

PHCSA

Palm Harbor Community Services Agency, Inc.

Board Meeting Agenda - 6:00 PM – December 17, 2025

Meeting Location: East Lake Library

1. Opening by John Holbach, Chairman	Call to Order; Roll Call, Pledge
2. Meeting Notice - Confirmation	
3. Approval of Minutes – November 19, 2025	Exhibit provided
4. Introduction and Announcements – Chairman	
a. New Member Jared Long	
5. Public Comment/Presentations	
a. Public Comments	
6. Agency Rules/Procedures/Law Clarifications	
7. Treasurer's Report – Vacant	
8. East Lake Parks & Rec	
a. Monthly Financial for Oct – Approval required	Exhibit provided
b. Director's Report – Approval required	Exhibit provided
c. Old Business: None	
d. New Business: None	
9. Palm Harbor Parks & Rec	
a. Monthly Financial for Oct – Approval required	Exhibit provided
b. Director's Reports – Approval required	Exhibit provided
c. Old Business: None	
d. New Business: None	
10. East Lake Library	
a. Monthly Financial for Oct – Approval required	Exhibit provided
b. Director's Reports – Approval required	Exhibit provided
c. Old Business:	
(1) Termination of Passport Services - Update	
d. New Business:	
(1) MSTU – Replacement of Kiosks	
(2) Revised FY2026 budget options due to the impact of passports and the PPLC allocation	

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11. Palm Harbor Library

- a. Monthly Financial for Oct– Approval required
- b. Director’s Report – Approval required
- c. Old Business: None
- d. New Business: None

Exhibit provided
Exhibit provided

Liaison – Report and update

- e. Liaison Report for November 2025

Exhibit provided

12. Agency Items

a. Committee Reports:

- i. Audit

b. Old Business:

c. New Business:

- i. Centralized PHCSA Calendar for all entity events
- ii. Engagement Letter for Ellen Fontana (Bookkeeping Services)
- iii. Retirement of the ELCL Director and succession plans

13. Designation of Next Meeting: January 21, 2026 @ 6:00 p.m., at Palm Harbor Parks and Rec – Harbor Hall

14. Adjournment