



**Sea Pines Community Services Associates, Inc.
Finance Committee
Charter 2025**

1. Purpose:

This Committee is a committee of the Board established under Article VIII, Section 2 of the Sea Pines CSA Bylaws. This committee is advisory in nature to the Board with the purpose of providing recommendations on the responsibilities assigned by the Board. The Board may amend this charter at any time.

2. 2025 Committee Responsibilities:

- a. Evaluate and recommend items for CSA Board approval such as annual operating and infrastructure budgets, annual audited financial statements, the CSA annual report, the five-year financial plan, appointment of external auditors and investment advisors, policies over financial management, tax reporting and investments;
- b. Advise and inform CSA Board regarding various financial matters included, but not limited to, internal controls over and reporting related to financial reporting, including results of operations, investments, capital expenditures, comparison to budgets and other reports as necessary;
- c. Perform periodic assessment of operational and financial risks not ordinarily covered by other risk assessments and provide oversight over capital reserve studies that may require approval by the CSA Board.

3. Committee Membership & Terms:

- a. Committees shall have no more than nine (9) members, excluding Board members, unless a larger membership is deemed appropriate for a particular purpose by the Chair of the Board;
- b. Volunteer members of a committee serve three-year terms and may not serve more than two (2) consecutive terms;
- c. Other CSA Board Members;
- d. Ex Officio Members – Sea Pines CSA Board Chair, Sea Pines CSA President/CEO and Sea Pines CSA Director of Finance and Administration/CFO.

4. The Committee Does Not:

- a. Authorize distributions;
- b. Approve, or recommend to Members, dissolution, merger, or the sale, pledge, or transfer all, or substantially all, of the corporation's assets;

c. Select, appoint, or remove Directors; or fill vacancies on the Board, or on any of its Committees;

d. Adopt, amend or repeal the Articles or Bylaws.

Approved, Sea Pines CSA Board of Directors, January 21, 2025.

A handwritten signature in blue ink, appearing to read "Cory Coulter". The signature is written in a cursive style with a large, stylized initial "C".

Secretary, Sea Pines CSA Board of Directors