

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
August 25, 2022**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on August 25, 2022. 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, and Roger Windell; Alisa Burch, Director, and Jessica Stroud, Head of IT/Recording Secretary.

Kathy Crimans called the regular meeting to order at 3:02 p.m. and announced that a quorum was present.

Public Input

There was no input from the public.

Consent Agenda

Roger Windell made a motion to approve the consent agenda for the August 25, 2022 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 agenda for the August 25, 2022 meeting. Barbara Smith seconded the motion and it was approved by a voice vote.

Treasurers' Report

Barbara Smith made a motion to approve the claims and financial reports for July 2022. Sharon Mathes seconded the motion and it was approved by a voice vote.

COMMUNICATIONS Presented by Alisa Burch, Director

Tiffany Thieneman has arranged for an experienced volunteer teacher, Elizabeth Redding, to conduct English as a Second Language classes at the library for adult learners. Classes will meet every other Thursday from 5 to 6 pm starting September 8, and every other Tuesday 11 am to 12 pm starting September 13.

Data service for Kajeet SmartSpots will not be renewed. Because these devices proved that they were not suitable for circulation at the library due to heavy content filtering and "dark periods",

HCPL loaned the Kajeet SmartSpots collection to South Harrison and Lanesville schools so that the schools may loan them to students who do not have home Internet access. The devices circulated only two times at the schools.

All paperwork for the e-Rate consortium for the 2023-2024 funding year has been sent to the Indiana State Library.

Cobb Heating & Cooling worked on Unit 3 at Main August 22. Steven Schifcar reported that they installed a “low amit” to prevent the unit from freezing.

Jessica Stroud provided an update regarding the HCPL app, stating that the integrated hoopla authentication is now functioning in the app and in the library’s online catalog, Enterprise. SirsiDynix discovered that a setting that is typically selected by default had been inadvertently deselected by SirsiDynix support staff. This was the only unresolved issue that remained.

Alisa applied for HCPL to become part of the Indiana Library Passport program.

2023 Budget Calendar:

September 22 – 2023 Budget Public Hearing at 3 pm prior to regular September board meeting

October 12 – Last day to post a notice to taxpayers (Budget Form 3) of proposed 2023 budgets and net tax levies

October 20 – 2023 Budget Adoption Meeting at 3 pm prior to regular October board meeting

November 8 – Last day for units to submit their 2023 budgets, tax rates and tax levies to the Department through Gateway as prescribed by the Department.

BUSINESS

The Lang Company submitted to HCPL a proposal for two Konica Minolta C360i copiers, which Alisa presented to the board. Roger Windell made a motion to approve the proposal in the amount of \$11,600.17. Derrick Grigsby seconded the motion, and it was approved by a voice vote.

Heritage Weekend is forthcoming in Lanesville; HCPL will have a booth at the festival. Jon Howerton made a motion to close the Lanesville branch on Saturday, September 10, 2022. Sharon Mathes seconded the motion, and it was approved by a voice vote.

Alisa informed the board the historical marker in front of the Corydon branch on Capitol Avenue either needs rewording or repainting. Sharon Mathes made a motion to research replacing the historical marker, to be purchased from Sewah Studios, with one that includes all of the history of the site of the Corydon branch. Suetta Tingler seconded the motion, and it was approved by a voice vote.

Alisa distributed information to the board about the Calm app. If purchased at the group rate, the app could be made available to all staff.

A discussion was held regarding forming a benefits subcommittee of the board. Derrick Grigsby recommended combining benefits and salary in one committee. Derrick, Barbara Smith and Kathy Crimans volunteer to serve on the Salary and Benefits Committee.

Alisa shared the 2023 budget forms that will be filed in Gateway.

Alisa distributed to the members of the board the Notice to Taxpayers [of a public hearing of the budget] for their review. Barbara Smith made a motion to approve the notice as presented. Jon Howerton seconded the motion, and it was approved by a voice vote. Alisa will submit the Notice to Taxpayers via Gateway.

The Salary and Benefits Committee of the board will meet to discuss ongoing salary considerations, then report to the full board. A meeting will be arranged.

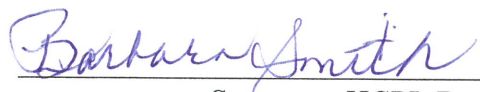
BOARD MEMBER COMMENTS

Barbara Smith said that she appreciates Derrick Grigsby's knowledge of finances, salaries, and benefits.

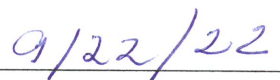
ADJOURNMENT

Roger Windell made a motion to adjourn the meeting at 3:53 p.m. Derrick Grigsby seconded the motion and it was approved by a voice vote.

The Board will meet again for the next regular Board immediately after the 2023 Budget Public Hearing at 3:00 p.m. on September 22, 2022 at the Corydon branch.



Secretary, HCPL Board of Trustees



Date

