

**MINUTES OF THE MEETING**

**SECOND INAUGURAL MEETING FOR THE NEW RESCOM  
EVERGREEN LIFESTYLE VILLAGE, MUIZENBERG  
Thursday 31<sup>st</sup> August 2023 at 09h30  
in the Boardroom.**

**PRESENT**

<b>SW</b>	<b>SUE WOOD</b>	<b>CHAIRLADY</b>
<b>PS</b>	<b>PAUL SELBY</b>	<b>VICE CHAIRMAN</b>
<b>SC</b>	<b>SOZ CHRISTIE</b>	<b>MAINTENANCE/SECURITY</b>
<b>EK</b>	<b>ERIK KIDERLEN</b>	<b>MAINTENANCE/ENGINEERING</b>
<b>TJ</b>	<b>TONI JOUBERT</b>	<b>GARDENS</b>
<b>JM</b>	<b>JENNA MONK</b>	
<b>PvE</b>	<b>PAT VAN EYSSSEN</b>	<b>SECRETARY</b>

<b>ITEM</b>	<b>NARRATIVE</b>	<b>ACTION</b>
1	<b>WELCOME</b> SW Welcomed the new members.	SW
2	<b>APOLOGIES</b> Jenna Monk	
3	<b>ELECTIVE PROCEDURE</b> <ul style="list-style-type: none"> <li>• This took place in the first half of the meeting Chaired by Derek Drew and minutes taken by Kim Whitworth.</li> <li>• SW was re-elected as Chairlady and Paul Selby was elected in the position of Vice Chairman.</li> <li>• Refer to minutes to be sent out by Kim Whitworth.</li> </ul>	
4	<b>NOMINATION BY THE MEMBERS for the various PORTFOLIOS</b> <ul style="list-style-type: none"> <li>• Portfolios were discussed and allocated as follows:</li> <li>• <b>Gardens</b> Toni Joubert</li> <li>• <b>Maintenance/Engineering</b> Erik Kiderlen/Soz Christie</li> <li>• <b>Finance/Catering</b> Sue Wood</li> <li>• <b>Security</b> Soz Christie</li> <li>• <b>Catering</b> Paul Selby/Sue Wood</li> <li>• <b>Entertainment</b> To be confirmed as Jenna Monk was not present to formally accept the portfolio.</li> </ul>	JM

5	The newly elected Chairperson took over the meeting from this point forward.	SW
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6	<p><b>FORMALISATION OF THE ITEMS DISCUSSED IN THE INFORMAL MEETING THAT WAS HELD ON THE 28<sup>TH</sup> AUGUST 2023.</b></p> <ul style="list-style-type: none"> <li>• SW noted that the portfolios as discussed in the informal meeting were duly formalised in this meeting.</li> <li>• SW reminded the existing members and informed the new members of Evergreen Muizenbergs' Ethos that was introduced as our policy for the future by Owen Kinahan in June 2022.</li> </ul> <p><b>“To undertake, to work and interact with courtesy, confidentiality, cooperation, compassion and integrity with clear communication, transparency and respect between Management, Rescom, Residents and Staff”.</b></p>	
7	<p><b>LIBRARY</b></p> <ul style="list-style-type: none"> <li>• Subcommittee remains the same chaired by Lydia Herschmann.</li> <li>• One request: the library requires more cards for the index boxes.</li> <li>• To request KW to check with Evergreen Stationery suppliers.</li> </ul>	
8	<p><b>CRAFT MARKET</b></p> <ul style="list-style-type: none"> <li>• SW noted that the Craft Market Committee and Helpers are making good progress with their preparations.</li> <li>• It is so encouraging to see the enthusiasm increasing as the time for the market approaches.</li> <li>• We note with special thanks to Lydia and her amazing team of Helpers.</li> <li>• And a word of thanks to Kim for her assistance in all areas in particular with the production of the lovely posters.</li> </ul>	
9	<p><b>GARBAGE</b></p> <ul style="list-style-type: none"> <li>• On Saturday 26<sup>th</sup> August SW videoed the unacceptable state of the Garbage and Bin Area.</li> <li>• The video was sent to KW by SW and reported to Garry Reed.</li> <li>• It is now urgent that this matter is resolved as it is a health hazard.</li> <li>• It was agreed that a proper recycling system be discussed and implemented.</li> <li>• SW queried about the adult nappies been put into the bin room which should be taken up with the Care Centre as adult nappies should be put into red bags for which there is a charge.</li> <li>• To follow up at the next Rescom meeting.</li> </ul>	

