

Bellarine Springs Residents Association

www.bsra101.org

MINUTES

Committee Meeting – Wed 10th July 2024
Meeting Room

Present: Steve Merriman, Rick Goss, David Gilbert, Sue Kuter, Jayne Huson, Judy Benbow, Delia Jenkins, Glynis Jones

Apologies: Peter Guerin

Meeting Start: 10:00 am

Chair:

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

Received:

Sent:

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

Moved to accept Minutes: David Gilbert Seconder: Sue Kuter

b. Business Arising from Minutes

Scotchman's Hill wine tasting - Rick to look into the potential interest for this event.

5. Treasurer's Report

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

This month the financials almost balanced with a small surplus of **\$51.21** being reported. This was a quieter month for bar sales with just over \$2,000 being recorded compared with over \$3,000 last month. Availability of some discount prices saw a number of kitchen and catering consumables being restocked this month and 3 residents who regularly assist in the kitchen undertook online food handling courses, for which they were reimbursed.

This month we received \$180 commission from Jill's Shoes on sales on her May visit.

The BSRA financial year has now ended, and I am in the process of producing the EoFY report. This will be presented to residents at the AGM in October.

Non-Bar Expenditure

- Dim Sims	\$ 100.00
- Workshop Blade Sharpening	\$ 116.10
- Kitchen Catering Supplies	\$ 378.00
- Food Handling Courses	\$ 177.00
- Winter Solstice Celebration Materials	\$ 98.95
- Xmas Gift Materials	\$ 57.84
	\$ 927.89

Financial Report as of 30th June 2024

Date	Current Month 1st Jun - 30th Jun	Year to Date 1st Jul - 30th Jun
Income		
Bar Sales	\$2,145.80	\$33,444.63
Social Events	\$0.00	\$5,528.52
Internal Transfers - In	\$1,000.00	\$12,000.00
Morning Teas/Catering	\$0.00	\$0.00
Fundraising - In	\$0.00	\$4,503.10
Interest	\$5.65	\$90.88
Misc. Income	\$0.00	\$2,144.87
	\$3,151.45	\$57,712.00
Expense s		
Bar Purchases	\$1,171.35	\$21,425.55
Social Events	\$257.79	\$13,534.94
Internal Transfers - Out	\$1,000.00	\$12,000.00
Morning Teas/Catering	\$378.00	\$2,193.56
Fundraising - Out	\$0.00	\$4,509.00
Activity Group Funding	\$116.10	\$1,136.77
Stationery & Admin.	\$0.00	\$133.25
Equipment Purchased	\$0.00	\$4,257.84
Misc. Expenses	\$177.00	\$829.30
	\$3,100.24	\$60,020.21
Summary	\$51.21	-\$2,308.21

A/C Balances as of 30th Jun 2024

Cash - Bar A/C	\$809.80
Cash - General A/C	\$4,700.43
Cash - Petty Cash	\$41.90
Cash - Bar Float	\$40.00
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	\$5,592.13
Assets - Bar Stock	\$1,256.48
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Overall Financial Position	\$6,848.61

Moved to accept Report: Treasurer: Rick Goss Second: David Gibert

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

a) President's Report - Steve Merriman

Wow ... hasn't June just flown past. After a reasonably warm and settled May, June hit us with some cold weather, however this did not deter us from enjoying several events and activities. We had two outings to Lara where residents enjoyed the Lara Museum, a visit to a Garden Centre and lunch. The Winter Solstice event on 21st June attracted around 70 residents many of whom enjoyed a giant Baked Potato. We also had our regular Dim Sims night courtesy of Jayne Huson, thank you Jayne.

As we get further into winter the pace does not let up. Cabella Mia Fashions will be visiting on Tue 2nd. We have our next VIP presentation following Morning Tea on 9th, watch for announcement of a special guest. There are 2 Village Outings on 11th & 13th to the Joan of Art Gallery in Drysdale. Signup sheets are in the Activity Centre. Then on 19th we will be visited by the Jenkins & Son Fish & Chip Van. Same company as visits every 2nd Friday, but these will be cooked fish and chips, served during Happy Hour on Fri 19th. See signup sheet to see what you can order.

If you are a Facebook user, you may have seen the announcement of the trial of the new Online Registration of Events which is being trialled for the Dim Sims Night on 5th July. If you plan to attend and would like a Dim Sim or two, give this new way of registration a go. Details on the BSRA website: www.bsra101.org.

Stay safe and warm everyone ... Let us hope for an early Spring this year ...

b) Secretary's Report - Glynis Jones

A reminder that the AGM this year has been moved to the 23rd October. Anyone interested in joining the Committee is most welcome to sit in on a Committee meeting. There will be several vacancies so please think about joining the Committee if you have an interest in supporting our residents.

