

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
October 31, 2024**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on October 31, 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; Derrick Grigsby, Treasurer; Jon Howerton, Roger Windell, members at large; Alisa Burch, Director, Jessica Stroud, Assistant Director/interim Recording Secretary; Trevor Smith, Systems Administrator; Leah Porter of Blue Dot Harrison County; Janna Schickel and Tara Beckman of the 2025 class of Leadership Harrison County. Pam Bennett Martin was absent.

Kathy Crimans called the regular meeting to order at 3:35 p.m. and stated that 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 October 31, 2024 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 October 31, 2024 meeting. Sharon Mathes seconded the motion and it was approved by a voice vote.

Treasurers' Report

Barbara Smith made a motion to approve the claims and financial reports for September 2024. Jon Howerton seconded the motion and it was approved by a voice vote.

COMMUNICATIONS Presented by Alisa Burch, Director

In November the library will be closed:

- Monday, November 11 - Veterans Day
- Wednesday, November 27 – Close at 5 pm for Thanksgiving
- Thursday, November 28 - Thanksgiving

- Friday, November 29 – Thanksgiving

Trevor Smith, Systems Administrator provided an update regarding the ongoing interlibrary loan situation. HCPL has adopted OCLC WorldShare for interlibrary loan service. Once staff are trained, interlibrary loan circulation will resume.

Staff Education Day update

Brandy Wilkerson was hired at the Grade 12 pay rate on October 21, 2024, to replace Kelly Powell as business manager when she retires on November 21, 2024.

Elizabeth Esarey was hired on October 24, 2024, for the circulation/makerspace assistant position at Lanesville at the Grade 4 pay rate.

The Indiana Department of Health will bring their Mobile Health Van to Palmyra from 11 am to 4 pm Friday, November 8, and Thursday, November 11 to offer Flu under/over 65, and the latest COVID Vaccines.

Keith Jones Electrical has been working on installing the LED lighting upgrades for nearly two weeks.

Trevor Smith, Systems Administrator, was present and provided details about his position at HCPL.

BUSINESS

Regarding the executive session, Derrick Grigsby made a motion to approve Alisa's making a bid on real property with the terms as discussed in the executive session. Roger seconded the motion, and it was approved by a voice vote.

Alisa presented the employee health insurance renewal plan. Jon Howerton made a motion to approve the plan as presented. Sharon Mathes seconded the motion, and it was approved by a voice vote.

Alisa distributed 2025 HCPL pay period and board meeting dates for the board's review. Derrick Grigsby made a motion to approve the pay periods and board meeting dates as presented. Roger Windell seconded the motion, and it was approved by a voice vote.

A discussion was held regarding an across-the-board salary increase for 2025. Roger Windell made a motion to increase pay 3%, the same pay raise amount as the county. Barbara Smith seconded the motion, and it was approved by a voice vote.

Jon Howerton made a motion to adopt the following slate of officers for the HCPL board of trustees in 2025:

Kathy Crimans, President
Sharon Mathes, Vice President
Barbara Smith, Secretary
Jessica Stroud, Treasurer

Roger Windell seconded the motion, and it was adopted by a voice vote.

BOARD MEMBER COMMENTS

Barbara Smith said that she enjoyed the HCPL employee appreciation luncheon [held October 14] and putting faces to names. She relayed that everybody gets along and is a happy family. She also said that she is anxious to start a new adventure.

Jon Howerton said the he was happy to see the passing of the [2025] budget and that Alisa does a great job of preparing the budget, which is not easy.

ADJOURNMENT

Barbara Smith made a motion to adjourn the meeting at 3:58 p.m. Derrick Grigsby seconded the motion and it was approved by a voice vote.

The Board will meet again for the next regular Board meeting at 3:00 p.m. on Thursday, November 21, 2024, at the Corydon branch.

Secretary, HCPL Board of Trustees

Date