

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
December 16, 2021**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on December 16, 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 (joined by Zoom at 3:16 p.m.); Suetta Tingler, Vice President; Barbara Smith, Secretary; Derrick Grigsby, Treasurer; Jon Howerton, Sharon Mathes; Alisa Burch, Director, and Jessica Stroud, Recording Secretary.

Suetta Tingler called the regular meeting to order at 3:01 p.m. A quorum was present.

Consent Agenda

Barbara Smith made a motion to approve the consent agenda for the December 16, 2021 meeting; Sharon Mathes seconded the motion and it was approved by a voice vote.

Approval of the Agenda

Jon Howerton made a motion to approve the December 16, 2021 regular meeting agenda. Barbara Smith seconded the motion, and it was approved by a voice vote.

Treasurer's Report

Sharon Mathes made a motion to approve the claims, financial reports and funds transfer within Categories 2 and 3 for November 2021. Barbara Smith seconded the motion and it was approved by a voice vote.

COMMUNICATIONS Presented by Alisa Burch, Director

Roger Windell was appointed to the Board of Trustees December 6 by the Harrison County Commissioners to complete Dr. Regina Sue Lanham's term. His paperwork hasn't been completed, so he will join the board in January 2022.

The Indiana State Library is creating an OverDrive Digital Library Reserve Consortium—Indiana Digital Library. Under the new consortium, ISL will pay the platform fee. All monies that HCPL spends will go toward digital content. HCPL will move from its current consortium, Indiana Digital Download Center, to the New Indiana Digital Library when it launches in January.

Ten new AT&T and 10 new Verizon hotspots will soon be put in circulation to replace the heavily filtered Kajeet Smartspot hotspots. Alisa will reach out to the schools to see if they would like to "check out" the hotspots for student use.

Diana Lasky secured an author visit through the 2022 Indiana Authors Awards Speakers Program. Her intention is to reward the school that gets the highest percentage of participation in the Winter Reading Program with the author visit. Mum is the word about the author visit until Indiana Humanities makes the announcement of winning sites January 6.

Alisa received and signed off on the 1782 Notice for Budget Year 2022 from the Department of Local Government Finance.

Cobb Heating and Cooling replaced the capacitor for Unit 7. Steven Schifcar said that the roof unit has to be replaced for Unit 8. That will not be done until after the first of the year.

After receiving numerous patron requests and survey results, HCPL will add Hoopla. Hoopla is a web and mobile library media streaming platform for audio books, comics, eBooks, movies, music and TV. Patrons of libraries that support Hoopla have unlimited access to its collection of digital media. Hoopla Digital is a division of Midwest Tapes and is a pay per circ service. HCPL will initially deposit \$10,000 in the service bank to be used over a two-year period. This expenditure will put HCPL slightly above the state required 8% of budget minimum for library collections.

BUSINESS

Veruzka (Vee) Colantonio was hired as a circulation clerk at the Main branch at the Grade 3 pay rate of \$12 per hour. She started training and will take Audrey Vowels' place when she retires at the end of the year. Audrey joined the HCPL team May 2, 2006.

Tiffany Thieneman was hired for the newly-created position, Public Services Manager. She will oversee Reference and work some hours at the Reference desk, but will also coordinate adult outreach/programming. She will fall in salary Grade 10 with a starting salary of \$23 per hour on January 13, 2022. If she receives her LC4 certification, her pay will increase \$1.50 per hour.

A discussion was held regarding HCPL-owned items stored at the Branham Tavern. Derrick Grigsby suggested that HCPL generate an item list and share it with the Historical Society of Harrison County to review; the finalized item list should be approved by the HCPL Board of Trustees.

A five-year Lease Extension Amendment between the Church of Jesus Christ of Latter-Day Saints and the Harrison County Public Library for their use of the HCPL parking lot in Corydon was distributed to the HCPL Board of Trustees for their review. The extension would commence on September 1, 2022 and terminate on August 31, 2027. Jon Howerton made a motion to approve the lease extension as presented. Barbara Smith seconded the motion, and it was approved by a voice vote: Jon Howerton, aye; Derrick Grigsby, aye; Barbara Smith, aye; Kathy Crimans, aye; Sharon Mathes, aye; Suetta Tingler, aye.

During a fire inspection by the Harrison Township Fire Department, it came to light that there once was a fire system in the Corydon branch before the library assumed ownership of the building. As a result, the fire marshal stated that a new functioning fire system is required at this

location. Price quotations from Sonitrol for fire system installations at the Corydon, Genealogy, Book Box, Lanesville and Palmyra locations were provided to the board for their review. The South Harrison Community Center has an existing fire detection system in place, covering the Elizabeth branch of HCPL. Following some discussion, Barbara Smith made a motion to approve Sonitrol quotes for fire systems at all locations provided, with the exception of The Book Box. Sharon Mathes seconded the motion, and it was approved by a voice vote: Jon Howerton, aye; Derrick Grigsby, aye; Barbara Smith, aye; Suetta Tingler, aye; Kathy Crimans, aye; Sharon Mathes, aye.

BOARD MEMBER COMMENTS

Suetta Tingler commented that HCPL looks very welcoming for the holidays, inside and out.

ADJOURNMENT

Sharon Mathes made a motion to adjourn the meeting at 3:40 p.m. Derrick Grigsby seconded the motion and it was approved by a roll-call vote: Jon Howerton, aye; Derrick Grigsby, aye; Barbara Smith, aye; Suetta Tingler, aye, Kathy Crimans, aye; Sharon Mathes, aye.

The Board will meet again for the next regular Board meeting at 3:00 p.m. on January 27, 2022, at the Main branch.

Barbara Smith

Secretary, HCPL Board of Trustees

2/27/22

Date