

BOARD OF TRUSTEES' MEETING  
LEXINGTON PUBLIC LIBRARY  
August 11, 2021

The regular meeting of the Board of Trustees of the Lexington Public Library was held in the Board Room of the Central Library on Wednesday, August 11, 2021, at 4:30 p.m. Lawrence T. Smith, Library Board Chair, called the meeting to order.

Board members present: Rania Belmadani, Mike Burke, Ralph Coldiron, Stephanie Nallia, Lawrence T. Smith, and Susan Wright. Advisory Board members present: Keith Bohart, Kimberly Turner Brennen, Megan George, Laura Hatfield, Casandra Hockenberry, Louetta Hurst, James Inman, Rebecca Self, and Yajaira West

Library staff present: AnnaMarie Cornett, Administrative Support Coordinator; Heather Dieffenbach, Executive Director; Anne Donworth, Director of Development; Tonya Head, Director of Access and Strategic Initiatives; Karen King, Finance Officer; Paige Smith, Development Manager; and Clarissa Thomas, Director of Education

Also present: Lori Meister, Friends of the Library; and Cassidy Rosenthal, Stites and Harbison

Mr. Smith called the meeting to order.

Mr. Coldiron moved for approval of the minutes from the July 14, 2021, Board Meeting. Ms. Wright seconded and the motion carried unanimously.

Ms. Meister provided the Friends Report. The Friends Book Cellar is open Monday-Friday from 10-4 and Saturday 10-1. The next Friends Board meeting is on Wednesday, August 18, at 5:00 and will be held virtually. They continue to seek new members for the Friends of the Library Board.

Ms. Donworth presented the Development Report. In July, the Booktacular Committee decided that they would be offering a virtual or non-event option for Booktacular. The Foundation, in collaboration with Ms. King, has submitted a notice of intent to apply for Public Library Construction Funds for the Village Branch. The formal application will be submitted in October. Thanks to Lisa Smith, a member of the Library Foundation Board, the Library has been invited to submit an application to the NiSource Charitable Foundation. In July, \$2,500 was received for the Eastside Branch Capital Campaign, \$200 for the Tates Creek Branch, and almost \$3,000 for youth services programming at the Northside Branch.

Ms. King presented the Financial Report for the month of June, which is also year-end. The auditors have completed their audit work and are working on the Financial Statements, which will be presented at next month's Board Meeting. Assets for the month

ending June 30, 2021, were \$16,701,000, liabilities were \$987,000 and the fund balance was \$15,714,000. Assets increased \$39,000 month over month and \$1,016,000 year over year. That included \$2.3 million in cash and a decrease in receivables due to the timing of receiving the monthly check from LFUCG. The fund balance increased \$338,000 month over month and \$1,480,000 year over year. The general fund activity for the month had revenues of \$1,367,000 with expenditures of \$929,000 and a bottom line of \$437,000. Year to date, revenues were \$16,420,000, expenditures of \$12,232,000, and a bottom line of \$4,187,000. That is before fund balance expenditures. Revenue increased year over year by \$826,000 and expenditures decreased year over year \$848,000 for a net year over year bottom line increase of \$1,674,000.

In the materials fund for the 12 months, revenue was \$2,291,000 and expenditures were \$2,159,000 with a bottom line \$132,000. The highest investment this year was in ebooks at \$880,000. The enterprise fund for the year had revenue of \$45,000 with expenditures of \$20,000 and a bottom line of \$24,000. Most of the revenue is rent from property on Village Drive. Garage revenues were \$307,000 with a bottom line of negative \$133,000. Investments for the month of June were \$5,229,000. \$2,176,000 was in regular CDs, \$2,868,000 was in the CDARS program, and \$185,000 was in money market accounts. There was a slight month over month increase in investments of \$23,000 and a \$48,000 increase over the year before.

Debt in the general fund was \$4,488,000 and debt for the parking garage was \$2,074,000 for total debt of \$6,562,000. There were no fund balance expenditures in June, however this year the Library invested \$3,089,000 in the purchase of the Village Branch and \$1,224,000 on the brick and elevators in the parking garage through the fund balance.

Ms. Dieffenbach presented the Director's Report. She reported that the work on the 4<sup>th</sup> floor of the Central Library is nearly complete. Once the shelves, books, and furniture have been moved, in the new Children's Floor will be open to the public. Staff spent a lot of time in the community over the past month, including at the Ashland Elementary Summer Ignite program, the Duncan Park Family Fun Fest, the Consolidated Baptist Church outdoor community art event at the Northside Branch, through a presentation to the Fayette County Public Schools Media Specialists, and in partnership with Goodwill Industries. This morning, the Northside Branch welcomed Divine Carama, the new director of OneLexington, who provided a training on engaging with teens. Next month, Ms. Thomas and her staff will present information to the Board about Destination Kindergarten, which will begin September 13. We have hired seven floating part time Library Associates as well as a Homework Help Associate for the Village Branch. We received 106 applicants for another Library Associate Position, from which a number of staff will be hired, and there is a full schedule of interview for this week and next.

Mr. Smith presented the Chairman's Report. Ms. Nallia was sworn onto the Lexington Public Library Board of Trustees.

Mr. Coldiron presented the Building and Property Committee report. We are currently in the design phase of the Village Branch. Staff have identified a possible temporary location for the Village Branch to operate from during construction. The Committee makes a motion that staff move forward with a space identified on Alexandria Drive, making sure all permits are in place, securing a certificate of occupancy from the city, and confirming that the insurance company approves the Library operating in a non-sprinklered space.

Ms. Nallia seconded and the motion carried unanimously.

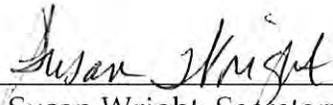
Mr. Coldiron continued with his report. The Committee discussed the Beaumont Branch and the need to reimagine how space is being used. The Committee moves that staff prepare a Request for Proposal for Architectural Services to Brandstetter Carroll and EOP Architects for the renovation of the Beaumont Branch. The architects would be responsible for all permits related to the project.

Ms. Wright seconded and the motion carried unanimously.

Mr. Burke presented the Budget and Finance Committee Report. The Budget and Finance Committee brings forth a motion that the Board of Trustees accept the June financial report as presented by Ms. King. Ms. Wright seconded and the motion carried unanimously.

Mr. Burke stated that he and Mr. Smith reviewed the July check and procurement card statements with no questions and no issues.

There being no further business, the meeting was adjourned at 4:55pm.

Signed:   
Susan Wright, Secretary