

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**JANUARY 2007**

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
FEBRUARY 20, 2007**

The Louisville Free Public Library Advisory Commission met on Tuesday, February 20, 2007 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Rae Horton, Yung Nguyen, Jackie Bentley, Tad Thomas, Cecelia Wooden, Dale Ahearn, Deborah Williams and Stephen Amsler. The absence of Kathy Wilson was known in advance and excused.

Also present were director Craig Buthod, assistant director Graham B. Cooke, Foundation Executive Director James K. Elliott, Metro Louisville liaison Maura Temes and Crescent Hill branch manager Debbe Oberhausen.

Chair Rae Horton introduced three new board members, Deborah B. Williams of National City Bank, Jackie H. Bentley, Editor of Kentucky Monthly magazine and Tad Thomas, an attorney in private practice.

Ms. Oberhausen outlined the Big Read program for commissioners, including the impact on the community. A schedule of community discussions and programs was distributed. Ms. Oberhausen noted that some of the programming partners for the Big Read program include University of Louisville, Trinity H.S. and Bellarmine University. Ms. Oberhausen stated that it was a joy to see non-traditional readers, such as visually-impaired students, participating in the event.

Ms. Horton took this time to thank two exiting commissioners, Dr. Robert Douglas and Ms. Vernita Brown, for their contributions to the Library Advisory Commission.

A motion to approve the minutes of October 17 and November 21, 2006 meetings was entered by Ms. Wooden, seconded by Mr. Thomas and approved unanimously.

A motion to excuse the absences of October 17 and November 21, 2006 commissioners was entered by Mr. Nguyen, seconded by Mr. Amsler and approved unanimously.

A motion to excuse the absence of Kathy Wilson for today's meeting was entered by Mr. Amsler, seconded by Mr. Nguyen and approved unanimously.

***Finance Report:***

Mr. Nguyen reported he received the bank statement unopened as required, noting everything was in order.

Mr. Buthod informed commissioners that the LAC Certificate of Deposit currently at Louisville Community Development Bank is drawing about a 2.65% interest rate and is valued at about \$70,000.

Mr. Nguyen recommended that the Library Advisory Commission take the money out and deposit it elsewhere to maximize the return to the library.

A motion to close the CD at the Louisville Community Development Bank and turn the money over to the Library Foundation was entered by Mr. Thomas, seconded by Mr. Ahearn and approved unanimously.

***Librarian's Report:***

Mr. Buthod reported that the property on Dixie Highway slated for a regional library has been purchased by Metro Government. He also noted that the Jefferson Blvd. property is being evaluated for wetlands status by the Corps of Engineers. The third property slated for a regional library, Bellevoir Court, is already owned by Metro Louisville.

Mr. Buthod reported that his teaching engagement at the Bibliotheca Alexandrina in Egypt in December was very challenging and went very well.

Mr. Buthod informed commissioners that the parking lot at 3<sup>rd</sup> and York Streets is being monitored and to make sure to use your parking permit when at the library on business.

Mr. Buthod said a couple of branch libraries are having difficulty with teenagers ranging from minor infractions to illegal activity. Members of the Metro Council from the Bon Air and Iroquois area have both had community conversations regarding issues with teens.

Graham Cooke, assistant director, said he has had conversations with neighborhood schools and the police hoping to develop a closer relationship with them. He noted that police commanders have been encouraged to maintain a presence in all libraries. He also said school administrators have been informed that they are welcome in all libraries. Mr. Cooke also noted that staff training is on-going regarding teen patrons. Mr. Cooke said progress is being made.

Mr. Buthod announced that a new state librarian has been named. Wayne Onkst, formerly the director of the Kenton County Library, was recently appointed by the governor. Mr. Buthod has met with Mr. Onkst and a close working relationship between the state library and the Louisville Free Public Library is a goal.

Mr. Buthod was asked by the commission to extend an invitation to Mr. Onkst to attend a Library Advisory Commission meeting in the near future.

Mr. Buthod said the library has been working with the Metropolitan Group coordinating communications efforts for four months. To date, library personnel have met with over 100 community groups in an effort to find out what library users want. An electronic survey is being developed and will be e-mailed to over 70,000 card holders who have listed their e-mail address with the library.

In an effort to clarify policies regarding conduct in the library the "Rules of Conduct" policy has been revised (see attached draft copy.) Mr. Buthod said that during a visit to Seattle he acquired a copy of their policy and Mr. Cooke used it as a model in developing the new policy for LFPL.

There was a discussion regarding the current and proposed policy including administrative review process for rule breakers.

A motion to adopt the revised "Rules of Behavior" policy was entered by Cecelia Wooden, seconded by Tad Thomas and passed unanimously.

***Chairman's Report:***

Chair Rae Horton distributed a copy of a recent KDLA publication on the Open Meetings Act, noting that the Library Advisory Commission and its committees are subject to it. She announced that the Executive committee will review the committee structure and committee meeting dates and will make recommendations at the next meeting.

Ms. Horton announced that the Library Foundation annual appeal will end on June 30, 2007.

Ms. Horton invited all commissioners to an open house at her home. Invitations will be forthcoming.

***New Business:***

A motion to approve the following was entered by Mr. Nguyen, seconded by Mr. Ahearn and approved unanimously.

- Approve Fairdale Friends of The Library book sale, April 27-28, 2007.
- Approve Fern Creek Friends The Library book sale, May 17-19, 2007.
- Approve Friends Semi-Annual Book Sale, June 1-3, 2007.

***Adjournment:***

There being no further business, the meeting adjourned at 5:30 p.m.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MARCH 20, 2007**

The Louisville Free Public Library Advisory Commission met on Tuesday, March 20, 2007 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Rae Horton, Yung Nguyen, Jackie Bentley, Tad Thomas, Cecelia Wooden, Dale Ahearn, Deborah Williams and Kathy Wilson. The absence of Stephen Amsler was known in advance.

Also present were director Craig Buthod and assistant director Graham B. Cooke.

A motion to approve the minutes of February 20, 2007 was entered by Mr. Nguyen, seconded by Mr. Thomas and approved unanimously.

***Finance Report:***

Mr. Nguyen reported he received the bank statement unopened as required, noting everything was in order.

***Planning Report:***

Dr. Wooden, who is also a lobbyist for the State Library Association, announced that two bills passed the state legislative and are currently on the governors' desk to be signed.

HB273 allows law libraries in county courthouses to be placed in public libraries. HB386 cleans up language relating to librarian certification. The certificate fee has been raised from \$5 to \$20 per 5 year period.

Dr. Wooden noted that the library has been engaged over the past several years in selecting properties for future branches. The planning committee initially began with nearly 100 properties to evaluate. Dr. Wooden announced today that the library has finally acquired all three properties for three future regional libraries.

Ms. Horton said Mayor Abramson has been very supportive of the library and he himself had found the money to purchase the regional sites.

Ms. Horton suggested that the Commission find a way to recognize the mayor and thank him for his support.

Mr. Ahearn suggested that Mr. Buthod make a presentation on the planning process at the next meeting.

***Librarian's Report:***

Mr. Buthod announced that the new Kentucky State Librarian, Wayne Onkst, will attend the May 15, 2007 meeting of the Library Advisory Commission.

Copies of the "Rules of Behavior" that was approved at the last meeting were distributed to all present.

***Chairman's Report:***

Chair Rae Horton distributed a schedule of all committee meeting dates scheduled in 2007. All meetings will be held at 3:30 p.m. on the third Tuesday of each month in rotating order. A copy of the schedule is enclosed. New committee appointments were announced. Tad Thomas was added to the Executive Committee.

Chair Horton announced that it was time to complete the director's performance appraisal and asked all commissioners to contribute their thoughts.

***New Business:***

A motion to approve the following was entered by Mr. Thomas, seconded by Ms. Bentley and approved unanimously.

- Approve Shively Friends of The Library book sale, April 21, 2007.
- Approve Westport Friends The Library book sale, May 19, 2007.

***Adjournment:***

There being no further business, the meeting adjourned at 4:53 p.m.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
APRIL 17, 2007**

The Louisville Free Public Library Advisory Commission met on Tuesday, April 17, 2007 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Rae Horton, Yung Nguyen, Jackie Bentley, Tad Thomas, Dale Ahearn, Deborah Williams, Steve Amsler and Kathy Wilson. The absence of Cecelia Wooden was known in advance. A motion to approve the absence of Dr. Wooden was entered by Mr. Amsler, seconded by Mr. Thomas and approved unanimously.

Also present were director Craig Buthod, assistant director Graham B. Cooke and Louisville Metro liaison, Maura Temes.

A motion to approve the minutes of March 20, 2007 was entered by Mr. Nguyen, seconded by Ms. Williams and approved unanimously.

***Finance Report:***

Mr. Nguyen reported he received the bank statement unopened as required, noting everything was in order.

***Planning Report:***

Craig Buthod made a presentation summarizing the planning steps taken on behalf of the Library Commission over the last several years. The Commission then engaged in an extensive discussion of what is necessary to achieve the library's mission and build the libraries outlined in the Master Facilities Plan. After a lengthy discussion, Tad Thomas entered a motion, seconded by Dale Ahearn, that the Library Commission executive committee and staff move ahead with exploratory meetings and discussions with stakeholders, up to and including the launch of a petition drive, for the creation of a Public Library District under Kentucky law. The motion was adopted unanimously.

***Librarian's Report:***

Mr. Buthod handed out the annual rankings of Kentucky county libraries and reviewed the statistics. (Copy attached.)

Mr. Buthod distributed Summer Reading backpacks to all commission members. He said yard signs will be distributed to all children reading ten books or more.

***Chairman's Report:***

Chair Rae Horton announced that she had completed the library director's annual performance review and it is ready to be sent to mayor's office. Ms. Horton thanked all commissioners for their input.

***New Business:***

A motion to approve the following was entered by Ms. Williams, seconded by Ms. Bentley and approved unanimously.

- Approve Iroquois Friends of The Library book sale, June 9, 2007.

***Adjournment:***

There being no further business, the meeting adjourned at 5:55 p.m.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MAY 15, 2007**

The Louisville Free Public Library Advisory Commission met on Tuesday, May 15, 2007 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Rae Horton, Jackie Bentley, Dale Ahearn, Deborah Williams, Steve Amsler and Cecelia Wooden. The absence of Kathy Wilson, Yung Nguyen and Tad Thomas was known in advance. A motion to approve the absences of Mr. Thomas, Mr. Nguyen and Ms. Wilson entered by Ms. Bentley, seconded by Ms. Williams and approved unanimously.

Also present were director Craig Buthod, assistant director Graham B. Cooke and Louisville Metro liaison, Maura Temes.

A motion to approve the minutes of April 17, 2007 was entered by Dr. Wooden, seconded by Mr. Amsler and approved unanimously.

***Finance Report:***

Chair Rae Horton reported the bank statement was received unopened as required, noting that everything was in order.

***Planning Report:***

Dr. Wooden introduced Wayne Onkst, state commissioner of libraries and former Director of the Kenton County Public Library.

Commissioner Onkst said it was great to be in Louisville and that he was proud of what LFPL was doing, noting it will benefit the whole state.

Commissioner Onkst said he would assist the library in any way he can and that he looks forward to working with LFPL in the future.

Dr. Wooden said that she and library director Buthod have talked with Commissioner Onkst about state construction funding.

***Chairman's Report:***

Chair Horton said all media requests should go to library director Buthod. Chair Horton also announced that if anyone made a request to address the commission they would set time aside at the beginning of the meeting for remarks.

***New Business:***

Representatives from the Metropolitan Group, Laura Dellinger, Jennifer Hearn and John Donovan, gave a brief presentation on getting the library's message out to the public.

Mr. Buthod said that he and Fred Joseph, library foundation member, met with local radio station managers and offered to come on the air or do interviews to explain the library plan.

Mr. Ahearn asked Wayne Onkst what he thinks about the Library Plan. Commissioner Onkst replied that "It's was a well thought out plan, very detailed."

Mr. Ahearn said a positive message from Wayne Onkst would benefit all state library systems.

Mr. Buthod asked Commissioner Onkst to convey to the Kentucky Secretary of Education his belief that the library plan is good for all Kentucky library systems.

Mr. Buthod informed commissioners that he met with the Executive committee of Greater Louisville Inc today and that the library has their full unanimous endorsement of the libraries initiative.

A motion to allow the library to present the petitions to Metro Council for approval was submitted by Mr. Amsler, seconded by Mr. Ahearn and approved unanimously.

***Adjournment:***

There being no further business, the meeting adjourned at 5:40 p.m.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JUNE 19, 2007**

The Louisville Free Public Library Advisory Commission met on Tuesday, June 19, 2007 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:37 p.m.

***Attendance:***

Commissioners present were Rae Horton, Jackie Bentley, Dale Ahearn, Deborah Williams, Tad Thomas, Steve Amsler and Cecelia Wooden. The absence of Kathy Wilson and Yung Nguyen was known in advance. A motion to approve the absences of Mr. Nguyen and Ms. Wilson was entered by Mr. Amsler, seconded by Mr. Ahearn and approved unanimously.

Also present were director Craig Buthod, assistant director Graham B. Cooke and Louisville Metro liaison, Maura Temes.

A motion to approve the minutes of May 15, 2007 was entered by Mr. Thomas, seconded by Dr. Wooden and approved unanimously.

Visitors included Darrel Smith, 10<sup>th</sup> District resident who said he was grateful to the Library Advisory Commission for their efforts to put a library in the Newburg area.

Roland and Gloria Allen, also from the Newburg area, were part of an organized group that accumulated over 2000 signatures during the petition drive. Mr. Allen said they have a large service area and look forward to a new library in the area.

***Finance Report:***

Chair Rae Horton reported the bank statement was received unopened as required, noting that everything was in order.

***Planning Report:***

Dr. Wooden said a Planning Committee meeting was held just prior to the commission meeting.

Mr. Buthod said a "Plan of Service" was submitted to Metro Council on June 11 with the petitions. Metro Council will hold a hearing on July 19 @ 6:00 p.m.

Dr. Wooden presented a motion from the committee proposing an expenditure of up to \$400,000 for Phase II of the Strategic Communications Plan, the public education phase. The purpose of this phase is to ensure factual information about the library's expansion plan is widely available in the community and to answer any questions from community members that may arise. Expenses will be for printing of brochures, possible mailings, public meetings, etc. Mr. Buthod is to report monthly on the progress of the public education effort to Dr. Wooden and to Commission chair Rae Horton. The motion carried unanimously.

A copy of the document "From Good to Great: an assessment of the Louisville Free Public Library" was distributed to all commissioners present. The document was produced by the Americans for Libraries Council, a research and advocacy organization based in New York. Mr. Buthod reviewed the document for the commission. The report evaluates the Louisville Free Public Library for its capabilities, its alignment with community goals, and its readiness to step up to the next level of library service, "from good to great." The report finds LFPL to be strong on many fronts but to need more resources to improve its effectiveness.

Mr. Buthod announced that the Metropolitan Group has engaged on our behalf a local media specialist, Bonnie Hackbarth, who is with Guthrie Mayes. Ms. Hackbarth will be especially useful to the library while we seek to fill two vacant community relations positions resulting from recent retirements. Mr. Buthod asked that all media requests that may be received by the commission be referred to Ms. Hackbarth.

***Librarians Report:***

Mr. Buthod expressed thanks to National City Bank for helping enter names from the petitions into a database.

***Chairman's Report:***

Ms. Horton asked if there were any announcements. Mr. Thomas gave a brief report on the Friends of the Library Semi-Annual Book Sale which was held June 1-3, 2007 at the Spectrum Building. Mr. Thomas also announced that a luncheon was held, at Masterson's Restaurant on June 16, to thank all the volunteers that work at the library.

Ms. Allen requested information about starting a Newburg Friends Group. Mr. Thomas said he would help her with that and to see him after today's meeting.

***New Business:***

A motion to approve the following activities was entered by Ms. Bentley, seconded by Ms. Williams and approved unanimously.

- Approve Shively Friends Book Sale, September 29, 2007.
- Approve Fairdale Friends Book Sale, September 8, 2007.

***Adjournment:***

There being no further business, the meeting adjourned at 5:08 p.m. following a motion by Dr. Wooden and a second by Mr. Amsler.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JULY 17, 2007**

The Louisville Free Public Library Advisory Commission met on Tuesday, July 17, 2007 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:34 p.m.

***Attendance:***

Commissioners present were Rae Horton, Dale Ahearn, Deborah Williams, Steve Amsler, Yung Nguyen, Kathy Wilson, and Cecelia Wooden. The absences of Tad Thomas and Jackie Bentley were known in advance. A motion to approve the absences of Mr. Thomas and Ms. Bentley was entered by Ms. Wilson, seconded by Mr. Nguyen and approved unanimously.

Also present were director Craig Buthod, assistant director Graham B. Cooke and Louisville Metro liaison, Maura Temes.

A motion to approve the minutes of June 19, 2007 was entered by Dr. Wooden, seconded by Ms. Williams and approved unanimously.

***Finance Report:***

Mr. Nguyen reported the bank statement was received unopened as required, noting that everything was in order.

The Finance Committee proposed creating an endowment to benefit the library, to be funded from the Library Commission's existing donor funds. The Commission discussed how such an endowment could be structured and asked Mr. Buthod to collect more information before the next meeting.

***Planning Report:***

Dr. Wooden said Councilman Hal Heiner was on the Francene Show suggesting the public library district and tax were not necessary. Ms. Wilson said the property on Dixie Highway needs a sign telling passersby of the proposed regional library for that site. Mr. Buthod said signs will be built in August, after the Metro Council passes the resolution placing the referendum on the ballot. Mr. Buthod also noted the ballot language is set and that the library currently has 15 Metro Council sponsors for the resolution. Only fourteen votes are required to adopt the resolution.

Mr. Buthod announced that the Libraries Yes! Campaign is a separate entity, not part of library. Fundraising by that group is ongoing. He also noted that no formal opposition has come forward other than Councilman Heiner.

Mr. Buthod distributed a copy of the "Plan of Service" which was submitted to Metro Council on June 11 with the petitions.

***Librarians Report:***

Mr. Buthod pointed to a story in the Courier Journal this morning about library statistics that indicated that use of the library has grown dramatically over the last several years. He said reading is especially strong among young readers.

Mr. Buthod said a Harry Potter celebration was held Friday, July 20 as the final book of the series was released. More than 1500 children and adults attended.

Mr. Buthod said if the library referendum is approved Metro Government will carry the library through the transition with bill paying, payroll, and other administrative functions.

***Chairman's Report:***

Chair Horton asked commissioners to think about transition items, including the disposition of LAC funds, in the event of the creation of a new public library district.

***New Business:***

A motion to approve the following activities was entered by Mr. Nguyen, seconded by Dr. Wooden and approved unanimously.

- Approve Friends Semi-Annual Book Sale, October 26- 29, 2007.

***Adjournment:***

There being no further business, the meeting adjourned at 5:30 p.m. following a motion by Mr. Nguyen and a second by Dr. Wooden.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**AUGUST 2007**

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
SEPTEMBER 18, 2007**

The Louisville Free Public Library Advisory Commission met on Tuesday, September 18, 2007 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Rae Horton, Dale Ahearn, Deborah Williams, Steve Amsler, Yung Nguyen, Cecelia Wooden, Tad Thomas and Jackie Bentley. The absence of Kathy Wilson was known in advance and excused following a motion by Dr. Wooden and a second by Ms. Bentley.

Also present were director Craig Buthod, assistant director Graham B. Cooke and Louisville Metro liaison, Maura Temes.

A motion to approve the minutes of July 17, 2007 was entered by Mr. Thomas, seconded by Mr. Amsler and approved unanimously.

***Finance Report:***

Mr. Nguyen reported the bank statement was received unopened as required, noting that everything was in order.

***Planning Report:***

Dr. Wooden distributed a sampling of over 400 groups that library staff has talked to regarding the public education part of the master facilities plan

Dr. Wooden said you can contact the [librariesyes.org](http://librariesyes.org) website to sign up for the speakers' bureau and also noted that if commissioners could think of any groups to recommend to the site to please do so.

Mr. Buthod passed out a sample of the November ballot to all commissioners.

Mr. Buthod distributed a copy of the Benchmark Cities report to all commissioners present and briefly reviewed each category. A copy is enclosed.

***Librarians Report:***

Mr. Buthod said August 2007 was the busiest August in history. He noted that 30,254 children completed the Summer Reading Program, including 4 elementary schools which had 100% participation. He said each school received a trophy.

Mr. Buthod noted that the Summer Reading "Library Champion" signs have received international attention.

Dr. Wooden asked that she be sent the e-mail addresses of each of the 4 school principals.

Mr. Buthod said that the school library cards distributed in May 2007 were used at least 1000 time a day for the first 75 days, noting that further data research will be implemented in the near future.

Mr. Buthod said the library card program will be extended to Archdiocese schools next and Jefferson Community College soon.

***Chairman's Report:***

Chair Horton reiterated the fact that the Libraries Yes! website is the political arm of the Library Foundation and that they deserve a big thank you for their constant hard work. Chair Horton also expressed special thanks to Fred Joseph for his continued dedication to the campaign.

Chair Horton said that the Library Commission needs to consider what to do with the LAC funds if the referendum passes in November. Previous suggestions include an endowment to the library foundation. Chair Horton asked commissioners to think about what type of purpose or theme for the endowment and possibly make a recommendation at the next meeting.

Mr. Buthod reviewed some of the funds' expenditures that the Library Advisory Commission has underwritten in past years.

Mr. Nguyen said he hopes to see local branches provide more programs to attract children and to keep the library in the minds of children.

***New Business:***

A motion to approve the following activities was entered by Mr. Thomas, seconded by Ms. Williams and approved unanimously.

- Approve Friends of Southwest booksale, October 13, 2007
- Approve Friends of Highland-Shelby Park booksale, November 9-10, 2007

***Adjournment:***

There being no further business, the meeting adjourned at 5:37 p.m. following a motion by Dr. Wooden and a second by Mr. Nguyen.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
OCTOBER 16, 2007**

The Louisville Free Public Library Advisory Commission met on Tuesday, October 16, 2007 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:34 p.m.

***Attendance:***

Commissioners present were Rae Horton, Cecelia Wooden, Jackie Bentley, Kathy Wilson, Deborah Williams, Tad Thomas, Dale Ahearn and Steve Amsler. The absence of Yung Nguyen was known in advance and excused following a motion by Ms. Bentley and a second by Ms. Wilson.

Also present were director Craig Buthod, assistant director Graham B. Cooke, Manager of Community Libraries Nancye Browning and Library Foundation Chair Mary Griffith.

A motion to approve the minutes of September 18, 2007 was entered by Mr. Thomas, seconded by Ms. Williams and approved unanimously.

***Finance Report:***

Chair Rae Horton reported the bank statement was received unopened as required, noting that everything was in order.

***Librarians Report:***

Mr. Buthod reported that Circulation and Door Count statistics were way up this year during the months of May, June, July, August and September. He attributed the increase in services to the buzz in the community. Mr. Buthod also said there is a backlog in services, including trucking, which is taxing the libraries' resources.

A motion to acknowledge the hard work by staff was entered by Cecelia Wooden, seconded by Tad Thomas and approved unanimously.

***Chairman's Report:***

Chair Horton introduced Mary Griffith, Chair of the Library Foundation.

Mary Griffith updated the commission on the status of the advocacy efforts on behalf of the library referendum.

Ms. Griffith encouraged all to voice their support of the library.

Rae Horton thanked Mary Griffith and Fred Joseph for their hard work.

Following a question from Dale Ahearn, Mr. Buthod stated that 104, soon to be 105, counties in Kentucky have a public library district with a dedicated revenue stream such as Jefferson County is seeking.

Kathy Wilson said the library's presence at the Southwest Festival was very successful.

Rae Horton thanked Mary Griffith for all her hard work on the campaign.

***Adjournment:***

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

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
NOVEMBER 20, 2007**

The Louisville Free Public Library Advisory Commission met on Tuesday, November 20, 2007 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:31 p.m.

***Attendance:***

Commissioners present were Rae Horton, Cecelia Wooden, Deborah Williams, Tad Thomas, Dale Ahearn, Yung Nguyen and Steve Amsler. The absence of Jackie Bentley and Kathy Wilson was known in advance and excused following a motion by Mr. Thomas and a second by Ms. Williams.

Also present were director Craig Buthod and Metro Louisville liaison Maura Temes.

A motion to approve the minutes of October 16, 2007 was entered by Mr. Nguyen, seconded by Mr. Thomas and approved unanimously.

***Finance Report:***

Mr. Nguyen reported the bank statement was received unopened as required, noting that everything was in order.

***Planning Committee Report:***

Dr. Wooden described the referendum loss November 6 as a major setback. Dr. Wooden said the Planning Committee will be working to revise the library's capital plan to reflect reduced fiscal resources likely to become available.

***Chairman's Report:***

Chairman Horton said that she believes the library did everything right regarding the referendum and that our goals are and have always been to provide the best possible service to the public.

Ms. Horton said the goal of the Library Foundation executive committee will be to capitalize on publicity gained from the referendum, noting that donations have increased from last year.

Ms. Horton also thanked Tad Thomas for his spectacular skills as a spokesperson for the library during the referendum campaign.

***Librarians Report:***

Mr. Buthod briefly reviewed newspaper articles, television coverage and the monthly statistics.

Mr. Buthod stated approximately 13,000 library cards have been distributed to students in the Archdiocese school system.

Mr. Buthod said Metro Councilman Glen Stuckel invited a commission member and himself to an upcoming Parks and Library Committee meeting. Commissioner Tad Thomas offered to attend with Mr. Buthod.

Mr. Buthod said the Metro Council Budget Committee meeting is on November 28 and that Metro Councilwoman Madonna Flood is chair. Library funding is expected to be discussed.

Mr. Buthod said at least four people have signed up to speak on the topic of library funding at the Metro Council Meeting tonight at 6:00 p.m.

***Adjournment:***

There being no further business, the meeting adjourned at 5:15 p.m.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**DECEMBER 2007**

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JANUARY 15, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, January 15, 2008 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Rae Horton, Tad Thomas, Cecelia Wooden, Jackie Bentley, Deborah Williams and Steve Amsler. The absences of Kathy Wilson, Dale Ahearn and Yung Nguyen were known in advance and excused following a motion by Mr. Amsler and a second by Ms. Williams.

Also present were director Craig Buthod, assistant director Graham B. Cooke, library manager Nancye Browning, Metro Louisville liaison Maura Temes, Courier-Journal reporter Sheldon Shafer and Beth Stenberg from Metro Council staff.

Special guests included Metro Council President Jim King and council members Hal Heiner, Kelly Downard and Ken Fleming.

A motion to approve the minutes of November 20, 2007 was entered by Mr. Thomas, seconded by Ms. Bentley and approved unanimously.

***Librarian's Report:***

Mr. Buthod stated that system-wide circulation for December is up 12% over last year, indicating an increase of 600,000 more books checked out annually than 5 years ago.

Mr. Buthod said that library cards have been distributed to all Jefferson County Public School and Catholic Archdiocese students in the past year. He noted that the special library cards were being used by students to check out 1000 books a day.

***Chairman's Report:***

Rae Horton stated that she is encouraged by the presence of the Metro Council members, noting we (Library Advisory Commission) have a mission to provide the best possible service to patrons. She said that the needs of the community for library service are as urgent as ever, that the goals of the library's master plan are as critical as ever, and that the Library Commission is as committed as ever to achieving those goals.