Also just a reminder that if you are out walking the dog or just have a walk be aware of the cars around the village. The last few days I've noticed several people on their phones and oblivious to cars coming up behind them. Please, please remember we only have shared walkways here.

c) Bar Report - David Gilbert

June was a quieter month for the bar, mostly due to residents on holidays and the absence of any 'Special' events. However, it has given me time to review the volunteering roster and whilst we just about survived with the volunteers we have, it is only a very small nucleus. Without a broader team of residents, I foresee disruptions to our regular staffing. There is only so many hours anyone should have to commit. Can I please encourage residents to help and keep the bar running efficiently on Tuesdays and Friday evenings?

Sales	\$2,076.60
Purchases	\$1,170.55
Stock	\$1,256.48

Lack of volunteers is still an issue and we would love to have more volunteers.

d) Welcome Group - Judy Benbow

We welcome this month's new residents Marj and John Cheesman to 5 Harrogate Lane. Hope you're settling in well.

Tuesday's morning tea was well received once again. Thanks to all involved.

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

The winter chills have arrived and so have the winter ills. Many residents are either away basking in the warm elsewhere or they are hibernating in their warm cosy units.

The Country Baked Potato Van was a great success. Keep an eye out for the date of their next visit.

Georgia and Lily entertained us with their winter mini fashion parade and selection of quality clothing. They will be back on Tuesday 26th of November with their spring/summer collection. Lock that date in your diary.

If ever you thought life was dull here in the village you are very mistaken. Pick up a copy of the monthly newsletter and you will see there is a plethora of activities on offer. Several other groups have taken the initiative to organise happenings that cater to a wide and diverse range of interests. Now is a good time to check them out.

Your BSRA committee continues to work hard at coming up with ideas to keep you active and entertained. Be sure to look at our new website and all that is on offer listed at the activity station in the foyer at the community centre.

Stay warm, keep well, if unwell, keep to yourself.

f) IT/Communicatons Report - Delia Jenkins

Nothing of note to report this month other than waiting to hear what the process will be for claiming the Energy Bill Relief for people in Embedded networks.

Once this has been organised we will ensure all residents are aware of the process and supported if needed.

g) Website Report - Rick Goss

The number of people accessing the website this month declined from last month. This may be due to my absence on holiday where there were a couple of weeks when not a lot of new content was added. Now back on deck, I will be adding additional content on a regular basis, which will hopefully arrest the decline in numbers.

This month I initiated a trial to allow Online Registration of Events, the Dim Sims Night on Friday 5th July was the event chosen. A total of 15 residents used this method which required to be collated with those who had registered on the manual paper form. I will gather feedback and comments, and if deemed successful will run again perhaps for the August Morning Tea.

We are slowly gaining acceptance for the Marketplace and Helping Others functions with several contacts to list items for sale and requests for assistance being logged. The challenge is to get people to review these tabs on a regular basis.

I am still considering separating News and Events. Not a lot of feedback received from residents on this issue, 2 thought it was a good idea, 1 said they were happy with them being together.

Statistics:

Between 1st and 30st June there were 176 Site Sessions (number of times someone has accessed site) and 86 Unique Visitors (residents). Mobiles were the device used to access

the website the most at 47%, followed by Desktop/Laptops at 34% and Tablets with 19%. Considering the large percentage of Mobile users, we need to ensure the website design is optimised for Portrait style viewing.

There is an information session on the 22nd July at 10.30 for those interested in learning more about the website and it will be held either in the conference room or theatre (to be decided on the day).

h) Management Report

Audited full years financials will be available in the Village Managers report as part of the Annual Meeting.

Village Operations & Maintenance

- Fire service contractor monthly inspections carried out
- Community Centre Quarterly Air handling service
- Replaced Water level sensor for pool and solenoid for water inlet.
- Replaced Thermal regulator on Community Centre hot water service
- Annual Village Bus service carried
- Replaced pool circulation fan

Compliments/complaints

None to report

Hazards

none

Insurance claims

No claims this month

Construction/Development

Stage 10 – site works have started, roofing works on multiple units

Sales

Stage 8: 11 out of 13 units with reservations

Stage 9: 7 out of 12 units with reservations

7. Requests for Funding

- a) Jacqui's application for covering printing cartridge for music group - paid.

8. Other business

- a) Summary of View Club meeting given to Committee.
- b) BSRA Website - Determine appropriate content/headings.
- c) Recruitment for New Committee - approach people / put it out there that there are vacancies arising this year.
- d) Preparation for the AGM - can all Committee reports for the Annual report be in by the end of July please?
- e) Plaque for Maureen - completed.
- f) AGM - Rick not here for AGM. Financial report is completed and with the auditor.
- g) Pie night - need details. Sue to follow up.

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 Glynis to attend.

No advisory meeting last month.

10. Next Committee Meeting

Wednesday 8th August

Meeting Closed: 11.25

I confirm these Minutes are a true and correct record of the meeting of 18th January 2023.

Signed: Date:

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

ACTION LIST

Agenda Item	Action	Responsible Person
Gardens	What happened to the week 1 to week 4 program? Gardeners seem to be around Central Road and the CC mostly?	
Numbers at functions	Been talked about before but the CC is not big enough even for some happy hours now.	
Request for assistance from management	To be submitted to a Committee meeting at least a month before the event (or as dates permit).	