

# Tanterra Today

NOVEMBER 2011

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## Tanterra Homeowners Association General Membership Meeting

Wednesday, November 9, 2011

7:30 p.m. at Greenwood Elementary School

The purpose of this meeting is for the Board of Directors to present the 2012 Budget and to elect three Board Members. **Board Nominations:** running for the Board this year are (Tanterra residents) Charlie Cook and Aleka Kapatou and Associate Member Jim Cagley.

- **Ballot is for Tanterra homeowners only; Associate members do not vote.**
- **Additional nominations for Board members will be taken from the floor at the General Meeting.**

## **Absentee Voting Ballot for the November 9, 2011 General Meeting**

Please mail this ballot to THOA, P.O. Box 25, Brookeville, MD 20833 or have a neighbor bring it to the meeting in a sealed envelope (see instructions below). The following candidates have been nominated by the Nominating Committee for election for the three-year term ending 2014:

Associate Representative _____ Jim Cagley	Write in _____	Associate Representative _____
Tanterra Representative _____ Charlie Cook	Write in _____	Tanterra Representative(s) _____
_____ Aleka Kapatou	_____	_____

Vote for no more than  
three candidates, one  
of whom must be an  
Associate Member

This absentee ballot must be enclosed in a SEALED envelope that is signed, addressed and has 1/390 written on it. The envelope must not be opened until the election at the General Meeting. Separate envelopes are required for proxies and absentee ballots.

## **Proxy for the November 9, 2011 General Meeting**

I, \_\_\_\_\_, of \_\_\_\_\_, Brookeville, MD 20833, authorize \_\_\_\_\_ to meet the quorum and vote for the following specific issue(s): \_\_\_\_\_

Conducted at the November 9, 2011 General Tanterra Homeowners Meeting.

\_\_\_\_\_ (signature) \_\_\_\_\_, 2011

**Note: Only one proxy per household is permitted. You must include your address in the proxy statement. Separate envelopes are required for proxies and absentee ballots.**



### Board Members

#### Present:

- ▶ Curt Barrett, Pres.
- ▶ Glen McEwen, V.P.
- ▶ Charlie Cook, Treas.
- ▶ Dick Bertin, Sec'y.

#### Board Members at Large in Attendance:

- ▶ Jim Cagley
- ▶ Dick Cole
- ▶ Wayne Johnson
- ▶ Beth Murray
- ▶ Glenn Wasik

#### Others Present:

Sue Barrett, Elizabeth Bialas (HOA Clerk), Ann Joilet (website), Aleka Kapatou (GOCA Rep), Daniel Matathias and Sharlene Monroe (newsletter)

- ▶ = Members present & attending meeting

## *Tanterra Homeowners Association*

### *General Meeting Minutes for September 21, 2011*

The meeting was called to order at 7:30 pm by President Curt Barrett.

- Guest comments.** Guest/homeowner Daniel Matathias reported on his efforts to procure an advantageous price for trash service for Tanterra residents and members. Potomac Disposal has offered a rate of \$33.00 per quarter for once weekly pickup service. This rate will be available upon request to the company, and will be publicized in the Tanterra newsletter and on the web site. The Board thanked Dan for his efforts.
- 1) **Minutes.** A motion was made by Jim Cagley to approve the minutes of the August 17 meeting as previously distributed (with two minor corrections). Wayne Johnson seconded the motion. The motion carried and the August minutes were approved.
  - 2) **Web Site.** Curt Barrett introduced Greg Fury, who will establish the new Tanterra web site and work with Tanterra volunteers on design and maintenance of the site. Curt thanked Ann Joilet, who has been singlehandedly maintaining the site, and who has offered to assist in transition. The new site will use Drupal software for more efficient updating and content management. Tanterra will maintain the hosting arrangement. Glen McEwen, Glenn Wasik, and Greg Fury will assist in the new web design.
  - 3) **Treasurer's Report.** Clerk Elizabeth Bialas distributed the current Balance Sheet and Profit & Loss Statement (as of August 31). The Finance Committee met on September 4 and developed a draft budget for 2012. Treasurer Charlie Cook led the discussion of the draft budget, including possible modest (3-6%) increases in homeowner and associate member dues as authorized in the bylaws. No decision was reached on this point, and versions of the budget with and without the dues increase will be presented at the annual Homeowners' meeting for discussion. The Board does plan to bid out landscaping services for 2012.
  - 4) **Committee Reports:**
    - Pool Committee:  
The pool reconstruction committee continues to meet and work on details of this major project. The required geotechnical survey, approved at the last meeting, will cost \$4209, rather than the \$7500 approved at the last meeting. The board considered early replacement of two large umbrellas, destroyed by recent storms. Dick Bertin moved, and Charlie Cook seconded spending \$3200 for replacement canvas for these umbrellas using available 2011 funds. The motion was approved.
    - Architectural Committee: No report.
    - Grounds Committee: No report.
    - GOCA:  
Aleka Kapatou, GOCA representative, noted that at the September 13 meeting, there was discussion about Senior Living facilities proposed for Route 108 and likely changes in Ride-On bus service in the area.
    - Newsletter:  
Sharlene Monroe, co-editor, reported that the next issue will include full information about the November 9 Annual Homeowners' Meeting.

