



**Regular Board of Directors Meeting Minutes  
July 25, 2025**

- I. Call to Order and Establish Quorum at 10:00 AM
  - A. Present: Paul Banas, Molly Dumas, , Les Blumenthal, John Penrod, and Greg Steinke (via Zoom))
  - B. Additions to the Agenda – New Business (Blumenthal) -Ad Hoc committee re fitness equipment
  - C. General Announcements – Chair Banas reminded all Owners that there is absolutely NO SMOKING allowed on any LWC common areas (paths, streets, buildings or grounds), and to ensure they inform all guests/visitors of this rule. This is especially important due to the current “Severe Drought” designation for Lincoln County.
  - D. Opening Homeowner’s Forum - None
  - E. Motion to approve the June 27th Regular Board Meeting Minutes approved unanimously
- II. Reports
  - A. Management Reports
    - 1. Financial – Greg Steinke
      - a. Monthly budget review
        - 1. June operating expenses were under budget by \$8,092
        - 2. Year-to-date operating expenses are over budget by \$4,751, largely due to tree removal
        - 3. Total Operating Fund Balance is at \$249,154 with operating checking balance at \$122,234.
        - 4. Total Reserve Fund Balance is \$734,485.
        - 5. June Reserve spending was \$18,445for: RDH Reserve Study update, Garbage area concrete pad, completion of Oceanwalk railing and 6 batteries for golf cart.
    - 2. Administrative – Dena Patterson
      - a. Dena provided a summary of the recently reorganized job responsibilities for Pat and Yves. Pat has all facilities maintenance duties, including buildings, roads, paths/boardwalks and drainage, while Yves is responsible for all common area grounds maintenance, including trees, vegetation, mowing, weed-whacking, etc. They will jointly work areas requiring maintenance (e.g., pool, rec center) when the other is off

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- b. Dena noted that the 2025 Election Committee (Vicki Berchou, Michelle Galli, JoAnn Cannon, Beverly Russell and Judith Roth) will be meeting in August to organize and prepare for upcoming Board elections for LWCHA (3 positions), IPHCA (1 position) and LWCCOA (2 positions).
- c. Dena filed tax return for FLWC this month, and will file IPHCA and LWCCOA next month
- d. Dena cancelled CenturyTel phone service and moved to Astound, saving \$165/month

### 3. Facilities – Pat Hossle

- a. Pat reported that the following projects were completed: road and path crack-sealing and re-striping, concrete work at main garbage area for improved drainage, enclosure of lean-to behind pool, sanded and re-painted front deck at Rec center, safety bumpers on large barn doors in Rec Center, and additional parcel boxes installed at main site and Innisfree.
- b. Next month activities include sign cleaning/painting, squirrel removal from indoor courts, and crack-sealing outdoor courts
- c. The Board directed Pat to paint the new ocean walk railing and supports white, remove encroaching vegetation along north end of ocean path to widen, and repair wooden sign at Overlook.

### 4. Grounds - Yves Nakahama

- a. Yves reported the completion of tree trimming along Tintinnabulary, Gull Station, Cormorant and south Walking Wood, and continued spraying and seasonal ditch clean up
- b. The Cove Cleanup with volunteers and subsequent Cove Burn went well.
- c. The annual hazardous tree survey with arborist is scheduled for 11 Aug, while additional tree work is being scheduled for Overlook and behind west side of The Pines

### B. Committee Reports

- 1. Architectural –Patricia Koonce (absent)
  - a. June was a fairly busy month for project applications
  - b. Owners should submit new project applications as soon as possible to avoid delays. Next meeting is 7 August
- 2. Forest Management – David Dumas

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- a. The FMC is planning a sizeable project behind The Pines for fire mitigation and eradication of ivy.
  - b. They also reported a growing liaison with the AC and Safety Committee to share information to benefit all owners.
  - c. Next FMC meeting is 19 August.
3. Reserves – No report as committee work is over until next (fiscal) year
  - a. The Board unanimously approved the June Reserve expenses of \$18,445
4. Safety – Anne Bradley (via Zoom)
  - a. The monthly radio check is 2 August at 9:00 AM
  - b. Safety Committee reported that as further proof of the severe drought in Lincoln County, the Siletz River flow is 22% of normal. A request for visible “No Smoking” signs at entrance and trail heads was made and approved.
  - c. Anne reported the fourth Table Top eXercise (TTX) occurred on 23 July, focusing on wildfire awareness. There is also a new section on the Safety webpage on this topic with many relevant articles and tips---check it out.
  - d. 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
5. Social – Kelly Caldron
  - a. Kelly reported that the 5<sup>th</sup> of July BBQ served ~100 residents, with leftovers shared with USCG and Depoe Bay Fire Dept. Total expenses were ~\$1,000 for the band and some food, with volunteers also providing much of the food.
  - b. Current funds in account are \$3,700
  - c. The next event is a 24 August “Happy Hour in the Garden”, with music by Randy Kollars and beer, wine and soft drinks provided. Bring an appetizer to share.
6. Energy Resilience Program— Joe Cannon (absent)
  - a. The Depoe Bay City Council appointed Scott Whitmire, JoAnn Cannon and Paul Banas to the newly created Energy Advisory Committee

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

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### **III. Old Business**

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

The Governance Committee has completed a final draft of revisions to the CC&Rs and Bylaws. Chair Banas scheduled an Executive Session of the Board for 31 July to officially accept the revised documents, and begin the communications phase with all owners to ratify these important documents.

#### **B Drainage Proposal Tabled from June meeting**

Three Board members reviewed the existing drainage behind Morning Walk and the east side of Nesting Glade. While there may be a need for some light scraping of high areas and removal of vegetation, there is no requirement for serious drainage work at either location, as there is no official storm water drainage identified in the Storm Water Master Plan.

### **IV. New Business**

#### **A. Need for ad hoc committee to review fitness room equipment and safety issues**

The discussion centered on the need for an ad hoc committee vs a simple meeting to exchange information between interested parties and Paul Caldron as project manager for the fitness room renovation with feedback from actual users. The meeting will be scheduled when all parties are available

### **V. BOD Closing Statements**

Member Penrod emphasized the need for strong fire mitigation measures in LWC. The FMC's fire mitigation plan will be highlighted on the website as a good source of "best practices" for owners to employ around their homes.

### **VI. Adjournment**

A motion was made by Dumas, seconded by Blumenthal to adjourn the meeting at 11:00 AM passed unanimously.

Submitted and Signed:

*Paul J. Banas /s/*

Paul J. Banas

Chair, LWCHA