

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
December 13, 2023

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, December 13, 2023, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

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

Library staff present: AnnaMarie Cornett, Chief of Staff; Anne Donworth, Director of Development, Marketing, and Communications; Heather Dieffenbach, Executive Director; Tonya Head, Deputy Director; Rob Serrate, Finance Officer; Elizabeth Neher, Development Associate; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Summer Russell, Data Analyst;; and Paige Smith, Development Manager

Others present: Rod Brotherton, Friends of the Library; Simon Boes, Friends Book Cellar Manager; Drake Staples, Stites and Harbison

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the November 8, 2023 Board meeting. Mr. Coldiron seconded and the motion carried unanimously.

Ms. Donworth gave the Development report. In November, the Foundation received a total of \$22,271 from 70 donors, of which \$15,000 was for the Marksbury Family Branch project and \$7,000 was unrestricted. Ms. Donworth also commented on the success of the Undesign the Redline exhibit and confirmed that the transition to the new donor management software system was now complete and the system already in use.

Mr. Brotherton gave the Friends report. He reported that the Book Cellar would close after business hours on Saturday, December 16, to allow the staff and volunteers to begin reconfiguring the store to create more room. Mr. Brotherton encouraged everyone to visit before then and said that all items were currently discounted by 30 percent. He added that the Friends had recently sent over 200 cartons of books to Better World Books for onward distribution to all parts of the globe, and he mentioned that online sales were increasingly the most profitable and popular way for the Friends to sell books. He then handed over to the Book Cellar manager, Simon Boes, for an update on the October sale. Mr. Boes explained that the sale had been extremely successful and

that, as a result, the Friends were able to provide LPL with a check for \$20,000 towards the Marksbury Family Branch project. Mr. Boes presented the check to Ms. Dieffenbach.

Mr. Serrate gave the financial statement. As of the end of October, the Library had total assets of \$21,620,000 and total liabilities of \$1,857,000, leaving a fund balance of \$19,762,000. General Fund revenues for October were \$1,576,000 and expenditures were \$1,401,000. In the Materials Fund, revenues, year-to-date, were \$908,000 and expenditures were \$1,164,000. Investments totaled \$12,499,000 and debt totaled \$14,375,000.

Ms. Dieffenbach presented the Director's report. She asked for a volunteer from the board to replace Ms. Wright (who rotated off the Board earlier in the year) as the chair the Joe Miller Award committee. Ms. Hockenberry agreed to take on the responsibility. Ms. Dieffenbach also let the Board know that the Marksbury Family Branch would now open in early March 2024, rather than January 2024, as previously planned, following problems with the supply chain of materials.

Ms. Bebrowsky presented the Chair's report. She confirmed the date of the next meeting as January 10, 2024 and the location as the Central Library.

Mr. Coldiron brought forward a motion from the floor asking the Board to authorize staff to pay off the debt on the parking garage early. As directed by the Board in November, staff had looked at the options and felt it was the right way forward, and Stites & Harbison had said in their opinion there were no legal impediments to doing so. Ms. Nallia seconded and the motion passed unanimously.

The Building and Property and the Board Development Committees did not meet in December.

Ms. Nallia presented the Budget and Finance Committee Report. On behalf of the committee, she brought forward a motion for the Board to approve the financial statement as presented by Mr. Serrate earlier in the meeting. Seconded by Ms. Hockenberry and approved unanimously. Ms. Nallia also confirmed that she and Ms. Bebrowsky had reviewed the checks and procurement card statements for November with no questions and no issues. She then brought forward a motion asking the board to allow staff to alter the parking garage policy by moving the rates for parking into the procedures document and retaining a simpler statement in policy. Mr. Coldiron seconded and the motion passed unanimously.

There being no other business, the meeting adjourned at 4:48 p.m.

Signed: Yajaira West
Yajaira West, Secretary 1.10.24