Sea Pines
COMMUNITY SERVICES ASSOCIATES

Sea Pines Community Services Associates, Inc. (SPCSA)

SPCSA Board of Directors **September 22, 2026**

A regular meeting of SPCSA, Inc., Board of Directors, was held on Tuesday, September 22, 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; Cary Corbitt, Secretary; Lee Ann Leahy, Treasurer; Steve Birdwell, Director; Joe Dubois, Director; Bob Gossett, Director; Cliff McMackin, Director; Dave Schoettmer, Director; Tom Sharp, Director; Phil Smith, Director; Andrea Tarbox, Director; Ray Warco, Director; Jennifer Wolfe, Director

Absent from SPCSA Board of Directors, were: Jim Kaskie, Vice Chair; Jessica Haire, Director; Rick Ray, Director; Don Sigmon, 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; Russell Fredericks, Director of Capital Projects; 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.

Approval – Appointed, SPCSA Board of Directors Class "A" Member, Vacancy

A motion was made by Chair Johnson, to support the resolution, "Approval – Appointed, SPCSA Board of Directors Class "A" Member, Vacancy". The motion was seconded and unanimously carried. Voted and Appointed by Class "A" Members.

> "**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, Class "A" Members, approved appointment of Jennifer C. Wolfe, to fill the Class "A" vacancy on the SPCSA Board of Directors. Term to be served: September 22, 2026, through December 31, 2028".

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, 9:35 a.m.".

Move to Reconvene, 10:00 a.m.

Approval – SPCSA Board of Directors Move to Reconvene

A motion was made by Chair Johnson to support the resolution, "Approval – SPCSA Board of Directors, move to reconvene, 10:05 a.m.". The motion was seconded and unanimously carried:

"**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approved move to reconvene, 10:00 a.m.".

Approval – Possible Actions Related to Executive Session

No action taken.

Chair Remarks – Chair Johnson

- The Board unanimously welcomed Jennifer Wolfe, appointed by Class A Directors, to fill the Board vacancy. The term of appointment is September 22, 2026, through December 31, 2028;
- The Executive Committee and President/CEO, to attend the Sea Pines POA Presidents' Meeting, Monday, 4:00 p.m., Sea Pines Community Center. Residents are encouraged to reach out to their respective POA Presidents with questions, concerns or community matters.

President Remarks – Sam Bennett

- Petition signed by 322 Sea Pines Property Owners, received. Bylaw Amendment, to require quarterly town hall meetings, requested;
- Signature review, to determine required number of valid signatures met, to be presented to the Board;
- Further remarks to be given in conjunction with Management Reports.

Ratify Approval – SPCSA Board of Directors Meeting Minutes, May 19, 2026; SPCSA Board of Directors Special Meeting Minutes, May 29, 2026

A motion was made by Cary Corbitt, to support the resolution, "SPCSA Board of Directors Meeting Minutes, May 19, 2026; SPCSA Board of Directors Special Meeting Minutes, May 29, 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, May 19, 2026; SPCSA Board of Directors Special Meeting Minutes, May 29, 2026, as finalized by email".

Management Reports

Sea Pines CSA Management provided updates on their respective departments: Communications, Mrs. Fera; Community Infrastructure, Mr. Fredericks; 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

- Recap of SPCSA YE/December 31, 2025; YTD/July 31, 2026, Financial Statements, provided;
- Balance Sheet and Income Statement, reviewed.

Approval – Acceptance, SPCSA Audited Financial Statements, YE/December 31, 2025
A motion was made by Lee Ann Leahy to support the Resolution, "Ratify Approval – Acceptance, SPCSA Audited Financial Statements, YE/December 31, 2025". The motion was seconded and unanimously carried:

> "**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, accepted SPCSA audited financial statements, YE/December 31, 2025, as presented".

Approval – Acceptance, SPCSA Financial Statements, July 31, 2026
A motion was made by Lee Ann Leahy to support the Resolution, "Approval – Acceptance, SPCSA Financial Statements, YTD/July 31, 2026". The motion was seconded and unanimously carried:

The Balance Sheet as of YTD/July 31, 2026, was reviewed. Total liabilities and fund balances, on an accrual basis, were $26,829,623, as compared to prior year, $29,380,028.

