

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
August 26, 2021**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on August 26, 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; Derrick Grigsby, Treasurer; Alisa Burch, Director, and Jessica Stroud, Recording Secretary. Jon Howerton and Sue Lanham were absent.

Kathy Crimans called the regular meeting to order at 3:03 p.m.

Barbara Smith made a motion to adjourn to enter into an Executive Session. Suetta Tingler seconded the motion, and it was approved by a voice vote.

The regular meeting reconvened at 3:23 p.m.

Consent Agenda

Suetta Tingler made a motion to approve the consent agenda for the August 26, 2021 meeting; Barbara Smith seconded the motion and it was approved by a voice vote.

Approval of the Agenda

Barbara Smith made a motion to approve the August 26, 2021 regular meeting agenda. Derrick Grigsby seconded the motion, and it was approved by a voice vote.

Treasurer's Report

Derrick Grigsby made a motion to approve the Claims, Budget, Financial reports and the Transfer of Funds within Appropriations Category 3 for July 2021. Barbara Smith seconded the motion and it was approved by a voice vote.

COMMUNICATIONS

Alisa reminded the board that some board member photos are needed for the HCPL website.

HCPL Budget Calendar:

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)

November 1 – 2022 Budget must be submitted.

Alisa distributed an updated Board contact sheet.

Alisa received notification from the Indiana State Board of Accounts that “Your unit is expected to be scheduled for an engagement soon.” An audit is imminent.

HCPL’s SirsiDynix Symphony server, WorkFlows clients and Enterprise catalog were successfully updated on August 16.

The HCPL Staff Yard Sale raised \$819.50 for “Fun Committee” activities.

The Lanesville branch closed early on August 25 (about 5:30 p.m.) due to a 4:00 p.m. power outage.

BUSINESS

HCPL Board of Trustees welcomes new member Sharon Mathes. She is an appointee of South Harrison School Board.

New staff were hired in the Youth Services department: Julia Russell (who will also assist in Reference) and Olivia Abner. The new staff were hired at the \$10.00 per hour rate of pay.

Alisa distributed the 2022 Budget estimate for board members’ review.

The board members held a discussion about considerations for staff salaries. Alisa has prepared salary comparisons for the board to review. Alisa proposed either that a board committee form or that the board hold a special meeting so that Alisa can ensure that salaries do not change the bottom line of the upcoming budget. Jon Howerton, Derrick Grigsby, Barbara Smith, and Kathy Crimans will meet on September 8 at 10:00 a.m. A special meeting of the board will be held on September 20 at 3:00 p.m.

Alisa distributed to board members the finalized Director Evaluation.

Updates regarding the Branham Tavern: items have been removed from storage and some was placed in the yard sale held on August 21, 2021. “Poor” records were discovered and are currently being digitized. Alisa asked Kathy Fisher if the photos taken of the items are of good enough quality to add to CONTENTdm (digital archives). Kathy Crimans will invite the HSHC board to attend the September meeting of the HCPL board of trustees.

BOARD MEMBER COMMENTS

There were no board member comments at this meeting.

ADJOURNMENT

Derrick Grigsby made a motion to adjourn the meeting at 4:20 p.m. Barbara Smith seconded the motion and it was approved by voice vote.

The Board will meet again for the next regular Board meeting on September 23, 2021, immediately following the 3:00 p.m. Budget Public Hearing at the Main library.

Barbara Smith

Secretary, HCPL Board of Trustees

9/23/21

Date