She reiterated that the library and the Library Advisory Commission are more than ready to work with the council to get what the library needs.

Dr. Wooden echoed the comments of Rae Horton, confirming a long-term commitment to meet the goals of the Master Facilities Plan.

Councilman King reported that a bipartisan workgroup of seven council members was formed in December to find a way to fund the library's expansion needs. He said the working group wants to work with the Mayor and his administration to find funding for new branches and renovations, understanding that the library is working on a scaled back expansion plan.

Councilman Downard said "We are serious. We need to elevate the library in the money game."

Councilman Fleming said that the Metro Council also needs to assure the libraries and the public that the funding will remain in place through future Councils.

Councilman Heiner said "I've learned that citizens feel library improvements must be made. The libraries will not remain status quo. It's time to bring library services up to par, the level they should be. It's the library's time."

Councilman King addressed the difference between capital dollars and operating costs. "We need to figure out how much we can afford to add to the library's operating budgets to go along with the capital expansion." Library Commission chair Rae Horton agreed, saying "We don't want to be in the position of building libraries we can't afford to operate."

Members of the library commission emphasized that the council members' earlier offer to come up with a dollar amount available for library expansion will be critical for the library's planning.

Councilman King concluded by saying the council work group will come up with a dollar amount that can be made available for library construction and a figure for future operating budget growth.

Tad Thomas asked council member Hal Heiner if the library can expect to receive the 200 million dollars he promised during his campaign against the library referendum. Council member Heiner said that did not appear likely.

Councilman Heiner said he hoped the Library Foundation would still support the library expansion efforts.

Mr. Buthod said he believed the Library Foundation would be a very energetic partner once they see what the City has committed to library expansion.

Chair Rae Horton, on behalf of the entire Commission, reconfirmed the Commission's intention to work with the Council. At the point in time that the Commission receives a commitment from Metro government as to the money that would be available, the Commission will work quickly to provide Metro government with a revised plan for the libraries, including a timeline and detailed estimates of operating funds that will be needed as new libraries are built.

***Planning Committee Report:***

Dr. Wooden announced Public Library Day in Frankfort on February 13, 2008. She distributed a packet of information and invited all commission members to participate.

Dr. Wooden also noted that the Louisville Free Public Library is currently not eligible for state construction funds unless we meet state standards or have a plan in place to meet state standards.

***Finance Report:***

Ms. Horton reported the bank statement was received unopened as required, noting that everything was in order.

***New Business:***

Mr. Buthod distributed the proposed meeting schedule for 2008. After making two changes, the schedule was approved following a motion by Ms. Williams and a second by Ms. Bentley. (The final schedule is attached.)

A motion to approve the Fairdale Branch Booksale, April 18-19, 2008 was entered by Mr. Thomas, seconded by Mr. Amsler and approved unanimously.

***Adjournment:***

There being no further business, the meeting adjourned at 5:15 p.m. following a motion by Dr. Wooden and a second by Mr. Amsler.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
FEBRUARY 19, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, February 19, 2008 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Rae Horton, Cecelia Wooden, Jackie Bentley, Dale Ahearn, Steve Amsler, Yung Nguyen and Kathy Wilson. The absences of Deborah Williams and Tad Thomas were known in advance and excused following a motion by Ms. Bentley and a second by Mr. Nguyen.

Also present were director Craig Buthod, assistant director Graham B. Cooke, and Metro Louisville liaison Maura Temes.

A motion to approve the minutes of January 15, 2008 was entered by Dr. Wooden, seconded by Mr. Nguyen and approved unanimously.

***Planning Committee Report:***

Dr. Wooden reported a very successful Public Library Day in Frankfort. She noted that representatives, senators, the Governor and Lt. Governor had READ posters displayed in the tunnel at the capital.

Dr. Wooden said that a proposed 12% cut in the state libraries' budget could close seven county libraries, the Kentucky Virtual Library and the Talking Book Library. She noted that the Public Library Association of Kentucky has done a remarkable job raising awareness for Kentucky libraries.

***Finance Report:***

Mr. Nguyen reported the bank statement was received unopened as required, noting that everything was in order.

***Librarian's Report:***

Mr. Buthod said growth and use of the library is up about 8% over last year. He noted an annual circulation increase of nearly 600,000 books in the last five years.

Mr. Buthod said the cost per transaction five years ago was \$4.50. Today, that cost is \$3.50. This reflects a dramatic increase in the efficiency and hard work by library staff across the entire system.

Mr. Buthod announced a series of guest authors, beginning on March 19 with Richard Price. Also confirmed are Kevin Phillips, May 8, and David Maraniss, August 4.

***Chairman's Report:***

Rae Horton, in a follow-up to the Metro Council visit last month, said they have a request from Council President, Jim King, to give them a revised Master Plan. She reminded commissioners that Metro Council has formed a bi-partisan committee to develop funding for library expansion.

Ms. Horton said Library Foundation members met with Metro Council members on February 13, 2008. The Library Foundation informed Metro Council that they have always partnered with the library and will continue to do so.

Ms. Horton said the Library Foundation annual giving is ahead of last year. She also indicated that an audit of the foundation's finances has been completed and is favorable. At the February meeting of the Library Foundation they renewed their commitment to the library.

***New Business:***

A motion to approve the Shively Friends Book Sale, April 5, 2008 was entered by Ms. Bentley, seconded by Mr. Nguyen and approved unanimously.

***Adjournment:***

There being no further business, the meeting adjourned at 4:52 p.m.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MARCH 18, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, March 18, 2008 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Rae Horton, Cecelia Wooden, Jackie Bentley, Dale Ahearn, Steve Amsler and Deborah Williams. The absences of Kathy Wilson and Tad Thomas were known in advance and excused following a motion by Ms. Bentley and a second by Ms. Williams. Yung Nguyen was also absent.

Also present were director Craig Buthod, assistant director Graham B. Cooke, and community relations manager Nancye Browning. Metro Council member Glen Stuckel and council staff member Beth Sternberg were also in attendance. Reporting for the Courier-Journal newspaper was Mr. Dan Klepal.

A motion to approve the minutes of February 19, 2008 was entered by Dr. Wooden, seconded by Mr. Amsler and approved unanimously.

***Planning Committee Report:***

Dr. Wooden introduced Metro Councilman Glen Stuckel who addressed the commission as follows:

Councilman Stuckel said that on March 13, 2008 Metro Council approved \$2.5 million in bonds to jumpstart the library expansion, noting that he would like to see that money used for initial planning and design. Another bond will be issued at a later date for construction. He said the council is excited about this project moving forward. "We will find ways to fund it." he said. "We are waiting for the library to tell us what you need."

Beth Sternberg said the task group, consisting of council members King, Pugh, Heiner and Call, says their report includes the entire plan as we know it and is currently on their web site. It is the financing plan and vision as the task force sees it.

Councilman Stuckel said the vision of the task force is to serve the underserved areas of Metro Louisville.

Mr. Buthod asked how the Metro Council will build support for continuing funds for capital and operations.

Councilman Stuckel acknowledged that the Metro Council cannot promise future funds of future councils, noting that the feeling of support is strong for the library and he believes support will remain strong.

Councilman Stuckel said people get enthused about the tangible; we need plans, something in hand, to keep enthusiasm strong.

Chair Horton thanked Councilman Stuckel for his comments.

Dr. Wooden explained to the commissioners that one of the things analyzed is population served by each branch. That is done by assigning all census tracts to a specific library and studying demographic patterns and natural and manmade barriers.

Mr. Buthod briefed commissioners on population distribution and who uses which branch. He said currently the library is not eligible for state construction funds and the library does not meet standards for square footage per capita or books per capita.

Dr. Wooden said the Planning Committee met today to discuss library service planning. She stated that they needed a logical and thoughtful plan to reach state standards.

Mr. Buthod said Metro Council members have said it's not their job to choose where and what to build, but to provide funding. Planning the library service is the job of the Library Commission.

***Finance Report:***

Ms. Horton reported the bank statement was received unopened as required, noting that everything was in order.

***Librarian's Report:***

Mr. Buthod distributed pamphlets to all commissioners regarding the author series and briefly described their current releases. He also announced a bluegrass concert on April 4 at the main library.

***New Business:***

A motion to approve the Fern Creek Friends Book Sale, May 15, 16, 17, 2008 was entered by Dr. Wooden, seconded by Ms. Bentley and approved unanimously.

A motion to approve the Jeffersontown Friends Book Sale, September 20, 2008 was entered by Mr. Amsler, seconded by Ms. Williams and approved unanimously.

A motion to approve the Friends Semi-Annual Book Sale, June 6, 7, 8, 2008 was entered by Dr. Wooden, seconded by Ms. Bentley and approved unanimously.

***Adjournment:***

There being no further business, the meeting adjourned at 5:20 p.m. following a motion by Dr. Wooden and a second by Mr. Amsler.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
APRIL 15, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, April 15, 2008 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present Rae Horton, Cecelia Wooden, Kathy Wilson, Tad Thomas, Dale Ahearn, Steve Amsler and Jackie Bentley.

Also present were director Craig Buthod, assistant director Graham B. Cooke, and Metro Government Liaison, Maura Temes.

A motion to approve the minutes of March 18, 2008 was entered by Mr. Thomas, seconded by Mr. Amsler and approved unanimously.

A motion to approve the absences of Yung Nguyen and Deborah Williams was entered by Mr. Amsler, seconded by Dr. Wooden and approved unanimously.

***Planning Committee Report:***

Dr. Wooden reviewed the KDLA ranking of Kentucky county libraries, noting Jefferson County continues to rank poorly on key indicators such as funding level, books owned per capita and library space per capita.

***Librarian's Report:***

Mr. Buthod made an extensive presentation of recent work in revising the Master Facilities Plan, including Metro Council members Jim King and Hal Heiner's proposal to supply \$80 million for library capital expansion and an additional \$5 million annually for expanded library operations. Since the review of the master plan is not yet completed, no action was taken by the commission.

***Finance Report:***

Ms. Horton reported that she received the bank statement unopened as required, and that everything was in order.

***New Business:***

A motion to approve the Iroquois Friends Book Sale, May 10, 2008 was entered by Dr. Wooden, seconded by Ms. Bentley and approved unanimously.

***Adjournment:***

There being no further business, the meeting adjourned at 5:18 p.m. following a motion by Dr. Wooden and a second by Ms. Bentley.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MAY 20, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, May 20, 2008 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Rae Horton, Cecelia Wooden, Tad Thomas, Dale Ahearn, Steve Amsler, Yung Nguyen and Deborah Williams.

Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro Government Liaison, Maura Temes.

Mr. Steven Block, representing the League of Women Voters, was also present.

A motion to approve the minutes of April 15, 2008 was entered by Dr. Wooden, seconded by Mr. Nguyen and approved unanimously.

A motion to approve the absences of Kathy Wilson and Jackie Bentley was entered by Mr. Thomas, seconded by Ms. Williams and approved unanimously.

Rae Horton announced that assistant director Graham Cooke has left the library to pursue business interests. She expressed the commission's appreciation of Mr. Cooke and all he had contributed in his years at the library. Ms. Horton then introduced two new assistant directors, Nancye Browning and Melanie Lilly, who each spoke briefly.

Mr. Steven Block presented the library with a copy of the "Whistler: The Steven Block Collection" for the collection.

***Planning Committee Report:***

Dr. Wooden said that the state is preparing next years' budget and that the state library has been asked to take an additional 4.2% cut in their budget bringing the total budget cut to 20% over the past 6 months. These reductions will affect the funding LFPL will receive from the state in 2008-2009.

***Librarian's Report:***

Mr. Buthod announced the continuation of the Power Plus Library Cards to all school children in Jefferson County.

Mr. Buthod said he attended the graduation of 125 GED Program participants on May 17. He said that many of the students said the library helped them succeed.

Mr. Buthod announced the Summer Reading Kickoff, May 31, 10:00 a.m. at the main library. The aim this year is to reach 30,000 children. New this year is the Teen Summer Reading Program, which targets teens 12-18.

Mr. Buthod said the author programs this year have had great attendance, noting the Kevin Phillips program on 5/8 was filmed by CSPAN.

Mr. Buthod said the Mayor will present his budget proposal to the Metro Council on May 29. There will also be a budget hearing for the library on June 10, 12:30 p.m.

***Chairman's Report:***

A motion by the Executive Committee to expend \$60,000 to co-sponsor Summer Reading 2009 was approved unanimously.

Ms Horton noted the importance of volunteers at the library and asked Mr. Thomas to expand on the subject.

Mr. Thomas said that in the past a volunteer luncheon was held annually for library volunteers but had not happened for many years until 2007, when The Friends of the Library sponsored a luncheon at Masterson's for all library and book sale volunteers.

Mr. Thomas entered a motion to sponsor half the cost of a 2008 volunteer luncheon in conjunction with the Friends of the Library. The motion was seconded by Mr. Nguyen and Ms. Williams. The motion passed unanimously.

Ms. Horton announced that the Library Foundation held their quarterly meeting earlier today and said that they will reach their Annual Campaign goal of \$950,000 before the end of the campaign. Ms. Horton credited the success of the campaign to executive director Jamey Elliott.

Ms. Horton also announced the appointment of three new members to the Board of the Library Foundation as follows: Pam Greenwell, Michael Mountjoy and Tad Thomas.

***Finance Report:***

Mr. Nguyen reported that the bank statement was received unopened as required, and that everything is in order.

***New Business:***

A motion to approve the following fund-raising activities was entered by Mr. Thomas, seconded by Mr. Amsler and approved unanimously.

- Highland-Shelby Park Branch Friends Book Sale, May 9-10, 2008.
- Westport Branch Friends Book Sale, May 17, 2008.

Mr. Thomas reminded all commissioners that the Friends Semi-Annual Book sale will be held June 6, 7, 8, 2008 at the Spectrum Building (Old Male High School Gymnasium).

***Adjournment:***

There being no further business, the meeting adjourned at 5:11 p.m. following a motion by Mr. Thomas and a second by Mr. Nguyen.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JUNE 17, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, June 17, 2008 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Rae Horton, Kathy Wilson, Tad Thomas, Steve Amsler, Yung Nguyen and Deborah Williams.

Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro Government liaison Maura Temes.

Special guests from the Newburg Friends group were Thomas H. Syvertsen, PhD., Greg Graham, Gayle Shumake Graham, Marna Miller, Sharelle Lyons-Goodwin, Shedrick J. Jones, Sr., Gloria J. Allen, Roland H. Allen and Carletta Bell.

A motion to approve the minutes of May 20, 2008 was entered by Mr. Nguyen, seconded by Ms. Wilson and approved unanimously.

A motion to approve the absences of Dale Ahearn, Cecelia Wooden and Jackie Bentley was entered by Mr. Thomas, seconded by Mr. Amsler and approved unanimously.

Ms. Horton welcomed the Newburg delegation and offered them a chance to speak to the commission. Gloria Allen, president of the Friends of the Newburg Library, thanked Ms. Horton for the opportunity to address the commission.

Mrs. Allen said she was at the Metro Council meeting on June 10 and came away confused and with questions. She asked how long does the Newburg community have to wait for a library, noting that their children and grandchildren need a library. She said they were promised an 8000 sq. ft. library and now they're hearing 5000 sq. ft. from sources.

Ms. Horton said Newburg has always been a priority for the library and that the Metro Council discussion was confusing.

Mr. Buthod said Metro Council budget is in front of them now and will be voted on by the end of June. The Mayor has proposed \$1 million to build a Newburg library. Mr. Buthod urged the Newburg delegation to express their opinions to the Metro Council.

Ms. Carletta Bell asked about a timeline for completion of the Newburg Library. Mr. Buthod said once the budget passes, the library will begin moving forward with the steps required and will include:

- Hiring a program architect.
- Gathering community input
- Developing partnerships with schools, community centers, daycares, etc.,
- Publishing a building program
- Engaging an architect to design the building
- Construction of the library
- Buying furniture and equipment
- Buying books
- Holding a grand opening

Mr. Buthod noted that 5000 sq. ft. is the minimum size of the Newburg Library and that number is twice the size of the Shively Library, 50% larger than the Fairdale Library, and about the same size at the Portland Library.

Ms. Carletta Bell asked if outside funds can be brought to the Newburg project can we increase the size of the proposed branch from 5000 to 8000 sq. ft.?

Ms. Temes confirmed that the library has not received \$1 million in construction money in the 20+ years she's been with Metro Government. She said the mayor is 100% committed to the Newburg library not as a favor but because the community has earned it.

Dr. Syvertsen asked the library to consider the needs of both adults and children in the design of the branch.

Commission member Tad Thomas voiced his continued support of the Newburg Library.

Ms. Horton thanked the Newburg Friends delegation for their comments and support.

Ms. Allen thanked the commission for allowing them to be heard.

***Finance Report:***

Mr. Nguyen reported that the bank statement was received unopened as required and that everything is in order.

***Librarian's Report:***

Mr. Buthod asked commissioners to review specific Courier-Journal articles regarding the recent budget hearings.

Maura Temes thanked Mr. Buthod for his diplomacy during the hearings.

Ms. Wilson said she heard the mayor on the radio this morning touting the Master Facilities Plan and the Newburg Library.

Mr. Buthod said the library has just received communication from the state library commissioner that state funding for the Talking Book Library will cease as of June 30. Talking Book services for the blind

in Jefferson County will transition to the Kentucky Department for Libraries and Archives in Frankfort. Mr. Buthod said he is meeting with the state librarian soon to discuss the transition and that he expects no interruption in service. Mr. Buthod also said that library management will work to find open positions within the library system into which Talking Book Library staff can be moved.

Mr. Buthod said early indications are Summer Reading participation is up from last year.

***Chairman's Report:***

Ms. Horton reminded the commission of all the work that has been accomplished so far and asked Mr. Buthod to outline the steps that will be taken once the budget passes.

Mr. Buthod distributed an outline of possible planning steps that lie ahead. A brief discussion was held.

***New Business:***

A motion to approve the following fundraising activities was entered by Mr. Nguyen, seconded by Mr. Thomas and approved unanimously.

- Highland-Shelby Park Branch Friends Book Sale, July 11-12, 2008.
- Fairdale Branch Friends Book Sale, September 5-6, 2008.

Mr. Thomas announced the date of the Volunteer Appreciation Luncheon and invited all commissioners to attend if possible. The luncheon is sponsored by the Friends of the Library and the Library Advisory Commission and will be held July 12, 10:00 a.m. – 12:00 p.m. at Masterson's Restaurant on South Third Street.

***Adjournment:***

There being no further business, the meeting adjourned at 5:37 p.m.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JULY 15, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, July 15, 2008 in the boardroom at the main library, located at 301 York Street.

Cecelia Wooden called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Cecelia Wooden, Tad Thomas, Steve Amsler, Yung Nguyen, Dale Ahearn, Jackie Bentley and Deborah Williams.

Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro Government liaison Maura Temes.

A motion to approve the minutes of June 17, 2008 was entered by Ms. Bentley, seconded by Mr. Nguyen and approved unanimously.

A motion to approve the absences of Kathy Wilson and Rae Horton was entered by Mr. Thomas, seconded by Mr. Amsler and approved unanimously.

***Finance Report:***

Mr. Nguyen reported that the bank statement was received unopened as required and that everything is in order.

***Planning Report:***

Dr. Wooden asked Mr. Buthod to open the discussion about the Benchmark Cities Report. Mr. Buthod distributed a copy of the Benchmark Cities report to all commissioners present and briefly reviewed each category. A copy is enclosed.

Mr. Buthod said funding from the state is expected to be reduced by close to 20% for the coming year.

Mr. Buthod announced that the "Requests for Proposals" went out on July 7 for a Program Architect and a Capital Plan Manager and bids are due back July 28.

Mr. Buthod said Metro Public Works has proposed that the Newburg library be a design build project where the architect and builder work together as a team under one contract.

Dr. Wooden said the Foundation and Library Advisory Commission will be invited to participate in the selection of the building team.

Dr. Wooden thanked Tad Thomas and the board of the Friends of the Library for a lovely job at the volunteer luncheon held at Masterson's Restaurant on July 12, noting the Mayor made a brief appearance.

***Librarian's Report:***

Mr. Buthod noted that the budget for next year increased about \$15,000 and that services will not be cut. He said the Capital budget for Newburg was increased from \$1 to \$1.5 million.

Mr. Buthod said circulation for the 07-08 fiscal year increased 5.6%, indicating an increased demand for books and reading.

Mr. Buthod offered to give any commissioner interested a tour of the facilities department where books are transferred between locations.

Dr. Wooden thanked all commissioners

***New Business:***

A motion to approve the following fundraising activity was entered by Mr. Thomas, seconded by Mr. Amsler and approved unanimously.

- Friends of the Library Book Sale, October 10 – 12, 2008.

A motion to approve the following fundraising activity was entered by Mr. Thomas, seconded by Mr. Nguyen and approved unanimously.

- Donation of \$15,000 from City of St. Matthews for the St. Matthews/Eline Branch.

***Adjournment:***

There being no further business, the meeting adjourned at 5:20 p.m.

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
AUGUST 19, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, August 19, 2008 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Rae Horton, Cecelia Wooden, Jackie Bentley, Tad Thomas, Dale Ahearn and Steve Amsler.

Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro Government liaison Maura Temes.

Guests present were Jeffery Scherer, James Elliott, Executive Director of the Library Foundation and Michael Steinmacher, manager of library branch services.

A motion to approve the minutes of July 15, 2008 was entered by Mr. Thomas, seconded by Dr. Wooden and approved unanimously.

A motion to approve the absences of Kathy Wilson, Yung Nguyen and Deborah Williams was entered by Mr. Amsler, seconded by Mr. Ahearn and approved unanimously.

***Finance Report:***

Rae Horton reported that the bank statement was received unopened as required and that everything is in order.

***Planning Report:***

Dr. Wooden introduced Jeffery Scherer and reminded commissioners about the community meeting in Newburg this evening. Dr. Wooden announced that Jeffery Scherer's company will be the program architect for the Newburg Library.

Mr. Scherer said tonight they will ask the Newburg community what they want in a library. Mr. Scherer said he was here today to find out what the Library Advisory Commission wants in the new library.

Mr. Scherer asked commissioners "What three things do you think would make the Newburg library a success? What defines success?"

In a lengthy discussion commissioners responded with such answers as more books, flexibility to change in regards to space and function and energy efficiency and sustainability.

Mr. Buthod said some Newburg residents think the Newburg library could be a tipping point for the community. He noted the current neighborhood population base is about 10,000 residents.

***Librarian's Report:***

Mr. Buthod reported that Summer Reading was a success with 27,000 children completing the program. Mr. Buthod said four elementary schools had 100% completion: Rangeland, Mill Creek, Jacob and Roosevelt Perry.

Mr. Buthod said the Strategic Communications Initiative will continue and focus on the library's role in support of education.

***Chairman's Report:***

Rae Horton announced that the Library Foundation Annual Campaign exceeded \$1 million for the first time this year.

Rae Horton asked the library director to write a letter to the Library Foundation urging the Foundation to raise funds in support of the library's strategic initiatives, especially the Newburg Library project.

Rae Horton announced the retirement of Mary Griffith, chair of the Library Foundation. She will be succeeded by Paul Thompson, a former Vice-Chair. Two new vice-chairs were also named, Steve Gault and Debra Murphy.

Rae Horton announced that an anonymous donor will underwrite a selection of books for the Newburg Library in Ms. Griffith's honor.

***New Business:***

A motion to approve the following fundraising activities was entered by Ms. Bentley, seconded by Mr. Thomas and approved unanimously.

- Shively Friends Book Sale, September 6, 2008.
- Southwest Friends Book Sale, October 14, 2008.

***Adjournment:***

There being no further business, the meeting adjourned at 5:25 p.m. following a motion by Dr. Wooden.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**SEPTEMBER 2008**

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
OCTOBER 21, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, October 21, 2008 in the boardroom at the main library, located at 301 York Street.

Rae Horton called the meeting to order at 4:34 p.m.

***Attendance:***

Commissioners present were Rae Horton, Tad Thomas, Jackie Bentley, Kathy Wilson, Deborah Williams, Steve Amsler and Dale Ahearn.

Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro Government liaison Maura Temes.

Staff present was Lisa Sizemore, Office of School Support.

A motion to approve the minutes of August 19, 2008 was entered by Mr. Thomas, seconded by Mr. Ahearn and approved unanimously.

A motion to approve the absences of Yung Nguyen and Cecelia Wooden was entered by Ms. Bentley, seconded by Ms. Williams and approved unanimously.

***Finance Report:***

Rae Horton reported that the bank statement was received unopened as required and that everything is in order.

***Planning Report:***

Mr. Buthod referred commissioners to an article in today's Courier-Journal Newspaper about the Newburg library.

Mr. Buthod said that the Friends of the Newburg Library would be meeting tonight and will be acknowledged for their input regarding the design of the new library.

Rae Horton thanked Mr. Buthod and the staff of the library for an incredible job with the Newburg library.

***Librarian's Report:***

Mr. Buthod said the library has a long history of supporting schools with effective programming including the Summer Reading Program, GED program and most recently the Student Power Plus Cards.

Mr. Buthod announced the development of a new library department, the Office of School Support, headed up by Lisa Sizemore with help from Lisa Claybrooks and Tracy Thomas. Mr. Buthod noted that all positions were re-organized from other departments and that no new funds are needed.

Lisa Sizemore encouraged all commissioners to send her any ideas they may have to help bring the library and the school system closer together.

Mr. Buthod announced the next round of author programs at the library, including Annette Gordon Reed, October 23; John Green, November 5 and Richard Paul Evans, November 17.

Mr. Buthod said the wind storm that hit the Louisville area on Sunday, September 14, 2008 resulted in a temporary power loss at 7 locations. Mr. Buthod said the library became a community center during the power outage which allowed residents to be among people in a well lit environment. It also allowed kids a place to come for reading and connecting to the internet. Mr. Buthod noted that tables were set up so residents could recharge their electronic devices, including phones, laptops and in some cases wheelchairs.

***Chairman's Report:***

Rae Horton told commissioners how wonderful the staff here is. She also noted that the Foundation relationship should remain strong during the Newburg process.

Tad Thomas noted that he, director Buthod and Deputy Mayor Bill Summers, would tour the Bronx Library Center on October 22.

***New Business:***

A motion to approve the following fundraising activities was entered by Mr. Thomas, seconded by Mr. Amsler and approved unanimously.

- Highland-Shelby Park Friends Book Sale, November 14-15, 2008.

***Adjournment:***

There being no further business, the meeting adjourned at 5:25 p.m. following a motion by Mr. Amsler.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**NOVEMBER 2008**

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
DECEMBER 16, 2008**

The Louisville Free Public Library Advisory Commission met on Tuesday, December 16, 2008 in the boardroom at the main library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:34 p.m. noting he was pleased to be chairing his first meeting today.

***Attendance:***

Commissioners present were Tad Thomas, Cecelia Wooden, Steve Amsler, Yung Nguyen and Deborah Williams.

Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro Government liaison Maura Temes.

A motion to approve the minutes of October 21, 2008 was entered by Dr. Wooden, seconded by Mr. Amsler and approved unanimously.

A motion to approve the absences of Kathy Wilson, Dale Ahearn and Jackie Bentley was entered by Mr. Nguyen, seconded by Mr. Amsler and approved unanimously.

***Finance Report:***

Yung Nguyen reported that the bank statement was received unopened as required and that everything is in order.

***Planning Report:***

Dr. Wooden said the Planning Committee met earlier today and will be recommending the adoption of an amended Master Facilities Plan.

