

**MINUTES OF THE RESCOM MEETING OF EVERGREEN LIFESTYLE VILLAGE
MUIZENBERG**

HELD ON 6 SEPTEMBER 2017 AT 8.00AM

- PRESENT:**
1. Mrs. Claire McKinnon (CM) (Chairman)
 2. Mr Dave D’Alton (DD) (Vice-Chairman)
 3. Mrs. M. Carstens (MC) (Village Manager)
 4. Mrs. J. Orsmond (JO) (Co-opted Secretary)
 5. Mr. Chris Bennett (CB) (Member)
 6. Mrs. Alma Swanepoel (AS) (Member)
 7. Mr. David Rosenberg (DR) (Member)
 8. Mr. Chris Turner (CT) (Member)

Item	Narrative	Action
1.	<p><u>WELCOME and ELECTION OF OFFICE BEARERS</u> MC welcomed all Residents Committee members elected at the AGM held on 4th September 2017 and thanked them for their willingness to stand. Claire McKinnon was elected Chairman and Dave D’Alton Vice-Chair. June Orsmond accepted co-option as Secretary. Committee members agreed to following portfolios:- Safety & Security: Chris Bennett (CB) Healthcare: Claire McKinnon (CM) Catering & Social Activities: Alma Swanepoel (AS) Landscaping: Chris Turner (CT) Finance & Legal David Rosenberg (DR) Communications and Residents: Melanie Carstens (MC) Building Maintenance/Building Construction: David D’Alton (DD)</p>	
2.	<p><u>APOLOGIES</u> : None</p>	
3.	<p><u>APPROVAL OF MINUTES OF MEETING ON 02 AUGUST 2017</u> Acceptance of the Minutes proposed by CB, seconded by DR and signed by CM and MC.</p>	
4.	<p><u>MATTERS ARISING FROM MINUTES OF 2 AUGUST 2017</u> <u>Safety & Security (CB)</u> 4.1 Eastside patio gate and lock repaired but still unsatisfactory. To be redone. 4.2 Door self-closers. List complete. Patrick Maile to implement. 4.3 South goods lift software override for firemen still to be done. 4.4 Floodlight outside unit cottage 27 to be fixed. 4.5 Talks by ‘Fire and Safety’ and general safety issues will be arranged. 4.6 Recording of gas heaters. MC agreed to send out group sms.</p>	<p>CB/MC CB/PM CB/MC CB/MC CB/MC CM/MC</p>

	<p><u>Healthcare (CM)</u> 4.7 Noted that there are changes in nursing staff. Sr Lou Devine is in charge of all staff. MC will advise residents mid to end September. 4.8 Awaiting Unique Health Indemnity regarding Medication Administration 4.9 CM will meet with management and follow up on Registration of Care Centre. Noted that payment depends entirely on individual medical aids. 4.10 Melomed Tokai Ambulance service will be used as a backup to ER24.</p> <p><u>Catering (AS)</u> 4.11 Bistro Shift Managers Sheila and Ricardo will oversee Bistro on Saturdays and Sundays. 4.12 Noted that a trolley has been bought but will not be used to serve food, only for clearing up after meals etc.</p> <p><u>Village Activity Groups & Social Events (AS)</u> 4.13 A ‘full body workout’ machine has been donated and will be installed, after which a demonstration on its use will be arranged. 4.14 Noted that Pilates is going again at 8.15 on Mondays. 4.15 Yoga: class discontinued due to lack of interest. Those who wish to may attend existing class in Marina. MC will send an sms.</p> <p><u>Landscaping & Grounds Development (CT)</u> 4.16 Rainwater harvesting. Not resolved. Information on plans requested with dateline.</p> <p><u>Building Maintenance (DD)</u> 4.17 New grub screws for windows have been bought. Replacement list needed. 4.18 The airflow in the passages remains unacceptable to many residents. Awaiting results from Engineers on suggested solutions. 4.19 Alignment of south goods lift doors has been rectified by Schindler. 4.20 Pool temperature dispute unacceptable. CM taking temperature daily and will report back 4.21 Water taste remains unacceptable to many residents who buy water, get spring water or filter water. This matter will be taken up again when City Council available. 4.22 Extra light requested on deck area. MC will follow up. 4.23 Kitchen corner cupboard in apartments redesign/replacement. Follow up 4.24 The extra wall mounted washline in basement still to be installed. 4.25 Weather protection on the west deck still to be looked into. MC suggested that she speak to Astra Wilson in this regard. 4.26 A bankie still to be placed in reception lift. Quotation awaited. 4.27 A bench to be placed near the foot of the stairs at the entrance for people waiting to be picked up</p> <p><u>Finance (DR)</u> 4.26 The latest variance report had not been received</p>	<p>CM/MC CM/MC CM AS/RHuysemer AS/MC MC CT/DDrew DD/PMaile DD/DDrew DD/CM DD/CM DD/MC DD/DDrew DD/MC DD/MC DD/MC DD/MC DR/MC/BenV</p>
5.	<p><u>SAFETY AND SECURITY (PORTFOLIO MANAGER: CB)</u> Nothing new to report.</p>	
6.	<p><u>HEALTHCARE (CM)</u></p>	

