

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
February 23, 2023**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on February 23, 2023. 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; Sharon Mathes, Vice President (joined by Zoom at 3:00 p.m.); Barbara Smith, Secretary; Jon Howerton, Suetta Tingler; Alisa Burch, Director; Jessica Stroud, Head of It; and Diana Lasky, Administrative Assistant/Recording Secretary. Derrick Grigsby, Treasurer and Roger Windell were absent.

Kathy Crimans called the regular meeting to order at 3:04 p.m. A quorum was present.

Public Input

There was no input from the public.

Consent Agenda

Jon Howerton made a motion to approve the consent agenda for the February 23, 2023, meeting; Suetta Tingler seconded the motion and it was approved by a roll call vote: Jon Howerton, yea; Suetta Tingler, yea; Sharon Mathes, yea; Barbara Smith, yea; and Kathy Crimans, yea.

Approval of the Agenda

Barbara Smith made a motion to approve the February 23, 2023 regular meeting agenda. Jon Howerton seconded the motion, and it was approved by a roll call vote: Jon Howerton, yea; Suetta Tingler, yea; Sharon Mathes, yea; Barbara Smith, yea; and Kathy Crimans, yea.

Treasurer's Report

Suetta Tingler made a motion to approve the claims and financial reports for January 2023. Jon Howerton seconded the motion and it was approved by a roll call vote: Jon Howerton, yea; Suetta Tingler, yea; Sharon Mathes, yea; Barbara Smith, yea; and Kathy Crimans, yea.

COMMUNICATIONS Presented by Alisa Burch, Director

In February the library was closed on Monday, February 20 for Presidents Day.

HCPL is searching for new staff for openings in reference and at Elizabeth. Two candidates have been offered positions in reference.

Eden Ransdell and Alisa will accompany Pete the Cat (Diana Lasky) to Heth Washington Elementary School on Monday, February 27. HWES won the visit by being the top reading school in the 2023 Winter Read Challenge. The entourage will visit each preschool through third grade classroom.

Sonitrol will do their annual fire test February 27 at Main and Genealogy at 7 a.m., February 28 at Palmyra at 7 a.m. and March 1 at 7 a.m. at Lanesville. As part of the test Sonitrol will test horns, hold canned smoke to each detector to test functionality, and test all pull stations.

The Indiana State Board of Accounts Annual Financial Report has been submitted and the Cash & Investments Combined Statement – 2022 will appear in the March 1, 2023, Corydon Democrat. A copy of the statement was given to board members.

The Indiana State Library Annual Report is complete and will be submitted once it has been signed by the library board president.

Steven Schifcar had to switch out a toilet tank in the first floor women's room at Main on February 23.

The status of the new 2023 Ford Explorer ordered through the Indiana State Quantity Purchase Agreement from Larkin Greenwood Ford is uncertain. Kelly was told there is a "commodity issue for gas engines on the Explorers." She will continue to check back with the dealership.

A Harrison County Public Library by the numbers handout that was created by Jessica Stroud which highlights the annual report numbers for 2022 was given to board members.

BUSINESS

Pamela Nemeth will be filling the circulation clerk opening at Main at the Grade 4 pay rate minimum plus one year experience beginning Saturday, March 4.

Barbara Smith made a motion to approve the HCCF Endowment Requests from the Nancy A. Keller Genealogy Library Fund in the amount of \$1,486.10 to enlarge digital storage space for HCPL's digital archives and from the Frederick Porter Griffin Fund in the amount of \$3,535.11 for CONTENTdm base subscription software to build and showcase the HCPL digital collections on a personalized website. Suetta Tingler seconded the motion and it was approved by a roll call vote: Jon Howerton, yea; Suetta Tingler, yea; Sharon Mathes, yea; Barbara Smith, yea; and Kathy Crimans, yea.

A motion was made by Jon Howerton to give all employees the opportunity to attend the Indiana Library Federation Regional Conference on April 28 at New Albany with approval to close branches as needed. Suetta Tingler seconded the motion and it was approved by a roll call vote: Jon Howerton, yea; Suetta Tingler, yea; Sharon Mathes, yea; Barbara Smith, yea; and Kathy Crimans, yea. Barbara Smith requested that some of the attendees of the conference report back to the board on what they learned.

Suetta Tingler made a motion to increase the 2023 non-resident library card fee to \$65. The motion was seconded by Barbara Smith and was approved by a roll call vote: Jon Howerton, yea; Suetta Tingler, yea; Sharon Mathes, yea; Barbara Smith, yea; and Kathy Crimans, yea.

The library board affirmed by email and voice that Alisa can proceed with forming a Lanesville branch committee to determine the next steps for the branch. Committee members will include Alisa Burch, Jessica Stroud, Trevor Smith, Nancy Rosenbaum, Kathy Crimans and Barbara Smith. The board recommended that input be sought from maker space enthusiasts and experts from the community.

Kathy Crimans signed the 2022 Indiana Public Library Report Signature Page.

The board members signed the treasurer's bond for Derrick Grigsby.

BOARD MEMBER COMMENTS

There were no comments from the board.

ADJOURNMENT

Jon Howerton made a motion to adjourn the meeting at 4:04 p.m. Suetta Tingler seconded the motion and it was approved by a roll-call vote: Jon Howerton, yea; Suetta Tingler, yea; Sharon Mathes, yea; Barbara Smith, yea; and Kathy Crimans, yea.

The Board will meet again for the next regular Board meeting at 3:00 p.m. on March 30, 2023, at the Main branch.

Barbara Smith
Secretary, HCPL Board of Trustees

3/30/23
Date