

Sea Links HOA Board Meeting
May 17, 2026
Minutes
(Approved by email vote 5/25/26)

Board Members in Attendance / Quorum Established: Myra Whiting (President), Jan Bergman (Vice President), Richard Drath (Secretary), Craig Mancuso (Treasurer), James Phaby (Member at Large).

Call to Order: Myra Whiting

The meeting was called to order at 2:00 p.m. by President Whiting. The Board members introduced themselves and the attending residents did so as well.

Proof of notice: The secretary reported that meeting notice, including the agenda, was posted on May 11, 2026.

Approval of Minutes: Minutes of the January 27th meeting were approved by email vote on January 30, 2026.

Reports:

Secretary – Richard Drath

Since the last Board meeting, and after months of diligent work by Myra and the Board, the website got back up and running in February. Several weeks were spent updating our records so that our property ownership information matches the Whatcom County Assessor's records. With few exceptions, we now have current mailing addresses for all residents and up-to-date email addresses and phone numbers. Following replacement of a damaged memory chip in the front gate entry box, some gate codes disappeared. While resolving this issue, it was discovered there were some identical codes used by several residents as well as many codes for individuals who no longer live in Sea Links. As of now, with very few exceptions, all residents, including renters, have been assigned a unique code. I have also established records to track renters of short-term rental properties, and they are now assigned a unique code when they check in and that code is deleted once they check out. Lastly, due to the number of properties currently for sale, we have been very busy keeping up with realtor requests to have the gate open for open houses. Currently there are 10 properties for sale – 8 homes and 2 undeveloped lots. One home is pending as of today.

Treasurer – Craig Mancuso

Craig reported that follow-up notices were mailed to residents with outstanding balances for their dues. For those who paid half their dues, the deadline for the balance is June 1st.

The combined operating accounts total approximately \$98,000 and the combined reserve account balances total \$226,000. The largest expense item since the last meeting was \$2550 for the Reserve Study. All other expenses are consistent with

our financial plan.

A new reserve account CD was opened at WECU for \$126,000. We did this when our Banner Bank CD matured, taking advantage of the grace period to move funds. We added an additional \$35,000 to reserves, as indicated in our 2025-2026 financial plan. Our Banner Bank accounts are now reduced so as not to exceed FDIC insurance limits of \$250,000.

Our accountant filed our 2025 tax return; we had a \$1,733 tax liability for the year as a result of interest income.

The Reserve Study was done following an on-site review by the analyst. This was the first on-site review done since 2017. The Board has just received the draft of the study and, after review by the Board, we will meet via Zoom with the analyst to address any questions or issues. Once the final version of the study is done, it will be available to residents electronically upon request (it currently is 103 pages).

Maintenance Committee – Jan Bergman

With our mild winter, we did not use the snow removal service contracted for, and the deposit funds will roll over to next winter.

Earthworks has trimmed the maple tree near the retention pond and the plum trees along Sea Links Drive. They removed one invasive tree to protect the other trees. Jan, Myra and Mike will be pruning suckers from the plum trees.

We have engaged the services of a new mowing company. They are less expensive than the previous vendor. Myra brought forth a proposal to increase the mowing areas and frequency during the months of May and June since the lawns are growing more rapidly in those months. Also adding the mowing of the areas by the back gate and around the pump house. The cost would increase by an additional \$200 for those two months, returning to the basic \$400 for the remaining months. It was M/S/C to approve the increase.

We got two bids for crack sealing, but one of the contractors warned this would not work on the alligating near the road edges between the road surface and the curbing because water is seeping under the road in those areas. It was agreed to revisit this issue once we have reviewed the recommendations in the Reserve Study.

Design Control Committee (DCC) – James Phaby

James reported that since the last meeting, there have been thirteen requests submitted:

1. Three roof replacements – all approved
2. Two solar panel installations – both approved
3. Replacement of front porch – no approval required as no major change
4. Dead or damaged tree removal - approved

5. Replace front steps, plant hedges, install another raised bed – approved
6. Window and siding upgrades, outdoor sauna installation, removal of 2 trees – approved
7. Installation of a gravel parking pad next to driveway – approved
8. Installation of a pergola – approved
9. Planting of arborvitae – previously approved but delayed until now

Five property owners will participate in the Whatcom County Neighborhood Native Landscaping program. The DCC is awaiting plans from each property and will review them once received. Work is expected to begin in the Fall.

He reported that although the CCRs allow for a 45-day response time from the DCC, we have been able to complete the review process in 3 or 4 days.

Covenants Committee – Myra Whiting

On May 11th, twenty-one warning letters were mailed to property owners addressing yard upkeep, visible garbage cans, and debris. On the weekend of May 23rd, a follow-up check will be made to those properties. Second and third violation notices will be sent by May 26th. Unresolved issues will result in fines.

Community-wide, we continue to struggle with street parking violations. Following discussion, it was agreed to develop a fine schedule for properties that repeatedly ignore/violate the parking rules in our governing documents. Based on our discussion, Myra will draft an addition to our Rules and Regulations for review by the Board.

Garage Sale:

Richard offered to again coordinate a summer garage sale. Based on verbal surveys of those attending last year, no one stated they knew of the event from posters that had been placed in Blaine and Birch Bay, so we will forgo the expense and time of doing that this year. Two suggestions from residents will also be implemented: have the guests drive clockwise instead of counterclockwise and do not hold our sale on the same day as the Latitude 49 sale. The date and time for this year's garage sale will be July 25th from 8:30am to noon. Richard will post the information on the website.

Statewide Changes to CCRs:

Myra announced that we had been planning to start working on the effort to bring our CCRs into line with the new Washington State regulations. But with the change in Board leadership at the end of this year, it makes more sense to table that effort until next year's Board is in place as they will be implementing any changes required to come into compliance with the new regulations. Two guests, Jodi Hobbs and Brian Bell, expressed interest in serving on the task force addressing this issue. Their names will be given to the incoming Board at the end of this year.

October General Meeting:

This year's General Meeting is currently scheduled for October 17th at 10:00am. The church where we meet is making changes to their availability for outside groups to

use the space. Should that space not be available, the Board will find a new location for both the General Meeting and future quarterly meetings. At this year's General Meeting, there will be three positions to be filled – Positions 1, 3, and 5. Positions 2 and 4 are both two-year terms and have one year remaining.

The Board received a request from a resident asking if it is possible to set up a permanent proxy for their General Meeting vote. The proxy requirement, as stated in our CCRs, is "Unless stated otherwise in the proxy, a proxy terminates eleven months after its date of issuance." After some discussion, it was agreed that we would modify the proxy form prior to this year's General Meeting to allow a resident to indicate an extended proxy.

Future Meetings:

Some residents have requested that Board meetings be held sometime other than afternoons on a weekday as their ability to attend is limited. We agreed to change the time of our next meeting to 6:00pm.

Adjournment: The meeting was adjourned at 3:07 p.m.

Next meeting: August 18, 2026 6:00 p.m. Birch Bay Community Bible Church