

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
July 13, 2022

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, July 13, 2022, at 4:30 p.m. Larry Smith, Chair, called the meeting to order.

Board members present: Lynda Bebrowsky, Rania Belmadani, Mike Burke, Ralph Coldiron, Stephanie Nallia, Larry Smith, and Susan Wright. Advisory Board members present: DeLaine Bender, Craig Cammack, Alex Garcia, Casandra Hockenberry, Shawntaye Hopkins, Louetta Hurst, Carly Muetterties, Hunter Porter, and Yajaira West

Library staff present: AnnaMarie Cornett, Chief of Staff; Heather Dieffenbach, Executive Director; Anne Donworth, Director of Development; Tonya Head, Deputy Director; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; and Julie Scalos, Central Library Manager

Also present: Rod Brotherton, Friends of the Library, and Megan George, Stites and Harbison

Mr. Smith called the meeting to order.

Mr. Smith moved for approval of the minutes from the June 8, 2022 Board Meeting. Mr. Coldiron seconded and the motion carried unanimously.

Ms. Donworth gave the Development Report. She began by thanking the Board members for their support of the Marksbury capital campaign, noting that several people had made contributions recently. She added that the amount pledged to date was \$2.9 million (55% of the total needed), with \$104,000 pledged in June; still \$1 million short of the 75% of total target that the Library wanted to reach before the project broke ground. Ms. Donworth concluded by saying that members of the Board and the senior team had pledged \$270,000 so far, and that, outside of that group, there were seven formal proposals outstanding, totaling \$750,000, and 17 proposals pending, totaling approximately \$3 million.

Ms. King reported on the Library's financial position through the month of May 2022. As of the end of May, the Library had total assets of \$19,320,000, liabilities of \$1,672,000, and a fund balance of \$17,647,000. Assets increased by \$112,000 month over month and year-to-date by \$2.6 million, and the Fund Balance increased \$112,000 and \$2.271 million respectively. Revenues for May were \$1,614,000 (including \$200,000 from KDLA and \$100,000 from the Kloiber Foundation), and expenses were \$1,191,000. Revenues for May exceed expenditure by \$423,000. Year-to-date, revenues were \$14,727,000 and expenses were \$11,066,000, leaving a bottom line of \$3.6 million. This

was \$2.2 over budget and primarily owing to the cost of personnel, which was \$1.5 million. In the Materials Fund, year-to-date revenues were \$2,133,000 and expenditures were \$2,071,000. Investments did not materially change in the month of May, with investments currently totaling \$5.2 million. Expenditure from the Fund Balance through May was \$797,000, and year-to-date, a total of \$3.9 had been spent, both on the Marksbury Family Branch.

Ms. Dieffenbach gave the Director's report. She began by introducing the new Central Library manager, Julie Scalos, to the Board, explaining what a vital role the Central manager was to LPL and outlining Ms. Scalos's previous experience at Central and Eastside for those members who had not met her before. She then gave an update on the outstanding success of Summer Reading, which had outperformed all expectations and, once again, demonstrated the enormous contribution LPL and its' staff made to the community. She also let the members know that the temporary Village Branch had opened on June 27, a move carried out in record time thanks to the exceptional work of everyone involved. She thanked the LPL staff for their hard work and invited those Board members who had not already done so to visit the new location to see how well it was working.

Mr. Smith presented the Chair's Report. He informed the Board that the next meeting would be at Central on August 10. He confirmed that, following a vote of the City council, both Casandra Hockenberry and Yajaira West would move from the Advisory Board to the Board of Trustees, and Lynda Bebrowsky would begin her first full term on the Board of Trustees, all with effect from July 21, 2022. He then announced that the Board Treasurer, Mike Burke, would rotate off the Board on July 20, upon the completion of two full consecutive terms. He thanked Mr. Burke for his dedicated service to the Library over many years and presented him with a plaque to commemorate the contribution he had made.

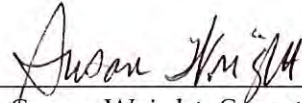
As Mr. Smith was also due to rotate off the Board on July 20, Ms. Dieffenbach presented him with his own commemorative plaque and thanked him on behalf of the Board and the LPL staff.

Mr. Burke presented the Budget and Finance Committee Report. On behalf of the Committee, he brought forward three motions. First, that the Board accept the May 2022 Financial Report, as presented by Karen King. Seconded by Ms. Wight and passed unanimously. Second, that the Board accept a gift agreement from the Bluegrass Community Foundation for a donation of \$50,000, spread over five years, for the naming rights to a meeting/study room at the new Marksbury Family Branch. Seconded by Mr. Coldiron and passed unanimously. Third, that the Board approve an agreement to finance the building of the Marksbury Family Branch. Seconded by Mr. Coldiron and passed unanimously. Mr. Burke concluded his report by confirming that

he and Mr. Smith had reviewed the checks and procurement card statements for June with one question and no issues.

There being no other business, the meeting adjourned at 4:56 p.m.

Signed: _____



Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
August 10, 2022

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, August 10, 2022, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

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

Library staff present: AnnaMarie Cornett, Chief of Staff; Heather Dieffenbach, Executive Director; Kevin Imai, HR Director; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; and Rob Parmley, Director of Operations

Others present: Megan George, Stites and Harbison

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the July 13, 2022 Board Meeting. Mr. Coldiron seconded and the motion carried unanimously.

Ms. King reported on the Library's financial position through the month of June 2022. As of the end of June, the Library had total assets of \$19.1 million, liabilities of \$1.2 million, and a fund balance of \$17.8 million. Assets increased by \$213,000 month over month and year to date by \$2.4 million, and the Fund Balance increased \$2.2 million year over year. General Fund revenues for June were \$1,343,000 and expenditures were \$1,128,000, leaving a bottom line of revenues exceeding expenditures by \$213,000. For the year, revenues were \$15,069,000 and expenses were \$12,671,000, with a bottom line of \$3.8 million. In the Materials Fund, for the year, revenues were \$2,327,000 and expenditures were \$2,353,000. Expenditures therefore exceeded revenue by \$25,000. Investments did not materially change in the month of June and totaled \$5,248,000 million. Debt was 5,879,000. Expenditure from the Fund Balance on the Marksbury Family Branch project was \$850,000 for the year, while a total of \$3,887,000 had been spent on the project to date, out of total commitment of \$7 million. Ms. King ended her report with one additional piece of information about the Marksbury Family Branch. In June, the Library finished the bids for the debt on the project. The lowest bid was from Truist Bank, at 3.12 % interest for a fixed 20 years. Ms. King informed those present that the Library would proceed with that and sign the documents the following week.

Ms. Dieffenbach gave the Director's report. She informed the Board that the Village Branch has now been demolished, and she invited everyone to attend the

groundbreaking ceremony for the Marksbury Family Branch at 11 a.m. on Tuesday, August 16, 2022. She concluded by thanking Christopher Oakford, who was leaving LPL to return to the UK, for his work during his time at the Library.

Ms. Bebrowsky presented the Chair's Report. She informed the Board that the next meeting would be at Central on September 14, 2022. She then asked Casandra Hockenberry and Yajaira West, who had moved from the Advisory Board to the Board of Trustees to fill the vacancies left by Mr. Lawrence Smith and Mr. Mike Burke, to take the oath of office, and as Ms. Bebrowsky was also beginning her first full term as a Trustee, she also took the oath. Ms. Bebrowsky then asked the Board to consider a recent change in the law regarding virtual attendance at open meetings, which stated, in effect, that if a virtual option for attendance at a meeting was available to regular attendees the meeting organizers must also make it available to the public. The Board discussed the implications of the change, but came to no firm conclusion regarding changing the Library's approach to virtual attendance at Board and/or committee meetings.

