

P H C S A

Palm Harbor Community Services Agency, Inc.

Board Meeting Minutes
6:00 PM August 17, 2022
Meeting Location: White Chapel

1. Opening by Phil Phillips, Chair

- Meeting called to order at 6:10 PM
- Pledge of Allegiance to US Flag was completed
- Meeting was noticed.

2. Roll Call

Board Members Present:

- ☐ Cecile Creely ☒ Sandy Faulkner ☒ Scott Papes ☒ Phil Phillips
☒ Ron Schultz ☒ Jenny Goad ☒ Phillip Wagner ☒ Dan Wendol
☒ Quorum attended

Excused Absence: Cecile Creely (1)

Notes:

Directors Present:

- ☒ Gene Coppola – PHL ☒ Lois Eanel – ELL ☒ Erica Lynford – PH ☒ Mark Sanders - ELR

Others Present:

- ☐ David Eggers ☐ Nancy McKibbin ☒ Andy Salzman ☒ Deborah Griswold
Christopher Rose -County Budget Director

See attached guest sign-in sheets

Notes:

3. Approval of Prior Minutes

MOTION: *Ron Schulz*

SECOND: *Sandy Faulkner*

RESULT: *Carried*

4. Public Comment/Presentations:

- + CSA Palm Harbor invited Advisory Board, volunteers & employees; all introduced themselves
- + Welcomed and thanked Chris Rose

5. Treasurer's Report – New signature cards for board to sign

All looks good

6. Palm Harbor Community Library

a. Monthly Financial

MOTION: *Ron Schultz motioned to accept the financials.*

SECOND: *Scott Papes*

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RESULT: Carried.

b. Directors Report

MOTION: Scott Papes motioned to accept the Director's report.

SECOND: Ron Schultz

RESULT: Carried.

c. Old Business: None

d. New Business:

i) Request approval for installation of Bulletproof Glass for Children's Wall \$44,250.00.

Advisory Board has approved per Gene, and Gene will submit follow-up drawings and quote.

Difficult to find companies willing to bid on job

MOTION: Jenny Goad motioned to approve requested expenditure for Bullet Proof wall as per Gene's request.

SECOND: Phil Wagner

RESULT: Carried.

ii) Approval of 2023 Budget.

MOTION: Jenny Goad motioned to approve 2023 Budget

SECOND: Sandy Faulkner

RESULT: Carried.

7. East Lake Recreation

a. Monthly Financial

MOTION: Scott Papes motioned to accept the financials.

SECOND: Jenny Goad

RESULT: Carried

b. Directors Report

MOTION: Scott Papes motioned to accept the Director's report

SECOND: Ron Schultz

RESULT: Carried.

c. Old Business: None

d. New Business:

i) Request approval to spend up to \$15,000 to replace VFD drives on well pumps that were blown by electric surge; Advisory Board has approved

MOTION: Scott Papes motioned to approve requested expenditure for VFD's.

SECOND: Ron Schultz

RESULT: Carried.

ii) Approval of 2023 Budget.

MOTION: Scott Papes motioned to approve 2023 Budget

SECOND: Jenny Goad

RESULT: Carried.

8. CSA Palm Harbor

a. Monthly Financial

MOTION: Scott Papes motioned to accept the financials.

SECOND: Jenny Goad

RESULT: Carried

b. Directors Report – CSA being renamed/rebranded to Palm Harbor Recreation

MOTION: Scott Papes motioned to accept the Director's report

SECOND: Ron Schultz

RESULT: Carried.

c. Old Business: None

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d. New Business:

- i) Approval of 2023 Budget.

MOTION: *Scott Papes motioned to approve 2023 Budget.*

SECOND: *Ron Schultz*

RESULT: *Carried.*

9. East Lake Community Library

a. Monthly Financial

MOTION: *Ron Schultz motioned to accept the financials*

SECOND: *Jenny Goad*

RESULT: *Carried*

b. Directors Report

MOTION: *Ron Schultz motioned to accept the Director's report*

SECOND: *Jenny Goad*

RESULT: *Carried.*

c. Old Business: None

d. New Business:

- i) Approval of 2023 Budget

MOTION: *Ron Schultz motioned to approve 2023 Budget.*

SECOND: *Jenny Goad*

RESULT: *Carried.*

10. Agency Items

a. Old Business

- i) HR Director Job description and salary range – tabled until next month

- ii) ARPA Funding requests -need more clarification on certain items. With limited time frame so Director's must coordinate their best efforts for submittal. Chris Rose assist in answering questions regarding process guidelines

MOTION: *Scott Papes motioned to approve Directors coordinating and determining best submittal for ARPA.*

SECOND: *Ron Schultz*

RESULT: *Carried.*

b. New Business:

- i) Director Job Descriptions and Salary Ranges – drafts distributed for Directors and Advisory Boards to review and submit comments to Deborah Griswold by Aug 30 for consolidation and re-draft.

c. Committee Reports

- i) Managing Director Search – ask Advisory Boards et al to help in identifying persons. HR Director will be involved in the interview/selection process

- ii) Marketing Committee – no update

- iii) By Laws Update – draft submitted for review and comments, changes to be reviewed at next meeting

11. Designation of Next Meeting: Sept 21, 2022 @ Palm Harbor Library @ 6:00PM

12. Adjournment @ 8:20 PM

MOTION: *Ron Schultz motioned to adjourn*

SECOND: *Scott Papes*

RESULT: *Carried*

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PHCSA BOARD MEETING SIGN-IN SHEET

Date: AUG 17 2022

PRINT NAME	Representing: i.e: Library, CSA, Gen Public etc.
LARRY Cope	CSA
Trick Harrison	Palm Harbor Parks & Rec
Anne Neiberger	Palm Harbor Parks & Rec
Steven Lynford	Palm Harbor Parks & Rec
John Holback	CSA Library
CINDY SAATHOFF	PALM HARBOR PARKS & REC
Tyler Marino	Palm Harbor Parks & Rec
BOB DINE	PALM HARBOR PARKS & REC
JAMES CUOMO	ELCL
Ed Hooker	CSA
Tiffanie Ferance	CSA
John Picca	CSA Palm Harbor Parks
GEORGE JACOB	CSA PALM HARBOR PARKS & REC
Blake Rasmussen	CSA Palm Harbor Parks & Rec
GEORGE BRANDENBURG	CSA PALM HARBOR PARKS & REC
Tyler Elburn	CSA Palm Harbor Parks & Rec

PHCSA BOARD MEETING SIGN-IN SHEET

Date: 8-17-22

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