

**BOARD OF TRUSTEES  
HARRISON COUNTY PUBLIC LIBRARY  
MINUTES  
REGULAR MEETING  
July 22, 2021**

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A regular meeting of the Board of Trustees of Harrison County Public Library was held on July 22, 2021. The meeting took place at the Corydon branch of 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, Alisa Burch, Director, and Jessica Stroud, Recording Secretary. Derrick Grigsby, Treasurer, was absent.

Kathy Crimans called the regular meeting to order at 3:01 p.m.

**Consent Agenda**

Barbara Smith made a motion to approve the consent agenda for the July 22, 2021 meeting; Suetta Tingler seconded the motion and it was approved by a voice vote.

**Approval of the Agenda**

Jon Howerton made a motion to approve the July 22, 2021 regular meeting agenda. Barbara Smith 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 for June 2021. Jon Howerton seconded the motion and it was approved by a voice vote.

**COMMUNICATIONS**

Jessica Stroud provided the latest LibraryAware statistics.

The form *To Speak with the Library Board During a Board Meeting* is now available on the HCPL website.

Alisa provided a reminder that some board member photos are needed for the HCPL website.

Alisa provided a draft of the 2022 Budget.

HCPL Budget Calendar:

August 3 – Alisa meets with DLGF Field Representative Kurt Ott

August 26 at 3pm – Board reviews proposed 2022 budget during board meeting

September 23 at 3pm – Budget Public Hearing (must have a quorum present)

October 21 at 3pm – Budget Adoption Meeting (must have a quorum present)

Alisa provided copies of an Informational Legal Memo on the Disposal of Surplus Property from the Legal Division of Indiana State Library.

Alisa provided copies of the Friends of the Harrison County Library By-Laws.

Winners of the COVID-19 Vaccine Incentive Drawing:

\$100 Cattleman's Roadhouse gift card: Sara Deatruck

\$25 Corydon Cinemas gift card: Teresa Douglass

\$25 Corydon Cinemas gift card: Carla Ward

HCPL Fun Committee is hosting a staff yard sale on Saturday, August 21 in the parking lot at the Main library.

## **BUSINESS**

Effective July 22, 2021, Mindy Wibbels resigned from the Harrison County Public Library Board of Trustees.

HCPL hired new circulation staff. Mary Ward must delay her start date. Lisa Griffith will begin working at the \$10.00 per hour starting wage.

Alisa suggested that all historical items owned by HCPL should be photographed, cataloged, and digitized before a determination is made in what to do with each of the items. A discussion of options will continue at the next regular meeting.

Alisa requested the board members' thoughts regarding in-person programs in the fall. Board member suggestions included making masks optional, if not already mandated; the Library will follow local public schools' guidelines [essentially the Harrison County Health Department's guidelines]. This will be an ever-changing policy.

Alisa provided the board with a request for reimbursement of tuition, for \$1,095.71, on behalf of Lorraine Engleman. Lorraine took the accredited course *Acquisitions and Management of Knowledge and Information* from Indiana University.

The members of the board reviewed and signed the Commitment for Join Indiana State Library Consortium for Public Library Internet Access for Funding Year July 1, 2022 through June 30, 2023. Jessica Stroud will submit a copy of this signed resolution, along with FCC Form 479 (Schools and Libraries Universal Service Certification by Administrative Authority to Billed Entity of Compliance with the Children's Internet Protection Act) and a Letter of Agency for Funding Year 2022-2023 for Internet Services, Indiana State Library Consortium for Public Library Internet Access.

## **BOARD MEMBER COMMENTS**

There were no comments at this meeting.

**ADJOURNMENT**

Barbara Smith made a motion to adjourn the meeting at 4:11 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 August 26, 2021 at 3:00 p.m. at the Main library.

Barbara Smith  
Secretary, HCPL Board of Trustees

8/26/21  
Date