

**Community Services Associates, Inc.**

**Board of Directors Special Meeting**

**December 8, 2020**

A special meeting of Community Services Associates, Inc., (CSA), Board of Directors, was held on Tuesday, December 8, 2020, via videoconference.

**Present from the Board of Directors, were:** Larry Movshin, Chair; Jim Kaskie, Vice Chair; Carolyn Adams, Secretary; Dave Borghesi, Treasurer; Don Sigmon, Member at Large; Barry Barth, Director; Steve Birdwell, Director; Cary Corbitt, Director; David Ellis, Director; Bill Johnson, Director; Mark King, Director; David Pardue, Director; James Richardson, Director; Scott Richardson, Director, Stu Rodman, Director; Bob Sowers, Director and Rich Speer, Director

**Guest present, was:** Walter Nester, Attorney, Burr, Forman, McNair

**Present from Community Services Associates, Inc., were:** Sam Bennett, President; Victoria Shanahan, Director of Finance and Administration and Sandra Archer, Executive Administrator

**Call to Order**

The meeting was called to order by Larry Movshin, Chair, at 10:00 a.m., Eastern time.

**Establishment of Quorum**

With all Board Members in attendance, quorum was met.

Purpose of CSA Board of Directors Special Meeting: Update, Referendum, 2020.

**Executive Session**

**Approval – Board of Directors, Call to Executive Session**

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

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

**Board Meeting Reconvenes**

**Approval – Possible Actions Related to Executive Session**

The Board of Directors reconvened at 11:15 a.m. No action taken.

**Chair Remarks**

Refer to New Business.

**New Business**

**Update – Referendum, 2020**

Chair Movshin provided an update:

- CSA Counsel received letter from a Residential Property Owner’s attorney, stating call to Referendum, 2020, was outside CSA authority;

- Referendum, 2020, ballot mail date of December 10, 2020, delayed;
- Upon CSA Counsel review and recommendation, CSA to move forward with Referendum, 2020, as previously authorized and directed;
- Due to delay, Referendum, 2020, mail and return dates adjusted accordingly to December 15, 2020 and January 20, 2021, respectively.

Approval - Reconstitution of the Ad Hoc Get Out The Vote Committee

Chair Movshin provided an update. Action taken:

- Mr. Kaskie to chair Committee;
- Committee Members to be appointed;
- Terms of communication to be determined.

A motion was made by Rich Speer to support the resolution, “Approval – Reconstitution of the Ad Hoc Get Out The Vote Committee”. The motion was seconded and unanimously carried:

“**RESOLVED**, Community Services Associates, Inc., Board of Directors, approves Reconstitution of the Ad Hoc Get Out The Vote Committee”.

Status of Audit Engagement Letter

Mr. Borghesi provided an update:

- Board has duty to notify auditors with any concern, notion, or acknowledgement of fraud;
- Independent auditors’ letter of engagement, signed.

Adjournment

With no further business to come before the Board, Chair Movshin adjourned the meeting at 11:20 a.m. The next regularly scheduled meeting of the CSA Board of Directors, is Tuesday, February 9, 2021, 10:00 a.m., via videoconference.

Respectfully Submitted,



Carolyn Adams  
Secretary