Dr. Wooden asked all commissioners to review the executive summary.

Mr. Buthod said the Metro Council deadline for revision of the Master Facilities Plan is 12/31/2008. He confirmed and reinforced that the state requires libraries to have state standards or a plan to get the standards to receive construction monies. Mr. Buthod stated that LFPL is aiming for the mid-point of regional statistics.

Mr. Buthod noted the highlights of the updated Master Plan as follows:

- Creation of three 40,000 square foot regional libraries in the suburban crescent of Louisville, so that 90% of the city's residents will live within five miles of a major resource library.
- Construction of new libraries in the severely underserved neighborhoods of Newburg and Shively/Pleasure Ridge Park, and a replacement for the outgrown borrowed library space in Middletown.
- Expansion of existing libraries in St. Matthews, Fern Creek, and Shawnee.
- Major rehabilitation and conversion of spaces for better use at the Portland, Western, Jeffersontown, Iroquois, and Bon Air branches.

- Capital improvements and general updating at the Crescent Hill, Highlands-Shelby Park and Fairdale branches..
- Major renovation of the historic main library.

Mr. Buthod said the updated Master Plan he will present to Metro Council will focus on goals and what the library can do for the community. He said both capital and operating costs are pared down compared to the plan presented to voters in 2007.

Dr. Wooden acknowledged the excellent work of Jeffrey Scherer and his team in creating the updated Master Plan.

Dr. Wooden entered a motion to adopt the updated Master Plan very enthusiastically.

The motion carried unanimously.

***Librarian's Report:***

Mr. Buthod reported that the Mayor will meet with President-Elect Obama's team to discuss economic recovery legislation.

Mr. Buthod said the library's budget has taken a big hit with the closing of all branches on Sunday. He indicated that \$540,000 in operating costs has been cut and \$900,000 in capital project money is frozen.

Furlough days were also announced for all non-essential Metro employees. Specifically, 12/26/08, 01/02/09, 04/03/09, and 05/01/09. All the libraries will be closed on these days.

Mr. Buthod said the hiring freeze will affect staffing at all locations.

Mr. Buthod said state aid to libraries is expected to be cut as well.

***Chairman's Report:***

Mr. Thomas said he is taking suggestions for a tribute to past chair Rae Horton and to contact him with suggestions. After a brief discussion the commissioners decided to purchase books for the Newburg Library in her honor.

Mr. Thomas said he is open to changes and welcomes suggestions from all the commissioners.

A motion to adopt the meeting schedule for 2009 as submitted was entered by Mr. Nguyen seconded by Dr. Wooden and approved unamamiously.

Dr. Wooden announced Public Library Day in Frankfort will take place on February 11.

***Adjournment:***

There being no further business, the meeting adjourned at 5:25 p.m. following a motion by Dr. Wooden and a second by Mr. Amsler.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**JANUARY 2009**

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
FEBRUARY 17, 2009**

The Louisville Free Public Library Advisory Commission met on Tuesday, February 17, 2009 in the boardroom at the main library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Cecelia Wooden, Dale Ahearn, Kathy Wilson, Steve Amsler, Jackie Bentley and Deborah Williams.

Also present were director Craig Buthod, assistant director Nancye Browning and Metro Government liaison Maura Temes.

A motion to approve the minutes of December 16, 2008 was entered by Dr. Wooden, seconded by Mr. Amsler and approved unanimously.

A motion to approve the absence of Yung Nguyen was entered by Mr. Amsler, seconded by Ms. Bentley and approved unanimously.

***Special Guest:***

Mr. Thomas introduced Mr. Wayne Onkst, State Library Commissioner, who reported on the state of Kentucky libraries.

Mr. Onkst announced that the state budget, if approved, has a small amount of extra money for the Kentucky Department for Libraries and Archives. The state library in Frankfort is currently short 28 positions. Mr. Onkst noted that the state budget has eliminated all state grant program money except the building grant. He also said that although state aid to libraries was reduced last year it will be reduced by an additional 10% this year.

Mr. Onkst said Kentucky may see some of the stimulus money in 2010 and that the President signed the bill today. He noted the bill includes \$144 million in state construction projects and that the governor's office will determine how money is spent. Details will be forthcoming.

Mr. Onkst said competition for the funds will be fierce and he recommends having the support of Kentucky politicians.

***Planning Committee:***

Mr. Buthod said the library has 7 projects that could be ready to go in 90 days. Mr. Buthod passed out a summary of the stimulus projects for review.

Dr. Wooden asked Mr. Buthod to review possible stimulus projects for the library. Mr. Buthod said the following is what he hopes to achieve if the library gets a portion of the stimulus money.

- Portland – raise floor for additional space.
- Shawnee – addition
- Western – change layout – convert basement to an African-American study center
- Main – move children’s department, create auditorium, restore original lobby.
- Newburg – add solar power

Dr. Wooden said that February 11 was Library Day in Frankfort and that 30 counties were represented.

***Finance Report:***

Tad Thomas reported that the bank statement was received unopened as required and that everything is in order.

***Librarian’s Report:***

Mr. Buthod announced that the Library Foundation Executive Director, James K. Elliott, resigned. He said Rae Horton will head the search committee for a replacement.

Mr. Buthod said mid-year budget restrictions have had a negative impact on the library. With the loss of Sundays the library has lost ground in circulation, most notably children’s circulation has dropped. He also noted that the ice storm and furlough days have had an affect as well. He also said that the hiring freeze has affected teachers, service to patrons and story times because of short staff. The library has fewer new books because of the loss of state and local money. Mr. Buthod said the Foundation’s New Book Endowment has shown zero earnings.

***Chairman’s Report:***

Mr. Thomas motioned the commission to expend \$1000 for the purchase of new books for the Newburg Branch in honor of former Advisory Commission chair Rae Horton. The motion was seconded by Dr. Wooden and Ms. Williams and approved unanimously.

***Adjournment:***

There being no further business, the meeting adjourned at 5:10 p.m. following a motion by Ms. Bentley and a second by Dr. Wooden.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**MARCH 2009**

**LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
APRIL 21, 2009**

The Louisville Free Public Library Advisory Commission met on Tuesday, April 21, 2009 in the boardroom at the main library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Yung Nguyen, Jackie Bentley, Steve Amsler, Deborah Williams and Dale Ahearn.

Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro Government liaison Maura Temes. Staff present were Computer Services Manager Lee Burchfield.

A motion to approve the minutes of February 17, 2009 was entered by Jackie Bentley, seconded by Mr. Amsler and approved unanimously.

A motion to approve the absence of Cecelia Wooden was entered by Ms. Williams, seconded by Mr. Amsler and approved unanimously.

Tad Thomas announced the resignation of Kathy Wilson.

Mr. Buthod said the Newburg Branch will be a showplace for new technology and introduced Lee Burchfield, Manager of Computer Services, to demonstrate several new technologies to the commission.

***Finance Report:***

Yung Nguyen reported that the bank statement was received unopened as required and that everything is in order.

***Librarian's Report:***

Mr. Buthod announced the 2009 Summer Reading Program "Read for the Stars" and said the theme for the program will repeat throughout the summer.

Mr. Buthod handed out copies of the new Summer Newsletter.

Commissioners viewed a sample of the new Read Baby Read packets for newborns.

Mr. Buthod made a request for LAC funding for two programs: \$50,000 for the Summer Reading Program and up to \$60,000 in last dollar funding for furnishings and books for the Newburg Library.

A motion to approve the \$50,000 for the Summer Reading program was entered by Mr. Amsler, seconded by Mr. Nguyen and approved unanimously.

A motion to approve up to \$60,000 for books and furnishings for the Newburg Library was entered by Mr. Nugyen, seconded by Ms. Williams and approved unanimously.

Mr. Buthod reviewed the KDLA ranking of Kentucky county libraries, noting Jefferson County continues to rank poorly on key indicators.

Mr. Buthod said that he asked Metro Council to adopt the Master Facilities Plan on April 14 and that it was tabled. He said it will be brought up again on May 5.

Mr. Buthod said the library is still eligible for Community Development Block Grant money as part of the federal stimulus program.

***Chairman's Report:***

Mr. Thomas announced that the commission has expended \$1000 for the purchase of new books for the Newburg Branch in honor of former Library Advisory Commission chair Rae Horton.

***Old Business:***

Mr. Buthod said the Newburg Branch kick-off went well, noting the mayor and many neighborhood residents were in attendance.

***New Business:***

A motion to approve the Iroquois Friends books sale on May 9 was entered by Ms. Bentley, seconded by Mr. Amsler and approved unanimously.

***Adjournment:***

There being no further business, the meeting adjourned at 5:30 p.m.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**MAY 2009**

LOUISVILLE FREE PUBLIC LIBRARY

ADVISORY COMMISSION

JUNE 16, 2009

THE Louisville free Public Library Advisory Commission met on Tuesday, June 16, 2009 in the boardroom at the main library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 P.m.

***Attendance:***

Commissioners present were Tad Thomas, Jackie Bentley, Dale Ahearn, Cecelia Wooden, Yung Nguyen, Deborah Williams and Steve Amsler. Also present were director Craig Buthod, Assistant Directors Nancye Browning and Melanie Lilly and library staff Bessie Gray-Knox and Carrick Archart.

Bessie Gray-Knox introduced Carrick Archart who gave a brief description of the new Job Shop located at the Main Library. She stated that the Job Shop will provide job search assistance and resume preparation assistance with the help of 300 books on job search techniques & resumes, two staff people and internet capable computers for help in filling out online applications. There will also be FAX, copier and printing assistance. Staff will also assist patrons in setting up e-mail accounts.

Mr. Buthod informed commissioners that the Library Foundation is underwriting the costs of the Job Shop.

***Finance Report:***

Yung Nguyen reported that the bank statement was received unopened as required and that everything is in order.

***Planning Report:***

Dr. Wooden reported that state budget has shortfalls and that the Kentucky Department for Libraries and Archives has been asked to cut their budget by an additional 4%. She said the state library currently has 100 unfilled positions. Dr. Wooden said that the state librarian, Wayne Onkst, expects the Louisville Free Public Library will receive an estimated \$35,000 less than last year from the state.

***Librarian's Report:***

Mr. Buthod said the Newburg Library has received its Certificate of Occupancy, that book selection is near completion and that shelving will go up Monday and Tuesday (June 22 & 23). Mr. Buthod said he met with ministers from the Newburg area on June 13. He also announced that a staff preview night has been planned for Friday, August 7 and the grand opening for

August 15, 11:00 a.m. Souvenir thumb drives loaded with the history of Newburg will be given away to the first 250 people.

Mr. Buthod said the Friends of the Library issued a fundraising challenge for all branch friends' groups and that the Monday Afternoon Club has donated \$1000 to Newburg.

Mr. Buthod said that in the last 30 months the number of staff has dropped from 360 to 295, that book buying has slowed and the number of open days has also dropped.

Beginning July 1, Mr. Buthod said the following changes will go into effect.

- Youth Outpost staff will be combined with Highlands-Shelby Park staff
- Reduce database subscriptions by \$50,000
- Print metering on all public printers
- Reduce the number of print magazines purchased
- Office of School Support combined with office of Branch Services.
- Two staff members laid off.
- Capital projects frozen.
- No Sunday open hours
- Four furlough days possible.

Mr. Buthod announced that union negotiations are currently underway.

Cecelia Wooden encouraged all commissioners to contact council members regarding the budget, noting that you can call 311 and leave a message for all 26 members.

***Chairman's Report:***

Tad Thomas said he was encouraged by the budget hearing questions.

Mr. Thomas also cancelled the July 2009 Library Advisory Commission Meeting and said that the August 2009 meeting will be held at the Newburg Branch, located at 4800 Exeter Avenue.

Cecelia Wooden entered a motion to thank Sandra M. Murphy for all her hard work on the Friends of the Library semi-annual book sale. Motion carried.

***New Business:***

A motion to approve the Fairdale Friends Book Sale, September 18-19, 2009 was entered by Dr. Wooden, seconded by Ms. Bentley and approved unanimously.

***Adjournment:***

There being no further business the meeting was adjourned at 5:10 p.m.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**JULY 2009**

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
AUGUST 18, 2009

The Louisville Free Public Library Advisory Commission met on Tuesday, August 18, 2009 in the meeting room at the Newburg Library, located at 3800 Exeter Avenue.

Tad Thomas called the meeting to order at 4:35 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Jackie Bentley, Cecelia Wooden, Yung Nguyen and Deborah Williams. Also present were director Craig Buthod, Assistant Directors Nancye Browning and Melanie Lilly and Friends of the Library president Melanie Warren.

A motion to approve the minutes of June 16, 2009 was entered by Yung Nguyen, seconded by Jackie Bentley and approved unamamiously.

A motion to excuse the absences of Dale Ahearn and Steve Amsler was entered by Cecelia Wooden, seconded by Deborah Williams and approved unanimously.

Mr. Thomas introduced Melanie Warren to the commissioners and thanked her for attending.

Mr. Buthod introduced Tara Sanders, branch manager, who gave a brief introduction of community partnerships in the Newburg community and special features of the new library.

***Finance Report:***

Yung Nguyen reported that the bank statement was received unopened as required and that everything is in order.

***Planning Report:***

Dr. Wooden said that the Newburg project turned out really well thanks to the generosity of the Library Foundation, which donated \$500,000 for books, furniture and upgraded computers. Newburg is an outstanding example of what a library could be, she said.

Dr. Wooden noted that community members said the library could tip the neighborhood balance in the good range, noting the grand opening saw over 600 community members. Dr. Wooden also said the challenges of the branch would be keeping it stocked and consistent staffing.

Mr. Buthod described the buildings green features, including floors, windows and lights. He said LFPL will file for LEED certification and if approved, would be the only Metro Louisville building to be so.

Mr. Buthod said the library distributed flash drives containing the history of the Newburg community at the grand opening on August 15. He also noted that Newburg has some new technology being introduced including touch screen computers.

Nancye Browning announced an upcoming author event, Sharon Draper, scheduled for September 17, 2009 at the main library.

***Librarian's Report:***

Mr. Buthod gave a brief description of the flood that occurred on August 4, 2009. A video of some flood damaged areas of the building was shown.

Mr. Buthod said insurance would cover the majority of the damage and that staff was currently conducting an inventory of items lost. Mr. Buthod announced the project manager for the rebuild would be the Corradino Group. MS&R staff person, Jeffery Scherer, has offered to do pro-bono work on the design.

Mr. Buthod said insurance people are on site, including an IT manager, inventory specialists, Building systems manager and a dehydration manager. He noted that as of today there is no moisture problem at the main library noting that all damaged materials, flooring, walls and ceilings have been removed and the building is sound. The process of rebuilding will begin soon.

Mr. Buthod also congratulated Computer Services staff for restoring waterlogged equipment to access system files and applications.

Cecelia wooden inquired as to what failures contributed to the flood. Mr. Buthod said none, other than the huge amount of rain in a short time period.

Mr. Buthod informed commissioners that temporary offices have been donated by the Heyburn Building but staff is working without a computer network or e-mail.

Mr. Buthod said Metro Louisville may see some of the FEMA money that would probably be applied to the city's insurance deductible.

A motion to approve the expenditure of \$175,000 from the technology quasi-endowment fund as a match for the federal grant was entered by Dr. Wooden, seconded by Ms. Williams and approved unanimously.

Mr. Buthod announced two fund-raising opportunities offered to help the library recover from the flood.

1. Whole Foods would like to donate 5% of one day's sales.
2. Barnes & Noble (Summit) would like to donate 15% of their sale from a whole day and place bookmarks in books needed by the library for customers to purchase.

A motion to approve the above fundraising activities was entered by Ms. Bentley, seconded by Dr. Wooden and approved unanimously.

Mr. Buthod announced that as of today the Library Foundation has received \$47,000 from 316 donors for the flood recovery fund.

Mr. Buthod announced the Job Shop opened July 9 and closed August 4 due to the flood. He said that the library's maintenance department has been relocated to an old Metro Louisville fire house south of 6<sup>th</sup> and York Streets.

***Adjournment:***

There being no further business the meeting was adjourned at 5:52 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
SEPTEMBER 15, 2009

The Louisville Free Public Library Advisory Commission met on Tuesday, September 15, 2009 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:35 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Jackie Bentley, Yung Nguyen, Dale Ahearn and Steve Amsler. Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Library Foundation chair, Paul Thompson.

A motion to approve the minutes of August 18, 2009 was entered by Jackie Bentley, seconded by Yung Nguyen and approved unamamiously.

A motion to excuse the absences of Cecelia Wooden and Deborah Williams was entered by Yung Nguyen, seconded by Steve Amsler and approved unanimously.

Mr. Thomas introduced Paul Thompson, chair of the Library Foundation. Mr. Thompson said he wanted to introduce himself to the members of the commission.

***Finance Report:***

Yung Nguyen reported that the bank statement was received unopened as required and that everything is in order.

***Librarian's Report:***

Mr. Buthod briefly described the events of August 4 in which a flood damaged areas of the main library. Among the items destroyed were 40,000 cataloged items, 20,000 Friends of the Library books, 195 computers, historic floor plans, government documents, the book sale sorting room and several hundred new books waiting to be processed.

Mr. Buthod noted that all books have been inventoried for replacement.

Mr. Buthod said the library through Metro Government has very good insurance. FM Global is the insurance carrier. FEMA money may cover the deductible. FMS Cleaning has completed the "clear and clean" stage, accumulating 90 dumpsters of debris. Rutledge is the air quality control company on site.

The Fire Marshal has approved our public safety measures and allowed us to open the 2<sup>nd</sup> floor to patrons.

The library's project manager is Corradino Group. John Moore is the lead with the Corradino Group on this project.

John Moore briefed commissioners on the proposed changes for the lower levels in the North and South buildings.

Environmentally friendly equipment has been ordered to replace boilers, etc. Electrical system equipment in south building will modernize that building.

Mr. Buthod said three bookmobiles and three service vehicles were lost in the flood. The library will receive the depreciated value of the lost vehicles.

Mr. Buthod asked "how do we prevent flooding in the future?" He said MSD will look at the library's connecting points to sewer. FEMA will help with costs. Back flow preventers or disconnecting points are an option. Failed sewers may have been partially responsible for the flooding. John Moore said that they are thinking ahead to the future and coordinating accordingly.

Mr. Buthod gave an update on Newburg saying the building is great and very busy. He also indicated that the adults in the neighborhood were surprised at how busy the branch is.

Ms. Browning said the community was not prepared for the activity and that staff were not prepared for the incidents arising from the activity. She indicated that staff will undergo more training in relating to patrons and the community.

The Newburg Library has been approved for federal funds for a solar energy generation system.

Mr. Buthod distributed copies of Kentucky's open meeting rules and asked all commissioners to review.

***Chairman's Report:***

Mr. Thomas announced the Friends of the Library and the Library Advisory Commission will jointly sponsor a Volunteer Appreciation reception at the Newburg Branch on Saturday, October 10, 2009.

A motion to approve the expenditure of up to \$1,500 for half the expenses of the event was entered by Mr. Nguyen, seconded by Mr. Amsler and approved unanimously.

***New Business:***

A motion to approve the following fundraising activities was entered by Ms. Bentley, seconded by Mr. Ahearn and approved unanimously.

- Approve Shively Friends Book Sale, September 26, 2009
- Approve Jeffersontown Friends' Book Sale, September 19, 2009

***Adjournment:***

There being no further business the meeting was adjourned at 5:23 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
OCTOBER 20, 2009

The Louisville Free Public Library Advisory Commission met on Tuesday, October 20, 2009 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:31 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Cecelia Wooden and Deborah Williams. Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Louisville Metro liaison, Maura Temes.

A motion to approve the minutes of September 15, 2009 was entered by Steve Amsler, seconded by Cecelia Wooden and approved unamamiously.

A motion to excuse the absences of Yung Nguyen, Dale Ahearn and Jackie Bentley was entered by Deborah Williams, seconded by Cecelia Wooden and approved unanimously.

Tad Thomas asked Sandra Murphy to give a brief account of the Volunteer Reception which was held on October 10, 2009 at the Newburg Library. Ms. Murphy said about 80 people attended the reception and a nice time was had by all.

***Finance Report:***

Tad Thomas reported that the bank statement was received unopened as required and that everything is in order.

***Librarian's Report:***

Mr. Buthod briefly reviewed the 2009 Benchmark Cities Report which showed little change from last year.

Mr. Buthod relayed a request from Library Foundation chair, Paul Thompson, who invited the library advisory commission to participate in briefing the mayoral candidates. Tad Thomas said he would like to do that.

Mr. Buthod said the flood damaged areas of the main library will be better than before the flood. Mr. Buthod also said the south building elevators should be working in November, followed by the stacks elevator and then the north building elevators.

Mr. Buthod advised that the north building should have heat before the deadline of November 12, when the temporary heating tubes will be removed. Schardein is currently working on the heating duct work and boilers. The south building will continue to have temporary heat/air for a little longer.

Bid packages for the finish work will be forthcoming.

The Job Center is closed because of the placement of temporary heating equipment. We hope to re-open it in another location in the building.

Mr. Buthod said the state budget is grim and likely to get worse noting that LFPL will receive approximately \$40,000 less from the state than last year. LFPL has been notified that the money will be distributed in two separate checks, 75% this year and 25% next year if budget projections hold steady.

***New Business:***

A motion to approve the following items was entered by Dr. Wooden, seconded by Ms. Williams and approved unanimously.

- Approve Highland-Shelby Park Friends Book Sale, November 20-21, 2009
- Approve donation of \$11,000 from the Friends of the Crescent Hill Library for the purchase of audio books for the branch.

***Adjournment:***

There being no further business the meeting was adjourned at 5:07 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
NOVEMBER 17, 2009

The Louisville Free Public Library Advisory Commission met on Tuesday, November 17, 2009 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Cecelia Wooden, Deborah Williams, Jackie Bentley and Dale Ahearn. Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Louisville Metro liaison, Maura Temes. Also present was Mary Hunt, Executive Director of the Library Foundation.

A motion to approve the minutes of October 20, 2009 was entered by Steve Amsler, seconded by Jackie Bentley and approved unamamiously.

A motion to excuse the absence of Yung Nguyen was entered by Cecelia Wooden, seconded by Jackie Bentley and approved unanimously.

Tad Thomas introduced Mary Hunt of the Library Foundation who spoke about the unsolicited donations the foundation has received to support flood recovery efforts. She said, to date, the Library Foundation has received 916 gifts totaling \$192,000. Ms. Hunt also indicated that two-thirds of the gifts were from new donors. She said \$41,000 was the largest gift received. Ms. Hunt also said Whole Foods and Barnes & Noble were community partners who made significant donations to the flood recovery efforts.

Mr. Buthod said the library experienced in excess of \$7.2 million in damage according to FEMA.

***Finance Report:***

Tad Thomas reported that the bank statement was received unopened as required and that everything is in order.

***Planning Committee Report:***

Dr. Wooden asked Mr. Buthod to update the commission on work that will be done to the main library. Mr. Buthod said repairs and replacements of the flood damaged operations center are underway. Capital projects already planned for the main floor will be done as part of the overall construction project. There will be a new children's room, new auditorium which will seat approximately 300 people and the main lobby will be restored to its original beauty. Mr. Buthod also said the library hopes to restore the old 2<sup>nd</sup> floor reading rooms, if funding can be secured. Finally, the exterior of the 1908 building will be cleaned and repaired.

***Librarian's Report:***

Mr. Buthod said the budget will be tough this year with Louisville Metro government's tax revenue declining due to high unemployment.

Mr. Buthod attended a seminar about how to raise money in hard times.

The annual grant from the Kentucky Department for Libraries and Archives is likely to be reduced further before the end of this fiscal year. State funding has already been reduced from approximately \$500,000 to \$400,000 per year.

Library use statistics have been affected by the flood. The main library was closed 23 days in August and the book reserve system was inoperable for several weeks. Branch libraries remain very busy.

12<sup>th</sup> Annual Staff Recognition Event, sponsored by the Library Foundation, was held November 13 at the Louisville Science Center. The Charles Glass award was given to Tim Gross of the Computer Services for service to the library above and beyond the call of duty. The award is named after the library's lead custodian in 1937 who helped save lives and property in the flood of that year.

Nancye Browning updated commissioners on the progress at Newburg. Ms. Browning said previous issues with patron behavior are improving. Former assistant director Mary Frances Cooper, now the deputy director of the Carnegie Library of Pittsburgh, spoke with Newburg staff about managing behavioral issues, especially among teens. Staff will institute focused programming during teen reading week and will continue to reach out to the community.

Additional staff from other branches will continue to help at Newburg on Monday afternoons due to increased traffic when the adjacent community center is closed.

The Library Foundation will sponsor an additional round of book purchases because of increased circulation at Newburg.

Referring to an earlier Library Commission commitment to spend up to \$60,000 to top off the Library Foundation's Newburg initiative, Dr. Wooden made a motion to approve the full expenditure of \$60,000 for Newburg, regardless of whether the Foundation had otherwise met its goal. Dr. Wooden's motion was seconded by Steve Amsler and approved unanimously.

***Chairman's Report:***

Tad Thomas indicated that two people have been nominated to fill vacancies on the Library Advisory Commission. Appointments are pending.

Tad Thomas announced that the money the Library Foundation is managing for the Library Advisory Commission is in good hands. He reported that investments by the Foundation's finance committee on which he now serves are prudent and that fund balances are increasing.

***New Business:***

A motion to approve the following items was entered by Ms. Bentley, seconded by Dr. Wooden and approved unanimously.

- Approve Iroquois Friends Book Sale, December 12, 2009
- Approve Middletown Friends Book Sale, March 4-6, 2010.

***Adjournment:***

There being no further business the meeting was adjourned at 5:00 p.m.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**DECEMBER 2009**

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JANUARY 19, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, January 19, 2010 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Cecelia Wooden, Deborah Williams, Jackie Bentley, Yung Nguyen and Dale Ahearn. Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Louisville Metro liaison, Maura Temes.

A motion to approve the minutes of November 19, 2009 was entered by Cecelia Wooden, seconded by Steve Amsler and approved unamamiously.

***Finance Report:***

Yung Nguyen reviewed the bank statement and reported that everything is in order.

***Chairman's Report:***

Tad Thomas recognized library director, Craig Buthod, as being named *Library Journal's* 2010 Librarian of the Year. Mr. Buthod was honored by his peers at a dinner in Boston.

Tad Thomas announced that he; Craig Buthod and Paul Thompson have been meeting with mayoral candidates to discuss the library and asking them for their support.

***Librarian's Report:***

Mr. Buthod expressed gratitude to the Library Commission and acknowledged that his peers envy him because of his relationship with both the Commission and the Library Foundation.

Mr. Buthod reported on the renovation and recovery efforts and said framing is in place for new walls in the basement of the north building and plaster work has been done. Old mechanical and electrical systems have been removed and a new floor in the computer room has been installed.

Mr. Buthod said the Children's Room is being moved to the old radio station space. He showed commissioners the proposed floor plan designating three separate age appropriate areas which will be defined with fabric and carpet. Age appropriate furnishings will also be provided for pre-schoolers, early elementary students and late elementary students.

Mr. Buthod also said he hopes to restore the south building's 2<sup>nd</sup> floor reading rooms.

Mr. Buthod reported that he had met with the Mayor and discussed plans to move forward with developing the first regional library. The library will go forward with developing a plan and design. The February 2010 Planning Committee meeting will focus on the regional library.