Ms. Hockenberry presented the Board Development Committee Report. She brought forward two motions from committee. First, that the Board allow all branches of the Library to be closed for the day on Friday, November 11, 2022, for the annual Staff Development Day. Ms. Nallia seconded the motion, which passed unanimously. Second that the Board approve a memorandum of agreement between LPL and God's Pantry regarding the food pantry at Northside. Mr. Coldiron seconded the motion, which passed unanimously.

Ms. Nallia presented the Budget and Finance Committee Report. On behalf of the committee, she brought forward a motion that the Board accept the June 2022 Financial Report, as presented by Karen King. Ms. Wright seconded the motion and the motion passed unanimously. Ms. Nallia concluded her report by confirming that she and Ms. Bebrowsky had reviewed the checks and procurement card statements for July with one question and no issues.

There being no other business, the meeting adjourned at 4:56 p.m.

Signed: _____


Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
September 14, 2022

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, September 14, 2022, at 4:30 p.m. Ralph Coldiron, Vice Chair, called the meeting to order.

Board members present: Rania Belmadani, Ralph Coldiron, Casandra Hockenberry, Yajaira West, and Susan Wright. Advisory Board members present: DeLaine Bender, Jennifer Bird-Pollan; Craig Cammack, Alex Garcia, Shawntaye Hopkins, Louetta Hurst, Carly Muetterties, and Hunter Porter

Library staff present: AnnaMarie Cornett, Chief of Staff; Heather Dieffenbach, Executive Director; Anne Donworth, Director of Marketing; Kevin Imai, HR Director; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Paige Smith, Development Manager; and Clarissa Thomas, Director of Education

Others present: Megan George, Stites and Harbison, and Debbie Smith, MCM

Mr. Coldiron called the meeting to order.

Mr. Coldiron moved for approval of the minutes from the August 10, 2022 Board Meeting. Ms. Hockenberry seconded and the motion carried unanimously.

Ms. Donworth gave the Development report, explaining that, in August, the Foundation had received \$24,000 in donations and \$11,500 in pledged support, and that, at present, members of the Foundation were working on preparations for the annual Booktacular fundraiser. One goal was to raise \$30,000 in sponsorship and up to the present date, the Foundation had received \$28,000, an exceptional result considering LPL was in the middle of a capital campaign. The Foundation planned to send out invitations to Booktacular in late September in order for them to arrive in people's mailboxes by October 1. Ticket sales would start on September 15 at a cost of \$85 per ticket. (The rate would rise to \$100 on October 1 and \$125 on the night of the event.) There would also be an online auction, which would start two weeks before event. Ms. Donworth concluded her report by explaining that the Foundation team was also currently working with Larry Jones at Community Trust, Larry Smith, co-chair of the Foundation Board, and Luther Deaton to host an event for bank leaders locally to give them more information about the capital campaign.

Ms. King reported on the Library's financial position through the month of July 2022. As of the end of July, the Library had total assets of \$19,497,000, liabilities of \$1.5 million, and a fund balance of \$17.9 million. General Fund revenues for July were

\$1,347,000 and expenditures were \$1,193,000, leaving a bottom line of revenues exceeding expenditures by \$154,000. In the Materials Fund, revenues were \$200,000 and expenditures were \$195,000, with revenue exceeding expenditure by \$5,700. Investments did not materially change in the month of July and totaled \$5.2 million. Expenditure from the Fund Balance on the Marksbury Family Branch project to date was \$3,956,000, out of total commitment of \$7 million.

Following Ms. King's report, Mr. Coldiron proposed a motion that the Board approve the financial statement for July. Ms. Hockenberry seconded and the motion carried unanimously.

Debbie Smith from auditors MCM presented the FY 2022 Audit report. Board members had a chance to review the full report prior to the meeting and to ask questions. Ms. Smith stated that the auditors found that the financial statements presented by LPL had received the highest level of approval possible.

Rod Brotherton, Chair of the Friends of the Library, gave the Friends report. He presented the staff with a check for \$15,000, the proceeds of the Friends' 'Back to School' sale, and he gave Board members a brochure outlining the work of the Friends. He explained that he and other members of the Friends were in the process of visiting other public library systems to see what support their associations provided in order to glean ideas on new ways to help Lexington Public Library.

Ms. Dieffenbach gave the Director's report. She thanked all LPL staff who had helped to support the Knott County library, one of the libraries badly affected by the flooding in eastern Kentucky. Staff from Facilities and IT had gone to the area to help the Knott County librarians set up computers and furniture at an alternative site, and LPL and the Friends had donated books, children's crafts, and other supplies. Ms. Dieffenbach then informed the Board of the reopening of the Eastside Branch's Makerspace on September 27 and invited them to attend the media event at 10 a.m. that day. She ended by reporting on the rollout of Patron Point, a library-specific email marketing platform that staff had recently unrolled, and she informed the Board that on September 1 all new library card holders had received an email detailing what services we offer, something patrons had said in their replies to our surveys that they would welcome.

Mr. Coldiron presented the Chair's report. He began by thanking all LPL staff for their work, and he confirmed that the next meeting would be at Central on October 12. He then presented the Building and Property Committee report. He explained that following the demolition of the old Village Branch building the contractors EOP and Rising Sun had discovered a layer of rock that they needed to remove before work could begin on the new Marksbury Family Branch. As this would involve additional expenditure, a change order to the existing contracted total was required. The estimated

cost of removing the rock was approximately \$89,000. Ms. Hockenberry proposed the motion that the Board approve the change order. Ms. Wright seconded and the motion carried unanimously.

Ms. Hockenberry presented the Board Development Committee report. On behalf of the committee, she brought forward the motion that the Board approve the nomination of Elizabeth Adams and Daryl Privott to the Office of the Mayor to fill the two vacancies on the Advisory Board. Ms. Wright seconded and the motion carried unanimously.

Ms. King presented the Budget and Finance Committee report, as committee chair Ms. Nallia was unable to attend. Ms. King confirmed that Ms. Nallia and Ms. Bebrowsky had reviewed the checks and procurement card statements for August with no questions and no issues.

There being no other business, the meeting adjourned at 5:07 p.m.

Signed: 
Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
October 12, 2022

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, October 12, 2022, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

Board members present: Lynda Bebrowsky, Rania Belmadani, Ralph Coldiron, Casandra Hockenberry, Stephanie Nallia, and Susan Wright. Advisory Board members present: DeLaine Bender, Jennifer Bird-Pollan; Craig Cammack, Shawntaye Hopkins, Louetta Hurst, Carly Muetterties, and Hunter Porter

Library staff present: AnnaMarie Cornett, Chief of Staff; Heather Dieffenbach, Executive Director; Anne Donworth, Director of Marketing; Kevin Imai, HR Director; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Summer Russel, Data Analyst; Paige Smith, Development Manager; and Clarissa Thomas, Director of Education

Others present: Rod Brotherton, Friends of the Library, Megan George, Stites and Harbison, and Melissa Rueda, KDLA

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the September 14, 2022 Board Meeting. Ms. Hockenberry seconded and the motion carried unanimously.

