

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
February 14, 2024

A regular meeting of the Board of Trustees of the Lexington Public Library was held in the Board Room of the Central Library on Wednesday, February 14, 2024, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

Board members present: Rania Belmadani, Lynda Bebrowsky, Jennifer Bird-Pollan, Ralph Coldiron, Casandra Hockenberry, Stephanie Nallia, and Yajaira West. Advisory Board members present: Elizabeth Adams, DeLaine Bender, Craig Cammack, Alex Garcia, Shawntaye Hopkins, Louetta Hurst, Hunter Porter, and Daryl Privott

Library staff present: Alplato Chukpue-Padmore, Project Manager; AnnaMarie Cornett, Chief of Staff; Anne Donworth, Director of Development, Marketing, and Communications; Heather Dieffenbach, Executive Director; Tonya Head, Deputy Director; Kevin Imai, HR Director; Susan Price, Tates Creek Branch Manager; Rob Serrate, Finance Officer; Elizabeth Neher, Development Associate; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Summer Russell, Data Analyst; Paige Smith, Development Manager; Johnna Waldon, Tates Creek Branch Librarian; and Amanda Wheeler, Experiential Learning Manager

Others present: Simon Boes, Friends of the Library; Megan George, Stites and Harbison; Jeff Gurnee, KDLA; Dan Koett, Affinity Media and Public Relations; Mr. J R Clanton, BerryDunn; Ms. Monique Ziesenhenn, BerryDunn; and Paula Sevigny

Ms. Bebrowsky called the meeting to order.

Mr. Bebrowsky moved for approval of the minutes from the January 10, 2024 Board meeting. Mr. Coldiron seconded and the motion carried unanimously.

Ms. Donworth gave the Development report. In January, the Foundation received a total of \$15,715 from 48 separate donations, of which the largest portion (\$8,600) was for the Marksbury Family Branch. Both the Foundation and Marketing teams were working on the events surrounding the opening of the Marksbury Family Branch, with a donor preview planned for March 7 between 4:30 p.m. and 6 p.m., a media preview on the morning of March 8, and the public opening and ribbon cutting on March 9. Ms. Donworth invited any board members who wished to volunteer to contact her. In addition, the Foundation was still seeking nominations for vacancies on its board, and revising its bylaws.

Mr. Boes gave the Friends report. He informed the board that the year had started well for the Friends, with over 100 tickets sold to the grand reopening in January, and that in February there would be a children's book sale, while over the

course of next few months the Friends planned to participate in three 'books and brews' events to raise money. Mr. Boes ended his report by confirming that the Friends of the Library Board would meet the following week for its regular monthly meeting.

Mr. Serrate gave the financial statement. As of the end of December, the Library had total assets of \$22,220,800 and total liabilities of \$2,021,900, leaving a fund balance of \$20,198,900. General Fund revenues were \$1,712,200 and expenditures were \$1,526,800. In the Materials Fund, revenues, year-to-date, were \$1,362,200 and expenditures were \$1,646,100. Investments totaled \$13,349,700 and debt totaled \$14,284,400.

Ms. Dieffenbach presented the Director's report. She began by welcoming Jeff Gurnee, regional consultant at KDLA, to the meeting, and by asking Mr. Parmley to provide the board with an update on the Marksbury Family Branch project. Mr. Parmley confirmed that the temporary Village location would close on February 23 and that Rising Sun would transfer possession of the Marksbury building to the Library on February 29. He gave a brief summary of some outstanding issues that were in the process of being resolved and concluded by informing the board that everything was on course for the opening. The board and Ms. Dieffenbach thanked him for his exceptional work in seeing the project through to completion.

Ms. Dieffenbach then handed over to Mr. Clanton and Ms. Ziesenhenn from BerryDunn, who provided the board with a report on the content of the new strategic plan.

Ms. Bebrowsky presented the Chair's report. She confirmed the date of the next meeting as March 13, 2024, and the location as the Beaumont Branch.

The Building and Property Committee did not meet in February.

Ms. Hockenberry presented the Board Development report. On behalf of the committee she brought forward four motions. First, that the board approve the nominations of Melissa Coulston and Wendi Keene to the Office of the Mayor to fill the two vacancies on the Advisory Board. Seconded by Mr. Coldiron and approved unanimously. Second, that the board approve a new dress code policy for staff. Seconded by Ms. Belmadani and approved unanimously. Third, that the board approve an update to the certification policy for staff. Seconded by Ms. Nallia and approved unanimously. Fourth, that the board approve the introduction of 12 weeks paid parental leave for full-time employees with immediate effect. Seconded by Mr. Coldiron and approved unanimously.

Ms. Nallia presented the Budget and Finance Committee Report. On behalf of the committee she brought forward two motions. First, that the board approve the financial

statement as presented by Mr. Serrate earlier in the meeting. Seconded by Ms. Hockenberry and approved unanimously. Second, that the board approve the appointment of Lynda Bebrowsky and Ralph Coldiron to the Library Corporation. Seconded by Ms. Hockenberry and approved unanimously. Ms. Nallia also confirmed that she had reviewed the checks and procurement card statements for January with no questions or issues.

There being no other business, the meeting adjourned at 5:18 p.m.

Signed:  _____
Yajaira West, Secretary 3.13.24