Mr. Buthod reported that the library received the 2<sup>nd</sup> installment of the state aid grant making the total received approximately \$387,000.

Nancye Browning announced the theme of the Summer Reading Program, "*Think Globally, Read Locally*," which will run from June 1 to August 1, 2010.

Mr. Buthod said an architectural photographer photographed the Newburg Library for *American Libraries* magazine. Mr. Buthod said he hopes the library will appear on the cover of the April 2010 issue.

Cecelia Wooden said a planning committee meeting is scheduled for February just prior to the regular commission meeting on February 16.

***New Business:***

A motion to approve the attached schedule of regular meetings and committee meetings for 2010 was entered by Cecelia Wooden, seconded by Steve Amsler and approved unanimously.

***Adjournment:***

There being no further business the meeting was adjourned at 5:04 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
FEBRUARY 16, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, February 16, 2010 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Dale Ahearn, Yung Nguyen, Carol Mullins and Deborah Williams. Also present were director Craig Buthod and assistant director Melanie Lilly.

A motion to approve the minutes of January 19, 2010 was entered by Dale Ahearn, seconded by Deborah Williams and approved unanimously.

A motion to excuse the absence of Steve Amsler, Cecelia Wooden, Jackie Bentley and Chip Hamm was entered by Yung Nguyen, seconded by Dale Ahearn and approved unamamiously.

***Finance Report:***

Yung Nguyen reviewed the bank statement and reported that everything is in order.

***Planning Report:***

Mr. Buthod reported that March 31 is the construction deadline for repairing flood damage in the north basement. He also noted that repairs to the public areas, including the children's department, auditorium, Bernheim Gallery and south lobby should be completed by about April 30.

Mr. Buthod said internal planning for a grand opening in mid-May has begun and may include the Summer Reading Program kick-off and selected author presentations. He said he would like to invite all flood donors to the open house to see the 'new' building.

Mr. Buthod said he would like the Library Advisory Commission to participate in the Foundation's Landmark Initiative using quasi-endowment funds. He will bring forward a proposal.

Mr. Buthod said the library does have funding for the planning and design of the first regional library, Southwest, and that the mayor will make the announcement next week.

Commissioner Dale Ahearn said the St. Matthews can no longer keep up with the service needs of the community. He noted that parking is non-existent and the library itself is not conducive to studying and reading. Mr. Buthod said he would call on the mayor of St. Matthews to discuss whether that city could fund construction costs for expanding or replacing the branch.

***Librarian's Report:***

Mr. Buthod announced he will appear before Metro Council on March 4 and give a progress update on the Master Plan and where the library is going from here. He said he will focus on the Newburg library and the main library.

Mr. Buthod announced upcoming author programs as follows:

March 17	Sara Lawrence Lightfoot
May 12	T.J. Stiles
May 18	Elizabeth Berg
June 3	Jonathan Alter

Mr. Buthod asked the commission to authorize \$75,000 for cultural programming. Finance Committee chair, Yung Nguyen, said he would review it before the next commission meeting.

***Chairman's Report:***

Tad Thomas summarized the flood donations received by the Library Foundation to date: 944 donors; 27 states & Washing D.C., donating over \$200,000. He said many Friends' groups have donated funds.

Mr. Thomas noted that annual giving has exceeded giving over same time period as last year.

Mr. Thomas announced "KY Library Day" at the State Capitol was held on February 10.

Mr. Thomas requested to be excused from the March 2010 meeting.

***New Business:***

A motion to approve the following was entered by Carol Mullins, seconded by Yung Nguyen and approved unanimously.

- Approve Shively Friends book sale, Saturday, April 10, 2010.
- Accept donation of Canon MicroPrint 90 microfiche reader from Franklin Gray & White Law Firm, valued at \$4,000.

***Adjournment:***

There being no further business and following a motion by Yung Nguyen, the meeting was adjourned at 5:05 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
PLANNING COMMITTEE  
MINUTES  
FEBRUARY 23, 2010

Commissioners present were Cecelia Wooden (chair), Dale Ahearn, Steven Amsler and Jackie Bentley. Also present were Craig Buthod, library director and Jeff Scherer, architect with MS&R, Ltd.

Dr. Wooden convened the meeting at 1:15 p.m. The committee discussed current and future projects of the library's updated master plan, including the first regional library and the renovations underway at the Main Library.

No actions were taken. The meeting was adjourned at 2:00 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MARCH 16, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, March 16, 2010 in the board room at the Main Library, located at 301 York Street.

Cecelia Wooden called the meeting to order at 4:31 p.m.

***Attendance:***

Commissioners present were Cecelia Wooden, Dale Ahearn, Carol Mullins, Chip Hamm, Jackie Bentley and Steve Amsler. Also present were director Craig Buthod and assistant director Melanie Lilly, assistant director Nancye Browning and Metro liaison Maura Temes.

A motion to approve the minutes of February 16, 2010 was entered by Dale Ahearn, seconded by Carol Mullins and approved unanimously.

A motion to excuse the absence of Tad Thomas, Yung Nguyen and Deborah Williams was entered by Dale Ahearn, seconded by Chip Hamm and approved unamamiously.

***Finance Report:***

Cecelia Wooden reported that the bank statement was received unopened and that everything is in order.

***Librarian's Report:***

Mr. Buthod announced plans are underway for the design of a new Southwest Regional Library. Mr. Buthod distributed copies of the Mayor's press release. He also noted that staff is working on questionnaires to allow patrons to comment on what they would like to see in the new library.

Mr. Buthod said he met with St. Matthews mayor, Bernie Bowling to discuss renovating and or expanding the St. Matthews branch to 14,000 sq. ft. Mr. Buthod said he gave Mayor Bowling a copy of the Master Facilities Plan to review.

Mr. Buthod made a proposal to continue Cultural Programming funding at \$75,000 from the LAC Quasi-Endowment Fund. Dale Ahearn made a motion to approve the expenditure with a second from Carol Mullins. The motion passed unanimously.

Mr. Buthod asked for the approval of \$250,000 for main library improvements and renovations. A plan of proposed work was distributed. A motion to approve the expenditure was entered by Carol Mullins, seconded by Chip Hamm and approved unanimously.

Mr. Buthod said the re-build of the north lower level is being painted now with the floor to be put in next week. A May 15 grand re-opening is scheduled.

Mr. Buthod noted that window replacement in the south building will take several months because of the time required to have historically accurate replacement windows designed, built and installed.

Mr. Buthod said the budget season is upon us and the library's goal is to get Sunday hours back. The library will submit its budget to Metro around May 1.

Mr. Buthod said the library is considering pay-for-print terminals in all libraries, which could raise \$80,000 annually. Noting that this change may present a hardship for some patrons, administration will work with branch managers to identify when to waive the printing fee.

Mr. Buthod said he will not be available for the meeting in April but that Nancye Browning will attend.

***New Business:***

A motion to approve the following was entered by Jackie Bentley, seconded by Steve Amsler and approved unanimously.

- Approve Fern Creek Friends book sale, Saturday, May 5-8, 2010.
- Approve Friends Semi-Annual Book Sale, June 4-6, 2010.
- Approve Friends of the Southwest Book Sale, July 11, 2010.

***Adjournment:***

There being no further business and following a motion by Dale Ahearn and a second by Carol Mullins, the meeting adjourned at 5:05 p.m.



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## ***The Landmark Initiative*** **The Louisville Free Public Library**

### **Conceptual Plan**

**Objective:** To rebuild, restore, and refresh the historic Main Library, going beyond flood recovery to bring back the greatness of the original Carnegie Library as a Louisville centerpiece for education and community life.

**Tasks and Projects:** Flood recovery work will include the complete rebuilding of nearly 60,000 square feet of the library's operations center and historic stacks. All walls, floors, carpets, ceilings, lighting, ductwork and finishes in this area will be replaced. All mechanical, electrical, and lighting systems will be rebuilt, along with four elevators and all damaged windows and doors.

Beyond the flood damage, the initiative will build a new children's library, a teen center, and a new auditorium in the historic 1908 building. The great hall at the York Street entrance will be returned to its former grandeur, and the second-floor reading rooms will be restored to house an expanded Job Shop and adult education programs. The grand windows in the 1908 building will be replaced with historically appropriate but energy-efficient insulated windows. The building systems will be replaced with energy-efficient technology.

The new children's wing, teen library, and auditorium will become the library's proudest spaces, with attractive furnishings, new book collections and cutting-edge technology. Wall and floor finishes in the public spaces will be upgraded to convey the impression of the library as a community asset of great worth and importance.

Included in the overall project will be landscape improvements around the 1969 building, and cleaning, sealing, and preserving of the historic exterior limestone of the 1908 building.

**Overall Cost** of the initiative, including flood recovery, is expected to be between \$11.5 and \$12 million.

**Proposal:** That the Library Advisory Commission commit \$250,000 from the quasi-endowment funds to this project.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
APRIL 20, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, April 20, 2010 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Cecelia Wooden, Dale Ahearn, Carol Mullins, Jackie Bentley and Yung Nguyen. Also present were assistant director Melanie Lilly, assistant director Nancye Browning and Metro liaison Maura Temes.

Library staff present included Lisa Sizemore, Jody Hampton, Kate Schiavi, Peter Howard, Carrick Arehart and Rachel Smith.

A motion to approve the minutes of March 16, 2010 was entered by Carol Mullins, seconded by Dale Ahearn and approved unanimously.

A motion to excuse the absences of Deborah Williams and Steve Amsler was entered by Cecelia Wooden, seconded by Jackie Bentley and approved unamamiously. Chip Hamm was also absent.

***Finance Report:***

Yung Nguyen reported that the bank statement was received unopened and that everything is in order.

***Librarian's Report:***

Nancye Browning, assistant director, gave the librarian's report in Mr. Buthod's absence.

Ms. Browning introduced the following staff who were in attendance. Lisa Sizemore, manager of branch services; Jody Hampton, branch manager at Newburg; Kate Schiavi, manager of children's services; Peter Howard, teen services librarian; Carrick Arehart, manager of the main library; and Rachel Smith, branch manager at Portland. Ms. Browning said each of the librarians introduced are either new librarians or recently appointed to new positions.

Ms. Browning passed around the magazine *American Libraries*, April 2010, which showcased the Newburg Library.

Ms. Browning passed around copies of the Southwest Survey which is being distributed at the Southwest branch and via the libraries' website.

Ms. Browning announced a partnership with JCPS Adult Literacy in which the library will provide space for four literacy programs, Basic Adult Literacy, Intermediate Adult Literacy, GED Express and College Prep. Ms. Browning also noted that JCPS Adult Literacy also provides ESL and family literacy classes.

Ms. Browning said the main library is on target to re-open on May 15, 2010.

Dale Ahearn asked if the new librarians/appointees represented at the meeting today have a lesson/business plan for their new departments or branches. Ms. Browning responded that all branches follow a basic business plan with parts tailored to their respective communities.

*Adjournment:*

There being no further business and following a motion by Jackie Bentley and a second by Cecelia Wooden, the meeting adjourned at 4:58 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MAY 18, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, May 18, 2010 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Dale Ahearn, Carol Mullins, Steve Amsler and Deborah Williams. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the minutes of April 20, 2010 was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

A motion to excuse the absences of Yung Nguyen, Chip Hamm, Cecelia Wooden and Jackie Bentley was entered by Carol Mullins, seconded by Deborah Williams and approved unamamiously.

***Finance Report:***

In the absence of Yung Nguyen, Tad Thomas reported that the bank statement was received unopened as required and that everything is in order.

***Librarian's Report:***

Mr. Buthod reported that the grand re-opening of the main library was held May 15, 2010 for the public and the Library Foundation. An estimated 1000 attended the day's festivities. Tours of the renovated areas were given by staff. Public response was very favorable.

Author and Pulitzer Prize winner T.J. Stiles opened the new auditorium on May 12 in a very well attended event.

Mr. Buthod briefly talked about the new space in the renovated areas of the main library.

Mr. Buthod announced that the state will buy the library a new bookmobile. A van is to be purchased for use as an adult bookmobile.

All windows in the 1908 building are to be replaced with energy efficient windows in the style of the original windows. Three arched windows in the original building will be rebuilt.

The exterior limestone of the 1908 building is to be cleaned and repaired.

The 2<sup>nd</sup> floor reading rooms of the south building are to be restored and will be used by Jefferson County Public Schools Adult Education and the library's Job Shop.

Landscaping around the library will be changed to address future flood risks. MSD has repaired the sewers under 4<sup>th</sup> Street and York Street.

The Metro budget is to be announced by the mayor on May 27, 2010. The library expects no increase in personnel budget.

Mr. Buthod reviewed the KDLA ranking of Kentucky county libraries, noting Jefferson County continues to rank poorly on key indicators.

Mr. Buthod announced two author programs, Jonathan Alter on June 3 and David Kirkpatrick on July 7.

Nancye Browning said staff at the Southwest, Fairdale, Shively and Iroquois branches are talking to community groups and collecting surveys that outline what is needed in a new Southwest regional library. About 200 surveys have been turned in so far.

Ms. Browning said that Metro Public Works is currently negotiating a contract amendment with MS&R to conduct the public process in relation to the regional library.

Ms. Browning said the fabric sails that were to be installed in the main library children's area will be re-done at MS&R's expense because of design errors.

***Foundation:***

Tad Thomas announced that the Library Foundation's fundraising efforts are doing very well and that the Finance committee reports that their investments are exceeding their benchmark expectations.

***New Business:***

A motion to approve the following fundraising activities was entered by Ms. Williams, seconded by Mr. Amsler and approved unanimously.

- Approve Friends of the Iroquois Branch Book Sale, July 24, 2010.
- Approve Friends of the Library Semi-Annual 'book Sale, June 4-6, 2010.

***Adjournment:***

There being no further business and following a motion by Deborah Williams and a second by Steve Amsler, the meeting adjourned at 5:08 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JUNE 15, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, June 15, 2010 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Chip Hamm, Jackie Bentley and Carol Mullins. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly. Guests present included Jeff Scherer and Matt Kruntorad with MS&R Architects of Minneapolis.

A motion to approve the minutes of May 18, 2010 was entered by Carol Mullins, seconded by Chip Hamm and approved unanimously.

A motion to excuse the absences of Yung Nguyen, Cecelia Wooden, Deborah Williams and Dale Ahearn was entered by Carol Mullins, seconded by Chip Hamm and approved unamamiously.

***Finance Report:***

In the absence of Yung Nguyen, Tad Thomas reported that the bank statement was received unopened as required and that everything is in order.

***Planning Report:***

Jeff Scherer, with MS&R Architects, began his presentation by announcing that Louisville Metro has approved an extension of his contract to conduct the public process for the planned new Southwest Regional Library.

Mr. Scherer said that he conducted a meeting on June 14 with citizens and on June 15 with library supervisors to find out what people would like to see in the new regional library. Mr. Scherer presented a slide show to commissioners of the top ten favorite libraries that the meeting attendees liked. He stated that each group was very concerned with books, landscaping, seating, natural materials, unique form and homework help. Other wants identified by the public included a bookstore, meeting rooms, teen and children's areas, green building, diversity, laptops, new books, cozy seating, color and outdoor seating.

Mr. Scherer announced that two more public meeting would take place on June 15 and June 16 specifically about the proposed Southwest Branch. Mr. Scherer said following the public meetings a site discussion and concept meeting would take place.

Nancye Browning announced that architect Jack Poling conducted a public discussion at Fairdale and received community input.

Fairdale groundbreaking should take place this fall.

MS&R designed the Shawnee library expansion in 2009 as part of the library's planning for potential federal stimulus funding.

Federal Community Development Block Grant money for the Shawnee project is available and must be spent by April 1, 2011.

Mr. Buthod showed concept drawings of the proposed Shawnee addition, interior and exterior.

***Librarian's Report:***

Mr. Buthod reviewed the renovated sorting and teen areas along with other areas affected by the Main Library renovations.

A bid has been put out for the 2<sup>nd</sup> floor renovation. Next bid will be for windows followed by a bid for cleaning the limestone exterior of the main library.

The library will work with MSD to provide grounds improvements to prevent water back-up in the future.

The Louisville Metro budget vote will be June 24, 2010.

***Foundation:***

Tad Thomas asked Sandra Murphy to recap the Friends of the Library Spring book sale. Ms. Murphy reported that the book sale was a big success despite the fact that the books were unsorted because of the flood and the sale was held in a new location, Butler High School.

***New Business:***

A motion to approve the following fundraising activities was entered by Ms. Bentley, seconded by Mr. Amsler and approved unanimously.

- Approve Friends of the Fairdale Branch Book Sale, September 17-18, 2010.

***Adjournment:***

There being no further business and following a motion by Carol Mullins and a second by Chip Hamm, the meeting adjourned at 5:13 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JULY 20, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, July 20, 2010 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Cecelia Wooden, Carol Mullins, Steve Amsler, Yung Nguyen, Chip Hamm and Deborah Williams. Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro Liaison Maura Temes. Guests included Lisa Sizemore, manager of branch services.

A motion to approve the minutes of June 15, 2010 was entered by Steve Amsler, seconded by Carol Mullins and approved unanimously.

A motion to excuse the absences of Dale Ahearn and Jackie Bentley was entered by Carol Mullins, seconded by Cecelia Wooden and approved unamamiously.

***Finance Report:***

Yung Nguyen reviewed the bank statement and reported that everything is in order.

***Planning Report:***

Mr. Buthod announced that the new Southwest Library is in an early planning stage. The first regional library will be the largest space built by LFPL since the 1969 addition to the main library.

Mr. Buthod said Lisa Sizemore, manager of branch services, is leading a team of people working in the community to talk about the planned Southwest regional library. The Southwest branch manager, Rebecca Maddox, has also been contacting area businesses about what a new branch can do for them by collecting surveys detailing their needs and wants. So far there have been three meetings with architects about what a new library in the south end can do and be.

Ms. Sizemore also reported that staff at Fairdale, Shively, Iroquois and Southwest have been helping with outreach.

Nancye Browning said that speaking engagements are leading to other speaking engagements and that the word is getting out, noting that the south end is very proud of their community.

Mr. Buthod announced that workers have started renovating the 2<sup>nd</sup> floor of the 1908 building. The deadline for completion is September 1. Jefferson County Public Schools are prepared to move in soon after. The renovations to this area were paid for by donations to the Library Foundation.

Mr. Buthod said the exterior cleaning of the 1908 building is in bid phase, with the window replacement and marble restoration forthcoming.

Mr. Buthod said the Shawnee project is in public works and will be bid soon. The deadline for the project completion is April 1, 2011

***Librarian's Report:***

Mr. Buthod reported that LGE/EON donated \$150,000 to buy new computers for the 1908 building, thanks to Foundation Board member Paul Thompson.

Mr. Buthod said as of June 30, the Library Foundation raised over \$2 million for the fiscal year.

Summer Reading is in full swing at all library locations and needs a boost. Please promote the program to all young people.

***Chairman's Report:***

Tad Thomas announced that he will be contacting commissioners for their input on the director's annual evaluation. Mr. Thomas requested that an electronic copy be sent to him.

***New Business:***

A motion to approve the following fundraising activities was entered by Mr. Hamm, seconded by Dr. Wooden and approved unanimously.

- Approve Friends of the Jeffersontown Library Book Sale, September 18, 2010.
- Approve Friends of the Westport Library Book Sale, September 11, 2010.
- Approve Friends of the Shively Library Book Sale, September 18, 2010.

***Adjournment:***

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

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**AUGUST 2010**

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
SEPTEMBER 21, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, September 21, 2010 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Steve Amsler, Yung Nguyen and Chip Hamm. Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro Liaison Maura Temes.

A motion to approve the minutes of July 20, 2010 was entered by Carol Mullins, seconded by Chip Hamm and approved unanimously.

A motion to excuse the absences of Dale Ahearn, Deborah Williams, Cecelia Wooden and Jackie Bentley was entered by Yung Nguyen, seconded by Chip Hamm and approved unamamiously.

***Finance Report:***

Yung Nguyen reported that the bank statement was received unopened as required and that everything is in order.

***Planning Report:***

Mr. Buthod distributed copies of the Benchmark Cities Report which is compiled each year by library staff. The report compares LFPL to 15 regional cities on key points. This year the report indicated that LFPL has dropped to dead last in funding per capita for library operations.

Mr. Buthod showed commissioners proposed plans for the new 7500 sq. ft. Fairdale Branch and said that bids will go out this week. A demolition event will be held on October 20, 10:30 a.m. to raze the current building on the property.

Mr. Buthod said that a public meeting regarding the new Southwest branch building process will be held October 26.

Mr. Buthod said that the Sue Monk Kidd author program held September 14 was well attended.

***Chairman's Report:***

Tad Thomas announced that he had completed the yearly appraisal for the library director. A motion to adopt the completed appraisal was entered by Ms. Mullins, seconded by Mr. Hamm and approved unanimously.

Mr. Buthod encouraged all members of the commission to attend the following meetings with the mayoral candidates.

September	22	10:00 a.m.	Hal Heiner
October	6	4:00 p.m.	Greg Fischer

Commissioners were also encouraged to attend the following upcoming library events.

October	8	1:30 p.m.	Dedication of Library Learning Center w/JCPS
October	13	10:00 a.m.	Shawnee groundbreaking
October	20	10:30 a.m.	Fairdale demolition event

***New Business:***

A motion to approve the following fundraising activity was entered by Mr. Hamm, seconded by Mr. Amsler and approved unanimously.

- Approve Friends of the Library Semi-Annual Book Sale, October 22-24, 2010.

***Adjournment:***

There being no further business the meeting adjourned at 5:13 p.m. following a motion by Mr. Hamm.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
OCTOBER 19, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, October 19, 2010 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:35 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Steve Amsler, Jackie Bentley and Deborah Williams. Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the minutes of September 21, 2010 was entered by Jackie Bentley, seconded by Steve Amsler and approved unanimously.

A motion to excuse the absences of Yung Nguyen, Earl Hamm and Cecelia Wooden was entered by Deborah Williams, seconded by Jackie Bentley and approved unamamiously. Dale Ahearn was also absent.

***Finance Report:***

Tad Thomas reported that the bank statement was received unopened as required and that everything is in order. Mr. Thomas also reported that the account had been closed on October 13, 2010 and the funds would be consolidated into the R-fund account at the Library Foundation.

***Librarian's Report:***

Melanie Lilly reported that the owners of the shopping center property where the Southwest Branch is located had defaulted on their loan and the property had been taken over by the bank. She indicated that the branch had been without air conditioning all summer and that the library has withheld rent since July.

The final status on the Southwest Branch is that the library will pay for repairs to the air conditioning units and deduct the cost from rents owed to the shopping center's owner.

Mr. Buthod reported that the Library Learning Center at Main has been dedicated and that literacy classes taught by JCPS Adult Education staff have begun.

Mr. Buthod announced a new partnership with the University of Louisville which will enable adult students to obtain a BS degree in Workforce Leadership. Classes for the completer degree will begin in January in the Job Shop area of the Main Library's south building.

Mr. Buthod said that flood engineering work still needed to be done to prevent flooding in the future, noting that MSD will pay for half the cost of the work. Mr. Buthod said that run-off

vaults will be installed on both the 3<sup>rd</sup> street and 4<sup>th</sup> street sides of the library and that the water fountain on the 4<sup>th</sup> street side will need to be removed. Bids for the project will go out soon.

Mr. Buthod announced that demolition of an unused building on the future Fairdale Library site will be October 20, at 10:30 a.m.

Mr. Buthod said that a contractor for the Shawnee Library expansion has been selected and that parking issues have been resolved with the city saying that the library has enough parking spaces already.

After a presentation by Mr. Buthod, a motion to reaffirm the mission and vision statement was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously. (see attached).

Mr. Buthod said it's time for the library to ask the Foundation to raise money for specific needs. Mr. Buthod reviewed the 5 goal areas to concentrate fundraising on. (see attached). He also described continuing programs that depend on Library Foundation support.

A motion to ask the library director to write a letter to the Library Foundation asking them to raise money was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

Mr. Thomas asked staff about the upcoming Friends Book Sale. Staff announced that the book sale will be held October 22-24 at the Douglass Community Center.

Nancye Browning informed commissioners that the staff appreciation party will be held Friday, November 5, 5:30 p.m. in the Crystal Ballroom at the Brown Hotel.

***Adjournment:***

There being no further business the meeting adjourned at 5:15 p.m.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**NOVEMBER 2010**

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
DECEMBER 21, 2010

The Louisville Free Public Library Advisory Commission met on Tuesday, December 21, 2010 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Steve Amsler, Jackie Bentley, Cecelia Wooden and Dale Ahearn. Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and Metro liaison Maura Temes.

A motion to approve the minutes of October 19, 2010 was entered by Carol Mullins, seconded by Cecelia Wooden and approved unanimously.

A motion to excuse the absences of Yung Nguyen and Deborah Williams was entered by Jackie Bentley, seconded by Steve Amsler and approved unamamiously. Chip Hamm was also absent.

***Finance Report:***

Tad Thomas reported that the bank statement was received unopened as required and that everything is in order.

***Planning Report:***

Mr. Buthod announced that the design/build project for the new Fairdale Branch is underway.

Mr. Buthod also said that the Shawnee Branch has been closed for its renovation and expansion and that interior demolition has begun.

***Librarian's Report:***

Mr. Buthod announced a new author event, Isabel Wilkerson, author of "The Warmth of Other Suns" will appear at the library March 1, 2011.

Mr. Buthod said that the library has hired an "Education Manager" to increase the number of educational programs at the library. Judy Rosenfield will have the task of creating informational and educational programs for all citizens.

Mr. Buthod informed commissioners of his involvement with the Theodore Roosevelt Center at Dickinson State University. The goal of the center is to make all Roosevelt's papers available digitally to all people. Mr. Buthod said he recently went to the Carter Library in Atlanta to discuss solving problems with the collection, increasing holdings and increasing the exposure of the collection.

***Chairman's Report:***

Tad Thomas, addressing Metro Liaison Maura Temes, thanked her for her commitment to the library. Ms. Temes has represented City government at the library for over 20 years.

Ms. Temes said she was glad to have been a part of making a strong library board.

Mr. Thomas said the Library Foundation is looking at changing the asset allocation for foundation funds.

***New Business:***

Following a motion by Carol Mullins and a second by Cecelia Wooden, the 2011 Commission Meeting Schedule was approved unanimously. Copy attached.

***Adjournment:***

There being no further business the meeting adjourned at 5:15 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JANUARY 18, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, January 18, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Cecelia Wooden, Yung Nguyen, Dale Ahearn, Deborah Williams, Jackie Bentley and Carol Mullins. Also present were director Craig Buthod, assistant directors Nancye Browning and Melanie Lilly and staff member Judy Rosenfield.

A motion to approve the minutes of December 21, 2010 was entered by Carol Mullins, seconded by Jackie Bentley and approved unanimously.

A motion to excuse the absences of Chip Hamm and Steve Amsler was entered by Cecelia Wooden, seconded by Yung Nguyen and approved unamamiously.

***Planning Report:***

Cecelia Wooden announced that she will be absent from the February 2011 meeting and that there will be no Planning Committee meeting.

Mr. Buthod announced that Metro Councilman Rick Blackwell will be holding his district meeting soon and that the new Southwest Regional Library will be on the agenda.

Mr. Buthod said he would propose the money for the Southwest design phase in next year's budget.

Mr. Buthod said the Shawnee library has been stripped of its interior finishes and renovation work is proceeding.

Mr. Buthod described new parking lot lights at the Newburg branch as being solar and wind powered. Mr. Buthod said that the Newburg library is waiting to hear if it has been awarded LEED certification.

