

NASHVILLE PUBLIC LIBRARY

Board of Trustees Meeting

July 18, 2023



Nashville Public Library Board of Trustees
Agenda
July 18, 2023
Main Library
615 Church Street
Nashville, TN 37211
12:00 PM

- I. Call to Order/ Roll Call
- II. Metro Ordinance required to be announced at all Board Meetings – *Chair, Joyce Searcy*
 - a. “Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, please take notice that decisions of the Nashville Public Library Board may be appealed to the Chancery Court of Davidson County for review under a common law writ of certiorari. Any appeal must be filed within sixty days after entry of a final decision by the Board. Any person or other entity considering an appeal should consult with an attorney to ensure that time and procedural requirements are met.”
- III. Board Chair Comments, *Joyce Searcy*
- IV. Approval of Minutes: June 20, 2023
- V. Interim Library Director Report, *Terri Luke*
- VI. Foundation Report, *Shawn Bakker*
- VII. Board Elections
- VIII. New Business
 - a. Nashville Internet Access – Computer Use Policy, *Lee Boulie, Susan Drye*
Resolution 2023 – 7.01 pg. 49-52
 - b. Nashville Public Library – CIPA Compliance Internet Safety Policy, *Lee Boulie, Susan Drye*, Resolution 2023 – 7.02 pg. 53-56
- IX. Staff Report
 - a. Studio NPL, *Linda Harrison and Niq Tognoni*
- X. Adjournment

Next Scheduled Board of Trustees Meeting
September 19, 2023
Edmondson Pike Branch
Nashville, TN 37211
12:00 PM

**Nashville Public Library Board of Trustees
Meeting Minutes
June 20, 2023
Donelson Branch Library
2315 Lebanon Pike
Nashville, TN 37214
12:00 PM**

Members Present: Joyce Searcy, Nadine De La Rosa, Kate Ezell, Robert Oermann, Charvis Rand, Keith Simmons, and Katy Varney

Library Staff: Terri Luke, Linda Harrison, Susan Drye, Shawn Bakker, Jena Schmid, John McFarland, Andrea Fanta, Ryan Darrow, Sherry Adams, Syreeta Butler

Others: Matthew Garth, Assistant Metropolitan Attorney at Metropolitan Government of Nashville, and Davidson County (for Derrick Smith)

I. Call to Order / Roll Call

- a. The meeting was called to order at 12:06 PM.

II. Metro Ordinance required to be announced at all Board Meetings – *Chair, Joyce Searcy*

- a. “Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, please take notice that decisions of the Nashville Public Library Board may be appealed to the Chancery Court of Davidson County for review under a common law writ of certiorari. Any appeal must be filed within sixty days after entry of a final decision by the Board. Any person or other entity considering an appeal should consult with an attorney to ensure that time and procedural requirements are met.”

III. Board Chair Comments, *Joyce Searcy*

- a. Ms. Joyce Searcy announced that Mr. Robert Oermann was approved by the Rules and Regulation Committee and would officially be reappointed to The Library Board.
- b. Ms. Searcy stated that Bradbury Miller and Associates reported a total of four applicants for the library director position as of Wednesday, June 14th; however, according to Bradbury Miller, this is normal in a search, and the strongest candidates were expected to send in applications closer to the July 2nd deadline. Ms. Searcy asked the Library Board to help spread the word by directing any potential applicants to the BradburyMiller.

IV. Approval of Minutes: May 16, 2023

- a. Ms. Kate Ezell made a motion to approve the May 16th minutes. Mr. Oermann seconded. The motion passed unanimously.

V. Action Item: “Approval Item: Discuss and adopt a Public Comment Policy consistent with new State law effective July 1, 2023,” *Matthew Garth*

- a. Mr. Matthew Garth addressed The Library Board on behalf of Mr. Derrick Smith, in reference to an amendment to the Tennessee Open Meetings Act, which would take effect on July 1st, and would require every governing body to reserve a period of time for public comment at every meeting. Mr. Garth explained that The Library Board would be able to adopt reasonable restrictions for the period of public comment, such as the number of speakers per meeting and the amount of time allotted for each comment.
- b. Mr. Oermann asked if the new amendment was as specific as The Library Board’s existing guidelines for public comment. Mr. Garth stated that the amendment does not set any specific precedent for guidelines, but only requires the governing body prepare time for public comment at each meeting. Ms. Searcy shared Mr. Smith’s recommendation for a maximum of five public comments per meeting at no longer than 2 minutes. Ms. Searcy reiterated that the current guidelines for public comment were to be received 5 days prior to board meetings, with a time limit of 3 minutes per speaker. Ms. Katy Varney stated that the guidelines should make it easier for the public to address The Library Board. Mr. Keith Simmons suggested The Library Board adopt Metro Legal’s recommendation and added that there should be some limit to the length of comment and the number of commenters per meeting.
- c. Ms. Searcy asked if The Library Board members could move that an additional number of speakers be heard outside of the written guideline. Mr. Garth stated this would be acceptable and added that public comment would be an item on the agenda, so said action would just be The Library Board agreeing to suspend the rule for said meeting to allow more than the limited number of commenters to be heard.
- d. Mr. Keith Simmons recommended a three-minute limit per public speaker. Ms. Searcy recounted the discussed guideline amendments and stated the following:
All meetings would allow a public comment period for regular, and specialty called meetings, and the public comment period was to be listed as the first item on the

agenda, allowing a maximum of five people to speak for no more than 3 minutes at a time. A physical sign-up sheet would be required for all public commenters to sign.

- e. Ms. Varney made a motion to replace The Library Board guidelines from 2010 with Metro Legal's recommendation for 2023, with the amendment that public speakers have three minutes to speak instead of two. Mr. Oermann seconded. Motion passed unanimously.

VI. Interim Library Director Report, *Terri Luke*

- a. Ms. Terri Luke thanked The Library Board for their efforts towards advocating for the library budget. Ms. Shawn Bakker added that 17,000 patrons opened the library advocacy email, and the turnout at the last Metro Council meeting sent a very strong message to council regarding how loved and needed the Nashville Public Library was to the public.
- b. Ms. Luke reminded The Library Board that on June 23rd at 1 PM Secretary Hargett would be at the Main branch to present a check for an additional \$350,000 to the library and encouraged board members to attend if possible.
- c. Ms. Luke shared that String City's 10th Year Anniversary showing would be held at the Country Music Hall of Fame Museum on June 26th at 11:30 AM.
- d. Ms. Searcy shared a statement from Metro Council member, Ms. Zulfat Suara, regarding the city's 4% budget:

“The proposed cut to the 4% does not take it below the 4% requirement. We are required to provide a 4% allocation. The mayor's budget started at 4.6%. Considering that the budget continues to increase every year, the allocation also continues to grow. I agree with you that the fund is important and necessary to meet the library's needs highlighted in your email, and we must continue to fund it. What others and I are proposing is that we use the 0.6% for other important items as well. We cannot go below 4% and we do not intend to.”
- e. Ms. Searcy asked to have someone give a more detailed explanation on what the 4% allocation was for. Ms. Varney explained that the 4% funding was designed to maintain the library's function no matter how bad the budget got. Ms. Susan Drye added that the 4% was added to the budget in the 1970s to prevent layoffs and ensure materials funding, even in the event of an economic downturn. Ms. De La Rosa asked why the 4% did not increase as the library operations increases. Mr. Simmons answered that as the city grows, the amount grows, so the percentage would represent a larger number of

funds. Ms. Drye added that the 4% was collected from property tax, so as the city grows, the property value grows, and consequently, the 4% would grow as well.

VII. Foundation Report, *Shawn Bakker*

- a. Ms. Bakker informed The Library Board that Mrs. Judy Turner had passed away and her service was held on June 17th. Ms. Bakker shared that Mr. Steve Turner would attend the 10th Anniversary String City showing, where he and Ms. Turner would be honored for their contributions to String City and the library. Ms. Bakker shared that the Turner family had approved \$70,000 of support for Studio NPL. Mr. Simmons asked if Ms. Grace Goosetree was still the Turner's point of contact. Ms. Bakker confirmed this, and stated Ms. Goosetree planned to come to the String City viewing on Monday. Ms. Luke added that the String City show would be held for two weeks in June, including a special evening showing on June 29th for patrons 21 and up.
- b. Ms. Bakker informed The Library Board that fundraising numbers are looking good, and all fundraising goals have been met except for one, which they are in the process of finalizing.
- c. Ms. Searcy asked about Gala progress. Ms. Bakker stated everything was coming together well and the Foundation had received a good number of corporate sponsorships and high-end supporters.
- d. Ms. Bakker requested to have the following added to the minutes:

Literary Award Weekend 2023

November 3-4, 2023

Event Brief

For the first time in the Literary Award's 19-year history, we will honor an author known for her groundbreaking work specifically within the children's literature genre, though her impact certainly scales beyond any age limitation. We are thrilled to announce that our 2023 Literary Award honoree is **Ms. Kate DiCamillo**. This fall, NPLF invites patrons to celebrate with us and to rekindle the magic that exists within those first moments of reading when we fall in love with great stories.

Our team has breathed fresh life into this year's event format. In the past, two grand evening celebrations have bookended a public lecture. This year, we will retain the beloved public lecture and the grandeur of the Gala on Saturday, Nov. 4, 2023. We will also add two exciting events - a new puppet show based on Kate DiCamillo's work and a private gathering on Friday night designed for exclusive access and meaningful conversation with our honoree. These new events add an opportunity for more personal

engagement with our most loyal supporters to adequately honor their generosity in a more intimate setting.

