



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

**Library Advisory Commission Meeting Minutes
July 17, 2024**

I. Quorum and Call to Order

The regular meeting of the Library Advisory Commission was called to order by the acting chair, Florence Chang, at 4:30 on Tuesday, July 16, 2024. The meeting was held in the Board Room at the Main Library. Secretary Lee Burchfield was present.

Commissioners in attendance were Anita Riley Hall, Nathan Smith, Demiche Sewell, Florence Chang, and Marcus Walker.

Absent commissioners were Charity Garnett, Carla Robinson, and Tiffany Stith.

Others present included: Deputy Mayor Nicole George, Library Foundation Executive Director Chandra Gordon, Library Assistant Director, Carrick Arehart, Library Communications Manager, Paul Burns, Former LAC Commissioner Keith Runyon, and Library Administrative Assistant, Vanessa Fuller.

A motion to approve the minutes of the May 21 and June 18, 2024 meeting was entered by Demiche Sewell, seconded by Marcus Walker, and approved.

A motion to excuse the absences of Commissioners Carla Robinson and Florence Chang from the May 21 meeting and to excuse the absences of Commissioners Anita Riley Hall, Charity Garnett, Nathan Smith, and Tiffany Stith from the June 18, 2024 meeting was entered by Demiche Sewell, seconded by Marcus Walker, and approved.

Update from Library Foundation Executive Director Chandra Gordon:

Ms. Gordon shared that the public launch of One Library, One Louisville was held on June 24, 2024. The James Foundation launched a donation challenge that will match every donation made until they meet the goal of \$14 million. The Foundation continues working with individual donors and hopes to close the campaign by the end of the calendar year.

The tenth anniversary of Café LOUIE will be held this fall.

II. Planning Report

None.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

III. Finance Report

Commissioner Florence Change shared the commission had a very strong year in portfolio growth. The commission also received a \$12,000 estate donation from the Gillespie family.

IV. Librarian's Report

Lee Burchfield submitted a written Librarian's Report. Highlights were reviewed by the committee. The complete report is attached to these minutes.

V. Chairpersons Report

None.

VI. Old Business

None.

VII. New Business

A motion to approve the Friends of the Northeast library book sale request was entered by Marcus Walker, seconded by Demiche Sewell, and approved.

VIII. Adjournment

There being no other business, the meeting adjourned at 5:24 p.m.

Minutes prepared by Vanessa Fuller, Library Administrative Assistant.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

**Library Advisory Commission Meeting Minutes
August 20, 2024**

I. Quorum and Call to Order

The regular meeting of the Library Advisory Commission was called to order by the acting chair, Nathan Smith, at 4:30 on Tuesday, August 20, 2024. The meeting was held in the Board Room at the Main Library. Secretary Lee Burchfield was present.

Commissioners in attendance were Anita Riley Hall, Charity Garnett, Demiche Sewell, Florence Chang, Marcus Walker, Nathan Smith, and Whitney Soergel.

Absent commissioners were Aaron Miller, Carla Robinson, and Tiffany Stith.

Others present included: Library Foundation Executive Director Chandra Gordon, Library Assistant Director Carrick Arehart, Library Communications Manager Paul Burns, Library Executive Administrator Ben Tipton, and Library Administrative Assistant Vanessa Fuller.

A motion to approve the minutes of the meeting held on July 16, 2024, was entered by Nathan Smith, seconded by Marcus Walker, and approved.

A motion to excuse the absence of commissioners Carla Robinson, Charity Garnett, and Tiffany Stith from the meeting held on July 16, 2024, was entered by Nathan Smith, seconded by Whitney Soergel, and approved.

Update from Library Foundation Executive Director Chandra Gordon:

The Library Foundation Board meeting was held on August 20, 2024. Former Commissioner Aaron Miller was nominated to serve on the Foundation Board.

The One Library, One Louisville capital campaign has received \$2 million in funding from the state budget.

On September 12, 2024, the Foundation will launch its largest annual fundraiser; Give For Good.

The annual Café LOUIE series will include a kickoff event in October 2024.

II. Planning Report

Commissioners Anita Riley Hall, Demiche Sewell, and Whitney Soergel volunteered to serve on the Planning Committee for the Library Advisory Commission.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

Lee Burchfield submitted a written presentation for the Master Facilities Plan for 2025. Mr. Burchfield will share the presentation with the Metro Council on August 29, 2024. The complete presentation is attached to these minutes.

III. Finance Report

Commissioner Marcus Walker volunteered to serve on the Finance Committee for the Library Advisory Commission.

IV. Librarian's Report

Lee Burchfield submitted a written Librarian's Report. Highlights were reviewed by the committee. The complete report is attached to these minutes.

V. Chairpersons Report

None.

VI. Old Business

The Commission had an in-depth discussion regarding the consideration for the allocation of funds for purchase of the 3rd Street and Broadway parking lot. The consideration has been tabled until further notice.

