



**Sea Pines Community Services Associates, Inc. (Sea Pines CSA)**

**Sea Pines CSA Board of Directors**

**November 14, 2023**

A regular meeting of Sea Pines Community Services Associates, Inc., Board of Directors, was held on Tuesday, November 14, 2023, via in-person and videoconference.

**Present from Sea Pines CSA Board of Directors, were:** David Ellis, Chair; Bill Johnson, Vice Chair; Cary Corbitt, Secretary; Lee Ann Leahy, Treasurer; Steve Birdwell, Director; Ann Esposito, Director; Bob Gossett, Director; Jim Kaskie, Director; Cliff McMackin, Director; Charlie Miner, Director; Larry Movshin, Director; David Pardue, Director; Tom Sharp, Director; Don Sigmon, Director; Greg Thomson, Director and Ray Warco, Director

**Absent from Sea Pines CSA Board of Directors, was:** Rick Ray, Director

**Present from Sea Pines CSA Staff, were:** Sam Bennett, President/COO; Victoria Shanahan, Vice President/CFO; Stephanie Fera, Communications Coordinator; Russell Fredericks, Director of Capital Projects; David Henderson, Director of Special Projects and Operations; Jerred Mayse, Director of Maintenance and Facilities and Sandra Archer, Executive Administrator

**Call to Order**

David Ellis, Chair, called the meeting to order at 9:45 a.m., Eastern time.

**Establishment of Quorum**

With a majority of Board Members in attendance, quorum was established.

**Call to Executive Session**

**Approval – Sea Pines CSA Board of Directors, Call to Executive Session**

A motion was made by Chair Ellis to support the resolution, “Approval – Sea Pines CSA 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**

Sea Pines CSA Board of Directors Meeting reconvened at 10:00 a.m. No action taken.

**Ratify Approval – Sea Pines CSA Board of Directors Meeting Minutes, September 19, 2023:**

A motion was made by Cary Corbitt, to support the resolution, “Ratify Approval – Sea Pines CSA Board of Directors Meeting Minutes, September 19, 2023”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratified approval of the Sea Pines CSA Board of Director Meeting Minutes, September 19, 2023, as finalized by email”.

**Chair Remarks** – Chair Ellis

- Greenwood Drive Task Force, appointed;
- Initial Task Force focus to be with Town of Hilton Head Island, subsequently, Beaufort County and State of South Carolina governments;
- Sea Pines CSA website to house Greenwood Drive Task Force informational/communication section. Site to include Task Force Contact Form, for Property Owners to directly interact with Task Force;
- Property Owners reminded to vote in Sea Pines CSA Board of Directors election, 2024. Three (3) open Board of Directors seats;
- Pending federal litigation appeal, Referendum 2020, oral arguments to be heard between January 24 and 26, 2024, in Richmond, Virginia;
- Property Owners encouraged to refer to Sea Pines CSA Weekly Newsletter and Sea Pines CSA Website, for information on all topics.

**President Remarks** – Sam Bennett

- Management reports, YE/2023 and 2024, to be provided by Directors;
- Budget, 2024, to be approved;
- Former Director of Communications, thanked for service and to continue to support Sea Pines CSA, Inc., in a private consultant capacity.

**Referendum – 1974 Covenants, Amendment** – Steve Birdwell

- Referendum to amend 1974 Covenants, to allow electronic voting by Property Owners, successfully achieved with 95% vote in favor. The Resort to approve results and file 6<sup>th</sup> Amendment, shortly.

**Management Reports**

Sea Pines CSA Management provided updates on their respective departments: Community Infrastructure, Mr. Fredericks; Community Maintenance and Standards, Mr. Mayse; Communications, Mrs. Fera; Finance and Administration, Ms. Shanahan; Operations and Special Projects, Mr. Henderson and Safety, Security and Transportation, Mr. Count. Committee recommendations brought to Sea Pines CSA Board of Directors for approval, included: Finance Committee, Mrs. Leahy, Chair. Refer to Financial Report. Community Infrastructure, Maintenance and Standards Committee, Tom Sharp, Chair. Refer to New Business.

**Financial Report** – Lee Ann Leahy, Victoria Shanahan

- Recap of YTD/September 30, 2023, Financial Statements, provided;
- Balance Sheet and Income Statement, reviewed.

