

P H C S A

Palm Harbor Community Services Agency, Inc.

Board Meeting Agenda - 6:00 PM - Wednesday, February 21, 2024

Meeting Location: Palm Harbor Library

1. Opening by Sandy Faulkner, Chairman Call to Order; Roll Call, Pledge
2. Meeting Notice - Confirmation
3. Approval of Minutes – January 17, 2024 Exhibit provided
4. Introduction and Announcements – Chairman
5. Public Comment/Presentations
Welcome to visitors and allow for comments if requested.
6. Treasurer’s Report – Jenny Goad
7. Palm Harbor Parks and Recreation Exhibit provided
 - a. Monthly Financial for November – Approval required Exhibit provided
 - b. Director’s Report – Approval required
 - c. Old Business: None
 - d. New Business: None
8. East Lake Recreation Exhibit provided
 - a. Monthly Financial for November – Approval required Exhibit provided
 - b. Director’s Reports – Approval required
 - c. Old Business: None
 - d. New Business: None
9. Palm Harbor Library Exhibit provided
 - a. Monthly Financial for November – Approval required Exhibit provided
 - b. Director’s Reports – Approval required
 - c. Old Business: None
 - d. New Business: None
10. East Lake Community Library Exhibit provided
 - a. Monthly Financial for November – Approval required Exhibit provided
 - b. Director’s Report – Approval required
 - c. Old Business: None
 - d. New Business: None
11. HR Director's Report Exhibit provided
 - a. Director’s Report for December – Approval required
 - b. Old Business:
 - c. New Business:
12. Agency Items
 - a. Old Business:
 1. HR Assistant Update
 2. HR Job Description

“The Mission of the Palm Harbor Community Services Agency, Inc. is to develop, provide and promote educational and recreational activities that support and improve the quality of life for all residents of the greater Palm Harbor area.”

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HR
Director

PHCSA

Palm Harbor Community Services Agency, Inc.

Reviews

3. HR's Tabled Reviews
 4. Erica Lynford's Tabled Review
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- b. New Business:
 - (1) Sunshine Law Clarifications
 - (2) Conflict of Interest
 - (3) Schedule Workshop
 - #1 Hire of HR Director
 - #2 Director Review Process
 - (4) Policies and Procedures
 - Scheduling of Special Meetings
 - Awards and Plaques
 - c. Open HR Director Position
 - d. Committee Reports:
 - PHCSA Liaison – Report and update - Ron Walker Exhibit provided
 - Marketing Committee update – Dan Wendol
 - Insurance Committee – Dan Wendol
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13. Designation of Next Meeting: March 20, 2024 @ 6:00 p.m., at East Lake Library
 14. Adjournment

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