

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
February 29, 2024**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on February 29, 2024. 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; Pam Bennett Martin and Roger Windell. Also present: Alisa Burch, Director; Diana Lasky, Administrative Assistant/Recording Secretary and Leah Porter of Blue Dot Harrison County Podcast. Derrick Grigsby, Treasurer; and Jon Howerton were absent.

Kathy Crimans called the regular meeting to order at 3 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 February 29, 2024, meeting. Sharon Mathes seconded the motion and it was approved by a voice vote.

APPROVAL OF THE AGENDA

Pam Bennett Martin made a motion to approve the agenda for the February 29, 2024, meeting. Barbara Smith seconded the motion and it was approved by a voice vote.

TREASURER'S REPORT

A motion was made by Barbara Smith to approve the claims and financial reports for January 2024. Sharon Mathes seconded the motion and it was approved by a voice vote.

COMMUNICATIONS Presented by Alisa Burch, Director

The Read to Feed Winter Challenge coverage made the front page of the Democrat on January 31.

The State Board of Accounts Annual Financial Report (AFR) was submitted by Derrick Grigsby on February 13 through the Indiana Gateway. The Cash & Investments Combined Statement – 2023 was printed in the legal notices of the February 21 edition of the Corydon Democrat.

The final results for the 2024 Read to Feed Harrison County Winter Challenge were 21,253

books read and logged with 1,757 participants. (The number includes patrons, teachers and students.) \$2,700 was raised for Harrison County Community Services.

Alisa submitted the Indiana State Library Report on February 21 ahead of the March deadline.

Kathy Crimans and Alisa represented the library at the County Commissioners meeting on February 20 and the County Council meeting on February 26. Fliers were distributed with library information and program offerings. Makerspace stickers were given and samples were shown to the representatives. The Adventure Walk, Library of Things/Toys and Eclipse programs were also promoted. They both reported that it was a positive experience.

Eden Ransdell and Alisa accompanied Pete the Cat (Connie Gresham) to Corydon Elementary School on Tuesday, February 27. CES was the top reading school in the 2024 Winter Read Challenge. There were two assembly sessions. Eden read and sang (with guitar) the book *Pete the Cat: Rocking in My School Shoes*. Each student was able to interact with Pete the Cat when leaving the sessions.

Stephen Schifcar reported to Alisa that the boxwoods in the landscaping at Lanesville, Corydon and Palmyra are dying and need to be replaced. Costs have not been submitted at this time. There are funds allocated for landscaping.

The HCPL app is functional again. The app was down while the Library Information System (LIS) providers negotiated terms between the backend service providers.

Trevor Smith has created Makerspace tutorials for the 3D printer, Cricut, serger, sewing machine and VHS digitizer. The tutorials have been added to HCPL's Niche Academy page and linked to the Makerspace web page. More tutorials will be added in the future.

Alisa will be out of the library from March 16 – March 22.

The library will be hosting Shakespeare in the Park on Friday, May 10 at 6:30 p.m. at the Corydon Capitol State Historic Site for *The Tempest*. HCPL has partnered with The Arts Alliance of Southern Indiana "SoIN to Shakespeare Tour." Hayswood Theatre is the rain location. There will be a book discussion tie-in with the director Martin French in April.

BUSINESS

Roger Windell made a motion to increase the Paid Card Fee from \$65.00 to \$68.00 as required by the money spent per capita from the 2023 State Library Report. Barbara Smith seconded the motion and it was approved by voice vote.

A proposed update to the Credit Card Policy was distributed. Alisa pointed out the requested changes. The board will review and discuss the policy at a future meeting.

A motion was made by Pam Bennett Martin to close the Main branch for staff to attend training on April 19 at the ILF Regional Conference held at Floyd County Library in New Albany.

Sharon Mathes seconded the motion and it was approved by voice vote. Thirty-six staff members will attend. All other branch locations will be staffed and remain open.

Alisa presented the need to renovate the area between the director and the business manager's office to make space for an assistant director. Discussion was held about removing a wall, adding lighting and updating the floor. Sharon Mathes made a motion to allow the library/Alisa to move forward with any renovations required to create the office space for an assistant director that includes updating flooring. Roger Windell seconded the motion and it was approved by voice vote.

A discussion was held concerning updating the lighting at the Lanesville and Palmyra branches. Updating is recommended to improve light levels and future cost-effectiveness. Barbara Smith made a motion to upgrade the lighting at Lanesville for \$3,760.00 to convert 25 eight-inch and 7 six-inch florescent lights to LED lighting and at Palmyra for \$4,585.00 to convert 39-can lights to LED lighting by Keith Jones Electrical Service. Pam Bennett Martin seconded the motion and it was approved by voice vote.

BOARD MEMBER COMMENTS

Pam Bennett Martin wondered if the library is interested in partnering or providing activities during the Popcorn Festival on July 5 and 6. If interested, Pam will make sure that library activities are included in the festival's publicity.

The board brainstormed on possible opportunities to get the word out about library activities. The ideas generated were:

- Storywalk (Adventure Walk) tie-in to the popcorn festival
- Work with HCCF to send mailers to the Dolly Parton Imagination Library participants
- Fliers or activities at the new family-friendly restaurant to open downtown – Fat Dough
- Request the library be a stop or event place for Leadership Harrison County
- Put fliers or literature in the Little Free Library
- Billboard promoting the library app
- Corydon Cinema ad – but attendance at movies is low

Pam stated, "It is incredible what is really offered (at the library)."

ADJOURNMENT

Roger Windell made a motion to adjourn the meeting at 3:48 p.m. Barbara Smith seconded the motion and it was approved by a voice vote.

The Board will meet again at 3:00 p.m. on March 28, 2024, for the regular Board meeting at the Corydon branch.

Barbara Smith
Secretary, HCPL Board of Trustees

3/28/24
Date