Ms. Donworth gave the Development report. Over the past month, the Foundation team had focused on Booktacular, with great results. The sponsorship goal of \$30,000 had been exceeded and sponsorships totaling \$32,000 were received, while 181 tickets to the event had already been sold, including sponsorship tickets, and donations had come in totaling \$1800. Additionally, in September, the Foundation had received a total of \$42,427, including \$16,865 for the capital campaign and \$5,000 from the Lexington Black Prosperity Initiative. Ms. Donworth concluded her report by mentioning George Mills, a former attorney at Stites & Harbison who died earlier in the month and who asked that donations in his memory be made to LPL.

Mr. Brotherton, Chair of the Friends of the Library, gave his report and reminded the Board that the Friends Book Cellar sale was due to start on October 14 and run until October 29. He also informed the Board that the Friends had recently received a grant of \$500 from the Friends of Kentucky Libraries, which the Friends planned to donate to the Marksbury Family Branch project.

Ms. King reported on the Library's financial position through the month of July 2022. As of the end of August, the Library had total assets of \$19,967,000, liabilities of \$923,000, and a fund balance of \$19,044,000, up \$157,000 month over month and almost \$2.5 million year over year. General Fund revenues for August were \$1,407,000 and expenditures were \$1,107,000, leaving a bottom line of revenues exceeding expenditures by \$300,000. In the Materials Fund, revenues were \$402,000 and expenditures were \$434,000. Expenditures therefore exceeded revenue by \$32,000. Investments had not materially changed in the month of September and currently totaled \$5.25 million. Ms. King noted that the Budget and Finance Committee was considering bringing in an investment advisor and that she and Ms. Nallia would keep the Board informed of progress. Debt totaled \$17,352,000 and included \$11,586,000 for the Marksbury Family Branch. Expenditure from the Fund Balance on the Marksbury Family Branch project to date was \$4,540,000, out of total commitment of \$7 million.

Ms. Dieffenbach gave the Director's report. She highlighted several points from the Areas of Focus, the strategic priorities that the Library would be focusing on in 2023. In particular, she mentioned the new onboarding process, the development of SMART goals, leadership training, personal growth, and especially defending intellectual freedom and promoting civic engagement, in light of Banned Books Week, and the Library's DEI initiatives. Ms. Dieffenbach ended by introducing Summer Russell, the Library's new data analyst, to the Board and explaining what the role would help LPL to achieve.

Ms. Bebrowsky presented the Chair's report. She confirmed that the date of the next meeting was Wednesday, November 9, 2022.

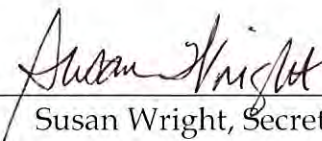
Mr. Coldiron presented the Building and Property Committee report. He explained that the committee had met earlier in the week at Beaumont to look at proposed improvements to the branch and discussed them with the architect, Monica Sumner, of Brandstetter and Carroll. He and the committee had approved improvements to meet customer and staff needs by adding a drive thru window, renovating the staff workroom, improving the collaborative space and meeting rooms to provide more flexible space, refreshing the interior, and upgrading the teen area. He then forwarded the proposal to the Budget and Finance Committee for consideration.

Ms. Hockenberry presented the Board Development Committee report. On behalf of the committee, she brought forward four motions relating to changes of policy. Respectively, they were: (1) an update to the attendance and leave policy to include more detail about LPLs expectations for attendance, seconded by Ms. Nallia and passed unanimously; (2) an update to the performance evaluation policy to move evaluation dates from a staff member's hire date to the fiscal year, seconded by Ms. Wright and passed unanimously; (3) an update to the meeting room policy to eliminate rules mandating meetings be free of charge and to allow social and celebratory events,

seconded by Ms. Wright and passed unanimously; (4) a new policy outlining expectations for remote working, seconded by Ms. Nallia and passed unanimously, but with a request from Mr. Coldiron that language be included stating an employee's manager must give approval before remote working could take place. Ms. Hockenberry then brought forward a motion from the floor regarding the employment of close relationships policy (formerly known as the nepotism policy). The motion proposed relaxing the existing rules, which prohibited LPL from taking on new hires who were in close relationships with current employees, to allow LPL to widen the pool of candidates from which it was able to choose in a tight labor market. Ms. Wright seconded the motion, which passed, with one person, Mr. Coldiron, voting against.

Ms. Nallia presented the Budget and Finance Committee Report. She brought forward two motions. First, that the Board approve the financial statements as presented by Ms. King earlier in the meeting. Ms. Wright seconded the motion, which passed unanimously. Second, that the Board approve including the \$1,008,530 true up from the city in the FY23 budget to cover in part the improvements to Beaumont outlined in Mr. Coldiron's report, as well moving two part-time positions to full-time ones, increasing programming supplies, and adjusting the first year of Marksbury Family Branch debt interest. Mr. Coldiron seconded the motion, which passed unanimously. Ms. Nallia also confirmed that she and Ms. Bebrowsky had reviewed the checks and procurement card statements for September with no questions and no issues.

There being no other business, the meeting adjourned at 5:16 p.m.

Signed: 
Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
November 9, 2022

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, November 9, 2022, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

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

Library staff present: AnnaMarie Cornett, Chief of Staff; Heather Dieffenbach, Executive Director; Anne Donworth, Director of Marketing; Tonya Head, Deputy Director; Cathy Howell, Cataloguing Supervisor; Kevin Imai, HR Director; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Paige Smith, Development Manager; and Clarissa Thomas, Director of Education

Others present: Rod Brotherton, Friends of the Library, and Megan George, Stites and Harbison

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the October 12, 2022 Board Meeting. Mr. Coldiron seconded and the motion carried unanimously.

Ms. Donworth gave the Development report. She began by thanking Paige Halpin Smith, who had taken the lead on the Booktacular 2022 fundraiser, for her efforts in organizing such a successful event and she informed the Board that to date Booktacular 2022 had raised a total of \$58,000. At the same time, work had continued on the Marksbury Family Branch capital campaign, with Foundation Board Co-Chair, Ramsey Bova, and Advisory Board member, Jennifer Bird-Pollan, hosting parties at which Ms. Donworth and Ms. Smith were able to introduce people to the project in an informal setting. Ms. Donworth informed the Board that leadership giving amongst the Board members and senior staff was at 79 percent and had brought in just over \$311,000. Ms. Donworth concluded by saying that, in October, the Foundation received a total of \$21,972 in donations from 155 donors, and in highlighting some forthcoming events. In particular, National Philanthropy Day, at which LPL would honor the city of Lexington for its contribution of \$1 million from the American Rescue Plan Act to the Marksbury Family Branch project, and the Good Giving Challenge, which would launch on November 29, as part of 'Giving Tuesday'.

Mr. Brotheron, Chair of the Friends of the Library, gave his report. He informed the Board that the Friends book sale had been a great success, estimating that the Friends sold in excess of 15,000 books, and he thanked LPL staff for all their help during the sale. He then reminded the Board that the Friends had received a grant of \$500 from the Friends of Kentucky Libraries, which they planned to donate to the Marksbury Family Branch project, and he presented the check to Ms. Dieffenbach.

Ms. King reported on the Library's financial position through the month of September 2022. As of the end of September, the Library had total assets of \$20,034,000 and a fund balance of \$19,265,000, up \$2.5 million year over year. General Fund revenues for September were \$1,368,000 and expenditures were \$1,191,000, leaving a bottom line of revenues exceeding expenditures by \$176,000. In the Materials Fund, revenues year-to-date were \$603,000 and expenditures were \$579,000. Investments decreased by \$62,000 in the month of September, owing to LPL withdrawing an investment for that amount from the fund, and totaled \$5,188,000. Debt totaled \$15,750,000, of which \$13,846,000 was for the General Fund, including the Marksbury debt, and \$1,903,000 for the parking garage. There was no expenditure from the Fund Balance in September. Lastly, Ms. King confirmed that an RFP for an investment advisor would go out the following week.

