

# **P H C S A**

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**