

**Minutes of Meeting of the HOC GemLife Pacific Paradise
Held in the Tennis Room
On the 12th^{of} September 2023**

Chairperson Mary Earnshaw welcomed and congratulated new Committee Members, and re-election of existing Committee members. thanked everyone for their attendance and opened the meeting at 9.28am.

Mary then requested all committee members of the newly formed committee to work together with mutual respect during the busy upcoming year with the new club house and many new residents anticipated.

Present: Mary Earnshaw (Chairperson), Jillian Rickertt (Secretary), Tanneke Booth (Treasurer), Sonia Smithers, Graham Butler, Jim Walsh, John Harvey
Sue Story (Social Committee Representative) and Margie Smith (Garden Gems Representative)

Apologies:

Heather Cullinan – Bar Manager

Sue Story welcomed and congratulated new committee members Jim Walsh and John Harvey and congratulated returning committee members re-elected.

Social Committee’s Report as circulated prior to the Meeting. Sue Story spoke to the Report.

Discussion	Action	Who	Status
Donated Christmas presents very much appreciated by Salvation Army.	Investigate collecting around July this year to help more homeless.	Social Committee	Ongoing
Juke Box/Rock n Roll Night Due to the fact that NYE was cancelled, Juke Box was not required. It has been paid for in advance.	Set a date in the near future for Rock n Roll night with jukebox.	Social Committee	Ongoing
Use of the Website Could there be some website training given to residents and Social Committee members?	Secretary to approach Graeme Simpson with the request and organise a suitable date and time, firstly for Social Committee members, then for residents.	Secretary	Ongoing
2023 Christmas Party Christmas Luncheon booked for Dec 7 th at Twin Waters Golf Club.	Buses to be organised, and a suggested \$5 deposit to be taken for each booking. Number of buses as outlined in Social Committee report.	Social Committee	Ongoing
2023 Christmas Party Request to HOC for a donation towards the event	Chairperson to explore donation from GemLife and HOC.	Mary Earnshaw	Ongoing

Chairperson advised Sue Story that further discussions would be held regarding the sound system later in the Committee meeting. Sue Story acknowledged the advice, and left the meeting at 9.40 am.

Garden Gems Report

Margie Smith presented the attached before and after compiled for the recent garden party scrapbooking of the progress of the garden. Margie thanked GemLife for their generous support in setting up of the gardens and thanked the incoming and outgoing HOC for their support. Margie also confirmed that the contributions the residents make when partaking of the garden produce is allocated back into the garden funds for future use.

Margie left the meeting at 9.50am.

Bar Managers Report

Bar Managers report as circulated prior to the meeting.

Jim Walsh commented on the high standard of the report, stating he had not seen such a comprehensive breakdown in any other village, and compliments went to the team that compile the report.

Discussion	Action	Who	Status
It was agreed that the Bar Entry Code should be changed and provided only to relevant Bar Volunteers and other relevant person as designated by the Bar Manager.	Bar Code to be changed and provided to Bar volunteers at Bar Manager's discretion	Bar Manager	Ongoing
Poker Table stored in Bar Storage area.	Poker table to be removed from the Bar Storage room to the buggy room or other suitable area which does not include needing the Bar Code to access. Jim Walsh to advise Poker Players of decision and action.	Jim Walsh	Ongoing
Accepted: Social Committee Report, Garden Gems Report and Bar Managers Report		Moved: Sonia Smithers	Seconded: Graham Butler

Minutes from Previous Meeting

Emergency Evacuation Plan	Chairperson to contact Jacinta Fraser, so happy to run with it to contact Jacinta Fraser to discuss content of the EMP.	Mary Earnshaw	Ongoing
Accepted: Minutes from Previous Meeting		Moved: Sonia Smithers	Seconded: Jillian Rickertt

Agenda Items:

Discussion	Action	Who	Status
Market Rent Review Chairperson advised that HOC would meet with an Independent Valuer on Thursday 14 th September to obtain further information on the Market Rent Review Process	HOC members to attend meeting on 14 th September	Committee	Ongoing
Accepted: Purchase of new recycle Bins for Stage 2 Development Chairperson to advise Ross Paine of decision		Moved: Mary Earnshaw	Seconded: Tanneke Booth Closed

Discussion	Action	Who	Status
Mirror at Gate Can't see traffic approaching from both directions of Crystal Ave in mirror.	Refer Park Managers	Secretary/Chair person	Ongoing
How to use HOC Mail Marking of an email to unread status	Process demonstrated to all committee members. Secretary will monitor and nag as necessary.	Committee	Closed
AGM Motion from Resident All cars in Visitor Parking to display Villa Number on dashboard if staying more than 24 hours.	Refer Park Managers	Secretary/Chair person	Ongoing
Bookings to Calendar	Committee member to transfer bookings to calendar after receiving training from Graham on his return mid-October.	TBD	Ongoing
Residents Telephone List	Jim enquired on process for updating new residents	No action necessary	Closed
Diary Date Reminder	Reminders to be diarised and included in Owners Updates	Secretary	Closed
High Quality PA System with integrated Karaoke Chairperson explained the process to date in regard to the Social Committee's request for a portable sound system, citing information from the previous Committee and stating the need for total transparency in regard to the product and warranty details. After discussion it was agreed that it would be prudent for the HOC to receive and discuss 3 quotes before making a decision.	Jim Walsh and Gary Saville to obtain 3 accurate quotes outlining warranty and any ongoing costs, then present back to HOC asap so that an extraordinary meeting can be called to evaluate.	Jim Walsh & Gary Saville	Ongoing
Proposed Working Group for Resident Workshop Jim Walsh proposed that a proactive working group consisting of Committee members and residents be established to begin collating requirements for the resident workshop	It is proposed that as requirements are gathered over the next few months that the working group will report back monthly through HOC Committee, and the final "wish list" be communicated to the Park Owner for their consideration through the Park Managers Meeting. Jim Walsh to organise a working group which will include 2 other committee members.	Jim Walsh Graham Butler John Harvey	Ongoing
BBQ Floor area Appears to be dirty	Refer to Park Managers	Secretary/Chairperson	Closed

Discussion	Action	Who	Status
Stage 1 EV Power Points Enquiry from Resident whether Stage 1 will be retro fitted with EV Power Points in their garages	Refer to previous correspondence where Park Owner indicated that it could be organised through GemLife but would be at Owners Expense. Follow up if this is still the case.	Secretary	Ongoing
GLPP Open Garden Scheme Tanneke commented on the numerous amazing gardens that some of our residents have created and suggested an 'open day' whereby residents who wish to show off their gardens could place a flag at their residents so other residents could view and see what is possible.	It was discussed this could be better handled by the Garden Gems.	Secretary to write to Garden Gems and seek their interest.	Ongoing
Working Group - New Gym in clubhouse	John suggested that with the new clubhouse the gym and the existing equipment could possibly be up for review.	Mary Earnshaw to contact Josh to explore a Gym Working Group.	Ongoing
Resident Orientation Rollout	Roster to be drawn up – suggest 2 days per month. Committee members to become involved for future orientations.	Secretary	Ongoing
GemLife Games	Jim Walsh commented on the success of the GemLife Games held at Maroochydore Quays and communicated thanks to GemLife for organising such an enjoyable event. Letter to be written to GemLife officially thanking and congratulating them on such an enjoyable and successful event.	Secretary	Ongoing

Meeting closed at 11.12am.

Next meeting to be held on October 12th in the Tennis Room at 9.30am. Please note the change of date.

Minutes approved:

MEarnshaw

Signed:
Mary Earnshaw
Chairperson