

**Minutes of Meeting of the HOC GemLife Pacific Paradise  
Held in the Tennis Room  
On the 14<sup>th</sup> of November 2023**

Acting Chairperson Graham Butler welcomed Committee Members, thanked everyone for their attendance and opened the meeting at 9.27am.

Given the resignation of Chairperson Mary Earnshaw, and the medical absence of Jim Walsh, Graham stressed the need for the committee to work together as a team. His request was embraced by all present.

**Present:** Graham Butler (Chairperson), Jillian Rickertt (Secretary), Tanneke Booth (Treasurer), John Harvey (Deputy Chairperson), Sonia Smithers, Sue Story (Social Committee Representative), Heather Cullinan (Bar Manager)

**Apologies:**

Jim Walsh

**Inwards Correspondence**

Full reference can be found at: <https://mail.google.com/mail/u/0/?ogbl#inbox>

**Outwards Correspondence**

Full reference can be found at: <https://mail.google.com/mail/u/0/?ogbl#sent>

**Social Committee's Report.**

Sue Storey spoke to her report as circulated prior to meeting, adding that training in the new sound system had been delivered to Jim Walsh, Deidre Beath, Gary Savill, and John Kirby.

Discussion	Action	Who	Status
Training on new Portable Sound System for M.C. Fred Watkins, and to any HOC members who were interested, to ensure enough residents in the village were across the system in the event of absenteeism. Sue Story also expressed interest in learning how to operate the new system.	Noted	Secretary	Open
Donated Christmas presents.	Social Committee to Investigate and nominate a charity.	Social Committee	Ongoing
<b>Juke Box/Rock n Roll Night</b> NYE cancelled last year; Juke Box was not required. It has been paid for in advance.	Review cancellation options for Rock n Roll night with jukebox.	Social Committee	Ongoing
<b>Use of the Website</b> Could there be some website training given to residents and Social Committee members?	Training completed satisfactorily for Social Committee members. Sincere thanks to Graeme Simpson.	N/A	Closed
<b>2023 Christmas Party</b> Christmas Luncheon booked for Dec 7 <sup>th</sup> at Twin Waters Golf Club, originally @ \$42 pp. but now at \$25 pp	Buses won't be provided due to the close proximity of the venue. Car pooling and use of the village bus are encouraged.	N/A	Closed
<b>2023 Christmas Party</b> Request to HOC for a donation towards the event	GemLife have donated \$2K and HOC have donated \$1k. The Social Coordinator communicated sincere thanks to both GemLife and HOC for their generosity.		Closed

Discussion	Action	Who	Status
<b>New Years Eve Party</b>	As our number of residents continues to increase it is proposed to accommodate 60 people in the upper pavilion and 40 in the Lower pavilion for the New Years Party.	Social Committee	<b>Ongoing</b>

Sue Story left the meeting at 9.40 am.

#### **Garden Gems Report**

Tanneke spoke to the financial report as circulated prior to the meeting.

#### **Bar Managers Report**

Bar Manager Heather Cullinan provided an update as circulated at the meeting.

Discussion	Action	Who	Status
Wine: Rather than have a premium @ \$5 per glass and a standard @ \$3 all wines across the bar will be @ \$4.	Approved		<b>Closed</b>
Piccolos will remain @ \$6	Approved		<b>Closed</b>
Specia requests for drinks not currently stocked will be considered but may be denied.	Approved		<b>Closed</b>
Heather also advised that Julie Hume had expressed interest in taking on the Bar Manager role.	Noted. Acting Chairperson thanked Heather Cullinan for her ongoing commitment.	Secretary	<b>Open</b>

Heather Cullinan left the meeting at 10.12am.

<b>Accepted: Social Committee Report, Garden Gems Report, Bar Managers Report</b>	<b>Moved: Tanneke Booth</b>	<b>Seconded: Jillian Rickertt</b>
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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.

<b>Accepted: Minutes of HOC Meeting 10<sup>th</sup> October 2023</b>	<b>Moved: Graham Butler</b>	<b>Seconded: John Harvey</b>
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**Treasurer's Report:** Tanneke Booth spoke to her report as circulated prior to Meeting.

