

**Minutes of Meeting of the HOC GemLife Pacific Paradise
Held in the Tennis Room
On the 12th of December 2023**

Acting Chairperson Graham Butler welcomed Committee Members, thanked everyone for their attendance and opened the meeting at 9.29 am.

Present: Graham Butler (Chairperson), Jillian Rickertt (Secretary), Tanneke Booth (Treasurer), John Harvey (Deputy Chairperson), Jim Walsh, Glen Hall, Sonia Smithers, Sue Storey (Social Committee Co-ordinator), Heather Cullinan (Outgoing Bar Manager), Julie Hume (Incoming Bar Manager)

Apologies:

Nil

Social Committee's Report.

Sue Storey spoke to her report as circulated prior to meeting. Highlights are as follows:

Discussion	Action	Who	Status
<p>New Years Eve Party – Totally Charlie event.</p> <p>Cost to residents \$10 per person. Numbers capped at 60 in upper pavilion, 40 in lower pavilion.</p> <p>Once numbers are reached, if other residents wish to attend they may use the pool and firepit area (excluding the lower pavilion) at no cost and BYO drinks. No glass.</p>	<p>Take bookings for first 100 paying residents.</p> <p>HOC – reminder of no glass and clear instructions on how to stay outside licensed premises and no glass throughout the event.</p>	<p>Social Committee</p> <p>HOC</p>	Open
<p>Training on new Portable Sound System.</p>	<p>Training provided to Fred Watkins, Jillian Rickertt, Glen Hall and Graham Butler on 22nd November.</p> <p>People now trained include the above, along with Jim Walsh, Deidre Beath, Gary Savill, and John Kirby.</p>	Secretary	Closed
<p>Christmas Luncheon at Twin Waters Golf Club</p>	<p>Approx 150 residents attended and feedback from the event has been very positive.</p>	Social Committee	Closed
<p>Donated Charity Collection.</p>	<p>Social Committee nominated Movember as the Charity and raised over 3K.</p>	Social Committee	Closed
<p>Sausage Sizzle</p>	<p>On hold until new co-ordinator is appointed. Thanks to Glenda and Paul Larsen and helpers for their dedication. Regular volunteers are happy to continue under the direction of a new Co-ordinator.</p>	Social Committee	Ongoing
<p>Numbers Board</p>	<p>A huge thank you to Glenda & Paul Larsen and Jude Hall for providing this event which has done very well over the year and has been a regular source of income. Glenda & Paul have now retired from this role.</p>	Social Committee	Closed

Discussion	Action	Who	Status
Events Team	Sue Story, Glenda Larsen, Jude Hall, Wendy Roper A huge thank you to Glenda who will be retiring from the Social Committee at the end of the year. Her input and dedication is to be very much commended.	Social Committee	Closed
Melbourne Cup	Was well attended. Steve Turk was thanked on the day for running the sweep. Prizes to Helen Porter (best dressed lady) and Ross and Ron (the best dressed couple)	Social Committee	Closed
Jewellery Presentation	Neil Underwood was most informative and the morning was enjoyed by 30 residents. Thanks to Jude Hall for organising this event.	Social Committee	Closed
LCR	John Kirkby has been organising this popular event. Could the HOC please consider the purchase of LCR sets for use by the residents?	HOC	Closed
Accepted: HOC to purchase 4 sets LCR up to \$100		Moved: Jim Walsh	Seconded: Tanneke Booth
Juke Box/Rock n Roll Night NYE cancelled last year; Juke Box was not required.	Review cancellation options for Rock n Roll night with jukebox.	Social Committee	Closed
Library Cannot accept any more books. Transport required to move books to new clubhouse when open.	Communicate at Orientation and through HOC meeting minutes. GLPP Community to assist	HOC Secretary Jillian Rickertt Committee members, Social Committee members, GemLife employees	Ongoing
Thanks to MC Fred Watkins	The Social Committee extend sincere thanks to Fred Watkins for his contribution to many events over the year.	Social Committee/ HOC	Closed

Sue Story left the meeting at 9.50 am.

