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Signal Hill HOA meeting agenda

October 26,2025

Topic of discussion: Yearly Meeting 2025

Meeting Norms:

Respect difference of opinions	No-Fault, No Blame	Start on Time...End on Time	Ground Statements in Evidence	Celebrate Success
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Facilitator(s) : Noah Freeman, Jamal Francis

Timekeeper :

Note takers :Ashley Ayala

Attendees : Noah Freeman, Jamal Francis,Eileen Harlee, (See sign in list)

Meeting Objectives

5 m	<p>Call to order - 2:15 pm April 26th -2:20 Welcome to everybody that is attending the meeting.</p>
	<p><b>Budget - increase in dues</b> There is a discrepancy between what we put in the budget and the property management, this was because a property was listed that does not partake in the HOA, with that, the petty cash item was removed. We will need to check with that.</p> <p>There is a 3% increase with management dues every year, our legal has gone up, as of now the dues will be going up to \$215.00 Even with adding the petty cash back, it should not change.</p>

	<p>Another change was with landscaping and maintenance, this adds to our cost with them. Tony asks where it was, it is behind 2 houses in 12 sons Ct. We have to mow it so the county can have access, it is a dry pond. We can talk to the county to see if they can put up a fence to prevent any accidents.</p> <p>Ken asked about the sharing of the spreadsheet, it will be in the "confidential reports" area of our website, you need to go in and create a password, your account is created since we already have the email of the homeowner.</p> <p>Noah read the budget for the attendees. Website costs were lower this year because it is paid for every 5 years.</p> <p><b>Big increases: lawn maintenance, tidewater dues, legal fees.</b></p> <p><b>Jamie will send an email for homeowners to know how to make an account in confidential reports.</b></p>
	<p><b>Meeting location</b> Noah spoke with the new president of Ridgley's Run, if we make our meetings M-F they will still be free, if not we will need to pay \$75.00 per meeting.</p> <p>Another option is finding a free spot at the library, but those are on a first come-first serve basis. We also need more homeowners to come to the HOA meetings.</p> <p>We will be trying the library to see how that goes. We will see how it goes. In regards to time and day, we will aim for Sundays at the same time. An email will be sent with confirmation for the homeowners</p>
	<p><b>New board member vote</b> Noah is staying on for President</p>

		<p>Tony Gilles - nominated himself for VP  Steven Freeman - nominated himself for Secretary  Ashley Ayala - MAL</p> <p>Results:  Noah Freeman - President  Steven Freeman- Secretary  Tony Gillus - VP  Jamie Love - Treasurer  MALs - KyMBERli Ferguson, Antionette Plunkett, Eileen Harlee, Ashley Ayala.</p>
		<p><b>New Legislation that affects HOA's</b>  Elections need to be held by independent parties (people whose name is not on the ballot)  We need to find a way to vote (can be a platform)  Reserve study every 5 years</p>
		<p><b>Concerns</b></p> <p><b>Architectural questions</b> - a homeowner has to waterproof her basement, she was asking if she needed to submit an ARC, she was told no since it was home maintenance.</p> <p>Neglected houses - 2 people have to file a claim to the health department or fire department as a hazard, putting a lien on the house is not going to work because they will be unable to pay back.</p> <p>Wondering: people willing to help clear out the front of the house, lawn maintenance. What are the steps we can follow to get these houses in order.</p> <ul style="list-style-type: none"> <li>- Offering to fix/ remove fence (lawn house)</li> </ul> <p>Parking - commercial vehicles parked - check on policies</p> <p>Speed limit - can the county install children at play signs - temporarily</p> <p>Speed bumps? - it prevents snow plowing</p>

		If people park preventing you from getting out of your driveway, you can call the police.
		<b>Q&amp;A</b>
		Activities: Chili Cook-off Fried fish Fundraisers (trunk or treat,
		Action Items Email to homeowners explaining our move to digital, including the private page on the website. Check in person for the library.
		<b>3:53 pm Meeting adjourned.</b>

**Signal Hill HOA meeting agenda**

**July 27. 2025**

**Topic of discussion: Third Quarterly Meeting 2025**

**Meeting Norms:**

<b>Respect difference of opinions</b>	<b>No-Fault, No Blame</b>	<b>Start on Time...End on Time</b>	<b>Ground Statements in Evidence</b>	<b>Celebrate Success</b>
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April 27, 2025

