

P H C S A

Palm Harbor Community Services Agency, Inc.

Board Meeting Minutes

7:00 PM November 17, 2021

Meeting Location: White Chapel & Virtual

1. Opening by Phil Phillips, Chair

Meeting called to order at 7:00 PM; Pledge of Allegiance; Meeting was noticed.

2. Roll Call

Board Members Present: Cecile Creely, Sandy Faulkner, Scott Papes, Phil Phillips, Ron Schultz, Kelli Snow, Phillip Wagner, Dan Wendol

Directors Present: Gene Coppola, Lois Eannel, Erica Lynford

Others Present: Andrew Salzman-Attorney for PHCSA, Nancy McKibbin, Trish Harrison, Steven Lynford, Rick Watson, James Cuomo, Sharon Pikolinski, Kathleen Hanley, Peggy Ringl, John Holback

3. Approval of Minutes

MOTION: Ron Schultz

SECOND: Cecile Creely

RESULT: Carried

4. Public Comment/Presentations – none

5. Treasurer's Report – All looks good.

6. Agency Items

a. Old Business - none

b. New Business

- Signatures required for Conflict of Interest Policy Acknowledgement
- Merit raises discussion (occurred at end of other items)
 - Chair suggested we are not ready to vote on Merit raises at this time and suggested we need further discussion at the Workshop

MOTION: Scott Papes motioned to table the Merit raise discussion until after the Jan Retreat where this will be the primary focus of discussion.

SECOND: Ron Schultz

RESULT: Carried; Dan Wendol was sole opposing vote

- Salary Range & Compensation Policy
 - Need to discuss increasing ranges for Directors compensation and should they be tied into COLA raises each year – discuss at retreat
 - Retreat discussion regarding the evaluation policy and procedure
 - Need new study on comparable pay ranges for Directors, maybe County can help and Directors will add their resources -Deborah can collate information
- Retreat Scheduled for Jan 22nd 2022 @ The Centre from 9:00AM to 12:00PM

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- PHCSA Letter to Commissioner swill be going out soon regarding PHCSA Entity needs

7. East Lake Community Library

a. Monthly Financial

MOTION: Ron Schultz motioned to accept the financials.

SECOND: Sandy Faulkner

RESULT: Carried.

b. Directors Report: Passport opening was huge success

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

SECOND: Sandy Faulkner

RESULT: Carried.

c. Old Business: none

d. New Business: Director Review for ELCL Director

MOTION: Ron Schultz motioned to accept Director review

SECOND: Kelli Snow

RESULT: Carried.

8. Palm Harbor Library

a. Monthly Financial

MOTION: Cecile Creely motioned to accept the financials.

SECOND: Sandy Faulkner

RESULT: Carried.

b. Directors Report

- Telethon was successful; raised approx \$12,800, helped to make up for loss of fines which was approx. \$28,000

MOTION: Cecile Creely motioned to accept the Director's report.

SECOND: Sandy Faulkner

RESULT: Carried.

c. Old Business: None

d. New Business: Director Review for Palm Harbor Library Director

- a. Will reformat submitted numbers on PHCSA Evaluation form

MOTION: Cecile Creely motioned to accept Director review

SECOND: Kelli Snow

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

d. New Business: Director Review for East Lake Recreation

- a. Will update totals in PHCSA Evaluation Form

MOTION: Ron Schultz motioned to accept Director review

SECOND: Scott Papes

RESULT: Carried

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10. CSA Palm Harbor

a. Monthly Financial

MOTION: Kelli Snow motioned to accept the financials

SECOND: Ron Schultz

RESULT: Carried.

b. Directors Report

- A few special events are done and thank you to everyone who pitched in especially PHL staff. Tree lighting coming up

MOTION: Kelli Snow motioned to accept the Director's report

SECOND: Ron Schultz

RESULT: Carried.

c. Old Business: None

d. New Business: Director Review for CSA Palm Harbor

MOTION: Kelli Snow motioned to accept Director review

SECOND: Sandy Faulkner

RESULT: Carried

Discussion regarding the next meeting in December and the availability of Board members

MOTION: Cecile Creely motioned to cancel the December meeting

SECOND: Ron Schultz

RESULT: Carried

Requested that all Directors submit their monthly packages in one pdf package

11. Designation of Next Meeting: January 19, 2022 @ 7:00 p.m., PHL & Virtual

12. Adjournment @ 8:37 PM

MOTION: Ron Schultz motioned to adjourn

SECOND: Scott Papes

RESULT: Carried