For the Director's report, Ms. Dieffenbach asked the Library's Cataloging Supervisor, Cathy Howell, to give the Board an overview of her work at the Library. Ms. Howell talked very engagingly about specific aspects of Collection Services and developing a library's collection, as well as how the role and the materials LPL acquired had changed over the years. At the end of her presentation, Ms. Howell informed the Board that she would soon retire, after 22 years at LPL, and the Board members were unanimous in thanking her for her service.

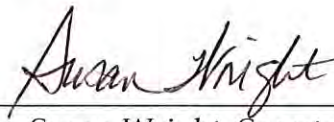
Ms. Bebrowsky presented the Chair's report. She confirmed that the date of the next meeting was Wednesday, December 14, 2022, and that the meeting would be at Central and on Zoom. She then introduced two new members of the Advisory Board, Elizabeth Adams and Daryl Privott. Ms. Bebrowsky read the oath of office and Ms. Adams and Dr. Privott were sworn in. Ms. Bebrowsky then assigned them to their preferred choices of committee: Ms. Adams to Budget and Finance and Dr. Privott to Building and Property.

Ms. Hockenberry presented the Board Development Committee report. On behalf of the committee, she brought forward two motions. First, an update to the Collection Development policy, seconded by Ms. Wright and passed unanimously, and second, the location schedule for Board meetings for the remainder of FY23, seconded by Ms. Nallia and passed unanimously.

Ms. Nallia presented the Budget and Finance Committee Report. She brought forward a motion that the Board approve the financial statements as presented by Ms. King earlier in the meeting. The motion was 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 October with one question and no issues.

There being no other business, the meeting adjourned at 5:05 p.m.

Signed: _____



Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
December 14, 2022

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 14, 2022, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

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

Library staff present: AnnaMarie Cornett, Chief of Staff; Heather Dieffenbach, Executive Director; Anne Donworth, Director of Marketing; Tonya Head, Deputy Director; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Paige Smith, Development Manager; and Clarissa Thomas, Director of Education

Others present: Rod Brotherton, Friends of the Library, and Megan George, Stites and Harbison

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the November 9, 2022 Board Meeting. Mr. Coldiron seconded and the motion carried unanimously.

Ms. Donworth gave the Development report. The Foundation spent November wrapping up Booktacular and preparing for Year End Giving and the Good Giving Challenge. Sixty-seven separate donors made donations in November, and the Foundation received a total of \$21,000 and a further \$5,000 in pledges. In addition, Ms. Donworth and Ms. Smith submitted three grant proposals for a total of \$1.1 million. Ms. Donworth also let the Board know that the new Marketing and Foundation Assistant was due to start the following week

Mr. Brotherton, Chair of the Friends of the Library, gave his report. He confirmed that the Friends year-end sale sold approximately 15,000 books. (The remaining inventory that did not sell was sent to Better World Books.) Mr. Brotherton praised the Friends' volunteers, many of whom are in their 80s, for their dedication and hard work and ended by presenting a check to LPL for \$20,000.

Ms. King reported on the Library's financial position through the month of October 2022. As of the end of October, the Library had total assets of \$19,589,000 and a fund balance of \$18,625,000, up \$1.4 million year over year. General Fund revenues for

October were \$1,388,000 and expenditures were \$1,186,000, leaving a bottom line of revenues exceeding expenditures by \$202,000. In the Materials Fund, revenues year-to-date were \$803,000 and expenditures were \$754,000. Investments did not materially change in October and totaled \$5.2 million. The deadline for applications for the role of investment advisor was Friday, December 16. Debt totaled \$13.8 million. There was a total expenditure of \$855,000 from the Fund Balance in October, all of which was spent on the Marksbury Family Branch project.

For the Director's report, Ms. Dieffenbach shared a letter she received from a young patron, Rachel Pratt, and her grandmother saying how much they loved Destination Kindergarten and thanking everyone at the Library, and particularly Rachel's "librarians at Beaumont". Ms. Dieffenbach also let the Board know that work on the Marksbury Family Branch project was continuing and that she, Tonya Head, Rob Parmley, and Clarissa Thomas had recently been on a trip to Louisville to look at furniture selections for the new branch.

Ms. Bebrowsky presented the Chair's report. She confirmed that the date of the next meeting was Wednesday, January 11, 2023, and she brought forward two motions. First, that LPL supported the ULC Declaration of Democracy, a copy of which has been included below for future reference. Mr. Coldiron seconded and the motion passed unanimously. Second, that the LPL Board approve the nomination of Maria Fischer-Boothe to the Board of the Carnegie Center. Ms. Wright seconded and the motion passed unanimously.

ULC Declaration of Democracy

"Democracy is under siege throughout the world and close to home. Daily, we witness assaults on basic freedoms and human rights we've long cherished as books are banned, programs and events are canceled, disinformation and misinformation spread unchecked and racism is institutionalized. Democracy's future is diminished when people's access to power, information, a diversity of voices and the ability to influence policy are restricted. As cornerstones of democracy, it is incumbent upon libraries to stand up against all efforts to impede the democratic process and limit the full participation in civic life.

Banning books through policy and legislation is one such example of the challenges facing us. These efforts have unfortunately met with success in some parts of the United States as lawmakers codify restrictions on reading material - and we strongly stand against the furtherance of such restrictive policymaking.

As leaders of North America's public libraries, we are committed to preserving, protecting and advancing the highest hopes and ideals of democracy so all members of our communities may fully participate in the democratic process. To meaningfully participate in society, people need access to a broad range of information and ideas, as well as opportunities for open, uncensored discourse to hear, read, debate and learn from each other's perspectives.

It is for this reason that libraries as trusted institutions in their communities join to advance this Declaration and commit to the following:

- Educating and informing the public about the rights afforded to them in the *United States Constitution* and the *Canadian Charter of Rights and Freedoms*, among them the freedom of religion, thought, speech, expression, belief, the press, peaceful assembly and association.
- Encouraging an active citizenry where all are engaged in creating an equitable and just society where everyone may realize their potential as individuals within the community.
- Serving as a convener for and facilitator of civic engagement and civil discourse, where all voices may be heard and respect is displayed for community members' diverse opinions, thoughts, histories and cultural heritage.
- Increasing efforts to fight misinformation and disinformation, providing reliable resources and seeking new ways to help patrons find verifiable and accurate information.
- Leveraging programming, collections and other resources to promote human dignity, open dialogue and respect for diverse viewpoints, civil rights, and all other protections and freedoms fundamental to democracies, and based on the conviction that "laws and institutions must go hand in hand with the progress of the human mind", holding fast to the expectation that "the arc of the moral universe is long, but it bends toward justice", and that "*the Just Society will be one in which the rights of minorities will be safe from the whims of intolerant majorities.*"

We resolve to continue to create spaces where entering our doors is an act of participating in democracy, where people can read and learn freely from all points of view, make up their own minds and engage in their communities. We stand as proud leaders of libraries, and as such, we will continue to guard democracy's great promise and ensure all those we serve are included in its fulfillment."