(cont'd. on page 9)

## President's Message

by Curt Barrett

**The Board of Directors passed the 2012 budget at the October 19<sup>th</sup> meeting.** I was disappointed that most Tanterra homeowners were not interested enough in attending to learn how we are planning to collect and spend the 2012 dues. The main budget items for 2012 are an approved increase in dues of 6% (\$20 per home), as well as a \$10 increase per associate membership. One of the main driving factors influencing the increase is that an analysis conducted on operational and maintenance costs show that in the past 10 years, operational and maintenance expenses have increased an average of 10% per year and in the last five years these same expenses are increasing by 10% per year. **We will review the budget at our annual meeting.** As you all know, we are preparing specifications and terms of reference for procurement of the pool reconstruction to begin in September, 2012. **We also plan to report on the pool re-construction progress**, including what the recent geotechnical study revealed about our pool.

**The annual meeting will be held this November 9th at Greenwood Elementary School at 7:30 p.m. - I hope you are planning on attending.** As you will note from page one of the newsletter, three individuals have been nominated for the Board by the Nomination Committee chaired by Glen McEwen. Two of the nominations are existing Board members, but one candidate is new and has been serving as our GOCA representative this past year. **If you cannot make the meeting, please vote by filling out an Absentee ballot and either mail it in or have a neighbor take it to the meeting.** Also, fill out the proxy and give it to a Board member or neighbor that will attend our annual meeting. The proxy is important; our covenants require that 10% of homeowners (or their proxies, which is 39 people and/or their proxies) must be in attendance at the annual meeting for a quorum to occur.

**The main business at the Annual Meeting will be:**

- the election of three board members;

- approval of the reserve fund amount for this year (required by IRS);
- briefing of the 2012 budget to homeowners by our Treasurer (Charlie Cook); and
- an overview of accomplishments and plans by the Board for next year.

**At our October volunteer appreciation dinner I had the chance to thank the core volunteers who work so hard to make our neighborhood a great place to live.** A special thanks went out to both Wayne Johnson and Dave Stout for their continuous engineering work on the pool. Maintaining and operating the pool is a major effort and one of them - if not both - were there all the time. Hank Griffith and Ted Karp were thanked for their hard work in keeping the subdivision homes and yards up to standards, and I thanked Jim Welch for coordinating a kids hockey program where kids of all ages can learn to play street hockey on one of our tennis courts. A special thanks went to Beth Murray who has worked on the board for many years and has now decided to begin another life post-Tanterra. And finally, after many years of maintaining and operating our website, we also thanked Ann Joliet for keeping us informed on the world wide web at [www.Tanterra.com](http://www.Tanterra.com).

**Tanterra is looking for someone to handle the mailing out of our newsletter, the *Tanterra Today*.** Duties involve picking up the newsletter at the printers, putting labels on the newsletters, preparing paper work for the post office, and taking the newsletters to the Suburban Post Office. Transportation necessary; students and retirees welcome. Training provided and the individual will be paid \$35 for each monthly issue. Call Sue Barrett at 301-774-0234 if interested.

