

# **Little Whale Cove Homeowners Association, Inc.**

15 SW Singing Tree • Depoe Bay, Oregon 97341  
lwcha@lwcha.org

Gatehouse: (541) 765-2489



## **Regular Board of Directors Meeting Minutes March 28, 2025**

- I. Call to Order and Establish Quorum at 10:00 AM
  - A. Present: Paul Banas, Molly Dumas, Greg Steinke, Les Blumenthal, John Penrod and Dena Patterson
  - B. Additions to the Agenda –Hazardous Trees behind Morning Walk
  - C. General Announcements - None
  - D. Opening Homeowner’s Forum
    - a. Judith Roth posed questions about lot boundaries and common areas re landscaping. Chair Banas provided response
    - b. Jerome Grant addressed the issue of potentially hazardous trees and drainage issues behind Morning Walk. He also raised the question of drainage plans for the Tract D development
  - E. Motion to approve the February 28th Regular Board Meeting Minutes approved unanimously
- II. Reports
  - A. Management Reports
    - 1. Financial – Greg Steinke
      - a. Monthly budget review
        - 1. February operating expenses were under budget by \$3,000
        - 2. Year-to-date operating expenses are over budget by \$23,077, but expected to even out by end of year
        - 3. Total Operating Fund Balance is at \$294,010 with operating checking balance at \$7,336. Note that a transfer of \$60,000 from Treasury investments was transferred to checking on 9 March.
        - 4. Total Reserve Fund Balance is \$699,803.
        - 5. February Reserve spending was \$24,627.
    - 2. Administrative – Dena Patterson
      - a. Dena reported that the Staff has been working to address issues with potentially hazardous trees and drainage behind 1034 and 1048 Morning Walk, including obtaining bids from contractors for both tree removal and drainage improvements. She also suggested we obtain bids to update the 2003 community-wide storm water drainage plan
      - b. The office has been working to archive and remove outdated board resolutions from both computer databases and paper files per board direction. They are ready to handle the next round of archiving

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- c. Dena ordered the Owl 3 system (\$1,049) per board approval and it has solved most of the A/V issues with Zoom meetings.
- d. Dena filed the Lincoln County Business Personal Property report for 2024.
- e. Dena emailed the approved contract with RDH for the revision/update of the Reserves and Maintenance Plan
- f. The staff has begun work on preparing budget input recommendations for the new fiscal year, as well as identifying areas that need repair or replacement via the Reserves maintenance plan

### 3. Maintenance – Pat Hossle

- a. This cinder cone structure roof replacement has been completed
- b. Viewfinders Tree service completed a two-day cleanup around the boardwalk and adjacent dead trees and ladder fuel behind Cormorant
- c. The new Mailbox Shelter is complete (except for lighting), and we are awaiting installation of new parcel lockers once Depoe Bay Post Office receives the locks
- d. Awaiting bids for handicap accessible door at pool and north ocean walk railing upgrade
- e. Soliciting bids for clearing drainage ditches bordering Innisfree
- f. The FMC project Ivy contractor is behind schedule but should complete in 1-2 weeks

### B. Committee Reports

- 1. Architectural – Scott Whitmire
  - a. AC had a busy month with many new project applications and several completions. Next meeting is 10 April
- 2. Forest Management – David Dumas (absent)
  - a. Arbor Day events are scheduled for 2-3 May including Chili cook-off. More info to follow. Next Meeting is 15 April
- 3. Reserves – Dave Maguire
  - a. Held first meeting on 21 February and developed task assignments
  - b. Working with RDH (consultant) on revisions and updates to Reserves Plan, funding model, and new budget request
  - c. Final meeting scheduled for 28 March, and expect to have plan revisions and budget recommendation by end of April
  - d. A motion for the Board to approve the February Reserve expenditures was passed unanimously
- 4. Safety – Anne Bradley
  - a. The monthly radio check is 5 April at 9:00 AM
  - b. Anne reported the Safety Committee is developing an LWC version of an Incident Command Structure (ICS) for use during all emergencies

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- c. Anne encouraged all owners, based on new guidance from Lincoln County and Depoe Bay Emergency Planning Groups to 1) develop a plan for emergencies, 2) own and learn to use a hand-held radio, and 3) be prepared to shelter in-place for two-to-six weeks without outside resources, including provisioning for food, water and alternate power and heating resources
  - d. Anne also reported that they will schedule a mid-May exhibit of materials that every owner should have to be self-reliant
  - e. The Water shutoff late evening on 26 March to replace the Collins St. water main was apparently on the Depoe Bay website but poorly communicated, so LWC knew nothing in advance. Anne will request better notifications from the city going forward
5. Social – Kelly Caldron
- a. FLWC hosted a Pasta Extravaganza on 15 March that was well attended and with volunteers contributing most of the food for a total cost of less than \$70
  - b. FLWC proposed a game night featuring Bingo in a no risk/no cash format. LWCHA cannot host or sanction a “gambling event” without risking our non-profit status. After much discussion, the Board agreed to develop a charter for game nights, to be reviewed by our attorney, before granting access to the Rec Center.
  - c. FLWC funds balance is \$3,700 with a another pending deposit
  - d. Next meeting is 14 April at 3:30 pm
  - e. The next musical event is 12 April
6. Energy Resilience Program— Joe Cannon
- a. Joe provided updates including plans to review planning study results with Depoe Bay contractor in April, and preparations for final Phase I report and Phase II proposal(s) for all facilities of Depoe Bay and LWC Rec Center in May/June timeframe

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

### III. Old Business

#### A. Governance Committee Update – Paul Banas

Governance Committee members are reviewing revisions to CC&Rs and awaiting redline version of Bylaws. Plan to meet in April to discuss.

### IV. New Business

#### A. Appoint Budget Committee for FY 25-26

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The Board appointed the following volunteers as members of the 2025-2026 Budget Committee: Val Davisson, Scott Whitmire and Judith Roth will work with Treasurer Greg Steinke to develop the new budget. Greg mentioned they would likely meet the second week of April

**B Appoint three AC members for new two-year terms**

The Board appointed Kelly Caldron and Scott Whitmire as Regular members, and Harry Sims as Alternate member for a new two-year term.

The Board also thanked prospective volunteers Kevin Orr and Barb Kralj for their interest and encouraged them to submit next year when three other positions will be open

**C. Appoint three member Election Committee**

Chair Banas noted that the three volunteers from last year's Election committee had agreed to serve again, but that we should solicit any new volunteers first. Dena will post the notice next week in Cove Notes, and the Board agreed to table this item until the April meeting.

Addition to Agenda: Hazardous Trees behind Morning Walk

Several Board members viewed the property behind 1048 Morning Walk for hazardous trees and drainage issues prior to the meeting. After a brief discussion, the Board approved an amended bid (Tree Removal #2 already completed) from Coast Tree to remove three potentially hazardous trees (one leaning Alder, one leaning Hemlock, and one large Spruce with conks) as soon as possible. The Board will discuss contractor reports and bids for drainage work at the April meeting, if available.

**V. BOD Closing Statements**  
None

**VI. Adjournment**  
A motion was made by Blumenthal, seconded by Steinke to adjourn the meeting at 11:20, passed unanimously.

Submitted and Signed:

*Paul J. Banas /s/*

Paul J. Banas

Chair, LWCHA