

A HAMLET IN THE HEART OF TOWN

2013 Issue 3



Saturday, September 14<sup>th</sup>

1 PM - 6 PM

On the green in front of the Lake Montebello Terrace

# MAYFIELD GENERAL MEETING

OCT 17TH 7:15 PM LOCATION TBA

Special Guest: Major Richard Worley, Northeast Police District commander — Safety and Security, Police challenges, Director of Streets & Roads for Northeast Baltimore, Dept of Transportation; Topic: What's the latest with the Harford Road Bridge Rebuilding? Other speakers and business as well.

# The President's Letter

Once a year, the Mayfield Improvement Association attempts to acknowledge our volunteers by listing all the names and inserting the list in our newsletter. The board members carefully try to remember who worked on our various projects, committees, events and the many "behind the scenes" jobs. The list seems to grow longer every year in direct relation to the increasing number of activities we hold. Invariably, we leave some people out and I never can seem to remember to list my husband (thanks, Dave, ace pourer of beer!).

It astounds me at the numbers of volunteers that we have in Mayfield. Some bring a particular expertise, such as a creative and technical skills — examples are the professional design and layout talent of Marisa Schleter and Nina Tou that make our publications attractive and readable. And Brian Baughn, our webmaster keeps the website easy to use and safe from attack with his technical know-how. Some others bring a professional skill, such as Gerard Vetter, always generously giving of his time with legal advice, and Joann Trach-Tongson, our go-to person for all things trees and plantings. We have countless people who roll up their sleeves and do just about anything that is needed; Jack Frech has assisted in the planting and caretaking of so many of our trees, and Tom and Mary Rybcynzski who lead us in song at Christmastime and find homes for our donated "treasures" at the Block Party's White Elephant table.

Our volunteers are the reason there even exists a Mayfield Improvement Association. These people are the brains and brawn behind our activities and events, finding time to squeeze Mayfield into their day that includes jobs, spouses, partners, kids, pets, in-laws, and many, many other time commitments.

If you are one of the many residents that have volunteered in the past, THANK YOU! I won't wait until the insert comes out, because we can't say it enough! If you have been considering volunteering, please join us. We always have room at the table! We are a diverse group of people, with one important thing in common — to reside in the BEST neighborhood in Baltimore!

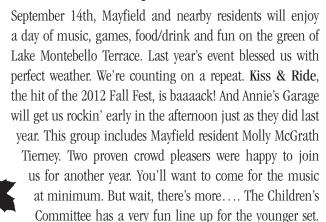
Please contact me or any Board member to see where your time and talents are needed — our calendar is full and needs just one more addition...YOU.

Stephanie Buttner, President, Mayfield Improvement Association mayfieldpresident@gmail.com

www.mayfieldassociation.org

# Mayfield Fall Fest

# Fun Day for Families and Friends from 1PM - 6PM



Face painting, a Magic Show, The Reptile Guy and Straw-babies, games for the older kids too are just a few of the cool stuff planned for kids.

Gary Rahman, event chair, has been recruiting vendors for the event. If you want to be a vendor or know of someone to be a vendor, you can send an email to mayfieldupdate@ gmail.com and put in the subject box: Fall Fest Vendor.

Special Deal: Mayfield residents are eligible for a deep discount for a table space for displaying art, crafts, plants, bouquets, collectibles, books, whatever you would like to show

and sell. The White Elephant Table will also be available for donations. Request a vendor form or a special Mayfield exhibitor form by writing to mayfieldupdate@gmail.com

We're also going to have a plant exchange at Fall Fest! Have a plant you're going to divide and want to get a plant from someone else? A table will be there for the gardeners to share their bounty and invite a new plant to come live in your garden. Please mark your plant for give away with common name, so the less than green thumb crowd knows what they are taking home.

## There's a fun job for you at a wonderfully fun and musicfilled day. We need volunteers:

- Set up: We will be setting up tents on the green starting in the morning of September 14th.
- We need guys and gals for tent set up and table moving.
- There are many other roles that will be fun to do for an hour or two – servers of beverages, makers and sellers of popcorn, other snack foods too.
- Children's Activities seem pretty well covered by the committee of parents that spear head this portion of the day. Contact Mayfieldupdate@gmail.com to help out.