Bar Managers Report

Outgoing Bar Manager Heather Cullinan and Incoming Bar Manager Julie Hume provided an update as circulated prior to the meeting.

Discussion	Action	Who	Status
Julie Hume to take over as Bar Manager on 13 th December.	Heather will still assist if required.	Julie Hume/Heather Cullinan	Closed
Friday nights: Busy period is between 5 and 6 pm.	Extra shift allocated for another volunteer between 5 and 6.	Bar Manager	Closed
Thanks to Dee Beath for her ongoing administration of stocktake reconciliations	All Committee members concurred	All	Closed
Thanks to Heather's husband Terry for his support during Heather's term as Bar Manager	All Committee members concurred	All	Closed
Thanks to Heather Cullinan for her continued commitment to Bar management.	Round of applause from Committee Members	All	Closed
Cocktails - Santas Little Helpers	Cocktails to be offered at \$10.00 on Xmas Karaoke Night Sunday 17 th December.	Bar Manager/HOC	Approved
Piccolo Rose	Piccolo Rose to be introduced – same price as other Piccolos - \$5	Bar Manager/HOC	Approved
Bar IOU's	No IOU'S to be transacted at the bar.	Bar Manager/HOC	Approved

Garden Gems Report

Chairperson spoke to the Garden Gems report as circulated prior to the meeting.

Heather Cullinan and Julie Hume left the meeting at 10.15am.

Accepted: Social Committee Report, Garden Gems Report, Bar Managers Report	Moved: Sonia Smithers	Seconded: Graham Butler
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Minutes from Previous Meeting

The Chairperson called for discussion on the minutes of the previous meeting and reviewed action items.

There being no amendments to the Minutes, the Chairperson asked for the Minutes to be adopted.

Accepted: Minutes of HOC Meeting 14th November 2023	Moved: Graham Butler	Seconded: John Harvey
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Treasurer's Report: Tanneke Booth did not add to her report as circulated prior to the meeting.

Secretary's Report: Jillian Rickertt did not add to her report as circulated prior to the meeting.

Discussion	Action	Who	Status
Key for Villa Joker Draw	Jillian confirmed that the Bar Manager holds the key to the Villa Joker Draw glass cabinet and will update the key register accordingly	HOC Secretary	Closed
Accepted: Treasurer's & Secretary's Report for November 2023		Moved: Graham Butler Seconded: Sonia Smithers	

Agenda Items:

Discussion	Action	Who	Status
Welcome to new Committee Member	Chairman and Committee members welcomed Glen Hall as our new Committee Member.	HOC	Closed
Emergency Evacuation Plan	Chairperson to contact Jacinta Fraser to discuss content of the EMP.	Chairperson	Ongoing
Mirror at Gate Cannot see traffic approaching from both directions of Crystal Ave in mirror.	Addressed at the November Park Managers Meeting. GemLife Safety team advises there is sufficient safety protocol in place. Emphasise focus on adhering to the 10kph and the shared zone road rule.	Chairperson/ Park Manager	Closed
Loud music and Unacceptable language from workers.	HOC to take up with Park Managers at next Park Managers meeting.	Chairperson/ Secretary	Closed. Ongoing at Park Managers Meeting
Expressions of Interest for Committee Member Graham Butler and John Harvey to remain in acting positions of Chairperson and Deputy Chairperson	Glen Hall accepted as new Committee Member.	Secretary	Closed
Discrepancies to NAB Related Entities:	Remove: 3 Entities who are no longer Committee members. Add: Graham Butler (Acting Chairperson) Tanneke Booth (Treasurer) Jillian Rickertt (Secretary) Completed, however NAB have not provided the necessary permissions to Committee members nominated to approve payments.	NAB and Committee	Ongoing
Accepted: Discrepancies with Related Entities.	Moved: John Harvey	Seconded: Tanneke Booth	Ongoing

