



Sea Pines Community Services Associates, Inc. (SPCSA)
Board of Directors Meeting
In Person/Videoconference
Tuesday, March 18, 2025, 9:30 a.m.

Agenda

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| 1. <u>Call to Order</u> | Ellis |
| 2. <u>Establishment of Quorum</u> | Corbitt |
| 3. <u>Call to Executive Session</u> | Ellis |
| a. Approval – Board of Directors Call to Executive Session * | |
| b. Contracts, Legal, Personnel Matters | |
| 4. <u>Call to Reconvene, 10:00 a.m.</u> | Ellis |
| a. Approval - Possible Actions Related to Executive Session * | |
| 5. <u>Ratify Approval – SPCSA Board of Directors Meeting Minutes, February 18, 2025 *</u> | Corbitt |
| 6. <u>Chair Remarks</u> | Ellis |
| 7. <u>President Remarks</u> | Bennett |
| 8. <u>Management Reports</u> | |
| a. Communications | Fera |
| b. Community Infrastructure | Fredericks |
| c. Community Maintenance | Mayse |
| d. Finance and Administration | Shanahan |
| e. Operations and Special Projects | Henderson |
| f. Safety, Security and Transportation | Count |
| 9. <u>Traffic Task Force Report</u> | |
| a. Gates/Signage | McMackin |
| b. Traffic | Sharp |
| 10. <u>Treasurer’s Report</u> | |
| a. Approval - Amendment, SPCSA Budget, 2025 * | Leahy |
| b. Discussion - SPCSA Three Year Capital Plan | Leahy |
| 11. <u>Unfinished Business</u> | Ellis |

12. New Business

- a. Approval – Appointment, SPCSA Nominating Committee Members, Ellis
Classes “A and B”, 2025 *
- b. Ratify Approval – Encroachment Agreement, 68 Baynard Cove Road, Ellis
Lot 42 *
- c. Ratify Approval – Encroachment Agreement, 29 Wren Drive, Lot 8 * Ellis
- d. Ratify Approval – Encroachment Agreement, 1264 7 Windjammer Court * Ellis

13. Adjournment

Q & A Session

* Denotes Action Item



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Resolutions

- Resolution for 3a. **Approval – SPCSA Board of Directors Call to Executive Session:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approves call to Executive Session”.
- Resolution for 5. **Ratify Approval – SPCSA Board of Directors Meeting Minutes, February 18, 2025:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies approval of the SPCSA Board of Directors Meeting Minutes, February 18, 2025, as finalized by email”.
- Resolution for 10a. **Approval – Amendment, SPCSA Budget, 2025:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, approves amendment to SPCSA Budget, 2025, as presented”.
- Resolution for 12a. **Approval – Appointment, SPCSA Nominating Committee Members: Classes “A and B”, 2025:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approves appointment of SPCSA Nominating Committee Members, Class A, 2025: TBA, Chair; TBA/TBA, Members. Class B, 2025: TBA, Chair; TBA/TBA, Members, as presented”.
- Resolution for 12b. **Ratify Approval - Encroachment Agreement, 68 Baynard Cove Road, Lot 42:**
“**RESOLVED**, Community Services Associates, Inc. Board of Directors, ratifies the vote on the approval of the encroachment agreement, 68 Baynard Cove Road, Lot 42, as evidenced by survey, Nandina, Inc. d.b.a. Sea Island Land Survey, Inc., Justin R. Kesselring, Professional Land Surveyor, March 7, 2024, onto SPCSA open space, as finalized by email.”
- Resolution for 12c. **Ratify Approval – Encroachment Agreement, 29 Wren Drive, Lot 8:**
“**RESOLVED**, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 29 Wren Drive, Lot 8, as evidenced by as-built survey, Nandina, Inc. d.b.a. Sea Island Land Survey, Inc., Justin R. Kesselring, Professional Land

Surveyor, dated April 16, 2020 and revised August 29, 2023, onto SPCSA open space, as finalized by email.”

Resolution for 12d. **Ratify Approval – Encroachment Agreement, Building 1264 7**

Windjammer Court:

“**RESOLVED**, Community Services Associates, Inc. Board of Directors, ratifies the vote on the approval or disapproval of the encroachment agreement, Building 1264 7 Windjammer Court, as evidenced by survey, Cook Land Surveying, Brian D. Pennell, Registered Professional Engineer, February 22, 2023, onto SPCSA open space, as finalized by email.”