



**Regular Board of Directors Meeting Minutes
February 27, 2026**

- I. Call to Order and Establish Quorum at 10:00 AM
 - A. Present: Paul Banas, Molly Dumas, Judith Roth, John Penrod, and Marc Staimer (via Zoom)
 - B. Additions to the Agenda –None
 - C. General Announcements – Member Penrod requested that effort be made to ensure any multi-faceted Board decisions are clear after voting
 - D. Opening Homeowner’s Forum - None
 - E. Motion to approve the January 23rd Regular Board Meeting Minutes approved unanimously

- II. Reports
 - A. Management Reports
 1. Financial – Marc Staimer
 - a. Monthly budget review
 1. January operating expenses were over budget by \$2,389
 2. Total Operating Fund Balance is at \$334,254, with operating checking balance at \$74,197.
 3. Total Reserve Fund Balance is \$832,371.
 4. January Reserve spending was \$1,614The Treasurer stated that future reports will include Accounts Receivable (past due account) information.

The Board unanimously approved the Reserve expenditures for January after moving the trailer hitch to Operating account.

 - Administrative – Dena Patterson
 - a. Dena has worked with CPA to correct/finalize the financial report and tax returns for 2025 (to be voted on later by the Board). She has also made estimated tax payments for the new year.
 - b. Dena is working on migrating the LWCHA email service to Google Work Space, as the current system is too slow and outdated
 - c. Dena participated in the ad hoc committee reviewing memorials on LWC common areas

 - Facilities – Pat Hossle
 - a. Pat reported that the new pool heater with an additional 50K BTUs has been installed by Blue Water Pool, at a substantial savings over other bidders

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- b. He is working with Reserves Committee in preparation of RDH meeting next week
- c. He replaced/painted decayed siding on rear of Gatehouse, cleaned eaves/downspouts at Rec Center, and cleaned moss from gatehouse and maintenance building
- d. Pat is working with Wand Landscaping for bid to address pooling water at north side of Rec Center
- e. Both he and Yves are evaluating drainage ditches that require professional clearing by contractor.

Grounds - Yves Nakahama

- a. Yves completed fire mitigation project via contractor between The Pines and Tintinnabulary, as well as Gatehouse and adjacent meadow cleanup and winter/spring planting
- b. Working on ivy removal around gatehouse and selected areas
- c. Both Yves and Pat addressed switching from chemical to higher concentration (~10%) of vinegar for moss reduction on pathways. Will continue to post signs when spraying to alert dog walkers. Member Roth suggested an article in Cove Notes regarding this change

B. Committee Reports

1. Architectural –Patricia Koonce (Zoom)
 - a. AC had few requests in February which were approved. Owners should submit new project applications NLT 25 February for the next meeting on 5 March 2026.
2. Forest Management – David Dumas
 - a. The FMC will be seeking bids for ivy removal in the recently completed cleanup area between The Pines and Tintinnabulary
 - b. Also seeking bids on two large trees too close to the Rec Center on the east side against fire mitigation guidelines.
 - c. The FMC had two potential new members at the February meeting—still room for more volunteers.
 - d. The FMC and Safety Committee will jointly sponsor a fire risk mitigation workshop with the Depoe Bay Fire Dept on 25 April. Details to follow
 - e. Next FMC meeting is 17 March 2026.
3. Reserves – Dave Maguire (report provided by John Penrod)

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- a. John reported that the committee has held several meetings and formed into three subgroups—1) Buildings, 2) other assets, and 3) Asphalt Roads and Paths
 - b. He reviewed the composition of the LWC Reserves plan, divided into a 5-year Tactical plan and a 30-year model, including assumptions for investment returns and materials/labor price escalation. See plan on website
 - c. The Committee will meet on 2 March with RDH consulting engineer to discuss yearly update to plan and provide information for asset updates
 - d. Treasurer Staimer pointed out that “best practice” for an HOA is to get to 70% funded on the Reserve Plan. LWC is currently ~58-60%, with plan to get to 70% in next few years
4. Safety – Anne Bradley
- a. The monthly radio check is 07 March at 9:00 AM, with bi-monthly meeting to follow via Zoom at 9:30—all are welcome
 - b. Anne reported that an Incident Command Structure (modified FEMA structure) is being implemented in LWC to take advantage of the vast experiences of residents, including Incident Command, Communications, Operations/Logistics and Medical, along with Safety Captains. Details will be provided to the community in the near future
 - c. Dave Dumas will be addressing Safety Captains at the 7 March meeting re potential roles during an emergency in LWC
 - d. The Safety Committee is working with the FMC on a residential and wildland fire awareness and mitigation program in conjunction with Depoe Bay Fire Dept on 25 April.
 - e. Anne encouraged all owners, based on 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 – Absent-no report
- a. Dena mentioned that FLWC will sponsor a “pasta event” on 28 March—details to follow

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

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III. Old Business

- A. Memorials in LWC—John Penrod reported on the recommendations of the ad hoc committee after two meetings, and noted a majority perspective that memorials are inconsistent with the overall atmosphere of LWC. Therefore, the committee recommended against any future memorials on LWC common areas.

A board Resolution RS 26-01 prohibiting permanent or temporary memorials on LWC common areas was unanimously approved by the Board, and will be posted on the webpage.

- B. Approve Financial Report and Tax Returns

The Board unanimously approved the revised financial statement (incorporating comments from Chair Banas and Treasurer Staimer), and the Federal and State Tax returns from our CPA.

IV. New Business

- A. Board Resolution on Collection of Unpaid Assessments

After some clarifying discussion, the Board unanimously approved Resolution 26-02 Collection of Unpaid HOA Assessments, and concurrently adopted an interest rate of 9% and a late fee of 10% of the past due assessment until changed by a future Board vote. This resolution will be sent to LWCHA attorney at VF-Law and to all owners, with a copy posted on the website

- B. Proposal for Ad hoc Committee on Planning for Large-Scale Disaster

Member Staimer suggested the formation of an ad hoc committee to study planning options for large-scale disaster preparedness (defined as weeks to months long), and in support of the efforts of the LWC Safety Committee. After clarifying the purpose and focus of such a committee, the Board agreed that Marc should develop a “call for volunteers” to be posted in Cove Notes. Paul Caldron suggested that the committee also look into evacuation route via forest roads on the east side of Hwy 101.

- C, Chair Banas noted an upcoming “Call for Volunteers” to serve on the Budget Committee, which will be starting up in March and completing work by mid-May.

V.BOD Closing Statements -None

Adjournment

A motion was made by Dumas, seconded by Roth to adjourn the meeting at 11:35 AM, passed unanimously.

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Submitted and Signed:

Paul J. Banas /s/

Paul J. Banas

Chair, LWCHA