

# P H C S A

## Palm Harbor Community Services Agency, Inc.

Board Meeting Minutes  
6:00 PM February 15, 2023  
Meeting Location: East Lake Library

### 1. Opening by Phil Phillips, Chair

- Meeting called to order at 6:02 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:

Notes:

#### Directors Present:

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

#### Others Present:

David Eggers    Nancy McKibbon    Andy Salzman    Deborah Griswold

Steven Lynford, Trish Harrison

Notes:

### 3. Approval of January 2023 Minutes

**MOTION:** *Scott Papes*

**SECOND:** *Phil Wagner*

**RESULT:** *Carried*

### 4. Public Comment/Presentations:

+ none

### 5. Treasurer's Report – All looks good.

+ Question about entity information viewable thru Cadence portal, Phil will sort

+ELR Mark needs to add 2<sup>nd</sup> signatory to Raymond James brokerage acct; Jenny Goad volunteered

+All new financial accts should have HR & Director as signors at minimum; directors need to add to existing accts

**MOTION:** *Dan motioned to have all new and existing financial accts have HR as second signor at a minimum*

**SECOND:** *Jenny Goad*

**RESULT:** *Carried.*

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## 6. East Lake Recreation

- a. Monthly Financial  
*MOTION: Scott Papes motioned to accept the financials.*  
*SECOND: Dan Wendol*  
*RESULT: Carried.*
- b. Directors Report  
*MOTION: Scott Papes motioned to accept the Director's report.*  
*SECOND: Jenny Goad*  
*RESULT: Carried.*
- c. Old Business: None
- d. New Business: None

## 7. Palm Harbor Recreation

- a. Monthly Financial NOV                      Monthly Financials JAN  
*MOTION: Jenny Goad*                      *MOTION: Jenny Goad*  
*SECOND: Cecile Creely*                  *SECOND: Cecile Creely*  
*RESULT: Carried.*                          *RESULT: Carried*
- b. Directors Report  
*MOTION: Jenny Goad motioned to accept the Director's report.*  
*SECOND: Cecile Creely*  
*RESULT: Carried.*  
+Requested proposals for qualification for architectural design; rcvd 4
- c. Old Business: None
- d. New Business: Requesting approval for floor replacement in amount of \$40,200  
*MOTION: Jenny Goad motioned to approve request for flooring rplcmnt for \$40,200*  
*SECOND: Ron Schultz*  
*RESULT: Carried*

## 8. East Lake Library

- a. Monthly Financial NOV                      Monthly Financials JAN  
*MOTION: Ron Schultz*                      *MOTION: Cecile Creely*  
*SECOND: Jenny Goad*                          *SECOND: Ron Schultz*  
*RESULT: Carried.*                          *RESULT: Carried*
- b. Directors Report  
*MOTION: Jenny Goad motioned to accept the Director's report*  
*SECOND: Cecile Creely*  
*RESULT: Carried.*  
+Rcvd expedited approval from County and completed new roof; Phil will send thank you letters
- c. Old Business: None
- d. New Business: None

## 9. Palm Harbor Library

- a. Monthly Financial NOV                      Monthly Financials JAN  
*MOTION: Cecile Creely*                      *MOTION: Cecile Creely*  
*SECOND: Jenny Goad*                          *SECOND: Jenny Goad*  
*RESULT: Carried.*                          *RESULT: Carried*
- b. Directors Report
- c. Monthly Financial NOV                      Monthly Financials JAN  
*MOTION: Ron Schultz*                      *MOTION: Cecile Creely*

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**SECOND: Jenny Goad**

**RESULT: Carried.**

**SECOND: Ron Schultz**

**RESULT: Carried**

d. Old Business: None

d. New Business: Requesting approval for furnishing & shelving replacement in amount of \$12,672.53

**MOTION: Ron Schultz motioned to approve expenditure of \$12,672.53**

**SECOND: Cecile Creely**

**RESULT: Carried.**

## **10. HR Director report**

+ Nothing to report

## **11. PHCSA Retreat**

+Mar 4<sup>th</sup>; 11:00 – 2:00 @ Palm Harbor Library

## **12. Committee Reports**

+nothing to update

## **13. Director Evaluation Reviews**

**Motion to accept the submitted review for Mark Sanders; East Lake Rec**

**MOTION: Scott Papes**

**SECOND: Ron Schultz**

**RESULT: Carried; Dan Wendol voted NO**

**Motion to accept the submitted review for Erika Lynford; Palm Harbor Rec**

**MOTION: Jenny Goad**

**SECOND: Ron Schultz**

**RESULT: Carried; Dan Wendol voted NO**

**Motion to accept the submitted review for Lois Eanel; East Lake Library**

**MOTION: Jenny Goad**

**SECOND: Ron Schultz**

**RESULT: Carried; Dan Wendol voted NO**

**Motion to accept the submitted review for Gene Coppola; Palm Harbor Library**

**MOTION: Cecile Creely**

**SECOND: Jenny Goad**

**RESULT: Carried; Dan Wendol voted NO**

**All approved pay raises are to be effective January 01, 2023**

**Motion to approve requested 2% raise plus \$2500 bonus for Mark Sanders; ELR**

**MOTION: Scott Papes**

**SECOND: Ron Schultz**

**RESULT: Carried**

**Motion to approve requested 6.67% raise for Erika Lynford; PHR**

**MOTION: Jenny Goad**

**SECOND: Ron Schultz**

**RESULT: Carried**

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*Motion to approve requested 5.7% raise plus \$1000 bonus for Lois Eanel; ELL*

*MOTION: Ron Schultz*

*SECOND: Jenny Goad*

*RESULT: Carried; Dan Wendol voted NO*

*Motion to approve requested 3% raise for Gene Coppola; PHL*

*MOTION: Cecile Creely*

*SECOND: Jenny Goad*

*RESULT: Carried*

Dan Wendol commented that he voted NO because he didn't have faith in the evaluation process and does not believe he has enough information

*Motion to have HR handle the evaluation process in the future*

*MOTION: Dan Wendol*

*SECOND: Ron Schultz*

*RESULT: Carried*

**14. Designation of Next Meeting: March 15, 2023 @ 6:00PM in Palm Harbor Recreation**

**15. Adjournment @ 8:25 PM**

*MOTION: Dan Wendol motioned to adjourn*

*SECOND: Cecile Creely*

*RESULT: Carried*