



**MINUTES OF THE EVERGREEN VILLAGE MUIZENBERG RESCOM MEETING
HELD ON THURSDAY, October 17, 2024. AT 14:00 IN THE BOARDROOM**

PRESENT		
HT	HUGH TILL	CHAIRPERSON
		FINANCE
JH	JOHN HIGGS	VICE-CHAIRPERSON
		MAINTENANCE/SECURITY
ES	ERICA SHEARER	SECRETARY/HEALTH
TJ	TONI JOUBERT	GARDENS
PS	PAUL SELBY	CATERING
JM	JENNA MONK	EVENTS AND ACIVITIES
CD	CHRISTINE DEMPERS	VILLAGE MANAGER
KW	KIM WHITWORTH	ASST VILLAGE MANAGER
ITEM	NARRATIVE	ACTION
1.	WELCOME AND APOLOGIES HT welcomed all to the meeting Apologies from TJ	
2.	APPROVAL OF MINUTES Minutes of previous meeting proposed by JH and seconded by PS	
3.	MATTERS ARISING FROM PREVIOUS MEETING Matters arising from previous meeting will be dealt with under the Agenda items.	
4.	Events and Entertainment (schedule attached) <ul style="list-style-type: none"> - JM to write down all events in future so that residents can see the amount of entertainment organised for them to enjoy. - Chit Chat/Welcoming of all new residents to be restarted when a new convener can be found. ES is happy to make telephonic contact with new residents on behalf of Rescom. - The Xmas Craft Market arrangements are being finalised and there are 25+ vendors participating in this event selling everything from christmas crackers, hand crafted cards, baby rompers to beauty products and lovely cakes, pickles and curries. All residents encourage to attend and invite their friends and family. - JM reported that there will be raffle tickets on sale at the Christmas Market – they will be R60 for one or 2 for R100. There will be two prizes – one alcoholic and one non-alcoholic full of interesting things. The raffle will be launched on November 2nd, at the Christmas Market and will go until December 2nd. The draw will be done on December 11th. 	<div>JM</div> <div>ES</div> <div>JM</div>

	<ul style="list-style-type: none"> - A Town Hall meeting is scheduled for 6th November - The “Companions” Show is schedule for 3pm on 13 November - A wine tasting is planned for 22 November with Alvis Drift - Staff Gratuities going ahead as planned. Refer Rescom minutes of last meeting. 	
5.	<p>Finance and Statistics</p> <p>See report from HT.</p> <ul style="list-style-type: none"> - HT mentioned that he is in the process of opening a bank account with Capitec Bank to hold Village Funds as needed. The funds to be used for future events in the village and any charity as may be decided in future. - CD noted that there were no new residents at present but a number of units had been sold. 	HT
6.	<p>Repairs and Maintenance</p> <p>See report from JH</p> <ul style="list-style-type: none"> - CD spoke about people using the Goods Lift incorrectly – tying back the lift doors while putting their things in the lift, which is doing harm to the lifts mechanism, thus we have lifts often breaking down. Protocols need to be put in place to ensure proper use of the goods lift. JH asked if the usage history of the lifts has been checked, CD to follow up with the service provider. - CD reported that the repairs to the waterproofing of the apartment block and apartments would commence as soon as the external contractor’s contract had been finalized. CD has been assured by EPI that repairs are imminent. 	
7.	<p>Gardens</p> <p>See report from TJ</p> <ul style="list-style-type: none"> - Irrigation systems seem to be working, all lines fixed, but they need constant cleaning. - Vegetable boxes have been planted with appropriate items. - JH We spoke last time about dog poo but now there is a problem with bird droppings in public areas and the courtyard in the apartments. - It was agreed that pets should only be allowed in the houses and that new residents to the apartments should not be allowed pets. 	
8.	<p>Security</p> <ul style="list-style-type: none"> - Mike Odd reported that things are quite quiet, he has made contact with Marina de Gama neighbourhood watch and the Muizenberg Crime Watch. 	
9.	<p>Catering</p> <p>See report from PS</p> <ul style="list-style-type: none"> - CD reported that Velencia, Servest Unit Manager, has submitted her resignation. - PS reported that residents are still unhappy with the food and no longer want to use the Bistro. 	

	<ul style="list-style-type: none"> - The card/accounting system still not working which is unsatisfactory. CD to follow-up with Servest Management. - Discussion ensured around vegetarian meals, diabetic meals and gluten free meals. CD to follow-up with Chef to get a specific menu for these special requirements that can be incorporated into main menu. - People should not phone the bistro to book their meals, rather they should use the booking sheets provided. - CD informed the meeting that new booking sheets will be introduced in November to cut down on the excess use of paper. - Booking for private functions, birthdays etc., should be done through Reception to organise it, in the first instance, and this will be followed up with the kitchen. 	
10.	Health <ul style="list-style-type: none"> - In response to a letter from a resident concerning the cost of Adult Diaper disposal. JM responded that Health Care (EGH) charges by weight not by packet for the disposal as it is removed from site and disposed of in terms health laws by an accredited medical waste disposal company. All residents who use adult diapers are requested to dispose of them through EGH to ensure proper disposal. 	
11.	General Nothing was raised under this item.	
12.	Closure of Meeting Meeting ended at 16.05 with much thanks from the chair for all the effort put in by the members of RESCOM and management.	
13.	Date of next Rescom Meeting Next meeting November 21 st at 14:00 in the boardroom	

APPROVED AND SIGNED AT CAPE TOWN ON _____ 2024.

CHAIRPERSON