VII. New Business

None.

VIII. Adjournment

A motion to adjourn was entered by Nathan Smith and seconded by Marcus Walker. The motion passed and the meeting was adjourned at 5:36 pm.

Minutes prepared by Vanessa Fuller, Administrative Assistant.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

Library Advisory Commission Meeting Minutes
September 17, 2024

I. Quorum and Call to Order

The regular meeting of the Library Advisory Commission was called to order by the acting chair, Nathan Smith, at 4:30 on Tuesday, August 20, 2024. The meeting was held in the Board Room at the Main Library. Secretary Lee Burchfield was present.

Commissioners in attendance were Anita Riley Hall, Charity Garnett, Demiche Sewell, Florence Chang, Marcus Walker, Nathan Smith, and Whitney Soergel.

Absent commissioners were Carla Robinson, and Tiffany Stith.

Others present included: Library Foundation Executive Director Chandra Gordon, Library Assistant Director Carrick Arehart, Library Communications Manager Paul Burns, Library Executive Administrator Ben Tipton, and Library Administrative Assistant Vanessa Fuller.

A motion to approve the minutes of the meeting held on July 16, 2024, was entered by Nathan Smith, seconded by Marcus Walker, and approved.

A motion to excuse the absence of commissioners Carla Robinson, Charity Garnett, and Tiffany Stith from the meeting held on July 16, 2024, was entered by Nathan Smith, seconded by Whitney Soergel, and approved.

Update from Library Foundation Executive Director Chandra Gordon:

The Library Foundation Board meeting was held on August 20, 2024. Former Commissioner Aaron Miller was nominated to serve on the Foundation Board.

The One Library, One Louisville capital campaign has received \$2 million in funding from the state budget.

On September 12, 2024, the Foundation will launch its largest annual fundraiser; Give For Good.

The annual Café LOUIE series will include a kickoff event in October 2024.

II. Planning Report

Commissioners Anita Riley Hall, Demiche Sewell, and Whitney Soergel volunteered to serve on the Planning Committee for the Library Advisory Commission.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

Lee Burchfield submitted a written presentation for the Master Facilities Plan for 2025. Mr. Burchfield will share the presentation with the Metro Council on August 29, 2024. The complete presentation is attached to these minutes.

III. Finance Report

Commissioner Marcus Walker volunteered to serve on the Finance Committee for the Library Advisory Commission.

IV. Librarian's Report

Lee Burchfield submitted a written Librarian's Report. Highlights were reviewed by the committee. The complete report is attached to these minutes.

V. Chairpersons Report

None.

VI. Old Business

The Commission had an in-depth discussion regarding the consideration for the allocation of funds for purchase of the 3rd Street and Broadway parking lot. The consideration has been tabled until further notice.

VII. New Business

None.

VIII. Adjournment

A motion to adjourn was entered by Nathan Smith and seconded by Marcus Walker. The motion passed and the meeting was adjourned at 5:36 pm.

Minutes prepared by Vanessa Fuller, Administrative Assistant.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

**Library Advisory Commission Meeting Minutes
October 15, 2024**

I. Quorum and Call to Order

The regular meeting of the Library Advisory Commission was called to order by Commission Chair Anita Riley Hall, at 4:32 on Tuesday, October 15, 2024. The meeting was held in the Board Room at the Main Library.

Commissioners in attendance were Anita Riley Hall, Demiche Sewell, Florence Chang, Marcus Walker, Nathan Smith, and Whitney Soergel.

Absent commissioners were Carla Robinson, Charity Garnett, and Nathan Smith.

Others present included: Library Director Lee Burchfield, Library Assistant Director Carrick Arehart, Library Communications Manager Paul Burns, Library Executive Administrator Ben Tipton, Youth Services Manager Kate Schiavi, Library Foundation Grants Manager Margaret Philips, and Library Administrative Assistant Vanessa Fuller.

A motion to approve the minutes of the meeting held on September 17, 2024 was entered by Whitney Soergel, seconded by Demiche Sewell, and approved.

A motion to excuse the absence of commissioners Carla Robinson, Charity Garnett, and Tiffany Stith from the meeting held on September 17, 2024 was entered by Whitney Soergel, seconded by Marcus Walker, and approved.

II. Planning Report

None.

III. Finance Report

None

IV. Librarian's Report

Lee Burchfield submitted a written Librarian's Report. Highlights were reviewed for the committee. The complete report is attached to these minutes.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

V. Chairpersons Report

Commission Chair Anita Riley Hall shared that there are open slots in the LAC subcommittees and the Commissioners should inform her if they wish to serve on them. The terms for commissioners Carla Robinson, Marcus Walker, Nathan Smith, and Tiffany Stith will expire in December of 2024, and the commissioners should follow up with Althea Jackson, the Special Assistant in the Mayor's Office, if they would like to be reappointed.

VI. Old Business

The consideration for the allocation of funds for the 3rd Street and Broadway parking lot has been tabled.

