



**Regular Board of Directors Meeting Minutes
January 23, 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
 - B. Additions to the Agenda – Member Staimer suggested the formation of an ad hoc committee to study large capital disaster preparedness issues – move to New Business
 - C. General Announcements – 1) Member Penrod reminded Board of need to review the LWC Annual Grounds Project List prepared by Yves and provide guidance. 2) Member Dumas reminded the Board of the need for a formal MOU with the City of Depoe Bay re emergency response efforts and resources
 - D. Opening Homeowner’s Forum - None
 - E. Motion to approve the December 19th Regular Board Meeting Minutes approved unanimously

II. Reports

A. Management Reports

1. Financial – Marc Staimer

a. Monthly budget review

1. December operating expenses were under budget by \$5,297

2. Total Operating Fund Balance is at \$372,880, with operating checking balance at \$114,029.

3. Total Reserve Fund Balance is \$807,192.

4. December Reserve spending was \$12,564

The Board unanimously approved the Reserve expenditures for December, as well as \$7,025 of operating credit card charges for reserve items.

Administrative – Dena Patterson

a. Dena will make three changes to the Rec Center reservations

b. guidelines: 1) no alcohol should be left in the refrigerator, 2) any food leftovers should have a date attached, and 3) the front door should not be propped open and left unattended

c. Dena will update the signs at the fitness center specifying no children under 16 allowed unless accompanied by an adult for liability issues as suggested by member Penrod

d. Year-end payroll and 1099 processing is complete and finalizing items with CPA for tax return preparation

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Facilities – Pat Hossle

- a. Pat is still awaiting quotes for road striping on Singing Tree from Nesting Glade to tennis courts, and painting three cross-walks.
- b. Pat is awaiting quotes from Groth-Gates for replacement of Rec Center water heater.
- c. Contractor recommended perforated pipe to address water seepage into west side of Rec Center—Pat to address
- d. The indoor tennis court heater will be serviced next week

Grounds - Yves Nakahama

- a. Yves continues with path spraying and drainage work. Plans to rent tractor for smoothing out chip piles on Tract B next week, and chipper for continued maintenance work

B. Committee Reports

1. Architectural –Patricia Koonce (Zoom)
 - a. AC has two new members—Kevin Orr and John Bingham Owners should submit new project applications NLT 28 January for the next meeting on 5 February 2026.
2. Forest Management – David Dumas
 - a. The FMC conducted a walk-about on 20 January to review potential fire mitigation and invasive species removal projects.
 - b. Also evaluated two large trees too close to the Rec Center on the east side against fire mitigation guidelines.
 - c. The FMC is recruiting new members. Next FMC meeting is 17 February 2026.
3. Reserves – Dave Maguire
 - a. This committee is finalizing members and gearing up for 2026 work to begin in February
4. Safety – Anne Bradley (Zoom)
 - a. The monthly radio check is 07 February at 9:00 AM.
 - b. Safety Committee made presentations to the Boards of IPHCA and LWCCOA, as well as the two new LWCHA members, to talk about the services and resources they offer to all residents. They also emphasized the need for Safety Captains on Shining Mist, Nesting Glade and Edgewater.
 - c. Anne reported that the approved electrical upgrades to the Crow’s Nest are complete, and the antenna installation will occur next week. Pictures and details are on their webpage.
 - d.
 - e.

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- f. The Safety Committee is working with the FMC and AC on a residential and wildland fire awareness and mitigation program for LWC residents this spring.
 - g. 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 (Zoom)
- a. FLWC will sponsor a Chili fest on 24 January and Chinese New Year party on 21 February—details to follow
 - b. Checking account balance is \$3,983
6. Energy Resilience Program— Joe Cannon (absent)
- a. ODOE did not select the Depoe Bay Phase II Construction Grant for funding. No further reporting will be made on this

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

III. Old Business

- A. Community Rules Revision
- B. Several owners spoke about concerns with dog leash length and “interpretation” of the language re “aggressive behavior”. The six-foot leash requirement is consistent with Oregon State Park rules and will remain. Chair Banas offered to clarify the language re aggressive behavior to address owner concerns. Once clarified, the Board will approve the revisions to the Community Rules and they will be posted to the website next week
- C. Electrical Upgrades to Crow’s Nest
- D. This topic was covered under the Safety Committee report

IV. New Business

Policy on memorials on Common Areas – RS 26-01

Member Penrod suggested that this topic be studied further, citing Depoe Bay’s doing away with memorial benches and instead offering plaques in the single area of the whale sculpture. This topic was tabled pending further study.

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- A. Tax Form election – IRS 1120 vs 1120H
- B.
- C. Chair Banas reported that the CPA requires the Board to select which tax form to use. Form 1120 is for all C-type corporations, is very involved, but has a 21% flat tax rate. Form 1120H was developed specifically for HOAs, is a single page, but has a 30% flat tax rate. Historically, previous LWCHA Boards have elected to use the 1120H for its simplicity and unlikeliness of audit, even though it costs a bit more in taxes.

The Board unanimously approved using the Form 1120H

New Addition – Major Disaster Preparedness Ad Hoc Committee

This topic was suggested by Member Staimer, but since he had to leave the meeting early, it was tabled until the next Board meeting.

V.BOD Closing Statements

Member Roth requested a three month “leave of absence” to deal with an out-of-state family medical issue. She will try to attend as many meetings a possible, but can not take on any new assignments in the near-term. The Board agreed and wished her well.

Adjournment

A motion was made by Dumas, seconded by Roth to adjourn the meeting at 11:30 AM, passed unanimously.

Submitted and Signed:

Paul J. Banas /s/

Paul J. Banas

Chair, LWCHA