

**MINUTES OF THE EVERGREEN VILLAGE MUIZENBERG RESCOM MEETING
HELD ON TUESDAY 26TH MARCH AT 10H15 IN THE BOARDROOM**

PRESENT		
SW	SUE WOOD	CHAIRPERSON
PS	PAUL SELBY	VICE-CHAIRPERSON
SC	SOZ CHRISTIE	SECURITY
TJ	TONI JOUBERT	GARDENS
EK	ERIK KIDERLEN	MAINTENANCE
JH	JOHN HIGGS	SUB-COM MAINTENANCE
RVE	RAY VAN EYSEN	SUB-COM – HOUSEKEEPING
CD	CHRISTINE DEMPERS	VILLAGE MANAGER
KW	KIM WHITWORTH	ASST VILLAGE MANAGER
SW/SC	S WOOD & S CHRISTIE	MINUTES
APLOGIES: OWEN KINAHAN		
ITEM	NARRATIVE	ACTION
1.	WELCOME AND APOLOGIES SW welcomed everyone to the meeting.	
2.	APPROVAL OF MINUTES The minutes of the meeting held on 27 February 2024 were approved and signed by SW.	
3.	MATTERS ARISING FROM PREVIOUS MEETING It was agreed that all matters arising would come up in the agenda.	
4.	FINANCE, LEGAL AND ESTATE SALES Finance: CD presented printed a copy of the IDU Management Report as at 28 February 2024. It was noted that the auditors were in the process of finalising FYE2024 figures, which would be made available to Rescom in due course. Estate Sales: It was noted that: <ul style="list-style-type: none"> - vacant units included A121, A204 (show unit); and - sold units included A124, A319, H26, H39. 	CD
5	REPAIRS & MAINTENANCE/VILLAGE IMPROVEMENT <ul style="list-style-type: none"> - CD noted that the Facilities Manager at ELV had resigned and that a new appointment would be made shortly. - SW noted that the internal refurbishment of the apartment corridors, scheduled for mid-March, had not yet commenced. A date to be confirmed by EPI. 	CD

	<ul style="list-style-type: none"> - RVE noted that the Refurbishment team working in Phase 3, painting the internal garages, should refrain from washing their brushes in the gullies as the waste pipe systems were linked and this may result in pollution of ground water, tank water and pumps. CD to instruct teams accordingly. - RVE noted that the handrails on the second floor were loose and presented a safety concern. CD stated that this had been raised in the OHS report and would be repaired. - It was agreed that EK/CD review what devices/lights in the village were connected to the generator and were operational during load shedding. 	<p>CD</p> <p>CD</p> <p>EK/CD</p>
6.	<p>GARDENS, TREES AND IRRIGATION</p> <p>After discussion it was agreed that:</p> <ul style="list-style-type: none"> - Irrigation disruptions and complaints regarding the irrigation system not switching on at night in 3rd phase should be investigated. - There was an urgent need to review plan and maintenance of irrigation system, noting that the irrigation was not working on exterior perimeter in certain areas. - It was noted that, in her opinion, a great deal of damage was being done to trees and bushes through ignorant pruning by gardeners. - Additional training be arranged for the gardening team. - There was a need to consult professional landscaper/nurseryman to advise on suitable plants with a focus on the unique dune/Muizenberg conditions in order to create efficient and effective total landscaping. - Proper composting of soil was necessary and it was noted that TJ thanked management for the improvement in the attractive flower beds at the entrance, which were still a work in progress. - TJ should meet with resident in H4 regarding the new mowing/garden rules. - Residents' request for a bench and umbrella on the 2nd floor balcony for common use in good weather should be considered. 	<p>CD</p> <p>CD</p> <p>CD</p> <p>CD</p> <p>TJ</p> <p>CD</p>
7.	<p>SECURITY</p> <p>CD reported that Albert Basson, site manager from Grinnell, was in hospital awaiting surgery and that he had been replaced by Denys Francoise for the interim period.</p> <ul style="list-style-type: none"> - SC referred to an incident where a food delivery person had entered the building and was not accompanied by an ELV employee. CD had investigated this incident and had taken it up with her staff. <p>It was noted that:</p> <ul style="list-style-type: none"> - the security SOP (standard operating procedure) was being overhauled and regular training would be offered to guards; - the repair and refurbishment of the electric fence around the perimeter of the village to improve security was on-going; - access control for each worker entering the village would be finalised and all paperwork/criminal checks updated; and - the boom gate leading into the basement parking would be made operational by the end of the week. If residents required a duplicate grey tag, this could be purchased from reception at a cost of R120, which would be added to the resident's levy account. 	<p>CD</p> <p>KW</p> <p>KW</p>