DRAFT Weekend Schedule*

Friday Evening - First Edition Reception - *Private Home TBD* Private Reception with the Author and Select Invited Guests (for patrons \$10,000+)

Saturday Morning – Public Event with the Author – *Location and exact time TBD*

Private Family Meet and Greet for Public Lecture Patrons (for patrons \$500+)

Wishing Chair Productions Puppet Show Premiere (Free) Public Remarks by Kate DiCamillo (Free)

Saturday Evening – Gala - *Main Library* 5:30-6:30 VIP Author Meet and Greet & Private Puppet Show Screenings, *Children's Section* (for patrons \$5,000+) 6:30-9:30 Gala Dinner & Literary Award Presentation, Author Remarks, *Grand Reading Room*

**Times and locations are subject to change. NPLF will provide schedule updates as they become available.*

Talking Points

For the first time in its 19-year history, the Nashville Public Library Foundation will honor an author known primarily for children's literature, literary superstar, **Kate DiCamillo**. This development helped guide us to a refreshing, new format that incorporates celebration, mission, and connection.

Honoring one of the foremost living authors of children's literature enables us to celebrate early literacy in Nashville. In coming months and years, NPLF anticipates big conversations led by Nashville Public Library about this critical issue and important library programmatic focus. In many ways, the Literary Award Weekend will be a kick-off of this spotlight.

Ms. DiCamillo's books, while created for children, consist of grand stories, beautifully written, that defy age group. They inspire through of the triumph of love and courage, and offer something to readers of all ages, reaching for light in an often dark and challenging world.

Wishing Chair Productions, through support from NPLF, is developing a puppet show based on one of Ms. DiCamillo's works that will be premiered at the events of the Literary Award Weekend. NPLF is excited to use this celebration to further its mission to support the important early literacy work of Nashville Public Library.

It's crucial to include children in the weekend celebration since they are Ms. DiCamillo's most ardent supporters. The creation of the signature puppet show will not only engage Ms. DiCamillo's fans in a meaningful way, but beyond the event, it will exist as a sustainable, tangible product of the weekend. It will enable readers and pre-readers not yet familiar with her work an entry point to her stories.

The puppet show will become a part of the regular Wishing Chair Productions repertoire and exist within its regular rotation. The new work will be created to engage a younger audience through the incorporation of music and the universal themes of belonging and friendship. It will strengthen the library's efforts to reach diverse audiences who may not have English as their first language.

From an operations standpoint, rising costs continue to put a burden on the bottom line for fundraising events. Streamlining the cost of the weekend enables us to be better stewards of our donors' resources. The new format will allow for a projected increase in revenue while also conserving staff resources and allowing NPLF to become better aligned with the industry standard expectations for authors at these types of events.

Ms. DiCamillo is a great advocate for children's literacy. We are thrilled that she has generously asked, in lieu of an honorarium, for NPLF to distribute almost 10,000 new books throughout the community, putting stories directly into the hands of children to help them build their own libraries.

About Literary Award Honoree, Kate DiCamillo

Kate DiCamillo is one of the foremost American authors of children's fiction. She has published over 25 novels, including *Because of Winn-Dixie*, *The Tiger Rising*, *The Tale of Despereaux*, *The Miraculous Journey of Edward Tulane*, *The Magician's Elephant*, the *Mercy Watson series*, and *Flora & Ulysses*. Her books have sold around 37 million copies. Four have been developed into films and two have been adapted into musical settings. Her works have won various awards; *The Tale of Despereaux* and *Flora & Ulysses* won the Newbery Medal, making DiCamillo one of six authors to have won two Newbery Medals. From 2014 to 2015 DiCamillo was the American National Ambassador for Young People's Literature. Her most recent novel, *The Beatryce Prophecy*, was published in 2021 and her upcoming novel, *The Puppets of Spelhorst*, will be published in October, 2023.

Media About Kate DiCamillo

A portion of an essay shared in *The New York Times* by our friend and award-winning author Ann Patchett that beautifully encapsulates the magic of on Ms. DiCamillo's work for readers of all ages:

"I read 'The Miraculous Journey of Edward Tulane,' and, well, it changed my life. I couldn't remember when I had read such a perfect novel. I didn't care what age it was written for. The book defied categorization. I felt as if I had just stepped through a magic portal, and all I had to do to pass through was believe that I wasn't too big to fit. This beautiful world had been available to me all along but I had never bothered to pick up the keys to the kingdom.

And so I started to read more of Kate's books, until in the end I had read every single one of them. It was one of the most satisfying literary adventures of my life. Not only are the books beautifully written, the stories have gorgeous arcs. They twist in ways you

never see coming and do not shy away from despair or joy or strangeness. They are, each one, sui generis, each one extraordinary. So maybe you don't have children, or they're not small or not in the house. It doesn't matter. Read them anyway. Maybe you do have children and you can read these books together as a family. My point is this: Don't miss out. Do not make the mistake I nearly made and fail to read them because you are under the misconception that they are not for you. They are for you."

Ann Patchett on Why We Need Life-Changing Books Right Now

<https://www.nytimes.com/2020/03/30/books/review/kate-dicamillo-ann-patchett.html>

Margaret Renkl: We need to stay heartbroken about school shootings

<https://www.satrib.com/opinion/commentary/2022/06/07/margaret-renkl-we-need/>

VIII. Staff Report

a. Statistics for the Board Packet, *John McFarland*

- i. Mr. John McFarland informed The Library Board that he had been working to build a training guide on gathering data for staff at multiple levels. Some of the changes Mr. McFarland intended on making included clarification of what would count as a reference question, meeting room use, and differentiating calculations on certain statistics. Mr. McFarland stated that the new data document would be intended for internal reporting for the upcoming fiscal year.
- ii. Mr. McFarland directed The Library Board members to page 11 of the June 20th board packet and clarified that there would be a decrease in the numbers shown because the previous numbers were tabulated incorrectly.
- iii. Mr. McFarland directed The Library Board members to page 13 of the June 20th board packet and explained that the previous data report did not show a total number per location, but the current report and future reports would show totals for each programming category.
- iv. Mr. McFarland explained that he would be prioritizing continuity, more data input, streamlined appearance, and The Library Board's personal recommendations going forward when compiling the statistics report.
- v. Ms. De La Rosa asked if the total numbers on page 11 were unique to patrons that frequent the library. Mr. McFarland informed her that there was currently no way to track whether each patron entering a branch was a frequent visitor or not, since the data was collected by a door counter.

- vi. Mr. McFarland clarified that the juvenile data was reported respectively for ages 0-5 and 6-11 in the internal data report, but for The Library Board, all juvenile data is combined for the sake of visibility on the board packet.
- vii. Ms. De La Rosa asked if there was data on the languages used via the library website. Mr. McFarland stated he would be reaching out to the web services team about getting that information.

b. *Limitless Libraries, Linda Harrison, and Syreeta Butler*

- i. Ms. Linda Harrison updated The Library Board that the bookmobile had been delayed again. Ms. Harrison, Ms. Bakker, and Ms. Syreeta Butler met with Matthew Specialty Vehicles and agreed to have the bookmobile ready in the Fall of 2024. Ms. Harrison added that to expedite the process, the library bookmobile would be featured in the 2024 ABOS Conference in October, ensuring it's completion by that date. Ms. Searcy asked what the response was from Dollar General. Ms. Bakker stated that they understood that the delays were out of the Foundation's control, and they were in good standing.
- ii. Ms. Harrison introduced Ms. Butler to give a report about Limitless Libraries. Ms. Butler explained that Limitless Libraries was the brainchild of former Mayor Karl Dean and former Library Director Donna Nicely and was created to strengthen resources for Nashville students.
- iii. Ms. Butler shared that the program started with four schools, Pearl Cohn Magnet High School, Pearl Cohn Ninth Grade Academy, Hillwood High School, and Hillsboro High School. Ms. Butler added that Limitless Libraries looks to save on spending for books and materials for libraries in schools, centralize collection development, improve the courier system for students, and manage all technology through Project Athena, the shared systems team.
- iv. Ms. Butler gave a breakdown of all students served:
 - 123 schools served in Metro Nashville
 - 71 Elementary Schools
 - 30 Middle Schools
 - 16 High Schools
 - 1 Early Literacy Center
 - 2 Charter Schools

3 Non-traditional Schools

Ms. Butler added that there would be one additional early literacy center that would be joining Limitless Libraries in 2023, bumping the total number up to 124 schools served in Metro Nashville.

