

**MINUTES OF THE RESCOM MEETING**

**OF EVERGREEN LIFESTYLE VILLAGE MUIZENBERG**

**HELD ON 2 NOVEMBER 2016 AT 8.00AM**

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

2. Mr. Chris Bennett (CB) (Vice-Chairman)

3. Mrs. S. de Haas (SD) (Member)

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

5. Mr. Chris Turner (CT) (Member)

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

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

**APOLOGIES**: 8. Mr. David Rosenberg (DR) (Member)

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| Item | Narrative | | Action |
| 1. | Welcome  JM welcomed all, and wished David Rosenberg a speedy recovery from ill health and a spell in hospital. | |  |
| 2. | Notice of Meeting  Notification of the meeting was sent by sms on 26 October 2016. | |  |
| 3. | Apologies: David Rosenberg. | |  |
| 4. | Approval of Minutes of meeting on 5 October 2016 Accepted: Proposed: CB and seconded by JP; signed by JM and MC. | |  |
| 5. | SECURITY (Portfolio manager: CB)  a. **Ramp** at Emergency exit next to Apartment 1. Investigation continues. Difficult to construct in small area.  b. **Road Safety:**   * Regarding concern expressed by several residents about visibility problem at stop street outside unit 49, Mancom recommends that we persevere with trimming of bushes to resolve the problem. Residents driving from the South side are asked to please drive very carefully and slowly. * Following severe congestion experienced recently, it was agreed that special functions parking for visitors/emergency situation should be monitored by Gate Security Staff and any overflow redirected to outside parking adjacent to St. George’s Street.   c **Fire alarm/evacuation arrangements**:   * MC will arrange a **meeting of floor marshalls** to have a re-look at fire evacuation procedures. Carry forward. * **Fire Drill planned for Phase 1 in November.** * Mancom has agreed that the ‘**pull-backs’ on apartment doors will be removed for seniors and wheelchair residents on request.** * However, **Floor marshalls** are asked to **ensure that apartment doors are closed as part of evacuation procedures.**   d. **Parking for Doctors on Call**: the **3 parking bays for disabled** will in future be available for Doctors on Call. A sign will be erected. | **MC**  **MC**  **MC**  **MC**  **MC**  **MC**  **RESIDENTS** | |
| 6. | HEALTHCARE (including FRAILCARE) (GP)  **HEALTHCARE**  a. **Health assessments** are underway**.**  About 15 left to do. Once assessments are complete, Telecare info will be updated. Nurse Thobeka will organise  b. **CLINIC BOOKINGS: Residents are reminded to please BOOK clinic appointments with Frail Care Reception ext 176.**  **FRAIL CARE**  c. **Installation of Clinic Lift** will be completed during **November.**  d**. Tag access** system is recommended for security reasons at Ground Level and Frail Care on both Clinic Lift and Service Lift.  e. **Emergency Evacuation** of Frail Care/First Floor: the first planned drill was successfully held on Friday 16th September.    f. **Evacuation chair:** is being acquired to be housed on 3rd floor South.  g. Frail Care tariffs will not increase before 1st February 2017. | **ALL RESIDENTS**  ALL RESIDENTS  MC  **ALL RESIDENTS** | |
| 7. | CATERING (SD)  a. **Monthly till slip draw**: Won by Gerald Seaward Apt. 227  b. MC reported that the **Bistro served 1 424 meals** during October.  c. **Gas Braai:-** Residents wishing to use the Gas Braai are asked to **book and pay R40 per time at The Bistro and get a receipt, or R5 per person when sharing.**  **d. Walk-in Freezer** in Bistro kitchen on hold until better uptake of meals.  **e. Meals (General):**   * A **survey** into why residents are not supporting Bistro lunches, revealed two main reasons:- (1) people preferred cooking for themselves, (2) people prefer eating their main meal in the evenings. * **Ice cream can be bought after bar-night suppers.** * **NB**: If residents experience problems with meals**, please report there-and-then to Steph de Haas or MC.**   **f. Forthcoming Functions:**   * **Friday 4 November – Tea at Three with Glynis** * **Friday 11 November – Bar Night (UDI) and Fish & Chips** * **Friday 18 November – Murder Mystery and Fish & Chips** * **Wednesday 23rd November - book for lunch and enjoy SACS band from 11.30am in Bistro.** * **Friday 25 November – Month-end Dinner – ‘Pork Wellington’** * **Friday 2December - book for lunch and enjoy show by CCH productions.** * **Friday 9 December - Christmas Dinner (Residents booking are asked to each bring a gift max R50).** * **Sunday 25 December – Xmas Day lunch.** | **ALL RESIDENTS**  **ALL RESIDENTS**  **ALL RESIDENTS** | |
