

MINUTES

RPCF INCORPORATED AGM

RIVERSIDE PARK COMMUNITY FACILITY

WEDNESDAY 2ND NOVEMBER 2016, COMMUNITY LOUNGE

ATTENDEES: MANAGING CHAIR – PATRICK WASER (PW), TREASURER – REBECCA DONALDSON
 COMMITTEE: (RD) SECRETARY – STEPHANIE DAVEY (SD)
 MEMBERS: C BOULTER, H KANE, A BRADY, A EASTE, A CLIFFORD, E LAWTON, E
 DAVIDSON, G & J REES, J PEACOCK, C RIZZI, S & R KIRK, H KAHL, H
 PHILLIPS, T STEVENSON, M FIRTH

DISTRIBUTION: ALL MEMBERS

APOLOGIES: A & T MOLTENO, R & P MCROBIE, K TE MAIHAROA, H VAN HALE, A
 INKSTER, T MACKAY

COMMENCING: 6.00PM

ACTION	AGENDA ITEM	
	1.	Introduction from Chairperson
		<p>Copies of the Agenda and Proposed Budget were handed out and a clipboard was passed around for attendees details.</p> <p>PW introduced the Managing Committee and thanked all members present for taking the time to attend the AGM.</p> <p>PW gave a short history of the development of Riverside Park and the decision to build the community facility for residents.</p> <p>PW also explained that Infinity made the decision earlier this year to start the process towards handing over management of the facility to members (as it has done with previous developments like Sunrise Bay and Far Horizon) by establishing the incorporated society (RPCF Incorporated), which all members are a part of.</p> <p>Infinity then sold the land, buildings and contents to the Society for \$32,000+gst with the debt to Infinity to be paid back over the next five years. Infinity has appointed a managing committee for the Society and retains the right to 20 memberships whilst continuing to subsidise and manage the facility during this time or until such times as the loan is paid back.</p> <p>The maximum number of members was set at 435 which includes the whole of Riverside Park along with the earlier stages of Riverside Village and the Terraces.</p> <p><i>Q. Member asked how the other facilities are now run.</i></p> <p>PW advised that both Sunrise Bay and Far Horizon are now managed successfully by an external management company and in a body corporate style arrangement.</p> <p>PW then gave an update on the work Infinity has carried out at the facilities over the past</p>

		<p>year as follows:</p> <ul style="list-style-type: none"> - BBQ's – after a member mentioned they had been singed by one of the bbqs, we got Mclvors Plumbing & Gas in to service them all. Due to new legislation in 2013 covering bbqs in public spaces, Mclvors needed to make some changes to the isolator lever which allows the gas to get to two bbqs. They also needed to replace the knobs to ensure people can identify the ON – OFF positions as these have rubbed off over time. We have arranged for one bbq to be done initially and will roll out the upgrades to the others in due course. - Shade Sail – members have been very keen to have some cover from the sun and we have got a quote from Shade NZ to cover the pergola area beside the swimming pool. The best quote for this is \$2,850 incl gst. - Pool Maintenance - As of 1st November we have new pool contractors, Aspiring Pools & Spas and Harry Clark are sharing the contract and we are pleased to have them on board. The pools will be heated from 4th November and will take about a week to get up to optimum heat. A separate notice will be sent with pool information. - Security – Lynette & John Gordon finished up at end of September and their son Lucien has taken over the contract with back-up from another member. His contact number is (027) 3507577 for any after hours disturbances. We have also changed the exit panel software on the entrance gate. We now have separate panels for entry and exit and the exit panel is 24 hours – this means that members can get out at any time without issue (but still not get in past 10pm). Not such an issue here as they could probably get over the gate but still necessary. - Membership numbers - We still need to boost membership numbers significantly to enable us to implement any improvements e.g. shade sails. - SD update - We recently did a mail out recently to the earlier stages of Riverside to offer membership of the facilities – with so many properties changing hands we figured people might not even know about the facilities. We had good initial inquiry and have secured some new memberships. Also, bear in mind that if friends/neighbours are sharing cards then there will be less money in the bank and the longer members will have to wait for improvements.
	2.	Financial Report & 2016/17 Budget
		<p>RD - The budget for the first six months already show a loss of just under \$13,000 and based on a full year the break-even number of members based on this years' budget would be 175. Current memberships total 125. This number is increasing as the sub-division gets built out but if we had 200 members there would be a substantial slush fund and the Society could look at spending money.</p> <p>Until then there is no money available for any improvements.</p> <p>RD advised that the rules of the Society allow for members to ask for an independent review of the budget or appoint an auditor. This would of course be at the Society's cost. RD recommended no further action required and there was no objection.</p>

		<p><i>Q. Member asked about having a six months membership rather than the full year.</i></p> <p>RD explained that this would be counter-productive as people would choose this option and how would the facilities be funded for the remaining six months. If we did a six month option we would need to double the fee to \$90 per month.</p>
	4.	General Business
SD		<p><i>Q. Member asked if the spa pool could be hotter in Winter.</i></p> <p>SD responded that it was set at the highest temperature permissible as there are limits on maximum heat for health and safety reasons. If the thermal covers are left off this can cool the water down considerably, and we always ask that members replace them after use.</p> <p>PW asked members for their input on how to boost membership numbers:-</p> <ul style="list-style-type: none"> - Member suggested an Open Day could be advertised, with sausage sizzle and drinks to encourage people to come and take a look and enjoy the facilities. - Member suggested leaving application forms in the lounge area – this might encourage members friends or guests to join. - Member asked for another leaflet drop to ensure new properties got an invitation to join. - Member suggested advertising in The Messenger – offering exclusive membership to Albert Town residents for example. <p><i>Q. Member questioned what happens in five years' time when the facilities are handed over.</i></p> <p>PW explained that if the society was not self-funding by that stage and the members did not want to continue then the facilities would automatically revert to Riverside Residential Ltd ownership and a decision would then need to be made on its future.</p> <p>SD will consider all the above marketing suggestions and will get more leaflets printed and distributed, and work on advertising the facilities more widely. SD will keep everyone updated on membership number improvements.</p> <p>Chair asked if there was any other business – there was none. Members were thanked for attending and the meeting was formally closed.</p>
<p>Meeting concluded at: 6.40pm</p> <p>Next meeting: October 2017</p>		