- v. Ms. Butler informed The Library Board that Limitless Libraries had a Memorandum of Understanding that ensured the department was following all information and privacy guidelines, such as the Family Educational Rights and Privacy Act (FERPA), Individuals with Disabilities Education Act (IDEA), Children's Online Privacy Protection Act (COPPA), and Protection of Pupil Rights Amendment (PPRA).
- vi. Ms. Butler shared that the Limitless Libraries website was recently translated to Spanish due to recent reports that Metro Nashville Schools have a percentage of 32% Hispanic students.
- vii. Ms. Butler stated that there were 30 charter schools in Nashville, but not all charter schools have what is required in the Memorandum of Understanding, which is a physical library location, as well as funding for materials in said library, and funding for a full-time librarian. Ms. Ezell asked why a physical library and librarian were necessary for charter schools to have access to Limitless Libraries. Ms. Butler answered that those prerequisites ensured that students had spaces where they read because they enjoyed it and not because they were required to read for curriculum purposes. Ms. Butler added that this allowed the students to receive books that they were interested in reading, bridging the gap for students to learn how to love reading. Ms. Butler stated that the bookmobile would also be utilized to help with serving charter schools that had the funding, but not the physical space.
- viii. Ms. De La Rosa asked which schools were represented by underperforming black and brown populations in the city. Ms. Butler answered that she did have the names of those schools, and in 2023 she and her team noticed there was little to no teacher engagement in those underperforming schools. Ms. Butler added that the Limitless Libraries team have been looking for ways to engage teachers and offer support for better student-teacher relationships.
- ix. Mr. Simmons asked if the lack of teacher engagement was specific to certain schools. Ms. Butler stated that teacher engagement was down all throughout

Metro, and she added that the amount of materials circulated in the most recent school year was 66,356, which was down by 36,000 since last year. Mr. Simmons asked what they thought attributed to such a large downturn. Ms. Butler stated that most teachers did not know there was a resource card for educators, meaning librarians were not promoting them. Ms. Butler added that the Limitless Libraries team was making various efforts to inform teachers firsthand, including attending four new teacher resource trainings to make sure educators know of all the resources Limitless Libraries has to offer.

c. Donelson Branch Overview, *Ryan Darrow*

- i. Mr. Ryan Darrow informed The Library Board that he had been the Donelson branch manager since February 2022 and had been in the library system since 2010. The Donelson branch was built in 1966 and currently has six staff. Ms. Luke added that since Mr. Darrow has been the branch manager circulation was up by 40%.
- ii. Mr. Darrow explained that he made many cosmetic changes to the branch space to increase productivity and declutter some areas. Mr. Darrow explained that book holds were relocated behind the front desk so that staff could more consistently engage with each patron and inform them of additional programs, services, and collections in the library.
- iii. Mr. Darrow detailed many physical changes made to the Donelson branch, including removal of large structures obscuring windows, installation of a solar bench funded by the TOP Grant, and gender-neutral bathroom signage.
- iv. Mr. Darrow informed The Library Board that volunteerism was up 300% and there were various new fundraising efforts happening at the branch.
- v. When Mr. Darrow started working at the Donelson branch, 13.7% of the materials collection was considered diverse, and that number increased to 17.7% in the last year.
- vi. Since January 2022, Circulation and Terminal Activity increased 35%, Door Count increased 52%, and Program Attendance grew by 567%. Comparatively, since March 2023, Circulation had increased 17%, Terminal Activity increased 13%, Door Count increased 14%, and Program Attendance grew by 120%.

IX. Adjournment

- a. The meeting was adjourned at 1:50 PM.

Next Scheduled Board of Trustees Meeting

July 18, 2023

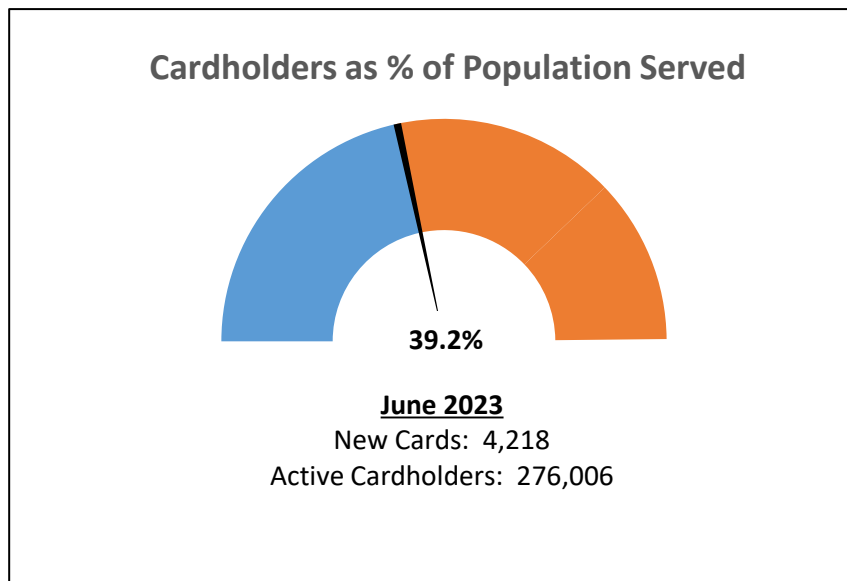
Main Library

615 Church Street

Nashville, TN 37211

12:00 PM

Statistical Summary – July 18, 2023
Nashville Public Library



Cardholders	Jun-23	Jun-23 Year-to-Date	Active Patron Cards	Average Cards in Last 12 Months
New Registrations	4,218	44,491	276,006	289,437

Volunteer Services	Jun-23	Jun-22	Year-to-Date	% Change 2022-2023
Number of Volunteers	148	166	812	-10.84%
Volunteer Hours	1,005	1,124	5,175	-10.59%

Attendance for Room Use	Jun-23	Jun-22	% Change 2022-2023
Community Use	3,380	21,788	-84.49%
Library Use	15,093	11,758	28.36%

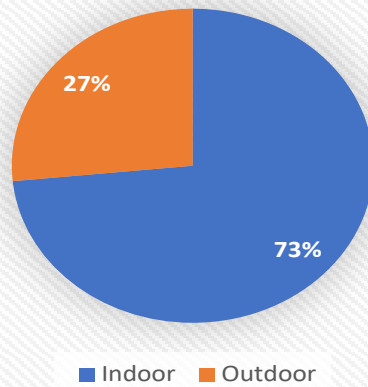
Reference	Jun-23	Jun-22	% Change 2022-2023
Answered	21,721	19,116	13.63%

Statistical Summary – July 18, 2023
Nashville Public Library

Wireless Data

Wireless	Month				
	Jun-23 Sessions	Jun-23 % of Total	Wireless %	Jun-22 Sessions	% Change 2022-2023
Bellevue	2,196	6.25%	69.2%	2,270	-3.26%
Bordeaux	1,652	4.70%	51.6%	1,134	45.68%
Donelson	550	1.57%	46.8%	715	-23.08%
East	645	1.84%	52.8%	527	22.39%
Edgehill	264	0.75%	49.3%	308	-14.29%
Edmondson Pike	1,901	5.41%	54.4%	2,349	-19.07%
Goodlettsville	1,170	3.33%	50.7%	1,360	-13.97%
Green Hills	1,534	4.37%	61.2%	1,546	-0.78%
Hadley Park	449	1.28%	47.5%	389	15.42%
Hermitage	2,342	6.67%	52.8%	1,318	77.69%
Inglewood	701	2.00%	40.7%	325	115.69%
Looby	305	0.87%	28.0%	246	23.98%
Madison	1,281	3.65%	37.6%	960	33.44%
Main	13,242	37.70%	65.8%	10,719	23.54%
North	201	0.57%	29.1%	168	19.64%
Old Hickory	422	1.20%	64.2%	311	35.69%
Pruitt	800	2.28%	46.1%	467	71.31%
Richland Park	669	1.90%	45.0%	683	-2.05%
Southeast	4,287	12.20%	69.1%	4,127	3.88%
Thompson Lane	356	1.01%	24.3%	214	66.36%
Watkins Park	160	0.46%	57.0%	87	83.91%
NPL Total	35,127		58.1%	30,223	16.23%

June 2023 Wireless Usage at Branches Only



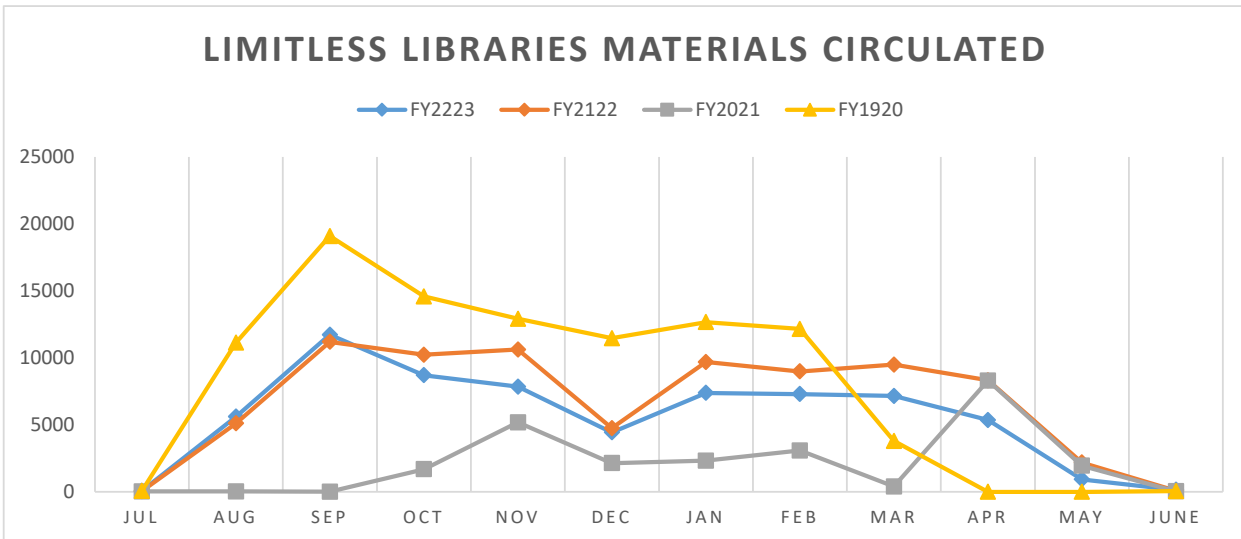
Statistical Summary – July 18, 2023
Nashville Public Library

