

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
October 21, 2021**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on October 21, 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, Sharon Mathes; Alisa Burch, Director, and Jessica Stroud, Recording Secretary. Derrick Grigsby was absent.

Kathy Crimans called the regular meeting to order at 3:05 p.m. A quorum was present.

Consent Agenda

Barbara Smith made a motion to approve the consent agenda for the October 21, 2021 meeting; Jon Howerton seconded the motion and it was approved by a voice vote.

Approval of the Agenda

Suetta Tingler made a motion to approve the October 21, 2021 regular meeting agenda. Sharon Mathes seconded the motion, and it was approved by a voice vote.

Treasurer's Report

Jon Howerton made a motion to approve the claims and financial reports for September 2021. Suetta Tingler seconded the motion and it was approved by a voice vote.

COMMUNICATIONS Presented by Alisa Burch, Director

A. HCPL Budget Calendar

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

November 1 – 2022 Budget must be submitted

B. Board Contact Sheet updated

C. A library Christmas party will be held on December 3, 2021.

D. A circulating toy library will be added to the collection.

E. Additions to OverDrive accessible from Libby or libbyapp.com with your HCPL library card:

- **iNDIEFLIX** – Stream thousands of full length feature films, shorts, documentaries and series from around the world (pay per use).

- **Qello Concerts** - Stream the world's largest collection of on-demand full-length music performances, concert films, and music documentaries (pay per use).
- **The Great Courses Library Collection** - This collection includes more than 250 courses, led by the world's top experts, covering a broad range of subjects, such as science, mathematics, philosophy, history, literature, fine arts and music, travel, business, and personal development (pay per use).

F. Other databases through OverDrive coming soon:

- **Law Depot** – extensive library of customizable documents and legal resources that provides easy-to-use assistance with a wide range of legal needs empowering patrons to create legal documents specific to their personal situation.
- **Artist Works** – provides players world-class instruction from Grammy Award-winning music professionals using a guided path of video lessons containing everything they need to reach their musical goals. All levels of players are welcome.
- **Learn It Live** – find and attend live online classes on more than 200 topics in health, wellness, and personal development including live yoga, Pilates or meditation. Can't make it live? Watch one of the more than 1000 recorded classes
- **Method Test Prep** - ACT® and SAT® test prep solutions that are proven to raise scores! Tutoring, classes, and practice tests.
- **Universal Class** - continue your education online and fulfill all your lifelong learning goals with more than 500 online courses on just about anything ranging from cake decorating to accounting & bookkeeping including accredited CEUs for professional development.

G. Jay McRae, an agent with ReMax, took a video tour of the library to share with clients. The video represents the quality of life when living in Corydon.

H. Alisa signed a renewal of the MOU with the Retired Senior Volunteer Program (R.S.V.P.).

I. Purchase of CCHS-requested databases from InfoBase:

- **Issues & Controversies** - provides students with a unique tool for understanding today's crucial issues. Designed to inspire thought-provoking debates, each in-depth article presents both sides of an issue clearly and without bias. Updated weekly, this resource presents the key facts, arguments, history, and current context of today's most important issues – an ideal resource for research papers, debate preparation and persuasive writing assignments.
- **Issues & Controversies in History** - places students at the center of the great debates and conflicts in U.S. and world history, exploring the issues as the key players saw them, or, in some cases, as historians have interpreted them. It delivers dynamic, concise, and balanced coverages of a broad range of topics, from slavery, empire, and revolution to race, gender, economy, and disease, all over the globe.
- **World News Digest** - Presenting more than seven decades of authoritative news summaries and background articles, (300,000+) World News Digest contains a wealth of material and a dynamic interface that makes it easier than ever to explore the events that shape our world. World News Digest frames events for research and is the place to start any reference project.

- **Writer's Reference Center** - provides users with a convenient one-stop location for all of the tools necessary to write and research effectively. From the mechanics of writing and grammar to style and research, this indispensable online resource thoroughly covers the fundamentals of quality writing, provides a wealth of vocabulary-building dictionaries, and presents a step-by-step guide to writing a good essay. An in-depth grammar section defines grammatical terms and gives examples of use, while another section explores writing style. Writing resources teach users how best to revise their work, and the intuitive new design allows users to find relevant information quickly through customizable searches and browsing.

J. Due to a staffing issue, the Frederick Porter Griffin Center for Local History and Genealogy did not open until 9:15 a.m. on Thursday, October 21.

K. Jessica Stroud received a request for more information regarding the HCPL Emergency Connectivity Fun (ECF) grant application.

BUSINESS

Julia Phipps was hired as a Reference Assistant at the new Grade 3 rate of \$12.00 per hour.

Sue Lanham made a motion to authorize the library director's signature on grant documents. Jon Howerton seconded the motion, and it was approved by a voice vote. Members of the board present signed three copies of the Resolution to Allow Director's Signature on Grant Documents.

Don Leslie & Associates provided HCPL with health insurance quotes for the upcoming year. The new plan that is selected will become effective on December 1, 2021.

Regarding the Branham cabin: Kathy Crimans reached out to Missi Bush-Sawtelle to request a copy of the signed lease for the cabin. Missi told Kathy that she would get a copy to Alisa, but neither Alisa nor Kathy have heard anything further. Alisa said that she will make contact with the library's attorney to request his help in drafting a letter to the Historical Society of Harrison County.

Alisa mentioned there will be some board seats opening soon. Kathy Crimans, whose term is due to expire on December 31, said that she wishes to continue another term. Sue Lanham announced that she plans to soon leave Harrison County.

A slate of officers was proposed for the November board election:

President: Kathy Crimans

Vice President: Suetta Tingler

Secretary: Barbara Smith

Treasurer: Alisa will contact Derrick to ask whether he would be interested in continuing as Treasurer

BOARD MEMBER COMMENTS

Sue Lanham said that she has loved this [serving on the board of trustees]. She offered a “thank you” to the Youth Services department for their collecting culturally-responsive books for a project that Sue worked on with 38 other individuals. She said that it is important that kids “have a mirror” when reading.

Kathy Crimans also offered thanks to the Youth Services department as well. A member of the staff recommended a book that was very helpful.

ADJOURNMENT

Jon Howerton made a motion to adjourn the meeting at 4:15 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 November 18, 2021 at the Main branch following a 2:00 p.m. Executive Session.

Barbara Smith
Secretary, HCPL Board of Trustees

11/18/21
Date