

PHCSA

Palm Harbor Community Services Agency, Inc.

Board Meeting Agenda - 6:00 PM July 20, 2022

Meeting Location: East Lake Community Library

1. Opening by Phil Phillips, Chair Call to Order; Roll Call, Pledge
2. Meeting Notice Confirmation
3. Approval of Minutes – June and Retreat Exhibit
4. Public Comment/Presentations
Welcome to East Lake Community Library and East Lake Recreation representatives –
Introductions – Lois Eannel and Mark Sanders
5. Treasurer’s Report – Phil Wagner
6. East Lake Community Library
 - a. Monthly Financial for June – Approval required Exhibit
 - b. Director’s Report – Approval required Exhibit
 - c. Old Business:
 - d. New Business:
Request to close Library Monday 10/10/22 Staff Tech Training Day with PHL
1st Amendment Audit Policy- Attorney presentation for approval
7. Palm Harbor Community Library
 - a. Monthly Financial for June – Approval required Exhibit
 - b. Director’s Report – Approval required Exhibit
 - c. Old Business:
 - d. New Business:
8. East Lake Recreation
 - a. Monthly Financial for June – Approval required Exhibit
 - b. Director’s Report – Approval required Exhibit
 - c. Old Business:
 - d. New Business:
9. CSA Palm Harbor Parks and Recreation
 - a. Monthly Financial for June – Approval required Exhibit
 - b. Director’s Reports – Approval required Exhibit
 - c. Old Business:
 - d. New Business:
10. Agency Items
 - a) Old Business:
 - (1) Absences – Policy for Board Members
 - (2) Virtual attendance - Policy for Board Members
 - (3) East Lake Recreation/PHCSA lease on property further explanation discussion
 - (4) HR Director Job Description Draft – discussion
 - (5) Review of Part-Time Admin position job description – Note: CSA Palm Harbor and Palm Harbor Community Library advisory boards have voted that they do not support the establishment or funding of this position.
 - (6) ARPA funding

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East Lake Library - \$25,000 for technology upgrades
CSA Palm Harbor – \$200,000.00(plus) - New building at Sunderman
Palm Harbor Library - \$ TBD – Security Upgrades
East Lake Recreation - TBD

b) New Business:

c) Committee reports:

- i. Managing Director Research Committee
- ii. Marketing Committee
- iii. By-Laws update

11. Designation of Next Meeting: August 17, 2022, 6:00 p.m., at CSA Palm Harbor

12. Adjournment

ARPA Funding Opportunities and how should PHCSA entities apply for them. This is the American Rescue Plan Act – intended to stimulate economy and offset the negative effects of COVID – Pinellas County received \$\$\$ and they have set aside 10% for unincorporated Pinellas County – approximately \$19,000,000.00 – all other funds have been earmarked for County Projects – Projects must be committed by September of 2024 with finished by December of 2026. County wants funding to be administered by a third party. (This is similar to MSTU funding projects – one and done, not ongoing expenses) Project categories will be submitted for review and comments.