Database and Website Data

Public Computer Use	Jun-23	Jun-22	% Change 2022-2023
Total Computer Use	22,243	18,832	18.11%
Total Wireless Use	35,127	30,220	16.24%

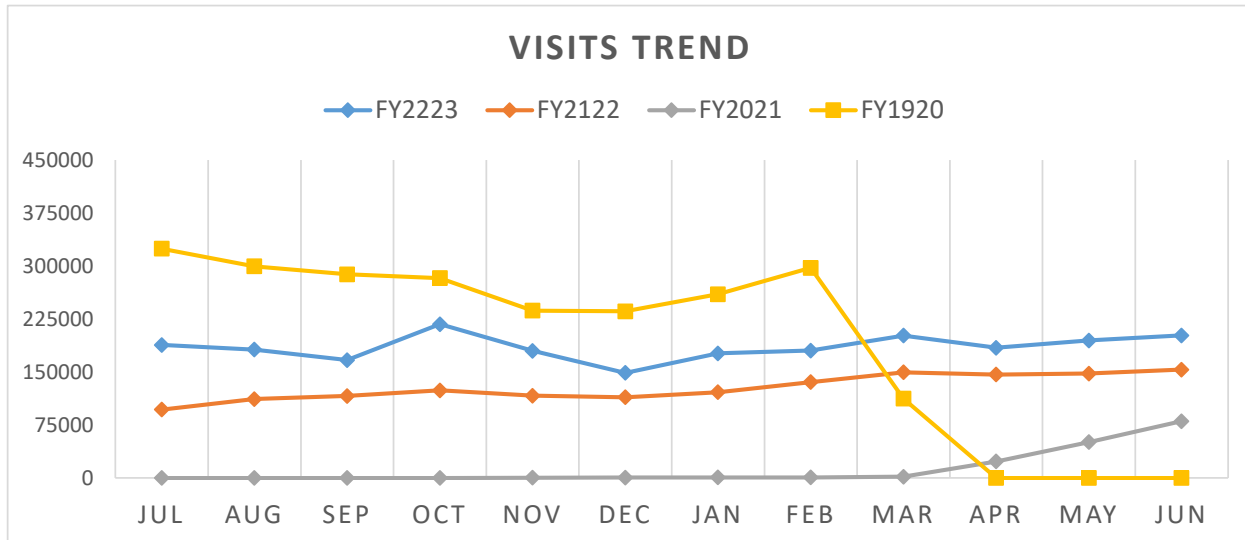
Website Visits	Jun-23	Jun-22	% Change 2022-2023
Webserver	354,446	353,062	0.39%

Database Usage	Jun-23	Jun-22	% Change 2022-2023
Sessions	3,316	3,799	-12.71%



Statistical Summary – July 18, 2023
Nashville Public Library

Visits

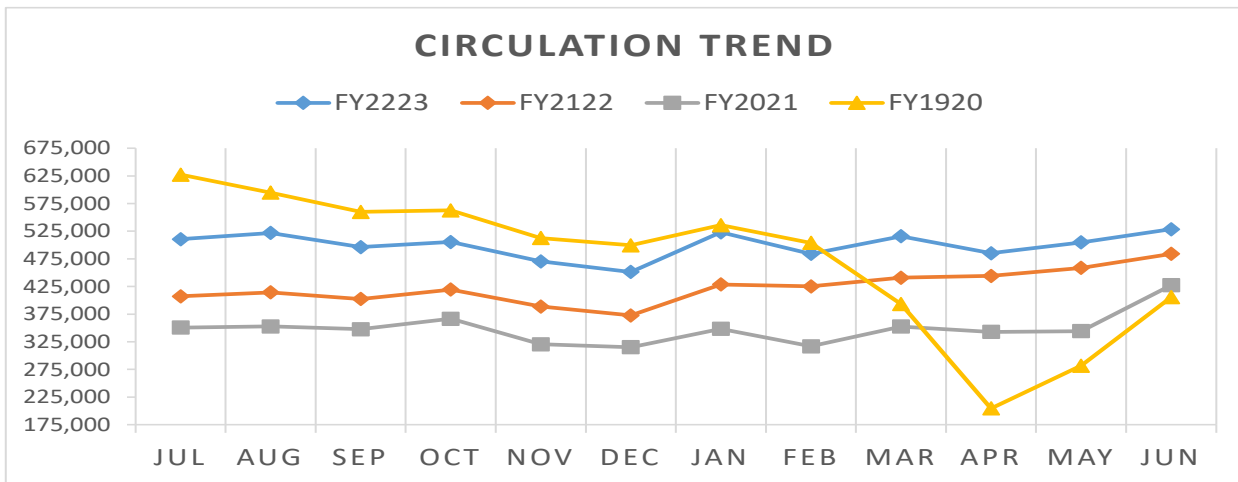


Visits	Jun-23 Visits	Jun-22 Visits	% Change 2022-2023	Jun-23 Circ / Visit	Jun-22 Circ / Visit	% Change 2022-2023
Bellevue	12,626	12,767	-1.10%	1.88	1.83	2.58%
Bordeaux	5,255	4,917	6.87%	0.60	0.59	1.74%
Donelson	5,919	5,594	5.81%	0.78	0.82	-5.72%
East	8,066	6,335	27.32%	0.53	0.67	-21.70%
Edgehill	2,317	2,080	11.39%	0.60	0.52	14.75%
Edmondson Pike	17,215	10,244	68.05%	1.34	2.15	-37.43%
Goodlettsville	5,728	6,905	-17.05%	1.68	1.32	27.19%
Green Hills	18,155	12,958	40.11%	1.55	2.23	-30.35%
Hadley Park	2,127	1,275	66.82%	0.21	0.29	-26.46%
Hermitage	12,383	10,521	17.70%	1.39	1.58	-12.09%
Inglewood	13,361	1,834	628.52%	0.51	0.50	2.25%
Looby	4,658	2,515	85.21%	0.17	0.20	-14.08%
Madison	10,089	10,213	-1.21%	0.65	0.87	-24.63%
Main	35,658	30,807	15.75%	4.02	3.61	11.15%
North	5,530	4,812	14.92%	0.12	0.14	-16.90%
Old Hickory	2,391	1,601	49.34%	0.98	1.26	-21.72%
Pruitt	5,230	3,548	47.41%	0.06	0.08	-32.62%
Richland Park	8,967	7,149	25.43%	1.13	1.19	-5.46%
Southeast	10,917	7,842	39.21%	0.77	1.15	-33.51%
Thompson Lane	12,371	7,887	56.85%	0.26	0.38	-32.86%
Watkins Park	2,795	1,589	75.90%	0.04	0.06	-22.07%
NPL Total	201,758	153,393	31.53%	1.48	1.69	-12.27%

Statistical Summary – July 18, 2023
Nashville Public Library

Circulation Data

eMedia	Jun-23	Jun-22	YTD	% Change 2022-2023
eAudiobooks	109,280	91,209	1,208,477	19.81%
eVideo	6,767	5,773	72,829	17.22%
eBooks	115,099	102,402	1,297,837	12.40%
eMusic	1,434	1,497	19,038	-4.21%
eMagazines	7,685	6,093	87,118	26.13%
Total	240,265	206,974	2,685,299	16.08%



Circulation	Month				Fiscal Year-to-Date		
	Jun-23 Circulation	Jun-23 % of Total	Jun-22 Circulation	% Change 2022-2022	Jun-23 Year-to-Date	Jun-22 Year-to-Date	% Change 2022-2022
Belleuve	34,758	6.58%	34,328	1.25%	386,869	366,355	5.60%
Bordeaux	6,019	1.14%	5,472	10.00%	71,953	64,921	10.83%
Donelson	7,894	1.49%	7,516	5.03%	88,611	65,938	34.39%
East	6,848	1.30%	5,982	14.48%	75,659	56,496	33.92%
Edgehill	3,722	0.70%	2,798	33.02%	38,308	28,153	36.07%
Edmondson Pike	33,482	6.34%	31,382	6.69%	358,012	340,845	5.04%
Goodlettsville	14,584	2.76%	13,550	7.63%	175,524	146,630	19.71%
Green Hills	37,483	7.09%	41,024	-8.63%	459,368	458,438	0.20%
Hadley Park	1,769	0.33%	1,525	16.00%	22,754	18,426	23.49%
Equal Access	214	0.04%	235	-8.94%	3,332	2,784	19.68%
Hermitage	27,071	5.12%	26,742	1.23%	299,435	298,251	0.40%
Inglewood	10,645	2.01%	3,822	178.52%	121,266	95,968	26.36%
Looby	2,519	0.48%	1,775	41.92%	31,238	21,197	47.37%
Madison	12,465	2.36%	13,315	-6.38%	136,817	121,802	12.33%
Main	40,914	7.74%	43,724	-6.43%	512,750	510,636	0.41%
North	2,163	0.41%	2,009	7.67%	26,456	25,116	5.34%
Old Hickory	4,983	0.94%	4,205	18.50%	57,762	40,829	41.47%
Pruitt	1,465	0.28%	1,361	7.64%	18,280	14,217	28.58%
Richland Park	14,894	2.82%	12,902	15.44%	157,633	120,235	31.10%
Southeast	16,113	3.05%	16,209	-0.59%	181,097	170,096	6.47%
Thompson Lane	7,079	1.34%	6,592	7.39%	81,295	72,343	12.37%
Watkins Park	1,139	0.22%	591	92.72%	12,782	7,342	74.09%
eMedia	240,265	45.46%	206,974	16.08%	2,685,299	2,033,792	32.03%
Talking Library	-	0.00%	1	-100.00%	15	16	-6.25%
NPL Total	528,488		484,034	9.18%	6,002,515	5,080,826	18.14%

