



Sea Pines Community Services Associates, Inc. (SPCSA)
Board of Directors Meeting
Videoconference
Tuesday, May 21, 2024, 9:30 a.m.

Agenda

- 1. Call to Order Ellis
- 2. Establishment of Quorum Corbitt
- 3. Call to Executive Session Ellis
 - a. Approval – SPCSA Board of Directors Call to Executive Session *
 - b. Contracts, Legal, Personnel Matters
- 4. Call to Reconvene, 10:00 a.m. Ellis
 - a. Approval - Possible Actions Related to Executive Session *
- 5. Ratify Approval – SPCSA Board of Directors Meeting Minutes, March 19, 2024 * Corbitt
- 6. Chair Remarks Ellis
- 7. President Remarks Bennett
- 8. Management Reports
 - 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. Task Force Reports
 - a. Communications Kaskie
 - b. Electric Lawn Equipment Movshin
 - c. Gate Signage McMackin
 - d. Traffic Sharp
- 10. Financial Report
 - a. Acceptance – SPCSA Financial Statements, YE/December 31, 2023, Audited * Shanahan
 - b. Discussion – Report to Board of Directors, Elliott Davis LLC Leahy

c. Acceptance – SPCSA Financial Statements, YTD/March 31, 2024 * Shanahan

11. Unfinished Business Ellis

12. New Business

a. Ratify Approval – Encroachment Agreement, 20 Marsh View Drive, Lot 49 * Ellis

b. Ratify Approval – Encroachment Agreement, 63 Baynard Cove Road, Lots J, J-2 * Ellis

13. Adjournment

Q & A Session

* Denotes Action Item



Sea Pines Community Services Associates, Inc. (SPCSA)

Board of Directors Meeting

Videoconference

Tuesday, May 21, 2024, 9:30 a.m.

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, March 19, 2024:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies approval of the SPCSA Board of Director Meeting Minutes, March 19, 2024, as finalized by email”.
- Resolution for 10a. **Acceptance – SPCSA Financial Statements, YE/December 31, 2023, Audited:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, accepts SPCSA financial statements, YE/December 31, 2023, audited, as presented”.
- Resolution for 10c. **Acceptance – SPCSA Financial Statements, YTD/March 31, 2024:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, accepts SPCSA financial statements, YTD/March 31, 2024, as presented”.
- Resolution for 12a. **Ratify Approval - Encroachment Agreement, 20 Marsh View Drive, Lot 49:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 20 Marsh View Drive, Lot 49, as evidenced by as-built survey, T-Square Surveying Company, Inc., William J. Smith, Registered Land Surveyor, March 21, 2023, onto Sea Pines CSA open space, as finalized by email”.
- Resolution for 12b. **Ratify Approval or Disapproval – Encroachment Agreement, 63 Baynard Cove Road, Lots J, J-2:**
“**RESOLVED**, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 63 Baynard Cove Road, Lots J, J-2, as evidenced by as-built survey, Atlas

Surveying, Inc., Jeremy W. Reeder, Professional Land Surveyor,
December 19, 2023, onto SPCSA open space, as finalized by email”.