



Sea Pines Community Services Associates, Inc. (SPCSA)
Board of Directors Meeting
Videoconference
Tuesday, November 19, 2024, 9:00 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 – Board of Directors Meeting Minutes, September 17, 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. Gates/Signage McMackin
 - b. Traffic Sharp
- 10. Financial Report
 - a. Acceptance – SPCSA Financial Statements, YTD/September 30, 2024 * Leahy
 - b. Approval – Amendments, SPCSA Budget, 2024 * Leahy
 - c. Review - SPCSA Critical Infrastructure Collection and Spending Recap Leahy
 - d. Approval – SPCSA Assessment, 2025, Residential Property Owner * Leahy
 - e. Approval - SPCSA Budget, 2025 * Leahy

11. Unfinished Business

Ellis

12. New Business

- a. Appointment – Chair, SPCSA Officer Nominating Committee, 2025 Ellis
- b. Approval – SPCSA Social Media Policy, November 19, 2024, Draft * Ellis
- c. Approval – Amendment, SPCSA Community Standards, Rules and Regulations – Contractors/Vendors, November 19, 2024, Draft * Ellis
- d. Approval – Amendment, SPCSA Bylaws, November 19, 2024, Draft * Ellis

13. Adjournment

Q & A Session



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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, September 17, 2024:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies approval of the SPCSA Board of Directors Meeting Minutes, September 17, 2024, as finalized by email”.
- Resolution for 10a. **Acceptance – SPCSA Financial Statements, YTD/September 30, 2024:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, accepts SPCSA financial statements, YTD/September 30, 2024, as presented”.
- Resolution for 10b. **Approval – Amendment, SPCSA Budget, 2024:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, approves amendment to SPCSA Budget, 2024, to include: \$1,803,854, as presented, for South Sea Pines Drive Project from Baynard Cove to Lands End”.
- Approval – Amendment, SPCSA Budget, 2024:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, approves amendment to SPCSA Budget, 2024, to include: \$1,869,056, as presented, for Lighthouse Lane Area Project”.
- Resolution for 10d. **Approval – SPCSA Assessment, 2025, Residential Property Owner:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, approves an increase over the 2024 SPCSA Assessment, bringing the 2025 Residential Property Owners Annual Assessment, on an improved lot, from \$1,957 to \$2,005 (\$687 represents the Critical Infrastructure portion of the Assessment) and the 2025 Residential Property Owners Annual

Assessment, on an unimproved lot, from \$1,169 to \$1,197 (\$412 represents the Critical Infrastructure portion of the Assessment)”.

- Resolution for 10e. **Approval – SPCSA Budget, 2025:**
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, approves SPCSA Budget, 2025, as presented”.
- Resolution for 12a. **Approval – SPCSA Social Media Policy, November 19, 2024, Draft:**
“**RESOLVED**, Community Services Associates, Inc., Board of Directors, approves, SPCSA Social Media Policy, November 19, 2024, Draft, as presented”.
- Resolution for 12b. **Approval – Amendment, SPCSA Community Standards, Rules and Regulations – Contractors/Vendors, November 19, 2024, Draft:**
“**RESOLVED**, Community Services Associates, Inc., Board of Directors, approves amendment, SPCSA Community Standards, Rules and Regulations – Contractors/Vendors, November 19, 2024, Draft, as presented”.
- Resolution for 12c. **Approval – Amendment, SPCSA Bylaws, November 19, 2024, Draft:**
“**RESOLVED**, Community Services Associates, Inc., Board of Directors, approves amendment to SPCSA Bylaws, November 19, 2024, Draft, as finalized by email”.