

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
December 19, 2023**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on December 19, 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; Barbara Smith, Secretary; Pam Bennett Martin and Roger Windell. Also present were Alisa Burch, Director and Diana Lasky, Administrative Assistant/Recording Secretary. Sharon Mathes, Vice President; Derrick Grigsby, Treasurer; and Jon Howerton were absent.

Kathy Crimans called the regular meeting to order at 3:15 p.m. and announced that a quorum was present.

PUBLIC INPUT

There was no input from the public.

CONSENT AGENDA

Pam Bennett Martin made a motion to approve the consent agenda for the December 19, 2023, meeting. Barbara Smith seconded the motion and it was approved by a voice vote.

APPROVAL OF THE AGENDA

Roger Windell made a motion to approve the agenda for the December 19, 2023, meeting. Barbara Smith seconded the motion and it was approved by a voice vote.

TREASURER'S REPORT

Barbara Smith made a motion to approve the claims, financial reports and transfer of funds for November 2023. Pam Bennett Martin seconded the motion and it was approved by a voice vote.

COMMUNICATIONS Presented by Alisa Burch, Director

Alisa Burch presented the upcoming library closures.

In December the library will be closed:

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

In January the library will be closed:

- o Monday, January 1 for New Year's Day
- o Monday, January 15 for Martin Luther King Day

A copy of the Corydon Democrat coverage of the Lanesville Makerspace ribbon-cutting was presented.

A printout of the Blue Dot coverage of the Lanesville Makerspace ribbon-cutting was provided.

Registration has begun for the 2024 Read to Feed Harrison County Winter Challenge. The challenge runs from January 1-31. The program is open to all ages and all reading materials count. If the community reaches the reading goal of 10,000 books Harrison County Community Services will receive \$1,000 from Duke Energy, \$1,000 from Lucas Oil, \$250 from Eckart Supply, \$250 from Caesars Southern Indiana and \$200 from the Harrison REMC.

Alisa Burch attended the District 6 Directors Meeting at the Tyson Library in Versailles, Indiana, December 8.

Steven Shifcar received notice from Superior Signs that the HCPL logos on the outdoor Elizabeth and Palmyra signs will be replaced in mid to late February.

Alisa Burch received HCPL's 1782 Notice Year Budget, Year 2024 on December 12. The budget was fully funded. The county's assessed value (\$2,480,076,425) was higher than the estimated figure so the adopted rate of \$0.0926 was reduced to \$0.0743. HCPL's tax levy for 2024 is \$1,844,981.00.

BUSINESS

The report and policy proposal to move from vacation and personal time to Paid Time Off (PTO) with the option to rollover 2 days per year from Active Paid Time Off (APTO) and the option to place up to 112.5 hours/15 days per year into a Reserve Paid Time Off (RPTO) was presented. Discussion was held. Barbara Smith made a motion to accept the committee's recommendation with the addition of grandparent and grandchild to the list of the immediate family members as designated for RPTO. Roger Windell seconded the motion and it was approved by voice vote. The adopted policy will begin in 2024. The first rollovers and RPTO will become effective in 2025.

Discussion was held concerning mileage for 2024. As the federal rate usually changes in January, a motion was made by Pam Bennet Martin to keep the current rate of 62.5 cents per mile and have the board revisit the policy in January or as soon as the new federal 2024 rates have been approved. Roger Windell seconded the motion and it was approved by voice vote.

Roger Windell made a motion to approve the SBOA Internal Control Guidelines Training Stats for the 2023 year. Barbara Smith seconded the motion and it was approved by voice vote. The appropriate signatures were obtained from the board.

Roger Windell asked if Alisa had ever had any follow-up or proposal from the O'Bannon's concerning facility rental of their property. Alisa has received no updates, notifications or proposals.

BOARD MEMBER COMMENTS

There were no board member comments.

ADJOURNMENT

Roger Windell made a motion to adjourn the meeting at 3:45 p.m. Pam Bennet Martin seconded the motion and it was approved by a voice vote.

The Board will meet again at 3 p.m. on Thursday, January 25, 2024, for the Board of Finance meeting followed by the regular board meeting at the Corydon branch.

Barbara Smith
Secretary, HCPL Board of Trustees

2/29/24
Date