

P H C S A

Palm Harbor Community Services Agency, Inc.

Board Meeting Minutes

6:00 PM Sept 20, 2023

Meeting Location: East Lake Library

1. Opening by Sandy Faulkner, Vice-Chair

- Meeting called to order at 6:00 PM
- Pledge of Allegiance to US Flag was completed
- Meeting was noticed.

2. Roll Call

Board Members Present:

Bill Mazurek Sandy Faulkner Scott Papes Phil Phillips
 Ron Schultz Jenny Goad Phillip Wagner Dan Wendol

Quorum attended

Excused Absence:

Notes:

Directors Present:

Cathy Wos – PHL Lois Eanel – ELL Erica Lynford – PH Mark Sanders - ELR

Others Present:

David Eggers Nancy McKibbon Andy Salzman Deborah Griswold

Barbara Cole; Kim Greenleaf; Steven Lynford; Cindy Saathoff; Jean McCarthy; Marisa Stever;
Susan Schuler; Jane McGarvey

Notes:

3. Approval of Aug Minutes & Sept Special Meeting Minutes

MOTION: *Phil Wagner*

SECOND: *Jenny Goad*

RESULT: *Carried*

4. Public Comment/Presentations: none

5. Introductions and Announcements: none

6. Treasurer's Report – All looks good.

+Question asked about Cadence having a data breach. Phil will reach out and ask Cadence as he was not notified of any occurrence

7. East Lake Community Library

a. Monthly Financial

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

SECOND: *Jenny Goad*

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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: None

8. Palm Harbor Library

- a. Monthly Financial

MOTION: Jenny Goad motioned to accept the financials.

SECOND: Ron Schultz

RESULT: Carried.

- b. Directors Report

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

SECOND: Scott Papes

RESULT: Carried.

- c. Old Business: None
d. New Business: Approval of new Director; The Advisory committee went thru 2 rounds of interviews including HR. Gene Coppola was present for the 1st round to add his experience and expertise as the outgoing Director and Lois Eanel (Director of East Lake Library) was present for the 2nd round. The chosen candidate was Matthew David. Presenting to PHCSA Board for approval to start no later than Oct 1, 2023 with a starting salary not to exceed \$95,000 per annum. HR confirmed that Mr. David has passed all the required background checks.

MOTION: Bill Mazurek motioned to hire Matthew David as the new Palm Harbor Library Director to be effective by Oct 1, 2023 with a starting annual compensation not to exceed \$95,000

SECOND: Jenny Goad

Discussion ensued and the PHCSA Board decided to meet with Mr. David prior to approval with more time to review his credentials and ask questions.

Motion and Second were withdrawn.

MOTION: Scott Papes motioned to hold a Special PHCSA meeting on Sept 28, 2023 @6:00PM at Harbor Hall with the agenda item being to meet and further vet and vote on hiring proposed new Director Matthew David

SECOND: Ron Schultz

RESULT: Carried.

9. East Lake Recreation

- a. Monthly Financial

MOTION: Scott Papes motioned to accept the financials.

SECOND: Ron Schultz

RESULT: Carried

- b. Directors Report

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: Mark spoke to the fact that PHCSA Board Member Sandy Faulkner's term is coming to an end and shared the appreciation all the Directors as well as the PHCSA Board have for her and her efforts for the community and PHCSA entities. She is held in very high esteem by everyone present and was asked to consider staying for another term.

10. CSA Palm Harbor

a. Monthly Financial

MOTION: *Jenny Goad motioned to accept the financials*

SECOND: *Phil Wagner*

RESULT: *Carried*

b. Directors Report

MOTION: *Jenny Goad motioned to accept the Director's report*

SECOND: *Ron Schultz*

RESULT: *Carried.*

c. Old Business: None

d. New Business: Pop Stansell pier is currently being demolished in preparation for a rebuild. Funded by PH Parks & Recreation.

11. HR Director Report

MOTION: *Scott Papes motioned to accept HR Director Report*

SECOND: *Ron Schultz*

RESULT: *Carried.*

Old Business: None

New Business: None

12. Agency Items

a. Old Business

i) Update on HR DCF background Check policy – Attorney stated this was completed and resubmit to HR and Board

ii) PHCSA Retreat scheduled for Oct 28, 2023; 9:00AM -1:00PM @ TBD

iii) Phil Wagner has been organizing the agenda

b. New Business:

i) Directors review process discussed. Evaluation forms to be submitted to HR same as prior years. Advisory Boards may use whatever methods they deem appropriate to evaluate respective Director, but the results must be catalogued into the Evaluation form for submission. Date deadline for submission will be forthcoming but will most likely be by year end for discussion at the January PHCSA regular meeting. HR will lead this process.

ii) HR stated that the County will be using a "COLA" amount of 4.5% for this cycle as well as a \$600 retention bonus.

MOTION: *Scott Papes motioned that PHCSA approve a 4.5% salary increase for all Directors effective Oct 1, 2023 based on their current salary*

SECOND: *Ron Schultz*

RESULT: *Carried*

iii) Other items on agenda have been added to agenda for the PHCSA Retreat

c. Committee Reports – none to report

d. PHCSA Liaison Update –

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MOTION: Ron Schultz motioned to approve liaison report

SECOND: Jenny Goad

RESULT: Carried

11. Designation of Next Meeting: October 18, 2023 @ Harbor Hall @ 6:00PM

Special meeting: Sept 28, 2023 @ Harbor Hall @ 6:00PM

12. Adjournment @ 7:17 PM

MOTION: Scott Papes motioned to adjourn

SECOND: Phil Wagner

RESULT: Carried