

P H C S A

Palm Harbor Community Services Agency, Inc.

Board Meeting Minutes

Mar 17, 2021 @ 7:00 PM

Meeting Location: The Centre PH -Live & Virtual

1. Opening by Phil Phillips, Chair

Meeting called to order at 7:02 PM; Pledge of Allegiance; Meeting was noticed.

2. Roll Call

Board Members Present: Cecile Creely, Sandy Faulkner, Scott Papes, Phil Phillips, Ron Schultz (virtual), Kelli Snow, Phillip Wagner (virtual)

Directors Present: Gene Coppola, Lois Eannel, Erica Lynford, Mark Sanders

Others Present: Andrew Salzman-Attorney for PHCSA, Dave Eggers-County Commissioner, Trish Harrison, Craig Gilman -Audit, Krishna Ghandi – County Bdgt Admin

3. Public Comment/Presentations

- Dave Eggers thanked Erica Lynford and staff for stepping up and doing a great job in distributing vaccinations. 879 just today. The MSTU sumittal package is approved and available online

4. Approval of Minutes – August

MOTION: Cecile Creely

SECOND: Sandra Faulkner

RESULT: Carried

5. Treasurer’s Report – All looks good, operating and capital budgets look healthy.

MOTION: Scott Papes

SECOND: Sandra Faulkner

RESULT: Carried

a.) Audit report from Craig Gilman

Director’s and Treasurer have already viewed the presentation. The audit was “a clean and unmodified report”. Added some COVID uncertainty disclosures. No surprises, nothing else new or unusual barring the COVID challenges. PPE monies is listed as loan for FY ’20 and when forgiven will be classified as Fed Grant.

Motion to approve the Audit Report

MOTION: Cecile Creely

SECOND: Kelli Snow

RESULT: Carried

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6. Agency Items

a. Old Business

- Directors' evaluation input has been pushed forward.
- Commissioner Flowers visit changed to 4/16 @11:00

b. New Business

- Lealman meeting update w/ Chris Moore – they are looking at PHCSA to identify avenues to help them proceed. \$11mm facility with a lot of potential use. Will have a follow up meeting @ PHCSA facilities.
- Gene asked for a contact list for other unincorporated facilities in Pinellas
- MSTU – Directors will submit their written summaries next month
- PPE Loan forgiveness paperwork has been completed and submitted

7. East Lake Recreation

a. Monthly Financial

MOTION: Scott Papes motioned to accept financials.

SECOND: Cecile Creely

RESULT: Carried.

b. Directors Report

MOTION: Kelli Sow motioned to accept the Director's report.

SECOND: Sandra Faulkner

RESULT: Carried.

c. Old Business: Chairperson requested to see what the Users at ELRec spend/ yr on facility, Mark will supply for next meeting

d. New Business:

- ELR is asking for approval to spend \$9,358.80 to add restraint collars to irrigation system project to keep joints from vibrating loose over time.

MOTION: Scott Papes to approve expenditure

SECOND: Ron Schultz

RESULT: Carried

8. East Lake Community Library

a. Monthly Financial

MOTION: Kelli Snow motioned to accept the financials.

SECOND: Cecile Creely

RESULT: Carried

b. Directors Report

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

SECOND: Cecile Creely

RESULT: Carried.

c. Old Business: None

d. New Business:

- Libraries in Pinellas have started to end materials quarantine; ELCL is discontinuing Apr 1st; opening community room

9. CSA Palm Harbor Parks & Rec

a. Monthly Financial

MOTION: Kelli Snow motioned to accept the financials.

SECOND: Cecile Creely

RESULT: Carried

b. Directors Report

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CSA coordinated a Fund raiser for Deputy Magli
MOTION: Kelli Snow motioned to accept the Director's report
SECOND: Cecile Creely
RESULT: Carried.

c. Old Business: None

d. New Business:

- CSA requesting up to \$20,000 to buy new tractor, old one is 2003

MOTION: Phil Phillips motioned to approve expenditure

SECOND: Kelli Snow

RESULT: Carried

10. Palm Harbor Library

a. Monthly Financial

MOTION: Cecile Creely motioned to accept the financials

SECOND: Sandra Faulkner

RESULT: Carried.

b. Directors Report

- Elizabeth Roen has resigned and her roles have been filled but Gene will not be hiring an Asst Director at this time

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

SECOND: Kelli Snow

RESULT: Carried.

c. Old Business: None

d. New Business:

- PHL is requesting approval to spend \$32,438.00 to purchase 2 awning covers; one for the drive thru and one for the main entrance. Phil Phillips requested to have drawings to view for next meeting.

MOTION: Cecile Creely motioned to approve expenditure

SECOND: Sandra Faulkner

RESULT: Carried

- PHL request to close Saturday, Nov 13, 2021 to hold a 12hr Phone-a-Thon 9AM-9PM to help replace lost revenue due to the PPLC voting to disallow late fee charges.

MOTION: Cecile Creely motioned to approve expenditure

SECOND: Ron Schultz

RESULT: Carried

12. Designation of Next Meeting: April 21, 2021 @ 7:00 p.m., virtual and at PHL

13. Adjournment @ 8:40 PM

MOTION: Kelli Snow motioned to adjourn

SECOND: Cecile Creely

RESULT: Carried