Ms. Bebrowsky's second motion was that the LPL Board approve the nomination of Maria Fischer-Boothe to the Board of the Carnegie Center. Ms. Wright seconded and the motion passed unanimously.

Neither the Building and Property nor the Board Development Committees met in December.

Ms. Nallia presented the Budget and Finance Committee Report. She brought forward a motion that the Board approve the financial statements as presented by Ms. King earlier in the meeting. The motion was seconded by Mr. Coldiron 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.

There being no other business, the meeting adjourned at 4:44 p.m.

Signed: 
Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
January 11, 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, January 11, 2023, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

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

Library staff present: AnnaMarie Cornett, Chief of Staff; Heather Dieffenbach, Executive Director; Anne Donworth, Director of Marketing; Tonya Head, Deputy Director; Kevin Imai, HR Director; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Paige Smith, Development Manager; Clarissa Thomas, Director of Education; and Kaitlynn Thomas, Marketing and Foundation Assistant

Others present: Simon Boes, Friends of the Library, and Megan George, Stites and Harbison

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the December 14, 2022 Board Meeting. Mr. Coldiron seconded and the motion carried unanimously.

Ms. Donworth gave the Development report. She began by introducing Kaitlynn Thomas, the new Marketing and Foundation Assistant, and she thanked the Board and the Library for investing in both staff and training for the Foundation. She then summarized the activities in December, which included the Year End mailing and emailing campaign and the Good Giving Challenge, the latter of which raised \$2,500 from 33 separate donors, 10 of whom were new donors to the Foundation. She then announced that, in December, the Foundation received a total of \$190,841 from 143 different donors, with a further \$23,000 in pledges, and she singled out three donations in particular: \$50,000 each from the William Stamps Farish Fund and the Hilary J. Boone Foundation, and \$25,000 from the Broadbent Family Christian Word Ministries. As an illustration of how far the Foundation's fundraising efforts had come, Ms. Donworth contrasted the total raised in the month of December 2023 with the amount raised in the entire year when she first joined LPL nine years before, which was \$32,000.

Mr. Boes, Assistant Manager of the Friends Book Cellar, gave the Friends report. He highlighted some of the initiatives the Friends were currently undertaking, including an audio books and fiction sale in January to start the year. He added that the Friends were seeing a slight uptick in the number of people applying to volunteer and that new data analytics would allow them to determine what items sold best.

Ms. King reported on the Library's financial position through the month of November 2022. As of the end of November, the Library had total assets of \$19,214,000, liabilities of \$991,000 and a fund balance of \$18,223,000. General Fund revenues for November were \$1,764,000 and expenditures were \$1,411,000, leaving a bottom line of revenues exceeding expenditures by \$352,000. In the Materials Fund, revenues year-to-date were \$1,005,000 and expenditures were \$963,000. Investments did not materially change in November and totaled \$5.2 million. Debt totaled \$15,664,000. There was a total expenditure of \$1,115,000 from the Fund Balance, all of which went on the Marksbury Family Branch project.

For the Director's report, Ms. Dieffenbach presented the second quarter update on the Areas of Focus. She and Ms. Head then read out the statements submitted about those members of staff who were due to receive an Annual Service award. (25 years - Abby McCurry, Teresa Johnson, Kassandra Pollock, Sabrina Pollock, Heather Wingfield; 20 years - Sonya Abrams, Marvin Atkins, Deanna Brockman, AnnaMarie Cornett, Sarah Hubbard, Susan Price; 15 years - Stephanie Barrett, Will McGinnis, Deanna Rigney; 10 years - Edith Barnes, Michael Connolly, Christi Gresham, Jenny Smith, Anthony Snowden, Alice Wasielewski.) The Board thanked everyone mentioned for their dedicated service.

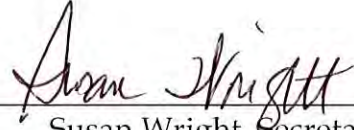
Ms. Bebrowsky presented the Chair's report. She confirmed that the date of the next meeting was Wednesday, February 8, 2023, and that the meeting would be at the Village Branch.

Neither the Building and Property nor the Board Development Committees met in January.

Ms. Nallia presented the Budget and Finance Committee Report. She brought forward a motion asking the Board to approve the financial statements presented by Ms. King earlier in the meeting. Ms. Wright seconded and the motion passed unanimously. Ms. Nallia also confirmed that she and Ms. Bebrowsky had reviewed the checks and procurement card statements for December with no questions and no issues. Lastly, Ms. Nallia brought forward a motion asking the Board to approve some changes to the text of the Garage Parking Policy to remove some obsolete language and to include an adjustment of the hourly rates of parking in the garage. This was necessary because, with effect from January 2023, the state began charging sales tax on parking. Mr. Coldiron seconded and motion passed unanimously.

The meeting then went into closed session. It resumed open session in order to allow for any other business. There being none, the meeting adjourned at 5:21 p.m.

Signed: _____

A handwritten signature in cursive script that reads "Susan Wright". The signature is written in black ink and is positioned above a horizontal line.

Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
February 8, 2023

A regular meeting of the Board of Trustees of the Lexington Public Library was held in the Meeting Room of the Village Branch Library on Wednesday, February 8, 2023, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

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

Library staff present: AnnaMarie Cornett, Chief of Staff; Heather Dieffenbach, Executive Director; Anne Donworth, Director of Marketing; Tonya Head, Deputy Director; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Paige Smith, Development Manager; Clarissa Thomas, Director of Education; Brian Hocevar, Assistant Manager, Village Branch; and Jenny Smith, Manager, Village Branch

Others present: Rod Brotherton, Friends of the Library, and Megan George, Stites and Harbison

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the January 11, 2023 Board Meeting. Mr. Coldiron seconded and the motion carried unanimously.

Ms. Donworth gave the Development report. She began by saying that, in the past month, she and Ms. Paige Smith had met with most of the new Lexington councilmembers, and that the following day they planned to meet with several of the Fayette County legislators in Frankfort, it being Library Legislative Day. Ms. Donworth then announced that earlier in the week the Foundation had received a check for \$250,000 for the Marksbury Family Branch, bringing the total raised to \$3.35 million. She concluded by informing the Board that, in January, the Foundation received \$26,386 in donations from 41 donors.

Mr. Brotherton, Chair of the Friends of the Library Board, gave the Friends Report. He explained that the Friends were currently running a "buy one, get one free" offer for tweens and children's books, and that they had recently partnered with Pivot Brewing for an event at which they raised over \$1500.

Ms. King reported on the Library's financial position through the month of December 2022. As of the end of December, the Library had total assets of \$21,281,000, liabilities of \$3.4 million and a fund balance of \$17.9 million. General Fund revenues for December were \$1,395,000 and expenditures were \$1,219,000, leaving a bottom line of revenues exceeding expenditures by \$175,000. In the Materials Fund, revenues year-to-date were \$1,205,000 and expenditures were \$1,106,000. Investments did not materially change in December and totaled \$5,191,000. Debt totaled \$15,624,000. There was expenditure of \$29,000 on the Marksbury Family Branch from the Fund Balance in December, raising the total spent to date to \$4,989,000.

For the Director's report, Ms. Dieffenbach let the Board know that *Library Journal* had just designated LPL a Star Library for the first time since 2019. This measures the extent to which libraries are used by their local communities and the services and resources on offer. Ms. Dieffenbach also let the Board know that the American Libraries Association had invited her to take part in their annual fly-in to Washington DC in March to meet with legislators to discuss library issues. As a result, she would miss the March Board meeting, but Ms. Head had agreed to stand in for her and present the Director's report to that meeting. Ms. Dieffenbach then handed over to Ms. Jenny Smith, who gave a presentation on the work at Village. Ms. Smith spoke very eloquently, particularly about the opportunities and support the programs and partnerships provided for the Village community, notably for children and new Americans, and she praised the contribution everyone at the branch had made. At the conclusion of her presentation, the Board members thanked her and everyone at Village for their outstanding work.