Statistical Summary – July 18, 2023
Nashville Public Library

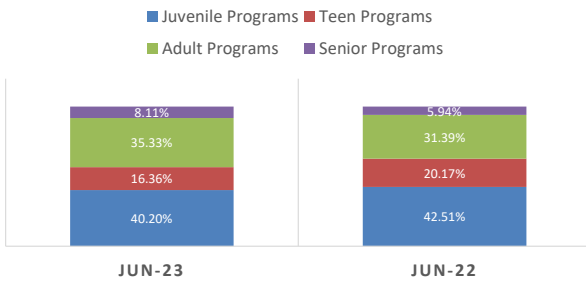
July Programming Data

Programming	Jun-23		Jun-22		% Change 2022-2023
	No.	Aud.	No.	Aud.	
Juvenile Programs	570	20,709	451	15,194	26.39%
Teen Programs	232	4,174	214	3,786	8.41%
Adult Programs	501	7,043	333	2,639	50.45%
Senior Programs	115	653	63	259	82.54%
Total Programs	1,418	32,579	1,061	21,878	33.65%

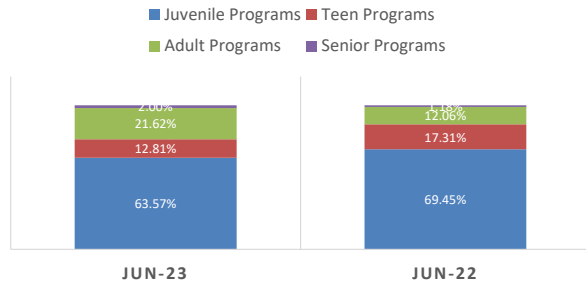
Programming	Jun-23		Jun-22		% Change 2022-2023
	No.	Aud.	No.	Aud.	
In Person	1,114	22,468	866	16,217	28.64%
Outreach	265	9,933	148	4,998	79.05%
Virtual	39	178	47	663	-17.02%
Total Programs	1,418	32,579	1,061	21,878	33.65%

Programming	Jun-23		Jun-22		% Change 2022-2023
	No.	Aud.	No.	Aud.	
In Person	1,114	22,468	866	16,217	28.55%
Outreach	265	9,933	148	4,998	98.74%
Virtual	39	178	47	663	-73.15%
Total Attendance	1,418	32,579	1,061	21,878	48.91%

PROGRAMS BY AGE GROUP



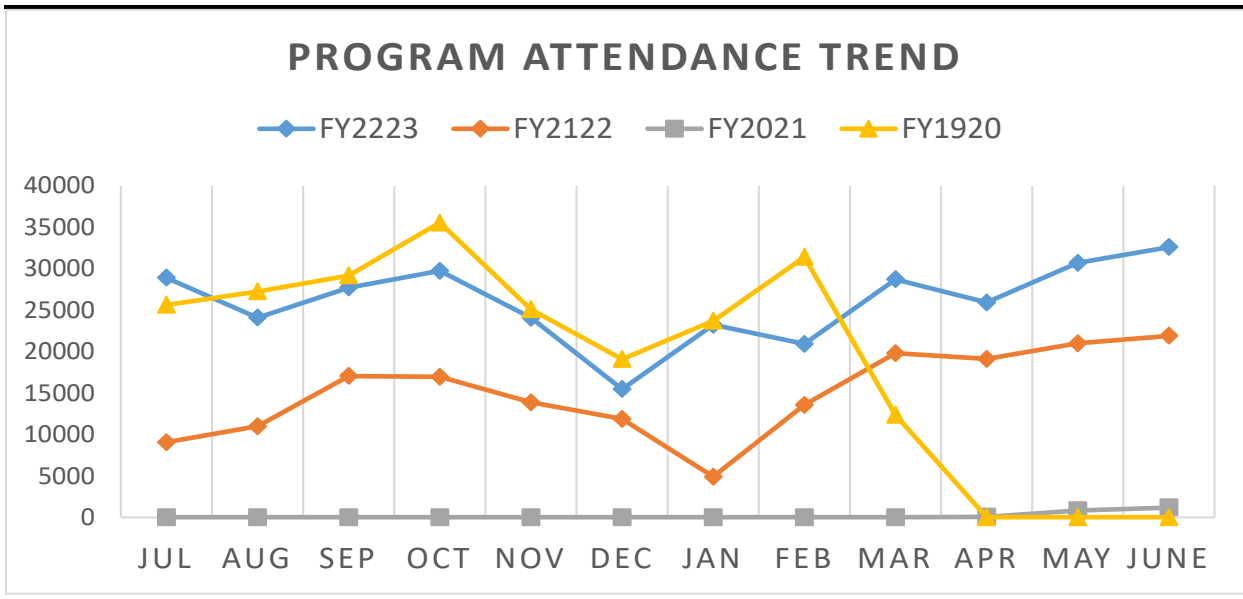
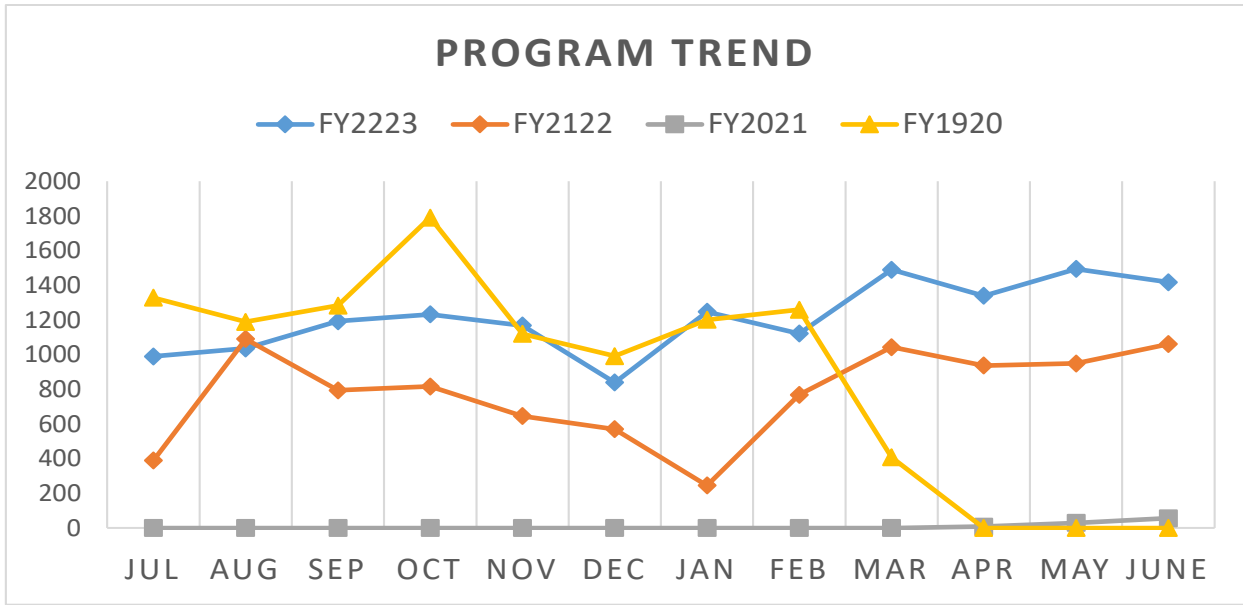
PROGRAM ATTENDANCE BY AGE GROUP



