

**JOSEPH T. SIMPSON PUBLIC LIBRARY ANNUAL MEETING**  
**JANUARY 14, 2020 at 7:00 pm**  
**Meeting Room B Lower Level**

*Mission: Joseph T. Simpson Public Library is a community center for learning and leisure.*

*Vision: Simpson Public Library is a dynamic community asset that inspires lifelong learning, advances literacy, and connects people with resources for knowledge, discovery, and enrichment.*

*Core Values: Lifelong Learning, Community, Service, Access*

**Minutes**

Glen Osborn called the meeting to order at 7:00 pm.

Roll Call: Attending – Nick Johnson, Rob Moran, Cindy Mortzfeldt, Glen Osborn, Leah Roshetar, Patty Sanker, Judy Souleret, Alan Vandrew, Jim Van Kirk, Allen Warshaw, Johnathan Williams, Earnie Zimmerman, and Marilyn Zywiec. Excused – Karen Cochran, Annie Standley and Donna Weldon. Absent – Pat Vance. Staff: Sue Erdman

- I. Visitor Recognition: Friends Representative Michael Kinney
- II. Election of Trustees: On a MOTION from the governance committee, Cindy Mortzfeldt nominated following individuals to serve as trustees:
  - Alan Vandrew and Allen Warshaw for a two-year term expiring January 2022;
  - Rob Moran and Annie Standley for a three-year term expiring January 2023; and
  - Glen Osborn, Judy Souleret, and Jonathan Williams for an additional three-year term expiring January 2023.The MOTION was unanimously adopted.
- III. Minutes of the January 8, 2019 Annual Meeting were provided. The minutes were approved unanimously as presented on a Cindy Mortzfeldt/ Marilyn Zywiec MOTION.
- IV. Treasurer's Annual Report (Jim Van Kirk):
  - Balance Sheet, Profit & Loss YTD Actual vs. Full Year Budget Statement, and Detailed Profit & Loss YTD Actual vs. Full Year Budget Statement for period ending December 31, 2019 were provided.
  - Jim reported that revenues were \$69,475 over budget and expenses were \$1,042 over budget. The pre-audit ending balance was \$68,433. The TFEC endowment balance as of November 30 was \$313,391.19 and the book endowment was \$22,518.92. The Orrstown Operating Reserve as of December 31 was \$358,833.92. The account started at \$300,000.00
  - The Balance Sheet and the Profit & Loss YTD Actual vs. Full Year Budget will be placed on file for audit.
- V. Strategic Plan 2019-2024 Review: The Plan with 2019 Year-End Updates was provided. Cindy reported that we will discuss the Plan and what was accomplished at the March Retreat. Sue has begun that process by updating the actions steps.

- VI. 2019 Highlights: The committee highlights for the 2019 annual report were provided.
- VII. Executive Director's Annual Report: The Executive Director's 2019 Highlights Report was provided. Sue reported that staffing was a real challenge last year. We have new children, teen and volunteer coordinators and a new facilities manager. We had a successful summer learning program. The decline in circulation continues. Book checkouts were down 2%. Electronic checkouts continue to increase with eBooks up 6% and eAudio up 22%. 2020 will be the 4<sup>th</sup> year we have increased our funding in eBooks and eAudio. We provided \$5,000, \$5,000, and \$ 8,000 to the district library for purchase of electronic materials in 2017 – 2019. In 2020, \$12,000 has been budgeted. The advantage of these items is that they do not have to be shelved
- Judy noted that the number of library visits has increased. Glen noted that the number of program and attendance are up.
- VIII. Resolutions: Glen presented a board resolution to Nick Johnson which thanked him for his service to the library the past three years. Resolutions will be presented to Karen Cochran and Pat Vance at a later date.
- IX. Other Business: None
- X. Adjournment: Glen adjourned the meeting at 7:15 pm.

Respectfully submitted,

Judy Souleret  
Secretary