# **Tidbits**



Congratulations to Tim Schneid for this designation as **Baltimore's Top Dad**. He has served on the Mayfield Improvement Association board,

as president of the multi-neighborhood organization — Neighborhoods of Greater Lauraville, Inc or NOGLI and as President of the St. Francis of Assisi Parish Council. Tim is a leader and one that works to make the neighborhood stronger and better.

Family and friends of **Kirk Osborn** along with residents that knew him gathered on Sunday, July 13 and planted a tree on Norman Avenue to pay tribute and mark his service to Mayfield. He succumbed to cancer in March 2013. Kirk enjoyed many of the finer things in life — especially gourmet food. He served on the board of Mayfield Improvement

Association and edited *Mayfield News*, our newsletter for many years. The tree planting had been scheduled for the block party, which was cancelled due to rain.



### Turn your porch light on!

Mayfield had sponsored a campaign about 8 years ago called — Welcome Home, Mayfield. We had a high degree of participation, but lately there have been

fewer homes keeping their porch lights lit. The campaign stressed the porch light as both a welcoming beacon and a safety beacon. The porch light helps police and NECOP volunteers see your property better when they are going by. It helps your community neighbors walking by see the area around them; it helps your near-by neighbors have better sight lines on their surrounding area. Take the pledge! Turn on your porch light. Look like you're home and aware.

Garden Recognition — Have a favorite fall garden you admire in Mayfield? Nominate your favorite to mayfieldboard@gmail.com for a special recognition.

### Mayfield's Best Cupcake – 2013

Mayfield's Best Cupcake honors go to Marisa Schleter for her almond cupcakes. They were

truly delicious. Judges also gave a 'best chocolate' cupcake mention to Sarah McKenzie for her chocolate mint creation.

### Weeding and Wine

(Lake Montebello Median with neighbors) Sounds like a great combination, doesn't it? It's getting dark earlier now, so this innovative weeding strategy may take place on a weekend in the late afternoon, but stay tuned for JoAnn Trach to organize a date for tackling weeds, while enjoying with libations.

# If Mayfield Improvement Association was a 501-c-3 tax exempt organization....?

This topic was briefly discussed at the May general membership meeting, because to apply for this tax exempt status, some changes to Mayfield's organizational documents need to be adopted. The bylaws need to comply with the IRS rules for 501-c-3 entities.

Why now? There are many reasons to do this. At a time when Mayfield is trying to do more and to keep dues affordable for everyone, this will allow us to be nimble and pursue funding opportunities for special and meaningful projects that support Mayfield. We can receive donations from individuals and businesses and their donation can be considered a tax-deductible charitable gift when they complete their taxes. We would not be eligible for a grant without an IRS Determination letter as to compliance with Section 501-c-3 of the Tax Code. PNC Bank, MECU (credit union), Parks & People and Baltimore Community Foundation all have had a small grants program for which we applied. Not having a 501-c-3 Determination letter meant we had to find an organization willing to accept the money on our behalf and then negotiate a handling fee. But there are other reasons to do this. Some are listed here:

#### Advantages:

We'll be able to get city event permits with less hassle. It has become much harder to get permits for Mayfield events — especially liquor Permits and some event permits without the 501-c-3 determination letter. City agencies are increasingly asking for this document and said they really couldn't grant our permit without it.

To receive a grant for community initiatives. We need a 501-c-3 IRS Determination status, or find an organization willing to be an intermediary. NOGLI used to do this for us, but they no longer exist. At times HARBEL has done this, but often they are trying to get the same grant that we might be applying for. That has at times made them reluctant to be our go-between recipient.

Contributions received by Mayfield as a 501-c-3 would be tax deductible for the donor. We have received over \$1,000 in the past 2 years from generous donors. That amount would have been tax deductible for the donors had we had our c-3 status.

We can be exempt from some taxes on purchases made by the organization.

A 501-c-3 status is required for Pay Pal to be an option for our website for online payments of dues, tickets, other things that people may want an online option to pay. PayPal asks that nonprofit organizations provide documentation of their tax-exempt status.

#### It comes with some responsibilities as well.

Complete the 990 with the IRS each year. This is not a difficult form. We already complete the personal property tax form for the State of Maryland as an incorporated entity. In some years, we may be required to file a 990-T, but not likely. This is an Unrelated Business Income Report for filing; both kinds of forms are filed with MD Secretary of State as well as the IRS.