Cecelia Wooden asked if new council members will be invited to an upcoming Library Advisory Commission meeting. Mr. Buthod said he will invite all new council members as well as the new mayor with open dates.

***Librarian's Report:***

Mr. Buthod announced that the Metro budget will be difficult this year and that the new Metro CFO is Steve Rowland.

Mr. Buthod announced that February 9, 2011 is “Library Day” at the general assembly.

Nancye Browning distributed a summary of programs offered at all library locations during the months of January and February 2011.

A brief discussion of programming initiatives followed.

Mr. Buthod introduced Judy Rosenfield, education manager at the Library. Ms. Rosenfield was previously affiliated with the Mayor’s Office and the Courier Journal. Mr. Buthod said Ms. Rosenfield’s mission will be to survey the community and determine its educational needs, indicating she is currently interviewing community leaders.

Ms. Rosenfield asked commissioners what types of educational classes they would like to see in their library. Some responses included: basic law, job search, skill assessment, ability to learn/mental agility, neighborhood history, cemetery history, cyber safety, citizenship & government knowledge, understanding credit, foreclosure, financial literacy, etc.,

Commissioners also suggested that Ms. Rosenfield contact companies and agencies such as The Teaching Company, Kentucky Historical Society, Greater Louisville Inc. and Leadership Louisville.

***New Business:***

Following a motion by Carol Mullins and a second by Yung Nguyen, the following fundraising activities were approved.

- Friends of the Fairdale Library Book Sale, April 15-16, 2011.
- Friends of the Library semi-annual book sale, June 3-5, 2011 @ Butler High School.

***Adjournment:***

There being no further business the meeting adjourned at 5:30 p.m. following a motion by Cecelia Wooden and a second by Carol Mullins.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
FEBRUARY 15, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, February 15, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Deborah Williams and Dale Ahearn. Also present were director Craig Buthod and assistant director Nancye Browning.

Commissioners excused included Cecelia Wooden, Yung Nguyen, Chip Hamm and Jackie Bentley. Carol Mullins was also absent.

A quorum was not present and no official business was conducted.

***Librarian's Report:***

Mr. Buthod announced that library vendor, Baker and Taylor will be selling e-books to libraries starting July 1. Mr. Buthod said Baker and Taylor and the library are engaged in discussions about price.

Mr. Buthod said the labor contract with AFSCME has been approved by vote of the union. Now it must be voted on by Metro Council and signed by the mayor.

An RFP is out for a local architect for the Southwest Regional library, to work as a design partner with MS&R from Minneapolis.

A new library cell phone app, created in conjunction with Boopsie, was introduced to the public this month. Users seem to love it.

The Newburg Library received silver LEED status from the U.S. Green Building Council in recognition of environmental excellence.

***Chairman's Report:***

Mr. Thomas announced that the Library Foundation voted today to raise \$250,000 for the Fairdale and Shawnee branches.

Mr. Thomas announced his intention to invite Mayor Greg Fischer and Metro Council members to an upcoming Library Advisory Commission meeting.

Mr. Thomas said that the mayor has announced 5 public budget hearings to gather input for his 2011-12 budget proposal. Mr. Thomas encouraged commission members to attend one of these meetings and speak up for libraries.

***Adjournment:***

There being no further business the meeting ended at 5:04 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MARCH 15, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, March 15, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Yung Nguyen, Dale Ahearn, Stephen Amsler, Jacqueline Bentley and Carol Mullins. Also present were director Craig Buthod, and assistant directors Nancye Browning and Melanie Lilly.

Commissioners excused included Cecelia Wooden, Chip Hamm and Deborah Williams.

A motion to approve the minutes of January 18, 2011 and February 15, 2011 was entered by Carol Mullins, seconded by Yung Nguyen and approved unanimously.

***Planning Report:***

Mr. Buthod announced that author Suze Orman would be speaking at the main library this evening at 7:00 p.m. Author Stephen Levy is scheduled to speak on April 26 at the main library.

Ms. Browning said approximately 1000 educational programs are featured every two months at library branches.

The library is in the process of selecting a local architectural firm to work with the library specialist architects MS&R on the planned Southwest Regional branch.

***Librarian's Report:***

A GED push will begin soon. JCPS has a target of 1323 GED's this year and the library is a partner in this initiative. The mayor will have a press conference at the library to announce the push.

Mr. Buthod said that Metro Councilman Jerry Miller wants to replace the library branch in Middletown by having Metro buy a commercial building and renovate it.

Mr. Buthod announced an App for cell phones that will allow patrons access to their accounts, renew books and search the catalog.

A new staff training program was announced called 23 Things. The program will familiarize staff with technology innovations so they can assist library patrons.

***Chairman's Report:***

Mr. Thomas announced Mayor Greg Fischer will be attending the April 19, 2011 commission meeting.

Carol Mullins said she attended a council meeting and spoke about the need for more library services.

Mr. Thomas asked that commission members send him input on Mr. Buthod's performance so he can complete the director's annual appraisal.

***New Business:***

A motion to approve the following fundraising activities was entered by Jackie Bentley, seconded by Yung Nguyen and approved unanimously.

- Approve Friends of the Fern Creek Library book sale, May 11-14, 2011.
- Approve Friends of the Westport Library book sale, May 21, 2011.
- Approve Friends of the Shively Library book sale, April 9, 2011.

***Adjournment:***

There being no further business the meeting ended at 5:15 p.m. following a motion by Carol Mullins and a second by Jackie Bentley.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
APRIL 19, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, April 19, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Yung Nguyen, Stephen Amsler and Jacqueline Bentley. Also present were director Craig Buthod, and assistant directors Nancye Browning and Melanie Lilly. Paul Thompson, chairman of the Library Foundation, was also present.

Commissioners not present included Cecelia Wooden, Chip Hamm, Deborah Williams, Dale Ahearn and Carol Mullins.

A quorum was not present so no actions were taken by the Commission.

Tad Thomas introduced Mayor Greg Fischer who spoke briefly to commissioners.

Mayor Fischer said he would like to re-open several libraries on Sundays. He said if the city is going to focus on education the libraries need to be open. He said he understood the Commission was considering increasing the overdue fines on adult books to raise the revenue required to pay for the cost of Sunday hours.

Tad Thomas said the Library Advisory Commission would address overdue fines at its May meeting. He said he was hopeful that a reasonable adjustment in the overdue fines would provide most of the revenue needed to restore Sunday hours.

Mayor Fischer said Metro government is working with Mr. Buthod on the Southwest Regional Library project and that he hopes to advance the project in the budget he puts before the council in May.

Mayor Fischer said he would like to discuss with the Commission the long-term financial needs of a growing library system.

Tad Thomas asked the mayor how he sees the role of the Library Commission. Mr. Thomas described several areas of the Commission's involvement in the library, including general oversight of library operations, long-range planning and the library's master facilities plan, overseeing the library's collections, evaluating the library director's performance and conducting a search for a new director when one is needed. The mayor did not indicate any changes in how the Library Commission will function in the future.

Tad Thomas offered the mayor the opportunity to appoint a liaison between his office and the Library Advisory Commission as in previous administrations.

Paul Thompson told the mayor that the Library Foundation had raised significant funds for the library through its New Book Endowment campaign, a technology initiative, the Newburg Library project, and Main Library flood recovery and renovations. Mr. Thompson said the foundation was committed to doing its share in the future development of the libraries.

Mr. Thomas said that he is drafting an ethics policy for the Library Advisory Commission including provisions to guard against or resolve any potential conflicts of interest that could arise. Mayor Fischer said Ellen Hesen of his office is coordinating the ethics policy reform.

The meeting concluded at 5:20 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MAY 17, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, May 17, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Steve Amsler, Dale Ahearn and Deborah Williams. Also present were director Craig Buthod, and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the minutes of March 15 and April 19, 2011 was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

A motion to approve the absences of Chip Hamm, Cecelia Wooden, Jackie Bentley and Yung Nguyen was entered by Steve Amsler, seconded by Deborah Williams and approved unanimously.

Tad Thomas said Mayor Greg Fischer was very responsive at last month's meeting of the commission.

***Librarian's Report:***

Mr. Buthod asked Ms. Browning to brief commissioners on the upcoming Summer Reading Program entitled "Myth, Magic & Imagination." Ms. Browning said the program starts June 1. She showed a few incentive prizes for children and teens from the program.

Mr. Buthod reported that the limestone façade of the main library is being cleaned and sealed, noting that it hasn't been done since WWII.

Mr. Buthod reviewed the comparison study of Kentucky county libraries. LFPL has lost ground in several categories. (A copy of the report is attached.)

Mr. Buthod gave a brief report on the budget.

A discussion about increasing adult overdue fines was held. Mr. Buthod said the last time fines were increased was in 1994. Mr. Buthod said the purpose of the fine increase is to pay part of the cost of restoring Sunday hours. He recommended there be no increase of fines for children's books. Mr. Buthod said it was now possible to pay fines online and all circulation staff have cards to hand out to patrons with fines as a reminder. Mr. Buthod also noted that the maximum fine allowable would increase from \$5 to \$10.

A motion to increase the adult overdue fines from .10 cents to .20 cents per day on adult books with a maximum of \$10 was entered by Carol Mullins, seconded by Dale Ahearn and approved unanimously.

Mr. Buthod announced the opening of a new Job Shop in the Southwest Regional Library on June 7 using funds from the U.S. Department of Commerce, the Library Foundation and the Library Commission.

Mr. Buthod said contractors have drilled the first well for geo-thermal heating at the Fairdale Branch with construction continuing into the fall. He said the Shawnee addition is currently under-roof with an anticipated opening in July. Mr. Buthod continued, saying that the two architectural firms of MS&R and DeLeon & Primmer are now one team working on the design for the new Southwest Regional Branch. Mr. Buthod finished his branch updates by saying that the windows for the main library are currently being manufactured and that bids are out for flood work at the main library. He continued by saying landscape architects will soon be working on new landscaping to be installed after flood work renovations.

***New Business:***

Following a motion by Carol Mullins and a second by Steve Amsler, the following fund-raising activities were approved:

- Approve Friends of the Southwest Branch book sale, July 10, 2011.
- Approve Friends of the Southwest Branch book sale, October 29, 2011.

***Adjournment:***

There being no further business the meeting adjourned at 5:06 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JUNE 21, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, June 21, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Yung Nguyen, Carol Mullins, Jackie Bentley, Deborah Williams and Chip Hamm. Also present were director Craig Buthod and assistant director Nancye Browning. Special guests included Peter Howard, supervisor of Teen Services at the library and Mr. Dillon Thomas, a summer reading participant.

A motion to approve the minutes of May 17, 2011 was entered by Carol Mullins, seconded by Yung Nguyen and approved unanimously.

A motion to approve the absences of Cecelia Wooden, Steve Amsler and Dale Ahearn was entered by Jackie Bentley, seconded by Deborah Williams and approved unanimously.

***Planning Report:***

Mr. Buthod reported that the first of 87 new windows are being installed in the south building. He said there is still some limestone cleaning and repair work to be done.

Mr. Buthod announced the opening of the Southwest Regional Job Shop on June 7. Mr. Buthod said the Mayor announced he hopes to fund construction of the new Southwest Regional library in his 2012-13 budget. Louisville Metro CFO Steve Rowland reiterated the mayor's commitment to the library in comments before the Metro Council.

Mr. Buthod said the Shawnee branch is nearing completion with an anticipated opening date in August. Mr. Buthod also said the Fairdale branch construction is underway with an opening expected late this year.

***Librarian's Report:***

Mr. Buthod asked Ms. Browning to introduce Peter Howard, supervisor of systemwide Teen Services. Mr. Howard briefed commissioners on the Summer Reading Program entitled "Myth, Magic & Imagination." Mr. Howard stated the program started June 1 and reviewed some of the prizes available for completing the summer reading program. Mr. Howard then presented Mr. Dillon Thomas, age 6, with a Children's Summer Reading folder to get him started on his summer adventures.

Mr. Howard announced the library's first "Survivor Night" on July 8.

Mr. Buthod said the Summer Reading kick-off was a huge success. The Science Center donated 500 passes to their Narnia exhibit.

Mr. Buthod announced that the Library Foundation has raised \$65,000 of the \$90,000 needed to pay for summer reading.

Tad Thomas asked for a motion to approve a back-stop grant from the commission of no more than \$25,000 to help fund the summer reading program. The motion was entered by Carol Mullins, seconded by Jackie Bentley and passed with no objection.

Mr. Howard said ACT prep outreach has been increased with the library conducting 67 programs and reaching 1315 young people. He also said that ACT practice tests are available online at [www.lfpl.org](http://www.lfpl.org)

Mr. Buthod announced the following upcoming events.

- Naturalization Ceremony for new citizens, June 24, 2011
- Author Janny Scott, June 21, 2011
- Author Bobbie Ann Mason, June 30, 2011
- Author Amanda Little, July 14, 2011
- Author David Eagleman, July 19, 2011
- Author Mark Freedman, September 13, 2011
- Author Lee Child, September 30, 2011

Mr. Buthod announced the re-opening of seven library locations on Sundays beginning August 7, 2011. The branches include the main library, Bon Air Regional, Southwest Regional, St. Matthews/Eline, Iroquois, Okolona and Shawnee.

Mr. Buthod said September is international month with each branch adopting a different country including special programs.

Mr. Buthod announced that 265+ staff members completed the in-house training program called 23 Things which will help staff help patrons with questions about new technology, including blogs, Facebook, Twitter and e-books. Library staff are currently adapting the program for the public and for state library employees.

An art exhibit featuring Maurice Sendak will be held at the main library Jan-Feb 2012.

There is \$400,000 in the Louisville Metro budget to renovate the Western Branch if the budget is approved.

The Louisville Free Public Library will be introducing e-books in the Fall of 2011 with great fanfare.

***Chairman's Report***

Tad Thomas announced that the Library advisory Commission, in partnership with the Friends of the Library, will host a reception for library volunteers on August 6, from 10:30 – 12:00 at the University Club, University of Louisville, Belknap Campus.

Mr. Thomas announced there will be no Advisory Commission meeting in July.

***New Business:***

Following a motion by Yung Nguyen and a second by Chip Hamm, the following fund-raising activities were approved:

- Accept donation of up to \$3,000 from the Middletown Friends for new furniture at the Middletown Branch

***Adjournment:***

There being no further business the meeting adjourned at 5:21 p.m.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**JULY 2011**

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
AUGUST 16, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, August 16, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Chip Hamm, Carol Mullins, Dale Ahearn and Deborah Williams. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the minutes of June 21, 2011 was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

A motion to approve the absences of Cecelia Wooden, Yung Nguyen and Jackie Bentley was entered by Deborah Williams, seconded by Carol Mullins and approved unanimously.

***Chairman's Report:***

Mr. Thomas distributed a draft proposed Ethics Policy for commission members as suggested by Mayor Greg Fischer.

Mr. Ahearn suggested some format changes to the policy.

Ms. Mullins thanked Mr. Thomas for his work on the ethics policy.

Mr. Thomas said he would make the suggested changes to the ethics policy and submit it for approval at the September commission meeting.

***Librarian's Report:***

Mr. Buthod announced the renovated Shawnee Branch grand re-opening would be September 10, 2011 @ 11:00 a.m. A donor reception is scheduled for September 9 at the branch.

Mr. Buthod said the mayor visited six locations on Sunday, August 14 in support of the return of Sunday hours. He said the mayor received many positive comments from patrons and staff.

Mr. Buthod reported that 87 windows had been replaced at the main library at a cost of almost \$700,000.

Mr. Buthod announced the library will mark the 10<sup>th</sup> anniversary of the September 11 attack on the World Trade Center in New York with a photo display in the auditorium during the month of September.

Mr. Buthod announced the following upcoming Boom Time events.

- Author Lisa Cartensen, September 12, 2011
- Author Marc Freedman, September 13, 2011
- Boom Time Seminar, September 17, 2011

Mr. Buthod presented a slide show of architectural drawings of the proposed Southwest Regional Library followed by a brief discussion.

Mr. Buthod said construction money for the Southwest Regional Library would be in the 2012-2013 budget per the mayor. The rest of this year will be spent in detailed architectural design.

Mr. Buthod said the state librarian, Wayne Onkst, wants to revive the state's construction grant program and asked the library for its support.

Mr. Thomas said he, Craig Buthod and Paul Thompson went to see the mayor and pitched the ideal of building three regional libraries at once to save on construction, labor and material costs. The proposal would be to raise \$40 million dollars (\$20 million from Metro funds, \$10 from the state and \$10 million from the Library Foundation) for construction.

The Library Foundation is committed to raising \$10 million.

September 1 is deadline to file for intent to build with state dollars.

The operational cost for three regional libraries is approximately \$1.5 million additional per year.

A motion to authorize the chair, Mr. Thomas, to write a support letter for LFPL's notice of intent to apply for state construction funds was entered by Chip Hamm, seconded by Steve Amsler and approved unanimously.

Mr. Buthod asked the commission for their help in celebrating the successes of the library. He said he would like to engage a public relations firm to focus on getting the word out about all the good things happening in libraries. Mr. Buthod said he would report back to the commission on this effort and would keep the costs within his spending authority under commission policy.

***New Business:***

Following a motion by Carol Mullins and a second by Deborah Williams, the following fund-raising activities were approved:

- Approve Friends of the Shively Branch book sale, September 17, 2011.
- Approve Friends of the Jeffersontown Branch book sale, September 17, 2011.
- Approve Friends of the Fairdale Branch book sale, September 16-17, 2011.

***Adjournment:***

There being no further business the meeting adjourned at 5:34 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
SEPTEMBER 20, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, September 20, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:35 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Cecelia Wooden, Yung Nguyen, Deborah Williams, Dale Ahearn, Jackie Bentley and Steve Amsler. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the minutes of August 16, 2011 was entered by Deborah Williams, seconded by Jackie Bentley and approved unanimously.

A motion to approve the absence of Carol Mullins was entered by Yung Nguyen, seconded by Cecelia Wooden and approved unanimously. Chip Hamm was also absent.

***Chairman's Report:***

Mr. Thomas announced that the Library Foundation has retained a lobbyist, John McCarthy, and will begin working on a strategy to secure state money for library construction.

Mr. Thomas said the Library Foundation is confident it can reach its \$10 million goal for private fundraising if state funds can be secured.

March 7, 2012 is Library Day in Frankfort.

Mr. Thomas distributed a copy of the Library Advisory Commission Ethics Policy. A motion to approve the ethics policy pending formatting changes was entered by Cecelia Wooden, seconded by Yung Nugyen and approved unanimously.

Mr. Thomas said ethics training for boards and commissions was on November 2 and all commissioners are invited to attend.

***Librarian's Report:***

Mr. Buthod said thanks to all who came to the grand reopening of the Shawnee Branch Library on September 10. Nancye Browning said the Shawnee community was happy to have their library back and that the event was well attended.

Mr. Buthod announced that the Fairdale Branch would be opening in early 2012, noting that the Metro Public Works project manager Tom Pifer and library assistant directors Nancye Browning and Melanie Lilly are currently working on the furniture bid for the branch.

Mr. Buthod said the Western Branch will be getting some renovation work done in the form of a new African American Study Center. Plans are to rework the floor layout, add new light fixtures and do some minor exterior repairs. Costs are expected to be approximately \$500,000 with work being completed by the second quarter of 2012.

Mr. Buthod said additional repairs to the Shawnee branch will include replacing lighting in the basement and addressing water encroachment issues.

Mr. Buthod announced that 23 Kentucky counties have pre-applied for state construction funds.

Mr. Buthod distributed copies of the Benchmark Cities report. A copy is attached. The report was discussed at length.

Mr. Buthod announced two author programs in September. Ingrid Betancourt will be at the library on September 26 and Lee Child will be at the library on September 30.

Mr. Buthod said that he and Tad Thomas met with new Jefferson County School Superintendent Donna Hargens and discussed the importance of reading and math and adult education. Mr. Buthod said this was a good opportunity to let her know what the library can do.

***New Business:***

Following a motion by Jackie Bentley and a second by Deborah Williams, the following fundraising activities were approved:

- Approve Friends of the Library semi-annual book sale, October 28-30, 2011.

***Adjournment:***

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

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**OCTOBER 2011**

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
NOVEMBER 15, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, November 15, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Cecelia Wooden, Deborah Williams, Dale Ahearn and Carol Mullins. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the minutes of September 20, 2011 was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

A motion to approve the absence of Yung Nguyen, Stephen Amsler, Chip Hamm and Jackie Bentley was entered by Cecelia Wooden, seconded by Carol Mullins and approved unanimously.

***Planning Report:***

Mr. Buthod announced that the new Fairdale branch is coming along and that they are 45-60 days from completion.

Mr. Buthod said Shawnee branch will receive additional updates including new signage.

The money not used to renovate the Shawnee branch will be used to update the Western branch. The amount available for Western is \$400,000.

***Chairman's Report:***

Mr. Thomas announced that the Library Foundation did not have a quorum at their meeting today and that no business was conducted. He did state that the Foundation finances are good.

***Librarian's Report:***

Mr. Buthod said the orientation for boards and commissions which was held earlier this month and included ethics training was beneficial. He stated that one thing learned was that the library needed to keep the mission statement in front of its members at all times. A brief discussion regarding the training was held.

Mr. Buthod stated that commission members not able to attend the orientation will have the opportunity to do so via web in the near future.

A motion to approve the 2012 Library Advisory Commission meeting schedule was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

Mr. Buthod reminded commissioners that two months ago he asked for funds to use for promotion. Susan McNeese Lynch was contracted through the Foundation for \$2000 a month for six months.

The Library Foundation voted to raise \$10 million in a capital campaign for the regional libraries. They currently have an RFP out for a fundraising executive.

A motion to approve up to \$24,000 to pay for a Library Foundation feasibility study for a \$10 million fundraising campaign was entered by Cecelia Wooden, seconded by Deborah Williams and approved unanimously.

Mr. Buthod said that Mayor Greg Fischer will support a state-wide effort for public library construction funds.

Mr. Buthod said that the other 22 Kentucky counties who applied for state construction monies will lead the effort to gain funds in Frankfort. He said that a press release announcing efforts will be released in late November.

Mr. Buthod announced that assistant director, Nancye Browning, attended a conference in Phoenix, AZ entitled "Library Journal Design Institute." Ms. Browning said she enjoyed meeting other library leaders, builders and vendors and attended meetings and charrettes. She said she came away knowing that LFPL hadn't missed much when designing new branch libraries and that our new libraries had good furniture. She said she toured five libraries of all sizes and enjoyed seeing the variety of materials used in the construction.

Cecelia Wooden thanked Nancye for validating the Commission's decisions.

Mr. Buthod said e-books will roll out before Christmas.

***Adjournment:***

There being no further business the meeting adjourned at 5:20 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
DECEMBER 20, 2011

The Louisville Free Public Library Advisory Commission met on Tuesday, December 20, 2011 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Dale Ahearn, Carol Mullins, Jackie Bentley, Chip Hamm and new commissioner Melanie Warren. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly. Ms. Pat Murrell, representing the League of Women Voters, was also present.

A motion to approve the minutes of November 15, 2011 was entered by Carol Mullins, seconded by Jackie Bentley and approved unanimously.

A motion to approve the absence of Cecelia Wooden, Yung Nguyen and Deborah Williams was entered by Jackie Bentley, seconded by Steve Amsler and approved unanimously.

New commissioner Melanie Warren introduced herself to commissioners present.

***Planning Report:***

Mr. Buthod handed out copies of the new Action Plan. See attached. A discussion of goals included Prime Time Reading Program, Summer Reading and the planned Bon Air Teen Center. Goals planned also include increasing circulation for traditional readers and increasing bandwidth at all location. Other technology goals include a smart phone app to reserve books.

A motion to adopt the Action Plan was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

Copies of the revised "Rules of Behavior" policy brochure were distributed by assistant director Nancye Browning for approval.

After discussion, a motion to approve the revised policy regarding behavior was entered by Jackie Bentley, seconded by Carol Mullins and approved unanimously.

***Librarian's Report:***

Assistant Director, Melanie Lilly, stated e-books launched on December 14, 2011. 888 new users were identified in the first 48 hours with one-third of the collection currently checked out.

***Chairman's Report:***

Tad Thomas thanked Chip Hamm for his service to the commission.

Mr. Thomas said commissioners need to increase efforts to secure state funding. He said efforts are going well and that the goal is to get in the governor's budget.

Tad Thomas asked commissioners to advocate for the library every chance they get.

***Adjournment:***

There being no further business the meeting adjourned at 5:15 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JANUARY 17, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, January 17, 2012 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:34 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Dale Ahearn, Carol Mullins, Jackie Bentley, Cecelia Wooden, Deborah Williams and Melanie Warren. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly. Ms. Pat Murrell, representing the League of Women Voters, was also present.

A motion to approve the minutes of December 20, 2011 was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

A motion to approve the absence of Yung Nguyen was entered by Deborah Williams, seconded by Jackie Bentley and approved unanimously.

***Planning Report:***

Mr. Buthod reported on construction progress for the new library in Fairdale. He said completion had been delayed by wet ground this winter. He said the parking lot and landscaping are now expecting to be finished by about February 17.

Mr. Buthod said renovation work for the Western Branch is awaiting completion of the final drawings by the contractor.

Mr. Buthod reported that the flood mitigation plans for the Main Library are now at the Metro Council. The Council must approve a budget adjustment to allow the library to spend \$575,000 the Metropolitan Sewer Department has committed to the project.

***Librarian's Report:***

Mr. Buthod announced two upcoming events at the main library. A TEDx viewing party will be held on Saturday, January 21 and will include a video conference on healthy food and a presentation by the mayor on the state of the Louisville food economy. Author Gabrielle Hamilton will discuss her new book *Blood, Bones & Butter* on Saturday, January 28, 2:00 p.m.

Mr. Buthod told commissioners that a tornado warning this morning caused all patrons and staff to be evacuated to the basement of the building.

Mr. Buthod reported that the mayor is asking all departments to submit 5% and 10% budget reduction scenarios to his office by January 23, 2012. Mr. Buthod stated that reductions at that

level could have serious impacts on library service and staffing. A 5% reduction in budget would mean a loss of \$366,000 and a 10% reduction would mean \$732,000.

***Chairman's Report:***

Tad Thomas reported that the governor would give his budget address tonight and he does not believe funding for public library construction is in it.

Mr. Thomas presented outgoing library commissioner Cecelia Wooden with a commendation for her 15 years of dedicated service to the library. As a token of appreciation of her service the Commission made a contribution to the JCPS Adult Education program to pay the fees for one student to take the GED high school equivalency exam in her honor.

***Adjournment:***

There being no further business the meeting adjourned at 5:00 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
FEBRUARY 21, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, February 15, 2012 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:34 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Steve Amsler, Dale Ahearn, Deborah Williams and Melanie Warren. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the minutes of January 17, 2012 was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

A motion to approve the absence of Yung Nguyen and Jackie Bentley was entered by Melanie Warren, seconded by Deborah Williams and approved unanimously.

***Planning Report:***

Mr. Buthod said the Fairdale library grand opening is scheduled for March 24, 1:00 p.m. He also said a flash drive with historical Fairdale documents will be given away as a souvenir.

Mr. Buthod said the Western branch library will close for renovation on February 27 and will re-open this summer.

***Librarian's Report:***

Mr. Buthod reported that the library will be taking a \$245,000 reduction in its budget for the last six months of the fiscal year. This reduction includes less staff on Sunday, increase in vacancy savings, \$60,000 decrease in book budget and a decrease in outside contracts and supplies.

