

**Meeting of the GemLife Pacific Paradise Residents Association (Inc)
and Home Owners Committee
Held in the Clubhouse Conference Room on the 13th of May 2025 at 9.30 am**

Chairperson opened the meeting at 9.23am.

Attendees: John Harvey (Chairperson) Tanneke Booth (Treasurer) Mary Earnshaw (Secretary),
Committee Members: Marilyn Partridge.
Debbie Marcelis (Social Committee) and Lyndall Armstrong (Bar Manager).

Apologies: Amanda McDowell, Gary Savill and Ian Nichol

Reports as disseminated prior to meeting.

Bar Manager (BM): Discussion on Report.

Discussion	Action	Who	Status
Cost Review	Continue monitoring Bar Profits.	Treasurer	Ongoing
Glass Washer rinse function not working properly.	Advise PM again and seek repairs. Previous attempts to fix issue not successful. <i>PM Meeting agenda item.</i>	Secretary	Ongoing
Inventory of wine glasses	BM to purchase 6 wine and 6 champagne glasses to see if a better quality glass will alleviate the number of breakages with the current glasses. Report to next HOC Meeting.	Bar Manager	Ongoing
Bar management and stock control system.	Progressing well.	Bar Manager	Ongoing
Who cleans the Bin area in which the bins are located? Still water on the floor. Over 4 weeks and still not fixed. This is a serious slip hazard.	Follow up with PM. <i>PM Meeting agenda item.</i>	Secretary	Ongoing
"Thank you to Volunteers" 19 th June 2025 from 11am till 1pm. Entry by ticket. Each volunteer gets 2 tickets to the Bar.	Advise residents in Owners Update and via Social Committee. Social Committee to advise costings for the supply of catering for approximately 100 residents and advise at next meeting.	Secretary	Ongoing
Ice freezer in Kitchen still not working. PM has been advised but still not fixed.	Follow up with PM. PM had technician attend. Burnt out condenser. To be fixed next week <i>PM Meeting agenda item.</i>	Secretary	Ongoing
Cleanliness of Country Club & Pavilion. Very disappointing standard with obvious staining on floors and carpets in some rooms not being cleaned. This issue has been raised previously but the standard has not improved.	Follow up with PM. <i>PM Meeting agenda item.</i>	Secretary	Ongoing
Putting Kitchen Bins out for garbage collection. Need a volunteer to put the bins out and return.	Dennis Sheehan has volunteered to take the bins in and out on Garbage Collection Day. Thank you, Dennis.		Closed
Bar T Shirts for new volunteers Committee approved the purchase of 8 Bar T shirts.	Bar Manager to purchase.		Closed

Social Coordinator (SC) Discussion on Report

Discussion	Action	Who	Status
<p>"Thank you to Volunteers"</p> <p>19th June 2025 from 11am till 1pm.</p> <p>Entry by ticket. Each volunteer gets 2 tickets to the Bar.</p>	<p>Advise residents in Owners Update and via Social Committee.</p> <p>Social Committee to advise costings for the supply of catering for approximately 100 residents and advise at next meeting.</p>	Secretary	Ongoing
<p>Planning for GemLife Finale' function.</p> <p>23/7/2025 from 1pm to 5pm.</p> <p>Theme: "Living in Paradise"</p> <p>Suggested a "history" collage or similar.</p> <p>Band or DJ to be sourced.</p>	<p>Request that GemLife Matt cater for the function, suggest smorgasbord type event.</p> <p>Need to confirm Bar limit.</p> <p>Contact Taylor GemLife to see if he can put something together.</p> <p>Costings to be presented to next Meeting.</p>	<p>Secretary</p> <p>Social Committee</p>	Ongoing
<p>LOADING ZONE Sign or road painting.</p> <p>Deliveries to the kitchen and Bar cannot park next to the kitchen back door as residents/visitors are occupying all the space.</p>	<p>Request the PM erect LOADING ZONE SIGN and/or yellow road marking to delineate a loading zone.</p> <p>Follow up with PM.</p> <p><i>PM Meeting agenda item.</i></p>	Secretary	Ongoing
Jag the JOKER.	To be discussed in General Business		Closed
Implementation of SQUARE for online purchasing of tickets	Square is now "Live". Residents advised, social committee trained and Treasurer happy.		Closed
BBQ & Hamburger Team for monthly events.	Email sent to all residents with two residents responding. Social committee advised.		Closed
\$61 collected from Anzac Day to be donated to RSL Mudjimba	John Harvey to present to RSL Mudjimba		Closed

Bar Manager and Social Committee representative left the Meeting at 10.13am.

Other Reports:

Lawn Bowls (LBC): Discussion on Report

Discussion	Action	Who	Status
<p>Cooling for the Lawn Bowls Area.</p> <p>PM advised: Wall Fans to be installed shortly.</p>	<p>Follow up with PM as to installation date.</p> <p><i>PM Meeting agenda item.</i></p>	Secretary	Ongoing
<p>Seating in Lawn Bowls area</p> <p>Still under consideration by PM.</p>	<p>Follow up at PM Meeting</p> <p><i>PM Meeting agenda item.</i></p>	Secretary	Ongoing
<p>Request for HOC Subsidy for Bowls Uniforms.</p> <p>Secretary requested LBC present proposal with artwork and costing to the HOC for consideration. No response to request.</p>	<p>Request update from Lawn Bowls Committee.</p>	Secretary	Ongoing
<p>Inconsistent patches within each Rink (as per Lawn Bowls Report).</p> <p>PO is preparing quotes to consider best options.</p>	<p>Follow up at PM Meeting</p> <p><i>PM Meeting agenda item.</i></p>	Secretary	Ongoing

Gardening Gems: No Report this month

Acceptance of Reports above.