| 8. | VILLAGE ACTIVITY GROUPS & SOCIAL EVENTS (SD)  **‘WHAT’S ON’**  **Residents are reminded to keep up-to-date with ‘What’s On’ by checking the comprehensive monthly activity calendar, with its attached contact list, displayed on all 3 notice boards.**  a. **Camera Club:** October project:- ‘Macro Photography’ is on display in library. **November project:- Action/Movement.**  **Monday 7 November 6pm - Keith Lyle (a professional photographer) will talk to Camera Club. ALL WELCOME.**  Monday 28 November - Monthly Camera Club meeting.  b**. Thursday 17 November: Wine Tasting**  c. **Friday 11th November 10.30am Armistice Day service in Bistro**. Poppies will be available from Monday 7/11.  d. A morning indoor **games event with Carpet Bowls/Darts/Pool will be on 28 November at 9.30am**  e**. Gym:**  **Pool cover** has been installed. Pool temperature is constantly monitored to remain at **max 30˚.** An automatic sensor has been  installed on the dehumidifier. | ALL RESIDENTS  CAMERA CLUB  ALL RESIDENTS  ALL RESIDENTS  ALL RESIDENTS  ALL RESIDENTS | |
| 9. | COMMUNICATION (MC)  a. **Skype workshops**: recommended that separate beginners and advanced workshops be held in future.  b. Kyle’s **Technology Q&A workshop** held on 1st November.  c. **Circulation of Rescom Minutes**: Rescom Minutes will continue to be emailed to those on email. In addition, an SMS alert will be issued advising that copies of Rescom Minutes are available for collection at Reception.  d. **Poor** **cell phone signal in apartments**: Boosters to be investigated at some stage. Carry forward. | MC | |
| 10. | LANDSCAPING & GROUNDS DEVELOPMENT (CT)  **LEVEL 3 WATERING RESTRICTIONS**  **From 1st November the City of Cape Town has imposed Level 3 Watering Restrictions, as follows: Water ONLY WITH BUCKET or watering can.**  **No hoses or sprinklers. Wash cars from bucket.**  **WATERING TIMES ARE NOT RESTRICTED, although residents are urged to limit watering to am and pm when it is cooler and to avoid watering in wind. No watering within 24 hours of adequate rainfall.**  **a. Common area watering.** MC has applied for exemption to use hoses and sprinkler systems in common areas for 2 hours per day. It may be a long time before exemption is received, however, so Residents are asked to please bear with us until exemptions come through. Meanwhile, Residents are encouraged to do **own watering** of pot plants, garden plants or lawns which are getting too dry.  b. Residents are reminded that our **front gardens** alongside the road should be indigenous.  c**. Water Sustainability - a**dvisability of installing a borehole is outstanding. Carry forward.  Meanwhile Peter Sweetman is investigating the installation of two 5000litre water-storage tanks to collect basement seepage water for re-use in garden.  d. Quotes for **Ashtray containers** at each end of boardwalk being considered. | **ALL RESIDENTS**  MC  ALL  RESIDENTS  MC  MC | |
| 11. | BUILDING MAINTENANCE & HOUSEKEEPING MATTERS (MC)    a. **Maintenance Protocol: Evergreen will be servicing and replacing external hinges, handles and locks on exterior doors and windows.**  b. Rescom urgently request that **Evergreen also consider problems caused by poor design and bad quality.** Report awaited from Ronell Bowditch (RB) on feedback from architects and Window & Aluminium Board.  c. **Paper Recycling Bin** has been installed next to unit 67.It filled up very quickly because of people moving in. **If the bin is full, could Residents please hold onto paper or place in basement next to yellow recycling wheely-bins.**  Residents are asked to please adhere to correct contents for waste containers.  d. **Taste of Water in apartments**. Taste of water has improved since the installation of non-return valve in kitchen. Residents are encouraged to use **only cold water tap when drawing drinking water.**  e. Professional **Vacancy Signs for Apartment front doors** have been approved for Ground, 1st and 2nd floors South block. 3rd Floor South and North Block will be completed later.  f. **Maintenance Items**: once construction work on North apartment block has been completed, contractors to follow up on weepholes, cracks, windows and ramp, which were put on hold until building work was done.  g. Any problems with **plug sockets must be reported within 3 months** by **new residents**, for them to be replaced as structural defects. | MC/RB  **ALL RESIDENTS**  **ALL RESIDENTS**  **NEW RESIDENTS** | |