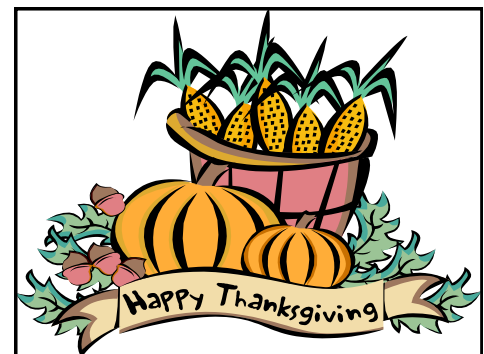
I hope to see you at our Annual meeting!

### Upcoming Board Meetings

**\* November 9 \***  
December 21  
January 18

All meetings start at 7:30 p.m. and are held at the Pool.

**\* Please note the Annual Meeting is Nov. 9th and will be held at 7:30 p.m. at Greenwood Elementary School \***



## TANTERRA HOMEOWNER'S 2012 BUDGET

	<u>2011</u>	<u>2012</u>
<b>REVENUE</b>		
Homeowner's Dues – 390 @ \$325/\$345	126,750	134,550
Associate Dues – 225 @ \$505	111,375	113,625
Advertising - Tanterra Today	2,000	2,000
Architectural Income	300	300
Interest Income	500	500
Finance Charges	200	200
Legal Fees Charged	1,000	1,000
Pool Passes	800	800
Pool Rentals	1,000	1,000
Social Functions	4,000	4,000
Other Income	800	1,200
Swim & Dive Team	32,000	33,000
Volleyball Committee	<u>3,000</u>	<u>3,000</u>
<b>TOTAL REVENUE</b>	<b>283,725</b>	<b>295,175</b>
<b>EXPENSES</b>		
<u>Administrative</u>		
Accounting Services	6,500	6,500
Architectural/Engineering	300	200
Bank Service Charges	150	150
Clerical/Bookkeeper Services	24,500	22,800
Insurance	12,000	12,000
Legal Services - Collections	1,000	1,000
Legal Services - Miscellaneous	1,000	1,000
Miscellaneous Operations	200	2,200
Office Supplies	700	700
Postage - Operations	1,200	1,800
Reserve Study	0	0
Tanterra Website	300	300
Utilities - Operations	<u>300</u>	<u>300</u>
<b>Total Administrative</b>	<b>48,150</b>	<b>48,950</b>
<u>Grounds Committee</u>		
Miscellaneous – Grounds	2,000	2,000
Mowing – Grounds	<u>10,000</u>	<u>10,000</u>
<b>Total Grounds Committee</b>	<b>12,000</b>	<b>12,000</b>
<u>Pool Committee</u>		
Chemicals	8,500	9,000
Management Fees	86,000	88,000
Miscellaneous	5,000	5,000
Permit Fees	1,200	1,200
Pool Rentals	1,000	1,000
Repair & Maintenance	12,000	13,000
Supplies	5,000	5,500
Telephone	1,000	1,000
Utilities	<u>18,000</u>	<u>19,000</u>
<b>Total Pool Committee</b>	<b>137,700</b>	<b>142,700</b>

