

Community Service Associates, Inc.
Meeting Minutes held on
March 28, 2006

President Carbiener called the meeting of the CSA Board of Directors to order at 3:00 p.m., in the CSA Conference Room.

1. Roll Call

Present:	Bob Sowers	Bob Gossett	John Trunck
	Bob Bartlett	Jim Young	Kay Morton
	Norman Harberger	Julius Scott	Don Carlson
	Wayne Carbiener	Joseph Fraser	Gary Martin
	Pat Jenkins	Bob Hattersley	Mike Lawrence

Absent: Kathleen Speer Paul Aikman

Guest: Dave Williams

Staff: Cary Kelley William Leitner Jeanne Pearse

2. **Approval of the Meeting Minutes** - The Board members reviewed the February 28, 2006, meeting minutes. Two corrections were made. A motion was made by Mr. Bartlett and seconded by Mr. Scott to approve the meeting minutes as amended. The motion was passed unanimously.

3. **Report of the Executive Vice President** - Cary Kelley

a. **Harbour Town Cemetery** - Mr. Kelley referred to the recent article concerning the Harbour Town cemetery. He said CSA appears to be the owner of this property, which is identified as "open space" in the Sea Pines Master Plan. CSA's goal is to work out a written agreement with descendants of those buried there. The agreement would cover such matters as the maintenance of those grounds. CSA wants to be sensitive to and respectful of the cultural tradition relating to these burial grounds and is seeking advice in that connection.

b. **Re-design of the CSA/ASPPPO Website** - The website is in the process of being re-designed and Mr. Kelley asked for patience during this period. Some of the pages will not be available until the work is completed.

4. Finances

a. **February Financial Statements** - Mr. Leitner discussed the February Financial Statements with the Board members.

b. **Draft of the CSA Audited Financial Statements for 2005** - The auditors report indicated that the audit was "clean". Mr. Leitner asked the Board members to review the draft audit report. The Board will be asked to accept the audit report at the April meeting.

5. Funding for Projects

I. **Capital Improvement and Maintenance Committee Requests**

a. **Road Re-surfacing Projects** - The Finance Committee recommended the approval of the Capital Improvement and Maintenance Committee's request to fund the following 2006 road re-surfacing projects to be done by REA Construction at a cost of \$557,236:

N. Sea Pines Drive (Cordillo -Lighthouse Rd.)	181,038
S. Sea Pines Drive (Lighthouse Rd - Audubon Pond Rd.	192,674
Lighthouse Lane	86,081
Heritage Road Spurs	33,562
Night Heron Road	63,881

Discussion was held. Mr. Bartlett made a motion to approve the road re-surfacing projects as listed above. The motion was seconded by Mr. Lawrence and was unanimously approved.

b. **Bike Path Extension to Stoney Baynard Ruins** - Discussion was held on extending the bike trail to Stoney Baynard Ruins. The Finance Committee recommended approval of the project. A recommendation was also made to use an article in the Community Newsletter to notify the nearby residents on Plantation Drive about the project. Mr. Bartlett made a motion to approve the extension of the bike trail at a cost of \$27,000. The motion was seconded by Mr. Carlson and was unanimously approved.

c. **Master Drainage Repairs/Replacement of Slide Gates** - Discussion was held on the replacement of the slide gates at Lawton Canal. The Finance Committee recommended approval of the project. Mr. Lawrence made a motion to approve the replacement of the slide gates at the Lawton Canal at a cost of \$25,000. The motion was seconded by Mr. Scott and was passed unanimously.

d. **Annual Repairs to the Beach Walks** - Discussion was held on this \$25,000 project. It was determined that additional approval is not necessary because the repairs are reoccurring and are covered in the regular maintenance budget.

