



Sea Pines Community Services Associates, Inc. (SPCSA)

SPCSA Board of Directors

May 19, 2026

A regular meeting of SPCSA, Inc., Board of Directors, was held on Tuesday, May 19, 2026, SPCSA Administration Building, 175 Greenwood Drive, Hilton Head Island, South Carolina 29928, via in-person and videoconference.

Present from SPCSA Board of Directors, were: Bill Johnson, Chair; Jim Kaskie, Vice Chair; Lee Ann Leahy, Treasurer; Joe Dubois, Director; Jessica Haire, Director; Bob Gossett, Director; Cliff McMackin, Director; Rick Ray, Director; Dave Schoettmer, Director; Don Sigmon, Director; Phil Smith, Director; Andrea Tarbox, Director; Ray Warco, Director; Lori Wellinghoff, Director

Absent from SPCSA Board of Directors, were: Cary Corbitt, Secretary; Steve Birdwell, Director; Tom Sharp, Director

Present from SPCSA Staff, were: Sam Bennett, President/CEO; Victoria Shanahan, Vice President/CFO; Shawn Colin, Vice President/COO; Joe Count, Director of Safety, Security and Transportation; David Henderson, Director of Sea Pines Forest Preserve and Natural Resources; Jerred Mayse, Director of Maintenance and Facilities; Stephanie Fera, Communications Manager; Sandra Archer, Senior Executive Assistant to President/CEO

Call to Order

Bill Johnson, Chair, called the meeting to order at 9:30 a.m., Eastern time.

Establishment of Quorum

With a majority of SPCSA Board Members in attendance, quorum was established.

Move to Executive Session

Approval – SPCSA Board of Directors, Move to Executive Session

A motion was made by Chair Johnson to support the resolution, “Approval – SPCSA Board of Directors, Move to Executive Session”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approved move to Executive Session”.

Call to Reconvene

Chair Johnson called the SPCSA BOD Meeting to reconvene, 10:00 a.m.

Chair Remarks – Chair Johnson

- Property owners continue to express pride in the community;
- Sea Pines residential property owner turnover rate reached 35%, over past six years;
- Infrastructure improvements, acknowledged and appreciated by property owners;

- Riverstone Group LLC recognized for future expansion of the Inn at Harbour Town. Appreciation expressed for their valued support and partnership.

President Remarks – Sam Bennett

- Update on SPCSA’s CARES Act, Paycheck Protection Program settlement, provided;
- Community electronic petition, to call for a Special Meeting to amend SPCSA Bylaws, submitted to SPCSA April, 2026. Petition and cause under review with outside legal counsel. Board and associated parties to be notified.

Ratify Approval – SPCSA Board of Directors Meeting Minutes, March 3, 2026; SPCSA Annual Meeting Minutes, May 5, 2026

A motion was made by Lee Ann Leahy, to support the resolution, “SPCSA Board of Directors Meeting Minutes, March 3, 2026; SPCSA Annual Meeting Minutes, May 5, 2026”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratified approval of the SPCSA Board of Directors Meeting Minutes, March 3, 2026; SPCSA Annual Meeting Minutes, May 5, 2026, as finalized by email”.

Management Reports

Sea Pines CSA Management provided updates on their respective departments: Communications, Mrs. Fera; Community Infrastructure, Mr. Bennett; Community Maintenance and Standards, Mr. Mayse; Finance and Administration, Ms. Shanahan; Operations and Special Projects, Mr. Colin; Safety, Security and Transportation, Mr. Count; Sea Pines Forest Preserve and Natural Resources, Mr. Henderson.

Treasurer Report – Lee Ann Leahy

Discussion – SPCSA Year End 12/31/2025, Financial Statements and Audit

- Recap of YE/December 31, 2025, SPCSA Financial Statements and Audit, provided;
- Annual Audit, 2025, completed by Elliott Davis, LLC. No adjustments or disclosures, reported;
- Search for new audit firm required. Elliott Davis no longer represents organizations of our size and structure;
- Financial Statements to be finalized, pending CARES Act/Payroll Protection Program settlement.

Discussion - SPCSA Year to Date 03/31/2026, Financial Statements

- Recap of YTD/March 31, 2026, SPCSA Financial Statements, provided;
- Balance Sheet and Income Statements, reviewed;
- First Quarter, 2026, Financial Statements to be finalized, pending YE/Financial Statements, 2025, approval;
- Proposed Budget Amendment, 2026, forthcoming. Some Major Repairs and Replacements funds to be rolled over from 2025 to 2026, due to timing and savings;
- Critical Infrastructure spending summary through 2028, provided;
- Overview, Capital Plan, 2026 through 2028, provided;
- Treasurer Report Presentation available on seapinesliving.com.

Approval – Amendment, SPCSA Major Repairs, Replacements and Capital Budget, 2026

A motion was made by Lee Ann Leahy, to support the Resolution, “Approval – Amendment, SPCSA Major Repairs, Replacements and Capital Budget, 2026”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, approved amendment to SPCSA Major Repairs, Replacements and Capital Budget, 2026, to include: \$1,009,800, as presented”.

Unfinished Business – Chair Johnson

There was no unfinished business to discuss.

New Business

The Resort – Cliff McMackin

- Appreciation expressed for comments received regarding Riverstone Group LLC;
- Major renovation plans for Harbour Town Inn, to focus on luxury travel accommodations;
- Enhancements to include: premier residential village, arrival entrance on Lighthouse Road, expanded lawns/gardens, enhanced lobby experiences, upgraded resort pool, new restaurant/poolside service, racquet facilities, upgraded fitness and wellness amenities;
- Continued project collaboration with Riverstone Group, Town of Hilton Head Island and SPCSA, to result in major milestone for Sea Pines;
- Anticipated construction to begin within one year. Completion projected for late 2028, early 2029.

Adjournment

With no further business to come before the Board of Directors, Chair Johnson adjourned the meeting at 11:25 a.m. The next regularly scheduled meeting of the SPCSA Board of Directors, to be held Tuesday, September 22, 2026, 9:30 a.m., via in person and videoconference.

Respectfully Submitted,



Bill Johnson
Chair