Acknowledge tax deductible portion of any event price that would be tax deductible. Technically, the portion that someone individually benefits from (say the cost of dinner, or purchase of a item) is not deductible. Anything over the actual cost is considered a contribution.

**Background:** We are incorporated in the State of Maryland and have been since 1972. We have a certificate of good standing with the State of Maryland and the Department of Assessments and Taxation. We file our personal property tax filing with Dept of Assessment and Taxation.

For the application to the IRS, we will need to state Tax exempt status compliance.

We will need to amend bylaws to comply with the c-3 law creating an amended purpose clause to make clear our exempt purpose, add a dissolution and disposition of assets clause. We will also pass a resolution for some assurances on the non-profit nature of the organization. These are for the things we don't do and won't do, but would declare compliance. Such as:

- Assurances that no one personally benefits and that no one is paid over the limits (seems highly unlikely, but it is a resolution to pass)
- Comply with the limitation on lobbying and partisan political activity. Issue awareness and education is not lobbying.

To comply with Mayfield's bylaws, any new proposed bylaws language must be reviewed by legal counsel, passed by the board by a two-thirds majority and then submitted to the members at a general membership meeting. Our next meeting is Thursday, October  $17^{th}$ .

The new bylaws language, if approved by the Board, will be posted in several ways to review in advance. Around September  $22^{nd}$  the info will be:

- 1. Uploaded to the Mayfield website www.mayfieldassociatiaon.org. You will find it mentioned on the home page.
- 2. Distributed via the listserve. If you are not a subscriber and want to be, please send an email to mayfieldupdate@gmail.com and say "subscribe" in the subject box. As a courtesy, include your address in the body of the email.
- 3. Posted on the Mayfield blog found at (*mayfieldupdate.mayfieldas-sociation.org*)

But if you don't have web access, you may also request a copy of the proposed language to be sent to you by email <u>after September 21<sup>st</sup></u> by emailing mayfieldupdate@gmail.com or through the mail by calling 410-900-1631. Leave a message with your name and street address and say you'd like the Mayfield proposed bylaws changes.

Mayfield is a great place to live — a hamlet in the heart of town, as we say. This minor change in our organizational documents will position us to be ready for opportunities and more readily able to seek solutions to challenges through grants, projects and other external resources that we may be eligible for. We'll answer questions about this. Simply, send an email to mayfieldupdate@gmail.com

# Mayfield Block Captains & Safety and Security Briefing

Is your car locked? Do you use a club? Is your porch light on? Yes, these questions are asked often. Okay, more than often. Constantly. However, these are the basic, inexpensive, immediate, smart and responsible things to make sure we do. Secure your home and your car. Give a thief nothing to take. Make it difficult to get in. Frankly, the police can't be everywhere and there are more possible criminals than officers on duty at any one time.

Major Worley, commander of the Northeast Police District, recently told residents that even he had a GPS unit stolen from his <u>unmarked</u> police vehicle the other day. "I swore I locked it," he told us. He had stashed it in the glove box, but the tell-tale sign of the suction cup ring on the front windshield was still evident. "The thief got lucky on my mistake!"

Major Worley and our council members Mary Pat Clarke and Robert Curran joined us for the Mayfield safety and security briefing and Block Captains meeting [read more about block captains below]. It was held August 28th at St. Francis of Assisi Church Hall. Thirteen block captains and two dozen others in the community interested in the safety issue came to discuss some issues and supports. Major Worley impressed upon the attendees the importance of calling 9-1-1. NOT 311. (Call 311 about trash, trees, street lights, parking, etc, but call 9-1-1 for police matters.) Major Worley explained that there's about a 5-minute delay between with when you call and when the dispatcher is sharing the info with the patrol officers in the district.

He asked us to think of a few key items that 'caught our eye' if we see something that doesn't look right and is therefore suspicious as we call the emergency operators. One thing he suggested was to 'look at their shoes.' A thief/vandal may change or get rid of a coat or shirt, but they are unlikely to change their shoes. If the shoes are distinctive, this information helps the police identify a likely suspect, but also saves them

time by eliminating some possible candidates as they are searching. He also recommended to note the direction that someone suspicious is going in that call to 911. There are 20 patrol cars out in the 16 sq mi district at all times, if the suspect has left one sector, police officers in other parts hear the same report and will be on the look-out.

