

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
February 25, 2021**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on February 25, 2021. The meeting took place at the Frederick Porter Griffin Center for Local History and Genealogy, 117 W. Beaver Street, Corydon, IN. Members of the Board of Trustees present: Kathy Crimans, President; Suetta Tingler, Vice-President; Barbara Smith, Secretary; Jon Howerton, Sue Lanham, Barbara Hoback Smith, Alisa Burch, Director, and Jessica Stroud, Recording Secretary. Derrick Grigsby and Sharon S. Uhl were absent.

Kathy Crimans called the regular meeting to order at 3:10 p.m.

Approval of the Agenda

Barbara Hoback Smith made a motion to approve the February 25, 2021 regular meeting agenda. Jon Howerton seconded the motion, and it was approved by a voice vote.

Consent Agenda

Jon Howerton made a motion to approve the consent agenda for the February 25, 2021 meeting; Suetta Tingler 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 reports January 2021. Barbara Hoback Smith seconded the motion and it was approved by a voice vote.

COMMUNICATIONS

Alisa has filed the 2020 Indiana State Library Annual Report and State Board of Accounts Annual Financial Report.

There will be a soft launch of circulating HCPL hotspots on March 1.

An updated Board of Trustees contact sheet was distributed. Alisa requested that the board inform her of any changes that need making.

Alisa spoke with Michael Wiseman to confirm that HCPL staff who work in the Emporium may use the restroom upstairs.

BUSINESS

Barbara Hoback Smith made a motion to approve the Bylaws of the Board of Trustees, as amended. Jon Howerton seconded the motion and it was approved by a voice vote.

Barbara Hoback Smith stated that the Evaluations Committee of the Board of Trustees, comprised of Barbara, Jon Howerton, Kathy Crimans and Sue Lanham, met on Tuesday, February 23, 2021. The committee reviewed the sample library director evaluations that Alisa provided. The committee determined that an average score would be calculated based on a survey to be completed by each member of the board. The evaluation would allow the library director to respond to particular scores in the Director’s Evaluation Reflection portion of the evaluation. The committee distributed a copy of the recommended Library Director Performance Evaluation and rubric to the full board for review.

Concerning the South Harrison School Board appointment to the HCPL Board of Trustees, Barbara Hoback Smith conveyed that Sharon S. Uhl has decided that she will not return to the board once her term expires on March 31, 2021. Barbara has communicated this to the South Harrison School Board so that they may find a new appointee to the HCPL Board.

BOARD MEMBER COMMENTS

Jon Howerton thanked Alisa for continuing to hold HCPL staff meetings and reporting them to the board.

ADJOURNMENT

Barbara Hoback Smith made a motion to adjourn the meeting at 3:58 p.m. Suetta Tingler seconded the motion and it was approved by voice vote.

The Board will meet again for the next regular Board meeting on March 25, 2020 at 3:00 p.m. at the Frederick Porter Griffin Center for Local History and Genealogy.

Barbara Smith
Secretary, HCPL Board of Trustees

3/25/2020
Date