

Newsletter Mailing Committee

Our Newsletter Mailing Committee meets once each month to process the mailing of our monthly newsletter along with any special inserts and dues return envelopes that may be needed. With a membership of over 800 addresses, of which 750 are residential and 50 are commercial businesses and industry, this is no small task. However, our efficient team of volunteers completes the process in less than two hours.

Mailing labels, generated by our Membership Co-Chair, are passed out to members of the Mailing Committee and they in turn affix the labels to the envelopes. The envelopes are then sealed, sorted by zip code, bundled in packs of 30, counted and placed into U.S. Postal Service trays. The mailing is also weighed and the Co-Chair completes the required U.S. Postal Service forms. Volunteer drivers then take the mailing to the main post office Downtown at Harrison and Canal Streets where it is processed for delivery to your mailbox.

The manual process performed by our Mailing Committee substitutes for work that ordinarily would be done by Postal Service employees and therefore qualifies our civic association for a Bulk Pre-Sort Mail Rate. This allows us to save a sizeable amount of money as opposed to mailing by First Class postage.

The Newsletter Mailing Committee is composed of eleven members who are divided into two teams that alternate months. We also have two drivers who generally pitch in with the entire mailing process. The current members of this committee are:

Mary Lou Juarez & Dorothy Wroble - Co-Chairs

Juanita Beltran
Angelita Cervantes
Mila Escobar
Flor Gatan
Teri Krown
Kathy La Rocco
Regina Miguel
Ann Podolsky
Chery Tumaitis

Wish Kucik & Bill Tumatis – Drivers

Because of vacations, appointments or illness, we periodically need extra help on this committee. If you would like to volunteer your time once every other month, please contact us by leaving your name and phone number on our office answering machine – 773-843-2232, or use the “Contact Us Box” in this webpage. This committee generally meets for two hours on the fourth Thursday of every month starting at 9:00 AM. However, dates may vary due to the number of days in each month.

Members of this committee perform a very important service for our civic association and we are grateful for their ongoing commitment of time and talent.