Mary Pat Clarke suggested that there may be some Mayfielders that would like to tour the 911 facility. Six people signed up that evening. If you would like to visit the 911 facility, please let mayfieldupdate@gmail.com know of your interest.

#### Home Security Audit and Other Resources

Tim Schneid shared his web camera/wi-fi system of surveillance with the group. He also sent to Mayfieldupdate@gmail.com a link to the system he found best and reasonably priced (about \$200). For those on the list serve, you may remember the video footage sent around of a young man as he entered a parked car on the parking pad behind a garage. Tim's camera had filmed that footage from an upstairs window. It was a very clear image. It is an affordable system, if someone wants to add this to their home security set up.

#### NECOP

Major Worley was pleased to know we had a well organized neighborhood and that our block captain program helps neighbors stay alert. However he also strongly encouraged more 'eyes on the street' via NECOP, North East Citizens On Patrol. Shawn Dingle is our NECOP coordinator. He'll team up with you, if you don't have a partner and want to volunteer for a drive around surveillance some Thursday, Friday and some Saturdays. Hours typically between 7:30 - 10p.m. Shawn has also organized some day-time walk-abouts for even more eyes on the street. His suggested times will be posted through Mayfieldupdate and are usually on the calendar that Mayfield sends out periodically. For more information contact Shawn: shawn.dingle@gmail.com

# Mayfield Block Captains - Street by Street Leaders Willing to Help

The briefing on security was for the block captains so that they can share that info with their neighbors and help them be aware. Mayfield's block captain's program was created a decade ago when there was a crime spree of daytime home invasions by bashing in a door and lock and taking valuables. Mayfield wanted everyone to get a personal visit, a conversation about how to secure your home and know who to talk to when they had a concern. Block captains played that connector. They distributed information, asked their neighbors to sign up for Mayfield Mcgruff and Mayfield update and discussed how to implement security measures at one's own home.

What are the duties of a block captain? Ideally it is to be that go-to

person when they are concerned about something related to security. They especially help residents on his/her block know about strategies for improving home & vehicle security, providing printed materials on security, encourage residents to get signed up for the list-serve, help those without a computer know important info that is being communicated on the list serve that may affect them, encourage their neighbors to watch out for each other, especially when they are away, or having workmen at their home. Trusted neighbors should know your 'away' plans, but making sure the block captain knows is a very good idea.

(continued on next page)

# Mayfield Block Captains (cont.)

These individuals have agreed to be more active and to support the community watch function so vital to our quality of life. As a block captain, one makes a point of noticing things – say a visible package delivered on the front porch, when the family is away for awhile. The block captain may secure it out of sight or 'shelter' it until the family is back. The block captains communicate with their neighbors, keeping the Mayfield directory nearby to call them or come by. Some have hosted a picnic on the front yard, others hosted a holiday open house for residents on the block. Connecting people is part of the goal, because we are safer when we all are aware and watch out for each other.

There will be another meeting of the block captains this fall to discuss the 1. home security audit program idea; 2. some other issues that came up at the meeting. Officer Joseph Banks has been instrumental in this audit program for the Northeast District. He's on bereavement leave right now. We will enlist his help and host audit training for block captains and others who may be interested. The Home Security Checklist is included in this issue of the newsletter. This is a good start.

We need some additional block captains in Mayfield. All streets can use more than one block captain. Erdman, Harford, Lake Montebello Terrace, Lake Montebello Drive and Crossland (Kentucky to Erdman) also need a block captain. Mary Pat Clarke is helping organize with Mayfield a meeting to get more block captains for the lakeside of Mayfield. Write to mayfieldmcgruff@gmail.com for more info.

Consider joining the block captain team. They are very special individuals interested in the safety and security of his/her neighbors. Does that sound like you? Let us know you're thinking about it and a co-chair or other block captain will fill you in. Contact may-fieldupdate@gmail.com to indicate interest or to ask a question.

