

MARCH

2023

ISSUE



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Please see
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“THE VIEW FROM 524”

From the Senior Manager, Joan Campbell, CPM

Dear Residents,

Happy Spring! We made it through the winter with no major snow!! We are very much looking forward to the First Day of Spring, and St. Patty’s Day this month! We are hoping to get our garden looking pretty very soon, and to begin spending more time outdoors.

EMERGENCY PULL CORDS

The emergency pull cords in your bathrooms and apartment should NEVER be tied or taped up. Your pull cords must be left hanging down and should not be blocked by furniture or other items.

FRONT DESK– RESIDENT CALLS

The front desk is not able to make personal phone calls for residents. Please do not ask the front desk to call other residents or to use the intercom to contact another resident. If you are trying to reach a neighbor, please arrange ahead to get their phone number, or visit them directly at their apartment.

Please do not give out the community phone number as a personal number. The front desk will not take messages from an outside caller for individual residents.

LAUNDRY ROOM REMINDERS

Please remember that personal items are not to be left in the Laundry Room. Clothes, Shoes, Purses and other items can be donated to any of our local Community Shelters. When you are washing your laundry, please remember not to leave items in the machines or laundry carts. If your personal items are left in the laundry carts, they are unavailable for other residents to use.

CARBOARD BOXES/PACKAGING

Please remember that card board boxes and large items are NOT to be disposed of in the trash chute. These items clog the chute and cause a back-up of trash. Boxes should be broken down (remove tape and fold to smaller size), and left in the trash rooms.

-Joan



St. Patrick's Day

Word Search Puzzle

G M Q M J E P O J Z H K H C
 Y R C E L E B R A T E G W D
 V J E P O T P H N K O Z E T
 J D U E A X I O G L C F P P
 I V N V N I P R O V O F A A
 M A G I C U E S L Z I X Y T
 G E A N F A O E D R N U X R
 O K M A R C H S W X S D E I
 O L E P R E C H A U N V S C
 D D X K R Q A O C H O F H K
 L N Y F S Y P E N L J S J F
 U M V Q J Y T N C S U Y J J
 C R D V W A G I R E L A N D
 K P B Q H N R A I N B O W U

- | | | | |
|------------|--------|-----------|-----------|
| POT | CLOVER | CELEBRATE | HORSESHOE |
| PIPE | MARCH | GOOD LUCK | GOLD |
| LEPRECHAUN | HAT | COINS | RAINBOW |
| PATRICK | MAGIC | GREEN | IRELAND |



Maintenance News Jeffrey Knox, Supervisor

Please remember not to hold the elevator for extended periods of time. Do not put your cane, or hands into the elevators doors while they are closing.

completely off when not in use. Your stove and or over are NOT to be used to heat your apartment. This is not only a fire hazard, you are damaging your appliance, and it is a life and safety lease violation.

Residents are NOT permitted in the rear Maintenance Area. There is signage on the door. Please call the Front Desk if you need to reach a maintenance team member.



When cleaning your stove, please be sure to dry the oven and stove top. Do not spray cleaning solution directly on the burners.

Work orders should be submitted to the front desk as soon as possible. Please do not stop a maintenance team member in the hallway to submit a work order.

We appreciate your cooperation and understanding

Make sure your stove burners are turned

Jeffrey



Resident Services, Lavelle Webb, Resident Services Coordinator

BUS TRIP

The bus trip scheduled for March has been cancelled. The regular transportation service through Parks and Recs is out of service for maintenance. I will keep everyone informed as to a possible trip for April.

LIBRARY

Please remember that the library is unavailable for resident use during Food Bank and BaltiMarket Distribution. Feel free to use the Community Room on the 18th Floor instead.

EATING TOGETHER

The Eating Together program was a lovely change last month, and has resumed in person service. Please remember that lunch is serviced at noon on the 18th Floor. Recommended donation of \$1.25 is paid at meal service daily. We are not permitted to do to-go containers.

Paperwork Assistance

If you need assistance completing paperwork for: Medical Assistance, Medicare, Food Stamps (SNAP) or insurance forms, please make an appointment. If I am unavailable, please leave a voicemail and I will return your call.

TAX PREPARATION

Cash Campaign of Maryland will be at the Enoch Pratt Central Library again this year completing taxes. Please call 410-234-8008 M-F 9am-2pm to make an appointment. Resident Services DOES NOT assist with completing personal income taxes.

2022 Renter's Tax Credit Refund

Applications or Renter's Tax Credit Refund have been in the mail. Eligible participants will need the following documents to file for a refund.

1. **2022** Award letter, 1099, W2, or Income Statement(s)
2. 2022 Lease Agreement
3. Social Security Card
4. Picture ID

Individuals who need assistance with completing their application can

schedule an appointment

with me in my office. Please make sure you give Jennifer adequate time to obtain requested copies of your paperwork or if you schedule an appointment with me, I will obtain the necessary papers from Jennifer on your behalf.

Lavelle



RSC UPCOMING EVENTS

- Tuesday-Baltimarket Order 5:00 pm
- Tuesdays-Walmart Trip 11:30 am
- Thursday-Shoprite Delivery Varies
- Food Bank Delivery: **March 13h**
Time Varies

Daylight Savings Begins Sunday March 12th





Westminster House Apartments
524 N. Charles Street
Baltimore, Maryland 21201
(In Historic Mount Vernon)

Phone: 410-837-0180

Fax: 410-644-4575

Website:

www.westminsterhouseapts.com



MARCH'S BIRTHDAY CELEBRATION

- | | |
|-------------------|----------------------|
| Anna Lohrmann | Cynthia Pinder Sykes |
| Belinda Guess | Patrick Hayes |
| James Lowery | Arthur Lanier |
| William McCormick | Renee Gross |
| Jordan Crosby | Martin Cumberland |
| Barry Leonard | Darnell McLaughlin |
| Eleanor Broadway | Ellen Nagle |
| Helen Wallace | Larry Mack |
| Scott Verzier | Delores Garrett |
| Celia Madison | |



If your name is not listed above, please forgive us as we try to update our listing....we sincerely wish you have a very Happy Birthday. Also!!!, please advise us if you do not want your name included in future newsletters.

SICK AND SHUT INS

Please make sure you check in on any of your sick or shut in neighbors.

COMPLIANCE UPDATE, JENNIFER COCO

How long should you keep documents?

It's often confusing to know how long to keep documents and when it's safe to get rid of them. Some things you'll need to hold on to for your whole life and others for just a few months.

Store permanently: tax returns, major financial records

Your lease (s), Housing Authority information and income statements (social security, veteran benefit statements, pension statements) should be kept in a separate folder or file.

Your tax returns are also important documents to keep as part of your financial history. Additionally, it's a good idea to hold onto records of major financial events such as legal filings or inheritances.

Keep for 3-7 years: supporting tax documentation

Depending on your filing circumstances, the IRS may be able to ask you for supporting documentation for three to seven years after you file a return. Knowing that, a good rule of thumb is to save any document that verifies information on your tax return—including Forms W-2 and 1099, bank and brokerage statements, and charitable donation receipts—for three to seven years.

Store for 1 year: regular statements, pay stubs

Keep either a digital or hard copy of the past year's-worth of your monthly bank and credit card statements. You should also hold on to pay stubs so that you can use them to verify the accuracy of your Form W-2 when tax season arrives.

Keep for 1 month: utility bills, deposit and withdrawal records

Your utility, cable and cell phone bills can be disposed of soon as you verify your payment was processed