

# Bellarine Springs Residents Association

## MINUTES

Committee Meeting – Wed 12th March, 2025

Meeting Room

**Present:** Sue Kuter, Steve Merriman, Rick Goss, David Gilbert, Delia Jenkins, Glynis Jones, Gayle McNiece, Jayne Huson.

**Apologies:**

**Meeting Start:** 10:00 am

**Chair:**

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

Received:

- Proposal from Mal McNiece (in writing - hard copy) regarding an Easter Sunday event - see general business.
- Letter re leftover food from morning tea.

Sent:

Email asking for any interest in joining the Committee

Email to Maree accepting her resignation with regret.

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

- a. Moved to accept Minutes: Delia Jenkins

Secunder: Steve Merriman

#### b. Business Arising from Minutes

- Social Activities Portfolio - Gayle has offered to take over in the interim. We will reassess the situation towards the end of the year.

## 5. Treasurer's Report

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

This month's financial report shows a surplus of **\$898.66**.

This figure is skewed by the deposit of donations to Anne Nettleys, "Dry February" initiative of \$1,172.00. This, together with monies still to be collected, will be passed on to the Country Women's Association of Victoria during March, and be reflected in the March report. With the Dry February deposits excluded, we are left with a deficit this month of **\$273.34**. For the same reason, the 'Year to Date' balance is overstated by \$1,172 with an adjusted surplus of \$1,017.80.

### Non-Bar Expenditure

- Morning Tea & Catering Supplies	\$ 155.00
- Glass Etching Materials	\$ 23.99
- Dim Sims & Catering	\$ 191.57
- Tennis Balls	\$ 69.75
- Croquet Mallet Materials	\$ 177.00
- Croquet Balls	\$ 155.00
-	
	<b>\$ 772.31</b>

## Financial Report as of 28th Feb 2025

Date	Current Month 1st Feb -28th Feb	Year to Date 1st Jul - 28th Feb
<b>Income</b>		
Bar Sales	\$2,377.84	\$21,598.00
Social Events	\$0.00	\$2,248.56
Internal Transfers - In	\$1,000.00	\$8,000.00
Morning Teas/Catering	\$0.00	\$0.00
Fundraising - In	\$1,172.00	\$1,172.00
Interest	\$5.81	\$48.51
Misc. Income	\$0.00	\$809.32
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	<b>\$4,555.65</b>	<b>\$33,876.39</b>
<b>Expenses</b>		
Bar Purchases	\$1,728.98	\$13,277.69
Social Events	\$191.57	\$6,090.26
Internal Transfers - Out	\$1,000.00	\$8,000.00
Morning Teas/Catering	\$155.00	\$1,740.89
Fundraising - Out	\$0.00	\$0.00
Activity Group Funding	\$401.75	\$1,750.87
Stationery & Admin.	\$0.00	\$144.25
Equipment Purchased	\$0.00	\$36.00
Misc. Expenses	\$179.69	\$646.63
	<hr/>	<hr/>
	<b>\$3,656.99</b>	<b>\$31,686.59</b>
<b>Summary</b>	<hr/>	<hr/>
	<b>\$898.66</b>	<b>\$2,189.80</b>
<b>A/C Balances as of 28th Feb 2025</b>		
Cash - Bar A/C		\$981.47
Cash - General A/C		\$6,431.79
Cash - Petty Cash		\$41.90
Cash - Bar Float		\$40.00
		<hr/>
		<b>\$7,495.16</b>
<b>Assets - Bar Stock</b>		\$1,175.00
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<b>Overall Financial Position</b>		<b>\$8,670.16</b>

Moved to accept Report: Treasurer: Rick Goss

Secunder: David Gilbert

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

### **a) President's Report - Sue Kuter**

We welcome back residents who have been away, trust you had a nice relaxing break.

Safe travels to those who are about to set off on travels far and wide.

Our thoughts and prayers go out to residents who are experiencing ill health. Please don't hesitate to reach out should you require any assistance.

As we head into Autumn your committee is busy planning events to entertain you which will take us through the cooler months. Keep a lookout for the flyers and sign-up sheets at the activity station.

