday or Friday night.

Sales - August	\$ 2,889.95
Purchases - August	\$ 1,306.20
Stock at 31/08/24	\$ 1,031.50

**d) Welcome Group - Judy Benbow**

Two new residents have arrived in Stage 10, Terry Passlow at 35, Mataranka Grove and Linda Davey at 37 Mataranka Grove.

**e) Social Activities Report - (Including Upcoming Events) Sue Kuter**

Well, what a whizz bag of an end to Winter we've had !! Hope you all survived and now look ahead to a lovely warm Spring but mark my words, we'll be complaining of the heat when Summer hits!!

If the weather is all we have to complain about then we are very lucky.

August saw another successful Dim Sim Friday night at Happy hour.

We are in the process of arranging another food van to visit on the first Friday night in November - just for a change. It will be "Shumei's Dumplings and Dim Sims". A price list will be advertised (when I receive it). No sign-up sheet as food will be ordered and paid on the night.

Soup night on August 16th was well attended. We know about the temperature of some soups. This will be addressed if we hold the event again in the future.

Margo Mott and Gabriele from "That's me" fashions with their custom made garments put on an entertaining show followed by a scrumptious morning tea.

September Dates for you diary:

Friday 20th. Pie night. Sign-up and Pie order sheet is already at the activity station.

Entertainment is by "The Avenue" - Jon and his musicians have visited us in the past so make sure you wear your dancing shoes and prepare to have FUN.

Tuesday 24th. Jill and Terry will be here with their summer range of "Comfort" shoes and sandals.

October:

Hello World Travel will have a display in the community centre - more details to follow.

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

No report (away from the Village for the past month)

**g) Website Report** - Rick Goss

Website usage increased this month to 101 unique visitors compared to 85 last month. Our aim is to attract in excess of 100 visitors on a consistent basis, so it will be some months before we can gauge if this is being achieved.

We extended the trial of Online Event Registration to include the August Morning Tea in addition to the Dim Sim's night. While numbers using were not large, I am hopeful these will grow in the coming months to a level that makes the function viable. We shall continue with these two events for September.

Two Website Information Sessions were scheduled in August, however little interest was shown with only 5 attending across the 2 sessions. I would be happy to schedule more but only if specifically requested.

Attempts to engage with residents to obtain comments or suggestions have met with very limited response. I shall continue efforts to elicit responses in the short to medium term.

Statistics:

Between 1<sup>st</sup> and 31<sup>st</sup> August there were 101 Unique Visitors (residents accessing) and 206 Site Sessions (number of times someone has accessed site). Desktop/Laptops were the devices used to access the website the most at 50%, followed by Mobiles at 47% and Tablets with 3%.

**h) Management Report**

No Management Report provided prior to committee meeting.

## **i) Advisory meeting notes**

### Solar Panels

Additional solar panels have been installed in some of the new Stage 10a units. Further panels will progressively be installed as stage 10 develops. Only units with double garages that have a northerly aspect will have panels installed. Equipment will soon be in place to allow monitoring of solar generation.

### Additional AED's up

2 additional AED's will be purchased, these will not be at a fixed location but in the custody of the 2 Emergency Responders who will bring with them should they be called out. This will save time as the responders will not need to come to the CC to collect the fixed AED as is currently necessary.

### Pavilion Deck

Replacement of the timber deck to the side of the Pavilion has been completed.

### Community Centre Deck

Investigations are being made on a solution to place a glass panel system in front of the CC deck. This system consists of a fixed glass panel approx. 900mm high with a 2<sup>nd</sup> panel set behind that can be raised via an electric motor to double the height. This should provide protection from the prevailing winds. Investigations are preliminary in nature and costs are as yet unknown.

### Cleanup of Community Centre After Events

Need to emphasize to all residents the requirement to clean up after events in Community Centre, especially on weekends. Glasses to be placed in glasswasher and run, plates and cups either washed up or placed in the corridor dishwasher, food scraps in bin and floors vacuumed.

### BSRA Advised on Village Departures

Village management will advise the BSRA on departures upon return of keys or earlier if deemed appropriate. On occasion, relatives request that departures not be announced and due to privacy concerns that need to be respected.

### Village Survey

BSRA related questions may be able to be amended for the next survey. Planning of which will commence in Apr. 2025.

### Clarification on Village Bus Usage Policy

It seems there is an insurance restriction on the distance the bus can travel from the village, exact distance to be confirmed but believed is in the order of 350-400km. Management states that the intention is for the bus to be used for day trips only and no overnight usage will be allowed.

### Electricity Rebates for Embedded Networks

Information released only in the last couple of days states that for Victorian residents' application for rebates will commence in October, (no specific date mentioned as yet). It seems the application will be online only, no paper application form will be provided.

*Comment ... all well and good for the government to go with that approach, but it will disenfranchise many of our older residents. I can see the BSRA will be asked to provide additional support to residents in this matter.*

Concern over Australian Flag Replace by Village Flag

Kent has been approached by some residents who expressed their concerns over the change of flag. Kent has responded to those concerns. No action required from the BSRA.

**7. Requests for Funding**

- a) None Received

**8. Other business**

- a) Julie Nicholson’s email regarding being advised when residents depart the village responded to by Secretary. Management advises that privacy instructions from relatives often prevent this.
- b) New Square A/C has been set up and is operating correctly. Old Square A/C has been deleted.

Possible requirement to report our financials to ATO. New Square A/C required an ABN to be obtained which in turn generated an unrequested Tax File Number (TFN). We are not required to commence financial reporting until the end of the 2024/25 tax year.

- c) Bar Credit cards to the value of \$80 were provided as prizes for recent Trivia Night.
- d) Committee discussed a request from Athol Johnson for the BSRA to be involved in a ‘petition’ for a Bus stop outside the Village. Committee decided they do not want to run such a petition themselves but would provide assistance to any other residents who would like to take up this task. Decision advised to Athol.
- e) Issue of bar stock being removed but not paid for has been addressed.

**9. Meetings with management**

No Advisory scheduled for September.

**10. Next Committee Meeting**

Wednesday 9th October at 10am

**Meeting Closed: 11:10**

*I confirm these Minutes are a true and correct record of the meeting of 11th September, 2024*

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

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



**ACTION LIST**

<b>Agenda Item</b>	<b>Action</b>	<b>Responsible Person</b>
<b>Additional AED's</b>	<b>Query decision to provide additional AED's to responders compared to siting more within the village</b>	