



Sea Pines Community Services Associates, Inc. (SPCSA)
Board of Directors Meeting
SPCSA Administration Building, Conference Room
175 Greenwood Drive, Hilton Head Island, South Carolina 29928
In Person/Videoconference
Tuesday, March 3, 2026, 9:30 a.m.

Agenda

- 1. Call to Order Johnson
- 2. Establishment of Quorum Corbitt
- 3. Move to Executive Session
 - a. Approval – SPCSA Board of Directors Move to Executive Session * Johnson
- 4. Move to Reconvene, 10:00 a.m.
 - a. Approval – SPCSA Board of Directors Move to Reconvene * Johnson
 - b. Approval - Possible Actions Related to Executive Session * Johnson
- 5. Chair Remarks Johnson
- 6. President Remarks Bennett
- 7. Ratify Approval – SPCSA Board of Directors Meeting Minutes, November 18, 2025; Organizational Meeting Minutes, January 22, 2026 * Corbitt
- 8. Management Reports
 - a. Communications Fera
 - b. Community Infrastructure Fredericks
 - c. Community Maintenance Mayse
 - d. Finance and Administration Shanahan
 - e. Operations and Special Projects Colin
 - f. Safety, Security and Transportation Count
 - g. Sea Pines Forest Preserve Henderson
- 9. Treasurer Report Leahy
 - a. Update – Draft Financial Statements for Year Ended December 31, 2025
 - b. Update – MRR Spending vs. Collections Through 2025
 - c. Update – Three Year Capital Plan
 - d. Update – Capital Reserve Study and Next Steps

10. Unfinished Business Johnson

11. New Business

- a. Announcement – SPCSA Annual Meeting May 5, 2026; Date of Record, Johnson
March 10, 2026
- b. Approval – Appointment, SPCSA Nominating Committee Members, Johnson
Classes “A and B”, 2026 *
- c. Ratify Approval – SPCSA Encroachment Agreement, 16 Willow Oak, Johnson
Road, Lot 18 *
- d. Ratify Approval – SPCSA Encroachment Agreement, 10 Bald Eagle Johnson
Road West, Lot 44 *
- e. Ratify Approval – Encroachment Agreement, 32 Audubon Pond Road, Johnson
Lot 69 *

12. Adjournment

Q & A Session

* Denotes Action Item



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Resolutions

- Resolution for 3a. **Approval – SPCSA Board of Directors Move to Executive Session:**
“RESOLVED, Sea Pines Community Services Associates, Inc., Board of Directors, moves call to Executive Session”.
- Resolution for 7. **Ratify Approval – SPCSA Board of Directors Meeting Minutes, November 18, 2025; Organizational Meeting Minutes, January 22, 2026:**
“RESOLVED, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies approval of the SPCSA Board of Directors Meeting Minutes, November 18, 2025; Organizational Meeting Minutes, January 22, 2026, as finalized by email”.
- Resolution for 11b. **Approval – Appointment, SPCSA Nominating Committee Members, Classes “A and B”, 2026:**
“RESOLVED, Community Services Associates, Inc., Board of Directors, approved appointment of SPCSA Nominating Committee Members, 2026. Class “A” Chair: TBA; Members: TBA, TBA. Class “B” Chair: TBA; Members: TBA, TBA, as presented”.
- Resolution for 11c. **Ratify Approval – SPCSA Encroachment Agreement, 16 Willow Oak Road, Lot 18:**
“RESOLVED, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 16 Willow Oak Road, Lot 18, as evidenced by survey, Surveying Consultants, Inc., Wayne C. Colburn, Professional Land Surveyor, November 21, 2025, onto SPCSA open space, as finalized by email.”
- Resolution for 11d. **Ratify Approval – Encroachment Agreement, 10 Bald Eagle Road West, Lot 44:**
“RESOLVED, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 10 Bald Eagle Road West, Lot 44, as evidenced by as-built survey, Survey

Consultants, Inc., Terry G. Hatchell Registered Land Surveyor, December 2, 2025, onto SPCSA open space, as finalized by email.”

Resolution for 11e.

Ratify Approval – Encroachment Agreement, 32 Audubon Pond Road, Lot 69:

“**RESOLVED**, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, 32 Audubon Pond Road, Lot 69, as evidenced by as-built survey, Survey Consultants, Inc., Terry G. Hatchell Registered Land Surveyor, December 2, 2025, onto SPCSA open space, as finalized by email.”