

# May 7, 2009 CSA Annual Meeting Minutes

## CSA Annual Meeting Minutes Thursday, May 7, 2009

### 1. Call to Order

The 2009 Annual Meeting of Community Services Associates, Inc., was called to order at 3:20 p.m., at the Providence Presbyterian Church on Cordillo Parkway. President John McLauchlin presided.

### 2. Verification of a Quorum

CSA's Secretary, Mr. Norman Harberger, confirmed the presence of a quorum, in person or by proxy.

### 3. Matters Requiring Membership Approval

#### a. May 12, 2008 Minutes

A motion was made and seconded to approve the minutes of the May 12, 2008 Annual Meeting as presented in the annual report. The motion was unanimously approved.

#### b. IRS Revenue Ruling 70-604

A motion was made and seconded to adopt the Internal Revenue Service Ruling 70-604 to allow excess membership income for the year ended December 31, 2008 in the amount of \$67,879 for incomplete projects in calendar year 2008 to be carried over and spent by CSA in calendar year 2009. The motion was unanimously approved.

### 4. CSA Board Nominating Committees

Mr. McLauchlin named the members of the 2009 Nominating Committees for Class A and Class B representatives on the CSA Board. He encouraged persons interested in serving on the Board to make their interest known to Nominating Committee members or the CSA office. He also pointed out that, in addition to those nominated by the Nominating Committee, persons may be nominated by petition. The requirements of the petition process were described.

### 5. Recognition and Introductions

Mr. McLauchlin recognized and thanked those board members who had recently completed their terms, and introduced the current CSA Board members and senior members of the CSA staff. The many volunteer members of CSA Committees were also recognized.

### 6. CSA Management Report for 2008

Mr. Cary Kelley, CSA Executive Vice President and ASPPO Administrator reported that Sea Pines remains a secure, safe and financially stable community.

During 2008, property owner communications were augmented through broader use of e-mail bulletins, monthly “Coffee with Cary” meetings, and a more functional and informative website ([www.csaseapines.com](http://www.csaseapines.com)).

A thorough road survey was carried out by a well-qualified engineering firm. Survey results have helped set priorities for re-paving Sea Pines’ roadways. Mr. Kelley also noted that some re-paving projects originally scheduled for 2010 may be moved up into 2009 to take advantage of the current lower cost of asphalt prices

On the financial side, Mr. Kelley noted that all of CSA’s invested funds are FDIC insured. The Finance Committee is carefully monitoring the economic outlook and considering courses of action if the recession worsens.

In anticipation of the hurricane season, Mr. Kelley urged property owners to check their insurance and to plan ahead for the possible need for evacuation. He concluded his report with thanks to those who volunteer their time and effort on behalf of the Sea Pines community.

#### **7. CSA Goals for 2009**

Mr. McLauchlin said the CSA Board’s two primary goals for 2009 are to “Promote Effective Communications” and “Plan for the Future.” He outlined specific improvement objectives within these two broad goal categories. The details are posted on the CSA website for the remainder of calendar year 2009.

#### **8. Sea Pines Country Club Litigation**

Mr. McLauchlin referred to the recently-settled litigation with the Sea Pines Country Club. He assured members that CSA and the Club have put the issue to rest and are working together cooperatively. He then provided information in response to questions he had received from property owners concerning the Country Club dispute.

Several questions focused on two memoranda sent to the Club in 2006 and 2008 by CSA’s Director of Security. The purpose of those memoranda was to confirm information provided by CSA Staff Officers to Staff and elected Officers of the Club at meetings where gate procedures were discussed, particularly gate access for invitees to wedding events at the Country Club. The gate procedures described in the memoranda for wedding events at the Club were consistent with then-existing CSA policy (i.e., wedding events hosted by a non-Sea Pines Property owner were not granted free access).

The 2008 memorandum also discussed procedures for civic and sports events. The CSA Board later concluded that ambiguities existed concerning free access for these events, and a Special Group was established to clarify the guidelines and procedures.

There was no CSA Board involvement concerning gate policy disagreements prior to the Club's notification of impending legal action. All communications up to that point had been between CSA Staff and the Club's Staff and elected Officers.

Other information provided by Mr. McLauchlin included the following:

- CSA has had no standing Gate Policy Committee since February 1998.
- Members of all CSA standing committees are appointed by the Committee Chair subject to the approval of the full CSA Board.
- The full text of the Settlement Agreement with the Sea Pines Country Club was posted on the CSA web site on March 17, 2009, and remains available there.
- CSA incurred a total of \$47,264.55 in legal fees in connection with this lawsuit.

The CSA Board has established a special Gate Policy Restatement Group, chaired by Board Member Fred Wynn, to draft a simplified restatement of CSA's Gate Policies. The current statement is complex and difficult to understand, having evolved over many years. The Group is to submit its proposed restatement of Gate Policies for CSA Board consideration by November 2009.

#### **9. Adjournment**

The business portion of the annual meeting was adjourned. A question and answer session followed.

Respectfully submitted,

Norman Harberger  
Secretary