



Sea Pines Community Services Associates, Inc. (SPCSA)
Board of Directors Meeting
Videoconference
Tuesday, September 17, 2024, 9:30 a.m.

Agenda

- | | |
|---|------------|
| 1. <u>Call to Order</u> | Ellis |
| 2. <u>Establishment of Quorum</u> | Ellis |
| 3. <u>Call to Executive Session</u> | Ellis |
| a. Approval – SPCSA 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 Annual Meeting Minutes, May 7, 2024; Board of Directors Meeting Minutes, May 21, 2024 *</u> | Ellis |
| 6. <u>Chair Remarks</u> | Ellis |
| 7. <u>President Remarks</u> | Bennett |
| 8. <u>Management Reports</u> | |
| a. Operations and Special Projects | Henderson |
| b. Communications | Fera |
| c. Community Infrastructure | Fredericks |
| d. Community Maintenance | Mayse |
| e. Finance and Administration | Shanahan |
| f. Safety, Security and Transportation | Count |
| 9. <u>Task Force Reports</u> | |
| a. Electric Lawn Equipment | Movshin |
| b. Gates/Signage | McMackin |
| c. Traffic | Sharp |
| 10. <u>Financial Report</u> | |
| a. Acceptance – SPCSA Financial Statements, YTD/July 31, 2024 * | Leahy |
| 11. <u>Unfinished Business</u> | Ellis |

12. New Business

- | | |
|--|---------|
| a. Announcement – SPCSA Board of Directors Nominating Committee Results, Class “A”, 2024 | Pardue |
| b. Announcement – SPCSA Board of Directors Nominating Committee Results, Class “B”, 2024 | Sigmon |
| c. Approval – SPCSA Board of Directors/Committee Meeting Schedule, 2025, Draft * | Ellis |
| d. Approval – SPCSA/Muirfield II POA, Transfer of Property * | Bennett |
| e. Ratify Approval – Encroachment Agreement, 3 Heritage Court, Heritage Woods, Lot 19 * | Ellis |

13. Adjournment

Q & A Session

* Denotes Action Item



Sea Pines Community Services Associates, Inc. (SPCSA)

Board of Directors Meeting

Videoconference

Tuesday, September 17, 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 Annual Meeting Minutes, May 7, 2024; SPCSA Board of Directors Meeting Minutes, May 21, 2024:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies approval of the SPCSA Annual Meeting Minutes, May 7, 2024; SPCSA Board of Directors Meeting Minutes, May 21, 2024, as finalized by email”.
- Resolution for 10a. **Acceptance – SPCSA Financial Statements, YTD/July 31, 2024:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, accepts SPCSA financial statements, YTD/July 31, 2024, as presented”.
- Resolution for 12c. **Approval – SPCSA Board of Directors/Committee Meeting Schedule, 2025, Draft:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approves SPCSA Board of Directors/Committee Meeting Schedule, 2025, Draft, as presented”.
- Resolution for 12d. **Approval – SPCSA/Muirfield II POA, Transfer of Property:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approves authorization of Sam Bennett, to facilitate property transfer from SPCSA to Muirfield II POA, via property transfer deed”.
- Resolution for 12e. **Ratify Approval – Encroachment Agreement, 3 Heritage Court, Heritage Woods, Lot 19:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 3 Heritage Court, Heritage Woods, Lot 19, as evidenced by as-built survey, Nandina, Inc. d.b.a. Sea Island Land Survey, Inc., Justin R. Kesselring, Professional Land Surveyor, November 16, 2023, onto SPCSA open space, as finalized by email”.