Library Programming	Location Totals								Programs by Age Group							
	Library		Outreach		Virtual		Totals		Juv		Teen		Adult		Senior	
	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.
Archives	0	0	1	36	0	0	1	36	0	0	0	0	0	0	0	36
Bellevue	49	1,277	0	0	0	0	49	1,277	24	1,121	4	9	21	147	1	0
Bordeaux	72	1,030	4	95	0	0	76	1,125	17	367	45	668	9	40	5	50
BBTL	4	61	25	803	27	66	56	930	25	803	0	0	31	127	0	0
Adult Literacy	2	12	0	0	0	0	2	12	0	0	0	0	2	12	0	0
Donelson	32	579	5	111	0	0	37	690	18	504	0	0	19	186	0	0
East	22	395	5	163	0	0	27	558	17	414	5	136	1	4	4	4
Edgehill	22	189	0	0	0	0	22	189	17	157	0	0	5	32	0	0
Edmondson Pike	92	2,329	13	135	1	3	106	2,467	36	2,053	16	100	45	224	9	90
Goodlettsville	38	480	0	0	0	0	38	480	16	286	8	45	13	145	1	4
Green Hills	60	1,122	3	78	0	0	63	1,200	29	917	4	56	24	171	6	56
Hadley Park	20	196	6	73	0	0	26	269	14	177	0	0	12	92	0	0
Hermitage	63	1,301	6	206	2	31	71	1,538	29	1,069	11	123	28	312	3	34
Inglewood	23	587	9	566	4	6	36	1,159	22	735	0	0	14	424	0	0
Looby	18	471	0	0	0	0	18	471	14	465	0	0	4	6	0	0
Madison	58	902	3	215	0	0	61	1,117	24	886	11	66	14	112	12	53
Main Adults	127	980	3	214	1	5	131	1,199	0	0	0	0	131	1,199	0	0
Main Childrens	24	668	9	377	0	0	33	1,045	33	1,045	0	0	0	0	0	0
Digital Inclusion	0	0	44	103	0	0	44	103	0	0	0	0	0	0	44	103
LSDHH	7	42	1	90	2	21	10	153	1	15	1	25	8	113	0	0
Puppet Truck	0	0	44	2,731	0	0	44	2,731	38	2,496	4	136	2	99	0	0
Special Collections	16	423	1	40	0	0	17	463	6	175	4	84	7	204	0	0
Studio NPL	24	961	19	727	0	0	43	1,688	0	0	42	1,679	0	0	1	9
Main Teens	23	342	4	106	0	0	27	448	0	0	27	448	0	0	0	0
Wishing Chair	15	635	34	2,735	0	0	49	3,370	34	2,117	0	0	15	1,253	0	0
Systemwide Prog.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North	74	717	0	0	0	0	74	717	19	548	6	57	32	78	17	34
Old Hickory	20	275	5	83	0	0	25	358	12	192	9	115	4	51	0	0
Pruitt	60	3,411	17	134	0	0	77	3,545	38	1,545	8	152	19	1,668	12	180
Richland Park	32	1,341	0	0	0	0	32	1,341	24	1,304	1	12	7	25	0	0
Southeast	75	1,165	1	3	2	46	78	1,214	37	871	17	94	24	249	0	0
Thompson Lane	20	230	2	17	0	0	22	247	9	155	3	22	10	70	0	0
Watkins Park	22	347	1	92	0	0	23	439	17	292	6	147	0	0	0	0
TOTALS	1,114	22,468	265	9,933	39	178	1,418	32,579	570	20,709	232	4,174	501	7,043	115	653

Library Programming	Location Totals								Programs by Age Group							
	Library		Outreach		Virtual		Totals		Juv		Teen		Adult		Senior	
	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.	No.	Aud.
Main Total	236	4,051	72	4,325	3	26	311	8,402	74	3,352	74	2,236	161	2,769	2	45

Statistical Summary – July 18, 2023
Nashville Public Library



Financial – July 18th, 2023
Nashville Public Library

7/5/2023	Appropriations	Encumbered (current)	Spent (cumulative)	Free Balance	Committed (cumulative)	% Committed	Committed during (June 2023)
Metro-4% Funds*	\$ 6,633,169.42	\$ 97,995.86	\$ 2,946,693.83	\$ 3,588,479.73	\$ 3,044,689.69	45.90%	\$ 291,657.47
Foundation	\$ 629,785.75	\$ 327.12	\$ 6,189.17	\$ 623,269.46	\$ 6,516.29	1.03%	\$ 265.13
Subscriptions	\$ 197,800.00	\$ -	\$ 197,800.00	\$ -	\$ 197,800.00	100.00%	\$ -
Grants	\$ 1,089,329.00	\$ -	\$ 1,089,329.00	\$ -	\$ 1,089,329.00	100.00%	\$ -
	\$ 8,550,084.17	\$ 98,322.98	\$ 4,240,012.00	\$ 4,211,749.19	\$ 4,338,334.98	50.74%	\$ 291,922.60

*Added \$1.5m to 4% funds added in June, from RS2023-2160

Personnel Summary/HR – July 18th, 2023

2023 New Hires

<u>Name</u>	<u>Classification</u>	<u>Hire Date</u>	<u>Location</u>
Rachel Krohn	Finance Administrator	6/12/2023	Finance
Santiago Cardenas	Program Specialist 2	6/12/2023	Teen Srvs
Paul Springer	Program Specialist 2	6/12/2023	North
Megan McAlister	Circulation Assistant	6/12/2023	Bordeaux
Andrew Tunstill	Security Guard	6/12/2023	Security
Gloria Montgomery	Circulation Assistant	6/12/2023	Green Hills
Jeff Gervais	Circulation Assistant	6/12/2023	East
Eric Lowy	IS Media Tech 2	6/12/2023	NECAT

Promotions 2023

<u>Name</u>	<u>Classification</u>	<u>Promotion Date</u>	<u>Location</u>
Sudaxina Ghosh Kundu	Program Specialist 2	6/12/2023	Vol Srvs
Amy Thompson	Librarian 1	6/12/2023	Goodlettsville

2023 Resignations

<u>Name</u>	<u>Classification</u>	<u>Resignation Date</u>	<u>Location</u>
Laura Youmans	Program Specialist 2	6/16/2023	Limitless Library

Personnel Summary/Vacancy – July 18th, 2023

Nashville Public Library

NPL Vacancies as of 6/30/23

	Division / Branch	Title	Grade	Name	FPS	FTE	Date Vacant	Notes
1	DIRECTOR	ADMINISTRATIVE SPECIALIST	ST11	VACANT (PHOUTHAVONG EVANS, M)	F	1.00	12/12/22	
2	ADMIN SVCS	APPLICATION TECH 3	ST09	VACANT (STANTON, S)	F	1.00	2/10/23	Candidate will start in July 23
3	OP & MAIN	BLDG MAINT MECH	TG13	VACANT - NEW	F	1.00	7/1/22	
4	OP & MAIN-MN	BLDG MAINT MECH	TG13	VACANT (ISLAM, M)	F	1.00	11/14/22	
5	CIRC	CIRCULATION ASST	ST05	VACANT (AUERWECK, J)	F	1.00	1/9/23	
6	CIRC	CIRCULATION ASST	ST05	VACANT (MITCHELL, D)	F	1.00	6/12/23	
7	ED PIKE	CIRCULATION ASST	ST05	VACANT (FALCON, R)	F	1.00	2/20/23	
8	ED PIKE	CIRCULATION ASST	ST05	VACANT (ROBERTS, Z)	F	1.00	5/15/23	
9	MADISON	CIRCULATION ASST	ST05	VACANT (MOORE, R)	F	1.00	5/31/23	
10	SE	CIRCULATION ASST	ST05	VACANT (GHOSH KUNDU, S)	F	1.00	6/12/23	
11	LIMITLESS L	CIRCULATION ASST	ST05	VACANT (THOMPSON, J)	F	1.00	5/26/23	
12	OP & MAIN-BR	CUSTODIAN - Branch	TG07	VACANT (ALBADER, R)	F	1.00	5/15/22	Interviewing
13	OP & MAIN-BR	CUSTODIAN - Branch	TG07	VACANT (KELLEY, S)	F	1.00	3/3/23	Interviewing
14	OP & MAIN-MN	CUSTODIAN - Main	TG07	VACANT (SHADOWENS M)	F	1.00	4/3/23	Interviewing
15	ADMIN SVCS	EQUIPMENT & SUPPLY CLERK	ST06	VACANT - NEW - reallocating to Finance	F	1.00	7/1/22	Candidate will start in July 23
16	ADMIN SVCS	FINANCE OFFICER	OR04	VACANT - NEW	F	1.00	7/1/22	Will post in July 23
17	ADMIN SVCS	HUMAN RESOURCE ANALYST	OR04	VACANT - NEW	F	1.00	7/1/22	Interviewing
18	TECH SVCS	INFO SYSTEMS APP ANALYST 1	OR03	VACANT (SLOAN, D)	F	1.00	3/2/23	
19	TALKING	INFO SYSTEMS MEDIA TECH 1	OR02	VACANT - NEW	P	0.49	7/1/22	
20	NECAT	IS MEDIA TECH 2	OR03	VACANT - NEW	F	1.00	7/1/22	Interviewing
21	ED PIKE	LIBRARIAN 1	ST09	VACANT (DELANEY, R)	F	1.00	6/1/22	
22	GRN HILLS	LIBRARIAN 1	ST09	VACANT (KINZER, K)	F	1.00	11/17/22	
23	REF	LIBRARIAN 1	ST09	VACANT (BARRETT, M)	F	1.00	9/30/22	
24	MADISON	LIBRARIAN 2	ST10	VACANT (KRAKOWIAK, P)	F	1.00	4/28/23	
25	MADISON	LIBRARY ASSOC	ST06	VACANT (THOMPSON, A)	F	1.00	6/12/23	
26	TEENS	LIBRARY ASSOC	ST06	VACANT (ROMINES, J)	F	1.00	7/25/22	
27	GOOD	LIBRARY MGR 2	OR06	VACANT (GARDNER, D)	F	1.00	1/27/23	Candidate will start in July 23
28	THOMP	LIBRARY MGR 2	OR06	VACANT (JENSEN, L)	F	1.00	12/2/22	Candidate will start in July 23
29	BELLEVUE	LIBRARY MGR 3	OR07	VACANT (HERBST, L)	F	1.00	12/27/22	Reposted
30	BELLEVUE	LIBRARY PAGE	ST02	VACANT (ARMSTRONG III, J)	P	0.49	3/30/23	
31	BELLEVUE	LIBRARY PAGE	ST02	VACANT (BRACKIN, S)	P	0.49	2/16/23	
32	REF	LIBRARY PAGE	ST02	VACANT (SCHUSTER, L)	P	0.49	1/5/23	
33	ED PIKE	LIBRARY PAGE	ST02	VACANT (DENVER, K)	P	0.49	4/20/23	
34	TALKING	OFFICE SUPPORT REP	ST05	VACANT (ADKINS, M)	F	1.00	6/8/22	
35	ED PIKE	PROGRAM SPEC 2	ST08	VACANT (KEENEY, S)	F	1.00	7/1/22	
36	HR IMP	PROGRAM SPEC 2	OR01	VACANT - NEW	F	1.00	7/1/22	
37	NORTH	PROGRAM SPEC 2	ST06	VACANT (MOUSSA, A)	F	1.00	9/3/22	
38	RICH PK	PROGRAM SPEC 2	ST07	VACANT (MCKINNEY, M)	F	1.00	5/27/23	
39	STUDIO	PROGRAM SPEC 3	ST10	VACANT (GREER, J)	F	1.00	5/23/23	
40	WISH CHAIR	PROGRAM SUPV	ST10	VACANT (WILSON, B)	F	1.00	12/26/22	
41	SECURITY	SECURITY GUARD	ST06	VACANT - NEW	F	1.00	7/1/22	Reposted
42	SECURITY	SECURITY GUARD	ST06	VACANT (DODSON, E)	F	1.00	5/15/23	Reposted
43	SECURITY	SECURITY GUARD	ST06	VACANT (MADU, O)	F	1.00	4/17/23	Reposted