Mr. Buthod announced that the new patron behavior rules are being enforced and appear to be effective. Library staff have met with police officers regarding responsiveness to the library when needed.

Mr. Buthod announced that a main supervisor is transferring to Jeffersontown and a branch manager is transferring to the main branch to fill a new position, a user-experience librarian.

Mr. Buthod said in the past 60 days three female donors have left money to the library in their wills.

Mr. Buthod said the library and the foundation will be working develop a funding strategy to cover Foundation operating expenses. He said the Foundation's operating expenses for 2011 were \$358,000, against \$1.6 million in total donations.

The library is working with Kentucky legislators on construction grants. Library Commission and Foundation leaders spoke with state representatives Larry Clark and Darryl Owens about how to enlist legislative support for these construction grants.

March 7, 2012 is library day in Frankfort. Tad Thomas said we are at the stage where people need to contact their legislators to ask them to support library construction projects in the state budget.

***Chairman's Report:***

Mr. Thomas said that the Library Foundation is working on increasing their planned giving base with the creation of a new program called "Legacy Partners." The program is aimed at having more people name the Library Foundation in their will.

A motion to appoint Melanie Warren to the Library Foundation as a representative of the Library Advisory Commission was entered by Carol Mullins. The motion carried unanimously with Ms. Warren abstaining.

Ms. Williams asked commissioners if the state budget fails include library construction grants would one regional library be built next year. Mr. Thomas both said the mayor has said that the Southwest Regional Library will be included in his 2012-2013 capital budget.

***Adjournment:***

There being no further business the meeting adjourned at 5:20 p.m. following a motion by Ms. Warren and a second by Deborah Williams.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MARCH 20, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, March 20, 2012 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Steve Amsler, Dale Ahearn, Deborah Williams and Jackie Bentley. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly. Ms. Pat Murrell, representing the League of Women Voters, was also present.

A motion to approve the minutes of February 21, 2012 was entered by Carol Mullins, seconded by Jackie Bentley and approved unanimously.

A motion to approve the absence of Yung Nguyen and Melanie Warren was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

***Planning Report:***

Mr. Buthod said the Fairdale library grand opening is scheduled for March 24, 1:00 p.m. Carol Mullins, who had an early tour of the building, said the building is light filled with a big community room. Mr. Buthod said the computers are in place and books are being put on the shelves. He said the furniture looks good and the landscaping is lush and extensive.

Mr. Buthod said the Western branch library closed for renovation on February 27.

***Chairman's Report:***

March 7 was library day in Frankfort. Mr. Thomas said library leaders made a positive impact with government leaders, getting positive feedback. He said the rally in the capitol rotunda was an energetic full house.

***Librarian's Report:***

Nancye Browning briefed commissioners on the Prime Time Family Reading Time program which provides an educator and storyteller to at-risk families. The library would provide food and three books for families to keep. The program would be held at the main, Iroquois and Southwest branches. The cost to cover the food and books for all three locations would be \$7635. The remaining costs are provided by the Kentucky Humanities Council. The goal of the program is to reach 60 at-risk families.

A motion to approve the expenditure of \$7635 of Library Advisory Commission funds to help fund the Prime Time Family Reading Time program was entered by Carol Mullins, seconded by Jackie Bentley and approved unanimously.

The Library has sponsored this program in the past. The six-week program will provide three books for each family to keep.

Mr. Buthod informed commissioners that the state will pay the GED fee for all people in Kentucky to take the examine from Feb – Jun 2012. He reminded commissioners that the Library sponsored this program several years ago for residents with a library card and that the state is continuing it.

Mr. Buthod told commissioners that several publishers who sell e-books do not want to sell to libraries. He said there has been a good response from patrons but that they are frustrated from lack of titles. He said negotiations are ongoing.

Mr. Buthod said that all Louisville Metro departments have been asked to participate in the Mayor's Give a Day of Service Week, April 15-22. Mr. Buthod said the library is working with the Family and Children's Place to fill 50 back-packs with school supplies for children the center serves. He said he is collecting money from the Library Foundation, Library Staff Association, Friends of the Library and individuals and is requesting \$200 from the Library Advisory Commission.

A motion to approve the request of \$200 to help fund the project was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

Mr. Buthod announced the theme for Summer Reading 2012 would be "All Star Readers" with a baseball cap being one of the prizes young readers can earn.

***Adjournment:***

There being no further business the meeting adjourned at 5:10 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
APRIL 17, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, April 17, 2012 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:34 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Yung Nguyen, Lisa Corpus, Jackie Bentley, Melanie Warren, Carol Mullins and Steve Amsler. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly. Ms. Pat Murrell, representing the League of Women Voters, was also present.

A motion to approve the minutes of March 20, 2012 was entered by Jackie Bentley, seconded by Melanie Warren and approved unanimously.

Deborah Williams asked to be excused. Dale Ahearn was absent.

Tad Thomas introduced new commission member Lisa Corpus who gave a brief introduction of herself. Ms. Corpus said she works for Kindred Healthcare and is also a part-time real estate agent.

***Planning Report:***

Mr. Buthod reported that the new Fairdale Branch opened March 24. Branch staff reported seeing more families and students in the branch since the opening.

During the current state legislative session, the effort to fund the library construction grants failed.

***Finance Report:***

A discussion on three proposed resolutions resulted in the following actions.

A motion to adopt the resolution below was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

RESOLUTION:

That the Library Advisory Commission accept the Hardwick bequest on behalf of the Louisville Free Public Library and that those funds be placed in the Library Advisory Commission's R-Fund for management and investment by the Library Foundation. These funds are subject to the recall provision established by the Louisville Free Public Library Board of Trustees in its December 9, 1986 agreement with the Library Foundation.

A motion to accept the proposed resolution below was entered by Jackie Bentley, seconded by Carol Mullins and approved unanimously.

RESOLUTION:

That the Library Advisory Commission will take individual actions to accept future bequests on behalf of the Louisville Free Public Library, without adding restrictions beyond the donor's instructions, and that those funds will be placed in the Library Advisory Commission's R-Fund for management and investment by the Library Foundation. These funds will be subject to the recall provision established by the Louisville Free Public Library Board of Trustees in its December 9, 1986 agreement with the Library Foundation.

A motion to adopt the resolution below was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

RESOLUTION:

Whereas the Library Advisory Commission (LAC) wishes to support reasonable expenses of the Library Foundation in three specific areas of its operations:

- the management of investments (since the LAC's funds represent a large portion of the foundation's invested funds),
- office operations (since the foundation office handles all check writing, accounting, record-keeping and audit functions for the LAC's funds),
- and fundraising for the library (since the library is the direct or indirect beneficiary of the significant fundraising the foundation does, and the LAC does no direct fundraising of its own),

And whereas the Library Advisory Commission wishes that a greater proportion of donors' general contributions to the Library Foundation be made available to the Library for its programs, activities and collections than is currently possible due to the cost of these three areas of foundation operations,

And whereas the Library Advisory Commission wishes to encourage the Library Foundation to establish a Sustainers Group comprising donors who each give \$1,000 annually to support the foundation's operating and fundraising costs,

Therefore be it resolved that the Library Advisory Commission will make a payment after each fiscal quarter to the Library Foundation equal to the amount of 1.25% of the total value of three Library Advisory Commission funds (Library Operating Fund #1, Library Undesignated Fund #2 and the R-Fund), up to a maximum of \$120,000 per year, for two years, with the intention that the

foundation be able to point to these funds as a matching donation to encourage donors to join the Sustainers Group. After two years, the Library Advisory Commission intends to evaluate both the Commission's financial position and the progress of the Sustainers campaign. If the Commission is able, and the Sustainers program is successful, the intention of the Library Advisory Commission thereafter is to match Sustainers' donations one-to-one, up to the annual maximum of \$120,000 or 5% of the value of the three above-named funds, whichever is less.

This resolution is subject to agreement by the Library Foundation Board of Trustees that it will actively pursue the Sustainers Group campaign in foundation's next fiscal year, and to the good faith pursuit of that campaign by the Library Foundation's board and staff.

***Chairman's Report:***

Mr. Thomas said the Library, the Commission, the Foundation and the mayor are currently looking at strategies for accomplishing the library's Master Facilities Plan, including building the regional libraries.

***Librarian's Report:***

Mr. Buthod distributed a press release about the How-To Festival which will take place on Saturday, May 12 at the main library. The goal is to tap local knowledge, educate the citizens of Louisville and have fun.

Mr. Buthod showed commissioners a backpack filled with school supplies. The Library in partnership with the Library Foundation, Library Staff Association, Friends of the library and library management staff collected money to fill 80 backpacks with school supplies. In addition eight boxes of healthy snacks were filled to benefit the Family and Children's Place through the Mayor's Give a Day Week of Service.

Mr. Buthod announced author Thomas Mallon will speak at the Main Library on June 18.

***New Business:***

A motion to approve the following fundraising activities was entered by Melanie Warren, seconded by Lisa Corpus and approved unanimously.

- Approve Friends of the Library semi-annual book sale, June 1-3, 2012.
- Approve Friends of the Iroquois Library book sale, May 12, 2012.

***Adjournment:***

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

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MAY 15, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, May 15, 2012 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:37 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Lisa Corpus, Jackie Bentley, Steve Amsler and Melanie Warren. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly. Ms. Julie Scoskie, Director, Jefferson County Public Schools Community Support Services, was also present.

A motion to approve the minutes of April 17, 2012 was entered by Steve Amsler, seconded by Jackie Bentley and approved unanimously.

A motion to approve the absences of Deborah Williams, Dale Ahearn and Carol Mullins was entered by Melanie Warren, seconded by Steve Amsler and approved unanimously.

***Special Guest:***

Mr. Buthod introduced Julie Scoskie, who reviewed JCPS's partnership with the library in the area of adult literacy.

About ten years ago LFPL and JCPS Adult Ed partnered to help people get their GEDs by creating the "Free GED" initiative funded by the Library Foundation. Today the GED program represents the largest graduating class in the county with 1219 students earning their diplomas in 2011. Most people who earn their GED do so to get a job or qualify for a better job. By way of background on the need for this program, one in five adults in this community lacks a high school diploma; 26% of GED graduates go on to college.

As a result of the partnership with the library, the JCPS Adult Education Division serves about 600 students annually at the Main Library. Ms. Scoskie said as a result of their partnership with the library her program is able to offer services in a professional building with excellent equipment.

Ms. Scoskie announced that this summer the library, in conjunction with JCPS Adult Ed, the Mayor's Office and KentuckianaWorks, will host the Summerworks program in which teenage workers will work four days a week at local companies and attend classes one day a week at the library.

***Planning Report:***

No report.

***Finance Report:***

No report.

***Chairman's Report:***

Mr. Thomas said the Library Foundation Board met earlier and created the "sustainers" program in which donors will give \$1,000 each to support the fundraising operations of the Library Foundation. This is the program the Library Commission voted to support at its last meeting. In its first few days of operation, thirteen people have already signed up to join this initiative.

Mr. Thomas reported that the Friends of the Library are once again holding a volunteer brunch to thank volunteers for their dedication to the library.

A motion to approve the expenditure of up to \$1000 to help pay for the brunch was entered by Jackie Bentley, seconded by Lisa Corpus and approved unanimously.

***Librarian's Report:***

Mr. Buthod reported that the How-To Festival help on May 12 was a huge success with an estimated 1000 people coming to the Main Library wanting to learn new things. He said some of the most popular programs included juggling, cooking, kayaking, gardening and learning about new technology.

Mr. Buthod said the mayor is scheduled to announce his budget on May 24, noting he has not asked the library to submit further budget reductions for the next fiscal year.

Flood mitigation work has started at the Main Library.

The Western Branch Library is still undergoing renovation.

***New Business:***

A motion to approve the following fundraising activity was entered by Melanie Warren, seconded by Lisa Corpus and approved unanimously.

- Approve Friends of the Southwest Library book sale, July 8, 2012.

***Adjournment:***

There being no further business the meeting adjourned at 5:15 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JUNE 19, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, June 19, 2012 in the board room at the Main Library, located at 301 York Street.

Steve Amsler called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Steve Amsler, Lisa Corpus, Jackie Bentley, Carol Mullins, Yung Nguyen and Melanie Warren. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly. Ms. Pat Murrel, an observer with the League of Women Voters was also present.

A motion to approve the minutes of May 15, 2012 was entered by Carol Mullins, seconded by Yung Nguyen and approved unanimously.

A motion to approve the absences of Deborah Williams, Dale Ahearn and Tad Thomas was entered by Lisa Corpus, seconded by Jackie Bentley and approved unanimously.

***Finance Report:***

No report.

***Planning Report:***

Mr. Buthod reported that the renovations on the Western branch are progressing. Nancye Browning emphasized a few of the changes to expect, such as removal of the large circulation desk at the front door, new teen space and an archive room with study space. She also said the outside of the building is being cleaned and repaired and the windows are being repaired and repainted. Ms. Browning said Western is an important piece of LFPL history

Mr. Buthod said the flood mitigation renovations at Main are moving forward.

Mr. Buthod also said the metro council budget committee will vote on funding a new Southwest Regional library tomorrow with full Metro Council vote on Thursday. Pending approval of funds, a target opening of Spring 2014 is anticipated.

Mr. Buthod said a Courier-Journal editorial from Library Foundation president, Paul Thompson, announced upcoming fundraising plans.

***Chairman's Report:***

No report.

***Librarian's Report:***

Mr. Buthod reported that on Monday, June 18, 2012 at the Main Library there were 400 kids in the auditorium watching a play about Junie B. Jones. Also, the mayor was giving a speech to the Summerworks teen jobs program class in the Centennial Room and library staff were preparing for an author event that evening, Thomas Mallon who was to speak on his new book, Watergate: A Novel.

Mr. Buthod said all this activity reinforced the message that the library is for everyone.

Mr. Buthod announced that competition for e-books will increase in the coming year with companies such as Ingram, Ebsco and Proquest entering the marketplace. He notes this should help in quality and pricing of the product. A brief discussion on electronic media followed.

***Adjournment:***

There being no further business the meeting adjourned at 5:01 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JULY 17, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, July 17, 2012 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Melanie Warren, Lisa Corpus, Carol Mullins and Dale Ahearn. Also present were director Craig Buthod, and assistant Directors Nancye Browning and Melanie Lilly.

A motion to approve the minutes of June 19, 2012 was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

A motion to approve the absences of Deborah Williams, Yung Nguyen and Jackie Bentley was entered by Melanie Warren, seconded by Lisa Corpus and approved unanimously.

***Finance Report:***

Melanie Warren, Chair of the Finance Committee, announced the following actions from committee.

- The authorization to spend \$15,000 to purchase materials for the St. Matthews Branch.
- To expend \$75,000 from Operating Fund #1 to fund author events and other cultural programs.
- Approve the acceptance of \$58,400 bequest from the estate of Verna Beaubain.
- Approve the commitment of \$58,400 to the Library Foundation campaign for the Southwest Regional Library for the purchase of books.

All actions were approved following a motion by Melanie Warren.

***Planning Report:***

Committee Chair, Steve Amsler, asked Melanie Lilly to review the audit of library capital projects performed by the Metro Office of Internal Audit. Ms. Lilly reviewed the findings and said it was a good audit with only minor changes in practice recommended by the auditors.

***Chairman's Report:***

Tad Thomas announced there would be no August 2012 committee or regular meetings.

***Librarian's Report:***

Mr. Buthod distributed the annual Benchmark Cities Report and discussed the results with commissioners.

Mr. Buthod said he attended a meeting on July 16, 2012 at the Southwest Government Center located at 7219 Dixie Hwy regarding making improvements on Dixie Hwy. Mr. Buthod said the meeting was attended by Mayor Fisher, project planners and interested citizens.

***Adjournment:***

There being no further business the meeting adjourned at 5:10 p.m.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**AUGUST 2012**

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
SEPTEMBER 18, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, September 18, 2012 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Lisa Corpus, Jackie Bentley, Deborah B. Williams, Dale Ahearn, Yung Nguyen, Steve Amsler and Melanie Warren. Also present were director Craig Buthod, and assistant Directors Nancye Browning and Melanie Lilly. Paul Burns of the library's Community Relations Department was also present.

A motion to approve the minutes of July 17, 2012 was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

***Staff Report:***

Mr. Buthod introduced Paul Burns of the Community Relations Department who briefed commissioners on a new initiative, MyLibraryU. Mr. Burns said MyLibraryU is part of tapping local talent. College-level courses are taught by local professors. The first class had 75 people sign up – 74 people showed up. The initiative also includes online college courses (non-credit) available from major colleges for patrons to take. ACT prep courses are also available.

Staff directed training on how to navigate the college courses are also being offered.

***Finance Report:***

Melanie Warren announced that the Library Advisory Commission has made its first disbursement of funds to the Library Foundation for operational expenses.

Ms. Warren announced Mike Mountjoy is the new Library Foundation finance chair.

***Librarian's Report:***

Mr. Buthod announced that the Western Branch library had its grand re-opening on September 8. Nancye Browning said over 200 people attended the opening.

Mr. Buthod said the renovations for the Shawnee branch are continuing with new lighting, landscaping, sidewalks and monument sign being put into place.

Mr. Buthod distributed a fact sheet regarding the Southwest Regional Library. He announced that a new local architect, JRA will be working with MS&R on the project. Mr. Buthod and Mary Hunt, Executive Director of the Library Foundation, met with the Gheens Foundation who want to partner with the library in fundraising activities. Other partners include the Brown Foundation, CE&S Foundation and the David Jones Family.

Mr. Buthod announced that the library has hired Matt Frazier to be the project manager for the Southwest Regional Library project. He said the library hopes to engage a construction manager in the near future.

The library is building a teen computer center at Bon Air.

The Westport Branch library is owned by Jefferson County Public Schools and is currently leased for \$1 per year. Assistant Director's Lilly and Browning attended a meeting regarding the lease and were asked by JCPS legal counsel and JCPS CFO to justify the library being in the Westport Middle School. We are currently working with the JCPS leasing office to do that.

Mr. Buthod announced the flood mitigation work at the main library is continuing with an October 1 completing date. Other projects at the main library include replacing broken marble slabs in the south lobby and other small repairs.

Nancye Browning asked commissioners to approve a \$9240 expenditure for the Prime Time Family Reading Time program. The program reaches 20-30 new families each year and helps families learn to read together. The program is help at three locations, Southwest, Western and Newburg. The state provides a reading specialist to teach parents how to read to their kids. The money requested is for food.

A motion to approve the expenditure for the Prime Time Family Reading Time was entered by Deborah Williams, seconded by Jackie Bentley and approved unanimously.

Mr. Buthod announced that the new state-wide library license plate is available.

The What's Next program series started off with Dr. Keith Mountain talking about climate change. The program drew 325 attendees. More programs are planned.

Upcoming authors include Robert Massie on September 27, Hanna Rosin on October 4 and Camille Paglia on October 22.

Mr. Buthod distributed the Kentucky Department of Libraries and Archives library randing study. A brief discussion followed.

Mr. Buthod said some state construction grant money is coming in the near future. He said the library will apply for a portion of the estimated \$300,00 available.

Mr. Buthod said the mayor has announced an attrition program to reduce full-time positions metro-wide by 32. The library has been asked to give up 4 positions.

***Adjournment:***

There being no further business the meeting adjourned at 5:32 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
OCTOBER 16, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, October 16, 2012 in the board room at the Main Library, located at 301 York Street.

Deborah Williams called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Deborah Benberry Williams, Steve Amsler, Melanie Warren, Jackie Bentley, Carol Mullins and Lisa Corpus. Also present were director Craig Buthod, and assistant directors Nancye Browning and Melanie Lilly. Crystal Britton, manager of the Western Branch library was also present.

A motion to approve the minutes of September 18, 2012 was entered by Carol Mullins, seconded by Melanie Warren and approved unanimously.

A motion to approve the absences of Tad Thomas, Yung Nguyen and Dale Ahearn was entered by Steve Amsler, seconded by Lisa Corpus and approved unanimously.

***Staff Report:***

Deborah B. Williams introduced Crystal Britton, new branch manager of the Western Branch library, who talked briefly about how the renovated branch is being embraced by the community.

***Finance Report:***

Melanie Warren reported on the status of the Library Advisory Commission funds managed by the Library Foundation.

***Librarian's Report:***

Mr. Buthod assured commissioners that staff acted appropriately last month when a man was arrested at the Bon Air Branch Library for viewing sexually explicit materials involving young children. When staff observed what the man was doing they called the police. Police responded quickly and arrested the man.

Mr. Buthod distributed a list of grants given to the library by the Library Foundation during fiscal year 2011-2012. He gave a brief description of each grant.

Mr. Buthod said that the Library Foundation is considering the use of an online auction as a fundraising activity. He asked for commission approval of this new fundraising initiative..

A motion to support the Library Foundation's use of an online auction as a fundraising tool was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

***New Business:***

A motion to accept the bequest of Priscilla Chandler in the amount of \$5,000 was entered by Melanie Warren, seconded by Carol Mullins and approved unanimously.

Carol Mullins reminded commissioners that the Friends of the Library Fall Book Sale is scheduled October 26, 27, 28, 2012 and that all are invited to attend and to volunteer if able.

***Adjournment:***

There being no further business the meeting adjourned at 5:15 p.m. following a motion by Jackie Bentley and a second by Carol Mullins.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
NOVEMBER 20, 2012

The Louisville Free Public Library Advisory Commission met on Tuesday, November 20, 2012 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Deborah Benberry Williams, Dale Ahearn, Steve Amsler, Carol Mullins and Lisa Corpus. Also present were director Craig Buthod, and assistant directors Nancye Browning and Melanie Lilly. Matt Frazure, project manager for the library, was also present.

A motion to approve the minutes of October 16, 2012 was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

A motion to approve the absences of Melanie Warren and Jackie Bentley was entered by Deborah Williams, seconded by Yung Nguyen and approved unanimously.

***Finance Report:***

Tad Thomas reported on significant growth of the Library Advisory Commission funds held by the Library Foundation.

***Planning Report:***

Steve Amsler said the planning committee has reviewed the plans for the new Southwest Regional Library branch. Mr. Buthod introduced Mr. Matt Frazure, the project manager for the library. Mr. Buthod said Mr. Frazure's salary is being paid by the Library Foundation as part of its contribution to the Southwest project. Mr. Buthod announced that the construction RFP will be posted tomorrow.

***Chairman's Report:***

A motion to approve the 2013 Library Advisory Commission meeting schedule was entered by Carol Mullins, seconded by Yung Nguyen and approved unanimously.

Tad Thomas said he attended the Library Foundation earlier today and said they have formed an advocacy committee and is looking toward 2014.

Mr. Buthod announced that Mayor Fischer made a presentation to the Jefferson County delegate that included libraries.

Mr. Thomas announced that the Library Foundation is hoping to sign up 15 people per quarter, at \$1000 each, to its new "Sustainers program."

***Librarian's Report:***

Mr. Buthod asked Melanie Lilly to demonstrate Zinio, a new electronic magazine subscription service from the library. Ms. Lilly gave a brief demonstration of the 160 magazines available through the library. Mr. Buthod said he is expecting a demand for more titles.

Mr. Buthod said that the Jefferson County Public School system will continue to provide space for the library in the Westport Middle School. Mr. Buthod distributed a list of partnership activities that the library currently has with the school system.

Mr. Buthod said the mayor's office is currently generating a six-year plan for the community. Mr. Buthod said the library will work its plan into that of the mayor.

***Adjournment:***

There being no further business and following a motion by Carol Mullins, the meeting adjourned at 5:05 p.m.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**DECEMBER 2012**

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JANUARY 15, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, January 15, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Lisa Corpus, Carol Mullins, Dale Ahearn, Deborah Williams and Melanie Warren. Also present were director Craig Buthod, and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the minutes of November 20, 2012 was entered by Lisa Corpus, seconded by Melanie Warren and approved unanimously.

A motion to approve the absences of Yung Nguyen and Jackie Bentley was entered by Carol Mullins, seconded by Melanie Warren and approved unanimously. Steve Amsler was also absent.

***Finance Report:***

Melanie Warren stated that the Library Advisory Commission will make its quarterly disbursement to the Library Foundation this month.

Mr. Buthod said the Library Foundation now has 35 sustainers in that new program.

***Planning Report:***

Mr. Buthod announced that the library is in the process of selecting a construction manager for the Southwest Regional Library. Interviews will be conducted on January 18, 2013.

An open house to unveil the design of the new Southwest Regional Library will be held at the Southwest branch on Monday, February 4, 2013 at 6:00 p.m.

Melanie Lilly announced that Metro Louisville has implemented a new strategic planning process that will be used by all departments in the budget preparation process this year. Mr. Buthod reviewed the document with commissioners.

***Chairman's Report:***

Mr. Thomas said that Mr. Buthod received an e-mail from Risk Management on 1/11/13 announcing that local government can no longer regulate the open carrying of firearms on public property. The change became effective January 13, 2013.

Mr. Buthod said the library will comply with all state laws concerning the carrying of firearms and will change its policies and signage as appropriate.

Mr. Buthod said the county attorney recommended that staff call the police if a person comes in to any library carrying a gun. Police officials have informed Mr. Buthod that they will respond to all calls involving guns.

A discussion followed. It was noted that library security do not carry weapons.

A motion to amend the library's "rules of behavior" contingent upon the county attorney's review was entered by Melanie Warren, seconded by Carol Mullins and approved. Deborah B. Williams abstained from the vote.

Tad Thomas wants to update the Libraries Master Plan, saying "look what we've done." The Library Foundation has established an advocacy committee to work with elected officials. A day to lobby on behalf of libraries is scheduled in Frankfort on February 20, 2013.

***Librarian's Report:***

Mr. Buthod announced two upcoming programs as follows. Author Fred Kaplan will talk about his book "The Insurgents" on Thursday, January 31 at the Main Library. Also, coming February 16 "Around the Table: A Plan for Louisville's Local Food Economy" presented by Seed Capital Kentucky will be held at the Main Library at 9:00 a.m.

Nancye Browning announced that the Library has been awarded a Primetime Reading grant for programs at the Main Library, Southwest, Western and Newburg branches this year.

Ms. Browning also showed commissioners some summer reading program incentives for this year which included a messenger bags and painter's hat.

***Adjournment:***

There being no further business the meeting adjourned at 5:15 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
FEBRUARY 19, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, February 19, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Jackie Bentley, Deborah Williams, Steve Amsler, Dale Ahearn, Yung Nguyen and Lisa Corpus. Also present were director Craig Buthod, and assistant directors Nancye Browning and Melanie Lilly. Melanie Warren was absent.

A motion to approve the minutes of January 15, 2013 was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

***Planning Report:***

Committee chair, Steve Amsler, announced that a planning committee meeting was held earlier this day to discuss the proposed Southwest branch.

Mr. Buthod said a neighborhood meeting was conducted on Monday, February 4 to unveil the proposed Southwest Regional Branch design.

Mr. Buthod recapped some of the items from the neighborhood wish list for the new branch and showed commissioners renderings of the proposed branch's building, floor plans and site layout.

Mr. Buthod reported that Library Foundation fundraising is going well and they should reach their goal. He announced Sullivan Cozart is the new construction management contractor for the Southwest project.

Steve Amsler said smaller maintenance/construction projects throughout the system are being worked on.

