

Palm Harbor Community Services Agency Inc.

Board of Directors Meeting

April 19, 2017

East Lake Community Library

1. Call to Order: Rex Haslam, Chairman, called the meeting to order at 7:00 p.m.

2. Roll Call:

Board Members Present: Rex Haslam, Rob Posavec, Barbara Cole, Holly Bird, Kelli Snow, and Terry Haas.

Board Members Absent: Evelyn Slama and Tom McKone.

Directors Present: Erica Lynford, CSA Palm Harbor and Mark Sanders, ELR Director, Gene Coppola, Director, Palm Harbor Library and Lois Eannel, Director East Lake Community Library.

Directors Absent: None.

Others Present: Andrew Salzman, Lisa McCarthy, Trish Harrison and Kim Greenleaf.

3. Meeting Notice: The meeting had been noticed in accordance with the regulations of the Agency.

4. PLEDGE OF ALLEGIANCE

5. Approval of Minutes:

MOTION: Made by Kelli Snow and seconded by Barbara Cole to approve Meeting Minutes from the March 2017 PHCSA meeting.

Lois Eannel stated that the spelling for Julie is Peluso and not Polusa.

Motion carried.

6. East Lake Community Library –Financial Report

MOTION: Made by Barbara Cole and seconded by Rob Posavec to approve the March 2017 Financial report.

Terry Haas noticed the positive numbers in the Operating Expense; actually they are high for all entities, which is a good thing. Will this be a concern with the County? Reason being, another organization that Terry is involved with received County money and County wanted the organization to use all of the funds. Just wondering if that has happened with PHCSA? Lois shared that it may look like there is a lot of money in the account and then they get a bill for say \$9000.00 and that money is used. Erica Lynford shared that CSA did a renewal and replacement asset inventory just like the one that Gene does and she will have some large equipment to purchase, such as a mower at the cost of \$80,000 within the next 2 years. Ellen Fontana will move the funds on the report from the Operating Account to the Capitol Account when necessary.

Some discussion continued.

MOTION: Motion carried.

7. East Lake Community Library – Director’s Report

MOTION: Made by Barbara Cole and seconded by Holly Bird to approve the April 2017 Director’s Report.

Terry Haas inquired about how much more was the cost estimate for the construction. Lois replied that it came in at \$1.1 million while the total budget is 1 million dollars which includes the architect’s fees. She said that we will work it out and see what happens on May 15th. Some discussion continued.

MOTION: Motion carried.

Old Business: No old business

New Business: Interlocal Agreement

Rex Haslam stated that everyone did see the letter Andy wrote to Karen Roth regarding the DVD fines. Rex did get a note back from Karen saying that this issue was addressed at the last PPLC meeting and until the Library Directors Advisory Council decides on the policy, this will not come up before the PPLC Board and they will take our concerns into consideration at that time. So, it’s a pending matter on the DVD fines.

Bill Berger recommended that PHCSA put together a recommendation of what we would like the Interlocal to look like. And you have in front of you that document.

According to Lois & Gene the 2 major concerns of the agreement are the governing structure and the funding. They also recommended a 5 year agreement instead of the 10 year one that PPLC is considering.

Discussion continued.

MOTION: Made by Terry Haas and seconded by Holly Bird to approve the Recommendations to the Interlocal Agreement letter as written.

MOTION: Motion carried.

8. Palm Harbor Library –Financial Report

MOTION: Made by Holly Bird and seconded by Terry Haas to approve the March 2017 Financial report.

MOTION: Motion carried.

9. Palm Harbor Library – Director’s Report

MOTION: Made by Rob Posavec and seconded by Terry Haas to approve the April 2017 Director’s report.

MOTION: Motion carried

Old Business: No Old Business

New Business: No New Business

10. CSA Palm Harbor –Financial Report

MOTION: Made by Kelli Snow and seconded by Holly Bird to approve the March 2017 Financial report.

MOTION: Motion carried.

11. CSA Palm Harbor – Director’s Report

MOTION: Made by Holly Bird and seconded by Kelli Snow to approve the April 2017 Director’s Report.

Rob Posavec inquired about the BP money that was received in April and how you were going put that into your financials. Erica did call Ellen Fontana about it and CSA deposited it into the Capitol Account and will write the expenses against that instead of the Operating Account, per Ellen that is okay.

Rob also brought up MSTU money and how that would be handled. Erica will probably let the county handle that directly. From here, much discussion continued.

MOTION: Motion carried.

Old Business: No Old Business

New Business: No New Business

12. East Lake Recreation- Financial Report

Motion: Made by Terry Haas and seconded by Rob Posavec to approve the March 2017 Financial Report.

MOTION: Motion carried.

13. East Lake Recreation-Director’s Report

Motion: Made by Terry Haas and seconded by Rob Posavec to approve the April 2017 Director’s Report.

MOTION: Motion carried.

Old Business: No old Business

New Business: No old Business

Public Comment/Presentations: None

Agency Items:

Old business: MSTU Fund & Penny Letter

Rex shared that we put a nice MSTU package together with the help of Commissioner Eggers and his staff which was submitted. MSTU monies requested were approved for all the entities.

There is also a thank you letter from PHCSA to the Commissioners for the money. If no changes are necessary, the Board will sign it and Deborah will mail it to the County Commissioners.

Penny for Pinellas request has been submitted to the County Commissioners, Mark Woodard and Bill Berger.

New business: 990 Tax Return, Term Limits Letter, Auditor & Accountant

990 Tax Return was tabled last month as we needed the 990 T to review. We now have it and need a motion to approve so that Rex can sign.

MOTION: Made by Terry Haas and seconded by Rob Posavec to approve the PHCSA 2015 990 Tax Return.

MOTION: Motion carried.

Andrew Salzman sent a letter to Commissioner Eggers regarding term limits for the PHCSA Board of Directors. Rex received an e-mail back from Kim Greenleaf stating that the letter was reviewed by Commissioner Eggers and herself. Commissioner Eggers met with Jim Bennett, county attorney, who has assigned it to Amanda Coffee to do some research on what the Commissioners need to do on this.

Rob Posavec was not at the last meeting and asked if there was a general consensus with the Board to do away with the term limits. Rex replied we agreed that Andrew write a letter from his perspective to remove the term limits after so many years of dealing with the PHCSA Board. Some discussion continued.

Letters of Engagement from CBIZ & Ellen Fontana: Per Rob Posavec, Ellen's is the same with no increase in rate, just a range as before for a 3 year period. The letter from CBIZ is also similar with a slight increase of about 2.3% per year.

MOTION: Made by Rob Posavec and seconded by Barbara Cole to accept both Ellen Fontana's and CBIZ's letters of engagement to retain them for the next 3 years.

MOTION: Motion carried.

Rex mentioned the letter from the National Christian Foundation regarding a donation they would give to PHCSA. They have some questions as to our 501 (c) 3 and our 509 (a) 3 supporting organization. We have our accountant and our auditor checking into this. Some discussion continued.

MOTION: Made by Rob Posavec and seconded by Kelli Snow to adjourn the meeting at 8:26 p.m.

MOTION: Motion carried.

Next meeting is May 17, 2017 at 7:00 p.m. at PHL.

Respectfully submitted by Deborah Griswold, pending board approval

"The Mission of the Palm Harbor Community Services Agency, Inc. is to develop, provide and promote educational and recreational activities that support and improve the quality of life for all residents of the greater Palm Harbor area."