10	<p><b>MAINTENANCE</b></p> <ul style="list-style-type: none"> <li>• All maintenance problems are to be reported to Village Management and the appropriate MAINTENANCE form (at reception) to be completed.</li> <li>• Should the problem remain unresolved within a reasonable period of time all residents are requested to put their concerns in writing to Rescom using the Rescom post box - for EK to follow up with either Management or Head Office.</li> <li>• EK raised the point of him having access to the maintenance log book.</li> <li>• EK noted that during the AGM Garry Reed referred to the use of the Telecare System – some of his comments were contrary to practically what the current status quo is, here in our Village.</li> <li>• We don't have a Clinic.</li> <li>• The Yellow Button on the Telecare System does not function.</li> <li>• EK wanted to know if we are guaranteed that the Telecare is fully operational in all areas of the Village particularly during periods of Load Shedding?</li> <li>• Evergreen Management to confirm in writing that all Call/Alarm systems are fully operational, even during Load Shedding.</li> <li>• An integrity report is required for the entire village.</li> <li>• Concerns regarding the basement parking garage and the clarity of markings on the ground seem to have become worn and not clear.</li> <li>• EK and SC will do a check of the Parking Garage area.</li> </ul>	<p>EK</p> <p>GR</p> <p>EK &amp; SC</p>
11	<p><b>GARDENS</b></p> <ul style="list-style-type: none"> <li>• TJ informed Rescom that she attends the early morning meetings with Derek Drew and Marcus and they have given her permission to visit residents and hear their problems.</li> <li>• TJ said that currently there is no supervision with the gardeners.</li> <li>• TJ enquired as to who is responsible for the current situation regarding the watering system.</li> <li>• EK responded by saying that the watering system needs engineering to be applied as to the correct size of the pump and the type of sprays that are needed in the different areas.</li> <li>• Patrick Maile is the person to contact – he is the head of Maintenance for all the Evergreen Villages.</li> <li>• EK asked TJ to give him a drawing of the watering system that is required and he will have a look at it.</li> <li>• TJ asked about the compost – a request that had been made previously and wanted to know what progress had been made on this matter.</li> <li>• SW said that lack of funds was the main reason for the delay.</li> </ul>	<p>TJ</p> <p>TJ &amp; EK</p>

12	<p><b>BENCH</b></p> <ul style="list-style-type: none"> <li>• SW mentioned about the bench (near the washing area) that Lydia Herschmann has been requesting for a long time – be re considered and attended to.</li> <li>• A bench has been donated by Victor Pillay.</li> <li>• The area needs to be flattened and safety regulations need to be followed so that the area is “wheel-chair” friendly and safe for all residents.</li> <li>• Patrick Maile needs to be contacted in this regard.</li> </ul>	TJ
13	<p><b>CRG – COMBINED RESIDENTS GROUP</b></p> <ul style="list-style-type: none"> <li>• The next meeting of the CRG will take place on Tuesday 19<sup>th</sup> September.</li> <li>• SW asked if all present would give her their backing to continue to represent Muizenberg at the CRG. All agreed.</li> <li>• SW thanked PS for agreeing to attend the CRG meeting with her later this month.</li> <li>• EK asked SW if there is coordination on Engineering issues between the various Villages represented at the CRG.</li> <li>• SW said that she would get that request added to the Agenda for the upcoming meeting.</li> </ul>	SW
14	<p><b>CONFIDENTIALTY AGREEMENT</b></p> <ul style="list-style-type: none"> <li>• At the Informal Meeting on 28<sup>th</sup> SW discussed the necessity for a CONFIDENTIALITY AGREEMENT to be signed by all Rescom members and non-members attending the meeting (i.e. Village Management).</li> <li>• This was unanimously agreed to by all present.</li> <li>• The Confidentiality Agreement was duly signed by those present today but could not be completed or witnessed until all members had signed.</li> <li>• EK confirmed that due to company law – because the holding company for Evergreen Villages is registered as a Pty Ltd Company it is necessary to have a Confidentiality Agreement signed by all members</li> </ul>	
15	<p><b>DATE OF THE NEXT RESCOM MEETING WILL BE TUESDAY 26<sup>TH</sup> SEPTEMBER 2023 @ 10:15 IN THE BOARDROOM.</b></p> <p><b>PLEASE NOTE THAT THE CATERING COMMITTEE MEETING WILL BE HELD ON TUESDAY 26<sup>th</sup> SEPTEMBER @ 13:30 IN THE BISTRO.</b></p>	
	The meeting closed at 10:15am.	

SIGNED .....  
CHAIRLADY RESCOM EVERGREEN MUIZENBERG