**Acceptance – Financial Statements, YTD/September 30, 2023**

The balance sheet as of September 30, 2023 was reviewed. Total liabilities and fund balances, on an accrual basis, were \$27,259,035, as compared to prior year, of \$20,102,213.

The income statement as of YTD/September 30, 2023, was reviewed. Actual revenues over expenditures were \$6,306,044, as compared to budget and prior year actual, of \$2,164,605 and \$1,437,470, respectively.

A motion was made by Lee Ann Leahy, to support the resolution, “Acceptance – Financial Statements, YTD/September 30, 2023”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, accepted financial statements, YTD/September 30, 2023, as presented”.

#### Approval – Assessment, 2024, Residential Property Owner

A motion was made by Lee Ann Leahy, to support the resolution, “Approval – Assessment, 2024, Residential Property Owner”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approved an increase over the 2023 Assessment, bringing the 2024 Residential Property Owners Annual Assessment, on an improved lot, from \$1,887 to \$1,957 (\$671 represents the Critical Infrastructure portion of the Assessment) and the 2024 Residential Property Owners Annual Assessment, on an unimproved lot, from \$1,127 to \$1,169 (\$402 represents the Critical Infrastructure portion of the Assessment)”.

#### Approval – Budget, 2024

A motion was made by Lee Ann Leahy, to support the resolution, “Approval – Budget, 2024”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approved Budget, 2024, as presented”.

#### Unfinished Business

##### Greenwood Drive Task Force – Cliff McMackin, Tom Sharp

- Greenwood Drive Task Force, created;
- Task Force objective: long term solution for Greenwood Drive and Sea Pines Circle traffic issues, to be presented to the Board of Directors by October 1, 2024;
- Sea Pines Circle and Greenwood Drive traffic groups to be headed by Cliff McMackin and Tom Sharp, respectively;
- Traffic engineering consultant, familiar with SCDOT, to be retained;
- Task Force to work in conjunction with Town of Hilton Head Island, Beaufort County and State of South Carolina representatives;
- Task Force to promote Sea Pines Circle solutions, to be a top priority project for Town of Hilton Head Island.

#### New Business

##### Appointment – Chair, Sea Pines CSA Officer Nominating Committee, 2024

Chair Ellis appointed Mr. Movshin, to serve as Chair of the Sea Pines CSA Officer Nominating

Committee, 2024.

Approval – Amendment, Community Standards Policy, November 14, 2023

A motion was made by Greg Thomson, to support the resolution, “Approval – Amendment, Community Standards Policy, November 14, 2023. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approved amendment to the Community Standards Policy, November 14, 2023, as presented”.

Ratify Approval – Hilton Head Island Land Management Ordinance, Text Amendment, Sea Pines Circle District

A motion was made by Chair Ellis, to support the resolution, “Ratify Approval – Hilton Head Island Land Management Ordinance, Text Amendment, Sea Pines Circle District”. The motion was seconded and unanimously carried:

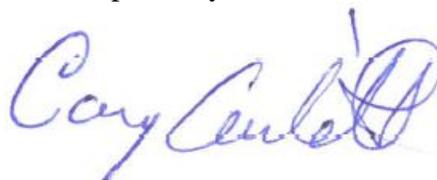
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratified approval to authorize David Ellis, Chair and Sam Bennett, President to work with members of Town Council and Town staff to limit the number or amount of properties in the Sea Pines Circle District that may be developed as Islander Mixed Use while allowing the project proposed by Double D Partnership to move forward as proposed and to seek to qualify the definition of “Educational Use” in the proposed Text Amendment to those educational uses which are state owned or provide secondary (post 12th grade) Educational Uses”.

Appreciation extended to retiring Board Members for their years of service: Bill Johnson, Charlie Miner and Greg Thomson.

Adjournment

With no further business to come before the Board, Chair Ellis adjourned the meeting at 11:30 a.m. The next regularly scheduled meeting of the Sea Pines CSA Board of Directors, to be held Tuesday, February 20, 2024, 9:30 a.m., via in person and videoconference.

Respectfully Submitted,



Cary Corbitt  
Secretary