

Circular 21 of 2017

Dear Residents,  
This is our last Circular for 2017!!



Really hope that these circulars are full of information.

**Merry Christmas and a Happy New Year!!**

**1. Thank You Box**

We have residents each year who feel they would like to contribute to saying Thank You to all the staff on site. Therefore each year we have a Thank You Box at Reception.

If you would like to thank the staff for all their hard work during the year please use the box.

The Thank You contribution will be divided equally amongst all staff, Catering, Gardeners, Cleaners, Marty's Maids, Maintenance and all the CSI Office Staff. You may only see the front office staff, but please think about the backroom staff working equally hard that make the wheels turn and who you never see, be it catering, gardeners, or cleaners on common property. The Thank You Box will be in Reception from 1st November until the 20th of December.

On behalf of all the Staff, a huge thank you to all the Residents.

**2. Meal Donations**

If there are any residents who wish to Donate their kitchen tokens over Christmas please let Reception know. We have a Christmas Day Lunch for those resident who are alone over this period. Last year we had a lovely lunch for around 60 residents. We are expecting the same amount this year if not more.

If you prefer to donate crackers for the tables that will also be appreciated.

If you know of someone in need on Christmas day please let Reception or Lesley in unit 23 know so that we can invite them for lunch.

**3. Fidelity Security – Jack Moruti**

We would like to inform all residents and owners that Jack Moruti has decided to join the Fidelity Team as of the 7<sup>th</sup> December 2017. We would like to welcome Jack back and wish him all the best at Olivedale and with Fidelity.

**4. Telecoms – Office Talk**

Just a reminder that the R50 line rental will take effect on your levy as of the 1<sup>st</sup> January 2018

Landline: Is R0.20 per minute from R0.60

Mobile: Is R0.79 per minutes from R1.43

International: International calls are charged depending on destination but will not exceed published Telkom rates.

All calls are per second billing.

**5. Refuse Removal – Festive Period**

D&S Maintenance Services will collect your bins on **Wednesday 27 December** from 7am to ensure the bins are put outside the property on time. Please ensure that your rubbish is placed outside in time.

**6. Garden floor apartments**

I have walked past a few Garden Floor apartments where the weeds are growing on the paving, on the lawn and in flower beds. This is for the Resident to keep neat and tidy. Please can I ask that you clean the weeds of your paving around your apartment and patio area?

You can hire a gardener at Reception at R40 an hour to assist you should you not be able to do it yourself.

Your assistance in this matter will be greatly appreciated. If no co-operation, I will have to address it personally with a possible fine of R500 to follow. We need to keep the building neat and tidy for everyone's enjoyment.

**7. Staff on premises**

Dear owners, we have gone through all your files at reception to update our staff list of gardeners, cleaners and care workers working for individual owners. Please can we ask that if you have a new staff member that has not yet been registered to do so as soon as possible to avoid them being denied entrance.

**8. Feeding of birds and picking up dog droppings**

This is a plea to all residents in the apartments to please stop feeding the birds. We are receiving a tremendous amount of complaints from all the apartment blocks.

Can I suggest AGAIN that you put something shiny on your balcony in order to turn the birds away? This has worked on the balconies that have done that - for example a CD taken out of its holder.

**The negligence of picking up dog droppings will result in a R500 fine.**

**9. Maintenance Work**

John and Sam are getting extremely busy with residents asking them to do jobs inside their units. It was decided that work that takes less than 15 minutes like hanging a picture or moving something around in your unit or tuning your TV will not be charged for. If the work takes longer than 15minutes you will be charged accordingly. The fee will be R25 for every 15minutes. These jobs will only be done on a Thursday.

Emergency work like security, water and electricity will be done immediately

**10. Remotes**

We would like to ensure that we do not have random remotes flying around in the Village. Please can we ask that you please come to reception asap so that we can check your remote/s you have? If there is an owner who is not a resident here, please get it checked next time you are at the Village. All random remotes will be deleted from our system.

If this is not adhered to, you may find your remote one day not allowing you entrance.

This is a VERY serious matter as it affects every resident's security.

**11. Reception Office hours**

Please remember that the Reception will be closed on all the public holidays before and after Christmas and New Year. We have put up notices to inform you of those dates.

Please can I suggest that you buy an extra token for electricity so that you have a spare one during this time?

**16 December CLOSED**

**23 December CLOSED**

**25 & 26 December CLOSED**

**30 December CLOSED**

**1 January CLOSED**

**12. Top tip from a Resident – blocked drain**

Pour the following two ingredients in the drain

5 tablespoons of Bicarbonate of Soda

¾ cup of Vinegar

Leave to bubble for 10 minutes

Pour boiling water down the drain

Repeat every 6 weeks or when needed



**13. Airtime on internal phone**

Please ensure that you have Airtime loaded on your internal phone for in case of emergencies.

The Village Nurse and Frail Care tried phoning for ambulances from various units and there was no funds on the phone. They had to run to Frail Care to phone for ambulances. ***This may have serious consequences in a life threatening situation and the Frail Care Centre will be indemnified should this have delayed saving a life.***

**14. HOE KRY EK MEER INKOMSTE UIT MY BESTAANDE PENSIOEN?**

Met alles wat deesdae so duur word, moet elke sent vyf keer omgedraai word. Kom kuier die 25ste Januarie 2018 om 15h00 saam met Johan Erasmus en Marietjie Conradie waar hulle gaan uitwys hoe jy deur middle van belasting besparing jou maandelikse inkomste kan verhoog. Hulle kan ook help met enige vrae rondom jou boedel en testament.

**15. Budget meeting**

18 January at 5pm please attend

**16. Storeroom rentals**

Please remember that we have a few storerooms available for renting. There is one large storeroom at R250 and one small storeroom at R150 per month. Please contact Nicole at Reception should you need one.

**17. Gardening**

- N.B. Please remember - mowing for the year ends on the 19<sup>th</sup> of December 2017 and resumes on the 8<sup>th</sup> of January 2018 next year.
- Thanks for supporting the private gardener - to enable as many residents as possible access to this service, no resident may book more than 2 hours per day.

**18. No Parking**

- The “corridor” between the blocks need to be kept clear of cars parking in that area of in front or next to the yellow pole.

**If you are going away over the festive season please drive carefully and enjoy your trip and be Safe!**

Lots of Blessings over the Festive Period

Team CSI