Topic of discussion: Second Quarterly Meeting 2025

Meeting Norms:

Respect difference of opinions	No-Fault, No Blame	Start on Time...End on Time	Ground Statements in Evidence	Celebrate Success
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Facilitator(s) : Noah Freeman, Jamal Francis

Timekeeper :

Note takers :Ashley Ayala

Attendees : Noah Freeman, Jamal Francis,Ricardo Martinez

Meeting Objectives

5 m	<p>Call to order - 2:15 pm April 26th -2:08 welcome to everybody that is attending the meeting.</p>
	<p><b>What is the purpose of an HOA?</b></p> <ul style="list-style-type: none"><li>- Non profit Organization - HOA is required by law since the community itself was created. Can only be dissolved legally. Without a board, we'd have to hire someone to manage and that would incur more fees.</li><li>- We have an outside company that handles the financial aspect, we have assured we have a good company for that, which is why we switched to Tidewater about 2yrs ago.</li><li>- Enforce rules from the covenants and bylaws, along with amendments. To add/alter most residents need to vote on it .</li><li>- We also manage common property.</li></ul>

		<ul style="list-style-type: none"> <li>- Having events, fun stuff, making the neighborhood a nice place to be and belong to.</li> </ul>
		<p><b>Resident expectations of HOA</b></p> <ul style="list-style-type: none"> <li>- Keep the community safe and fair</li> <li>- Continue the legacy that was put in place</li> <li>- Modernize things</li> <li>- Safe space for concerns</li> <li>- Get more residents involved in the community</li> <li>- Question regarding technology and where to find documents.</li> <li>- Communication, look for a way to consolidate everything and make things modernized - FB group, website, Google Meet, etc</li> <li>- Keeping in mind that we also do not want to raise the dues unless more community members are going to meetings, we do try and keep in mind.</li> </ul>
		<p><b>Progress review of architectural committee</b></p> <ul style="list-style-type: none"> <li>- We don't want to be THAT HOA, where we give report cards to houses. We have to upkeep our houses, our properties. If we want our lawns to be grass, that's ok, if you want flowers, that's ok, just not 6ft flowers.</li> <li>- Safety concerns, we don't want hazards in our yards, that could negatively affect the community. Talk to your neighbors about things that need to get fixed.</li> <li>- There were letters sent out to homeowners to work on their homes and let us know what their next-steps are.</li> </ul>
		<p><b>Issues/ concerns with daycare</b></p> <ul style="list-style-type: none"> <li>- Daycare lights - they were concerned with employee safety. They have angles the light so it does not shine too brightly into the houses. They are installing more solar lights.</li> </ul>

		<p><b>Property Disputes</b></p> <ul style="list-style-type: none"> <li>- What houses are or not a part of the HOA, we need to check a title search.</li> <li>- A homeowner has knowledge on TS and can help us figure out a little bit better.</li> <li>- It is the Homeowners job to find out if they are a part of the HOA if they have a question about it.</li> <li>- If the HOA has documentation that a home is part of the HOA, they owner is the one that says/ pays for it to be proven otherwise.</li> <li>- We can talk to the houses on Mission Rd. so they can look presentable enough as their buildings are very similar to ours and people could associate it.</li> </ul>
		<p><b>Review of egg hunt (April 20th)</b></p> <ul style="list-style-type: none"> <li>- What went well? <ul style="list-style-type: none"> <li>- Egg donation was great!</li> <li>- 6-7 families</li> </ul> </li> <li>- What can be improved?</li> <li>- Resident feedback</li> <li>- Vote to add to budget <ul style="list-style-type: none"> <li>- \$5-10</li> </ul> </li> </ul>
		<p><b>Spring Cleaning Day</b></p> <ul style="list-style-type: none"> <li>- Trash, litter,</li> <li>- Dumpster for the community</li> </ul>
		<p><b>Discuss car parking issues and abandoned/ non-functional vehicles</b></p> <ul style="list-style-type: none"> <li>- The issue is not how many cars you have, it is the safety of the matter.</li> <li>- Cars that: <ul style="list-style-type: none"> <li>- Have been on private property without consent gor 48hrs or more</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>- No valid plates/ registration</li> <li>- We need a solution that keeps everybody happy.</li> <li>- HoCo has to be involved</li> </ul>
		<p><b>Planning Summer block party</b></p> <ul style="list-style-type: none"> <li>- Potluck type party</li> <li>- Sign-up genius - letters,</li> </ul>
		<p><b>Questions, concerns</b></p> <ul style="list-style-type: none"> <li>- Lights in the neighborhood - we need to sign a petition</li> <li>- They are putting a sidewalk at Guilford road, we are getting a crosswalk</li> </ul>
		<p><b>Next Steps:</b></p> <ul style="list-style-type: none"> <li>- Have a discussion with homeowners about their houses in the HOA</li> <li>- Talk to Mr. Guji about the letter he received.</li> <li>- Determine increase of dues for activities.</li> <li>- How to get the county to pick up big trash.</li> <li>- Parking situations</li> <li>- Bigger meeting signs</li> <li>- Food trucks?</li> </ul>