## TANTERRA HOMEOWNER'S 2012 BUDGET

	<u>2011</u>	<u>2012</u>
<u>Tanterra Today</u>		
Miscellaneous	1,600	1,000
Postage	1,700	1,700
Printing	<u>5,700</u>	<u>6,400</u>
<b>Total Tanterra Today</b>	<b>9,000</b>	<b>9,100</b>
<u>Taxes</u>		
County Condo	1,200	1,200
Federal & State	0	1,500
Personal Property	400	400
Real Estate	<u>500</u>	<u>1,000</u>
<b>Total Taxes</b>	<b>2,100</b>	<b>4,100</b>
<u>Social Committee</u>		
Miscellaneous (Opening, Closing, Events, etc)	8,000	8,000
Volunteer Appreciation Dinner	<u>1,500</u>	<u>1,500</u>
<b>Total Social Committee</b>	<b>9,500</b>	<b>9,500</b>
<u>Activities/Civic</u>		
Charitable Contributions	1,600	1,600
Recognition Awards	300	300
Swim & Dive Team	32,000	32,000
Tennis	500	500
Volleyball	3,000	3,000
Welcome Committee	<u>200</u>	<u>100</u>
<b>Total Activities/Civic</b>	<b>37,600</b>	<b>37,500</b>
<b>TOTAL EXPENSES</b>	<b>256,050</b>	<b>263,850</b>
<b>ANTICIPATED NET REVENUE</b>	<b>27,675</b>	<b>31,325</b>
Estimated Reserve Fund Beginning Balance:	64,984	55,659
Contributions to Reserve Fund (Net Revenue)	<u>27,675</u>	<u>31,325</u>
<b>Total Reserve Fund for Capital/Emergency Expenses</b>	<b>92,659</b>	<b>86,984</b>
Potential Reserve Fund Uses		
Furniture	5,000	3,000
Walking Path Repairs	0	0
Parking Lot -- Culvert	0	0
Tennis Court Renovation/Resurfacing	10,000	0
Replace Pool Filtration System	<u>22,000</u>	<u>0</u>
<b>Total Reserve Fund Uses</b>	<b>37,000</b>	<b>3,000</b>
Estimated Reserve Fund Balance End of Year	55,659	83,984
Cash Available (Est. Dec . 31):		
Checking - General Fund	10,000	10,000
Checking - Swim Team	27,000	13,000
Checking - Volleyball	3,000	3,000
Special Assessment Fund	129,000	48,000
Savings	45,000	74,000

**TANTERRA HOMEOWNER'S 2012 BUDGET**

	<u>2011</u>	<u>2012</u>
Sandy Spring CD - 6 months	20,000	21,000
Sandy Spring CD - 6 months	<u>20,000</u>	<u>20,000</u>
	254,000	189,000
Special Assessment Fund for Pool Renovation		
Beginning Balance	0	129,000
Homeowner's Assessments	136,500	136,500
Interest Earned	0	2,500
Expenses (Estimated)	<u>7,500</u>	<u>220,000</u>
Balance/Reserve For Pool Renovation	129,000	48,000

**THE LATEST "DIRT" ON TRASH PICK UP**

**Potomac Disposal has agreed to lower its rate** for 1x/week pick-up to \$33 per quarter to all Tanterra homeowners AND associate members! The offer is effective immediately.

To take advantage of this discount, call Potomac Disposal today (301-294-9700) and identify yourself as a Tanterra HOA member seeking the reduced rate.

If you have any questions regarding this discount, contact Dan via e-mail at [matathi@aol.com](mailto:matathi@aol.com)

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**MARY KERR'S  
NOVEMBER  
Timely Tip**



**Happy Thanksgiving  
to all of you and your  
families! Take time to  
be thankful!**



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## THE NOVEMBER LANDSCAPE GARDENER

### MARK D. UHL, Horticulturist

The beginning of November signals the time to complete landscape projects and start preparing for the winter months when outside activities in the garden are limited due to weather conditions.

The 2011 seeding season for grass was a mixed bag as there was plenty of good, wet weather for the grass to get started and grow, but this left limited times to actually get the ground prepared and the seed put down in between the rainy periods. I am seeing great growth of new stands of turf in areas that were in need of cover. I am an advocate of seeding every year, because some years work out better than others and you never know what kind of year we will have.

Planting of **all** woody plants can be carried out through the middle of November. After that time care should be given to the type of plants which can be safely planted. Pines and broadleaf evergreens should only be planted after mid November if in a well protected area and proper watering is possible during the winter. Deciduous trees and shrubs can be planted throughout most of the Fall and Winter months as long as the ground is not frozen .

Lawn care should include applying fertilizer at the rate of 9/10 pound of nitrogen per thousand square feet. *The November fertilizing is the most important application you can make to your lawn.* Roots which will see the lawn through next summer's drought stresses are growing now and will continue to grow and absorb nutrients as long as soil temperatures remain above 45 degrees, while the elongation of the shoots is at a reduced rate.