II. **Beautification Committee Requests for Funding**

a. **Landscaping for Beach Walk Entrances** - A list of the beach walk entrances to receive additional landscaping was included in the Board package. Discussion was held. The Finance Committee recommended approval of the project. Mr. Hattersley made a motion to approve the expenditure of \$30,000 for additional landscaping at the entrances of the beach walks as requested. The motion was seconded by Mrs. Jinkins and was unanimously approved.

b. **Landscaping to Conceal Utility Boxes** - The Beautification Committee requested \$10,000 to purchase screening vegetation to conceal as many of the utility boxes as the funds would allow. The Finance Committee recommended approval of the project and a list of the utility boxes was furnished to the CSA Board. Discussion was held and Mr. Hattersley made a motion to approve the expenditure of \$10,000 for the project. The motion was seconded by Mrs. Jinkins and was unanimously passed.

6. **Discussion Topics**

a. **Update on the 1974 and 1988 Covenant Revisions** - Mr. Carbiener said Sea Pines Company has responded. CSA and ASPPO have requested a meeting with Company representatives to clarify some points in their response.

b. **Hilton Head Prep Lease** -There is currently a lease with Hilton Head Prep for the area where they plan to build a gymnasium. The existing lease will be modified instead of creating a new lease. Terms of the changes are still being negotiated.

c. **SIDA** - Legal counsel provided an opinion to the Board recommending CSA not pursue any action to recover monies CSA previously paid to SIDA for dredging. The Executive Committee had discussed this issue at their last meeting and concluded no further action should be taken at this time in this connection. Discussion was held. Mr. Scott made a motion to adopt the Executive Committee's recommendation not to pursue the collection of \$215,000 in funds at this time. The motion was seconded by Mr. Harberger and was passed unanimously.

7. **Standing Committees**

a. **Capital Improvement and Maintenance Committee** - A copy of the Committee's meeting minutes had been distributed. Chairman Hattersley

clarified the schedule for road re-paving. He also said that property owners in areas such as Carolina Place and Residents Club wanted CSA to take over the maintenance of their roads. The Committee will investigate, get cost estimates and make a recommendation in May 2006.

b. **Security Committee** - Chairman Gossett reviewed the highlights of the Committee's minutes with the Board members. The Security Committee recommended not to make the use of bicycle bells on bikes mandatory because it would not be sufficiently enforceable.

c. **Commercial Committee** - Chairman Gossett said the buses used for transporting people to Harbour Town for the July 4th fireworks had been cut back from twelve to five due to lack of finances. He expressed concern that this would increase automobile traffic and not reflect well on Sea Pines. The Commercial Committee recommended that they be allowed to use a total of \$3,000 of the 2006 Marketing budget towards payment for additional buses. Mr. Bartlett made a motion to approve that recommendation to use \$3,000 from the Marketing budget for this purpose. The motion was seconded by Mr. Trunck and was passed unanimously.

d. **Beautification Committee** - A copy of the Committee's minutes was included in the Board package. Discussion was held on how many of the utility boxes could be screened with the \$10,000. Mrs. Morton said possibly two thirds of the list could be screened.

e. **Finance Committee** - A copy of the Committee's minutes had been distributed. Mr. Young noted that the Finance Committee is continuing to work on transferring the Trust Account funds over to our accounts at Wachovia Bank and other investments.

8. President's Comments

a. **Distribution and Compilation of Meeting Minutes** - President Carbiener said he wanted a copy of all the committee minutes in the CSA Board meeting package instead of handing them out on the actual meeting day. Discussion was held. Mr. Kelley said in the future, copies of the Board's minutes will be posted on the CSA website after they have been approved by the Board.

9. Board Member Comments

a. **Overview of the ASPPPO Open Meeting** - Mrs. Morton said the March 7th ASPPPO open meeting was well attended. She provided an overview of the meeting.

10. Adjournment

With no further business, the meeting adjourned for the day at 4:35 p.m. The next scheduled meeting date is Tuesday, April 25, 2006, at 3:00 p.m., in the CSA

Conference Room.

Respectfully submitted,

Norman Harberger
Secretary