

**BOARD OF TRUSTEES  
HARRISON COUNTY PUBLIC LIBRARY  
MINUTES  
REGULAR MEETING  
July 27, 2023**

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A regular meeting of the Board of Trustees of Harrison County Public Library was held on July 27, 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; Barbara Smith, Secretary; Roger Windell and Jon Howerton. Also present: Alisa Burch, Director; Diana Lasky, Administrative Assistant/Recording Secretary; and Leah Porter of Blue Dot Harrison County. Derrick Grigsby, Treasurer; and Suetta Tingler were absent.

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

**PUBLIC INPUT**

Leah Porter, Blue Dot media recorder, thanked Sharon Mathes for commenting positively about the latest (Blue Dot – Our Favorite Reads of 2023 So Far) podcast. Leah noted that she is currently enjoying “essay-ettes” from *Analog Sea*, a Texas offline publisher.

**CONSENT AGENDA**

Roger Windell made a motion to approve the consent agenda for the July 27, 2023, 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 agenda for the July 27, 2023, meeting. Barbara Smith seconded the motion and it was approved by a voice vote.

**TREASURER’S REPORT**

Alisa Burch clarified acronyms used in the financial reports. FIT (financial institution tax) is received twice a year and LIT (local income tax), previously CAGIT certified shares, is received monthly. Barbara Smith made a motion to approve the claims and financial reports for June 2023. Sharon Mathes seconded the motion and it was approved by a voice vote.

**COMMUNICATIONS** Presented by Alisa Burch, Director

Upon nomination by Julie Moorman, HCCF President & CEO, Alisa was selected as one of thirteen Louisville Business First’s 2023 Nonprofit Visionary Leader Award honorees. A luncheon reception will be held on August 22 at the Galt House in Louisville, Kentucky.

Jessica Stroud and Alisa worked the HCPL pop-up library at the Corydon Farmers Market on July 21. Three new cards were issued, 39 people visited the booth, 12 books were distributed and 22 children played in the bubbles from the library bubble machine.

The Indiana Department of Local Government Finance (DLGF) released the 2024 maximum levy growth quotient of 4.000%.

The 2024 Budget Calendar will be

- August 9 – Alisa meets virtually with DLGF field representative Anna Culy
- September 21 – 2024 Budget Public Hearing @ 3 p.m. prior to the regular September board meeting
- October 12 – Last day to post a notice to taxpayers (Budget Form 3) of proposed 2024 budgets and net tax levies
- October 19 – 2024 Budget Adoption Hearing @ 3 p.m. prior to the regular October board meeting
- November 1 – Deadline for all taxing units to adopt 2024 budgets, tax rates and tax levies

Alisa distributed the HCPL proposed 2024 budget appropriations noting that PERF budgeting has been increased. Alisa asked the board to start thinking about 2024 salaries, noting the maximum growth quotient is 4%.

A proposed Makerspace policy developed by the IT department was distributed which will be reviewed at a future board meeting.

Jessica Stroud, Trevor Smith and Heather Wyss travelled to Louisville July 27 to investigate makerspace equipment.

The library is sponsoring the movie *Parent Trap* for Cinema on Chestnut Street on Saturday, August 5 at Bicentennial Park. The movie starts at dark. *Casper* will be sponsored in October.

August adult program calendars were distributed. A Human Trafficking presentation will be held on August 17. Purdue Extension will be providing programs on food budgeting and meal planning and Nikki will provide deer painting classes in August and September.

## **BUSINESS**

The Lanesville Makerspace is 45% complete. Construction pictures were presented showing outlets, drywall, trench for floor electrical outlets and a new electrical box. The first invoice of \$49,117.50 out of the total of \$109,150 has been received. A motion was made by Sharon Mathes to pay the first installment from the construction agreement. Roger Windell seconded the motion and it was approved by voice vote.

Interlibrary Loan, Education Reimbursement and Community Room policies were reviewed with recommended updates. Discussion was held concerning tuition reimbursement costs and it was recommended to raise the rate from \$500 to \$1,000 due to the higher costs of tuition rates. Roger Windell made a motion to approve all recommended updates in the Interlibrary Loan, Education

Reimbursement and Community Room policies. Jon Howerton seconded the motion and it was approved by voice vote.

To receive the e-Rate discount through the ISL Connectivity Grant Fund the board was presented the Commitment to Join Indiana State Library Consortium for Public Library Internet Access for Funding Year July 1, 2024 through June 30, 2025 resolution. The resolution was signed AYE by Kathy Crimans, Jon Howerton, Roger Windell, Sharon Mathes and Barbara Smith. The resolution was attested to by board secretary Barbara Smith.

A motion was made by Barbara Smith to close all branches of the library on October 9, 2023, for an in-house Staff Education Day and Employee Appreciation Luncheon. Sharon Mathes seconded the motion and it passed by voice vote.

Donna Seewer will move from substitute status (Grade1) to part-time employee (Library Clerk Grade 3) at the Corydon branch beginning on August 18.

### **BOARD MEMBER COMMENTS**

Sharon Mathes enthused, "Congratulations to Alisa. That is awesome!" (concerning the leadership award)


Kathy Crimans received a letter from the family of Ann Able. Kathy stated, "They were so appreciative of the help that the genealogy department had given them that they donated \$100. It shows what a good job the library is doing," and also said, "I'm delighted that people acknowledge the nice things that we do here."

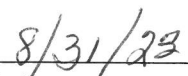
Barbara Smith said, "I'm glad that they're (the library) sponsoring the movie." She believes, "If they (people) see the library is sponsoring it, and know that the library is involved, maybe they'll come around a little more."

### **ADJOURNMENT**

Barbara Smith made a motion to adjourn the meeting at 3:29 p.m. Jon Howerton seconded the motion and it was approved by a voice vote.

The Board will meet again at 3:00 p.m. on August 31, 2023, for the regular Board meeting at the Corydon branch.

  
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Secretary, HCPL Board of Trustees

  
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Date