Brief Area Updates – July 18th, 2023

Nashville Public Library

ADMINISTRATIVE SERVICES

Safety & Security: July 2023

June 2023 Safety and Security Month End Report

There was only 1 after hour event requiring Security in the month of June.

June was a busy month for Security with incidents.

The Main Library shut down due to a fire in the switch gear room located on B-1 in the nested parking area. No injuries were reported but the entire building had to be evacuated. We received a quick response from both the Nashville Fire Department and Nashville Electric Service.

NPL is still having issues hiring Library Security Guard positions. 11 applications were received for our current open guard positions. 3 candidates were identified for interview. 1 we were never able to contact, 1 withdrew and then wanted to reapply. The 3rd one came in, interviewed, and was in process of being hired. He completed his new hire paperwork, then withdrew.

Total number of incident reports for the month of **June (64)** and related categories per incident report up from 61 incident reports in May:

Below is the number of incident Reports per Branch and then breakdown of each Branch

NOTE: Each report could have one or more conduct violations, a safety or security concern, and an injury or accident associated with the report which could or could not result in a suspension.

Number of Incident Reports per Branch			
Bellevue Branch	1	Madison Branch	3
Bordeaux Branch	3	Main Library	42
Edgehill Branch	2	North Branch	1
Hadley Park Branch	5	Pruitt Branch	1
Hermitage Branch	1	Richland Park Branch	1
Inglewood Branch	3	Thompson Lane Branch	1
			Total
			64

Bellevue Branch	1	Madison Branch	3
Different Type of Accident	1	Conduct or Rule Violation	1
Bordeaux Branch	3	Injury or Accident	2
Conduct or Rule Violation	2	Safety or Security Incident	1
Safety or Security Incident	3	Suspensions	1
Suspensions	2	Main Library	42
Edgehill Branch	2	Conduct or Rule Violation	33
Conduct or Rule Violation	2	Injury or Accident	9
Suspensions	2	Safety or Security Incident	2
Hadley Park Branch	5	Suspensions	33

Conduct or Rule Violation	3	North Branch	1
Injury or Accident	2	Injury or Accident	1
Suspensions	3	Pruitt Branch	1
Hermitage Branch	1	Conduct or Rule Violation	1
Injury or Accident	1	Suspensions	1
Inglewood Branch	3	Richland Park Branch	1
Conduct or Rule Violation	1	Conduct or Rule Violation	1
Different Type of Accident	1	Suspensions	1
Injury or Accident	1	Thompson Lane Branch	1
Suspensions	1	Injury or Accident	1

Number of Injury or Accident and Safety or Security Incidents			
911 for assistance	11	Arrest	1
Ambulance	15	Patron Property Theft	4
Illness / Accident	5	Police called	3
Medical	12	Vehicle Theft	1
Mental Issues	2		

Number of Conduct or Rule Violations					
#1		#9		#17	15
#2		#10	1	#18	
#3	2	#11		#19	18
#4	3	#12		#20	1
#5	5	#13	1	#21	2
#6		#14	1	#22	2
#7		#15	2	#23	1
#8	12	#16	3		

Suspensions	60
5 days	1
30 days	14
60 days	1
90 days	5
120 days	2
180 days	1
365 days	20

Delivery: June 2023

Main:

- We received 354 incoming UPS packages and sent 22 packages UPS GROUND.
- There were 86 overnight packages received from FedEx, DHL, etc.
- We received 92 inserts of mail from the United States Post Office, and we sent 65 inserts of mail to Metro Mail for postage.
- There were 40 special deliveries from [Ricoh](#), [Supply Room](#), [Firefly](#), [Amazon](#), etc.

Branches:

- We moved: 5,251 hold bins (168,032 items)
 - 4,360 non-hold bins (139,520 items)
 - 1,601 Circulation/Main bins (51,232 items).

Total of 11,212 bins moved.

Total item count of 358,784.

An average of 534 bins and **17,085** items moved per day.

0 skids were sent to Pratt Industries for book recycling.

6 skids were sent to BWB.

Daily Complete Percentage:

Holds 21 of 21 days for 100% in June.

Facilities Maintenance: June 2023

Tamis work order report shows 327 work requests, 287 completed, 40 still active with an 88% completion rate for the month of May.

June 1st - June 30th, 2023					
Craft	Month	Total # Work Orders	# Completed	# Active	Completion %
None Entered	June 2023	10	0	10	0%
Administration	June 2023	7	2	5	29%
Branch Custodial Services	June 2023	92	91	1	99%
Canceled	June 2023	5	5	0	100%
Contractor	June 2023	13	2	11	15%
Grounds	June 2023	33	24	9	73%
Main Custodial Services	June 2023	0	0	0	0%
Maintenance	June 2023	227	199	28	88%
		Quantity 387	Completed 323	Active 64	Completion % - 84%

June Maintenance monthly report 2023:

196 work orders got completed with 3 employees and one with FMLA

Mike Binkley 93 work orders

Joe Foster 30 work orders

Joe Klima 47 work orders

Edmondson pike New led lights installed in mechanical rooms

Donelson New led lights installed in mechanical rooms

Main Library – B1 Supply room new led lights installed

BRANCH SERVICES

BRANCH SERVICES BOARD REPORT FOR JUNE 2023

FOOD INSECURITY: Staff at the Pruitt Branch continue to work to alleviate food insecurity in the community. Branch Manager Raymond Kinzounza works with local organizations, including The Bridge Ministry, The Greater Church, and The Midtown Fellowship Group, to provide food at the library. They have increased the quantity of weekly food bags from 6 to 10 crates of bags and the number of hot meals served in the parking lot each week has increased from 410 to 600 and soon to be 700 based on the need.

GRADUATION FOR BABIES: Madison Children’s Librarian Lisa Bubert had a graduation ceremony for our story time attendees who are aging out of Lapsit Baby Story Time. Each toddler received a diploma and a goodie bag. Children’s staff also planned a Little Formal, basically a prom for little ones! Fifty-one people attended, many of them in fancy dress, and one parent wrote, “Thank you all for the awesome time today, our littles had a blast”.



HOUSING HELP: Two regular Madison patrons have been working with library staff and outreach staff from the Mental Health Cooperative for months to get housing. Finally in June they’re moved into their own apartment!

LAST DAY OF SCHOOL: On the last day of school at the East Branch, the library does not open until noon. Students had a half day and were finished at 11:20. Librarian April Smyth and Program Specialist Windy Mitchell arrived to work at 11:30 and went outside to hand out popsicles to the students. They were able to talk to our regular patrons and wish them well this summer.

NASHVILLE SYMPHONY: The Nashville Symphony performed at Donelson with 53 in attendance.

NEW CARPET: Green Hills was closed May 22 – June 4 for carpet replacement in the adult and children’s areas. Staff provided curbside pick up to 670 patrons during the closure.

Before:



After:



OLD HICKORY GARDEN: Staff and patrons are excited about the new raised bed garden at Old Hickory. Circulation Assistant Myriah Webb has been busy planting and tending to the new flowers, herbs, and veggies.



TOUR DE NASH: Edgehill served as a rest stop to cyclists participating in the Tour de Nash 2023, which was organized by Walk Bike Nashville. Over 1,100 riders registered for the bicycle race and the event had a great turnout despite the rainy weather.