Signal Hill HOA meeting agenda

January 26, 2025

Topic of discussion: First quarterly meeting 2025

Meeting Norms:

Respect difference of opinions	No-Fault, No Blame	Start on Time...End on Time	Ground Statements in Evidence	Celebrate Success
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Facilitator(s) : Noah Freeman, Jamal Francis

Timekeeper :

Note takers :Ashley Ayala

Attendees : Noah Freeman, Jamal Francis, Eileen Harlee, Jamie Love

Meeting Objectives

5 m	<b>Call to order - 2:15 pm Jan 26th</b>
	<b>Introduction of new board members</b> President - Noah Freeman GHCT - joined to bring our community together, with more events and have everyone get to know eachother, we have an awesome community, so lets make it happen. Vice President - Jamal Francis - Joined because we are the first house in the neighborhood and felt responsibility, camaraderie, relationships, community. A big part for me is to bring back the relationships that matter Treasurer - <b>Eileen Harlee</b> Secretary - Ashley Ayala - get to know ppl and how the community works. Members at Large - Jamie Love - likes to volunteer

		<p>, Ricardo Martinez, Eileen Harlee - petitioning for treasurer, likes to volunteer and bring ppl together.</p> <p>, Kym Ferguson</p>
		<p><b>Vote for New Treasurer</b></p> <ul style="list-style-type: none"> <li>- Eileen Harlee is voted in for treasurer.</li> </ul>
		<p><b>Reminder to shovel snow/ice from sidewalks, front of mailboxes</b></p> <ul style="list-style-type: none"> <li>- Kind reminder that if your house has a sidewalk, it is your responsibility to shovel the snow/ice as per Howard County law*. Throw salt/sand to prevent slips and falls. If you are going to be out of the state/area, please contact someone to shovel your area.</li> <li>- <a href="https://library.municode.com/md/howard_county/codes/code_of_ordinances?nodeId=HOCOCO_TIT18PUWO_SUBTITLE_4SI_S18.402MASIDRSO">*https://library.municode.com/md/howard_county/codes/code_of_ordinances?nodeId=HOCOCO_TIT18PUWO_SUBTITLE_4SI_S18.402MASIDRSO</a></li> <li>- Send notice to neighbors via our various platforms to improve our communication. We have 48 hours to remove the snow as per the county.</li> <li>- Please if you have a mailbox near your house, also keep the area free from snow/ice. This is considered a public right-of-way.</li> </ul>
		<p><b>Overview of upcoming initiatives and projects</b></p> <p>Block Party - June</p> <p>Egg hunt - April</p> <p>The possibility of activities to foster the sense of community that we all want and crave.</p> <p>Bring your own _____ type parties</p> <p>Signs in the community for meetings/ activities, Jamie is going to try and clean the signs.</p>