Pruning can resume now. Growth of new shoots will not commence until next spring. Do not do major pruning this Fall on plants which have set their flower buds for next Spring. Examples of these are azaleas, rhododendrons, and forsythia. Pruning of plants which will flower on next years, current season, new growth is okay.

A regular clean up of leaves will keep recently seeded grass plants from being smothered (protect your investment of time and money). Rake gently so as not to uproot the delicate grass seedlings (or use blowers). Running over a pile of leaves to be composted with a lawnmower will accelerate decomposition. (Do so in an out-of-the-way place where the small fragments can be allowed to break down over the winter.)

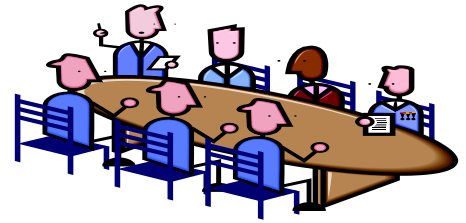
The last lawn mowing of the year will probably take place in November or maybe the first week of December. If your mower has an easily adjustable height of cut, make this mowing a little shorter (not scalped) to allow for a little new growth next spring, prior to the mad rush to get the mower ready in April. When the last cut is completed, take the time to winterize the mower by changing the oil (4 strokes), draining all fuel and then running the mower to burn up any fuel remaining in the carburetor. (An alternative is to mix fresh gas and a fuel stabilizer and fill the tank, then run the mower only long enough to get the stabilized fuel through the carburetor, remove the spark plug and put a squirt of oil into the spark plug hole, pull the starter cord one to two times to distribute the oil, leave the piston at the spark plug end of the cylinder , and reinstall the spark plug, leaving it loose.) You might sharpen the blade and scrape the underside of the mower deck at this point also. Take care to remove the spark plug wire and secure the blade when working under the mower deck to protect yourself from injury. This is probably not necessary on most modern mowers as they have operator presence controls that accomplish the same effect of preventing the mower from starting accidentally (a good idea nonetheless).

Perennials and ornamental grasses can be cut back either in the Fall or wait until late winter (early March). If the plant has winter interest such as most grasses, leave it. If it does not (Salvia), cut it down to the ground, leaving only the rosette of leaves that are flat on the ground. Covering newly planted and delicate perennials once the soil freezes will keep the soil freeze/thaw cycle from heaving the plant out of the ground and having the roots dry out. Evergreen boughs are good for this as they can be easily removed in the Spring to allow the soil to warm up faster.

You might want to save the pruning of the holly trees and others with good berries for December so that the greenery cut off can be used for your indoor decorations. Have a Happy Thanksgiving!

\*\*\* Use of the information contained herein is at your own risk. Read the label and follow label directions. Label directions supersede any information provided herein. \*\*\*

**Tanterra HOA Board of Directors**  
 P. O. Box 25  
 Brookeville, MD 20833  
 www.Tanterra.com



**OFFICERS**

President	Curt Barrett	(2012)	Curtis.barrett@verizon.net	301-774-0234
Vice President	Glen McEwen	(2012)	fivemcewens@msn.com	301-570-3586
Treasurer	Charlie Cook	(2011)	Charlie.iii@verizon.net	301-774-8059
Secretary	Dick Bertin	(2013)	RichardBertin@verizon.net	301-774-7926

**OTHER BOARD MEMBERS**

Glenn Wasik	(2012)	301-774-5020	Jim Cagley	(2011)	301-570-1475
Dick Cole	(2013)	301-774-6534	Beth Murray	(2011)	301-774-8297
Wayne Johnson	(2013)	301-774-1906			

