

Circular 8 of 2017

Welcome to all our new residents that have moved in over the last few weeks. I really hope that you will get involved in all the activities we have to offer.

I would also like to thank the Communications Committee for their FANTASTIC first edition on the Olive Branch. I am sure all of you enjoyed the read and the crossword puzzle 😊

1. EMERGENCY PROCEDURE

- 1.1 Room key – please remember to remove your key from the inside of your unit so that frail care can get access to your unit
- 1.2 If you lock your bedroom door in the houses please make sure that you have handed in that key at reception as well. It will be a good idea to perhaps hide a bedroom key somewhere in your house as well.
- 1.3 Medical Wallet –this needs to be up on your doors immediately. This includes the medical information form, copy of ID, copy of Medical aid card, copy of script
- 1.4 Residents who are willing to assist with the evacuation plan and also to be a part of the Health & Safety plan please let me know on tracyd@csimanagement.co.za or 5500

2. ORV PROCUREMENT SUB-COMMITTEE COMMUNICATION TO ORV RESIDENTS AND OWNERS

As undertaken by the Procurement Sub-Committee, we hereby announce the dates for the RFQ Process for the Healthcare Contract that is currently under review.

HEALTHCARE CONTRACT

The Health and Wellness Sub-Committee has already submitted their requirements, bidder's shortlist, bid evaluation criteria as well as names proposed for the bid evaluation panel.

Service providers invited to quote for the business have to submit their quotations on 14 June 2017.

The bid clarification takes place 23 June to 4 July 2017 and bid evaluation will be completed by 12 July 2017.

The successful service provider will be informed by 20 July 2017 to start on 1 September 2017

Formal communication to residents and owners is scheduled for 1 August 2017.

3. BEREAVEMENT GROUP

I have had a request to see if there are any residents who would like to start a Bereavement group, just to talk things through and to know that there are other residents going through the same process. If you would like to join or start such a group please contact me at Reception 5500 or

tracyd@csimanagement.co.za

4. OFFICE TALK – NETWORK INTERRUPTIONS

Date and Time: Saturday 10 June 2017 @ 21H00

Duration of Maintenance: 4 Hours

Anticipated impact: Possible minor impact to customer services during the maintenance window.

5. CALLING ALL CATHOLIC WORSHIPPERS

We hereby invite all Catholic residents to join Fr Jonathon OMI from St Johns Catholic Church, Northriding as he celebrates Mass with the Catholic residents.

The service will be as follows:

Date: **Friday, 23rd June 2017**

Time: **14h30**

Venue: **The Hall at Olivedale Retirement Village - (Just outside the Dining room)**

Fr Jonathon will have a brief discussion after Mass and explain the way forward with regard to receiving Holy Communion on Sundays.

If you are a Catholic, please come and join us in prayer.

God Bless you all.

6. PETS

- Please can I remind all residents that you must please adhere to the Village Rules with regards to pets?
- Please pick up your dog droppings when you are out for a walk. It really is not acceptable that you just leave it for either someone else to pick up or to step in.
- Feral cats – we have seen an increase on the amount of Feral Cats in the Village due to residents feeding these cats. Please stop feeding these cats.
- No cats are allowed in the Village. I have received complaints that there is a house cat in the Village that is sleeping on other resident's patio furniture. Please remove your cat from the Village!

7. REBATE FORMS

I would like to remind all the over 70ties that you can apply to the council for your rebate on your council account. Also residents who have already filled in their forms last year, you need to apply again for this before the 1st of July 2017.

The forms are available at Reception.

8. LAUNDRY

When we asked for feedback from the Residents the following request was made.

The Laundry does have a delivery and drop-off service available. The cost for this is R5

Please arrange with Brenda for this service if you are interested.

9. INSURANCE

The Insurance has been around the Village and they have requested the following information from all owners and residents by the **28th June 2017**;

- Who has a fixed gas installation in their unit?
- What gas equipment (portable heaters, stoves) do you have in your unit?
- How many gas bottles do you have?
- What size the gas bottles are?
- What is the gas bottles (including camping and gas braais) for?
- COC certificate for the fixed installation needs to be given to reception
- Please note that the SANS regulations have recently changed with regard to gas installations.

10. BIRDS

We still seem to have a problem with residents who are feeding the birds.

The picket fences is in such a state with all the bird droppings.

The owners of these picket fences need to ensure that the picket fences are cleaned by the **28th June 2017**

Bird feeding in the apartments are causing such unhappiness with other residents due to the mess the birds are making. Please be considerate to other residents in this regard.

11. DATES TO REMEMBER

21 June – Bake day, R50 a table please let us know by the 15 June 2017 if you are interested.

19 July – Market day, homemade craft. R50 a table, please let us know before the 5th of July 2017 if you are interested

Kind regards

Tracy-Lynne Daling

General Manager