



Historical Museum Advisory Board

Agenda

**Wednesday, July 15, 2026
Library Meeting Room
951 Spruce Street
6:30 PM**

“Be a Part of the Story: Connect and Share in the Heart of Louisville”

Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.

- *You can call in to: +1 386 347 5053 or 888 788 0099 (Toll Free)*
- *Webinar ID Number: 839 6300 6112*
- *You can log in via your computer. Please visit the City’s website here to link to the meeting: www.LouisvilleCO.gov/historicalmuseumboard.*

The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at gyang@louisvilleco.gov.

- I. Call to order
- II. Roll call
- III. Approval of agenda

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, or taped material, should contact the City Clerk’s Office (303.335.4536 or 303.335.4574) or ClerksOffice@LouisvilleCO.gov. A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574 o email ClerksOffice@LouisvilleCO.gov.

City of Louisville
Cultural Services 951 Spruce Street Louisville CO 80027
303.335.4848 (phone) www.LouisvilleCO.gov

- IV. Approval of minutes for the May 20, 2026 regular meeting – *see attached draft*
- V. Public comments on Items Not on the Agenda
- VI. Report from liaison from the Historic Preservation Commission. Sloane Whidden (3 minutes)
- VII. Updates on City Projects - Brandi Cummings, Director of Cultural Services
 - A. Cultural Services and City project updates
 - B. [Cultural Services survey on Engage Louisville](#)
- VIII. Updates on Museum – Gigi Yang, Museum Services Supervisor
 - A. Museum Services Supervisor's written report – *see attached memo*
 - B. Museum buildings and campus
 - C. Updates on Museum operations & projects
 - D. Approval of Deeds of Gifts from donors
 - E. Advice sought on donations of other artifacts being offered
- IX. HMAB Work Plan for 2026
 - A. Council work session with Board – Sept 22
 - i. HMAB budget request for 2027 – *see attached memo*
 - B. Volunteer and community engagement opportunities
 - i. Louisville Lens Opening - September 4
 - ii. Joint meeting with LHF – November 18
 - C. Next HMAB meeting
- X. Chair's Report
- XI. Commission comments & discussion items for next meeting (Sept 22, 2026)
 - A. Sept 16 meeting cancelled
 - B. Only essential business and approval of deeds for Sept 22.
- XII. Adjourn

Historical Museum Advisory Board Minutes

**Wednesday, May 20, 2026
Library Meeting Room
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6:30 PM**

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The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at gyang@louisvilleco.gov.

I. Call to order — 6:35

II. Roll call

Present: Jeanette Bangs, David Hosansky, Eric Lenderman, erika winter

Absent: Scott McElroy, Barbara Taylor, and Joseph Teasdale. Also in attendance: Sloane Whidden, Gigi Yang, Brandi Cummings.

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- III. Approval of agenda — Approved 4-0
- IV. Approval of minutes for the March 18, 2026 regular meeting – *see attached draft* — Approved 4-0
- V. Public comments on Items Not on the Agenda — No public comments
- VI. Report from liaison from the Historic Preservation Commission. Sloane Whidden (3 minutes) — No report; the commission had cancelled its more recent meeting
- VII. Updates on City Projects - Brandi Cummings, Director of Cultural Services
 - A. HMAB budget request — The Museum has submitted a budget request to the Finance Committee, seeking to either turn a part-time position into full-time or add a part-time position. It is also requesting storage space.

