

Community Service Associates, Inc.  
 Minutes of January 27, 2015 Luncheon Meeting

On January 27, 2015, a luncheon meeting was held of the combined Boards of CSA and ASPPPO in the rear ballroom of the Sea Pines Country Club. Those attending included incoming and outgoing Board members, CSA staff and other invited guests. Chairman Charlie Ryan presided.

Mr. Ryan gave special recognition and announced each of the off-going members. Mr. Rob Marsac, had completed his three year term and had been honored at the last CSA Board meeting for all his dedication and help in resolving the Coffey litigation. Mr. Ryan, the current board Chairman had completed his three-year term. Mr. Chris Widnell had completed his three year term and a moment of silence was held in his memory due to his recent passing. The board applauded all the retiring members for their service and dedication to the community.

Mr. Ryan summarized changes in the CSA Board membership by welcoming: Mrs. Beverly Serral, Mr. James (JR) N. Richardson and Mr. Richard Speer who were elected to the CSA Board in the last residential elections.

Lunch was served and later the meeting was called to order at 12:35 p.m.

**1. Roll Call**

Present:	Carolyn Adams	Steve Birdwell	David Borghesi
	Cary Corbitt	Paul Crunkleton	Mark Griffith
	Joe Kernan	Mark King	Charlie Miner
	JR Richardson	Scott Richardson	Beverly Serral
	Don Sigmon	Rich Speer	Michael Tucker
	Mark Yarborough		
Absent:	John Trunk		
Guests:	Karl Becker	Mike Jordan	Bob Mang
	Rob Marsac	Walt Nester	Charles Ryan
	Dan Westerbeck		
Staff:	Bret Martin	Toby McSwain	Cindy Gray
	Frank Nettles	William Leitner	David Henderson
	Jennifer Losch	John Hunter	Jeanne Pearse

## **2. Recognition of Bob Mang**

Mr. Ryan recognized Mr. Mang for all his dedication and hard work during his term. He had served as Chairman of the CSA Board during the transitional phase of hiring a Bret Martin, the new President of CSA and resolving the Coffey litigation. Mr. Mang was presented with two plaques to honor and recognize all his efforts.

## **3. Nomination and Election of Officers**

In accordance with CSA By-laws, the Nominating Committee consisted of: Bob Mang, a past CSA Chairman; Steve Birdwell, representing The Sea Pines Resort; Charlie Miner, a Sea Pines residential property owner; Charlie Ryan, a Sea Pines residential property owner and Don Sigmon, a representative from the commercial entities. Mr. Mang, Chairman of the Nominating Committee, said that all the new board members for 2015 had been contacted for their input and 13 of the members had agreed on the slate being proposed today. On December 10<sup>th</sup>, the committee met, collated their findings and decided to nominate the following slate:

Chairman	Mark Griffith
Vice-Chairman	Michael Tucker
Secretary	Carolyn Adams
Treasurer	David Borghesi
Representative at large	Don Sigmon

Mr. Mang asked for nominations from the floor, but none were made.

The following motion was made, seconded and was unanimously passed:

“RESOLVED, the CSA Board approves the slate of officers as presented for 2015.

Mr. Griffith, the new CSA Chairman, presided over the remainder of the meeting and began by thanking the Nominating Committee and his fellow board members for their confidence in him. He said he would begin working on the committees for 2015, and their chairmen. He requested each member of the board to think about three specific goals the CSA Board should attain to achieve in 2015 and submit them to him before February 17<sup>th</sup> when the Executive Committee was to meet.

The new board members then addressed other agenda items.

## **4. Approval of Additional Event for the Forest Preserve Foundation**

Mr. Miner said the Forest Preserve Committee would like to hold an additional fund-raising event at Fish Island. The first event being proposed would be held on Saturday, April 4, 2015, during daylight hours and offer a different menu from the “Bonfire” event. He requested approval from the current Sea Pines Forest Preserve Foundation Trustees (the current officers of the CSA Board) and other CSA Board members to hold the event. Mr. Griffith made the following motion which was seconded by Mr. Borghesi and was unanimously passed:

“RESOLVED, the CSA Board and the trustees of the Sea Pines Forest Preserve Foundation approve holding an additional annual event in the Forest Preserve beginning on April 4, 2015.”

#### **5. Approval to Reclassify Funds**

Mr. Borghesi, Treasurer of CSA, said that in November of 2014, the CSA Board approved the establishment of an Emergency Reserve Fund to be in the range of 25% to 30% of operating expenses (as defined.) Mr. Borghesi stated that the dollar range, based on the 2015 budget, is \$2,157,000 to \$2,588,000. For purposes of the audited 2014 financial statements, Mr. Borghesi recommended that the Emergency Fund Reserve be established at \$2.2 million effective December 31, 2014. Mr. Borghesi made the following motion, seconded by Carolyn Adams and was unanimously passed:

“Resolved, the CSA Board approves the reclassification of \$2.2 million into the Emergency Reserve Fund retroactive to December 31, 2014.”

#### **6. Long Range Strategic Plan**

Mr. Tucker, for the benefit of the new members, updated the board on the history of the Strategic Planning process. A Long Range Strategic Planning Task Force was created in 2013 and submitted their recommendation to the CSA Board at the end of the year.

In 2014, a Long Range Strategic Planning Committee was formed to refine the plan and their recommendation was submitted to the Executive Committee this past October. An updated draft of the plan was provided in today’s CSA Board package for the full board to review and provide comments to either Mr. Tucker or Mr. Martin by February 17<sup>th</sup>.

Mr. Tucker plans on presenting a draft of the plan to property owners at the February 4<sup>th</sup> community coffee meeting and also request comments from them by February 17<sup>th</sup>.

All comments will be reviewed by the Executive Committee at their February meeting and come up with a recommendation for the CSA Board to review at their February 23<sup>rd</sup> meeting.

#### **7. 2015 Meeting Dates**

A copy of the meeting dates being proposed for 2015 was included in the board package. No changes were suggested.

8. **Adjournment** - With no further business, the meeting adjourned at 12:50 p.m. The next meeting will be held on Monday, February 23, 2015, at 3:00 p.m. in the rear meeting room of the Sea Pines Community Center.

Respectfully submitted,



Carolyn Adams  
Secretary