	Nothing new to report.	
7.	<p><u>CATERING (AS)</u></p> <p>a. Bistro served 2667 meals in July (includes Care Centre meals.)</p> <p>b. Monthly till slip draw: won by Marietjie Hadley</p> <p>c. Residents are reminded to please report any problems at once to Ruan or Christine.</p> <p>d. Agreed that Alma hold meeting with Bistro staff asap.</p>	AS/RHuysemer
8.	<p><u>VILLAGE ACTIVITY GROUPS & SOCIAL EVENTS (AS)</u></p> <p>‘WHAT’S ON’ - Residents are reminded to keep up-to-date with ‘What’s On’ by checking the monthly activity calendar displayed on all 3 notice boards.</p> <p>a. September What’s On: *Friday 1st September – Spring Tea Social Gathering *Tuesday, 5th September -Keith Jewell at the keyboard: 4:15pm *Tuesday, 5th September 3pm Life Matters Foundation. *Wednesday 6th September 13h00 The Mod Squad. *Thursday 7th September 14.45. ‘Women Surviving Lavender Hill’ speakers at Book club. *Wednesday 13th September 15h00 Wine Tasting R15ea. Louisvale Winery. *Thursday 14th September 15h00 Bingo. * Friday 15th September Vitality Wellness Day.</p> <p>b. Camera Club: on Monday 28th August 2017, the Club held a viewing of ‘Monochrome’ (Black & White) . Project theme for August/September is ‘Wood’ and viewing will be at 6pm on Monday 25th September in the Bistro.</p> <p>c. Wine Club: Mogamat Dickson will host a tasting of Louisvale Wines on Wednesday 13 September. Some 8 – 10 wines will be presented.</p> <p>d. 2017 Arts/Crafts Fair. June Orsmond will arrange a meeting with co-ordinators to decide a date and format for a November Fair.</p> <p>e. Missing DVD’s. Problems are being experienced with DVD’s not being returned or the case being returned empty. Could our librarians please provide a DVD logbook next to the DVD stand. When borrowing a DVD, could residents please register name, name of DVD and date in DVD logbook. Kindly ensure that borrowed DVD’s are returned to the library after viewing and ticked off in the logbook.</p>	<p>All residents</p> <p>Camera Club</p> <p>All residents</p> <p>AS/JO</p> <p>Librarians</p> <p>All residents</p>
9.	<p><u>COMMUNICATION (MC)</u></p> <p>MC was thanked for the enjoyable read in The Tendril.</p>	

