

## Community Services Associates, Inc.

### Strategic Planning Committee Meeting

**February 10, 2021**

A regular meeting of Community Services Associates, Inc., (CSA), Strategic Planning Committee, was held on Wednesday, February 10, 2021, via videoconference.

**Present from the Strategic Planning Committee, were:** David Pardue, CSA Director, Chair; Steve Birdwell, CSA Director; Ann Esposito, Member; Bill Johnson, CSA Director; John Parsons, Member; Paula Scanlon, Member; Jack Ward, Member; Jeffrey Gill, Member; Bob Quinn, Member; Stu Rodman, Member; Greg Thomson, CSA Director;

**Absent from the Strategic Planning Committee, were:** David Herskovits, Member; Mark King, CSA Director; Tom Lennox, Member; Scott Richardson, CSA Director;

**Present as Ex-Officio, was:** Larry Movshin, CSA Chair

**Present from Community Services Associates, Inc., were:** Sam Bennett, President; Amanda Sutcliffe Jones, Director of Communications, Sandra Archer, Executive Administrator and Stephanie Fera, Communications Coordinator

### Call to Order

The meeting was called to order by David Pardue, Chair, at 9:01 a.m., Eastern time.

### Establishment of Quorum

With the majority of Committee Members in attendance, quorum was met.

### Ratify Approval – Committee Meeting Minutes, December 12 2020

A motion was made by David Pardue, to support the resolution, “Ratify Approval – Committee Meeting Minutes, December 12, 2020”. The motion was seconded and unanimously carried:

“**RESOLVED**, Community Services Associates, Inc., Strategic Planning Committee ratified approval of the Committee Meeting Minutes, December 12, 2020, as finalized by email”.

### Chair Remarks

David Pardue welcomed the Committee and members in attendance introduced themselves.

### Unfinished Business

- Stu Rodman Reviewed 2020 committee goals and action in progress
  - Three Goals put together by the Strategic Planning Committee;
  - Task forces, opportunities, and threats;
  - Recommended that SWOT analysis continue periodically.
  
- An open discussion was held on what members would like to accomplish this year.
- Amanda will circulate September 2020 Meeting minutes as well as the 2018 draft of Strategic Planning Committee recommendations to the CSA Board to committee members.

### New Business

Approval – Strategic Planning Committee Charter, 2021 A motion was made by David Pardue, to support the resolution, “Approval – Strategic Planning Committee Charter, 2021”. The motion

was seconded and unanimously carried:

**“RESOLVED**, Community Services Associates, Inc., Strategic Planning Committee, approved the Charter, 2021, as presented”

**Adjournment**

With no further business to come before the Committee, Chair Pardue adjourned the meeting at 10:00 a.m. The next regularly scheduled meeting of the Strategic Planning Committee, is Thursday, March 11, 2021, 9:00 a.m., via videoconference.

Respectfully Submitted,

*David Pardue*

David Pardue  
Chair