

# "Montreaux Matters"

## The newsletter of Montreaux Apartments, May 2013

To those residents who have just moved into Montreaux since our last newsletter in February we say 'welcome' and hope that your experience in our apartment complex will be a pleasurable one.

*The BCC has appointed **Oxygen** as our Building Manager as Terry Twynehham has resigned from May 31. Staff at Oxygen, including **Vesna Wells** (Ph 04 587 0947 or 021 488 972, email [vesna@oxygen.co.nz](mailto:vesna@oxygen.co.nz)) and **Adrienne Conning** (Ph 04 472 5746, email [adrienne@oxyqen.co.nz](mailto:adrienne@oxyqen.co.nz)) will service our needs from June 1. Our new Building Manager will be **Ange Corderoy** and she will commence on Monday 17 June, working from the Terrace office across the road. One of the key reasons for the move to Oxygen is to relieve the BCC and other volunteers from many tasks currently being undertaken around the building, e.g. providing prox tags, undertaking moving roster duties, etc. The intent now for the BCC is to adopt a governance role rather than a management one.*

### **Body Corporate Committee**

Members of the BCC are: - Brian Robb (Chairperson), Heather Clinton, Don Leighton, Barry Jackson, Sue Holman, and John Watson.

### **Montreaux Body AGM**

A new BCC was elected (see above). Change of details will be made on the website and be provided on sticky labels to residents to change details in Handbooks shortly.

### **Updating the Proximity Tag Register**

A sincere 'thanks' to all those residents who cooperated with the re-registration of proximity tags. Tags which weren't re-registered have been revoked.

### **Music**

We would remind you that one of the biggest issues regarding noise is that caused by sub-woofers. We suggest you turn them right down, or even off as the 'dull thud' is annoying and irritating to others. If someone approaches you at whatever time asking you to turn down the music, acknowledge their right to do so, and look to remedy the situation.

### **Common Areas**

**Parking:** You, your friends or contractors working on your behalf, cannot park on common areas or block access to other people's carparks at any time. Offending vehicles will be towed at an owner's expense.

**Cats:** Cats are not to be 'running free' in common areas and must be caged when carried from apartments to vehicles in the garages.

**Visitors:** Please remind visitors to leave quietly when departing through lift lobbies especially late in the evening or early morning.

### **Requests/Applications**

Requests and applications for such things as proximity tags and carpark lockers should be placed in the BCC letter box (North Tower letter boxes)

**Trial LED Lights:** Individual lights have been installed in ground floor lobbies with all common area lights being replaced in the next three months under the LTMP.

**Exterior Cladding:** Repairs will be undertaken by abseilers shortly under the LTMP work schedule.

### **THINGS YOU SHOULD KNOW**

#### **Sources of Information**

**Montreaux Handbook** - If you ever require information about Montreaux you should refer to this booklet or go online – [www.montreaux.co.nz](http://www.montreaux.co.nz)

**The Montreaux Website** – Check out the wealth of information including latest news and updates, templates and forms.

#### **Who do you call?**

- For **common area building issues** that require immediate attention and any floods, phone the Building Manager (**Note:** Tenants should report utilities & other Unit problems to their Landlord first).
- For **repairs inside your apartment** please arrange your own or if you are a tenant, contact your landlord to report the issue instead of calling the Building Manager. To assist you in finding a service provider, Montreaux service providers are listed on the website. For **common area matters**, please contact the building manager in the first instance.
- For **secretarial/administration matters**, please contact Oxygen. Vesna Wells is currently our Account Manager, DDI: 04 587 0947, Office: 04 568 1951, email: [Vesna@oxygen.co.nz](mailto:Vesna@oxygen.co.nz) while Claire Winter is on maternity leave until early August 2013.

#### **Moving In or Out**

The moving roster for the first THREE weeks of June is on the Montreaux website and Rubbish Room notice board. After that date moving in and out will be managed by the Building Manager.

See the Handbook and website for moving procedures. The Building Manager has a key to read electricity meters.

#### **Owners and Tenants Register**

Owners and agents are reminded to inform Oxygen of changes of owners, tenants or contact details. For legal, security, and safety reasons our Montreaux register must be up to date. It is also important in terms of **communication** with owners and tenants. ALL new details should be provided to [Vesna@oxygen.co.nz](mailto:Vesna@oxygen.co.nz)