



**Regular Board of Directors Meeting Minutes  
June 28, 2024**

- I. Call to Order and Establish Quorum
  - A. Present: Paul Banas, John Davisson, Bill Johnson, Greg Steinke, Les Blumenthal, and Dena Patterson
  - B. Additions to the Agenda -None
  - C. General Announcements:
    1. Chair Banas announced signing of Development Agreement between LWCHA and Housing Authority of Lincoln County for Tract D with following restrictions: Max of 12 Townhomes, Six foot fencing on north , west and south sides of property with additional screening landscape on southwest section outside of fencing and no fire pit
    2. LWCHA provided letter to them regarding concerns over traffic issues
    3. Tract J improvements have been completed
    4. Youtube short video by Vciki Berchou of Election Buddy
  - D. Opening Homeowner's Forum—two comments
  - E. Motions to approve the May 24<sup>th</sup> Regular Board Meeting Minutes approved unanimously
  
- II. Reports
  - A. Management Reports
    1. Financial – Greg Steinke
      - a. Monthly and Year-to-date budget review
        1. May operating expenses were under budget by \$2,127
        2. Year-to-date operating expenses are under budget by \$774
        3. Total Operating Fund Balance is at \$223,767
        4. Total Reserve Fund Balance is \$513,813
        5. May Reserve spending was \$10,485
      - b. Expect to finish fiscal year on budget
    2. Administrative – Dena Patterson
      - a. Attended IPHCA BOD meeting 30 May—Minutes in Board package
      - b. Attended LWCCOA BOD meeting 11 June –Minutes in Board package
      - c. New streamlined communications to community (i.e., CoveNotes) seems to be working with readership up
      - d. New FY 24-25 assessment/invoice information has been sent to all residents
      - e. Received two bids for new concrete pads for parcel boxes  
Board unanimously approved lower bid from C & L Concrete (\$3400) pending clarifications.

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- f. Received quote from Commercial Fitness Equipment of \$1855.23 for repair of exercise equipment. Board unanimously approved estimate.

### 2. Maintenance – Pat Hossle

- a. Bids for this year's sealcoating and asphalt work being evaluated by 15 July
- b. Rec center rear decking was pressure washed and stained
- c. Looking at volunteer work party 15-19 July for north-side ocean path railings power-washing, re-installation and painting
- d. Hazardous tree walk-about with arborist is scheduled for 28 August
- e. Overhead tree limbing by contractors happened this week
- f. Will be soliciting bids for cinder cone roof and wetlands bridge area work
- g. Continued work along pathways
- h. Soliciting drainage engineer support for problem behind Innisfree homes
- i. Tract B (former blackberry patch) was flail mowed and looks good
- j. Yves presented a proposal for a replacement riding mower due to age and problems with current mower. A question was raised re FMC goal to return large grassy areas to more natural state, potentially negating the need for new mower. Yves was directed to obtain a clean bid, while FMC reviews options for grassy areas.

Les Blumenthal pointed out issue with invasive bamboo between Shining Mist and Nesting Glade – Pat promised to address total removal

### B. Committee Reports

#### 1. Architectural – Scott Whitmire

- a. Scott reported AC is busy with typical summer project requests
- b. There have been too many "pre-approval requests" lately with unrealistic expectations. Owners need to follow the normal schedule of the AC meetings (i.e., first Thursday of each month) unless a true emergency. Quick response to "sales pitch" is NOT an emergency and will not be handled "out-of-cycle".
- c. The next meeting is 11 July

#### 2. Forest Management – David Dumas

- a. David reported June meeting is this afternoon and will discuss potential removal of grassy areas

#### 3. Reserves – John Penrod

- a. Working with Pat Hossle to schedule planned road work
- b. John reiterated that he has no spending authority-only recommends
- c. A motion for the Board to approve the May Reserve expenditures was passed unanimously

#### 4. Safety – Anne Bradley

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- a. Anne reported the monthly radio check is 6 July at 9:00 AM, followed by the bi-monthly committee meeting at 9:30 AM
  - b. Depoe Bay has selected Safety Captain Randy Kollars as a member of the city's emergency preparedness committee
  - c. Anne encouraged residents to visit the Safety Committees webpage for important information, especially with the start of wildfire season
5. Social –Kelly Caldron
- a. Kelly reported that the recent 'community exchange' had 16 homeowners participate with varying degrees of success—probably will not recommend doing next year
  - b. Ice Cream social on 7 July is the next event instead of usual 4<sup>th</sup> of July BBQ due to volunteer schedule conflicts. Will plan to do BBQ for Labor Day.
  - c. Umpqua Bank will be conducting a "Fraud Protection" seminar on 11 July at 4:00 PM at the Rec Center
  - d. FLWC funds balance is \$3,757 (not including sound system funds)
  - e. \$5,284 was spent on new sound system equipment with balance of \$578. A subcommittee of musicians is meeting tomorrow to formulate policy for usage.
6. Welcome Committee—Molly Dumas no report
7. Energy Resilience Program—Joe Cannon
- a. Status update on program with Depoe Bay
  - b. Phase I grant is proceeding to final authorization
  - c. Overview of supporting companies Oncor Energy (for fuel cells) and APTIM for implementation)

A motion was made to approve all management and committee reports, approved unanimously.

### III. Old Business

#### A. Fitness Room Progress – Paul Caldron

1. Paul reported that the fitness room is "open for business". Some remaining work on old map room (now stretching room ) remains.
2. Current expenses are \$28,757 out of \$30,175 budget

#### B. Election Committee Update – Vicki Berchou

1. Vicki reported, they had settled on an electronic voting package called Election Buddy costing \$299/year
2. The committee proposed seven changes to Election Policy 18-05

Les Blumenthal recommended an additional change to require all questions of candidates at the Candidate Forum to be presented in person or via Zoom, i.e., no

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anonymous written questions would be accepted. The Committee will evaluate a compromise proposal with no anonymous written questions accepted at the Candidate Forum.

The board unanimously approved the proposed changes to the election policy, and the purchase of Election Buddy for \$299

- C. UV Light Pool Conversion Proposal  
The equipment order has been placed and the request for installation sent to the State regulatory agency. Must await state approval before installation can begin
- IV. New Business
  - A. New MOU  
The Board unanimously approved the new MOU, as did the Board Chair of LWCCOA. The IPHCA Board Chair refused to sign at this time based on volunteer legal adviser comment.
- V. BOD Closing Statements—no comments
- VI. Adjournment  
A motion was made by Banas, seconded by Steinke to adjourn the meeting at 11:50 AM, passed unanimously.

Submitted and Signed:

*Paul J Banas /s/*

Paul J. Banas

Chair, LWCHA