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

A. Meeting Date:: April 8, 2025 at 7:00 pm at the Learning and Book Sale Center and via Boardable Video, if needed

B. Attendees:

Attendance

Members

Present: Sue Erdman, Arn Howald, Rob Moran, Patricia Leib, Ed Blum, Thomas Topolski, Sandra McIntyre, Corrin Ruggiero, Dwight Utz

Remote: Heather Knisely, Karis Hazam

Absent: Belinda Lawrence, David Carll

II. Call to Order

Meeting convened at 6:58 pm

III. Roll Call

IV. Mission and Vision

A. MISSION: Simpson Library is a community center for learning & leisure. VISION: Simpson Library is a dynamic community asset that inspires lifelong learning, advances literacy, and connects people with resources for knowledge, discovery, & enrichment.

V. Review Agenda

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

No one from the public in attendance

VII. Visitor Recognition

A. Friends representative Amy Gimbel

VIII. Consent Agenda

Motion to approve by Ed Blum; seconded by Dwight Utz

A. Board Meeting Minutes

B. Correspondence

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

1. March board meeting summary

2. February Finance meeting summary

D. Committee Reports

1. Business and Individual Solicitations Committee

2. Capital Campaign Committee - Total money received and pledged….$1,672,600.25 as of 4/4/25
3. Executive Committee
4. Finance Committee
5. Governance and Operations Committee
6. Strategic Planning Committee
7. Public Relations and Marketing Committee

IX. Treasurer's Report

Trish indicated that little had changed since the last report. The State aid has been received and Heather reported that $10,000 EITC funding was received. Trish also distributed an update to the Capital Campaign funding report.

X. Friends of the Library Report

A. Friends representative Amy Gimbel

Amy reported on fund raising activities of the Friends. She indicated that they are seeking additional Board members because by the end of the year they will be short by 5 (10 out of 15). She shared the draft of their strategic plan. We had a brief discussion about how the boards can support each other.

Plans for on-line auction are underway. Board was asked to solicit donations from distributed list. No alcohol allowed this year. Donations due by August 1.

Sue added that if Friends knew of any potential candidates for the library board, we are seeking representation from Monroe, Mechanicsburg Borough and Shiremanstown.

XI. Board Continuing Education

A. Library partnerships (Tom)

1. Friends

   Alternating representatives from each board participate in the other’s meetings.
2. Cumberland County Library System

   Trish attends these meetings
3. District Advisory Council

   Tom attends these meetings in an advisory capacity. Noted that there is a 4th partnership - Cumberland County Library Foundation that meets 4 times per year. Separate fundraising arm.

XII. Unfinished Business

A. Committment to Serve and Conflict of Interest documents to be signed by each trustee (delayed from January) - paper copies will be provded at the meeting

Board members signed and were collected by Sue.

XIII. Strategic Plan

A. Motion to approve new strategic plan

Extensive discussion on how to move forward with the strategic plan. There was a great deal of input about what it means, who is responsible and how in-depth it should be. Tom is going to rework it by keeping the main strategies and only listing the main goal under each (renamed to Outcomes) for publication.

Tom was concerned about the delay in implementation but there is an understanding that the goals (tasks) will require specific deliverables and that the Board will need to be informed of progress.

B. Individual trustee goals for 2025 (Tom)

Tom shared his goals and Rob identified his personal goals as well.

XIV. Finance Committee

Trish presented the budget as it was approved by the finance committee. Brief discussion on pay schedule and implementation date for pay raises.

A. Motion to approve revised 2025 budget

Approved by Sandra seconded by Dwight.

XV. New Business

A. Meeting Room Policy - draft policy for new space for review and discussion (not asking for a vote in April as we may want to make some additional tweaks)

Prohibition of smoking from campus not just building
Limitation on hours available to rent
Hourly rate for utilization
Use of alcohol and rules surrounding it
Penalty if space is not cleaned adequately

Updates to be made and distributed electronically for vote so that we can make the space available

XVI. Executive Director's Report and Work Plan

Sue presented updates on her activities

XVII. Sharing for the Good of the Order

Noted that David Brooks speech was excellent and appreciated the opportunity to attend.

XVIII. Next Meeting Date

A. May 13, 2025 at 7:00 pm at the Learning and Book Sale Center and via Boardable Video (if needed)

XIX. Upcoming Dates to Remember

A. Staff, Trustee and Friends Board Breakfast and Dinner on Wednesday, May 14 from 8:00 to 10:00 am and 5:00 to 6:30 pm at the Learning and Book Sale Center

XX. Adjournment

Adjourned as of 8:37 pm