

**BOARD OF TRUSTEES  
HARRISON COUNTY PUBLIC LIBRARY  
MINUTES  
REGULAR MEETING  
May 27, 2021**

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A regular meeting of the Board of Trustees of Harrison County Public Library was held on May 27, 2021. The meeting took place at Harrison County Public Library, 105 N. Capitol Avenue, Corydon, IN. Members of the Board of Trustees present: Kathy Crimans, President; Suetta Tingler, Vice President; Barbara Smith, Secretary; Jon Howerton, Sue Lanham, Mindy Wibbels, Alisa Burch, Director and Jessica Stroud, Recording Secretary. Derrick Grigsby, Treasurer, was absent.

Kathy Crimans called the regular meeting to order at 3:04 p.m.

**Consent Agenda**

Suetta Tingler made a motion to approve the consent agenda for the May 27, 2021 meeting; Barbara Smith seconded the motion and it was approved by a voice vote.

**Approval of the Agenda**

Jon Howerton made a motion to approve the May 27, 2021 regular meeting agenda. Barbara Smith seconded the motion, and it was approved by a voice vote.

**Treasurer's Report**

Mindy Wibbels made a motion to approve the Claims, Budget and Financial reports for April 2021. Suetta Tingler seconded the motion and it was approved by a voice vote.

**COMMUNICATIONS**

Sealcoat Asphalt Sealing and Striping sealed and striped the parking lot at the Corydon branch on May 30 and 31.

The 2021 Summer Reading Challenge will run from June 1 through July 31 and is open to all ages. The theme is "Tails and Tales". The Beanstack app will be used by participants and staff to log and track reading progress.

Kurt Ott is HCPL's new Department of Local Government Finance (DLGF) field representative.

Kathy Fisher was present at this meeting to provide an update regarding the genealogy department and historical items previously purchased at auctions. Kathy showed the board pictures of the current displays at the Branham Tavern (William Henry Harrison Log Cabin). Kathy said that virtually all of the items at the cabin belong to HCPL and is in the process of confirming ownership. Kathy expressed that all help in inventorying items is welcomed. Alisa

suggested that a subcommittee of the board might wish to form to work with Kathy Fisher and Alisa to suggest actions. Mindy Wibbels, Barbara Smith and Suetta Tingler volunteered to serve on the committee; Sue Lanham volunteered to assist with the item inventory. Kathy Fisher said that she would contact Karen Schwartz of the Historical Society of Harrison County. Teresa Douglass, Genealogy Assistant, has been digitizing election results from the 1800s with the assistance of a Library Services and Technology Act (LSTA) grant and interns [funded by the grant].

HCPL renewed two-day InfoExpress service for 2021-2022.

Jessica Stroud provided LibraryAware statistics for the email blast sent on May 21 that provided information about the 2021 Summer Reading Challenge, "Tails and Tales".

Lorraine Engleman is taking course LIS-S 502, Acquisitions and Management of Knowledge and Information from IUPUI to meet the Collection Development requirement for her certification as Reference head. The online class runs from May 11 through June 22.

Alisa and Kelly Powell received notice this morning that a 2021 LIT (local income tax) Supplemental Distribution for \$64,069.00 was direct deposited in the library's account May 27, 2021.

Alisa presented an informational sheet about public input during a board meeting from IN the Public Trust and said that she would work on tailoring the information for HCPL's needs.

## **BUSINESS**

Justina Emily was recently hired at the Elizabeth branch to replace James Richter, who left the Elizabeth branch on April 16. Justina will start at the HCPL regular starting rate for a circulation associate of \$10.00 per hour.

Alisa proposed an electronic meetings policy to the members of the board for their review. The board approved of the policy by consent, and all present members signed the resolution.

Alisa distributed to the members of the board four proposals that Steve Schifcar, HCPL Grounds and Maintenance Manager, received. One proposal is for new plumbing at the Frederick Porter Griffin Center for Local History and Genealogy Center, submitted by Barrow Excavating. Three proposals were submitted in regard to the installation of a new gas tank at Lanesville; Miller Trenching and Barrow Excavating submitted proposals for the installation of a gas tank; Cobb Heating and Cooling submitted a proposal for the installation of a gas line from the building to the furnace. Jon Howerton made a motion to select Miller Trenching to install a new underground gas tank and to remove the existing tank. Barbara Miller seconded the motion, and it was approved by a voice vote.

Alisa stated that it is time for the quarterly review of the HCPL COVID-19 Employee Relief Plan and recommended that the board do away with the plan now that the general population has the opportunity to receive COVID vaccinations.

Alisa presented updated COVID-19 safety protocols and a "Return to Normal Part 1" plan to the board. Following review, Sue Lanham made a motion to approve of the protocols and "Return to Normal Part 1" plan as presented, to be implemented by HCPL by June 1, 2021. Suetta Tingler seconded the motion and it was approved by a voice vote.


**BOARD MEMBER COMMENTS**


There were no comments from the members of the board.

**ADJOURNMENT**

Barbara Smith made a motion to adjourn the meeting at 4:33 p.m. Sue Lanham seconded the motion and it was approved by voice vote.

The Board will meet again for the next regular Board meeting on June 24, 2020 at 3:00 p.m. at the Elizabeth branch.

  
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Secretary, HCPL Board of Trustees

  
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Date