***Librarian's Report:***

Mr. Buthod announced five upcoming programs as follows. Authors Jon Gertner on March 6; Dale Daugherty on March 11, Deb Perelman on March 27, Blaine Harden on April 10 and David Rohde on April 18.

Mr. Buthod reported that Metro has asked for budget submissions showing a scenario of a 5% reduction. The library will send in their proposed budget on February 22.

Mr. Buthod announced that Courier-Journal reporter Patrick Sullivan will do an in-depth report on the libraries.

Mr. Buthod said the new Southwest library will require an increase in personnel costs of \$200,000 as well as operating costs, books and equipment.

A motion to approve new language for the "Rules of Behavior" pamphlet as follows was entered by Dale Ahearn, seconded by Steve Amsler and approved unanimously.

"Carrying concealed firearms or dangerous weapons of any kind into the library."

Mr. Buthod announced that tomorrow (February 20, 2013) is Library Day in Frankfort, noting library representatives will meet with lawmakers to let them know the library is still here and still needs help.

***Adjournment:***

A motion to accept the following fundraising activities was entered by Jackie Bentley, seconded by Lisa Corpus and approved unanimously.

- approve Friends of the Fern Creek Library Book Sale, March 20-23, 2013
- approve Friends of the Highland-Shelby Park Library Book Sale, March 9, 2013
- approve Friends of the Fairdale Library Book sale, May 17-18, 2013

***Adjournment:***

There being no further business the meeting adjourned at 5:11 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MARCH 19, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, March 19, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Jackie Bentley, Yung Nguyen and Lisa Corpus. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the absences of Melanie Warren, Steve Amsler, Dale Ahearn and Deborah Williams was entered by Jackie Bentley, seconded by Lisa Corpus and approved unanimously.

A motion to approve the minutes of February 19, 2013 was entered by Carol Mullins, seconded by Yung Nguyen and approved unanimously.

***Planning Report:***

Craig Buthod announced that the Southwest Library project is going well. Cost estimates are coming in and the Metro Council is expected to vote on the bond issue in April.

Mr. Buthod also announced that the Bon Air teen center opened March 18, 2013 to great fanfare. The space, also known as the Loft, has new computers, paint and general updates. It was also noted that other branches are due for updates within the next year.

Mr. Buthod said fundraising for the Southwest Regional branch is going well.

Mr. Buthod introduced a new library service called Naxos. The service involves streaming music from a library of over 1.3 million titles which includes classical and jazz music.

The cost of this new music service is being underwritten by donations to the Library Foundation in memory of David Schneider, a Louisville musician who recently passed away.

Mr. Buthod then gave a brief demonstration of the service for commissioners.

Mr. Buthod said the library is making a change to its policy on fines as they relate to children and teenagers. Current policy states that if your fine is over \$10 then you cannot use the library's computers. The change will allow patrons 18 and under to continue to use library computers even if they have fines on their accounts.

***Librarian's Report:***

Mr. Buthod asked commissioners to contribute up to \$1000 towards the Mayor's Give a Day of Service project for 2013. The goal is to fill backpacks with needed school supplies for the Family and Children's Place. A motion to approve the expenditure was entered by Jackie Bentley, seconded by Carol Mullins and approved unanimously.

***New Business:***

A motion to accept the following fundraising activities was entered by Carol Mullins, seconded by Lisa Corpus and approved unanimously.

- approve Friends of the Westport Library Book Sale, May 18, 2013
- approve Friends of the Southwest Library Book Sale, July 14, 2013
- approve Friends of the Iroquois Library Book Sale, May 18, 2013

***Adjournment:***

There being no further business the meeting adjourned at 5:18 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
APRIL 16, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, April 16, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Deborah B. Williams, Melanie Warren, Carol Mullins, Steve Amsler, and Dale Ahearn. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the absences of Lisa Corpus, Yung Nguyen and Jackie Bentley was entered by Deborah Williams, seconded by Melanie Warren and approved unanimously.

A motion to approve the minutes of March 19, 2013 was entered by Carol Mullins, seconded by Melanie Warren and approved unanimously.

***Finance Report:***

A motion from committee was entered authorizing a quarterly donation in the amount of \$19,751 to the Library Foundation. Ms. Warren stated that the Library Foundation currently has 43 members in the Sustainers program.

***Planning Report:***

Craig Buthod announced that the Southwest Library groundbreaking should be in the next 60 days. Mr. Buthod also said he gave a speech to the Valley Business Association earlier this month.

Mr. Buthod said the Metro Council is expected to have the first reading of the bond ordinance regarding the proposed Southwest Library on April 25 and then it will go to committee.

***Librarian's Report:***

Mr. Buthod reported that the Bon Air library has a new teen computer lab and interior changes including new paint and new carpet.

The Westport branch is also scheduled for updates including new shelving, new computers, a teen space, paint and carpet and a new reference desk and self-check station.

Interior changes for St. Matthews are also planned. The Highlands branch and the Shively branch also have projects in the works and the Portland branch needs updates.

Mr. Buthod reports that the floating collections have reduced the trucking loads and the amount of books shipped to the main library for re-distribution. This change has allowed staff to be reassigned to the busier branches.

Mr. Buthod announced that the second annual How-To Festival will be held at the Main Library on Saturday May 11, 2013.

Mr. Buthod announced that the Metropolitan Sewer District gave the library a check for \$575,000 for its half of flood mitigation construction related to the 2009 flood. The money will be used to upgrade the landscaping of the main library which will hide the flood mitigation equipment.

Mr. Buthod distributed a copy of the KDLA State Statistical report to commissioners. After a brief review of the document (enclosed) it was noted that LFPL is one of the worst funded libraries in Kentucky but the library does great things with the money it does receive.

The library once again participated in the Mayor's Week of Service, using donations from the Library Advisory Commission, the Friends of the Library, The Library Foundation, the Library Staff Association and library management. The library stuffed 75 backpacks full of school supplies and healthy snacks for the Family and Children's Place.

***New Business:***

A motion to accept the following fundraising activities was entered by Melanie Warren, seconded by Carol Mullins and approved unanimously.

- approve Friends of the Library Book Sale, June 7-9, 2013

***Adjournment:***

There being no further business the meeting adjourned at 5:18 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MAY 21, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, May 21, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Deborah B. Williams, Melanie Warren, Steve Amsler, Jackie Bentley, Lisa Corpus, Yung Nguyen and Dale Ahearn. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly. Mary Hunt, Executive Director of the Library Foundation was also present.

A motion to approve the absence of Carol Mullins was entered by Jackie Bentley, seconded by Yung Nguyen and approved unanimously.

A motion to approve the minutes of April 16, 2013 was entered by Melanie Warren, seconded by Deborah Williams and approved unanimously.

Tad Thomas introduced Mary Hunt, who spoke briefly about the Library Foundation's Sustainer Program. Ms. Hunt thanked commissioners for their help with the program which currently has 43 members. The goal of the program is to have 60 donors of \$1000 each in unrestricted donations by June 30.

Ms. Hunt also announced that the Library Foundation has raised \$2.5 million of the \$3.5 million needed for the Southwest Regional Branch. Groundbreaking for the branch, which will be located at 9725 Dixie Highway, will be July 2 at 10:30 a.m.

Ms. Hunt also said that planned giving bequests to the library in FY13 have resulted in \$440,000 so far.

***Finance Report:***

Melanie Warren announced that Library Advisory Commission funds are being well managed by the Library Foundation's Finance and Investments committee.

***Planning Report:***

Steve Amsler said that during the planning committee meeting earlier this day, Matt Frazure reported on the Southwest Regional Library project and described upcoming landscape improvements to be made to the Main Library campus.

Mr. Amsler also said other branch upgrades are in the works.

***Chairman's Report:***

Tad Thomas announced that the Foundation Advocacy Committee will talk with Mayor Greg Fischer about how to improve library funding to bring LFPL in line with peer libraries.

***Librarian's Report:***

Mr. Buthod announced that the FY14 budget has been announced and that it includes funds for the staff increases at the Southwest Regional branch, \$64,000 for self-check terminals and funds to make some branches more energy efficient.

Mr. Buthod said the second annual How-To Festival drew a crowd of 2500-3000 people to the main library on Saturday, May 11, 2013. Community volunteers presented more than 80 programs during the five-hour festival. Participants gave the festival rave reviews.

Mr. Buthod announced that Summer Reading 2013 will kick off June 1, 2013 at all locations.

Mr. Buthod said a new data-based management process called Louie Stat is being implemented by the Mayor's Office. This new program will measure core processes and work to improve them. He said the library made a presentation to the mayor and Louie Stat staff about the library's future recently. Mr. Buthod then showed commissioners the presentation, the core of which described five areas of strategic concentration:

- Building out the library's Master Plan
- Strengthening the library's public technology infrastructure and the electronic delivery of content.
- Creating the "marketplace of independent learning" through educational programming, classes and events.
- Updating the public's perception of the library through communication and outreach
- Encouraging the reading of books.

***Adjournment:***

There being no further business the meeting adjourned at 5:23 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JUNE 18, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, June 18, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Deborah Williams, Carol Mullins and Lisa Corpus. Also present were director Craig Buthod and assistant directors Nancye Browning and Melanie Lilly.

A motion to approve the absence of Yung Nguyen, Jackie Bentley, Melanie Warren and Dale Ahearn was entered by Deborah Williams, seconded by Steve Amsler and approved unanimously.

A motion to approve the minutes of May 21, 2013 was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

***Planning Report:***

The groundbreaking for the new Southwest Regional branch is scheduled for July 2, 10:30 a.m. at the site, 9725 Dixie Highway.

LG&E will underwrite all expenses related to the groundbreaking.

The Brown Foundation approved a \$750,000 donation to the Southwest campaign.

Induction loop technology will be installed in the auditorium. This enhancement to the current sound system will allow hearing-impaired patrons to enjoy amplified sound through their hearing aids. The Library Foundation has underwritten this expense.

Mr. Buthod said the summer reading program is off to a good start and that yard signs are a good re-enforcement.

Mr. Buthod noted that assistant directors Nancye Browning and Melanie Lilly will retire soon and that this meeting will be their last.

***Chairman's Report:***

Mr. Thomas said a recent meeting with the mayor about the future of capital funding went well and that the mayor knows the library is deficient in several areas when compared with our peer cities' libraries.

The topic of today's Executive Committee meeting was upcoming management structure changes.

***Adjournment:***

There being no further business the meeting adjourned at 4:55 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JULY 16, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, July 16, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Melanie Warren, Jackie Bentley, Yung Nguyen and Lisa Corpus. Also present were director Craig Buthod, assistant director Lisa Sizemore, executive administrator Belinda Catman and future director of education and outreach Julie Scoskie.

A motion to approve the absence of Dale Ahearn, Steve Amsler and Deborah Williams was entered by Jackie Bentley, seconded by Lisa Corpus and approved unanimously.

A motion to approve the minutes of June 18, 2013 was entered by Carol Mullins, seconded by Melanie Warren and approved unanimously.

Tad Thomas introduced Lisa Sizemore as the new assistant director for public services and Belinda Catman, executive administrator for operations.

Also introduced was Julie Scoskie, the new director of education and outreach. Ms. Scoskie is coming from Jefferson County Public Schools where she has served as the director of the community services division, including adult and continuing education. She will join the library September 1.

***Finance Report:***

Melanie Warren brought forward a motion requesting a three-year grant to the library for one-half of the salary and benefits for the new director of education and outreach. (The Library Foundation will contribute the other half.) The cost of the grant is expected to average approximately \$60,000 a year. The motion was seconded by Carol Mullins and approved unanimously.

Bruce Maza, executive director of the CE&S Foundation, presented a donation from that foundation of \$500,000. The grant is to be used for the design, construction and outfitting of the Southwest Regional Library.

***Planning Report:***

The groundbreaking for the new Southwest Regional branch was July 2, 10:30 a.m. at the site, 9725 Dixie Highway. There was a big turnout of 150 people. It was a happy event.

Mr. Buthod said LG&E had underwritten all the expenses of the grand-opening event, in addition to contributing \$250,000 to the Southwest Regional Library Campaign of the Library Foundation.

Louisville Metro Public Works is working with the owners of the building in which the Middletown Library is located to extend its lease. If lease terms cannot be agreed on it, Metro Public Works will look for alternative space for the library and the East Government Center.

Hearing loop technology has been installed in the auditorium at the main library, allowing people with hearing aids to hear programs and speakers more clearly than ever before. A press conference announcing it to the public will be held on Friday July 19, 2013.

Mr. Buthod said the library is in negotiations with Treehouse.com to provide online courses in technology training areas such as writing computer code, developing apps for smart phones, designing and creating web sites, programming in HTML, et cetera. The program is very sophisticated and is self-directed and self-paced. The program will be available free to all library card holders and should be ready for public introduction in about 60 days.

Mr. Buthod distributed the annual Benchmark Cities Report and discussed the results with commissioners.

Carol Mullins announced that the Friends of the Library will hold a volunteer appreciation brunch at the University Club on August 24, 2013. All commissioners are invited to attend.

**New Business:**

A motion to accept the following fundraising activities was entered by Jackie Bentley, seconded by Lisa Corpus and approved unanimously.

- Approve Jeffersontown Friends book sale during Gaslight Festival, September 21, 2013.
- Approve Friends of the Library Semi-Annual Book Sale, November 1-3, 2013.

***Adjournment:***

There being no further business the meeting adjourned at 5:25 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JULY 15, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, July 15, 2014 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:34 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Melanie Warren, Dale Ahearn, Carol Mullins, Deborah Williams and Lisa Corpus. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield and Belinda Catman.

A motion to excuse the absences of Jackie Bentley and Yung Nguyen was entered by Melanie Warren, seconded by Deborah Williams and approved unanimously.

A motion to approved the minutes of May 20, 2014 and June 17, 2014 was entered by Carol Mullins, seconded by Lisa Corpus and approved unanimously.

***Finance Report:***

Melanie Warren said the Library Advisory Commission will continue its support of the Library Foundation. *(do you want to expand on this?)*

Ms. Warren also noted that the Library Foundation Finance Committee continues to do an excellent job of managing Library Advisory Commission funds.

***Planning Report:***

Mr. Buthod briefed commissioners on the changes needed to the long-term development plan. Mr. Buthod said he will submit a letter of intent to apply for construction grant money from the state library later this week. Mr. Buhod says the Master Plan needs to be adjusted by over 24,000 sq. ft. to meet growth of county population and to meet state standards. A memo covering the changes is attached.

Mr. Buthod said the Middletown branch will get cosmetic renovations and self-check stations witin the next 120 days.

A motion to endorse the revised timeline for construction and renovation was entered by Melanie Warren, seconded by Carol Mullins and approved unanimously.

Mr. Buthod said the construction estimates for the new South Central Regional Library is approximately \$277 sq. ft. with a total cost of about \$11,000,000.

Mr. Buthod said the state will award construction grants using a peer review process and ranking method based on need and ability to complete the project. He said LFPL will ask for \$511,000 of the \$1,000,000 awarded each year.

Mr. Buthod gave commissioners an update on the progress of the new Southwest Regional Library. Mr. Buthod gave a tentative grand opening date of September 27, 2014. He also noted that the construction crew on the project have gone 12 months with no accidents.

***Chairman's Report:***

Mr. Thomas reported that the strategic planning project on June 17, 2014 gave insight on the future of libraries. Consultants gave insight on what their libraries are doing to attract patrons.

He said a draft report of the project is due in September with a final report due in October of 2014.

***Librarian's Report:***

Mr. Buthod reported that the 2014 Summer Reading program has a 15% increase in participation over last year with two weeks remaining in the program.

Mr. Buthod announced that the Friends of the Library are participating in the Ignite Louisville program in an effort to increase membership. Ignite Louisville is part of the Leadership Louisville program.

***New Business:***

A motion to approve the Friends of the Fairdale Branch Book Sale, scheduled for September 19-20 and the Shively Branch book sale, scheduled for October 4, 2014 was entered by Melanie Warren, seconded by Lisa Corpus and approved unanimously.

***Adjournment:***

There being no further business the meeting adjourned at 5:15 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
AUGUST 20, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, August 20, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Dale Ahearn, Melanie Warren, Carol Mullins, Lisa Corpus and Deborah Williams. Also present were director Craig Buthod, assistant director Lisa Sizemore, and executive administrator Belinda Catman.

A motion to approve the absence of Jackie Bentley and Yung Nguyen was entered by Melanie Warren, seconded by Steve Amsler and approved unanimously.

A motion to approve the minutes of July 16, 2013 was entered by Melanie Warren, seconded by Carol Mullins and approved unanimously.

***Finance Report:***

Melanie Warren said commission accounts held with the Library Foundation are doing very well.

***Planning Report:***

Steve Amsler said the groundbreaking for Southwest was on July 2. He also said construction bids are coming in for that project.

Mr. Amsler also said Fairdale had received Silver LEED status and a ceremony announcing that would be held on August 28, 2013. Mr. Amsler also updated commissioners on work being done at other branches, which includes major improvements at Westport and Bon Air. Some updates at the Main Library include a new retaining wall for flood protection, the hearing loop in the Centennial Room and Auditorium and a major landscaping plan.

***Chairman's Report:***

Tad Thomas said that every year the commission sends a letter to the Library Foundation asking them to raise money for the library. A copy of this year's letter is attached.

Mr. Thomas said the money needed for the new Southwest Regional library has almost been raised. He noted that the advocacy committee of the Library Foundation is currently working to secure state funds to help build the next two regional libraries.

***Librarian's Report:***

Mr. Buthod announced that the library will contract with Treehouse.com to provide library patrons with online courses on writing computer code and smart phone apps. A one-year investment of \$15,000 will provide classes to all of Jefferson County. The library received a grant from Treehouse.com to cover the remaining cost of the online courses. Mr. Buthod said the program will rollout within the month.

Mr. Buthod said the library will be participating in the Edge Initiative as a test site. The initiative, sponsored by The Bill and Melinda Gates Foundation, will help the library fill in gaps in providing technology services to patrons and will assess performance measures.

Mr. Buthod said it is the policy of the library not to accept gifts of works of art because of the upkeep expense. He said the policy has been in place for several years.

Mr. Buthod said the library may become a source of information about the Affordable Care Act beginning October 1, 2013. He noted that libraries have not been asked formally to help with this distribution of information but if so the library's position is to offer services similar to the support provided for other government programs. The library will provide space for outside organizations to use its meeting rooms and computers, just as it does with income tax filing and unemployment reporting

Mr. Buthod said the library will not offer advice or interpretation of health insurance information..

A motion to endorse Mr. Buthod's offer of help as it relates to the Affordable Care Act was entered by Carol Mullins and approved by consensus.

***New Business:***

A motion to accept the following fundraising activities was entered by Lisa Corpus, seconded by Melanie Warren and approved unanimously.

- Approve Westport Friends book sale, September 14, 2013.
- Approve Fairdale Friends Book sale, September 20-21, 2013.

***Adjournment:***

There being no further business the meeting adjourned at 5:15 p.m.

**LIBRARY ADVISORY COMMISSION**

**NO MEETING HELD**

**SEPTEMBER 2013**

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
OCTOBER 15 20, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, October 15, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Jackie Bentley, Steve Amsler, Lisa Corpus, Deborah Williams and Melanie Warren. Also present were director Craig Buthod, assistant director Lisa Sizemore. Other staff in attendance included Julie Scoskie and Lee Burchfield.

The absences of Dale Ahearn and Yung Nguyen were excused.

A motion to approve the minutes of August 20, 2013 was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

***Finance Report:***

Melanie Warren said the commission made a \$42,395 contribution to the Library Foundation.

***Planning Report:***

Mr. Buthod announced that the Shively project has been fully funded. He also noted that planting for the main landscaping will begin in the next two weeks. Mr. Buthod said concrete is being poured at the Southwest Regional location.

***Librarian's Report:***

Mr. Buthod said he will meet with the governor and state representatives to lobby for state construction funds to build two new regional libraries. A handout outlining library construction initiatives was distributed. See attached.

Mr. Buthod introduced Dr. Lee Burchfield as the new Executive Administrator for Strategic Initiatives. With Dr. Burchfield's appointment the new executive team structure is complete. Dr. Burchfield gave a brief statement regarding his background.

Lisa Sizemore also announced that the annual Staff Appreciate Event was being held November 1, 2013 at the Mellwood Arts and Entertainment Center and all commissioners were invited.

Julie Scoskie announced that the short course on music was very successful.

Dr. Burchfield talked briefly about the EDGE Initiative which is sponsored by the Gates Foundation. He noted that the library is in the beta test group.

***New Business:***

A motion to accept the following fundraising activity was entered by Melanie Warren, seconded by Jackie Bentley and approved unanimously.

- Approve Iroquois Friends book sale, December 14, 2013.

***Adjournment:***

There being no further business the meeting adjourned at 5:06 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
NOVEMBER 19, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, November 19, 2013 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Carol Mullins, Steve Amsler, Lisa Corpus, Deborah Williams, Dale Ahearn, Yung Nguyen and Melanie Warren. Also present were director Craig Buthod, assistant director Lisa Sizemore. Other staff in attendance included Lee Burchfield and Belinda Catman.

The absence of Jackie Bentley was excused.

A motion to approve the minutes of October 15, 2013 was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

***Planning Report:***

Mr. Amsler updated commissioners on the status of ongoing library projects. Mr. Amsler said the Library's Strategic Plan is now incorporated into the City's plan. Mr. Burchfield distributed a spreadsheet which outlines the library's progress. Mr. Burchfield briefed commissioners on current initiatives and goals.

***Chairman's Report:***

Mr. Thomas reported that the quarterly contribution to the Library Foundation has been made.

Mr. Thomas said that the Library Foundation has 56 sustainers to date with a goal of 120 by June 30, 2014.

Mr. Thomas reported on-going meetings with politicians regarding building two more regional libraries have been well received. He noted that the governor was well informed about state construction grants.

***Librarian's Report:***

Mr. Buthod said 468 patrons signed up to participate in the treehouse.com courses on how to write computer software.

Mr. Buthod said author James Tobin will be speaking at the main library on Thursday, November 21 and CSPAN will be recording the event for national broadcast.

Mr. Buthod distributed a new library publication called "by the numbers" which tells patrons what their library can do for them.

***Old Business:***

Mr. Burchfield updated commissioners on the Edge Initiative. He distributed a handout which shows how the library stands in specific elements with the intention of developing an action plan. Mr. Thomas said he was willing to provide support using commission funds to support some of the goals of the initiative.

***Adjournment:***

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

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
DECEMBER 17, 2013

The Louisville Free Public Library Advisory Commission met on Tuesday, December 17, 2013 in the board room at the Main Library, located at 301 York Street.

Melanie Warren called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Melanie Warren, Jackie Bentley, Yung Nguyen, Steve Amsler, Carol Mullins and Lisa Corpus. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield, Belinda Catman, Charlton Braganza and Nicole Dixon.

The absences of Tad Thomas, Deborah Williams and Dale Ahearn were excused.

A motion to approve the minutes of November 19, 2013 was entered by Carol Mullins, seconded by Steve Amsler and approved unanimously.

Mr. Buthod introduced Charlton Braganza and Nicole Dixon who gave a presentation on how library used BTOP grant money to extend technology into the community. Mr. Braganza and Ms. Dixon then presented a PowerPoint presentation entitled "The Maker Movement."

Mr. Buthod informed commissioners that he made a \$19,950 expenditure to launch a preschool readiness initiative which will help children be prepared before they start school.

Julie Scoskie said the project is called "1000 books before kindergarten." Promotional materials are attached. The official launch of the program will be January 25, 2014. Ms. Scoskie also said she has contacted the YMCA and they have offered their full support. Other potential partners include Metro United Way, Mayor Greg Fischer, JCPS, Metro Health Department, Family Resource Centers and the Urban League.

Ms. Scoskie said the library will intentionally target areas of need and that she is looking for ways to measure the success of the 1000 books program.

***Librarian's Report:***

Mr. Buthod said bids for the renovation of the Shively Branch have come in high and are being reviewed. He also said Southwest is coming along nicely with above ground steel coming soon.

Mr. Buthod said the library has had a smartphone app for years at a cost of about \$10,000 per year. The company who hosts the app has increased their cost to \$25,000 per year. Mr. Buthod said Lee Burchfield has utilized treehouse.com training, which the library provides to patrons for free, and learned to write a smartphone app, thus saving the library the yearly cost.

***New Business:***

A motion to approve the 2014 Library Advisory Commission meeting schedule was entered by Carol Mullins, seconded by Yung Nguyen and approved unanimously.

***Adjournment:***

There being no further business the meeting adjourned at 5:20 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JANUARY 21, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, January 21, 2014 in the board room at the Main Library, located at 301 York Street.

Melanie Warren called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Melanie Warren, Deborah Williams, Lisa Corpus, Dale Ahearn, Yung Nguyen and Steve Amsler. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield and Belinda Catman.

The absences of Tad Thomas, Carol Mullins and Jackie Bentley were excused following a motion by Steve Amsler and a second by Lisa Corpus.

A motion to approve the minutes of December 17, 2013 was entered by Yung Nguyen, seconded by Steve Amsler and approved unanimously.

***Finance Report:***

Melanie Warren said the LAC funds, currently with the Library Foundation, have grown significantly in the past year. She also said the Library Advisory Commission has made their 2<sup>nd</sup> quarter donation to the Library Foundation for fiscal year 2013-2014 in the amount of \$45,075.

Ms. Warren also reported that the Library Foundation currently has 51 Library Sustainers with a goal of 120 this fiscal year.

***Planning Report:***

Mr. Buthod reported that the new Southwest branch is moving along nicely. He said the mayor will hold a press conference on February 17 at 10:30 a.m. to show the community what progress has been made. Mr. Buthod also said Julie Scoskie, director of educational programs for the library, is working on several programs for the opening weeks of the new library.

Mr. Buthod said the Shively branch is closed for renovation. He also informed commissioners that the low bid for landscaping the main library was \$581,000. Funds for that project are coming from the Library Foundation's "Landmark Initiative."

Future renovation projects for the Bon Air, Highland-Shelby Park and St. Matthews/Eline branches are in the works.

Marble replacement at the main library will also be paid for by the Library Foundation's Landmark Initiative.

***Librarian's Report:***

Mr. Buthod said public library construction grants are in the Governor's budget to be announced tonight.

Mr. Buthod asked commissioners to approve a revision to the “Rules of Behavior” language to include a ban on the use of electronic cigarettes within the libraries.

A motion to add language to the libraries’ “Rules of Behavior” policy to include the banning of electronic cigarettes was entered by Steve Amsler, seconded by Melanie Warren. Motion carried.

A motion to contribute \$136,000 to the renovation project at the Shively Branch was entered by Steve Amsler, seconded by Lisa Corpus and approved unanimously.

Mr. Buthod announced upcoming authors Chang-Rae Lee, January 23 and Dr. Joe Brewster and Michèle Stephenson on February 11.

***Adjournment:***

There being no further business the meeting adjourned at 4:57 p.m. following a motion by Yung Nguyen and a second by Lisa Corpus.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
FEBRUARY 18, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, February 18, 2014 in the board room at the Main Library, located at 301 York Street.

Deborah Williams called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Deborah Williams, Melanie Warren, Jackie Bentley, Carol Mullins and Lisa Corpus. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield and Belinda Catman.

The absences of Tad Thomas, Dale Ahearn, Yung Nguyen and Steve Amsler were excused following a motion by Jackie Bentley and a second by Melanie Warren.

A motion to approve the minutes of January 21, 2014 was entered by Carol Mullins, seconded by Melanie Warren and approved unanimously.

