I. Joseph T. Simpson Public Library Annual Meeting

a. January 14, 2025, 4:00 - 8:00 pm

Attendance

Members

Present: Sue Erdman, Patty Sanker, Arn Howald, Rob Moran, Heather Knisely, Patricia Leib, anne Fiorenza, Ed Blum, Thomas Topolski, Belinda Lawrence, Sandra McIntyre, Corrin Ruggiero, Dwight Utz

Remote: David Carll

Absent: Donna Weldon, Karen Cochran, Alan Vandrew, Karis Hazam

II. Call to Order

The meeting was called to order at 4:04 PM

III. Visitor Recognition

a. Friends Representative Anne Fiorenza

IV. Election of New Trustees

A motion was made by Sandra to approve the election of the new trustees - Ed seconded the motion. Unanimous roll call vote - approved by all.

a. Trish Leib, 2nd term ending January 2028

b. David Carll and Dwight Utz, 1st terms ending January 2028

V. Minutes of Previous Annual Meeting

A motion was made by Heather to approve the meeting minutes from the last Annual Meeting - Tom seconded the motion. Unanimous roll call vote - approved by all.

VI. Treasurer's Annual Report

Trish presented a few of the reports to the board to provide some specifics regarding the library's overall financial picture. The board discussed a new auditor selection.

VII. Strategic Plan 2019-2024 Review

Tom provided the board with an update. More specifics to be discussed during the Board Retreat.

VIII. Highlights of 2024

Sue reviewed this document with the board. Items that were discussed by the board members here
- Post open positions at local colleges.
- Discussion regarding Beautify the Barriers enhancements.
- This document could be used as a public relations document.
- Request from board members to discontinue additional discussions around Beautify the Barriers.

IX. Executive Director's Annual Report

a. 2024 Statistics

Comments were made regarding the 2024 statistics.

X. Resolutions for Outgoing Board Members

a. Patty Sanker, Alan Vandrew, and Donna Weldon

Alan and Donna were not present at the meeting to receive their recognition . Tom presented Patty with her certificate and thanked her for her many years of service.

XI. Adjournment

A motion was made by Trish to adjourn the meeting - Belinda seconded the motion. Unanimous roll call vote - approved by all.

XII. Regular Meeting January 14, 2025

All attendees for this meeting were the same as the Annual Meeting (recorded in the minutes above)

XIII. Call to Order

The meeting was called to order at 4:55 PM

XIV. Election of Officers for a one year term ending January 2026

a. President Thomas Topolski, Vice President Ed Blum, Secretary Sandra McIntyre, Treasurer Trish Leib, Assistant Secretary Heather Knisely, and Assistant Treasurer Belinda Lawrence

A motion was made by Rob for the election of officers for a one year term - Patty seconded the motion. Unanimous roll call vote - approved by all.

XV. Public Comment Period (limited to 3 minutes per person; maximum of 5 persons)

XVI. Visitor Recognition

a. Friends Representative Anne Fiorenza

XVII. Consent Agenda

a. November 2024 board meeting minutes

b. Cumberland County Library System

c. Committee Reports

1. Executive Committee

2. Governance Committee

XVIII. End of Consent Agenda

A motion was made by Patty to approve everything included in the consent agenda - Heather seconded the motion. Unanimous roll call vote - approved by all.

XIX. Treasurer's Report (covered during annual meeting)

XX. Friends of the Library Report

Anne provided the board with the Friends update. The Friends came out $11,000 over budget.

a. Friends Representative Anne Fiorenza

XXI. Strategic Plan

The group has been meeting bi-weekly. Specific will be discussed more during the retreat.

XXII. Executive Director's Report

Sue provided the board with her November/December updates.

XXIII. Adjournment

A motion was made by Sandra to adjourn the meeting - Trish seconded the motion.
Unanimous roll call vote - approved by all.

XXIV. Dinner Break

XXV. Board Retreat

The Board Retreat started at 5:30 PM

a. Introductions

1. A Short, 1-2 minute introduction of yourself to the group, with one fun fact everyone else is unlikely to know

Each member took a turn participating in the introductory activity.

b. 2025 budget and financial status review

- Where are we going? What do we want to do?
- Tom made comments regarding the library's financial picture.
- Discussion regarding potential revenue for renting space in the new building. The current meeting room policy will apply to the new building as well.
- Meeting room policy will need to be reviewed and updated.

c. Role of trustees and role of the board

- Review of expectations and core board responsibilities.
- Governance and fiduciary responsibilities
- Fundraising

_ Advocacy and outreach

- Strategic planning and vision

d. Board organization and operations

- Committee structure - committee and members
- Communications
- Meeting frequency
- Discussion regarding the library's use of social media

e. Strategic vision and planning

f. Open discussion

Board Retreat adjourned at 8:02 PM