Discussion	Action	Who	Status
It was suggested that the Bar Manager need only provide stocktake figures from which the Treasurer will be able to create Bar Profit & Loss.	Current system to continue to ensure compliance.	N/A	<b>Closed</b>
<b>Accepted: Treasurer's Report for October 2023</b>		<b>Moved: Jillian Rickertt Seconded: John Harvey</b>	

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

<b>Accepted: Secretary's Report for October 2023</b>	<b>Moved: Graham Butler Seconded: John Harvey</b>
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**Agenda Items:**

<b>Discussion</b>	<b>Action</b>	<b>Who</b>	<b>Status</b>
<b>Emergency Evacuation Plan</b>	Chairperson to contact Jacinta Fraser to discuss content of the EMP.	Chairperson	<b>Ongoing</b>
<b>Mirror at Gate</b> Cannot see traffic approaching from both directions of Crystal Ave in mirror.	To be raised again at the November Park Managers Meeting.	Chairperson/ Park Manager	<b>Ongoing</b>
<b>Council yellow line marking – incorrect positioning of yellow lines.</b> Council have marked the lines at service entrance, not the main entrance.	Council have now rectified.	N/A	<b>Closed</b>
<b>Loud music and Unacceptable language from workers.</b>	HOC to take up with Park Managers at next Park Managers meeting.	Chairperson/ Secretary	<b>Ongoing</b>
<b>Appointment of new Bar Manager</b>	HOC to advise Julie that her appointment the role of Bar Manager has been confirmed.	Secretary	<b>Closed</b>
<b>Accepted: Julie Hume appointment to Bar Manager Role</b>	<b>Moved: Jillian Rickertt</b>	<b>Seconded Sonia Smithers</b>	<b>Closed</b>
<b>Expressions of Interest for Committee Member</b> Graham Butler and John Harvey to remain in acting positions of Chairperson and Deputy Chairperson	HOC to call for position of Committee Member	Secretary	<b>Open</b>
<b>Discrepancies with NAB Signatories</b>	Update to reflect current HOC Committee members: <b>Remove:</b> 3 signatories who are no longer committee members.	NAB and Committee	<b>Open</b>
<b>Discrepancies to NAB Related Entities:</b>	<b>Remove:</b> 3 Entities who are no longer Committee members. <b>Add:</b> Graham Butler (Acting Chairperson) Tanneke Booth (Treasurer) Jillian Rickertt (Secretary)	NAB and Committee	<b>Open</b>
<b>Accepted: Discrepancies with NAB Signatories and Related Entities</b>	<b>Moved: John Harvey</b>	<b>Seconded: Tanneke Booth</b>	<b>Open</b>

Discussion	Action	Who	Status
<b>Microsoft Office 365 Family Subscription – up to 6 HOC users</b>	Purchase subscription for \$139 per annum and allocate to HOC related users as required.	Secretary	<b>Open</b>
<b>Accepted:</b>	<b>Moved: John Harvey</b>	<b>Seconded Sonia Smithers</b>	<b>Open</b>
<b>Funding of Residents Christmas Lunch</b>	Contribute \$1000 towards the GemLife Pacific Paradise Christmas Lunch	HOC Committee	Closed
<b>Accepted:</b>	<b>Moved: Graham Butler</b>	<b>Seconded Tanneke Booth</b>	<b>Closed</b>
<b>Portable Audio System Training:</b> <ul style="list-style-type: none"> <li>• Fred Watkins (M.C.)</li> <li>• Sue Story (Social Committee Representative)</li> <li>• Jillian Rickertt (HOC Secretary)</li> <li>• John Harvey (Acting Deputy Chairperson)</li> </ul>	Contact Capital Karaoke Maroochydore to schedule training session at a date and time that all can attend.	Secretary	<b>Open</b>
<b>Accepted:</b>	<b>Moved: Graham Butler</b>	<b>Seconded: John Harvey</b>	<b>Open</b>
<b>Gym Induction conducted by GemLife Josh Kristensen</b>	HOC offered to send out notifications for future sessions	Secretary	<b>Closed</b>
<b>Presentation Requests from Outside the Resort</b>	HOC won't consider any sales presentation requests from outside the resort, however residents may organise as they see fit.	N/A	<b>Closed</b>
<b>Suggestion for War Memorial</b>	Take up with Park Owners once clubhouse is complete.	Secretary	<b>Ongoing</b>
<b>Cleaning of Lower Pavilion</b> Referred to previous Management meeting, however still not satisfactory	Take up again with Park Management. Suggest gurney.	Treasurer	<b>Ongoing</b>
<b>Management Meetings and HOC</b>	All HOC members who are available to attend the next Management Meeting on 23 <sup>rd</sup> November. Management to be advised and invites to be sent to all.	Secretary	<b>Ongoing</b>
<b>Ukulele Group Request for Funding.</b>	Funding request for new member Tee Shirt \$25	Treasurer	<b>Closed</b>
<b>Accepted:</b>	<b>Moved: Graham Butler</b>	<b>Seconded: Sonia Smithers</b>	<b>Closed</b>
<b>HOC Email Password Change</b>	All HOC members are aware of the new password. Secretary will disconnect any devices still signed in with old password.	Secretary	<b>Closed</b>
<b>Electricity Bills</b>	No longer an issue as Park Manager has sent a link with all relevant information.	N/A	<b>Closed</b>