**CLERK** Elizabeth Bialas 301-774-3809 • LizBialas@yahoo.com (contact for resale packets)

**COMMITTEES**

<b>Architectural</b>	Hank & Kay Griffith	skayhank@comcast.net	240-461-7536
<b>Grounds &amp; Environment</b>	Ron White	Rononearth@gmail.com	240-678-3189
<b>Greater Olney Civic Assn</b>	Aleka Kapatou	alekakapatou@hotmail.com	301-774-4624
<b>Neighborhood Watch</b>	<b>Vacant</b>		
<b>Social</b>	Sarah Formichelli	sarahformichelli@yahoo.com	301-774-1976
<b>Pool</b>	Wayne Johnson	tanterrapool@hotmail.com	301-774-1906
<b>Pool Phone</b>			301-774-4035
<b>Pool/Pavilion Calendar</b>	Dick Bertin	RichardBertin@verizon.net	301-774-7926
<b>Dive Reps</b>	John Siarkas	RepJohn@tanterratarpons.org	301-774-2117
	Stephanie Olszewski	RepStephanie@tanterratarpons.com	240-370-9864
<b>Pre-Team Rep</b>	Gay Braker	preteam@tanterratarpons.org	301-570-1553
<b>Swim Team Reps</b>	Susan Johnson	RepSusan@tanterratarpons.org	301-924-5979
	Karen Gallagher	RepKaren@tanterratarpons.org	301-570-0673
	Carleen Patterson	RepCarleen@tanterratarpons.org	240-342-2336
	Tina Varron	RepTina@tanterratarpons.org	240-463-3743
<b>Treasurer</b>	Jim Cagley	JCBozLaw@aol.com	301-570-1475
<b>Tanterra Website</b>	Ann Joliet	Admin@Tanterra.com	301-774-1415
<b>Tanterra Today</b>	Charlotte Cary	tanterratoday@hotmail.com	301-774-6862
<b>(Co-Editors)</b>	Sharlene Monroe	Sharlene@LongandFoster.com	301-648-2025
<b>Tennis</b>	Peter Szwec	PSzwec@verizon.net	301-570-1724
<b>Volleyball</b>	Wayne Johnson	WayneLJohnson@verizon.net	301-260-1906
<b>Welcoming Committee</b>	Jodie Siarkas	jsiarkas@comcast.net	301-774-2117

*Tanterra Today* can also be found online at [www.Tanterra.com](http://www.Tanterra.com).

Check out our website for announcements and other community news!

Please submit all items for publication in the newsletter by the 20th of each month to [TanterraToday@hotmail.com](mailto:TanterraToday@hotmail.com).

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(cont'd. from page 2)

Social Committee:

No report. The Volunteer Appreciation Dinner is scheduled for Saturday, October 1 at the pool pavilion.

Tennis Committee:

No report.

Welcoming Committee:

No report. New residents are being welcomed as they arrive.

5) **New Business**

A request was received from a homeowner to replace the chilled water fountain at the pool. Although there seemed to be general support, the discussion was tabled until additional information can be presented.

6) **Old Business**

The Greenwood School hall has been reserved from 7-10 pm for the November 9 Homeowners' Meeting.

The meeting was adjourned at 8:15 pm.

Submitted by Richard J. Bertin, Secretary



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## TANTERRA TODAY PUBLISHING POLICIES

### FREE ADVERTISING!

If you submit an article of general interest or usefulness, or if the Editors like it regardless of its perceived general interest or usefulness, we will print a free advertisement for your business up to one half of the size of the article.

### LETTERS TO THE EDITOR!

We welcome your comments, letters and opinions. You may either write us at P.O. Box 25, Brookeville, MD 20833 or email at [tanterratoday@hotmail.com](mailto:tanterratoday@hotmail.com). We reserve the right to edit or modify the text of letters. Please include your name and contact info.

### SUGGESTIONS

We warmly welcome your suggestions for improvements to your newsletter, including features you would like to see or not to see.

### NOTE

Regular advertising submissions should be emailed to [tanterratoday@hotmail.com](mailto:tanterratoday@hotmail.com) - including business cards (where possible). If you lack computer capability, you may drop off or mail your hard copy advertisement to Charlotte Cary at 18933 Alpenglow Lane, Brookeville, MD 20833. Checks should be made out to the Tanterra Homeowners Association and included with your advertisement. The deadline is the 20th of the month. If you have any questions, please call Charlotte at 301-774-6862.

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<b>Half Page</b>	\$ 75/mo	\$ 780/16 issues
<b>Quarter Page</b>	\$ 50/mo	\$ 480/16 issues
<b>Business Card</b>	\$ 20/mo	\$ 200/16 issues
<b>Classified Ads</b>	\$ 2/line	Give-Aways - Free!

*Ads are due by the 20th of each month*

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