<p>8.</p>	<p>CATERING, EVENTS/ENTERTAINMENT</p> <p>It was noted that:</p> <ul style="list-style-type: none"> - Fedics had resigned and would be leaving the village at the end of May 2024. No information was available on their replacement; and the St Patrick’s Day theme dinner had been very successful and was enjoyed by all who had attended; <p>It was suggested that security cameras be positioned in the kitchen prior to the arrival of the new caterers, to improve productivity and prevent pilferage. CD to follow up. It was suggested that the Bistro should have its own dedicated black wheelie bins that could be searched for items other than garbage.</p>	<p>CD</p>
	<p>Forthcoming Activities/Events</p> <p>The following activities and events were noted:</p> <ul style="list-style-type: none"> - April Easter Bonnet Brunch – 11th April. - Greek Theme Dinner – 26th April. - Mother’s Day Lunch - 12th May. - Whiskey & Chocolate Tasting (TBC). - Comedienne Show (TBC). - Pub Evening (TBC). <p>It was agreed that all events being planned should come through PS/CD to ensure that there was no overlap of dates/events.</p> <p>It was noted that certain house rules were not being followed on family days, e.g. Easter Weekend. It was important that all visitors, family and those under the age of 16 should be accompanied by a LRA holder and that all children should be supervised appropriately by their parents in the LSC.</p>	
<p>9.</p>	<p>EVERGREEN HEALTH/HEALTHCARE SERVICES</p> <p>SW raised concerns on admissions to the village of tenants. She queried whether they are subject to the same mental and general health assessments as LRA purchasers. CD reassured Rescom that tenants were subject to the same conditions as LRA purchasers.</p> <p>Village Nurse - It was noted that after robust discussion focussing on all residents in the village and in particular, the vulnerable residents, that Muizenberg residents should reconsider re-appointing a registered nurse.</p> <p>It was noted that the nurse would get to know the residents (DQ98), identify medical frailties and would liaise with family members. She would also be the liaison between Evergreen Health and its carers. The appointed nurse would work weekdays and be on call in the event of an emergency.</p> <p>The costs of employing a nurse and how it will impact each resident in the village would be investigated. CD to follow-up on a costing to present at a meeting with all residents to discuss the pros and cons. It was suggested that this be raised at the next Town Hall meeting.</p>	<p>CD</p> <p>CD</p>

10.	<p>GENERAL Bins</p> <p>It was agreed that Management would order an additional four bins for the Bin Room</p>	CD
	<p>Dog Poo</p> <p>It was noted that there had been repeated complaints by residents about dog owners who did not clean up after their dogs in village. CD also noted that the new-bag holder and environmentally friendly bags had been removed from its location and stuffed into the rain gauge. It was agreed that management respectfully remind residents to clean up after their dogs. Residents who continued to ignore the rules should be approached personally.</p> <p>Ownership of dogs</p> <p>It was noted that Evergreen Lifestyle Villages welcomed residents with pets. After discussion it was agreed that, should the pet pass away, the owner would need to apply for permission to replace the pet and Management reserved the right to refuse permission to replace the animal.</p>	CD
	<p>ELV Road Trip</p> <p>SW thanked CD on behalf of the Rescom members for the road trip to Evergreen Noordhoek, Bergvliet and Val de Vie: it had been very informative and enjoyable. The consensus from the group was that there “is no place like home”.</p>	
	<p>Library Report</p> <p>The attached library report by L Hirschmann (LH) was presented by SW.</p> <ul style="list-style-type: none"> - LH thanked management for the Notice board set up in the library - Fourteen new books had been purchased from funds raised by the library raffle and from a generous donation by Collyeen Sinclair. - A new section dedicated to popular thrillers had been created. - Resident book reviews are most welcome and that these would be included in the review file. - All residents should return library books timeously. - It was noted that a raffle would take place in the third week of April and all residents are encouraged to support same to raise funds for new books. 	
11.	<p>CLOSURE AND NEXT MEETING</p> <p>There being no further business the meeting closed at 11h45. The date for the next meeting was set for Tuesday, 30th April 2024.</p>	

APPROVED AND SIGNED AT THE MEETING HELD IN CAPE TOWN ON _____ 2024.

CHAIRPERSON