The Income Statement as of YTD/July 31, 2026, was reviewed. Actual revenues over expenditures were $1,245,818, as compared to budget and prior year actual, $248,659 and $2,201,770, respectively.

> "**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, approved/accepted SPCSA financial statements, YTD/July 31, 2026, as presented".

Approval – Amendment, SPCSA Budget, 2026, Deer Island/Lighthouse Road
A motion was made by Lee Ann Leahy, to support the Resolution, "Approval – Amendment, SPCSA Budget, 2026, Deer Island/Lighthouse Road". The motion was seconded and unanimously carried:

> "**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, approved Budget, 2026, Amendment, as presented".

Update – SPCSA Critical Infrastructure Plan

- Summary of critical infrastructure expenditures and planned projects from project inception, through 2029, provided;

- Realigned priorities for 2026 and beyond, discussed: Finalization of Lighthouse Lane area projects; Otter Road improvements; Engineering for Lighthouse Road leisure trail enhancements;
- Deer Island Bridge repair project, discussed;
- Greenwood Drive project rescheduled to 2027;
- Staff to continue to obtain refined engineering estimates, to support accurate cost projections for future projects;
- Estimated expenditures total $21.4 million over the next six years;
- Targeted projects included in the referendum, discussed; several projects not included;
- Management to develop plan to roll projects forward through 2027, 2028, 2029, into 2030;
- Comprehensive Finance Committee Workshop, to further discuss priorities, to be conducted in the fall,
- Appropriate guardrails to be established to guide future planning and expenditures.

Approval – Amendment, SPCSA Investment Policy, September 22, 2026
A motion was made by Lee Ann Leahy, to support the Resolution, "Approval – Amendment, SPCSA Investment Policy, September 22, 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 Investment Policy, September 22, 2026, as presented".

Approval – SPCSA External Auditor Selection
A motion was made by Lee Ann Leahy, to support the Resolution, "Approval – SPCSA External Auditor Selection". The motion was seconded and unanimously carried:

> **"RESOLVED,** Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, accepts the appointment of Withum Smith+Brown, PC, as external auditor and tax services provider, for the 2026 calendar year as presented".

Unfinished Business – Chair Johnson
There was no unfinished business to discuss.

New Business - Chair Johnson
Announcement – SPCSA Board of Directors Nominating Committee Results, Class "A" 2026
Candidates for SPCSA Board of Directors Election, 2026, Class "A": Steve Alfred, Jim Kaskie, Dave Schoettmer, Andrea Tarbox. For interested persons, Nomination by Petition Applications, due October 1, 2026.

Announcement – SPCSA Board of Directors Nominating Committee Results, Class "B", 2026
Candidate for the SPCSA Board of Directors Election, Class "B", 2026: Don Sigmon. For interested persons, Nomination by Petition Applications, due October 1, 2026.

Approval – Amendment, SPCSA Gate Entry Policy, September 22, 2026
A motion was made by Chair Johnson, to support the resolution, "Approval – Amendment, SPCSA Gate Entry Policy, September 22, 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 the SPCSA Gate Entry Policy, September 22, 2026, as presented".

Approval – Amendment, SPCSA Community Standards, Rules and Regulations, September 22, 2026,
A motion was made by Bill Johnson, to support the resolution, "Approval, Amendment, SPCSA Community Standards, Rules and Regulations, September 22, 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 the SPCSA Community Standards, Rules and Regulations, September 22, 2026, as presented".

Approval – SPCSA Board of Directors/Committee Meeting Schedule, 2027,
A motion was made by Bill Johnson, to support the resolution, "Approval – SPCSA Board of Directors/Committee Meeting Schedule, 2027. The motion was seconded and unanimously carried:

> "**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Executive Committee, approved SPCSA Board of Directors/Committee Meeting Schedule, 2027, as presented".

Adjournment
A motion to adjourn was made by Lee Ann Leahy. The motion was seconded and unanimously carried.

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, November 17, 2026, 9:30 a.m., via in person and videoconference.

Respectfully Submitted,



Cary Corbitt
Secretary