



**Sea Pines Community Services Associates, Inc. (SPCSA)**  
**Board of Directors Meeting**  
Videoconference  
Tuesday, February 18, 2025, 9:30 a.m.

**Agenda**

- |   |            |
|---|------------|
| 1. <u>Call to Order</u>   | Ellis      |
| 2. <u>Establishment of Quorum</u>   | Corbitt    |
| 3. <u>Call to Executive Session</u>   | Ellis      |
| a. Approval – 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 Board of Directors Meeting Minutes, November 19, 2024; Special Meeting Minutes, December 10, 2024; Organizational Meeting Minutes, January 21, 2025 *</u> | Corbitt    |
| 6. <u>Chair Remarks</u>   | Ellis      |
| 7. <u>President Remarks</u>   | Bennett    |
| 8. <u>Management Reports</u>  |            |
| 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. <u>Traffic Task Force Report</u>   |            |
| a. Gates/Signage  | McMackin   |
| b. Traffic  | Sharp      |
| 10. <u>Treasurer’s Report</u>   |            |
| a. Approval – Filing of IRS Form 990, 2023 *  | Leahy      |
| b. Other Matters  | Leahy      |
| 11. <u>Unfinished Business</u>  | Ellis      |

12. New Business

- a. Announcement – Annual Meeting May 6, 2025; Date of Record March 10, 2025 Ellis
- b. Approval - SPCSA Gate Agreement, 2025 Ellis

13. Adjournment

Q & A Session

\* Denotes Action Item



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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, November 19, 2024; Special Meeting Minutes, December 10, 2024; Organizational Meeting Minutes, January 21, 2025:**  
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies approval of the SPCSA Board of Directors Meeting Minutes, November 19, 2024; Special Meeting Minutes, December 10, 2024; Organizational Meeting Minutes, January 21, 2025, as finalized by email”.
- Resolution for 10a. **Approval – Filing of IRS Form 990, 2023:**  
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, approves filing of IRS Form 990, 2023, as presented”.
- Resolution for 12b. **Approval – SPCSA Gate Agreement, 2025:**  
“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, approves SPCSA Gate Agreement, 2025, as presented”.