

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
December 15, 2022**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on December 15, 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; Sharon Mathes; Alisa Burch, Director; Jessica Stroud, Head of IT/Recording Secretary; and Graylin Porter of Blue Dot Harrison County. Jon Howerton and Roger Windell were absent.

Kathy Crimans called the regular meeting to order at 3:00 p.m. and announced that a quorum was present.

Public Input

There was no input from the public.

Consent Agenda

Sharon Mathes made a motion to approve the consent agenda for the December 15, 2022 meeting. Suetta Tingler 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 December 15, 2022 meeting. Sharon Mathes seconded the motion and it was approved by a voice vote.

Treasurers' Report

Suetta Tingler made a motion to approve the claims and financial reports for November 2022. Derrick Grigsby seconded the motion and it was approved by a voice vote.

COMMUNICATIONS Presented by Alisa Burch, Director

In December the library will be closed:

- Saturday, December 24 – Christmas Eve
- Monday, December 26 – Christmas
- Saturday, December 31 – New Year's Eve

In January the library will be closed:

- Monday, January 2 – New Year's Day
- Monday, January 16 – Martin Luther King Jr. Day

Keith Jones Electrical helped Steven Shifcar replace light fixtures on the flagpole at Palmyra on December 5.

The \$3,259 fee for the Indiana State Board of Accounts audit was deducted from the December HCPL's fall settlement of property, excise, LIT and CVET taxes.

PLAC fee to remain \$65 for 2023. The PLAC program allows library patrons to purchase a card that allows them to borrow materials directly from any public library in Indiana. Any individual who holds a valid Indiana public library card may obtain a PLAC card. The card is valid for 12 months after issuance.

The Arts Alliance of Southern Indiana has extended the deadline for the Art Unplugged Regional High School Show and Scholarship Competition from January 14 to February 15. All 9th – 12th grade students in Clark, Floyd and Harrison counties are eligible to participate.

Several staff are switching workspaces.

South Harrison Community School Board reappointed Barbara Smith to the Harrison County Public Library Board of Trustees. Her new term will expire on December 31, 2026.

BUSINESS

Derrick Grigsby made a motion to approve the SBOA Internal Control Guidelines Training Statistics, which certifies that 4 new employees received training for internal controls in 2022. Sharon Mathes seconded the motion and it was approved by a voice vote.

The HCPL Internal Controls Policy was reviewed and a motion was made by Sharon Mathes to accept the policy updates as noted. Barbara Smith seconded the motion and it was approved by a voice vote.

Derrick Grigsby made a motion to adopt the updated IRS mileage rate of 62.5 cents per mile for 2023. Barbara Smith seconded the motion and it was approved by a voice vote.

Derrick Grigsby made a motion that unless legal counsel John Colin advises something different, the library will proceed to pay the addendum to the contract with Sonitrol to upgrade the fire system to code. If John Colin concurs, Sonitrol would be asked to sign an official document stating that they would be responsible for any additional expenses to bring the system to code. Barbara Smith seconded the motion and it was approved by a voice vote.

BOARD MEMBER COMMENTS

Barbara Smith thanked Alisa for the Christmas cookies and stated that the library has done a great job this month with programs and Christmas programs for the children. Keep up the good work.

Suetta Tingler praised Nancy Rosenbaum of the Lanesville Branch for baking 34 gingerbread houses for a children's program. She stated that Alisa has made the library a very welcoming and warm place.

Kathy Crimans commented that the Fun Committee is promoting a lot of good feelings among the staff.

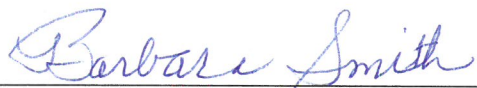
Sharon Mathes said she is looking forward to the January program (winter read) and it is very exciting with all the groups that are donating.

Jessica Stroud noted that it has been a pleasure to serve the board as recording secretary all these years and that she will miss it.

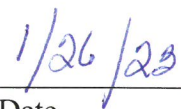
ADJOURNMENT

Sharon Mathes made a motion to adjourn the meeting at 3:39 p.m. Suetta Tingler seconded the motion and it was approved by a voice vote.

The Board will meet again on January 26, 2023, at 3:00 p.m. for the Board of Finance meeting followed by the regular Board meeting at the Corydon branch.



Secretary, HCPL Board of Trustees



Date

