



Sea Pines Community Services Associates, Inc. (SPCSA)

SPCSA Board of Directors

February 18, 2025

A regular meeting of SPCSA, Inc., Board of Directors, was held on Tuesday, February 18, 2025, via in-person and videoconference.

Present from SPCSA Board of Directors, were: David Ellis, Chair; Jim Kaskie, Vice Chair; Cary Corbitt, Secretary; Lee Ann Leahy, Treasurer; Steve Birdwell, Director; Jenifer Ericksen, Director; Bob Gossett, Director; Bill Johnson, Director; Cliff McMackin, Director; David Pardue, Director; Rick Ray, Director; Dave Schoettmer, Director; Tom Sharp, Director; Don Sigmon, Director; Tim Stearns, Director; Andrea Tarbox, Director; Ray Warco, Director

Present from SPCSA Staff, were: Sam Bennett, President/CEO; Victoria Shanahan, Vice President/CFO; Joe Count, Director of Safety, Security and Transportation; Russell Fredericks, Director of Capital Projects; David Henderson, Director of Special Projects and Operations; Jerred Mayse, Director of Maintenance and Facilities; Stephanie Fera, Communications Manager; Sandra Archer, Senior Executive Assistant to President/CEO

Call to Order

David Ellis, Chair, called the meeting to order at 9:30 a.m., Eastern time.

Establishment of Quorum

With all SPCSA Board Members in attendance, quorum was established.

Call to Executive Session

Approval – SPCSA Board of Directors, Call to Executive Session

A motion was made by Chair Ellis to support the resolution, “Approval – SPCSA Board of Directors, Call to Executive Session”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approved call to Executive Session”.

Call to Reconvene, 10:00 a.m.

Approval – Possible Actions Related to Executive Session

SPCSA Board of Directors Meeting reconvened at 10:00 a.m. No action taken.

Ratify Approval – SPCSA Board of Directors Meeting Minutes, November 19, 2024; Special Meeting Minutes, December 10, 2024; Organizational Meeting Minutes, January 21, 2025

A motion was made by Cary Corbitt, to support the resolution, “SPCSA Board of Directors Meeting Minutes, November 19, 2024; Special Meeting Minutes, December 10, 2024; Organizational Meeting Minutes, January 21, 2025”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratified approval of the SPCSA Board of Directors Meeting Minutes, November 19, 2024; Special Meeting Minutes, December 10, 2024; Organizational Meeting Minutes, January 21, 2025, as finalized by email”.

Chair Remarks – Chair Ellis

- Appreciation extended to retired SPCSA Board Members for their service: Ann Esposito, Larry Movshin;
- Congratulations extended to elected SPCSA Board Members, 2025: Class “A”, Jennifer Ericksen, Bill Johnson, Tom Sharp; Class “B”, Bob Gossett, Tim Stearns; Class “A” vacancy, 2024, Dave Schoettmer;
- Board to approve SPCSA Gate Agreement, 2025. Agreement to be available on Seapinesliving.com;
- SPCSA Committee and Task Force Meetings, 2025, scheduled;
- Recognition given to Charlie Miner, for his years of service on the SPCSA Board of Directors and Chair of Sea Pines Forest Preserve Foundation Advisory Committee. Bill Pender to succeed Mr. Miner.

President Remarks – Sam Bennett

Remarks given in conjunction with Management Reports.

Management Reports

Sea Pines CSA Management provided updates on their respective departments: Communications, Mrs. Fera; Community Infrastructure, Mr. Fredericks; Community Maintenance and Standards, Mr. Mayse; Finance and Administration, Ms. Shanahan; Operations and Special Projects, Mr. Henderson and Safety, Security and Transportation, Mr. Count.

Task Force Reports

Gates/Signage – Sam Bennett/Cliff McMackin

- Project to address: diverting vehicles to correct lane by way of added signage; electronic payment system installed at gate. Anticipated project completion, 2025.

Traffic –Tom Sharp

- Sea Pines Circle (State owned) and Greenwood Drive (SPCSA owned) projects, combined into single engineering project, SITCIP. Lead, design and construction to be provided by SCDOT. State funding sought;
- Project to address: traffic congestion entering Sea Pines Circle from Greenwood Drive; Greenwood Drive safety. Anticipated project completion, 2027.

Treasurer’s Report – Lee Ann Leahy

- IRS Form 990, 2023, reviewed by Treasurer, Executive Committee and recommended for Board approval.

Approval – Filing of IRS Form 990, 2023

A motion was made by Lee Ann Leahy, to support the resolution, “Approval – Filing of IRS Form 990, 2023”. The motion was seconded and carried: Voted in favor: Chair Ellis, Steve

Birdwell, Cary Corbitt, Jennifer Ericksen, Bob Gossett, Bill Johnson, Lee Ann Leahy, Cliff McMackin, David Pardue, Rick Ray, Dave Schoettmer, Tom Sharp, Don Sigmon, Tim Stearns, Andrea Tarbox, Ray Warco. Jim Kaskie not present to vote.

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, approved filing of IRS Form 990, 2023, as presented”.

Other Matters

There were no other matters to discuss.

Unfinished Business – Chair Ellis

There was no unfinished business to discuss.

New Business - Chair Ellis

Announcement – Annual Meeting May 6, 2025; Date of Record March 10, 2025
Annual Meeting, May 6, 2025 and Date of Record, March 10, 2025, announced.

Approval – SPCSA Gate Agreement, 2025

A motion was made by Chair Ellis, to support the Resolution, “Approval – SPCSA Gate Agreement, 2025”. The motion was seconded and carried. Voted in favor: Chair Ellis, Jennifer Ericksen, Bill Johnson, Lee Ann Leahy, David Pardue, Dave Schoettmer, Tom Sharp, Tim Stearns, Andrea Tarbox. Abstained: Steve Birdwell, Cary Corbitt, Cliff McMackin, Ray Warco, Bob Gossett, Don Sigmon, Rick Ray. Jim Kaskie not present to vote.

“**RESOLVED**, Sea Pines Community Services Associates, Inc., as recommended by the Executive Committee, approved the SPCSA Gate Agreement, 2025, as presented”.

Adjournment

A motion to adjourn was made by Chair Ellis. The motion was seconded and unanimously carried.

With no further business to come before the Board of Directors, Chair Ellis adjourned the meeting at 11:25 a.m. The next regularly scheduled meeting of the SPCSA Board of Directors, to be held Tuesday, March 18, 2025, 9:30 a.m., via in person and videoconference.

Respectfully Submitted,



Cary Corbitt
Secretary