Ms. Bebrowsky presented the Chair's report. She confirmed that the date of the next meeting was Wednesday, March 8, 2023, and that the meeting would be at the Beaumont Branch.

Neither the Building and Property nor the Board Development Committees met in February.

Ms. Nallia presented the Budget and Finance Committee Report. She brought forward two motions. First, that the Board approve the financial statements as presented by Ms. King earlier in the meeting. Seconded by Ms. Wright and passed unanimously. Second, that the Board approve the appointment of Community Trust Wealth and Trust Management as the Library's investment advisor. Seconded by Ms. Hockenberry and carried unanimously, with Ms. Nallia abstaining. Ms. Nallia also confirmed that she and Ms. Bebrowsky had reviewed the checks and procurement card statements for January with no questions and no issues.

There being no other business, the meeting adjourned at 4:58 p.m.

Signed: 
Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
March 8, 2023

A regular meeting of the Board of Trustees of the Lexington Public Library was held in the Large Meeting Room of the Beaumont Branch Library on Wednesday, March 8, 2023, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

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

Library staff present: Mariam Addarrat, Collection Services Manager; AnnaMarie Cornett, Chief of Staff; Anne Donworth, Director of Marketing; Tonya Head, Deputy Director; Kevin Imai, Director of Human Resources; Karen King, Finance Officer; Abby McCurry, Manager, Village Branch; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Susan Price, Manager, Tates Creek Branch; Summer Russell, Data Analyst; Paige Smith, Development Manager; Tony Snowden, Security; and Clarissa Thomas, Director of Education

Others present: Ms. Lora Applegate; Rod Brotherton, Friends of the Library; Dan Koett, Affinity Media and Public Relations; and Melissa Rueda, KDLA

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the February 8, 2023 Board Meeting. Ms. West seconded and the motion carried unanimously.

Ms. Bebrowsky then called upon Ms. Applegate, a member of the public, to address the meeting, as Ms. Applegate had requested to do in writing prior to the meeting. Ms. Applegate explained that she had recently taken her two-year-old son to the Eastside Branch, where he had picked up a board book, *The Pronoun Book* by Chris Ayala-Kronos, from the alligator bookstand. Ms. Applegate strongly objected to the content of the book and to her son being able to access it. Ms. Bebrowsky thanked Ms. Applegate for her comments and informed her that they would be noted in the minutes.

Ms. Donworth gave the Development report. She discussed her recent advocacy work, explaining that she, Ms. Smith, and Ms. Dieffenbach had met with all of the new elected local legislators in Lexington, as well as with eight state legislators who represented parts of Fayette County, and noting that she was closely monitoring the progress of Senate Bills 5 and 115. She confirmed that, in February, the Capital Campaign raised over \$1 million, which brought the total raised to date to over \$4 million, or 77% of the total goal. She also mentioned that 90% of the Board and the

Library's senior team had now donated or pledged money, with a total of \$545,000 raised from 45 donors, and that in February the Foundation received \$801,500 in pledged support.

Mr. Brotherton, Chair of the Friends of the Library Board, gave the Friends report. The recent "buy one, get one free" offer for tweens and children's books sold over 1300 items. In addition, the Friends had recently sent six cases of books to the Fleming-Neon Library in Whitesburg, KY., to help the staff restock following catastrophic flooding in the area. He also confirmed that the Friends sale had started on March 7 and would end on March 22.

Ms. King reported on the Library's financial position through the month of January 2023. As of the end of January, the Library had total assets of \$20,090,000. General Fund revenues for January were \$2.1 million and expenditures were \$1,088,000, plus \$288,000 on the Marksbury Family Branch, leaving a bottom line of \$726,000. Year-to-date, revenues were \$10.7 million and the bottom line was \$934,000. In the Materials Fund, revenues, year-to-date, were \$1,437,000 and expenditures were \$1,297,000. Revenue therefore exceeded expenditure by \$139,000. In the Proprietary Fund, the Enterprise Fund had a loss, year to date, of \$45,000 and the Garage Fund had a loss of \$69,000. Investments totaled \$5,196,000, up \$4,800 month over month. (Ms. King noted that she had recently met with representatives of the Library's new investment advisor and that they were in the process of setting up accounts.) Debt totaled \$15,578,000. There was expenditure of \$288,000 on the Marksbury Family Branch project from the Fund Balance in January.

Ms. Dieffenbach was in Washington DC for the annual American Libraries Association Congressional Fly-in. In her place, Ms. Head presented the Director's report. Ms. Head introduced Ms. Addarrat, the Library's new Collections Manager, to the Board, and she informed them that Mr. Raul Garces was the winner of the 2022 Joseph H. Miller Customer Service Award. Ms. Head also thanked Ms. Wright, who was not present, for all the hours of work she had put into the Joseph H. Miller committee over the years. She then handed over to Ms. McCurry, Manager of the Beaumont Branch, who gave a presentation on the work at Beaumont. Ms. McCurry talked about the upcoming renovations to the branch and invited attendees to accompany her and Mr. Parmley on a tour of the branch after the meeting.

Mr. Coldiron joined the meeting.

Ms. Bebrowsky presented the Chair's report. She brought forward a motion from the Chair to ask the Board to approve nominating Ms. Dieffenbach and Ms. King as the two named individuals with responsibility for liaising with the Library's investment advisor, Community Trust and Investment Company, on behalf of the organization. Mr. Coldiron seconded and the motion passed unanimously. Ms. Bebrowsky then


confirmed that the date of the next meeting as Wednesday, April 12, 2023, saying that the meeting would be at the Tates Creek Branch.

The Building and Property Committee did not meet in March.

In Ms. Hockenberry's absence, Ms. Cornett presented the Board Development Committee report. On behalf of the committee, she brought forward a motion for the Board to approve holding the May and June Board meetings at the Central Library, instead of at Eastside and Northside respectively, as approved by the Board at the November 2022 meeting. The reasons for the change were that Eastside would be a polling site in the May 2023 elections, making access to the meeting room difficult, and that there was a conflict at Northside over the summer program of events. Mr. Coldiron seconded and the motion passed 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 statements as presented by Ms. King earlier in the meeting. Seconded by Mr. Coldiron and passed unanimously. Second, that the Board approve a gift agreement with Tempur Sealy for \$200,000 towards the Marksbury Family Branch. (Ms. King explained the detail of this motion on Ms. Nallia's behalf.) Seconded by Mr. Coldiron and carried unanimously. Ms. Nallia also confirmed that she and Ms. Bebrowsky had reviewed the checks and procurement card statements for February with no questions and no issues.

There being no other business, the meeting adjourned at 5:04 p.m.

