

Community Services Associates, Inc.

Board of Directors Special Meeting

August 20, 2019

A special meeting of Community Services Associates, Inc., (CSA), Board of Directors, was held on Tuesday, August 20, 2019, at the Sea Pines Community Center, 71 Lighthouse Road, Suite 120, Hilton Head Island, SC 29928.

Present from the Board of Directors were: Mark Griffith, Chair; Michael Tucker, Vice Chair; Stu Rodman, Treasurer; Carolyn Adams, Secretary; Barry Barth, Director; Cary Corbitt, Director; Jim Kaskie, Director; Mark King, Director; Charles Miner, Director; Larry Movshin, Director; James Richardson, Director; Scott Richardson, Director and Bob Sowers, Director

Present from the Board of Directors, via teleconference was: Bill Johnson, Director

Absent from the Board of Directors were: Steve Birdwell, Director; Donald Sigmon, Director and Rich Speer, Director

Present from Community Services Associates, Inc., were: Bret Martin, President; Victoria Shanahan, Director of Finance and Administration and Amanda Sutcliffe-Jones, Director of Communications

Call to Order

The meeting was called to order by Mark Griffith, Chair, at 3:02 p.m., Eastern time.

Establishment of Quorum

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

Purpose of the CSA Board of Directors Special Meeting: Review funding strategy following Referendum, 2019; Ratify approval, landscape maintenance contract.

Update to Board - Vice President Tucker

Candidate Search - CSA President

An update was provided. Action taken:

- Interviews in process, Executive Committee to interview top candidates;
- Recruiting consultants have not been retained, but could become a necessary resource at later date;
- No definitive end date for Bret Martin.

Nominating Committee

An updated was provided. Action taken:

- The Nominating Committee has completed candidate interviews for the 2020 Board election;

- Candidates to be announced to the community no later than August 31, 2019, per CSA Bylaws.

Executive Session – Chair Griffith

The Board of Directors entered into Executive Session, 3:10 p.m.

Reconvene – Chair Griffith

Approval - Possible Actions Related to Executive Session

The Board of Directors reconvened at 3:30 p.m. An update was provided. No action taken.

- Discussion included 5 legal matters involved with CSA.

New Business – Chair Griffith

Review – Funding Strategy Following Referendum, 2019

An update was provided. Action taken:

- Board workshops and Finance Committee meeting held;
- Recommend to move forward with South Carolina Special Tax District,
- Retain revenue factors for Residential, Commercial and Resort, as represented in Referendum, 2019;
- CSA has retained Curtis Coltrane, attorney, Coltrane and Wilkins, LLC., as counsel to engage and direct CSA through Special Tax District process.

A motion was made by Larry Movshin, to approve direction to CSA Staff to investigate funding options, to address Sea Pines' community critical funding needs. The motion was seconded, amended by Larry Movshin, seconded and unanimously carried:

“RESOLVED, Community Services Associates, Inc., Board of Directors, approved direction for CSA Staff, to work with the CSA Finance Committee Chair and CSA Finance Committee, to investigate the feasibility of a Special Tax District to address the community critical funding needs, as well as to investigate a new referendum for other funding and other actions, for the improvement of Sea Pines. The funding levels, for the first three years, to remain consistent as previously presented, in Referendum, 2019”.

Ratify Approval – Landscape Maintenance Contract

A motion was made by Cary Corbitt, to ratify approval of the landscape maintenance contract, BrightView Landscape Services, Inc. The motion was seconded and unanimously carried:

“RESOLVED, Community Services Associates, Inc., Board of Directors, ratified approval of the landscape maintenance contract, between Community Services Associates, Inc. and BrightView Landscape Services, Inc. The contract to be in effect November 1, 2019, through October 31, 2022 and to include 2 subsequent one year renewal options, for 2022 and 2023, as finalized by email”.

Adjournment

A motion was made to adjourn the meeting at 4:05 p.m. The motion was seconded and unanimously carried.

Respectfully Submitted,



Carolyn Adams
Secretary