

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 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 – Mostly favorable comments on new signs
 - D. Opening Homeowner’s Forum - None
 - E. Motion to approve the February 27th Regular Board Meeting Minutes approved unanimously

- II. Reports
 - A. Management Reports
 - 1. Financial – Marc Staimer
 - a. Monthly budget review
 - 1. February operating expenses were under budget by \$4,835
 - 2. Total Operating Fund Balance is at \$288,797, with operating checking balance at \$28,010.
 - 3. Total Reserve Fund Balance is \$850,262.
 - 4. February Reserve spending was \$3,400 for downpayment on pool heater

The Board unanimously approved the Reserve expenditures for February

Administrative – Dena Patterson

- a. Dena completed migrating the LWCHA email service to Google Work Space, and will next work on Google Meeting to replace Zoom
- b. Dena reported that two important cameras at entry gate required replacement. New cameras have 5-year warranty.
- c. Dena has been working on past due accounts, and we are down to two significant accounts. Also working several neighborhood complaints.
- d. Continued to provide information to Reserves Committee for updates
- e. Volunteers for this year’s Budget Committee are Earl Gjelde, Kevin Orr and Judith Roth, along with Marc Staimer and Dena

The Board unanimously approved the appointment of the FY 26/27 Budget Committee

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Facilities – Pat Hossle

- a. Pat sprayed Rec Center and Maintenance Building roofs for moss
- b. He is working with Reserves Committee to get bids for road/path work this spring, along with several maintenance projects
- c. The pool and spa were recertified by state/county inspector
- 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 redirected pump house outflow and cleared vegetation along north Cove path
- b. Working on ivy removal around gatehouse and selected areas
- c. Continued seasonal trimming and winter storm cleanup
- d. Installed rock erosion improvements along several roadways
- e. Ford Ranger required new alternator - \$416

B. Committee Reports

1. Architectural –Patricia Koonce (Zoom)

- a. AC approved 5 requests and one extension in March. Owners should submit new project applications NLT 25 March for the next meeting on 2 April 2026.
- b. Reminder that most exterior and landscaping projects require AC approval before a project can start, and that there is no contractor work allowed on Sundays or holidays.
- c. Scott Whitmire has resigned due to pending move from LWC. Recommend Craig Smith as replacement

The Board unanimously approved Craig Smith to serve on AC

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, Safety Committee, AC and FLWC will jointly sponsor a fire risk mitigation workshop with the Depoe Bay Fire Dept on 25 April starting at 10:30 am and lunch will be provided. Focus on both home and wildland fire preparedness. All LWC residents are strongly encouraged to attend.

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- d. Next FMC meeting is 21 April 2026.
3. Reserves – Dave Maguire (report provided by John Penrod)
 - a. John reported that the RDH engineer accompanied the committee on walk-about to gather info for plan update, with focus on 5-year Tactical Plan
 - b. He stated that the focus on roadways is functionality and safety, not on aesthetics. Anticipate ~13,000 sq ft of asphalt work
 - c. The committee expects plan update for April board meeting
4. Safety – Anne Bradley
 - a. The monthly radio check is 04 April at 9:00 AM
 - b. Anne reported that the 20-year volunteer committee has morphed into an Incident Command Structure (modified FEMA structure) 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. A field exercise will take place 7 May with Safety Captains canvassing their blocks.
 - c. The Safety Committee will summarize the 25 April Residential Fire Safety and Wildland Fire Preparedness fair in upcoming Cove Notes. All residents should attend.
 - d. 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
 - a. FLWC will sponsor a “pasta event” on 28 March, and lunch on 25 April. Account balance is \$3,650

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

III. Old Business - None

IV. New Business

- A. Board Resolution RS 26-03 on designating the Safety Committee as a Standing Committee of the LWCHA, and to activate response during LWC Emergencies

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The Board briefly discussed and unanimously approved
RS 26-03

- B. Chair Banas noted a recent draft MOU between the City of Depoe Bay and Stonebridge HOA re the city providing an emergency cache. He will attend a 13 April meeting of the Depoe Bay Emergency Preparedness Committee to discuss details for a potential cache for LWC.

- C. Mark Staimer noted several resident concerns over security and visitors. After some discussion of gate codes and frequent visitors, Dena will investigate preparation of an online visitor's sign in log for specific residences that have a frequent number of "guests", along with publishing Community Rules.

V.BOD Closing Statements -None

Adjournment

A motion was made by Dumas, seconded by Roth to adjourn the meeting at 11:33 AM, passed unanimously.

Submitted and Signed:

Paul J. Banas /s/

Paul J. Banas

Chair, LWCHA