I. Joseph T. Simpson Public Library Board of Trustees Meeting

A. Meeting Date:: October 14, 2025 at 7:00 pm at the Learning and Book Sale Center and via Boardable Video

B. Attendees:

Attendance

Members

Present: Sue Erdman, Karen Cochran, Rob Moran, Patricia Leib, Ed Blum, Thomas Topolski, Sandra McIntyre, David Carll

Remote: Belinda Lawrence

Absent: Arn Howald, Heather Knisely, Corrin Ruggiero, Dwight Utz, Elizabeth Seidel

Guests

Present: Lizzy Seidel

II. Call to Order

Tom called the meeting to order at 6:59 pm.

III. Roll Call

Attendance verified

IV. Mission and Vision

A. MISSION: The Joseph T. Simpson Library is the community's library, responsive to needs and desires for knowledge, understanding, enrichment, entertainment, and connection. VISION: The Joseph T. Simpson Library will thoughtfully meet the needs and desires of an ever-changing community. Serving as a trusted source and inspiration for lifelong engagement, the Library will welcome all, responding to a dynamic and evolving world by providing resources and programs that inform, promote understanding and personal enrichment, and strengthen community connections.

V. Review Agenda

VI. Public Comment Period (limited to 3 minutes per person; maximum of five persons)

No members of the public in attendance.

VII. Visitor Recognition

Lizzy Seidel, incoming Executive Director was in attendance and Denise Bordner from Friends participated remotely.

A. Lizzy Seidel, Friends representative Denise Bordner

VIII. Motion to appoint Karen Cochran to fill an unexpied term ending January 2028

Motion to appoint Karen was made by Dave and seconded by Trish. Motion carried. She will be assuming Allen Warshaw's vacancy.

IX. Consent Agenda

Motion to approve consent agenda made by Sandra and seconded by Tom. Motion carried.

A. Board Meeting Minutes

There was discussion about inability to access the meeting minutes. Sue attempted to resolve the issue with Boardable but sent them out via email. We will work to try to resolve the issue before the next meeting.

B. Cumberland County Library System (CCLS) Board, Finance Committee, and Foundation

1. September board meeting and October finance meeting notes

C. Committee Reports

1. Business and Individual Solicitations Committee

2. Capital Campaign Committee

As of 10.11.25, the totlal amount of pledges and amount received is $1,787,432.19.

3. Finance Committee

Trish indicated that there has been little change in the finances since the last meeting. She noted the pledges should cover the cost of the building but there is still a shortfall to pay back funds from operating reserve. It is at the point in the Capital Campaign that undesignated funds should be applied at the discretion of the Board rather than automatically being directed to the Capital Campaign.

We currently stand at 96% of budgeted income and 87% of budgeted expenses. Capital adjustments will modify that and Trish will work with the auditor to make those updates prior to the end of the year.

Dave made a recommendation to include a representative from the Finance committee on the Property committee so that there is better visibility between the two.

Continuing to monitor the status of the PA state budget and implications to libraries.

4. Governance and Operations Committee

X. Treasurer's Report

XI. Friends of the Library Report

Denise indicated that preparation is continuing for the book sale the weekend of October 17. YTD book sale proceeds have been $67k and online sales have netted $17k.

National Friends of Libraries Week is October 19-25. Friends re exploring ideas for that week.

The Friends group is working on the 2026 budget. Sue indicated that the Friends may have some additional dollars in 2025 that could be contributed to the Capital Campaign.

A. Friends representative Denise Bordner

XII. Board Continuing Education

A. Pennsylvania Library Association call to action regarding state budget

XIII. Unfinished Business

There does not appear to be much momentum in getting the PA State budget passed. If Board members want to contact local representatives to attempt to push it forward, a letter was supplied or board members can write their own letters or make calls.

XIV. New Business

A. Municipal and School Officials Breakfast Wednesday, November 12 at 7:15 am at the LBSC

Board members ar3 encouraged to attend and invitations will be sent.

B. Municipal visits scheduled for December (Shiremanstown in November)

Sue will work on getting schedules in place for attendance.

XV. Strategic Plan

Tom noted that we have not been making progress reports on the strategic plan and suggested specific parts of the plan be reviewed at each Board meeting to ensure continued action. It would be helpful to have well-defined goals that can be tracked for success. Tom is going to follow up with Dwight.

XVI. Executive Director's Report

Arm has been working to fill vacated Reference positions. Sue indicted that there will be several staff members out in the coming weeks due to a variety of personal issues.

Rob asked about the investment in the PANO membership at $3,000 every five years.sue feels like she gets value but it should be reassessed.

The CCLS website is being upgraded to meet compliance issues. Simpson must use this website but we can modify some of the data to improve access within the formulated constraints.

The new meeting room software is going through a two week implementation.

XVII. Sharing for the Good of the Order

The Upper Allen Fall Festival was well attended and about 10% or 500 individuals stopped at the library booth.

Next item for discussion was the recruitment of new trustees and next steps. After some discussion, in an effort get positions filled and individuals acclimated by the new year, the decision was made to move forward with a vote. Sandra made a motion with Dave seconding to offer trustee positions to the four candidates interviewed. Unanimous approval with Karen abstaining.

Tom and Sue will work together to determine which new members will be filling each vacancy with the goal of having the terms overlapping and not concurrent.

XVIII. Next Meeting Date: November 11, 2025 at 7::00 pm at the Learning and Book Sale Center

Tom provided a sneak peek of agenda items for November to include the 2026 budget and considering have trustees sign confidentiality agreements.

Lizzy wants to come in and get acclimated before making a determination of what she might need from the board members. Her start date is November 10.

XIX. Adjournment

Meeting adjourned at 8:38 pm with. Motion by Dave and seconded by Tom.