



## Welcome

Dear residents, welcome to our November newsletter.

Time to start thinking about Christmas holidays! We wish everyone the best and hope you have time to catch up with your loved ones or have a holiday, hopefully both.

It's also been two years since we took over the management at Admiralty Quays. Time sure flies. We would like to thank everyone for their ongoing support and hope to continue serving you well in the coming years.

## Year End Function

The date for our year end function is Sunday 9 December at 4pm in the BBQ area.

This year we are fortunate enough to again have Ann Linford organising the BBQ as she has done in years past. Ann will circulate more details closer to the date.

The cost is \$15 per person and is fully catered for with drinks and BBQ food. Kids are free.

## Staff Movements

It is with regret that we learned Stephen Goldsbury is leaving us at the end of November. We are going to miss his contribution to Admiralty Quays but would like to thank him for his excellent work.

Stephen purchased his own business and we wish him very well for his future. We are still looking for a suitable replacement for him and hopefully we will find someone that can fill his shoes.

## Month End Drinks

There has been a slight change to the arrangement of the month end drinks. Instead of the last working day of the month we will go back to having it on the last Friday of each month.

Residents meet in the Foyer at 6pm for drinks and nibbles. Please feel free to join us as everyone is welcome. You simply bring your own drinks and something to drink from.

## Recycling

The paper wheelie bins have been removed. From now on please put newspapers and magazines in the big yellow plastic bins together with the cardboard.

We feel it necessary to again ask people to flatten boxes. Because the recycling is paid for by volume it cost money if you don't flatten your boxes.

## Salvation Army Bin

May we remind residents not to place any items next to the Salvation Army bin or on top of it.

If for some reason it doesn't fit in the bin then you need to ring the Salvation Army to arrange a home collection.

## Fire Evacuations

With our recent fire evacuation some residents could not make it down the fire stairs because they are elderly or physically not able to.

We received advice from the Fire Department that if this is the case then such a person may do the following:

- 1) If possible, take a mobile phone with you.
- 2) Go into the fire stairs and wait there.
- 3) Tell the Fire Warden or anyone else coming down the stairs to let the people downstairs know that you are waiting in the fire stairs.

When the fire department arrives they will come and get you. But please only do this if you genuinely have difficulty.

Kind Regards

Gary and Trina Willis  
Resident Managers