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Community Service Associates, Inc.  
Minutes of January 8, 2016 Luncheon Meeting

On January 8, 2016, a luncheon meeting was held of the combined Boards of CSA and ASPPPO in the Heritage Room of the Harbour Town Clubhouse. Those attending included incoming and outgoing Board members, CSA staff and other invited guests. Chairman Mark Griffith presided until the election of officers for 2016 was held.

Mr. Griffith gave special recognition and announced each of the off-going members. Mr. Joe Kernan, had completed his three year term and had worked extensively on the current traffic issues Sea Pines was facing. Mr. Borghesi, CSA's current Treasurer, and Mr. Paul Crunkleton had been re-elected in the last Board election and he welcomed them back for another three-year term.

Mr. Barry Barth was welcomed as the newly elected residential CSA Board member. Bob Gossett and Bob Sowers were the newly elected officers representing the commercial entities and replaced Mark Yarbrough and John Trunck who had completed their terms.

The Board applauded all the retiring and newly elected members for their service and dedication to the community.

Lunch was served and later the meeting was called to order at 12:40 p.m.

**1. Roll Call**

Present:	Carolyn Adams David Borghesi Mark Griffith Scott Richardson Michael Tucker	Barry Barth Cary Corbitt Mark King Beverly Serral	Steve Birdwell Paul Crunkleton Charlie Miner Don Sigmon
Absent:	Bob Gossett Bob Sowers	JR Richardson	Rich Speer
Guests:	Bob Mang Dan Westerbeck	Joe Kernan Mark Yarbrough	Walt Nester
Staff:	Beau Barnett John Hunter Frank Nettles Amanda Sutcliffe-Jones	Cindy Gray Toby McSwain Jeanne Pearse	David Henderson Bret Martin Victoria Shanahan

## **2. Nomination and Election of Board Officers**

Bob Mang, Chairman of the CSA Board Officer Nominating Committee, was present at today's meeting to give the report of that Committee. He began by welcoming the newly-elected directors and commended all for their community leadership.

Mr. Mang said the Committee met on December 21, 2015, and in accordance with CSA By-laws, their Committee consisted of: Bob Mang, a past CSA Chairman; Steve Birdwell, representing The Sea Pines Resort; Beverly Serral, a Sea Pines residential property owner; JR Richardson, a Sea Pines residential property owner and Mark King, a representative from the commercial entities.

He noted that the officers for 2016, plus a designated member at large, will also act as the Executive Committee members of the CSA Board for the upcoming year. His Committee was recommending Don Sigmon to serve as the member at large on the Executive Committee to insure commercial representation on the Executive Committee, although the fifth member of that committee is actually appointed by the Chairman of the Executive Committee and voted on by the CSA Board of Directors.

Mr. Mang also noted that the Chairman of the Board is responsible for designating the committees and the selection of their chairman. The chairman of each committee will then select the members of their committees, up to the allotted number permitted which are then approved by the CSA Board.

Based on Board member feedback and the unanimous vote of the Board Officer Nominating Committee, the following slate of officers is proposed:

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

A request was made 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 and the membership of the Executive Committee as presented for 2016.

Mr. Griffith, the newly reappointed 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 further stated that he would like to establish the committees for 2016 quickly and will be in contact with the chairmen he proposed for this year. His intent was to seat the chairmen and their respective committee membership in time for the CSA Board to vote on at

their January 26, 2016 meeting. A list of volunteers has been collected by admin at the CSA office and the chairmen were asked to consult this list when forming their committees so new blood could be infused into the organization.

Some of the priorities for the Board in 2016 would be a carry-over from those of 2015 and Mr. Griffith gave some ideas that are listed below. He also solicited the Board members to direct any additional ideas to him before the Executive Committee meeting scheduled for January 22, 2016.

1. Complete the Reserve Study, we expect completion the early second quarter of 2016 which will enable a more accurate five-year forecast and free funds for further improvements to our community assets.
2. Complete an engineering study of our lagoons and waterways from a storm drainage perspective. \$200K has been budgeted in 2016, two firms are under consideration and it is expected to finalize an agreement in early February. This will enable reimbursement under our Town of Hilton Head Drainage Agreement or formation of a Utility District to fund the necessary maintenance.
3. Conclude discussion with The Resort and move to a referendum in early spring to expand the Harbour Town Inn. It is anticipated to resolve: ownership of the Forest Preserve, commercial and The Resort assessment calculations as well as a number of other covenant concerns.
4. Develop a plan for improving access to our community and gate functionality.
5. Move toward a referendum to increase residential assessments to fund specific community improvements.
6. Determine a position on issues and concerns surrounding Sea Pines Circle Traffic and the Towns enforcement under the LMO.

### 3. **2016 Meeting Dates**

A copy of the meeting dates being proposed for 2016 was included in the board package. (Following the meeting, it was suggested to change the dates of the Communications Committee to meet more frequently and the schedule will be adjusted.)

### 4. **Board Member Comments**

No additional comments were made.

5. **Adjournment** - With no further business, the meeting adjourned at 12:54 p.m. The next meeting will be held on Tuesday, January 26, 2016, at 3:00 p.m. in the Sea Pines Community Center.

Respectfully submitted,



Carolyn Adams  
Secretary