

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
July 30, 2020**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on July 30, 2020. The meeting took place at the Elizabeth Branch of Harrison County Public Library, 5101 Main Street, Elizabeth, IN. Members of the Board of Trustees present: Jon Howerton, President; Kathy Crimans, Vice-President; Marydee Meyer, Treasurer; Suetta Tingler, Secretary; Barbara Hoback Smith, Derrick Grigsby, Alisa Burch, Director, and Jessica Stroud, Recording Secretary.

Jon Howerton called the regular meeting to order at 3:04 p.m.

Executive Session

Pertaining to IC 5-14-1.5-6.1(b)(6), an Executive Session was called to order at 3:05 p.m. to discuss a personnel matter. The session adjourned at 3:12 p.m.

Approval of the Agenda

Barbara Hoback Smith made a motion to approve the July 30, 2020 regular meeting agenda. Marydee Meyer seconded the motion, and it was approved by a voice vote.

Consent Agenda

Kathy Crimans made a motion to approve the consent agenda for the July 30, 2020 meeting; Derrick Grigsby seconded the motion and it was approved by a voice vote.

Treasurer's Report

Suetta Tingler made a motion to approve the Claims, Budget, and Financial statements for June 2020. Kathy Crimans seconded the motion, and it was approved by voice vote.

COMMUNICATIONS

Alisa will be on vacation from August 2 through August 8.

A radio-controlled airplane group, the Rosewood RC Fliers, is donating a subscription to *Model Aviation* magazine to the library.

Alisa will submit COVID expenditures to Harrison County to see about reimbursement through the Indiana Financial Authority Coronavirus Relief Funds.

Rachel Baelz applied for an Advancing Racial Equity Collection Development Grant from Indiana Humanities.

Diana Lasky, Kelly Powell and Alisa attended a *Back to the Basics* AVC Webinar on July 29.

Lorraine Engleman finishes her first Library Science class, Reference, on August 10.

Shireman Construction completed the work at the Main library. Steve Schifcar is checking to see about the cost to pressure wash the front of the building.

Budget Calendar for HCPL:

June 19 – DLGF sent out a memo with an estimate of miscellaneous revenue sources, including FIT, CVET and MVH

June 30 – State Budget Agency deadline to provide Assessed Value Growth Quotient

July 14 – DLGF will provide an estimate of the maximum permissible property tax levy for the ensuing year and guidance on calculating allowable adjustments to the maximum levy

July 15-August 28 – DLGF field agent Tammy Byerly will meet with Alisa for a virtual budget workshop

July 30 – Regular Board Meeting – Discuss increases allowed

July 31 – Latest date the DLGF has to provide HCPL notice of the 2021 property tax cap loss (circuit breaker impact)

September 24 – Regular Board Meeting – HCPL Public Budget Hearing

October 21 – Last day to post notice to taxpayers of proposed 2021 budget and net tax levies

October 22 – Regular Board Meeting – HCPL Public Budget Adoption Meeting

November 2 – Last day to submit 2021 budgets, tax rates and tax levies

BUSINESS

As Governor Holcomb recently extended Phase 4.5 in response to the COVID-19 pandemic, Alisa recommended to the Board that HCPL continue “Grab and Go” service. Alisa also informed the board that there have been no objections from patrons when asked to wear masks. Members of the Board present consented to continuing “Grab and Go” services.

In order to receive the annual eRate discount for Internet service, the Board of Trustees of Harrison County Public Library must adopt a resolution, Commitment to Join Indiana State Library Consortium for Public Library Internet Access for Funding Year July 1, 2021- June 30, 2022. Marydee Meyer made a motion to approve the resolution as presented. Derrick Grigsby seconded the motion, and it was approved by a voice vote. All members of the Board present signed the resolution in favor of joining the consortium, to which Suetta Tingler, Secretary of the Board, attested.

Jon Howerton has agreed to serve another term following his current term expiration on December 31, 2020.

For their review, Alisa distributed to the Board spreadsheets that calculate each HCPL staff person’s hourly wages if each employee were given a 2.0%, 2.5%, or 3.0% pay increase.

A discussion was held regarding the Harrison County Public Library's Long Range Strategic Plan. Alisa told the board that HCPL plans to seek input from our community. Diana Lasky had suggested that volunteers could survey Harrison County residents by telephone. Marydee Meyer offered to volunteer to serve on the committee that generates the survey questions.

BOARD MEMBER COMMENTS

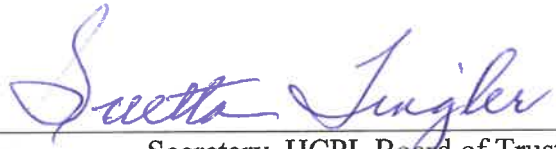
Jon Howerton said that he had not visited the Elizabeth Branch of HCPL is a while and is impressed by all that the branch offers. He is happy with the newly installed lights.

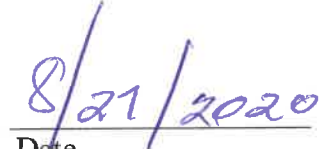
Marydee Meyer said that she loves the Elizabeth Branch and is so happy that this building could be reused. She likes the kitchenette in the conference room.

ADJOURNMENT

Marydee Meyer made a motion to adjourn the meeting at 3:55 p.m. Kathy Crimans seconded the motion and it was approved by voice vote.

The Board will meet again for the next regular Board meeting on August 27, 2020 at 3:00 p.m. at the Main library.


Secretary, HCPL Board of Trustees


Date