

PALM HARBOR COMMUNITY SERVICES AGENCY INC.  
BOARD OF DIRECTORS MEETING  
December 2, 2020  
EAST LAKE COMMUNITY LIBRARY

**1 Called to Order:** 7:00 PM

**2 Roll Call**

Board Members Present: Cecile Creely, Scott Papes, Phil Phillips, Ron Schultz (Virtual) Kelli Snow, Phillip Wagner, And Dan Wendol

Directors Present: Erica Lynford, Mark Sanders, Lois Eannel, Gene Coppola (all directors were virtual)

Others Present: Andrew Salzman, Attorney to Board, Elizabeth Roen (Asst Dir @ PHL), Deborah Griswold (HR) and Iris Bickett

**3 Meeting Notice:** The meeting has been noticed in accordance with the regulations of the agency.

**4 Pledge of Allegiance**  
**Public**

**5 Comments/Presentations** NONE

**6 Approval of Minutes:**

Made by Cecile Creely and seconded by Phil Phillips to approve Meeting Minutes from the October 2020 PHCSA

Motion: meeting

Motion Carried: yes

**7 Treasurer's Report** All looks good, no problems or anomalies.

**8 PHCSA AGENCY ITEMS:**

**Old Business** None

**New business**

1. **Library Revenue Concerns-fine elimination.** PPLC board has made a decision to remove all late fees from overdue books and library items as it has become a national trend. As part of the PPLC cooperative for any changes to be made it had to be a unanimous vote but this year the vote changed to a majority vote. Palm Harbor Library and East Lake Library were the only two libraries that were against the change. Revenue losses are anywhere between \$8,00-12,000. PHL and ELCL are affected greatly because there is no city funds to tap into as the other libraries. Board made a Motion made for Lois Eannel (ELCL) and Gene Coppola (PHL) to draft an in-depth proposal as to effects libraries are experiencing from fee elimination and about separating fees for high priced items. The presentation is to be presented at board next meeting for approval. Once approved the Board will sign and present to county.

MOTION: Made by Phil Phillips and seconded by Cecile Creely

MOTION: yes

PALM HARBOR COMMUNITY SERVICES AGENCY INC.  
BOARD OF DIRECTORS MEETING  
December 2, 2020  
EAST LAKE COMMUNITY LIBRARY

**New business**

**2. Director Evaluation Process (revising the process)**- Dan Wendol suggests separating evaluation from pay increases. He would like to head the project to revise the evaluation itself where there is more individualism in the evaluation. He wants to make one part general and one part more individual and have it be more of a measurement for the year. He would like to also make an online version. In addition he would like for the pay scale to be available every year before evaluation season.

MOTION: No motion needed but Phil Phillips stated Dan Wendol has board approval to revise Director's Evaluation.

MOTION: no

**New business**

**3. PHCSA Entity Cash Reserves**- Dan Wendol inquired about looking into Cadence bank to see if there are other accounts we can use to earn more interest on cash reserves. Kelli Snow reached out to Susan Luca at Cadence Bank via text to do a presentation on what accounts they have that we might be able to use. Per Andrew Salzman (Attorney) it must be a fund that is protected dollar for dollar and really isn't up to Board to decide that it is up to the entities.

MOTION: No motion made.

MOTION: No

**New business**

**4. Board of Officers Election**- Office Nominations  
Chair-Phil Phillips  
Vice Chair-Kelli Snow  
Treasurer-Phil Wagner  
Secretary-Scott Papes

Phil Wagner made motion and Scott Papes seconded to accept Office nominations effective January 1,

MOTION: 2021.

MOTION: yes

**9 PALM HARBOR LIBRARY-FINANCIAL REPORT**

MOTION: Motion made by Cecile Creely and seconded by Phil Phillips to accept October financial report for PHL.

MOTION: Motion Carried

**PALM HARBOR LIBRARY-DIRECTOR'S REPORT**

MOTION: Motion made by Scott Papes and seconded by Cecile Creely to accept October directors report for PHL.

MOTION: Motion Carried

PALM HARBOR COMMUNITY SERVICES AGENCY INC.  
BOARD OF DIRECTORS MEETING  
December 2, 2020  
EAST LAKE COMMUNITY LIBRARY

Gene Coppola's raise-Board not comfortable with raise being added to Simple IRA. Board only wants Directors to  
**Old Business:** be taken to max salary then rest given as quarterly bonuses.

Phil Phillips motioned to accept Gene's 3% raise in the amount of \$2930.00 to be given as a bonus quarterly.

MOTION: Cecile Creely seconded it.

MOTION: yes

**New Business:** none

**10 CSA PALM HARBOR-FINANCIAL REPORT**

MOTION: Phil Phillips motioned to accept CSA October Financials and Phil Wagner seconded it.

MOTION: Motion Carried

**CSA PALM HARBOR-DIRECTORS REPORT**

MOTION: Phil Phillips motioned to accept CSA October directors report and Scott Papas seconded it.

MOTION: Motion Carried

**Old Business:** none

**New Business:** none

**11 EAST LAKE COMMUNITY LIBRARY-FINANCIAL REPORT**

MOTION: Phil Wagner made motion to accept October financials and Phil Phillips seconded it.

MOTION: Motion Carried

**EAST LAKE COMMUNITY LIBRARY-DIRECTOR'S REPORT**

MOTION: Phil Phillips made motion to accept October directors report and Scott Papas seconded it.

MOTION: Motion Carried

**Old Business:** none

Motion made by Phil Wagner and seconded by Ron Shultz for ELCL to buy a handheld Library Assistant in the  
**New Business:** amount of \$5003.88 to help make shelving easier and locating items lost in library.

MOTION: Motion carried

**12 EAST LAKE RECREATION-FINANCIAL REPORT**

MOTION: Motion made by Scott Papas and seconded by Cecile Creel to accept October financials for ELR.

MOTION: Motion Carried

PALM HARBOR COMMUNITY SERVICES AGENCY INC.  
BOARD OF DIRECTORS MEETING  
December 2, 2020  
EAST LAKE COMMUNITY LIBRARY

**EAST LAKE RECREATION-DIRECTORS REPORT**

MOTION: Motion made by Scott papas and seconded by Phil Phillips to accept October directors report.

MOTION: Motion Carried

**Old Business:** none

**New Business:** none

**13 ADJOURNEMENT** Meeting adjourned at 8:14 pm.

MOTION: Motion made by Cecile Creely and seconded by Phil Phillips to adjourn meeting.

MOTION: Motion carried

**NEXT MEETING:** **January 20 at 7:00 PM at CSA**

PALM HARBOR COMMUNITY SERVICES AGENCY INC.  
BOARD OF DIRECTORS MEETING  
December 2, 2020  
EAST LAKE COMMUNITY LIBRARY