	<p><b>Discuss future meeting dates</b></p> <p><i>Written notice of each meeting of the Members shall be given by, or at the direction of, the Secretary or person authorized to call the meeting, by mailing a copy of the notice, postage prepaid, not less than fifteen (15) not more than sixty (60) days before the meeting, to each Member, addressed to the Member's address last appearing on the books of the Association, or supplied by the Member to the Association for the purpose of notice. The notice shall specify the place, day and hour of the meeting. In the case of a special meeting, the notice shall state the purpose of the meeting.</i></p> <p>Location: Ridgleys community center/ Google meet</p> <p>April 27, 2 pm</p> <p>July 27, 2 pm</p> <p>October 26, 2 pm</p> <p>Stamps and envelopes would cost \$120.00 aprox. We did not budget for mailing this year but can revisit next year. We have been using less expensive ways to give out notifications: leaving them door-to-door, - it was suggested that we place the envelopes inside doors, under mats, or a rock or some sort of weight to keep them from flying away.</p>
	<p><b>The requirement and use of reserve funds</b></p> <p>Only to be used for capitol replacement or maintenance. There has to be a certain amount of money here by law. (common property) there has to be a reserve study done every 5 years by a certified independent contractor.</p> <p><a href="https://www.reserveadvisors.com/resources/blog/maryland-reserve-study-legislation-faq/">https://www.reserveadvisors.com/resources/blog/maryland-reserve-study-legislation-faq/</a></p>
	<p><b>How we determine and use our budget item by item</b></p> <p>The documentation will be put behind a "membership" on the site to avoid outside people seeing this documentation.</p> <p>A third party is required for money management, we can freely use the petty cash.</p>
	<p><b>The new architectural form and discussion of our bylaws requiring us all to keep our houses in order</b></p> <p><b>Discuss approved exterior paint colors</b></p>

		<p>We are changing the paint colors from DURON to Sherwin Williams. The colors will be posted on the website.</p> <p>What happens if people have the wrong color?</p> <ul style="list-style-type: none"> <li>- If you are as close as possible to the paint chips you'll be ok, just not too far off.</li> <li>- Andrew Stun - 8958 is willing to join the ARB</li> </ul>
		<p><b>The CAI transparency Act</b></p> <ul style="list-style-type: none"> <li>- The explanation will be on the website, it is a law that applies to the HOA and any person that has ownership, control of decision. Information needs to be provided to avoid illicit use of funds.</li> <li>- Each board member has to fill it out, including MALs.</li> </ul>
		<p><b>Vote on Signal Hill Logo</b></p> <p>Voted yes.</p>
		<p><b>Open forum for resident questions and suggestions</b></p>
		<p><b>Next Steps</b></p> <p>Board needs to fill out the CTA</p>

Signal Hill HOA meeting agenda

November 17, 2024

Topic of discussion: HOA board member transition

Meeting Norms:

Respect difference of opinions	No-Fault, No Blame	Start on Time...End on Time	Ground Statements in Evidence	Celebrate Success
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Facilitator(s) : Noah Freeman, Jamie Lynne

Timekeeper :

Note takers : Ashley Ayala

Attendees : Jamie Lynne, Jamal Francis, Kenneth Sall, Kimberly Ferguson, Noah Freeman, Ashley Ayala, Erin

Meeting Objectives		
	5 m	<b>Call to order</b>
1	5 m	<b>Roll -</b>  <b>Present:</b> Jamie Lynne, Jamal Francis, Kenneth Sall, Kimberly Ferguson, Noah Freeman, Ashley Ayala, Eileen Harlee (MAL)  <b>Absent:</b> Erin Carrick
2	10 m	<b>Review and approval of minutes</b> Ken provided minutes of the annual meeting, and everyone should have read them over by now so this should not take any time

		<p>Although there was some discussion in email about this, it is during this part of the meeting that the previous minutes would be formally approved, so this would be mostly a formality to help set the routine.</p>
3	10 m	<p><b>Officer Reports/Old Business</b> (In this case, it would be updates on the status of the various transitions with Ken to make sure we have everything covered.)</p> <ul style="list-style-type: none"> <li>• (1) President (P)- comments on the status of google drive, groups, and other such tasks that she was taking care of.</li> <li>• (2) Vice President (VP)- any tasks that he has taken on</li> <li>• (3) Secretary (S) - Update on her transition tasks</li> <li>• (4) Treasurer (T) - Confirmation that she has taken on the finance related tasks Ken was doing</li> <li>• (5) Ken - given the floor for any loose ends not covered during the officer updates. Every task should have a new responsible party and they should know who they are.</li> </ul>
4	10m	<p><b>Officer Reports/New Business</b> (This would be each of the officers fully embodying their roles and making decisions about the future operations.)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>• P- Discussion to set future meeting dates</li> <li>• VP - Discord demo and discussion about usage and expectations (would require prior setup)</li> <li>• S - Any ideas to share or things she will be doing in the role that may differ from Ken. especially if the decision is to move forward with Discord</li> </ul>