A huge thank you goes out to all the residents who help make this village a happy place to call home. The exercise/fitness activities, the social activities - too many to mention. You only need to look at the Monthly calendar to see what's going on in the village. This is a vibrant place but it doesn't just happen. If you feel there is something missing on the calendar which you would like to implement then please feel free to contact the committee and we would be delighted to help you.

Lastly, thank you to our great committee. They each have a job to do and (in my opinion) they do it well.

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

There's been a lot going on behind the scenes lately. We have replaced 40 glasses and thanks to Pat for the labelling of 'BSRA'; Management has covered the cost of nearly 90 pieces of crockery to meet our increasing numbers and thanks for all those who have sent emails of support for some of the issues raised recently.

It has been brought to our attention though that visitors to the village have been going to the bar and into the kitchen. Please, if you have visitors for any reason, do not allow them to go to the bar and help themselves to drinks etc. If anything is removed from the kitchen please ensure it is returned. No-one but our residents should be in the bar area and should guests require refreshments it is up to you to firstly serve them and secondly either pay for the items or note down what has been used.

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

Sales are marginally up for the same period in 2024 and the cash to card ratio remains at 66% to 34%.

This month we have made some improvements to the appearance of the bar and to enhancing the efficiency. My thanks to Steve for making and then positioning the two new cupboards adjacent to the glass washing machine. These are now fully operational and the additional storage space provided has enabled us to hold more stock which will reduce the number of trips to suppliers each month. Steve also fitted kick boards to the two wooden plinths under the refrigerators which now match the originals under the back cupboards. (This was a result of a request by management).

The 'messy' second drawer down next to the soft drinks refrigerator now houses the stubby holders and other necessary items for the operation of the bar. The extension cables and microphones have been moved into Mel's cupboard which still gives the main users complete access.

Once again, the Tuesday and Friday volunteers have done a marvellous job, but their numbers are few.

Sales	\$2,570
Purchases	\$1,676
Stock	\$1,175

#### **d) Welcome Group - Gayle McNiece**

Welcome to our new residents:

Kaz and Russell have settled in beautifully. They moved in late January, and I met with them in February after returning from my holiday. They've already been to a few happy hours, and Russell is participating in some of the activities. Kaz loves Facebook so you will see lots of posts on our page!

John & Pauline moved in early March, still finding their feet but I am sure they will love the village life as they are looking for a community lifestyle.

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

We're excited to kick off March with some fun events for our residents! Here's what's coming up:

##### **Happy Hour – Hot Dogs**

##### **Friday, March 7th**

Many joined us for a delicious Hot Dog treat during Happy Hour! There was no charge, but please note that a limit of two hot dogs per person applies.

##### **Fish and Chip van - Friday 14th at 5pm. See Flyer**

##### **Sunday Dance Party – Johnny & The Pickled Onion Band**

##### **Sunday, March 16th, 2:00 PM – 5:00 PM**

Get your dancing shoes ready! Johnny & The Pickled Onion Band will be here to entertain us with hits from the 70's, 80's, and 90's. The cover charge is \$10 per person.

To make it even more fun, we're encouraging everyone to dress "Wild and Wacky!" Why not go incognito? Let's see who can come up with the most creative outfit. The following day (Monday) is St. Patrick's Day, we might even spot a few Leprechauns early!

Don't forget to bring a plate of food to share with your fellow residents. More details and the sign-up sheet are available at the Activity Station.

## **Regular Social Activities and Outings**

Our regular social outings, groups, meetings, and activities are all back in full swing! It's great to see many of our newer residents getting involved and participating.

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

We are having a few emails from residents with @bigpond.com email addresses bounce back undeliverable especially if we attach photos. I will make contact with those affected to ensure their details are up to date and see if we can resolve the issue.

We have had a slow but steady flow of new residents register as BSRA members. An updated version of the BSRA Members list will be circulated at the end of March via email and new hard copies placed at the CC on the Activity Station.

### **g) Website report - Rick Goss**

Considering February was a short month, there was a small increase in the number of residents accessing the website in March. February saw an average of 2.14 residents accessing, with 4.93 Site Sessions. January's figures were 1.81 residents accessing and 4.32 Site Sessions. Each resident who accessed the website did so an average 2.30 times during the month.

