

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
December 1, 2021

A special meeting of the Board of Trustees of the Lexington Public Library was held in the Board Room of the Central Library on Wednesday, December 1, 2021, at 4:30 p.m. Mike Burke, Library Board Treasurer, called the meeting to order.

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

Library staff present: AnnaMarie Cornett, Chief of Staff; Heather Dieffenbach, Executive Director; Anne Donworth, Director of Development; Tonya Head, Director of Access and Strategic Initiatives; Kevin Imai, Director of Human Resources; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; 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. Burke called the meeting to order.

Mr. Coldiron moved for approval of the minutes from the November 10, 2021, Board Meeting. Dr. Belmadani seconded and the motion carried unanimously.

Ms. Donworth presented the Development Report. She began by saying that November had been a busy month, and a very successful one, with a total of \$15,021 in donations from 51 donors. She thanked Paige Halpin Smith and Yajaira West for their leadership of Booktacular, and then outlined the plan for this year's End of Year Fundraising Appeal, which would be divided into two separate approaches, one for Adult services and one for Children's services. Ms. Donworth informed the Board that the Foundation was to be featured in the December issue of Tops In Lex. She concluded by reporting on the success of the recent open house held by the Friends, reminding the Board that the Book Cellar would be closed between December 20 and January 3, and officially thanking the Friends for their donation of \$25,000 to support staff development.

Ms. King presented the Financial Report. As of October 2021, the Library had assets of \$17,868,000 and liabilities of \$690,000. The monthly revenues for October were \$1,315,000, with expenditures of \$1,035,000, leaving a bottom line of \$279,000, while year to date revenues were \$5,187,000, liabilities \$3,795,000, and the bottom line was \$1,391,000. There had been no expenditures from the Fund Balance so far, though some relating to the Village Branch would start to come through soon.

Ms. Dieffenbach presented the Director's Report. She asked the Board to consider what information should most usefully be contained in her monthly Director's Report to help keep them in their work and informed them that the Library's Chief of Staff would send them a communication on the subject in due course to ask for their feedback. She then reported on the recent launch of the Luna Library partnership at Northside and screened a news report from LEX18 that covered the event.

Mr. Burke presented the Chairman's Report. The date of the next regular meeting of the Board is January 12, 2022. There were no reports from the Building and Property Committee or the Board Development Committee.

Mr. Burke then presented the Budget and Finance Committee Report. On behalf of the Committee, he moved that the Board of Trustees accept the October 2021 financial report as presented by Ms. King. Mr. Coldiron seconded and the motion carried unanimously.

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

There being no further business, the meeting was adjourned at 4:45pm.

Signed: 
Susan Wright, Secretary