

Sea Links HOA Board Meeting

August 18, 2026

Minutes

(approved by email vote 8/19/2026)

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

Call to Order: Jan Bergman

The meeting was called to order at 6:00 p.m. by Vice-President Bergman, with only one resident attending the meeting (spouse of a Board member). Members of the Board felt this may be a sign of apathy on behalf of the community residents, or it could be a result of summer travel and confidence in the work the current Board is doing. Three current members of the Board are rotating off with two current members continuing. It is hoped that other members of the community will express an interest in serving on next year's Board prior to the General Meeting elections.

Proof of notice: The secretary reported the meeting notice, including the agenda, was posted on August 4, 2026.

Approval of Minutes: Minutes of the May 17, 2026 meeting were approved by email vote on May 25, 2026.

Reports:

President – Myra Whiting – no report due to absence

Secretary – Richard Drath

In addition to responding to many, many email inquiries, a good deal of time has been spent sorting through years and years of documents in the HOA storage unit. According to the State of Washington HOA Guidelines, an HOA is only required to maintain basic records for a period of 5 years, and tax documentation for 7 years. There were files and files of documents and old financial records dating back to the late 1990's which have now been recycled. Sensitive materials like financial records were shredded – a total of 120 pounds. Blueprints and other construction materials for nearly 100 of our earliest built homes were also in storage. Over 70 of them are now in the hands of property owners associated with their specific plans.

Treasurer – Craig Mancuso

The Treasurer's update is as follows:

Bank Balances: Banner operating accounts, approximately \$100,000; Banner CD (Reserve Account) \$100,000; WECU CD (Reserve Account) \$126,000. We anticipate transferring an additional \$20,000 into the WECU CD at maturity in November.

Expenses: These are in line with this year's budget. We have incurred some

additional mowing expenses for lots not being maintained by owners in conformance with our rules. These expenses are being charged back to lot owners.

2027 Budget: We are moving to a calendar year instead of fiscal year budget. It aligns better with our tax year and simplifies reporting.

Reserve Study: The study has been received by the Board. We continue to review recommendations found in the study and will propose at least one reserved funded project for next year.

Maintenance Committee – Jan Bergman

On August 4th, the Board received a petition from six residents of Wedgewood Court, formally requesting our assistance to address the seasonal flooding caused by stormwater overflowing from the retention pond at Latitude 49. Specifically, they requested that we design and install a backup drainage system to divert excess stormwater away from Wedgewood Court. Whatcom County has complaints raised on this issue dating back to 2017 and Myra and Jan have been trying to find a solution since December of 2025.

On August 11th, Jan met with Chase Leland from Western Refinery Services (WRS) and walked through the area of concern and discussed whether we could divert stormwater overflow to the ditch and culvert on the east side of Sea Links Drive. He said he would get back to us. This morning, Jan called WRS for an update. Chase has not had a chance to work on it yet but promised he would have a report to us before the General Meeting in October. He will also consult with someone at the State Department of Ecology to see if they can help. The overgrowth in the retention pond of Latitude 49 may need to be brought in to compliance, which may reduce some of the problem flooding.

Board member James Phaby is also working with Jan on this issue. He is approaching Whatcom County agencies in the Stormwater Division that deal with runoff compliance. In addition to the issue with the retention pond of Latitude 49, there may be additional issues from the man-made system associated with Birch Bay Resort. That system appears to be directed toward Wedgewood Court and needs to be checked for compliance with County specifications.

RESIDENT ALERT – A noxious plant, Bittersweet Nightshade, which can be dangerous for both humans and pets, has been found growing in at least two yards in the Sea Links Community. To eradicate, wearing gloves and protecting your skin, pull plants and seedlings when the soil is wet; dig deep to remove all the root (or it will grow back); put the pulled weeds and berries in a trash bag, but DO NOT put them in compost or yard waste bins. You can Google it to get a better visual of what the plant looks like.

Design Control Committee (DCC) – James Phaby

James reported that since the last meeting, there have been twenty-five requests submitted. Five were for the Neighborhood Native Landscaping Program which is still in progress; the rest were mostly house painting, roofing and patio modifications. There are two new vacant property owners starting to look at building on their properties (one on Sawgrass Way and one on East Golf Course Drive). One has asked about building either a shipping container home or a manufactured home. Both those requests were denied. The two owners have been referred to Whatcom County to begin their planning process.

Covenants Committee – Richard Drath (for Myra Whiting)

Myra is asking for all residents to stand in front of their homes and take a close look at what their neighbors see when viewing their property. Many homeowners still need to come into compliance with weeding. There is a significant need for homeowners to address the weeds growing at their curbside as the weeds are taking a serious toll on the integrity of our street paving.

Garage Sale:

Richard reported that approximately 150 cars entered Sea Links for the Garage Sale held on July 25th and about 25 homeowners participated in sales. By polling the guests arriving, it was determined that most everyone learned of the event from Craigslist, signage on Birch Bay-Lynden Road, social media, and word-of-mouth. Richard's recommendation for next year is to not bother spending money on the print ads with Northern Light and Cascadia Times. Much of the success was attributed to having our event the week prior to Latitude 49's garage sale event.

Annual General Meeting Update:

It was reported that all materials to be included in the pre-meeting packets are ready, except for a couple of last-minute financial documents. Packets will be mailed in September. Our secretary has been verifying and updating addresses to assist the accounting firm with their mailing process.

Executive Session:

The Board went into a short executive session to review the status of accounts receivable so that clarification can be made on who is eligible to vote at the General Meeting. Prior to and following the Executive Session, the guest in attendance was advised of the reasons for the session and stepped away from the meeting space.

Adjournment: The meeting was adjourned at 7:00 p.m.

Next meeting: Annual General Meeting Saturday, October 17, 2026 10:00 a.m.
Birch Bay Community Bible Church