

**BOARD OF TRUSTEES
HARRISON COUNTY PUBLIC LIBRARY
MINUTES
REGULAR MEETING
June 26, 2025**

A regular meeting of the Board of Trustees of Harrison County Public Library was held on June 26, 2025. The meeting took place at the Palmyra branch of the Harrison County Public Library, 689 Haub Street NE, Palmyra, IN 47164. Members of the Board present: Kathy Crimans, President; Sharon Mathes, Vice-President; Barbara Smith, Secretary; Derrick Grigsby, Jo Ann Spieth-Saylor, Alisa Burch, Director, Jessica Stroud, Assistant Director/Treasurer & Recording Secretary, Nikki Esarey, Palmyra Lead Circulation Associate, and Leah Porter of Blue Dot Harrison County. Pam Bennett Martin and Sharon Rothrock were absent.

Kathy Crimans called the regular meeting to order at 3:02 p.m. and stated that a quorum was present.

Public Input

There was no public input.

Consent Agenda

Jo Ann Spieth-Saylor made a motion to approve the consent agenda for the June 26, 2025 meeting. Barbara Smith seconded the motion and it was approved by a voice vote.

Approval of the Agenda

Sharon Mathes made a motion to approve the agenda for the June 26, 2025 meeting. Jo Ann Spieth-Saylor 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 May 2025. Sharon Mathes seconded the motion and it was approved by a voice vote.

COMMUNICATIONS Presented by Alisa Burch, Director

HCPL received notification of an Indiana State Board of Accounts audit for the years 2021-2024 on June 18.

As of June 23, 1,266 people are registered for the Summer Reading Challenge.
Breakdown:

- Adults = 280
- Babies = 53
- Teens – 7-12th grades = 134
- Youth – Age 2- 6th grade = 799

Community Conversation dates for the next HCPL 5-year strategic plan:

- Palmyra Branch – 6 pm, today
- Elizabeth Branch – 6 pm, July 31
- Harrison County Community Foundation Meeting Room – 6 pm, August 26

HCPL is sponsoring the Cinema on Chestnut movie showing as part of the Downtown Merchants Christmas in July celebration at dusk on Saturday, July 26. Film title to be announced.

HCPL's InfoExpress two-day-a-week delivery service was renewed June 17 at the cost of \$2,448. The renewal cost was reduced due to a \$610 Indiana State Library Subsidy and a \$210 Resource Sharing Subsidy.

Survey update: 180 local residents have submitted HCPL planning surveys.

SEA 1 sets the 2026 Maximum Levy Growth Quotient at 4%.

Alisa will attend the ILF Budget Workshop on July 11 at Anderson Public Library.

Alisa will meet virtually with HCPL's Department of Local Government and Finance Field Representative Benjamin Swift on July 29.

2026 Budget Calendar

- **July 15** – DLGF provides each library with the maximum allowable budget able to be adopted by the library board and the threshold that would trigger the budget to be adopted by the Harrison County Council.
- **July 15** – DLGF provides each library unit with an estimate for the 2026 non-property tax revenues, FIT, CVET, and Excise, based on historical distribution amounts.
- **July 31** – Deadline for DLGF to provide each taxing unit with an estimate of the property tax cap loss (circuit breaker impact) for the ensuing year.
- **August 28 – 2026 Budget Hearing @ 3 pm** before the regular August board meeting.
- **September 25 – 2026 Budget Adoption Meeting @ 3 pm** before the regular September board meeting.
- **November 3** – Deadline for all taxing units to adopt 2026 budgets, tax rates, and tax levies.

Nikki Esarey, Palmyra lead circulation associate, provided an update about the Summer Reading Challenge youth and adult events and regular adult classes that take place at the branch.

BUSINESS

Alisa distributed proposed updates to the HCPL Rules of Conduct for board review. Sharon

Mathes made a motion to adopt the updated Rules of Conduct as presented. Barbara Smith seconded the motion, and it was approved by a voice vote.

An updated draft of the employee personnel handbook was distributed for review.

The SirsiDynix quote for a two-year maintenance agreement and added gratis services were presented for review. Jo Ann Spieth-Saylor made a motion to approve the amounts quoted for the first and second years. Sharon Mathes seconded the motion, and it was approved by a voice vote.

Kathy Crimans' board seat is up for renewal on December 31, 2025. Alisa asked Kathy if she would be willing to serve another term. Kathy confirmed that she would like to continue to serve on the board.

BOARD MEMBER COMMENTS

Barbara Smith said that she is very impressed with Nikki [Esarey] and the things that she does. She is very creative.

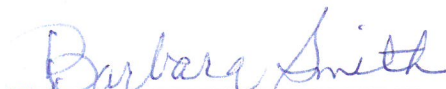
Jo Ann Spieth-Saylor said that it is amazing, all of the opportunities for activities at all HCPL branches.

Kathy Crimans said to Nikki Esarey, "We are thankful for you."

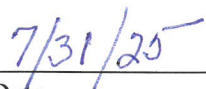
ADJOURNMENT

Derrick Grigsby made a motion to adjourn the meeting at 3:31 p.m. Barbara Smith 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, July 31, 2025, at the Elizabeth branch.



Secretary, HCPL Board of Trustees



Date

