

Meeting Minutes

August 12th, 2025

In attendance:

Pam Jarrell
Jessica Dotson
Wanda Richardson
Klaus Philipsen
Casey Fuller
Jacqueline Johnson
Chris Goatee
Shanna Strickland
Rizwan Mahmoodi

6:33pm Meeting open

6:34pm Treasury Report

Jacqui confirmed Casey has access to mobile banking, but still needs to be added to the account. Jacqui and Casey still need to coordinate a time to go to the bank to get him access. The check to the lawyer Mr. Thurston has been mailed. \$15,209.32 bank account balance currently.

Pam asked if Casey could put together a budget to add to the newsletter. Rizwan suggested we discuss the budget and what we'd like to spend on before we do that.

The group discussed compiling a report on the status of dues. Klaus made a motion to have a draft of the budget for the next 12 months ready for the next meeting to be able to vote on. The board talked about gathering past meeting minutes and treasury reports/budget reports and compiling them in a central place on the shared Westerlee Google Drive.

6:52pm Google Drive Modernization

Casey confirmed who has shared access to the drive and is asking board members to upload any files they have to the shared drive so we can begin to organize files into an archive so we can better create future documents and build a central archive. Rizwan went ahead and uploaded an archive of all the treasury files he had. Jacqui also uploaded files to the drive.

7:03pm Website Update

Wanda called for anyone else who would like a bio or blurb added to the website under the Board Members page. Jessica said any bios or blurbs can be sent to her to be incorporated.

7:08pm Legal Update

Wanda asked if anyone had any questions about the summary statement sent from lawyer David Thurston. The statement is available on the drive as well for anyone to access. Klaus summarized the document again and suggested verbiage to be used in relation to it.

7:15pm Picnic Planning

The board talked about the budget for the picnic. Shanna shared with the board a pricing sheet for one catered and the board discussed the affordability of the options. The board discussed renting tents. Casey proposed the HOA buying one or two tents to decrease rental costs over time. Jacqui said that last year the tent rental cost \$450. The cost was \$716 total including tent, tables, chairs, and set up and break down.

7:36pm Newsletter Update

Pam made a request for content to be sent to her for the upcoming newsletter by August 19th. Specifically, she asked for a treasurer's report and a write-up from someone to launch a photo or house highlight feature. Klaus said he shared an architectural code outline about some regulations

that we can include. Wanda said she has the historical documents of the board and asked if she should pass them along to Jessica as secretary. The group discussed a photo or home highlight contest. Jessica volunteered to write up a piece for the newsletter.

7:46pm Neighborhood Security

Rizwan brought up how another neighborhood he saw had a “No Soliciting” sign to help slow down soliciting. The board discussed the feasibility of posting signs if the neighborhood is lacking a shared space. Klaus said we would not be able to add signs to the stop signs or elsewhere and suggested neighbors putting signs on their houses. Rizwan suggested we ask if neighbors at the end of the streets would be willing to host signs. Pam suggested a program where we buy “No Soliciting” signs in bulk and hand them out to neighbors at the picnic.

7:55pm Community Garden Update

Wanda asked for an update on the possibility of a community garden. Jessica brought up using the space on Chantilla as something like a pocket park or other green space. Klaus stated he doesn't have a vested interest in a community garden in that space. Wanda suggested we table the issue for now.

7:58pm Security Update

Wanda asked Klaus if there was an update to the previous carjacking incident. Klaus stated there were issues getting statements from eyewitnesses and that there was not an agreement as to what happened in the incident.

Vacant houses/zoning and code issues:

- 1903 Cedar Circle Drive – the board discussed issues with code enforcement violations with this vacant house.
- 2123 Cedar Circle Drive – owner Robert Stone passed away. Wanda said that neighbors Jessie and Dot said the owner had a friend who has visited a few times, and that they are afraid of squatters. Wanda tried to find contact information for family from the nursing home the owner was at, but couldn't get any information. Wanda said Chris would look out for any activity.
- 2026 Cedar Circle Drive – Klaus stated that he has made a report for the unkempt yard and the county said that they were already investigating a report on that house.
- 2024 Cedar Circle – Klaus raised concerns about commercial vehicles parked on the residential lot (Baltimore County code 431.1). Klaus sent a letter to Wanda to send to the house as a warning before reporting them. Klaus thought it would be nice to give them a warning before reporting them and invoking any HOA violation citations as well.

Other notes

The board further discussed a budget for the picnic. Some suggested catering ourselves to lower costs, and some suggested looking at other options or going with the cheapest catering option from the pricing sheet provided by Shanna. Wanda suggested the party committee have a follow-up meeting to continue planning.

Meeting adjourned 8:33pm