

Sea Pines CSA Board of Directors Meeting Held September 16, 2025

The meeting featured introductions of Sea Pines CSA's new COO and Controller, comprehensive operational updates, and a Treasurer's Report covering year-to-date financial statements, a 2025 budget amendment, and updates on the Critical Infrastructure and Capital Plan.

Meeting Agenda: [Click here](#)

Sea Pines CSA Board of Directors Meeting Video

To view the full live-streamed Board Meeting [click here](#) or click the links below to be taken directly to that portion of the meeting.

Timestamps of Board Meeting:

- [Chair Remarks](#)
- [President Remarks](#)
- **Management Reports:**
 - [Communications](#)
 - [Community Infrastructure](#) - Presentation covering Lighthouse Lane and Otter Road projects. Click [here](#) to view the slide deck.
 - [Community Maintenance](#) - Maintenance and Stormwater presentation detailing the department's rain response efforts in August and ongoing stormwater maintenance initiatives. Click [here](#) to view the slide deck.
 - [Finance and Administration](#)
 - [Operations and Special Projects](#)
 - [Safety, Security and Transportation](#) - Safety and Security reports through August were presented showing comparisons to 2024 data. Click [here](#) to view the slide deck.
- **Treasurer's Report**
 - Click [here](#) to view the slide deck.
 - Click [here](#) to view SPCSA Financial Statements, YTD/July 31, 2025.
- [New Business](#)
- [Q & A Session](#)

The Sea Pines CSA Board of Directors Approved the Following 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, May 20, 2025](#); [SPCSA Annual Meeting Minutes, May 6, 2025](#): "RESOLVED,** Sea Pines Community Services Associates, Inc., Board of Directors, ratifies approval of the SPCSA Board of Directors Meeting Minutes, May 20, 2025; SPCSA Annual Meeting Minutes, May 6, 2025, as finalized by email".
- Resolution for 9a.** **Acceptance – [SPCSA Financial Statements, YTD/July 31, 2025](#): "RESOLVED,** Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, accepts SPCSA financial statements, YTD/July 31, 2025, as

presented”.

- Resolution for 9b. Approval – Amendment SPCSA Budget, 2025:**“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, approves amendment to SPCSA Capital Budget, 2025, to include \$605,045, as presented”.
- Resolution for 9c. Acceptance – SPCSA Income Tax Return, Form 990, December 31, 2024:** “**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, accepts the Form 990 and grants management the authority to file the SPCSA Income Tax Return, Form 990, December 31, 2024, as presented”.
- Resolution for 11e. Approval – SPCSA Board of Directors/Committee Meeting Schedule, 2026, Draft:** “**RESOLVED**, Community Services Associates, Inc., Board of Directors, approves SPCSA Board of Directors/Committee Meeting Schedule, 2026, Draft, as presented”.
- Resolution for 11g. Ratify Approval – Critical Infrastructure Project, Otter Road:** “**RESOLVED**, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the Critical Infrastructure Project, Otter Road Contract”.
- Resolution for 11h. Ratify Approval – Encroachment Agreement, 41 Baynard Cove Road, Lot 31, Bulkhead:** “**RESOLVED**, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 41 Baynard Cove Road, Lot 31, Bulkhead, as evidenced by as-built survey, Surveying Consultants, Inc., Terry G. Hatchell, Registered Land Surveyor, December 4, 2024, onto SPCSA open space, as finalized by email”.
- Resolution for 11i. Ratify Approval – Encroachment Agreement, 14 South Beach Lane, Audubon Pond, Lot 12:** “**RESOLVED**, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 14 South Beach Lane, Audubon Pond, Lot 12, as evidenced by as-built survey, T-Square Surveying Company, Inc., William J. Smith, Registered Land Surveyor, December 11, 2024, onto SPCSA open space, as finalized by email”.
- Resolution for 11j. Ratify Approval – Encroachment Agreement, 18 Black Tern Road, Audubon Pond, Lot 85:** “**RESOLVED**, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 18 Black Tern Road, Audubon Pond, Lot 85 as evidenced by as-built survey, T-Square Surveying Company, LLC, William J. Smith, Registered Land Surveyor, October 14, 2024, onto SPCSA open space, as finalized by email”.