Accepted:	Moved: John Harvey
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SC, Bar, Bowls and Garden Gems Reports	Seconded: Mary Earnshaw
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Acceptance of Previous Meeting Minutes.

Accepted: Minutes of HOC Meeting 8 th April 2025	Moved: Tanneke Booth Seconded: John Harvey
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Treasurer's Report: Discussion on Report

Accepted: Treasurers Report	Moved: Mary Earnshaw Seconded: John Harvey
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Secretary's Report: Discussion on Report

Accepted: Secretary Report	Moved: John Harvey Seconded: Tanneke Booth
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Update on Previous Meeting Minutes.

Discussion	Action	Who	Status
Roof cover for upstairs outdoor patio.	Follow up with PM as to installation date. <i>PM Meeting agenda item.</i>	Secretary	Ongoing
Sound System.	A5 Signage "Only authorised persons to use this system" to be placed on the sound panel.	Gary	Ongoing
Construction of Green space area.	Update as to completion of works. <i>PM Meeting agenda item.</i>	Secretary	Ongoing
Dry storage for the kitchen PM is liaising with GemLife Cabinetry people to build the cabinets.	Follow up with PM as to installation date if not completed by 29 th May. <i>PM Meeting agenda item.</i>	Secretary	Ongoing
Servery in Country Club. Plans have been drawn up and works should be commencing shortly.	Follow up with PM as to installation date if not completed by 29 th May. <i>PM Meeting agenda item.</i>	Secretary	Ongoing
2025-2026 AGM 12th August 2025	June and July: Send updates and reminders via email to all residents.	Secretary	Ongoing
Nominations and Motions for 2026 committee Send out 3rd June 2025.	Send updates and reminders via May Owners Updates and reminder in June Reminder closing date 30 th June 2025.	Secretary	Ongoing
Replenishment of 9kg gas bottles in Country Club. This is a HOC responsibility.	Rob Rennie volunteered to check the 9kg bottles. Thank you, Rob.		Closed
HOC Premium You Tube provided in Pavilion and Country Club.	Tanneke to liaise with Gary to ensure correct use. Once confirmed, Secretary to advise residents that this is a restricted service.		Closed
Updated Asset Register	Tabled at Meeting.		Closed
Installation of Flagpole	Flagpole installed but will be shifted to a more practical position.		Closed
Appointment of interim Committee member	EOI sent via Owners Update. Marilyn Partridge appointed.		Closed
Position of Residents Workshop	As per information sent to Home Owners in April Bulletin.		Closed
Position of Multi-Purpose Area	As per information sent to Home Owners in April Bulletin.		Closed

New Agenda Items

Discussion	Action	Who	Status
Sewing Gems funding request. The HOC has Ratified Wendy Cooper as the Sewing Gems Coordinator	Advise Stitching Gems of the Motion below.	Secretary	Ongoing
<p>MOTION: The HOC to purchase two overlockers (as deemed necessary for the purpose) once quotes have been presented and accepted. The overlockers and any equipment purchased by the HOC will remain the property of the HOC.</p> <p>The HOC to revisit the request for more suitable chairs at a later date.</p> <p>The HOC to allocate \$500 toward expendables.</p> <p>Funds will be maintained by the HOC Treasurer and distributed as requested upon receipts.</p> <p>Sewing Gems will contribute to the funds managed by the HOC Treasurer as per their Crafts events etc.</p> <p>Coordinator to submit a report each month including activities.</p> <p>ALL IN FAVOUR: CARRIED</p>			
MPR Committee funding request. The HOC ratified Jude Hall as the MPR Committee Coordinator.	Advise Committee that their submissions have been noted, and in essence is supported. The submission to be revisited once the MPR has been formally handed over to the HOC.	Secretary	Ongoing
Workshop Pacific Paradise. The HOC ratified the committee consisting of Philip Marcelis, Barry Texter and Ray Rasby.	Advise Committee that their submissions have been noted and discussed. At the time of formal handover, the HOC will revisit their submission.	Secretary	Ongoing
Request for funds to repair arms of poker tables.	Inform resident, the HOC requires quotes before approval.	Secretary	Ongoing
Replacement of Pickleball Nets HOC advised PM was working on replacement.	Resident advised accordingly. Follow up with PM at the PM Meeting <i>PM Meeting agenda item</i>	Secretary	Ongoing
Weather protection for Buggy	Request concerned resident get quotes for the installation of "curtains" and present to the next meeting. PO also giving curtains consideration. <i>PM Meeting agenda item.</i>	Secretary	Ongoing
Unsuitable Spotlight for the Darts Board.	Appropriate spotlight installed		Closed
Battery Installation Residents request update as to what it will provide.	Refer residents to Prospecta for information. Advise in Owners Update.		Closed
Increase Cost of Electricity Concern Residents request update as to why prices have increased.	Refer residents to Prospecta for information. Advise resident		Closed

General Business

Discussion	Action	Who	Status
Bar management and stock control system. System to make the bar operations much more user friendly. Items discussed; purchasing a bar code , a bar code printer and purchasing/leasing more user friendly tills to replace the two currently in use behind the bar.	Action Group to report to the HOC with costings on or before the end of May.	Bar Stock Control Action Group	Ongoing

Discussion	Action	Who	Status
First Aid Course HOC considering holding a first aid refresher course for interested residents.	Revisit next Meeting.	Secretary	Ongoing
Jag the Joker update. After discussion it was decided to keep the current process for drawing each week.	Residents to be advised via Owners Update and Social Communications as per the Motion below.	Secretary	Closed
MOTION: To increase the weekly draw amount from \$10.00 to \$20.00. ALL IN FAVOUR. CARRIED			

Meeting close at 11.46am

Next meeting: Tuesday 10th June 2025 at 9.30am in the Country Club Board Room.