In addition, the Historic Preservation Tax Force had its first meeting. The Historic Preservation tax, which helps pay for Museum operations, is up for renewal in 2028. City Council will consider recommendations about the tax at its June 16 meeting. The Board discussed whether to make a recommendation. If so, it would need to hold a special meeting in early June, most likely June 2.
 - B. Other City project updates — No update
- VIII. Updates on Museum – Gigi Yang, Museum Services Supervisor
 - A. Museum Services Supervisor's written report – *see attached memo*
 - B. Museum buildings and campus – No update
 - C. Updates on Museum operations & projects — No update
 - D. Approval of Deeds of Gifts from donors — Board approved, 4-0
 - E. Advice sought on donations of other artifacts being offered – None
- IX. HMAB Work Plan for 2026
 - A. Council work session with Board – July 14:

Gigi showed slides that highlighted the Museum's services and benefits to the community, as well as its needs. The Board discussed whether individual members will each present a couple of the slides at the Council work session. Plan to review slides on June 2.
 - B. Volunteer and community engagement opportunities
 - i. Louisville Lens Opening - September 4
 - ii. Joint meeting with LHF – November 18
 - C. Next HMAB meeting
- X. Chair's Report
- XI. Commission comments & discussion items for next meeting (July 15, 2026)
- XII. Adjourn — The Board voted, 4-0, to adjourn at 7:54.



Memorandum

To: Historical Museum Advisory Board
From: Gigi Yang, Museum Services Supervisor
Date: July 15, 2026
Re: Museum Services Supervisor's Report

We are halfway through the sesquicentennial and looking forward to several new programs still to come in the upcoming months. We embarked on a new partnership with Coal Creek Theater in the creation of the Living Legends Walking Tour highlighting trailblazing women of Louisville. Working with actors from Coal Creek Theater, Museum staff created a downtown tour with re-enactors at different stops where participants can meet and learn about notable women and their contributions to Louisville history. The actors will also be popping up at numerous other events in character, including the Farmer's Market, Colorado Day, the Museum's 40th birthday celebration, and the Vintage Base Ball game. This walking tour could not have happened without Coal Creek's generous support recruiting actors and providing costumes in addition to funding from SCFD.

Museum staff will highlight Moments That Made US and Colorado statehood with the August Historian article, August First Friday event and front window exhibit covering the themes of "Created Equal" and "Free and Independent States." Upcoming History Happy Hour topics will also address Colorado's Labor Wars with Museum Associate, Kira Boatright at Gravity Brewing on July 21 and HMAB's David Hosansky covering the corrupt 1904 gubernatorial election and the ensuing First Amendment case which will be hosted at The Simon on Aug 11.

On Aug 1, in recognition of Colorado's 150th, the Museum invites the community to a Colorado Day festival. We will be reviving tasty food traditions and games that were played in Louisville over the decades with the help of some historical personalities. September opens with Louisville History Month and the Louisville Lens exhibit. Louisville Lens is a community sourced photography exhibit sponsored by Arts & Events featuring resident perspectives on Louisville life. The Museum will be partnering in this exhibit by pairing selected images with historical images. The celebrations continue with the Museum's 40th Birthday party on Sept 5 with birthday bingo and a look back over the past decades.

The City's Staff Appreciation Ice Cream Social in August will be hosted on the Museum campus. This will be a wonderful opportunity to open the Museum to City staff. The highlight of Louisville History Month is always the annual Vintage Base Ball game at Miner's Field on September 19. This event will be extra special with Living Legends actors joining in on the fun, including Marjorie Downer who owned the Trott-Downer cabins and Pearl Conley, the Louisville Times editor in the 1920s who played an important role in the creation of Miners' Field as Louisville's first public park.

2027 Historical Museum Budget Request

To: Louisville City Council

From: Historical Museum Advisory Board (HMAB)

Date: May 13, 2026

Re: 2027 Incremental Budget Request

The Historical Museum Advisory Board (HMAB) respectfully submits this request for incremental funding in fiscal year 2027 to ensure that the Louisville Historical Museum can continue meeting community expectations and sustaining the high standard of service documented in the 2024 Community Survey—where 97–98% of respondents rated Museum services, programs, and customer service as excellent or good

The Museum provides a critical community function: it preserves Louisville’s identity, delivers educational and cultural programming, and serves as a welcoming point of connection for residents, students, researchers, and visitors. As Louisville continues to grow and change, the Museum remains one of the few institutions capable of telling the full story of the town and the people who shaped it.