Angie Battaglia & Janelle Cousino, co-chairs Mayfield Block Captains Shawn Dingle, Mayfield NECOP



### On the Green in front of the Lake Montebello Terrace

- Food & Drink Vendors
- ♣ Arts & Craft Vendors
- **Events**



# Information: mayfieldupdate@gmail.com

To receive a vendor application, write to mayfieldupdate@gmail.com or call Gary Rahman at 202-270-4279.



To volunteer and help at Fall Fest, sign up through mayfieldupdate@gmail.com or call Gary.

# **Home Security Checklist**

Use this as a guide as you check your home for safety measures. Boxes marked "no" indicate areas where you could take action to improve your home's security. These are just some of the steps you can take to decrease the likelihood that you or your home is targeted.

Exterior Doors	Yes	No	
All doors are locked at night and every time we leave the house—even if it's just for a few minutes.			
Doors are solid hardwood or metal-clad.			
Doors feature wide-angle peepholes at heights everyone can use.			
If there are glass panels in or near our doors, they are reinforced in some way so that they cannot be shattered.			
All entryways have a working, keyed entry lock and sturdy deadbolt lock installed into the frame of the door.			
Spare keys are kept with a trusted neighbor, not under a doormat or planter, on a ledge, or in the mailbox.			
Garage and Sliding Door Security			
The door leading from the attached garage to the house is solid wood or metal-clad and protected with a quality keyed door lock and deadbolt.			
The overhead garage door has a lock so that we do not rely solely on the automatic door opener to provide security.			
Garage doors are all locked when leaving the house.			
The sliding glass door has a strong, working key locks.			
A dowel or a pin to secure a glass door has been installed to prevent the door from being shoved aside or lifted off the track.			
The sliding door is locked every night and each time we leave the house.			
Protecting Windows			
Every window in the house has a working key lock or is securely pinned.			
Windows are always locked, even when they are opened a few inches for ventilation.			
Outdoor Security	?		
Shrubs and bushes are trimmed so there is no place for someone to hide.			
There are no dark areas around our house, garage, or yard at night that would hide prowlers.			
Every outside door has a bright, working light to illuminate visitors.			

Floodlights are used appropriate	ly to ensure effective illumination.		
Outdoor lights are on in the ever photocell or motion-sensitive ligh	ning—whether someone is at home or no hting system has been installed.	ot or a	
Our house number is clearly disp find the house quickly.	played so police and other emergency vel	hicles can	
Security When Away Fron	n Home	Yes	No
	en set to turn the lights on and off in a lem home for an extended time period.	ogical $\square$	
The motion detector or other ala we leave home.	arm system (if we have one) has been act	rivated when	
	ave been stopped or arrangements for a n made when we go away from home for		
A neighbor has been asked to ter	nd the yard and watch our home when v	we are away.	
Outdoor Valuables and P	Personal Property	Yes	No
Gate latches, garage doors, and laminated padlocks.	shed doors are all locked with high-secu	rity,	
Gate latches, garage doors, and	shed doors are locked after every use.		
	valuables are stored in a locked garage of from view with a tarp and securely locke		
Every bicycle is secured with a U	J-bar lock or quality padlock and chain.		
Bikes are always locked, even if	we leave them for just a minute.		
Firearms are stored unloaded an guard locks.	nd locked in storage boxes and secured w	vith trigger	
Valuable items, such as televisio identifying number approved by	on, stereos, and computers have been inso local police.	cribed with	
Our home inventory is up-to-da somewhere out of the house.	te and includes pictures. A complete cop	y is kept	
Lost the dues envelope and not yet Please use this and mail or hand delived Dues for Mayfield Improvement Association are \$20/yr per with the many projects done by volunteers: Mayfield Newswelcome basket program, etc. Only dues paying members Scholarship Fund. Dues are paid on a calendar year basis Name(s)	r household (\$10/yr for households headed by someone 62 printing expense, web-hosting expenses, flowers/bulbs/trecan vote in general membership meetings. The special dors. Make checks payable to Mayfield Improvement Association	2 or older). Dues support the e ees for beautification, childre nation is dedicated to the May	expenses associated n's holiday parties,
Address			
This represents dues of \$			
TOTAL AMOUNT ENCLOSED \$		Check & Check #	

Check one: Cash\* or Check & Check # \*\*Reminder: Include this completed form or put a name on a cash donation.