Signed:  _____
Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
April 12, 2023

A regular meeting of the Board of Trustees of the Lexington Public Library was held in the Large Meeting Room of the Bates Creek Branch Library on Wednesday, April 12, 2023, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

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

Library staff present: Kate Baughman, Marketing Manager; AnnaMarie Cornett, Chief of Staff; Anne Donworth, Director of Marketing; Elizabeth Daniels, Librarian, Bates Creek Branch; Heather Dieffenbach, Executive Director; Tonya Head, Deputy Director; Kevin Imai, Director of Human Resources; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Susan Price, Manager, Bates Creek Branch; Paige Smith, Development Manager; Summer Russell, Data Analyst; and Clarissa Thomas, Director of Education

Others present: Simon Boes, Friends of the Library, and Dan Koett, Affinity Media and Public Relations

Ms. Bebrowsky called the meeting to order. As there was not a quorum present, she asked first for the reports from the Foundation and the Friends.

Ms. Donworth gave the Development report. In March, the Foundation received gifts from 41 donors to a total value of \$32,381, with an additional \$450 in pledged support. The previous week had been Library Giving Day and the Foundation received donations from 98 people, with 86 of them being new donors who were giving to the Foundation for the first time. The average donation was \$56. On the advocacy front, Ms. Donworth reported that the legislative session was now over and that no legislation was enacted that was likely to have a negative effect on the Library.

Mr. Boes, Manager-designate of the Friends Book Cellar, gave the Friends Report. He thanked the Library staff for allowing the Friends to use the boardroom for a celebration honoring founding member Joe Webb, and he reported that the Friends sale was going well, with 55 membership updates and \$4,000 raised on the previous Friday alone. He confirmed that the sale would end on April 22, and that Bag Days would be on April 20-22.

At this point, Ms. Wright joined the meeting, and, a quorum being present, Ms. Bebrowsky moved for approval of the minutes from the March 8, 2023 Board Meeting. Ms. Nallia seconded and the motion carried unanimously.

Ms. King reported on the Library's financial position through the month of February 2023. As of the end of February, the Library had total assets of \$20,925,200, liabilities of \$1.345 million and a fund balance of \$20.9 million. General Fund revenues for February were \$1,588,000 and expenditures were \$1,169,000, with \$111,600 spent on Marksbury, leaving a bottom line of \$306,900. In the Materials Fund, revenues year-to-date were \$1,669,000 and expenditures were \$1,439,000. Investments did not materially change in February and totaled \$5,197,000. Debt totaled \$15,535,000.

Ms. King also presented a report on the draft FY24 budget. Members were provided with a copy of the budget and invited to meet with Ms. Dieffenbach and Ms. King ahead of the May Board Meeting, when the budget would be presented to the Board for formal approval.

Ms. Hockenberry and Ms. Hopkins joined the meeting.

For her report, Ms. Dieffenbach invited Ms. Price, Manager of the Tates Creek Branch, to talk to the Board about the work at Tates Creek. Ms. Price spoke very eloquently, describing all the different events held over the past week in the room in which the Board was meeting to illustrate to breadth and diversity of the work carried out at the branch. She then highlighted several upcoming programs in which Board members might like to participate, and she concluded by praising the staff at Tates Creek for all their hard work.

Mr. Coldiron joined the meeting.

Ms. Bebrowsky presented the Chair's report. She brought forward a motion from the chair for the Board to approve a new three-year agreement with Radio Eye for the continued use of the room at the Northside Branch. Ms. Wright seconded the motion, which was approved unanimously. Ms. Bebrowsky then confirmed that the date of the next meeting was Wednesday, May 10, 2023, and that the meeting would be at the Central Library, and she reminded the Board members that Ms. Price would conduct a tour of Tates Creek after the current meeting ended.

The Building and Property Committee did not meet in April.

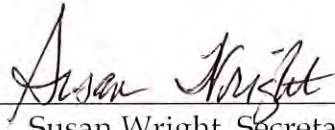
Ms. Hockenberry presented the Board Development report. On behalf of the committee, she brought forward six motions. First, that the Board authorize the Executive Director to issue a Request for Proposals (RFP) for the development of a new three-year strategic plan, which would also include updating LPL's vision, mission, and

core values. Seconded by Ms. Wright and passed unanimously. Second, the Board reaffirm the DEI statement drafted by LPL in 2019. Seconded by Ms. Nallia and passed unanimously. Third, the Board approve an update to the policy surrounding the Executive Director's annual evaluation. Seconded by Ms. Wright and passed unanimously. Fourth, the Board approve removing the policy of issuing fines and fees for missing or damaged items. Seconded by Mr. Coldiron and passed unanimously. Fifth, the Board approve removing the requirement for staff who accrue 15 or more days of PTO per year from having to take five days of PTO each year. Seconded by Mr. Coldiron and passed unanimously. Sixth, the Board approve ending LPL's COVID-19 mandatory vaccination policy with effect from May 11, 2023, in line with the decision made by the White House in January 2023 to declare the emergency over on that date. Seconded by Mr. Coldiron and passed unanimously.

Ms. Nallia presented the Budget and Finance Committee Report. She brought forward two motions. First, that the Board approve the financial statements as presented by Ms. King earlier in the meeting. Seconded by Mr. Coldiron and passed unanimously. Second, that the Board approve a new Investment Advisor policy. Seconded by Ms. Wright and passed unanimously. Ms. Nallia also confirmed that she and Ms. Bebrowsky had reviewed the checks and procurement card statements for March with two questions and no issues.

There being no other business, the meeting adjourned at 5:12 p.m.

Signed: _____



Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
May 10, 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, May 10, 2023, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

Board members present: Lynda Bebrowsky, Ralph Coldiron, Casandra Hockenberry, Stephanie Nallia, and Susan Wright. Advisory Board members present: Elizabeth Adams, Jennifer Bird-Pollan; Craig Cammack, Alex Garcia, Shawntaye Hopkins, Louetta Hurst, Hunter Porter, and Daryl Privott

Library staff present: AnnaMarie Cornett, Chief of Staff; Anne Donworth, Director of Marketing; Heather Dieffenbach, Executive Director; Tonya Head, Deputy Director; Kevin Imai, Director of Human Resources; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Paige Smith, Development Manager; and Summer Russell, Data Analyst

Others present: Rod Brotherton, Friends of the Library; Megan George, Stites and Harbison; and Dan Koett, Affinity Media and Public Relations

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the April 12, 2023 Board meeting. Ms. Wright seconded and the motion carried unanimously.

Ms. Donworth gave the Development report. In April, the Foundation received a total of \$12,663 in donations. In addition, Community Trust pledged \$50,000 for the capital campaign, and Ms. Donworth and her team attended two events relating to previously confirmed donations, one in the Winner's Circle at Keeneland to recognize Keeneland's donation of \$100,000 (to be paid in installments), and one to recognize the Tempur Sealy Foundation's donation of \$200,000. Ms. Donworth concluded her report by letting the Board know that the Foundation was currently accepting suggestions for nominations to the Foundation Board to fill seven vacancies.

Mr. Brotherton, Chair of the Friends of the Library, gave the Friends report. He announced that the Friends Book Cellar Manager, JoJo Yuen, had retired, after 18 years in post, but that she planned to return as a volunteer, and he confirmed that Ms. Yuen's replacement was Simon Boes. Mr. Brotherton then presented a check to the Library for \$15,000, the proceeds from the recent Friends Book Cellar sale.

At this point, Ms. Bird-Pollan joined the meeting.

Ms. King reported on the Library's financial position through the month of March 2023. As of the end of March, the Library had total assets of \$20,700,000. General Fund revenues for March were \$1.6 million and expenditures were \$1,288,000, leaving a bottom line of \$317,000. Year-to-date, revenues were \$13,968,000 and expenditures were \$10,928,000, not including the \$1,514,000 spent on the Marksbury Family Branch project. The bottom line, therefore, was \$1,054,500. In the Materials Fund, revenues, year-to-date, were \$1.9 million and expenditures were \$1,641,000, with revenue exceeding expenditure by \$259,000. Investments totaled \$5.2 million and debt totaled \$15.5 million.