Discussion	Action	Who	Status
<b>Proposed Working Group for Resident Workshop</b> Working Group now established with Ray Rasby as Spokesperson.	Email sent to Park Owner by Chairperson regarding thoughts of the workshop group and their request for clarification and consideration.	Chairperson	<b>Closed</b>
<b>Resident Workshop renamed to Resident Activity Centre</b>	Shane Storer has made progress with the collection of waste material. Still awaiting advice from Park Owners regarding thoughts of the workshop group and their request for clarification and consideration Make this item a monthly report item.	John Harvey/Ray Rasby/Shane Storer	<b>Ongoing</b>
<b>Licensing of new Clubhouse</b>	Investigate logistics of transferring/adding a license for new clubhouse.	John Harvey/Gerald Keatinge	<b>Ongoing</b>
<b>Formation of a GemLife Pacific Paradise Lawn Bowls Club</b>	John Harvey suggested that a GemLife Pacific Paradise Lawn Bowling Club would provide interoperability with other Bowls Clubs for competitions.	John Harvey/Ross Sloane	<b>Ongoing</b>
<b>HOC Group Meeting Bribie Island 30<sup>th</sup> November 10.30 am.</b>	Jill, John, Graham & Tanneke to attend. Advise Debbie Chamberlain – Secretary GemLife Bribie Island	Secretary	<b>Closed</b>
<b>Pavilion Signs – Reserved</b> The Reserved signs in the pavilion all say to ‘Refer to Book’. All bookings are now online.	Replace existing signs with new signs referring to Online Booking System.  Ensure the sign indicating a function is occurring in the upper pavilion includes wording regarding BYO in lower pavilion.	Secretary	<b>Open</b>
<b>Pavilion Signs – Glass free areas</b>	Check the existing signs for reference to glass free areas.	Secretary	<b>Open</b>
<b>Incident Reporting</b>	Determine the process for Incident Reporting in the event of an accident within the resort.	Secretary	<b>Open</b>
<b>Meeting Closed at 10.55 am.</b>			

### General Business

Discussion	Action	Who	Status
<b>Containers for Change Recycle Bins: An additional 4 bins required</b>	<b>Funding request for 3 bins @\$22.00 each. – Total \$88.00</b>	Treasurer	<b>Closed</b>
<b>Accepted:</b>	<b>Moved: Graham Butler</b>	<b>Seconded: Tanneke Booth</b>	<b>Closed</b>

<b>Jag the Joker: Won on Friday 10<sup>th</sup> November</b>	<b>Jackpot now reverts to \$50</b>	<b>Treasurer</b>	<b>Closed</b>
<b>Accepted:</b>	<b>Moved Tanneke Booth</b>	<b>Seconded: Graham Butler</b>	<b>Closed</b>
<b>Purchase of Alcohol for the Bar</b> As resident numbers increase it is getting more difficult for Bar Staff to use their own vehicles to keep up alcohol supplies.	New local vendor (Star Liquor) now delivers to the resort.	N/A	<b>Closed</b>
<b>White Line at Stop Sign</b> A heavy white line at stop sign may assist in convincing people to actually stop.	Raise at next Park Managers Meeting.	Chairperson Secretary	<b>Ongoing</b>
<b>Meeting Closed at 10.55am.</b>			

Next Meeting: to be held on December 12<sup>th</sup>, 2023, in the Tennis Room at 9.30am.

Minutes approved:



Signed Graham Butler  
Acting Chairperson