***Finance Report:***

Melanie Warren said the Library Advisory Commission has made their 2<sup>nd</sup> quarter donation to the Library Foundation for fiscal year 2013-2014 in the amount of \$36,751.

Ms. Warren also reported that the Library Foundation currently has 58 Library Sustainers with a goal of 120 this fiscal year.

***Planning Report:***

Mr. Buthod reported that there was a Southwest press event on February 17<sup>th</sup> @ 2:00 p.m. that showed the mayor the progress on the regional library. Many other local political leaders were also in attendance.

Mr. Buthod presented commissioners with a project update sheet and briefly outlined current and future projects.

***Librarian's Report:***

Mr. Buthod reported that library construction grants are in the governor's budget but that more money is needed.

Mr. Buthod also reported that March 6 will be library day in Frankfort and all commissioners are urged to contact their legislators regarding library construction money.

Mr. Buthod announced upcoming authors Dave Barry, March 19 and Matt Taibbi on April 17.

***New Business:***

A motion to approve the Friends of the Fern Creek Book Sale, scheduled for March 19-22, 2014 was entered by Jackie Bentley, seconded by Lisa Corpus and approved unanimously.

***Adjournment:***

There being no further business the meeting adjourned at 5:00 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MARCH 18, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, March 18, 2014 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Carol Mullins, Lisa Corpus and Deborah Williams. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield and Belinda Catman.

The absences of Melanie Warren, Dale Ahearn, Yung Nguyen and Jackie Bentley were excused following a motion by Carol Mullins and a second by Deborah Williams.

A motion to approve the minutes of February 18, 2014 was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

***Librarian's Report:***

Mr. Buthod reported that progress is being made on the main landscaping project and that Southwest is going well, now having asphalt and duct work in place. Mr. Buthod also noted that the Shively branch renovation is proceeding well.

Julie Scoskie reported on the "1000 Books Before Kindergarten" program with more than 8300 children enrolled, more than 1000 parents and 378 daycare centers participating.

Ms. Scoskie then shared some of the incentives that can be earned when completing levels in the program.

Ms. Scoskie then handed out save-the-date postcards for the How-To Festival which will be held on Saturday, May 10 at the main library from 10:00 – 3:00 p.m.

Mr. Buthod announced author Dave Barry will be at the library on March 19 and that the program is sold out.

An exhibit on the 1974 tornado that ravaged Jefferson County will be in the Bernheim Gallery through April 20.

Mr. Buthod announced that the Library will once again participate in the Mayor's Give-a-Day volunteer activity and asked the commissioners for help once again. This year the library has elected to stock the baby room at the Neighborhood Place Bridges of Hope Center. The center is a one-stop shop to help citizens in need.

A motion to approve up to \$1000 toward the Mayor's Give-a-Day of service project was entered by Carol Mullins, seconded by Deborah Williams. Motion carried.

Mr. Buthod said the mayor has asked all departments for a 1% budget reduction in order to create a venture fund some part of which may come back to the library in grant form.

Mr. Buthod said he would like to work with both Library Foundation and Library Advisory Commission members to create a vision of where the library is going and where it needs to be in the future.

Mr. Buthod also said he would like to consult with library planners regarding services, the library mission and management structure.

The Library Advisory Commission instructed Mr. Buthod to pursue the idea.

***New Business:***

A motion to approve the Friends of the Westport Branch Book Sale, scheduled for May 17, 2014 was entered by Lisa Corpus, seconded by Deborah Williams and approved unanimously.

***Adjournment:***

There being no further business the meeting adjourned at 5:20 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
APRIL 15, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, April 15, 2014 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:33 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Melanie Warren, Jackie Bentley, Carol Mullins, Deborah Williams, Lisa Corpus, Dale Ahearn, Steve Amsler and Yung Nguyen. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield and Belinda Catman.

A motion to approve the minutes of March 18, 2014 was entered by Carol Mullins, seconded by Deborah Williams and approved unanimously.

***Finance Report:***

A list of recent projects sponsored by the Library Advisory Commission was distributed.

***Planning Report:***

Mr. Buthod reported that the new Southwest Regional branch is 75% under roof and is on track for completion by the end of this summer.

Mr. Buthod also announced the grand re-opening of the renovated Shively branch on April 23.

***Chairman's Report:***

Mr. Thomas announced that he will invite Wayne Onkst, State Librarian, to the next commission meeting.

***Librarian's Report:***

Mr. Buthod asked commissioners to view aerial photos of the sites for the proposed northeast and south central regional libraries. A discussion of site characteristics followed.

Mr. Buthod said the mayor will announce his 2014-2015 budget on May 22.

Mr. Buthod announced the 3<sup>rd</sup> annual How-To Festival will take place at the Main Library on Saturday, May 10, from 10:00 – 3:00 p.m.

***New Business:***

A motion to approve the Friends of the Shively Branch Book Sale, scheduled for May 17, 2014 was entered by Carol Mullins, seconded by Lisa Corpus and approved unanimously.

***Adjournment:***

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

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
MAY 20, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, May 20, 2014 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:36 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Yung Nguyen, Melanie Warren, Dale Ahearn, Deborah Williams and Lisa Corpus. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield and Belinda Catman. Special guest was Wayne Onkst, Kentucky State Library Commissioner.

***Planning Report:***

Mr. Buthod introduced Wayne Onkst to commission members. Mr. Buthod said he invited Mr. Onkst to discuss the Master Facilities Plan as it relates to LFPL and future state construction grants, which Mr. Onkst will oversee.

Mr. Onkst said he appreciates the invitation to meet with commissioners and he values the working relationship he has with library director Craig Buthod. Mr. Onkst congratulated Mr. Buthod, library staff and the Library Foundation for making possible excellent programs and events.

Mr. Buthod reminded commissioners that the library asked for \$4 million per year in construction money in the state budget and received \$1 million per year for each year of the budget. Mr. Buthod said LFPL will file a notice of intent to apply for state construction funds in the coming weeks. Any monies awarded will be in the form of a 20-year grant. Mr. Onkst also said there are currently 32 counties who have expressed interested in receiving construction grant money.

Mr. Buthod said that the mayor will present his 2014-2015 budget to the Metro Council on May 22 and will likely include funding for the design of the new South Central library.

Mr. Buthod distributed and reviewed the Kentucky Library Ranking report with commissioners. A brief discussion on how LFPL compares to other library districts in Kentucky followed. Mr. Buthod said he would like to see LFPL lead the state in all areas of service.

Mr. Amsler said he toured the site of the new Southwest Regional library and it is on budget and on schedule.

Mr. Buthod said the September Library Advisory Commission meeting should be at the new Southwest Regional Library.

Mr. Amsler also noted that the Shively library has opened after extensive renovations and the Middletown library renovation work is ongoing.

***Chairman's Report:***

Mr. Thomas reported that the Library Foundation's Sustainer Program has fallen short of its goal and will be submitting a funding request to the commission. He also noted that the Foundation Advocacy Committee will turn their focus to operating dollars per capita.

***Librarian's Report:***

Mr. Buthod reported that consultants Susan Kent and June Garcia will help the library and the Library Foundation conduct a seminar on June 17 and will be utilizing a group of library leaders from other cities to help develop an action agenda for the future of the library. A draft of the plan is anticipated by September with a final plan by October 2014.

Mr. Buthod asked Julie Scoskie to report on the How-To Festival, which took place on Saturday May 10, 2014. Ms. Scoskie said the 3<sup>rd</sup> annual festival drew about 4,000 people to the Main Library and was a tremendous success. Ms. Scoskie also said a mini How-To Festival is planned for the opening of the new Southwest Regional Library in the fall.

***New Business:***

A motion to approve the Friends of the Iroquois Branch Book Sale, scheduled for May 24, 2014 was entered by Yung Nguyen, seconded by Melanie Warren and approved unanimously.

***Adjournment:***

There being no further business the meeting adjourned at 5:33 p.m.

Louisville Free Public Library  
Library Advisory Commission  
Executive Committee Special Meeting  
May 7, 2014

The Executive Committee of the Library Advisory Commission met on Wednesday, May 7, 2014 in the board room of the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 9:15 a.m.

**Attendance:**

Commissioners present were Tad Thomas, Steve Amsler and Deborah Williams. Also present were Library Foundation board members Debra Murphy and Dot Ridings, Foundation executive director Mary Hunt, library director Craig Buthod, and library consultants Susan Kent and June Garcia.

**Minutes:**

The executive committee and guests discussed how the Library Commission and the Library Foundation will work together to develop an action agenda for the library's leadership.

**Adjournment:**

There being no further business, the meeting adjourned at 11:15 a.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JUNE 17, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, June 17, 2014 in the Centennial Room of the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 1:30 p.m.

Commissioners present were Tad Thomas, Steve Amsler, Melanie Warren, Deborah Williams and Carol Mullins.

Tad welcomed the public to a discussion of the future of the public library. Guest speakers included the following library leaders:

- Susan Kent of Library Strategies International
- June Garcia of Library Strategies International
- Clyde Scoles, director of the Toledo-Lucas County Public Library
- Mary Anne Hodel, director of the Orange County (FL) Public Library
- Mary Frances Cooper, director of the Carnegie Library of Pittsburgh
- Justin Hoenke, head of teen services for the Chattanooga Public Library.

Presentations by the guest speakers were followed by audience questions and discussion. No voted actions were taken by the Commission.

Tad adjourned the meeting at 4:00.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
JULY 15, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, July 15, 2014 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:34 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Melanie Warren, Dale Ahearn, Carol Mullins, Deborah Williams and Lisa Corpus. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield and Belinda Catman.

A motion to excuse the absences of Jackie Bentley and Yung Nguyen was entered by Melanie Warren, seconded by Deborah Williams and approved unanimously.

A motion to approved the minutes of May 20, 2014 and June 17, 2014 was entered by Carol Mullins, seconded by Lisa Corpus and approved unanimously.

***Finance Report:***

Melanie Warren said the Library Advisory Commission will continue its support of the Library Foundation. *(do you want to expand on this?)*

Ms. Warren also noted that the Library Foundation Finance Committee continues to do an excellent job of managing Library Advisory Commission funds.

***Planning Report:***

Mr. Buthod briefed commissioners on the changes needed to the long-term development plan. Mr. Buthod said he will submit a letter of intent to apply for construction grant money from the state library later this week. Mr. Buhod says the Master Plan needs to be adjusted by over 24,000 sq. ft. to meet growth of county population and to meet state standards. A memo covering the changes is attached.

Mr. Buthod said the Middletown branch will get cosmetic renovations and self-check stations witin the next 120 days.

A motion to endorse the revised timeline for construction and renovation was entered by Melanie Warren, seconded by Carol Mullins and approved unanimously.

Mr. Buthod said the construction estimates for the new South Central Regional Library is approximately \$277 sq. ft. with a total cost of about \$11,000,000.

Mr. Buthod said the state will award construction grants using a peer review process and ranking method based on need and ability to complete the project. He said LFPL will ask for \$511,000 of the \$1,000,000 awarded each year.

Mr. Buthod gave commissioners an update on the progress of the new Southwest Regional Library. Mr. Buthod gave a tentative grand opening date of September 27, 2014. He also noted that the construction crew on the project have gone 12 months with no accidents.

***Chairman's Report:***

Mr. Thomas reported that the strategic planning project on June 17, 2014 gave insight on the future of libraries. Consultants gave insight on what their libraries are doing to attract patrons.

He said a draft report of the project is due in September with a final report due in October of 2014.

***Librarian's Report:***

Mr. Buthod reported that the 2014 Summer Reading program has a 15% increase in participation over last year with two weeks remaining in the program.

Mr. Buthod announced that the Friends of the Library are participating in the Ignite Louisville program in an effort to increase membership. Ignite Louisville is part of the Leadership Louisville program.

***New Business:***

A motion to approve the Friends of the Fairdale Branch Book Sale, scheduled for September 19-20 and the Shively Branch book sale, scheduled for October 4, 2014 was entered by Melanie Warren, seconded by Lisa Corpus and approved unanimously.

***Adjournment:***

There being no further business the meeting adjourned at 5:15 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
AUGUST 19, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, August 19, 2014 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:30 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Steve Amsler, Dale Ahearn, Carol Mullins, Deborah Williams, Jackie Bentley and Lisa Corpus. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield and Belinda Catman. Guests included Beth Anderson, vice-president of the Friends of the Library and two members of Leadership Louisville Ignite Team Bryan Alvey and Todd Benson.

A motion to excuse the absence of Melanie McCoy was entered by Jackie Bentley, seconded by Deborah Williams and approved unanimously. Yung Nguyen was also absent.

A motion to approve the minutes of July 15, 2014 was entered by Carol Mullins, seconded by Lisa Corpus and approved unanimously.

***Finance Report:***

Tad Thomas said investments at the Library Foundation were going well.

***Planning Report:***

Mr. Amsler asked Mr. Buthod to report on the Southwest Regional branch. Mr. Buthod said the Southwest Regional grand opening is tentatively scheduled for Sunday, October 5 at 2:00 p.m. A donor preview is also tentatively scheduled for Thursday, October 2 at 6:00 p.m.

Mr. Buthod said on September 3<sup>rd</sup> 50,000 new books will be delivered to the Southwest Library. He also said the old branch will remain open as long as possible during the transition to the new location and will be providing service as much as possible.

Steve Amsler said the pre-application for state construction funds has been submitted with the final application due September 26. LFPL should know if it will get any funds and how much after November 7, 2014.

Mr. Amsler briefed commissioners on the on-going renovations at the Bon Air, Middletown and Main locations. Councilman Jerry Miller provided \$33,000 in renovation funds for the Middletown branch.

***Chairman's Report:***

Mr. Thomas reported that the Library Foundation Sustainer's Program is under goal on the number of participants but on track with dollar amounts. He said the Sustainer's Program will be a priority in the coming year.

Mr. Thomas said the Library Foundation advocacy committee will send thank you letters to all legislators they came in contact with during the past year in an effort to keep libraries in their thoughts.

Mr. Thomas noted that the Library Foundation has had a good year financially and has made several grants to the library.

***Librarian's Report:***

Mr. Buthod reported that six authors will be featured in Fall 2014 Authors at the Library Series. They are Chris Tomlinson (9/10), Gail Sheehy (10/14), Steven Johnson (10/16), Dan Jones (10/27), Azar Nafisi (11/4) and Jonathan Eig (11/11). The Library Commission underwrites the author series.

Mr. Buthod said the 2014 Summer Reading program saw 25,000 children complete the program, a 16% increase over last year. In addition 3200 teens completed the summer reading program. Juvenile circulation increased 13% over the same period last year.

Mr. Buthod announced that the Iroquois library will be celebrating its 75<sup>th</sup> anniversary on August 23 with a community party. All commissioners are invited to attend.

Julie Scoskie announced a successful completion to the first season of 1000 Books Before Kindergarten.

Lisa Sizemore gave a brief review of her two-day conference with the Harvard School of Design.

Lee Burchfield gave an overview of his attendance at a conference on Library Performance and Assessment in Seattle, WA.

***Adjournment:***

There being no further business the meeting adjourned at 5:25 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
SEPTEMBER 16, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, September 16, 2014 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:35 p.m.

*Attendance:*

Commissioners present were Tad Thomas, Yung Nguyen, Deborah Williams, Melanie McCoy and Lisa Corpus. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield, Belinda Catman and Jody Hampton.

A motion to excuse the absence of Carol Mullins, Steve Amsler, Jackie Bentley and Dale Ahearn was entered by Yung Nguyen, seconded by Lisa Corpus and approved unanimously.

A motion to approve the minutes of August 19, 2014 was entered by Deborah Williams, seconded by Lisa Corpus and approved unanimously.

*Planning Report:*

Mr. Buthod announced that the public grand opening for the Southwest Regional Library will take place on October 5, 2014. There is also a donor preview night scheduled for October 2, 2014 at 6:00 p.m.

Mr. Buthod said work at Southwest continues. He gave a brief report on the status of construction.

Mr. Buthod introduced Jody Hampton, manager of Branch Services. Mr. Hampton spoke about how the movers are moving the existing collecting from the old facility to the new facility and shelving them with 55,000 new items. He said the transition is going great and will be completed by the grand opening. Mr. Hampton also said that the staff and community are excited for the new Southwest Regional Library. Mr. Hampton said there will be one week, September 29-October 5, that both locations will be closed. Staff will be at the new facility that week getting acquainted with the new building.

Julie Scoskie spoke about education programming and outreach. She said her team is doing outreach to book the meeting room spaces at the new Southwest branch and that many groups have already booked the rooms. Ms. Scoskie also said that the first three months are packed full of programs and events.

Ms. Scoskie also spoke about additional staffing at the new Southwest Regional Library, including a training specialist position and a community outreach position. She said these positions provide an expanded opportunity to work with the area surrounding Southwest, including schools, neighborhoods, etc. Ms. Scoskie also announced that two America Corps Vista staff members will be working with LFPL in the College and Career Connection.

Mr. Buthod said that although Southwest is the largest library, it is not a circulation leader. In order to be successful, we must bring the community in and reach beyond the neighborhood.

Mr. Buthod proposed that the Finance Committee meeting and the Library Advisory Commission meeting on October 21, 2014 be held at the new Southwest Regional Library. Mr. Nguyen said that was a good idea.

Belinda Catman spoke about the grant proposal to the state for the South Central Regional Library. Ms. Catman said the application is due on September 26, 2014. She said a draft was finished on Thursday and sent to Chris Bischoff at KDLA for review. Mr. Bischoff said the application is in excellent shape. Ms. Catman said that she and Mr. Buthod would review the application once more, have the mayor sign it and send it in before the deadline.

***Librarian's Report:***

Mr. Buthod reported problems with smokers smoking in the doorways and trashing the grounds of the library. He said that cigarette butts litter the campus and a piece of furniture was burned last week. Mr. Buthod proposed a policy position that library campuses be smoke free. Mr. Thomas and Ms. Williams said they would be all for it. Mr. Buthod said he would work with Metro government to move this issue forward.

Mr. Buthod invited the commissioners to see the new plaza after the conclusion of the meeting. He said that landscaping still needs to be completed and back rests need to be added to the benches.

***New Business:***

A motion to approve the Friends of the Jeffersontown Branch book sale on September 20, 2014 and the Friends of the Library semi-annual book sale on November 7-9, 2014 was entered by Melanic McCoy, seconded by Yung Nguyen and approved unanimously.

***Adjournment:***

There being no further business, the meeting adjourned at 5:00 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
OCTOBER 21, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, October 21, 2014 in the community room at the Southwest Regional Library, located at 9725 Dixie Highway.

Tad Thomas called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Yung Nguyen, Jackie Bentley, Melanie McCoy, Steve Amsler and Deborah Williams. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield, Belinda Catman, and the manager of the Southwest Regional Library, Rebecca Maddox.

A motion to excuse the absence of Carol Mullins, Dale Ahearn, and Lisa Corpus was entered by Melanie McCoy, seconded by Jackie Bentley and approved unanimously.

A motion to approve the minutes of the September 16, 2014 was entered by Melanie McCoy, seconded by Steve Amsler and approved unanimously.

Rebecca Maddox welcomed the Louisville Free Public Library Advisory Commission to the new Southwest Regional Library.

***Finance Report:***

Melanie McCoy reported that the finance committee was still doing great. She announced that the next Library Foundation finance meeting was scheduled for November 6, 2014.

Ms. McCoy proposed the following LAC Finance Committee Resolution:

"Therefore be it resolved that the Library Advisory Commission will make a payment after each fiscal quarter to the Library Foundation equal to the amount of 1.25% of the total value of three Library Advisory Commission funds (Library Operating Fund #1, Library Undesignated Fund #2 and the R-Fund), up to a maximum of \$120,000 per year, for one year, with the intention that the foundation be able to point to these funds as a matching donation to encourage donors to join the Sustainers Group. After one year, the Library Advisory Commission intends to evaluate both the Commission's financial position and the progress of the Sustainers campaign. If the Commission is able, and the Sustainers program is successful, the intention of the Library Advisory Commission thereafter is to match Sustainers' donations one-to-one, up to the annual maximum of \$120,000 or 5% of the value of the three above-named funds, whichever is less."

Ms. McCoy also said Mary Hunt will be invited to report quarterly to the Finance Committee on the progress of the Sustainers program.

A motion to approve the LAC Finance Committee Resolution was entered by Steve Amsler, seconded by Yung Nguyen and approved unanimously.

Ms. McCoy then proposed to the Commission that they replenish three funds held at the Library Foundation with transfers from the R Fund in the following amounts:

- LAC Cultural Program Funds (\$50,000)
- LAC Special Projects (\$5,000)
- LAC Executive Development (\$20,000)

A motion to grant the transfer of funds was entered by Steve Amsler, seconded by Jackie Bentley and approved unanimously.

***Planning Report:***

Mr. Buthod announced the Southwest Regional Library opened to the public on October 5, 2014.

Mr. Buthod said that he is waiting to hear if the proposed South Central Regional Library will be funded by the state. He said he expects to hear something by the second week of November.

***Chairman's Report:***

Tad Thomas said that he and Debra Murphy of the Library Foundation will meet with Ellen Heslen of the Mayor's Office to outline a proposed search process for a successor to Mr. Buthod when he retires. The search process is modeled on the process used when Mr. Buthod was hired in 1998. He said a nationwide search will be held through a search committee to be co-chaired by Tad Thomas of the Library Commission and Debra Murphy, the chair of the Library Foundation board. Other members are expected to include members of the LAC executive committee, the president of the Friends of the Library, and a senior representative of the Mayor's Office.

Mr. Thomas proposed that Mr. Buthod continue to have a role in the LAC, fundraising, and planning of the South Central Regional Library for one year. This will be voted on at the next LAC meeting.

***Librarian's Report:***

Lisa Sizemore announced that the staff appreciation event will be held on Friday, November 7, 2014 at 5:30 p.m. to honor all employees. All commissioners were invited.

Mr. Buthod passed around a document from the Aspen Institute that describes where libraries need to go in the future. He asked that commissioners pay special attention to the executive summary, specifically the four strategies for success, on pages xi and xii, the details on long term sustainability on page 39, the information on cultivating leadership on pages 43 and 44, and the conclusion/call to action on page 48.

***Old Business, New Business:***

Nothing to report

***Adjournment:***

There being no further business, the meeting adjourned at 4:55 p.m.

LOUISVILLE FREE PUBLIC LIBRARY  
ADVISORY COMMISSION  
November 18, 2014

The Louisville Free Public Library Advisory Commission met on Tuesday, November 18, 2014 in the board room at the Main Library, located at 301 York Street.

Tad Thomas called the meeting to order at 4:32 p.m.

***Attendance:***

Commissioners present were Tad Thomas, Yung Nguyen, Carol Mullins, Melanie McCoy, Steve Amsler and Deborah Williams. Also present were director Craig Buthod, assistant director Lisa Sizemore, Julie Scoskie, Lee Burchfield and Belinda Catman.

A motion to excuse the absence of Dale Ahearn, Jackie Bentley and Lisa Corpus was entered by Melanie McCoy, seconded by Steve Amsler and approved unanimously.

A motion to approve the minutes of the October 21, 2014 was entered by Carol Mullins, seconded by Melanie McCoy and approved unanimously.

***Planning Report:***

Mr. Amsler said the planning committee had several things to report. He announced that the Southwest Regional Library is in the process of becoming LEED gold certified, which would make it the first metro owned building to be so.

Mr. Amsler said the landscaping project at Main is closing out. He said more trees would be added in the coming weeks. He also said the marble restoration project at Main is in progress as well. Mr. Amsler said that Bon Air phase II would begin this winter.

Mr. Buthod said that LFPL received a grant for the South Central Regional Library. He said the city will borrow the money to pay for the construction and the state will contribute \$460,000 each year for the next twenty years. That amount will pay the debt service on the six million dollars in construction.

Mr. Buthod said he expects us to release the RFP for architects by Friday. Mr. Buthod will come in in December to help evaluate the proposals. Steve Amsler will sit in as well. Mr. Buthod said that the RFP for the construction management firm will be released after that. He said it will be the same method used for the Southwest Regional Library.

***Chairman's Report:***

Tad Thomas asked Craig Buthod if any libraries have appealed the grant awarded for the South Central Regional Library. Mr. Buthod said that there are no appellants so far. Mr. Buthod said that Wayne Onkst reported to him that eleven libraries were awarded grants and six libraries were turned down.

Mr. Thomas reported that a search committee has been formed to find a new library director following Mr. Buthod's retirement. The committee will include all four members of the Library Commission's executive committee, several members of the Library Foundation board, the president of the Friends of the Library, a representative of the Mayor's Office, and the state library commissioner Wayne Onkst. The search committee will be assisted by Library Strategies International, a national library recruiting firm.

Mr. Thomas said the Foundation Advocacy committee will follow up on Southwest and work on legislation for funding for the North East Regional Library. He said a subcommittee will address operating dollars with the Metro Council.

Mr. Thomas spoke about the Library Foundation's sustainers program. He said they have assigned a chair of the sustainers committee, set new goals, and hired a graphic designer/marketing team. Mr. Thomas announced that the Library Foundation will donate \$500,000 per year for three years for new books to be purchased.

Mr. Thomas announced that the Friends of the Library have increased their memberships from 500 to 1,500 with help from the Ignite Team from Leadership Louisville.

***Librarian's Report:***

Craig Buthod said that he has asked Julie Scoskie and Lee Burchfield to make reports at future LAC meetings. Mr. Burchfield is to provide a snapshot of data each month. Ms. Scoskie is to report on the accomplishments of the education division every six months.

Mr. Buthod said that circulation was up 4.7% in October.

Lee Burchfield explained three snapshots of data. The first was a bar graph that addressed the circulation of all materials. The graph revealed that print materials are still the most widely circulated materials in the LFPL system. It also revealed that eBook circulation has increased steadily since December of 2011.

The next document addressed the location of eBook users. The dots on the map represent houses that checked out eBooks from October of 2013 to October of 2014.

The last document addressed the zip codes in which eBooks are checked out. The size of the dot in each zip code correlates with the number of items checked out in that particular zip code.

Mr. Burchfield then passed out the benchmark cities report. He said this was the sixteenth year that the report has been done. He also said LFPL has been stable over those sixteen years. Mr. Thomas said he would send the benchmark cities report to the Mayor.

Mr. Buthod suggested that LFPL join the Urban Library Council again. He said it would be supportive of the executive team and trustees during this transitional period. He said membership is \$9,000 per year. Mr. Thomas said he would ask the Library Foundation to pay for half of the membership. Mr. Thomas said that the LAC would underwrite the cost if not. Mr. Buthod asked Mr. Thomas to follow up with Debra Murphy.

A motion to purchase membership to the Urban Library Council was entered by Melanie McCoy, seconded by Carol Mullins and approved unanimously.

Mr. Buthod expressed his gratitude to the LAC and Library Foundation for the support and guidance he has received during his tenure.

Lisa Sizemore announced that a community forum would be held at the Okolona Branch later that night, as well as in December and January.

Belinda Catman announced that a reception for Mr. Buthod will be held on December 5, 2014 from 3:00-5:00 p.m. All commissioners were invited.

***Old Business:***

Nothing to report

***New Business:***

Nothing to report

***Adjournment:***

There being no further business, the meeting adjourned at 5:25 p.m.

LIBRARY ADVISORY COMMISSION

FEBRUARY 2015

MEETING CANCELLED DUE TO WEATHER

TUESDAY, FEBRUARY 17, 2015