At this point, Mr. Garcia joined the meeting.

Ms. Dieffenbach presented the Director's report. She thanked all staff members who had participated in the second annual expungement clinic, held at the Central Bank Center the previous week, and she mentioned that staff at the Village Branch had recently held the first in-person *Dia de los Ninos* since 2019. She then announced that, according to the latest statistics, the Library's physical book circulation over the past couple of months had now returned to 2019 levels for the first time since the pandemic.

Ms. Bebrowsky presented the Chair's report. She confirmed that the date of the next meeting was Wednesday, June 14, 2023, and that the meeting would be at the Central Library.

Mr. Coldiron presented the Building and Property Committee report. He updated the Board on progress on the Marksbury Family Branch project, confirming that the branch should open as planned in October or early November 2023, and he mentioned two pending projects. The first was some preventative maintenance at the Tates Creek Branch, and the second was the bid package for the renovations to the Beaumont Branch, which were due by May 19, 2023.

Ms. Hockenberry presented the Board Development report. On behalf of the committee, she brought forward two motions. First, that the Board approve nominating Mr. Coldiron for a second term on the Board of Trustees and Ms. Bird-Pollan to a first term on the Board of Trustees, once Ms. Wright rotated off the Board in August. Seconded by Ms. Wright and passed unanimously. Second, that the Board to confirm the election of the officers of the Board for a two-year term beginning in June. The officers being Lynda Bebrowsky (Chair), Ralph Coldiron (Vice Chair), Yajaira West (Secretary), and Stephanie Nallia (Treasurer). Seconded by Ms. Nallia and passed unanimously.

Ms. Nallia presented the Budget and Finance Committee Report. She brought forward two motions. First, that the Board approve the financial statements as presented by Ms. King earlier in the meeting. Seconded by Mr. Coldiron and passed

unanimously. Second, that the Board approve the FY24 budget. Seconded by Ms. Hockenberry and passed unanimously. Ms. Nallia also confirmed that she and Ms. Bebrowsky had reviewed the checks and procurement card statements for April with no questions and no issues.

There being no other business, the meeting adjourned at 4:50 p.m.

Signed:  _____
Susan Wright, Secretary

BOARD OF TRUSTEES' MEETING
LEXINGTON PUBLIC LIBRARY
June 14, 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, June 14, 2023, at 4:30 p.m. Lynda Bebrowsky, Chair, called the meeting to order.

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

Library staff present: Anne Donworth, Director of Marketing; Heather Dieffenbach, Executive Director; Tonya Head, Deputy Director; Karen King, Finance Officer; Christopher Oakford, Executive Assistant; Rob Parmley, Director of Operations; Julie Scalos, Central Library Manager, Paige Smith, Development Manager; and Summer Russell, Data Analyst

Others present: Rod Brotherton, Friends of the Library; Megan George, Stites and Harbison

Ms. Bebrowsky called the meeting to order.

Ms. Bebrowsky moved for approval of the minutes from the May 10, 2023 Board meeting. Mr. Coldiron seconded and the motion carried unanimously.

Ms. Donworth gave the Development report. In May, the Foundation received \$123,029 in donations, \$100,000 of which came from the Tempur Sealy Foundation. The Foundation also received \$5,000 in pledged support from 49 donors. In addition, Ms. Donworth and Ms. Smith attended the International Public Library Fundraising Conference in Texas; interviews of candidates for the new Development Associate position took place, and the Foundation received suggestions for nominations to the Foundation Board. Ms. Donworth concluded her report by presenting a check to LPL for \$762,873, which was the total amount raised in FY23.

Mr. Brotherton, Chair of the Friends of the Library, gave the Friends report. He informed the Board that the Friends had recently invested in some new computers and that staff and volunteers were busy putting the inventory online with eBay, online sales being one of the best ways for the Friends to raise funds for the Library. Mr. Brotherton thanked Michelle Craft from the Library's IT department for her help in setting up the computers. He then mentioned that the Friends had 35 membership renewals in May, and he invited the Board members to attend the *Boozy Grown Up Book Fair* at Pivot Brewing on July 16, where the Friends' books would be on sale.

Ms. King reported on the Library's financial position through the month of April 2023. As of the end of April, the Library had total assets of \$20,325,000. General Fund revenues for April were \$1,591,000 and expenditures were \$2,667,000. Year-to-date, revenues were \$15,559,000 and expenditures were \$13,203,000, not including \$1,514,000 spent on Marksbury, leaving a bottom line of \$841,000. In the Materials Fund, revenues, year-to-date, were \$2,133,000 and expenditures were \$1,837,000. Investments totaled \$12,702,000, up by \$7 million due to a transfer of funds from general cash, and debt totaled \$14,669,000.

Ms. Dieffenbach presented the Director's report. She began by providing the Board members with copies of the latest Areas of Focus document. She then handed over to Ms. Scalos, Central Library Manager, who gave a presentation on the work undertaken at Central. Ms. Dieffenbach finished her report by updating the Board on recent interviews with consultants bidding to help produce the new three-year strategic plan. Ms. West, who was part of the selection panel, then proposed a motion from the floor for the Board to approve the appointment of BerryDunn as the consultant who would work with the Library on the project, with a planned start date of August 2023 and an end date of early February 2024. Ms. Wright seconded and the motion passed unanimously.

Ms. Bebrowsky presented the Chair's report. She confirmed the date of the next meeting as Wednesday, July 12, 2023, and the location as the Eastside Branch. She also confirmed that the Mayor and council had approved the appointment of Mr. Coldiron to a second term as a Trustee and for Ms. Bird-Pollan to move from the Advisory Board to the Board of Trustees in August. She then thanked the following departing Foundation Board members for their service: Ramsey Bova, Mary Lynne Capilouto, John Gohmann, Carolyn Purcell, Chris Reames, Erin Serrate, and Jimmy Turek. Lastly, she proposed a motion from the Chair for the Board to approve the renewal of the agreement with God's Pantry for the provision of the food bank at Northside for another year, starting on July 1, 2023 and ending on June 30, 2024. Mr. Coldiron seconded and the motion passed unanimously.

The Building and Property Committee did not meet in June.

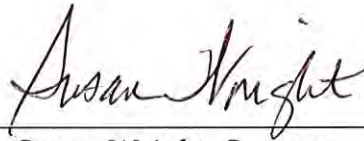
Ms. Hockenberry presented the Board Development report. On behalf of the committee, she brought forward two motions. First, that the Board approve the FY24 schedule of Board and Committee meetings. Seconded by Ms. Nallia and passed unanimously. Second, the Board approve an update to the political campaigns, protests, and voter registration drives policy. Seconded by Ms. Wright and passed unanimously.

Ms. Nallia presented the Budget and Finance Committee Report. She brought forward two motions. First, that the Board approve the financial statements as

presented by Ms. King earlier in the meeting. Mr. Coldiron seconded and the motion passed unanimously. Second, that the Board approve the FY24 Fund Balance commitments. Ms. Hockenberry seconded and the motion passed unanimously. Ms. Nallia also confirmed that she and Ms. Bebrowsky had reviewed the checks and procurement card statements for May with no questions and no issues.

There being no other business, the meeting adjourned at 5:08 p.m.

Signed: _____



Susan Wright, Secretary