

PHCSA

Palm Harbor Community Services Agency, Inc.

Board Meeting Minutes - 6:00 PM August 16, 2023

Meeting Location: Palm Harbor Library

1. Opening by Phil Phillips, Chair
 - a. Meeting called to order at 6:02pm
 - b. Pledge
 - c. Meeting was noticed
2. Roll Call: Board Members Present – Bill Mazurek, Sandy Faulkner, Dan Wendol, Jenny Goad, Ron Shultz, Phil Wagner, Phil Phillips. All four entities represented. Ron Walker for PHCSA. Rick Watson serving as member of ELR Advisory Board in absence of Scott Papes. **Notice – Papes absent three consecutive meetings.**
3. Approval of Minutes – July
 - a. Adjustment to meeting minutes to reflect in item #4 that nine attendees spoke at the previous meeting in support of Gene Coppola and/or against the removal of the pride display.
 - b. **Motion to approve** – Shultz, Second – Goad, carried
4. Public Comment/Presentations:
 - a. Phil Phillips submitted a letter, read aloud, and attached to these minutes, further detailing his actions surrounding the issues concerning Coppola and the pride display.
 - b. **Motion to hold a special meeting to determine if there was a violation of the bylaws by the Chairman of the Board during the Palm Harbor Library pride display situation. This meeting will be held to review the interaction between PHCSA Board members and entity Directors, including communication and decision making as well as the role of the Chairman in conducting business on behalf of the Board. The bylaws will be reviewed as they relate to these issues.** – Mazurek, Second – Schultz, carried (set for Monday Sept 28th at the PH Library)
 - c. Barbara Mellen spoke against the censorship and removal of pride display. MaryAnn Sanchez spoke in support of Coppola and asked for PHCSA's response to the TB Times and the community about what really happened.
 - d. Bill Mazurek submitted a letter on behalf of the PH Library Advisory Board regarding issues with Ron Walker.
5. Treasurer's Report –Phil Wagner:
 - a. Identified an anomaly, which was a check from PH Library to Shaw Industries. Board determined it was it was for recent flooring and legitimate.
 - b. Docusign of signature cards is almost complete.
 - c. No replies from Lester Santos at Cadence about the Certificate of Deposit concerns.
 - d. Noted that the parent company for Cadence is not the same name and caused an issue with some credit protection alerts for two board members.
6. . Palm Harbor Parks and Recreation
 - a. Monthly Financial for February – **Motion to approve** - Shultz, Second – Goad, carried
 - b. Director's Report – **Motion to approve** - Shultz, Second – Goad, carried
 - c. Old Business: none.
 - d. New Business: **Motion to approve** 23-24 Budget, Shultz, Second – Goad, carried
7. East Lake Community Library
 - a. Monthly Financial for February – **Motion to approve** – Shultz, Second – Goad, carried
 - b. Director's Report – **Motion to approve** - Goad, Second Schultz, carried

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- c. Old Business: none
- d. New Business: **Eannel requested closure of BOTH libraries on Oct 9th for staff development.**
Motion to approve – Shultz, Second – Goad, carried
Motion to approve 23-24 Budget, Shultz, Second – Goad, carried

8. Palm Harbor Library

- a. Monthly Financial for February – **Motion to approve** – Shultz, Second – Goad, carried
- b. Director's Report – **Motion to approve** – Shultz, Second – Goad, carried
- c. Old Business: none.
- d. New Business: **Motion to approve 23-24 Budget**, Shultz, Second – Goad, carried

7. East Lake Recreation

- a. Monthly Financial for February – **Motion to approve** – Shultz, Second – Goad, carried
- b. Director's Report – **Motion to approve** – Goad, Second – Shultz, carried
- c. Old Business: none.
- d. New Business: **Motion to approve 23-24 Budget**, Shultz, Second – Wendol, carried

10. HR Director's Report:

Motion to approve report, Goad – second Schultz, carried.

Discussion on Deborah hiring a replacement for Iris. Concern was she did not have PHCSA approval to proceed with hiring a replacement. **Motion to allow Deborah to hire a replacement for Iris** – Wendol, Second Shultz – carried (one opposed – Faulkner)

Discussion on Deborah giving Iris an “exit bonus.” Concern that PHCSA must approve all bonuses outside of “holiday” bonuses. Will ask HR to look for the existence of such a bonus policy.

11. Agency Items

- a) Old Business: Conflict between HR and PPHP staff (Deborah and Trish). There were two, 60 minute meetings coordinated by Mazurek (as voted on in previous meeting). Conflict seems to be resolved. PPHP wants additional clarification on the process used to promote HR staff to their current role and the addition of an HR assistant. Also, recommendations for written procedures related to the escalation process for issues with HR and any agency staff. **Motion to allow PHCA Chair to meet on any issues with HR within 24 hours and call a special meeting if necessary-** Wendol, **withdrawn.**
 - b) New Business: Planned retreat for Sept 7th, 5:30pm at EL Library
 - c) PHCSA Liaison Report – **Motion to approve report**, Goad – second Schultz, carried.
 - Discussion about the language in the meeting minutes regarding Commissioner Latvala passively threatening PHCSA Funding.
 - Discussion of PH Library's letter concerning Ron Walker.
 - **Motion to invite Ron Walker to attend the special meeting to add his perspective and observations on the situation** – Wendol, second – Shultz, carried.
 - d) Goad suggested a revisit of the Board communication and decorum rules and procedures. Noted the rules are already in the bylaws, but should be obeyed.
12. Designation of Next Regular Meeting: Sept 20, 2023, 6:00 p.m., at
13. **Motion to Adjourn** (8:58) – Shultz, Second Goad, carried.