10.	<p><u>LANDSCAPING & GROUNDS DEVELOPMENT</u> (CT)</p> <p style="text-align: center;"><u>WATERING RESTRICTIONS</u> MUNICIPAL WATER MUST NOT BE USED OUTSIDE AT ALL. (does not apply to people using any non-potable grey water or well point water). CITY OF CAPE TOWN URGES ALL OF US TO KEEP WATER USAGE TO LESS THAN 87litres PER PERSON PER DAY. NO CAR WASHING WITH MUNICIPAL WATER. PLEASE DISCONNECT ALL HOSES CONNECTED TO MUNICIPAL WATER</p> <p>a. Conserving water. Residents – please conserve water at all times and re-use when possible. Toilets need to be properly flushed only when necessary.</p> <p>b. Linking of groundwater to existing outer ring and external water system and outer St George’s St pavement area in process. Dateline requested.</p> <p>d. MC advised that gardeners are responsible for allocated areas. Kindly report any ‘wandering ways’ to MC</p> <p>e. Amdec Finance department are checking all water readings to monitor any savings. A bulk meter consumption smart monitor is recommended to monitor water usage.</p>	<p>All residents</p> <p>CT/DDrew</p> <p>Phase 1 residents</p> <p>CT/DD/DDrew</p>
11.	<p><u>BUILDING MAINTENANCE, CONSTRUCTION & HOUSEKEEPING MATTERS</u> (DD)</p> <p>a. Reminder about refuse removal: Please DO NOT put waste out at night, on weekends, or on Public holidays.</p> <p>b. Airflow in apartment block passages: CM will speak to the person who is closing the 2nd floor windows on the south side.</p>	<p>All residents</p> <p>CM</p>
12.	<p><u>RESIDENTS</u> (MC)</p> <p>Residents in the Village: 240. 93 in Phase 1; 147 in Phase 2.</p> <p>Occupants of Care Centre: Permanent 12. Step down: Patients recuperating 6.</p> <p>Left the village: John and Marion Midgley Unit 11.</p> <p>Welcome to New residents:</p> <ul style="list-style-type: none"> • Heather McLachlan – Apartment 237 • Peter & Pat Attenborough - 243 • Terry Dancer - 244 • Andries and Judith Coetsee - 245 • Jenny Angehrn - 340 	

	Sincere condolences to family of Reginald Staak who passed away recently.	
13.	<p><u>FINANCE & LEGAL (DR)</u></p> <p>a. DR asked how much longer Evergreen will subsidise the Bistro.</p> <p>b. DR's research on CSOS Levies continues. There is an anomaly in the charges based on levies between Lifestyle Villages and Sectional Title Owners. DR will take this up with Amdec.</p>	<p>DR/BenV</p> <p>DR/BenV</p>
14.	<p><u>GENERAL :</u></p> <p>a. MC advised that a process was underway to put water flow restrictors and aerators in all showers. The gym showers had already been done.</p> <p>c. Disconnecting of large flush button on public toilets to be investigated.</p> <p>d. It was suggested that urinals be converted to 'waterless'. DR will provide contact details of supplier to MC who will obtain a quotation specially in staff toilets and possibly the guest toilets.</p> <p>e. It was confirmed that a walk-in fridge for the kitchen was not approved. AS will look into feasible solutions for an improvement into the fridge situation in the Bistro kitchen.</p> <p>g. DR thanked MC, saying: 'this centre is beautifully run under MC's management'.</p> <p>h. MC would find out whether the free testing on the Vitality Wellness day on Friday 15th was only for the Discovery Medical Aid members or everyone. Residents would be advised accordingly.</p> <p>i. MC said that more floor marshalls are needed on 3rd floor south and 2nd floor north, and she would talk to residents about this.</p> <p>j. Compliments from CT to CM for well-run meeting.</p>	<p>DD/MC</p> <p>DD/MC</p> <p>DR/MC</p> <p>AS/RHuysemer</p> <p>MC</p> <p>MC</p>
15.	<p><u>NEXT RESCOM MEETING:</u> will be on Wednesday 4th October 2017 at 8.30am (new start time).</p>	<p>Rescom members</p>
16.	<p><u>CLOSING:</u> CM thanked everybody for attending. The meeting adjourned at 9.30 am.</p>	

MS. CLAIRE McKINNON
RESIDENTS COMMITTEE CHAIRMAN

MRS. M.C. CARSTENS
VILLAGE MANAGER

Could Residents, social/club facilitators and Rescom portfolio holders kindly submit written reports and communications for next Rescom meeting, to Melanie by **Friday 29th Sept. 2017**