		<ul style="list-style-type: none"> <li>• T - Treasurer Report -Notes from review of most recent accounting statement from Tidewater and confirmation that files have been (or will be) copied into the shared file</li> </ul>
5	m	<p><b>Members At Large Responsibilities Discussion</b> (goal of this part would be that each MAL has a primary area of responsibility, likely paired with an officer )</p> <ul style="list-style-type: none"> <li>- Make a decision about Kym</li> <li>- Assign areas of responsibility to each MAL</li> </ul>
6	m	<p>Quarterly meeting dates: January, April, July, October - decide on a week. Sunday's around 2-3pm meetings need to be open to the homeowners.</p> <ul style="list-style-type: none"> <li>- Decision - stick to Sunday</li> <li>- January - last Sunday - 26th</li> <li>- April - 27th</li> <li>- July - 27th</li> <li>- October - 26th</li> </ul>
7		<p>Discord - board meetings - sensitive information - NOT open to homeowners.</p> <p>Keep all meetings Google based, Discord to talk/chat. Have them virtual, things can be staged better, Jamal is willing to take care of this part. Needs finessing.</p> <ul style="list-style-type: none"> <li>- Tour of Discord server</li> </ul>
		<p>General notes:</p> <p>We aim to have less barriers with our community, including language barriers, how can we streamline this communication with homeowners?</p>

Having less barriers with the people in our community, including the language barrier.

JF - How can we streamline communication between board members?  
Discord is an option and is very organized, people can be tagged. It can be used specifically for the HOA board.

JM agrees with the discord for communication.

JF Announcements in specific locations - Discord can post

NF - Discord for HOA communication, for the community, the website and the FB group are best options

NF - is for the google workspace, due to ease of transitions and already having everything on the drive.

JF - Discord for communication via team and everything else would be google based - Gdrive, meet, including board meetings.

KF - date? When can it be done?

jF- its done

Jamie has received the documents from Ken and will upload them as necessary to the GDrive

Besides DL the documents from TW, other responsibilities according to the rest of the board.

Who is going to take care of thye GODaddy, payments need to be done.  
Old website content has been done,

Any other transition tasks? Change of GoDaddy password, new website business, we can finish editing the covenants and bylaws that is online, it is NOT official, and needs to be fixed for hyperlinks to be available.

GoDaddy website editing document.

Ken gave a tour of the website - photos are stock and can be changed, menus are on header and footers, editing them will change in both places. Email - will send to signalhill group.

The file name will be the name on the website - can that be changed somehow?

Any letters should be revised by the board, as long as it is being sent as the board.

T- prepare budget, DL documents, checking monies, Eileen Harlee will be taking the role of Treasurer. Jamie will be meeting with Erin to discuss her availability/ role.

Mowing contract - Jamal does not wish to mow every one's lawn. How can we manage lawn people.

Architectural committee - needs to be revived - keep development looking nice.

1. Approval/ rejection process - board makes this decision - unless there is a committee for it.
2. People that are not keeping their house nice - the hoarder house (across the street) - the corner house needs to be FIXED. Our houses need to be looking good, especially for the HOA board members.

		<p>Board people introductions - Newsletter - with info on board members + picture</p> <p>Meet the Board member letter*</p> <p>Next steps - photo headshot + small blurb</p> <p>\MAL - can they work with someone on the board - notices need to go out 30 days before the meeting - add into discord -</p> <p>Corporate transparency act - we need to find out - December 31st - does it apply to us, financially- TW, Legally, guide us CAI - we are not in this association. POC with TW - Sydney</p>

**Next steps** 

What	Who	By what date