

P H C S A

Palm Harbor Community Services Agency, Inc.

Board Meeting Minutes

6:00 PM November 16, 2022

Meeting Location: Palm Harbor Parks & Recreation

1. Opening by Phil Phillips, 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:

☒ 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 McKibbin ☒ Andy Salzman ☒ Deborah Griswold

Steven Lynford, Trish Harrison

Notes:

3. Approval of Prior Minutes

MOTION: Ron Schulz

SECOND: Dan Wendol

RESULT: Carried

4. Public Comment/Presentations:

None

5. Treasurer's Report – All looks good.

6. East Lake Community Library

a. Monthly Financial

MOTION: Cecile Creely motioned to accept the financials.

SECOND: Sandy Faulkner

RESULT: Carried.

b. Directors Report

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

SECOND: Jenny Goad

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RESULT: Carried.

- c. Old Business: None
- d. New Business: None
 - i) Sent County request to reconsider updating roof prior to '24. Phil stated that entities should keep PHCSA informed so they can assist and coordinate

7. Palm Harbor Library

- a. Monthly Financial

MOTION: Cecile Creely motioned to accept the financials.
SECOND: Sandy Faulkner
RESULT: Carried.
- b. Directors Report

MOTION: Cecile Creely motioned to accept the Director's report.
SECOND: Ron Schultz
RESULT: Carried.
- c. Old Business: None
- d. New Business: None
 - a. Dan asked about the E&O budget line. Deborah will clarify the costs and breakdowns next meeting

8. 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: Mark requested approval to spend \$12,500 on adding more shell to parking

MOTION: Scott Papes motioned to approve expenditure of \$12,500 for additional shell
SECOND: Ron Schultz
RESULT: Carried

-Phil requested that ELR & PHR show fees for groups and what the groups contribute to the complex up-keep

9. CSA Palm Harbor

- a. Monthly Financial

MOTION: Cecile Creely motioned to accept the financials
SECOND: Jenny Goad
RESULT: Carried
- b. Directors Report

MOTION: Scott Papes motioned to accept the Director's report
SECOND: Dan Wendol
RESULT: Carried.
- c. Old Business: None
- d. New Business: None

10. HR Directors Report

- a. Conflict of Interest – all board must sign
- b. HR Budget – work in progress
- c. Annual reports from Directors to County

11. Agency Items

- a. New Business
 - 1) Director Evaluations will be addresses in January 2023
- b. Old Business
 - 1) County Capital Improvement responsibility – PHCSA needs to be made aware of any requests being sent to County
 - 2) Officer Election results
 - Phil Phillips – Chair
 - Sandy Faulkner – Vice Chair
 - Phil Wagner – Treasurer
 - Scott Papes – Secretary

MOTION: *Cecile Creely motioned to accept the positions and officers as listed above.*

SECOND: *Jenny Goad*

RESULT: *Carried; Scott Papes opposed*

- c. Committee Reports

- 1) Managing Director now known as PHCSA Liaison
 - Hours 20-40/mo @ \$25/hr plus mileage and is a 1099 worker
 - Deborah will oversee hiring and interview process
 - Currently have 2 candidates submitted
 - PHCSA Liason Job Description will also add some measurables to job description

MOTION: *Dan Wendol motioned to adjust hours to 20-40 @ \$25/hr plus mileage*

SECOND: *Ron Schultz*

RESULT: *Carried; Cecile Creely opposed*

- 2) Marketing Committee no update
- 3) By-Laws Update

MOTION: *Ron Schultz motioned to accept the ByLaws update*

SECOND: *Cecile Creely*

RESULT: *Carried*

12. Designation of Next Meeting: January 18, 2023 @ Palm Harbor Library @ 6:00PM

MOTION: *Cecile Creely motioned to hold next meeting on January 18, 2023*

SECOND: *Ron Schultz*

RESULT: *Carried*

13. Adjournment @ 7:29 PM

MOTION: *Dan Wendol motioned to adjourn*

SECOND: *Cecile Creely*

RESULT: *Carried*