

**MINUTES OF THE RESCOM MEETING**

**OF EVERGREEN LIFESTYLE VILLAGE MUIZENBERG**

**HELD ON 10 AUGUST 2016 AT 8.00AM**

**PRESENT**: 1. Mr. J. Morgan (JM) (Chairman)

2. Mr. F. De Vries (FD) (Vice Chairman)

3. Mr. I. Sinclair (IS) (Member)

4. Mrs. G. Pearson (GP) (Member)

5. Mrs. J. Orsmond (JO) (Co-opted Secretary)

6. Mrs. M. Carstens (MC) (Village Manager)

7. Mr. Ken Freeman (KF) (Member)

**APOLOGIES: 8.** Mrs. S. de Haas (SD) (Member)

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| Item | Narrative | | Action |
| 1. | Welcome  JM welcomed all and thanked them for their regular attendances at Meetings, support and contributions throughout the year. J Morgan, F de Vries and G Pearson indicated that they were prepared to stand for re-election at the AGM if required. Mrs J Orsmond was available as Secretary if co-opted. | |  |
| 2. | Notice of Meeting  Notification of the meeting sent out on 3 August 2016 via sms. | |  |
| 3. | Apologies: Mrs. S. De Haas | |  |
| 4. | Minutes of meeting on 6/7/2016 Accepted: Proposed: GP; seconded by IS, signed by JM and MC. | |  |
| 5. | SECURITY (Portfolio manager: FD)  **a. Loud-hailer presently being sourced by MC, to direct evacuation proceedings.**  b. **Ramp** at Emergency exit next to Apartment 1. Discussed at Mancom on 28th July. Carry forward as under investigation.  c**. Road Safety: Installation of stop street near Unit 65 in process. Convex mirrors not approved.**  d. Residents are asked to please **report speed restriction and stop sign transgressions to MC.** House Rule 7.5 states ‘........ Pedestrians will have right of way in the Village at all times’.  Pedestrian safety cannot be jeopardised.  **e. House Rules: NB: Residents are reminded that everybody is committed to abide by the House Rules which are part of the Life Rights Agreements which we have all signed.**  Much concern has been expressed about the long-term parking of a large white visitor’s vehicle inside the village, obstructing views and traffic. There is also a Jack Russell dog running around unattended and not on a lead in the common areas and thought to be ‘visiting’ a 1st floor apartment.    House Rules are clear on both subjects, as follows:-  **Regarding** **Animals/Pets**, the House Rules state:-    3.8.5 ‘Visitors will not be allowed to bring any animal onto the premises.’  Re **Visitors Parking**, the House Rules state:  7.4 ‘ ..........If parking space is not available in designated areas, visitors must be requested to park outside the Village.’  Both matters will be taken further with the party concerned.  f. Concern has been expressed by some lady residents about ‘over-friendliness’ of a security staff member. MC has dealt with this firmly and will remind all staff not to become too familiar with residents. MC is meeting with all Security staff on Friday 12th to brush up on responsibilities, village speed limits, visiting pets, etc. | **MC**  **MC**  **MC**  **ALL RESIDENTS**  **NB: ALL RESIDENTS**  **MC/DD**  **MC** | |
| 6. | HEALTHCARE (including FRAILCARE) (GP)  **HEALTHCARE**   1. JM emphasized the need for **regular Communication about Healthcare**. It is a key issue for residents and they need to know at all times what is going on.   b. Residents reported delays in receipt of statements from Unique. MC will follow up.  **FRAIL CARE**  c. **Construction was completed and first residents moved in on the 11th July.** Tours for residents were arranged from 18th July.  d. A **short list of problems** experienced by first Frail Care occupants will be reported by MC and forwarded to Elise Porter.  e. Frail Care has its **own fire evacuation plan,** which is being updated by Eco-Safety Solutions.  f**. Clinic Lift to this area by earliest 24th October 2016.** TemporaryReception desk on first floor next to residents lift. Security guard on duty with phone (ext. 2323). Security will contact Clinic Sister Alexia ext.2439 re appointments. Unique Health reception ext. 2431. | **MC**  **MC**  MC | |