Check www.mayfieldassociation.org and mayfieldupdate@gmail.com for updated calendar between scheduled newsletter distributions and other events worth noting.

**Board Meetings** – Third Thursdays of January, February, March and April, June, July, Sept, November; 7:15 p.m.

Sept 14 — **Mayfield's Fall Fest**, Lake Montebello Terrace Green; 1 p.m. - 6 p.m.

Oct 17 — General Membership Meeting, 7:15 p.m.

Dec TBD - Santa Visit

Feb/Mar 2014 TBD — **New Resident Reception** (Contact: mayfieldupdate@gmail.com if you are a new Mayfield resident)

July 11, 2014 — Mayfield's 50th Annual Summer Block Party and Homecoming, 3400 Norman Avenue median and around the Maryland State Boychoir Center



# Mayfield Improvement Association Officers

 $\label{eq:continuity} President - Stephanie Buttner \\ may field president @gmail.com$ 

 ${\it Vice President-Courtney\ Bartlett}$ 

Secretary – Janelle Cousino

Treasurer – Julia McDonald

#### **Board Members**

Shawn Dingle

Bethanne Garcia

Sherry Insley

Laura G Lee

Gary Rahman

Tim Schneid

JoAnn Trach Tongson

#### **Activities and Projects Leaders**

Children's Activities — Heidi Knight and Bethanne Garcia

Communications [Newsletter , Listserve, etc] — Janelle Cousino

Design/layout of May Flyers — Nina Tou

Fall Fest – Gary Rahman

Housing – Gary Rahman

Mayfield Scholarship — Courtney Bartlett, Bethanne Garcia, JoAnn Trach Tongson

NECOP - Shawn Dingle

New Resident Reception — Bethanne Garcia

Newsletter layout/design — Marisa Schleter

Traffic, Harford Road, Greening and Beautification – JoAnn Trach Tongson

Webmaster – Brian Baughn

Welcome Baskets – Angie Battaglia

All activities, projects and committees are open to more volunteers. Send an email of interest to mayfieldupdate@gmail.com to let board know you are interested in helping.

All board meetings are open. If you'd like to attend, we ask you let the President know so that the host of the meeting can make adequate arrangements. Interested in volunteering for a committee? Email mayfieldupdate@gmail.com to let us know. There are many ways to volunteer for Mayfield.

Have a question or want to be on the mayfield listserves? Send an email to Mayfieldupdate@gmail.com

## Link to Mayfield Policy for Zoning Variance Requests

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www.mayfieldassociation.org/index. php?option=com\_content&view=category&l ayout=blog&id=2&Itemid=7

### **Link to City Zoning Regulations**

Residents who have questions about fencing, signs, home improvements or other issues regulated by city zoning codes can log onto this website for answers:

www.ci.baltimore.md.us/government/legisla-ture/zoning

**Northeastern District Police** 410-396-2444

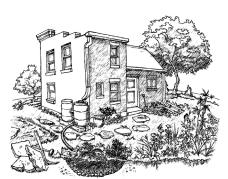
### Northeastern District Police Community Relations

410-889-6449 (Non-emergency number)

# Reducing Storm Water Run-off – Water Audit Program

#### Protecting Streams, Conserving Water

Your home impacts our waterways. Blue Water Baltimore wants to help make it better. Most people would assume rainwater is clean. After all, it just fell from the sky! But as rain falls on dirty streets, parking lots, sidewalks and yards, it picks up pollution that eventually



ends up in our waterways. Blue Water Baltimore will conduct a Water Audit, visit your home, school, church or business and perform an expert analysis. Your roof, landscape and anything else that could affect your property's impact on our

streams and the Chesapeake Bay will be a part of the review. Blue Water Baltimore will make recommendations based on your home and lifestyle. Blue Water Baltimore will also work with you to complete projects that will reduce the amount of storm water that flows from your property. With the storm water reduction tax about to be implemented, this is a good opportunity to lower your potential tax.

Recommendation might include: rain barrels, rain gardens, tree planting and conservation landscaping, pavement reduction, and downspout disconnection. Green roofs might also be an option. Blue Water Baltimore reminds us we can make a difference every time it rains! They want to help us. For more information, contact 410-254-

1577 x106 or WaterAudit@bluewaterbaltimore.org.

