

**BOARD OF TRUSTEES  
HARRISON COUNTY PUBLIC LIBRARY  
MINUTES  
REGULAR MEETING  
November 16, 2023**

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A regular meeting of the Board of Trustees of Harrison County Public Library was held on November 16, 2023. The meeting took place at the Lanesville branch of Harrison County Public Library, 7340 E. Pennington St., Lanesville, IN. Members of the Board of Trustees present: Kathy Crimans, President; Barbara Smith, Secretary; Jon Howerton, Pam Bennett Martin and Roger Windell. Also present: Alisa Burch, Director; Diana Lasky, Administrative Assistant/Recording Secretary; Jessica Stroud, Head of IT; Trevor Smith, Systems Administrator; Heather Wyss, Makerspace Specialist; and Leah Porter of Blue Dot Harrison County. Sharon Mathes, Vice President and Derrick Grigsby, Treasurer 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**

Roger Windell made a motion to approve the consent agenda for the November 16, 2023, meeting. Barbara Smith 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 November 16, 2023, meeting. Barbara Smith seconded the motion and it was approved by a voice vote.

**TREASURER'S REPORT**

Roger Windell made a motion to approve the claims and financial reports for October 2023. Barbara Smith seconded the motion and it was approved by a voice vote.

**COMMUNICATIONS** Presented by Alisa Burch, Director

Makerspace specialist Heather Wyss gave a presentation about the new makerspace including information on how to make appointments and makerspace use. Makerspace fees are for consumables only. There will be no charge for machine use. After the meeting, the board was given a makerspace tour with equipment demonstrations.

The Makerspace open house will be held Friday, December 1, with the open house beginning at 9:30 a.m. and a 10:30 a.m. Chamber of Commerce ribbon cutting ceremony. The Friends will pay for the refreshments. Janae Bailey will provide 50 cookies with the Makerspace logo and

other refreshments are still being decided. An invitational flier was created by Jessica Stroud and included in the Harrison County Chamber of Commerce “Chamber Chat” and eBlast. The Makerspace open house on Saturday, December 2 will be held from 10 a.m. to 2 p.m. with light refreshments. Jessica has made an additional flier for the public open house to be posted at all branches and sent in a library e-blast to patrons. One hundred eight invitations were sent to county and school officials.

Part-time employee Sharon Rudolph is transitioning to a substitute at Palmyra. Amanda Embrey and Megan Grindle who have been who have been working at the Grade 1 substitute pay rate are splitting Sharon’s hours and will move to the Grade 3 library clerk pay rate. Megan as a new employee will be at the Grade 3 minimum hourly rate of \$13.20 and Amanda who has three years of library clerk experience before becoming a sub will be paid \$13.98 an hour.

In December the library will be closed:

- Saturday, December 23 for Christmas Eve
- Monday, December 25 for Christmas
- Saturday, December 30 for New Year’s Eve

A proposal to transition from vacation and personal time to PTO (paid time off) with a provision to roll time over into a “sick bank” to be used when paid time off has been exhausted was distributed. The board requested that the information be provided in days and hours. The Benefits Committee decided to meet on Wednesday, December 6 at 3 p.m. at the Corydon branch to review the proposal and make a recommendation to the board of trustees at the December 14 meeting.

## **BUSINESS**

Pam Martin was welcomed to the library board. Introductions were made around the table. Martin stated that she was one of the originators of the Friends of the Library group and has been a longtime library supporter. An updated board contact list was distributed along with a list of board meeting dates with updated locations.

Pam Martin made a motion to accept the proposed slate of 2024 Board Officers by acclamation. Jon Howerton seconded the motion and it was approved by voice vote.

President – Kathy Crimans  
Vice President – Sharon Mathes  
Secretary – Barbara Smith  
Treasurer – Derrick Grigsby

## **BOARD MEMBER COMMENTS**

Barbara Smith said, “Welcome to Pam!” and “Heather did a great job (with her presentation) and has a wonderful personality.” Roger Windell concurred, “Very impressive.”

## **ADJOURNMENT**

Roger Windell made a motion to adjourn the meeting at 3:38 p.m. Pam Bennet seconded the motion and it was approved by a voice vote.

The Board will meet again at 3 p.m. on Thursday, December 14, 2023, for the regular board meeting at the Corydon branch.

Barbara Smith  
Secretary, HCPL Board of Trustees

12/18/23  
Date