

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
September 23, 2021**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on September 23, 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; Jon Howerton, Sharon Mathes; Alisa Burch, Director, and Jessica Stroud, Recording Secretary. Sue Lanham was absent.

Kathy Crimans called the regular meeting to order at 3:09 p.m.

Consent Agenda

Barbara Smith made a motion to approve the consent agenda for the September 23, 2021 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 reports for August 2021. Sharon Mathes seconded the motion and it was approved by a voice vote.

COMMUNICATIONS

HCPL Budget Calendar:

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.

The 2022 HCPL board meeting, payroll and holiday dates were distributed.

On September 17, Steven Schifcar called in Franks Plumbing to unclog the sewer line to the Palmyra branch. This is the second time that the line has had issues. The last time, Steven was able to clear it himself. Robert Franks told Steven that if it happens again, he will need to call in David Wallace to have it video-scoped to determine the issue. Franks believes that the pipe is too new to have issues and thinks that perhaps the line has sunk, preventing the correct slope for drainage.

Stephanie Harrison, a part-time employee at the Frederick Porter Griffin Center, has given two weeks' notice of her resignation. October 1 will be her last day of work.

HCPL registered with Beanstack for an all ages winter reading program, "Read for a Better World." The program will run from January 1 through 31. HCPL plans to set another community reading goal with the hope that Tyson and perhaps Walmart will donate food for Community Services if the reading goal is reached.

After submitting the final LSTA Technology Grant Report, Jessica Stroud received the following message from Angela Fox, Public Library Services and LSTA Consultant for the Indiana State Library: *I finished reviewing the last of your LSTA reports/documents, and it was wonderful to see the patrons really embracing the hot spots. I think it's clear from the surveys that you really hit on a community need. Thank you so much for thinking to write out some of the responses you got on those surveys: the comments are really heartening and definitely the sort of thing I love to pass on to IMLS. Technically, everything has been completed for the project and you are welcome to officially call it a day.*

Thanks so much, Angela Fox.

System #4, mentioned in item 15 of the consent agenda, has gone out. Cobb Heating & Cooling has been contacted to proceed with the repair at an estimated cost of \$1,250.00. The system should be repaired today.

The installation of the correct NVR for the security cameras at Lanesville is scheduled for Monday, September 27. This completes the project.

AT&T and Verizon accounts are in place in preparation for ECF (Emergency Connectivity Fund) notification.

BUSINESS

A discussion was held among the trustees regarding a patron request. Barbara Smith made a motion to cancel all library charges incurred until September 23, 2021, for the library patron and spouse, and to return the material that was past due at no charge. Sharon Mathes seconded the motion. This was approved by a voice vote, from which Derrick Grigsby abstained.

Jon Howerton made a motion to accept the proposed HCPL Salary Scale and Reorganization Compensation Plan. Suetta Tingler seconded the motion, and it was approved by a voice vote.

Barbara Smith made a motion to approve the 2022 HCPL salary scale, which includes a 4% pay increase. Sharon Mathes seconded the motion, and it was approved by a voice vote. All trustees who were present signed three copies of the Harrison County Public Library 2022 Salary Increase.

Jon Howerton made a motion to approve the Longevity Pay for Harrison County Public Library 2021. Barbara Smith seconded the motion, and it was approved by a voice vote. All trustees who were present signed three copies of the Longevity Pay for Harrison County Public Library 2021.

Jennifer Schroering will start working in the Corydon branch Circulation department on Monday, September 27, at the new pay scale rate for a Grade 3 employee. She replaces Donna Seewer, who is retiring.

A discussion was held regarding the HCPL-owned items at the Branham Tavern.

BOARD MEMBER COMMENTS

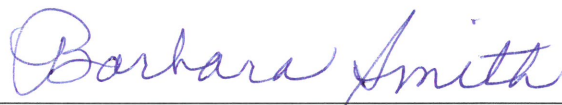
Suetta Tingler said that the outside looks beautiful decorated with the new mums.

Barbara Smith offered thanks to Alisa Burch and Derrick Grigsby for their work on compiling salary information [to which Derrick replied that was mostly Alisa's effort] for the board's review.

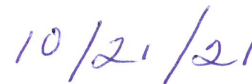
ADJOURNMENT

Suetta Tingler made a motion to adjourn the meeting at 4:33 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 October 21, 2021, immediately following the 3:00 p.m. budget adoption hearing at the Main branch.



Secretary, HCPL Board of Trustees



Date