VII. New Business

Lee Burchfield, Kate Schiavi, and Margaret Philips presented the new business. The Library is requesting \$5000 funding for a sensory backpack starter program. The commission will vote on the decision during the next meeting.

VIII. Adjournment

There being no other business, the meeting was adjourned at 5:00 pm.

Minutes prepared by Vanessa Fuller, Administrative Assistant.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

**Library Advisory Commission Meeting Minutes
November 19, 2024**

I. Quorum and Call to Order

The regular meeting of the Library Advisory Commission was called to order by Commission Chair Anita Riley Hall, at 4:32 on Tuesday, November 19, 2024. The meeting was held in the Board Room at the Main Library.

Commissioners in attendance were Anita Riley Hall, Carla Robinson, Charity Garnett, Demiche Sewell, Florence Chang, Marcus Walker, and Whitney Soergel.

Absent commissioners were Nathan Smith and Tiffany Stith.

Others present included: Deputy Mayor Nicole George, Library Foundation Director Chandra Gordon, Library Director Lee Burchfield, Library Assistant Director Carrick Arehart, Library Communications Manager Paul Burns, Library Executive Administrator Ben Tipton, and Library Administrative Assistant Vanessa Fuller.

A motion to approve the minutes of the meeting held on October 15, 2024 was entered by Demiche Sewell, seconded by Florence Chang, and approved.

A motion to excuse the absence of commissioners Carla Robinson, Charity Garnett, and Nathan Smith from the meeting held on October 15, 2024 was entered by Whitney Soergel, seconded by Marcus Walker, and approved.

II. Planning Report

Lee Burchfield gave the planning report. Library administration is working on finalizing the 2025 Master Facilities Plan.

III. Finance Report

Florence Chang shared that the committee's donation to the Library Foundations Capital Campaign will be reflected in the December 2024 finance report.

IV. Librarian's Report

Lee Burchfield submitted a written Librarian's Report. Highlights were reviewed for the committee. The complete report is attached to these minutes.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

V. Chairpersons Report

Commission Chair Anita Riley Hall allowed Chandra Gordon to present. Ms. Gordon shared that One Library, One Louisville campaign has received a myriad of donations. A press conference to announce significant gifts is being planned for December 3rd, 2024.

Café LOUIE will be celebrating its 10th year in 2025. The schedule will be released soon and the meetings will be held on Saturdays from January to March 2025.

VI. Old Business

A motion to approve the Library's \$5000 funding request for sensory back pack kits was entered by Marcus Walker, seconded by Florence Chang, and approved.

VII. New Business

Lee Burchfield reviewed a draft for a letter of support for a letter of support for the 2025 Master Facilities Plan, which will be sent on behalf of the Library Advisory Commission. A vote regarding the letter will be had next meeting. A copy of the letter is attached to these minutes.

VIII. Adjournment

There being no other business, the meeting was adjourned at 5:00 pm.

Minutes prepared by Vanessa Fuller, Administrative Assistant.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

**Library Advisory Commission Meeting Minutes
December 17, 2024**

I. Quorum and Call to Order

The regular meeting of the Library Advisory Commission was called to order by Commission Chair Anita Riley Hall, at 4:35 on Tuesday, December 17, 2024. The meeting was held in the Board Room at the Main Library.

Commissioners in attendance were Anita Riley Hall, Carla Robinson, Demiche Sewell, Florence Chang, Marcus Walker, Nathan Smith, and Whitney Soergel.

Absent commissioners were Charity Garnett and Tiffany Stith.

Others present included: Library Director Lee Burchfield, Library Foundation Director Chandra Gordon, Library Assistant Director Carrick Arehart, Library Communications Manager Paul Burns, Library Executive Administrator Ben Tipton, and Library Administrative Assistant Vanessa Fuller.

A motion to approve the minutes of the meeting held on November 19, 2024 was entered by Marcus Walker, seconded by Whitney Soergel, and approved.

A motion to excuse the absence of commissioners Nathan Smith and Tiffany Stith from the November 19, 2024 meeting was entered by Marcus Walker, seconded by Whitney Soergel, and approved.

II. Planning Report

No Planning Report.

III. Finance Report

No Finance Report.

IV. Librarian's Report

Lee Burchfield submitted a written Librarian's Report. Highlights were reviewed for the committee. The complete report is attached to these minutes.

V. Chairpersons Report

No Chairpersons Report.



LOUISVILLE FREE PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION

VI. Old Business

The Commission reviewed a letter of support from Commission Chair Anita Riley Hall for the Facilities Plan 2025. The letter will be included in the final version of the Facilities Plan.

A motion to approve the letter was entered by Florence Change, seconded by Demiche Sewell, and approved.

VII. New Business

VIII. Adjournment

There being no other business, the meeting was adjourned at 4:56 pm.

Minutes prepared by Vanessa Fuller, Administrative Assistant.