However, the Museum cannot meet existing demands—nor plan for future growth—without addressed staffing, space, and storage needs. HMAB’s recommendations reflect the operational realities described in the Museum’s work session presentation, including strained staff capacity, lack of work and meeting space, and the reliance on costly off-site storage for collections

HMAB Budget Recommendations

1. Staffing: Add One Full-Time Position or Convert a Part-Time Position to Full-Time

HMAB identifies staffing as the Museum’s most urgent need. Current professional staff consists of one full-time supervisor and three part-time associates, supported by part-time interns

Staff members are responsible for:

- Over 65 annual programs serving 4,061 participants
- 244 tours for 2,600 visitors
- Direct support for city events, partnerships, historical research, DEI initiatives, collections care, and STEPS accreditation work

- Managing and interpreting **23,000 artifacts**, archives, and online resources

The Museum's program load, research expectations, and collections responsibilities cannot be sustained without an increase in staffing. Additional full-time staffing—or conversion of an existing part-time role to full-time—would:

- Provide consistent coverage for essential Museum operations
- Improve staff retention and protect institutional knowledge
- Ensure continued delivery of high-quality, free community programs
- Support the Museum's ability to meet Council priorities and maintain public trust

Estimated Cost: \$43,000–\$75,000

(Aligned with comparable staffing recommendations in the Cultural Advisory Board request.)

2. Collections Storage: Identify and Fund an Alternative to Off-Site Storage

The Museum currently relies on off-site storage costing approximately **7% of the non-staff operating budget**, which is not financially or operationally sustainable. The Museum's collections (23,000 artifacts, archives, photographs, and oral histories) require City-owned, City-managed storage that meets professional standards for security, climate stability, and access

A long-term storage solution will:

- Reduce recurring off-site rental costs
- Improve staff access to collections needed for programs, exhibitions, research, and DEI initiatives
- Protect irreplaceable historical materials in controlled environments
- Support the Museum's responsibilities as steward of Louisville's history

HMAB recommends that the City allocate resources to explore, plan, and secure appropriate long-term collection storage.

3. Staff Workspaces and Offices: Provide Functional, Non-Storage Work Environments

At present, Museum staff work in rooms that double as storage areas or lack any private workspace at all

This poses several concerns:

- Inability to meet privately with researchers, donors, students, or community members
- Lack of secure or appropriate areas for sensitive materials or conversations
- No dedicated space for administrative work, planning, or professional tasks
- Reduced efficiency and safety in collection-processing areas

HMAB requests that the City investigate office or workspace alternatives that allow staff to perform essential work outside of collection storage environments, aligning with professional museum standards.

4. Event and Program Space: Address the Museum's Lack of On-Site Capacity

The Museum currently **cannot host programs on-site** due to space limitations, requiring staff to hold events elsewhere

This restricts the Museum's ability to meet demand for:

- Community history programs
- School partnerships
- Family-friendly events
- DEI and cultural representation initiatives
- Small-group interpretation and research access

To continue serving the community effectively, HMAB requests support for planning and developing functional on-site or adjacent program space. This aligns with Council input items related to Museum priorities, storage, staffing, and program growth

Budget Request Summary

Request	Description	Estimated Cost
Staffing	Add full-time position <i>or</i> convert part-time to full-time	\$43,000–\$75,000
Collections Storage	Support development of City-owned or alternative professional storage	TBD (exploration + phased investment)
Workspaces/Offices	Investigate alternatives for staff workspace outside storage areas	TBD (study + potential allocation)
Program/Event Space	Begin planning for on-site or adjacent space	TBD

Conclusion

The Louisville Historical Museum is one of the most positively regarded cultural services in the city, with survey ratings consistently between **96–98%** for programs, services, and customer service

The Museum's staff, volunteers, and partners provide exceptional value to residents and visitors and play a vital role in preserving and interpreting Louisville's identity.

The recommendations above represent modest but foundational investments to ensure the Museum can continue to serve the community effectively, sustainably, and safely. HMAB looks forward to discussing these needs further during our joint session and welcomes Council's guidance on next steps.