| 12. | BUILDING CONSTRUCTION (MC)  **a. Phase 2 Construction progress:** Gerhard Dreyerhas been appointed to assist with completion of construction by mid-November.  b. **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. **North West corner of 3rd floor** is still viewed as suitable for private functions although far from catering facility and ablution block. Carry forward.  c **Arts & Crafts centre** in North/West corner of 2nd floor still being considered although may need blinds/curtains to keep out heat.  d. East-facing Patio **access gate will be installed** to replace temporary hoarding . Access for certain personnel only.  e. **Future Development**   * Phase 3 construction planning adjacent to Prince George Drive has not been finalised. * Fencing of Phase 3 has not been approved yet. Still under investigation. | MC/JM | |
| 13. | RESIDENTS (MC)  **Residents in the Village**: **209**. 102 in Phase 1; 107 in Phase 2.  **Residents In Frail Care:-**  Permanently: Cynthia Porter, Sheila Wegner, Norma Elliott, and Norman Shaw.  Mr. Roy and Mrs. Moira have now joined from Evergreen Bergvliet.  **Welcome to New residents:-**  Ed and Sally Vincent – Apt 314  Kathleen (Kay) Blumeris – Apt 118  Lydia Smith – Apt 305  Anne McLaren – Apt 307  **Sincere** **condolences** to Sam and family of Eleanor Blood who passed away on 8th October. |  | |
| 14. | FINANCE & LEGAL (JM and DR)  a. JM raised questions at the Management Committee Meeting as follows:   * The Evergreen Muizenberg Financial Summary presented to the 2016 AGM did not reflect the Village cumulative deficit. This should be shown in future. * With all Villages probably showing cumulated losses to date, are the directors of Evergreen Lifestyle Villages (Pty) Ltd not engaging in reckless trading? Nigel Matupire (NM) responded that although the villages are in deficit, the operating Company is solvent. All shortfalls are underwritten and subsidised by the Developer and the Asset-owning Company.   b. **Repainting of village houses is to be commenced in the near future**. Quotes received but will be a phased-in operation according to need.  c. **Catering Recoveries**: Evergreen is looking at various models to improve recoveries from Catering and Frail Care.  d. 1st December is the target date for activation of **Special DSTV packages.** Participating Residents are asked to complete new legal documents which will soon be circulated to them.  e. MC noted that printing costs were extremely high, largely due to huge cost of AGM package printing. Rescom recommended that, in future, printing should be only in Black/white and the AGM package should be significantly reduced.  LEGAL:  f. A **Constitution is deemed unnecessary for all villages. House Rules will be revised.**  g. Note that **House-owners Insurance** covers all MuizenbergVillage structures at replacement value and is allocated to operational company expenses for Muizenberg. Nigel Matupire (NM) was requested to send formal confirmation to Mrs. McKinnon.  h. **Householders Comprehensive Insurance.** Residents are reminded that they are **only covered when doors are locked and window are closed, if not burglar-barred.** Certain insurance companies will recognise Evergreen Retirement Village as a ‘secure’ village. Residents should check their own policies with their Insurers. | MC  MC  MC  NM  ALL RESIDENTS | |
| 15. | GENERAL  Welcome to **Laeequa Bantam** from Amdec Head Office who will be filling in for Amanda George who moves into Glynis’ position during Glynis’ 4-month absence on maternity leave. |  | |
| 16. | **NEXT RESCOM MEETING**: (the last for 2016) will be on **Wednesday 7th December 2016 at 8am.** |  | |
| 17. | CLOSING: JM thanked Melanie and committee members for their contributions.  The meeting adjourned at 10.40 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 for next Rescom meeting, to Melanie by Friday 2nd December 2016.**