| 7. | CATERING (SD)  a. **Monthly till slip draw**: Won by Rod Myburgh  b. SD reported that the **Bistro served 1359 meals** during June.  c. **Catering Report:-**   * **Lunchtime meals** generally well received. * **Small cakes etc**, popular. However, fluctuating demand makes weekend stocking difficult. MC will discuss with Bistro * Monday 25 July at 12noon – Thank you to WP Caterers **for ‘Back to the Seventies’ entertainment**– much enjoyed. * **Month-end dinner** – Christmas in July – excellent meal. Decor and ambience appreciated by all. Thanks to MC for organising Tony’s music. 72 residents attended**.**   d. **General :**   * **Bistro billing inaccuracies** mainly dealt with. Rounding-off software problems still being sorted out. Anyone still experiencing problems **please contact Steph de Haas.** * **New stove and dishwasher installed in kitchen.** * **Problems being experienced with ‘frother’ on Cappuccino machine.**   **Reminders**   * **Bar Evening Meal Orders**: Residents who choose to have the Tuesday midday single-course meal in the evening at bar night should **please book it with the Bistro on preceding Monday by 4.30pm.** * Please **book for Sunday lunches by Friday 4.30pm.** * Please **pay for any meals booked and not cancelled early.** * Residents and Activity Groups are reminded to **insist on slips from the Bistro at all times.** | **MC**  **ALL RESIDENTS**  **MC**  **ALL RESIDENTS** | |
| 8. | VILLAGE ACTIVITY GROUPS & SOCIAL EVENTS (SD)  a. **Arts & Crafts group stay in Apartment 17 for the time being.**  Cobus Bedeker and Astra Wilson are being consulted about a permanent venue on N/W corner of 2nd floor. AC attending.  b. **New Gym equipment**: Leon Hector gave talk and demonstration on 26th July about use of new equipment.    **c. Reminders re use of gym equipment:**   * **Indemnity forms for use of gym equipment must be signed before initial use.** * In order to determine usage, Amdec request all residents using present equipment to **kindly FILL IN THE USAGE LOG BOOK EACH TIME. Not necessary for those using the Pool.**   d. **Pilates classes at 8.15am each Monday.** Leader: Margie. Maximum size of group is 5 and is now full. Margie is willing to run a second class. Anyone interested can discuss at class on Monday mornings.  e. **Camera Club:** Jim Raubenheimer reported that the club met on 1st August to view ‘Winter Scenes in Monochrome’. August theme is ‘Portraits in Natural Light’ which will be viewed on Monday 29th August at 18h10.  f. **Wine Club: Tasting planned for September**. Last tasting by Louisvale Winery was well received.  g. **Pool temperature:** being kept at **29˚to 30˚.** The pool heating unit is now running at maximum so cannot be set any higher. Temperatures above 30º are likely to encourage Algae and give maintenance problems.  h**. August What’s On:-**   * 1st August – display of work by Knitting Group in Bistro. * Tuesday 2nd August - **Fish Hoek Travel** Agency talk on river and ocean cruises. * Tuesday 9th August – David Rosenberg’s advice on ‘ **Investment choices for South Africans over 65’** * Saturday 13th August 9.30am – **mid-month Brunch** * Tuesday 16th August 2pm - **Independent Lifestyle Co** (showcase) * Friday am 24th August - Morning Melodies at The Baxter. ?? * Friday 26th August - 6.30 for 7pm – **Month-end Dinner** ‘Welcome to Italy’ * **Bring & Braai after Rugby on Saturdays** is enjoyed by supporters. If you want to join in – just check on the deck to see if the Braai is out. Then come along with your drinks, meat, salad, crockery, cutlery, etc. All are welcome to bring and share. | **AC**    ALL RESIDENTS  Pilates fans  Camera Club members  **RUGBY FANS** | |
| 9. | COMMUNICATION (MC)  a. Congratulations to Derek Drew for a very pleasing **August Evergreen News**  b. Thanks also to DD for circular 24-2016 28th July **–** ‘Guidelines to making the most of **Evergreen Connect**.’ Residents wish to convey sincere thanks for reasonably priced WiFi in the Bistro area.  A hands-on Skype workshop for residents is being considered. Carry forward  c. Poor **cellphone signal in apartments**. Boosters will be investigated once fibre optic installation is complete and running. Carry forward. | MC  MC  MC  MC | |
| 10. | LANDSCAPING & GROUNDS DEVELOPMENT (KF)  a. **We still need to abide by City of Cape Town watering restrictions.** Water storage dams serving Cape Town are only 53% full.  **b. Sustainability Report** received fromJoseph Quraishi of Amdec and being studied**.**  **Report on advisability of installing a borehole is still outstanding.**  c. **Overgrown shrubs in common areas** need to be thinned out and pruned. If residents have any concerns or suggestions can they kindly convey to MC. MC will arrange for Whitecliffs to do thinning.    Rescom requests that DD informs residents of the parameters and responsibilities re common area gardens of the village houses. | **ALL RESIDENTS**  **MC/DD**  **MC**    DD | |