Discussion	Action	Who	Status
Microsoft Office 365 Family Subscription – up to 6 HOC users	Purchase subscription for \$139 per annum and allocate to HOC related users as required. <i>To be completed by 16/12/2023</i>	Secretary	Ongoing
Accepted:	Moved: John Harvey	Seconded Sonia Smithers	Open
Portable Audio System Training: <ul style="list-style-type: none"> • Fred Watkins (M.C.) • Sue Story (Social Committee Representative) • Jillian Rickertt (HOC Secretary) • John Harvey (Acting Deputy Chairperson) 	Contact Capital Karaoke Maroochydore to schedule training session at a date and time that all can attend. Training provided, however Glen Hall attended in place of Sue Story.	Secretary	Closed
Accepted:	Moved: Graham Butler	Seconded: John Harvey	Closed
Suggestion for War Memorial	Take up with Park Owners. <i>Approved by Park Owners. Design documents to be provided.</i>	Secretary	Ongoing
Cleaning of Lower Pavilion Referred to previous Management meeting, however still not satisfactory	Take up again with Park Management. Suggest gurney. <i>Gurney complete, but tiles appear to need treatment. Still open with Park Management</i>	HOC Secretary	Closed
Timing of Villa Draw on Friday Nights	Villa draw to be conducted between 5.30 and 6pm. To be communicated to all before next Happy Hour.	Secretary	Closed
Accepted:	Moved: Graham Butler	Seconded: John Harvey	Closed
Working Group for Resident Activity Centre Ray advised that limited progress had been made. New residents are keen to get involved, many of whom are familiar with legislation and competencies.	Working group spokesperson to call Park Owners to finalise arrangements for meeting with Park Owners regarding location of Activity Centre.	Working Group Spokesperson	Ongoing
Licensing of new Clubhouse	Investigate logistics of transferring/adding a license for new clubhouse. <i>Gerald Keatinge has advised that it is a simple process to extend the existing license to cover the clubhouse.</i>	John Harvey/Gerald Keatinge	Ongoing until clubhouse completion
Formation of a GemLife Pacific Paradise Lawn Bowls Club Resident Ross Sloane, who is a qualified lawn bowls coach, is keen to become involved in 2024.	Invite Ross Sloane, Maroochy Quays and Bribie Island to a meeting to discuss equipment and competitions.	John Harvey/Ross Sloane	Ongoing

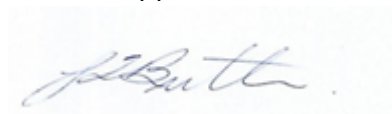
Discussion	Action	Who	Status
Pavilion Signs – Glass free areas	Check the existing signs for reference to glass free areas. <i>Extra signs have been added by Park Managers</i>	Secretary	Closed
Incident Reporting	Determine the process for Incident Reporting in the event of an accident within the resort. <i>Incident forms available from Park Managers Office.</i>	Secretary	Closed
Contractor Parking in Stage 2 Contractors blocking residents from getting their vehicles out.	Refer to Park Manager <i>Referred.</i>	Chairperson, Deputy Chairperson	Closed

General Business

Discussion	Action	Who	Status
Diamond Drive Sign. Street Sign in South East corner reads Diamond Avenue. Should be Diamond Drive.	Refer to Park Manager <i>Referred</i>	HOC Secretary	Open
Plan for Pavilion use once Clubhouse is complete.	Refer to Park Owners <i>Referred.</i>	Chairperson	Open
New Pickle Ball Grips Required Approximately 6 pickle ball handle grips required.	Order grips for approx. \$40 and submit receipt to Treasurer for reimbursement.	Pickleball Interest Group	Closed
Wobbly table in Tennis Room One table top very loose and wobbly	Refer to Park Manager <i>Referred</i>	Secretary	Closed
Request for Cards Night to be moved from library back to Upper pavilion	Request denied as there is no safe spot to store the table in the upper pavilion.	Moved: John Harvey	Seconded: Glen Hall
Meeting Closed at 11.25am.			

Next Meeting: to be held on January 9th, 2024, in the Tennis Room at 9.30am.

Minutes approved:



Signed Graham Butler
Acting Chairperson