

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
September 22, 2022**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on September 22, 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; Barbara Smith, Secretary; Derrick Grigsby, Treasurer; Jon Howerton, Sharon Mathes, and Roger Windell; Alisa Burch, Director, Jessica Stroud, Head of IT/Recording Secretary, and Kelly Powell, Business Manager. Suetta Tingler, Vice President, was absent.

Kathy Crimans called the regular meeting to order at 3:05 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 September 22, 2022 meeting. Sharon Mathes seconded the motion and it was approved by a voice vote.

Approval of the Agenda

Barbara Smith made a motion to approve the agenda for the September 22, 2022 meeting. Jon Howerton seconded the motion and it was approved by a voice vote.

Treasurers' Report

Barbara Smith made a motion to approve the claims, financial reports, and funds transfer within category 4 for August 2022. Roger Windell seconded the motion and it was approved by a voice vote.

COMMUNICATIONS Presented by Alisa Burch, Director

Graylin Porter reached out and said that Blue Dot is planning to do a podcast episode featuring a deep dive on all the library has to offer. That will be recorded on Thursday, September 29.

The SoIN Big Read for 2022 will feature the Newbery Honor book Ella Enchanted by Gail Carson Levine. Participants include the Arts Alliance of Southern Indiana, the Jeffersonville Township Public Library, the Floyd County Public Library and HCPL. The press kick off will be Thursday, October 5 at 10 am at the Arts Alliance office in New Albany. The program will run October through January.

Steven Schifcar had to call in Keith Jones Electric to work on a ballast replacement in the children's activity room September 21.

Windell's Carpet Care will clean the carpets at the Corydon branch on Saturday evening, September 24, and Sunday morning, September 25.

Alisa will be on vacation October 31 – November 4.

2023 Budget Calendar

September 22 – 2023 Budget Public Hearing @ 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 @ 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

Kelly Powell, HCPL Business Manager, presented the State of Indiana Quantity Purchase Agreement (QPA) to purchase a 2023 Ford Explorer 4x4 base model for Harrison County Public Library staff use. The purchase price for this vehicle is \$33,456.56, and it will likely become available to purchase early in 2023. Derrick Grigsby made a motion to approve purchasing the vehicle when it becomes available. Jon Howerton seconded the motion, and it was approved by a voice vote. HCPL will email a signed quotation and purchase order to confirm the purchase with Larkin Greenwood Ford.

Caitlin Gilley, custodian for the Frederick Porter Griffin Center, resigned. Avery Schifcar was hired as her replacement on September 7 at the Grade 2 minimum salary rate of \$11.00 per hour.

The Benefits and Salary Committee of the board distributed their formal recommendations to the full board. The committee recommends:

- giving an across-the-board 8.5% cost-of-living increase
- increasing the salary scale minimums and maximums by 10%
- that there will be no funds available for merit pay for 2023
- that the Calm App will not be added as a benefit for 2023

Jon Howerton made a motion to accept the committee's recommendations as presented by Derrick Grigsby. Roger Windell seconded the motion, and it was approved by a voice vote.

The 2023 Salary Increase, approved and adopted at this regular meeting, was signed by all board members who were present.

Derrick Grigsby made a motion to approve the 2022 Longevity Pay Schedule for HCPL staff as presented by Alisa Burch. Barbara Smith seconded the motion, and it was approved by a voice vote. The 2022 Longevity Pay Schedule was signed by all board members who were present.

Alisa Burch presented for the board members' review health insurance options for library staff, which were compiled and submitted by Don Leslie & Associates, Inc.

Alisa informed the board that a new two-sided historical marker from Sewah Studios would cost \$3,610.

Alisa presented to the board some considerations for reimagining library spaces, including integrating a MakerSpace. Alisa suggested that interested board members are welcome to tour local MakerSpaces along with her, Jessica Stroud, Head of IT, and Trevor Smith, Systems Administrator.

Alisa distributed to the board the full schedule for the October 11, 2022 HCPL Staff Education Day.

An Employee Appreciation Luncheon will be held during Staff Education Day to celebrate HCPL staff and recognize their tenure.

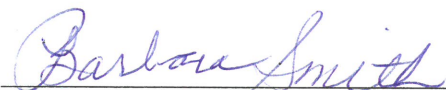
BOARD MEMBER COMMENTS

Sharon Mathes said that she appreciates the hard work of the Salary and Benefits Committee of the board.

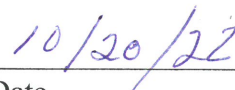
ADJOURNMENT

Jon Howerton made a motion to adjourn the meeting at 3:58 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 Adoption, to be held at 3:00 p.m. on September 22, 2022 at the Corydon branch.



Secretary, HCPL Board of Trustees



Date