| 11. | BUILDING MAINTENANCE & HOUSEKEEPING MATTERS (MC)  a. **Laundry**:   * **New tumble dryer** installed but coin slot needs attention. * Purchase and installation of **2 Twirlies** in process.   b. **Storage Lockers** for Apartment residents. AC dealing with this.  c. **New post-pigeonholes** arebeing installed for developing floors. Already installed on 3rd floor.    **d. 4 portable fan heaters and 2 oil heaters are available in the Bistro**.    e. **Maintenance**   * **Maintenance Protocol:** clarification of responsibility for repairs to windows and external doors remains an outstanding issue. **AC confirmed that anything structural is Amdec’s responsibility but will follow up on the matter and revert**. * All **moving window parts** have been checked. Problems are being dealt with; to date, problems have been attended to in 18 apartments.   f. **Paper Recycling Bin** to be installed next to unit 67as soon as rules set out by MC.  **g. Metallic Taste of Water** in the apartments is a temporary problem when new plumbing is in process.  Bottled water can be collected from MC if problem is really bad or tap water from JM in Unit 2.  h. **Safety Regulations** covering window-washing and painting above 3m will be checked. (There is a concern that scaffolding should be used and not ladders.) | MC  MC  AC  **ALL RESIDENTS**  **JM/AC**  **MC**  **MC** | |
| 12. | BUILDING CONSTRUCTION (MC)  a. **Separate Venue for church services and private functions not resolved.**  **Rescom has requested that the purchase of moveable screens be reconsidered** to cordon off sections in the Bistro for various activities and private functions.  b. N**oisy fans and cladding of walls** in the room next door to van der Vyvers’ apartment is done. ☺  **c. Phase 2 Construction progress:**   * **Fire and health requirements** being dealt with by Eco-Safety Solutions on monthly basis. * **Lift to Frail Care** by earliest 24th October 2016. * **Construction noise** is over in Frail Care but limited noise will continue until completion of 2nd and 3rd floors in North Block. * No-noise hours will continue to be respected**.** |  | |
| 13. | RESIDENTS (MC)  **Sad News:** Ken Tee and Derrick Metcalfe passed away recently. Sincere condolences to their families.  **Residents in the Village**: **198**. 102 in Phase 1; 96 in Phase 2.  **Welcome to New residents:-**  Sonia Hall – Apt 220; Carl and Glenda de Stadler - Apt. 225;  Alma Swanepoel – Apt 301 (Occupation December)  Piet and Annaleen Erasmus – Apt.303; Beattie Pretorius – Apt. 310;  Keith Jewell – Apt. 312.  Cynthia Porter, Sheila Wegner and John Forbes are in Frail Care. |  | |
| 14. | FINANCE & LEGAL (JM and IS)  a. **June 2016 Variance Report awaited.** Awaiting response from Nigel Matupire regarding May queries.  b. **Special DSTV package**: Being considered and planned by Amdec.  Residents will be advised.  LEGAL:  c. **Constitution, amended House Rules and subsequent Special General Meeting.** Carry forward.  d. **Rates Rebates: NM states: ‘Each individual unit in the village has its own rates account – therefore there is no village allocation/apportionment or anything of that sort. The rates recovery equals the rates billed by the City of Cape Town (COCT) for each particular unit.’**  **e. Delayed registration of transfer for certain apartments.** There are delays in communication between Deeds Office and City of CT. Nigel Matupire is dealing with the matter and is available to assist with rebate applications. | **MC**  **MC** | |
| 15. | GENERAL  **Sale of electricity to Apartments**: Discussions in process. Free units now phased out by City Council. ( Electricity is easily obtainable at Pick n Pay and BP at Capricorn Park and the nearby Engen filling station). |  | |
| 16. | NEXT RESCOM MEETING: Wednesday 7th September 2016 at 8am.  AGM: 30th August. |  | |
| 17. | CLOSING: JM thanked Melanie and committee members for their contributions. The meeting adjourned at 10.15 am |  | |

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MR. J. MORGAN

RESIDENTS COMMITTEE CHAIRMAN

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MRS. M. CARSTENS

VILLAGE MANAGER

**Could Residents, social/club facilitators and Rescom committee members kindly submit written reports and communications to Melanie by Friday 2 September 2016.**