February saw the introduction of a new function listing Volunteer Drivers under the "Helping Others" tab. So far we have 7 volunteers listed, though I am hopeful we shall be able to add more in the coming months.

#### Statistics:

Between 1<sup>st</sup> and 28<sup>th</sup> February, there were 60 Unique Visitors (residents accessing) and 138 Site Sessions (number of times someone has accessed site). Mobiles continue to be the most used device to access the website with 66%, followed by Desktops/Laptops with 32% and Tablets taking the remaining 1%.

## **7. Management Report - Kent Hodgson**

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

- Fire service contractor monthly inspections carried out, replace two fire extinguishers
- Quarterly air handling service completed
- Repaired damage from storm to 5 units
- Removed and mulched trees damage by storm
- Tree stump removal completed
- Repaired Community centre entrance portico plaster
- Replaced In spa light
- Tennis court hedges cutback
- Mulched Community Centre
- Starting Stage 3 front garden mulching

- Threshold ramp installed to Pavilion middle entry door.
- Replaced faulty light sensor in ladies bathroom

**Compliments/complaints:**

5 Compliment received on the quick action taken by the Village Management & Team after storms hit the Village and the repairs carried out in a very timely manner.

**Hazards:**

none

**Insurance claims:**

Two claims this year.

**Construction/Development:**

Stage 10.4 – site works have house slabs which have been poured on multiple units

**Sales:**

Stage 8: 2 units without reservations

Stage 9: 4 units without reservations

Stage 10.1: 5 out of 9 units with reservations – 5 units handed over.  
10.2

**8. Other Business**

- a) New noticeboard for specific BSRA material - \$32.98 from Bunnings. Agreed. Steve to organise this.
- b) BSRA Stubbie holder - discussion on type of holder took place. Going to order 50 (\$200) and Pat to do the logo which we appreciate.
- c) Free Drink offer at the event on the 16th March on entry. Agreed by majority of members.
- d) Post meeting decisions/discussions - commended on our input and what happens in meetings has nothing to do with outside. During and post committee meeting protocol (all committee members are requested to be present for this discussion)
- e) Advisory Meeting Notes - will continue to be added to the end of the minutes for residents information.
- f) Christmas event - catering to be booked. Sunday 14th December.
- g) Village Budget 25/26 - Do BSRA want to make a submission? Suggest to Management they look into the future re spacing in particular.
- h) Winter Solice - need to start looking into it and getting out flyers etc.

## 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 Steve

## 10. Next Committee Meeting

Wednesday 9th April

### Meeting Closed:

*I confirm these Minutes are a true and correct record of the meeting of 12th February, 2025.*

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

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

### Advisory meeting

Agenda Item	Action	Responsible Person
<b>Funding Pickleball lines</b>	We (the Committee) are a little cross that the BSRA have to fund this.	Rick and Steve to attend
<b>Why do we have to buy Internet from here?</b>	Curious as to how this works.	
<b>Advertising re Bellarine Springs - solar?</b>	In a recent paper the wording is misleading.	
<b>Security for future - better signage (Residents and guests only)</b>		



## BSRA ADVISORY Meeting of 20/02/25

### **Previously Raised Items**

#### **First Aid Kit**

A First Aid Kit has been purchased and is located in the Kitchen. The BSRA have agreed to maintain and replace items as required.

#### **Flag Survey Results**

No comments received on this issue.

#### **Bus Maintenance**

A rechargeable vacuum cleaner has been sourced and will be located in the same cupboard as the key. Residents who book the bus will be expected to take vacuum with them on the trip, removing accumulated dirt/leaves and return to cupboard at the end of the trip.

#### **Pavillion Door Lip**

Investigate the installation of a rubber strip to reduce tripping hazard.

#### **New Items**

Additional Crockery for Kitchen. Management agrees to fund and purchase additional crockery on the proviso it matches existing stock. Kent and Jayne to liaise over purchase.

#### **Storm Damage**

Costs to remedy recent storm damage are close to the current insurance excess, so decision not to make a claim.

#### **New Budget Process**

New Budget cycle will be commencing in April. Management looking for input from BSRA on items to include.