COLLECTIONS & TECHNOLOGY

Collections/Materials Management

- Noel Rutherford completed a large RFP for Metro Procurement that covers our digital Ebooks, Eaudiobooks, Evideo, Eperiodicals and Emusic platforms. Also completed two RFQs for Safari online and for our print Cross Reference Directory.
- Collection Development team shared information with the Diversity Committee on how DEI is incorporated into NPL collection development and how we rank over our peer libraries in terms of diversity scope.
- Beth Deeb posted the following spotlights: *Pride Month: New Fiction, Juneteenth for All Ages.*
- Joanna Roberts selected board books to be used in the Main Library Children's Department's new Sensory Room. These books contains textures, flaps and other sensory features. She also helped select new titles for the upcoming 2024 MNPS Battle of the Books.
- Melissa Myers created spending reports by vendor and mat type to aid in writing RFQ/RFP for vendors.
- Melissa Myers and Gregg Drye completed Metro Business Account training that will enable our dept. to use Amazon as a secondary vendor while following the new procurement rules.
- Ben English posted two collection spotlights: *Pride Month: New Nonfiction; The Great American Pastime*
- Collection Development Librarians responded to a total of **645** material requests in PIKA and LibAnswers from staff and library customers.
- Amanda Dembiec played piano music for the check presentation with the Secretary of State and accompanied Elliott Robinson for his Black Music Month video. She also hosted a practicum student and wrote and posted three blog posts: *Special blog post for Pride about Drag Queens; Series that Never End – about book series that have been going for 20+ years; Fake It Till You Make It – Romance books.*
- Susan Poulter prepped and recorded 3 stories for the Family Folktales podcast (Princess Rosetta, The Twin Boys, and The Snow-Daughter and the Fire-Son) and scheduled all podcasts through the end of December.
- Susan Poulter also completed the Marvel section of the MNYA Graphic List re-labeling project.
- Bethany Baeuerlin updated the audio/visual processing specifications in preparation for an upcoming RFP.

Meetings/Webinars Attended:

- Internal: Materials Management Committee, Circulation Committee, Children’s meeting, Procedures Review Committee, Firefly courier via TennShare, Conscious Child Kit review with Andrea Fanta.
- External: Toy lending Mtg with Cuyahoga County Public Library; Macmillan Fall Preview, Banned Books and Censorship, Adult Library Marketing Association (ALMA) Book Buzz, OCLC Resource Share the Love; OCLC Tips to improve staff workflows and user experience; Sharing about ILL Basics; Sourcebooks Fall 2023 Adult Preview.

Materials Management Statistical Report June, 2023

June New Circulation		
User category	# of Unique Users	Items checked out
Digital	40,156	240,265
Physical	21,173	159,034*
Totals =	61,329	399,299
June New Acquisitions		
Format	Copies added	
Digital	5070	
Physical	6068	
Totals =	11,138	

*Physical checkout statistics do not include renewals as this report is used by Material Services to determine the demand for content, not how long customers want to borrow the content.

Technology

Updated AT&T Circuits with E-rate funding at all 21 branches. Currently working on updating and migrating Main dedicated internet circuit.

Repaired the Main Donor Wall digital signage, installed and configured the VestaBoard at Donelson, and replacing aging CPUs for Firesigns at Branches.

Configured tablets for online patron registration at branches and Main.

Production Services

- Provided AV support for 45 requests around NPL.
- **Public Events**
 - 22 Conference Center events with AV support.
 - 3 Maintenance requests.
 - 5 Branch events.
- **NPLU Filming Schedule**
 - 7 filming sessions
 - 3 videos published on NPL Universe
 - 1 Livestreams facilitated

- 4 Hybrid Meeting Facilitated
- **NPLU Stats**
 - 20.6k channel wide views
 - 12.6k hours of watch time
- **Podcasts**
 - 7 recorded new episodes – All Thing Eerie, Family Folktales, Just Listen.
 - Completed edits for 7 episodes.
 - Published 6 episodes
- **Upcoming Projects**
 - Hermitage and Donelson Summer Concert Series

NECAT

June 2023 Quick View

6/3 Production 1 class (8 Students)

6/7 NECAT financial discussion (All money now direct to NPL)

6/8 Juneteenth Poetry Jam taping

6/11 Editing Class (2 students)

6/12 Let's Play Games taping

6/13 NECAT intergovernmental agreement reported at NECAT board meeting

6/19 Juneteenth Live From Fort Negley

6/21 Friends Life in studio

6/27 Best of NECAT at the Forge

6/28 Sustainability documentary interviews

June showed a 91% usage of studio. Currently we are booked 100% of July.

Notable Television Airing

- 7/10-7/13: 7pm & 7:30 pm Talkin' Wit Big Fella, Mayoral Candidates first airings with re-runs on Friday the 14th: 10am-2pm & 6pm-10pm.
- TBD NPL Conversations: Jefferson Street (we are holding until after Mayoral airings to give more impact).

Kiosk Check-Ins

Reason	Number of People
Production	223
Class	12
Meeting	14
Tour	1
Event	0
Editing	10
Other	15
Total	275

Network Content

NPL Programming Run Time	12244.55 Minutes
MTSU Programming Run Time	6950.83 Minutes
New First Run Programs	2
New First Run Episodes	80
New Carousel Bulletins	1

NECAT Board hosted *Best of NECAT* awards show at The Forge on the evening of Tuesday 06/27. It was a fun event and well attended, with multiple candidates for mayor and city council also making appearances.



Pictured, left to right: Dan Meredith, Scott Monroe, Lynn "Houston" Brett, Courtney Turner, Mark Brown (NECAT Board), Cameron McCasland, Willie "Big Fella" Sims (NECAT Board), Walter Lewis (NECAT Board), Lisa Manley, Lindsey Ganson (NECAT Board), Bishop Paul Jones, Seananlyn Brandmeir (NECAT Board), Jeff Syracuse (Metro Council Member, 15th District).

Award winners:

- Bookings: Dan Meredith
- Volunteer Hours: Scott Monroe
- Episodes submitted: Bishop Paul Jones
- Editing Bay: Lisa Manley
- Clases Taken: Courtney Turner, Lynn Brett
- Largest Studio Audience: Anna Mannis



Pictured, left to right: Willie "Big Fella" Sims (NECAT Board ex-officio, Metro Music, Film, & Entertainment Commission), Lee Boulie, Walter Lewis (NECAT Board), Sam Brooks (NECAT Board).

Shared Systems

- Patron Point go live postponed until August 1st by Interim Director in order for branch staff to ask further questions and get more instruction. Jenny Lane provided FAQ for staff answering their given questions again. Go live set for 8/1.
- Jenny Ellis working with Ryan Darrow and Marian Christmon on setting up Affordable Connectivity Program appointments in LibCal.
- The new Wishing Chair site is live! See the site here: <https://library.nashville.org/wishing-chair-productions>. Also added a section for puppet shows to the Tours page. See: <https://library.nashville.org/tours>.
- The team met with our MNPS and Limitless partners for our quarterly meeting. We planned out the technical aspects of the next school year.
- The team as a basic Koha install created on a server at HOB. Team has a weekly codejam to move this side project wherein we set up and test an open source ILS. Our ILS contract expires in June 2026.
- Bryan Jones traveled to branches to fix an OPAC problem that caused Aspen to keep patrons logged into their accounts instead of refreshing and also caused Aspen to not feature that branch's collection in the availability facet.
- Kate Wingate spent a great deal of time working with MNPS on the Promising Scholars program in June. She created several SQL reports for librarians and MNPS library services admin.
- Kate Wingate will be teaching two classes in the upcoming month for MNPS librarians on using the Carl Connect system and Aspen to provide services.
- Kate Wingate revised the entire Carl Connect manual, adding short training videos for many functions.
- Jenny Lane worked to recall hotspots from the hotspot lending program once grant funding ended.
- Bryan Jones updated Aspen to 23.05.00.
- Kate Wingate and James Staub helped MNPS library services set up the new James Lawson High School library in Bellevue.
- Jenny Lane and the Circulation Committee wrote a new procedure for maintaining displayed collections, which is in PRC for review.
- James Staub is building a script to force PIN reset by MNPS staff upon first login starting this coming school year.
- Jenny Lane created two new media codes GRA and SGRA which will allow us to pull out graphic novels and comics as a format for NPL and schools.
- As always, the team has been working to promote daily library operations by:
 - Working with front line staff to ensure access to systems.

- Running a help desk for MNPS librarians
- Providing NPL staff with reports and statistics.
- Regular retrieval, edits and sideloads of new digital marc records into catalog to provide access to new acquisitions and remove metered-access items whose licenses have expired.
- Keeping the events calendar up to date with the latest online happenings and working with MarCom on NPL Universe.
- Improving system(s) usability with development, testing and planning features.
- Patron and item data cleanup and quality assurance.

EDUCATION & LITERACY

Adult Literacy at NPL – Jamil Sameen

Much of June was spent wrapping up FY23 business, including the final Adult Educator of the Year prizes and completing the DGLF year-end report.

With DGLF funds, Adult Literacy will be providing a new service: online HiSET practice software from Aztec. The software will be available on the Adult Literacy mobile laptop labs for class use at all NPL locations. The service will start in early August as soon as all preparations and trainings are completed.

Adult Literacy staff provided training for English Conversation Club Volunteer at the Thompson Lane Branch.

Jamil Sameen reactivated his Workplace Excellence certification and Cassandra Taylor is scheduled to complete the training in September.

Cassandra Taylor attended and presented at the 2023 ALA Annual Conference in Chicago, IL. Her poster session was attended by 192 people and focused on Diversifying Your Library. Cassandra Taylor is also the Diversity, Equity and Inclusion Committee chair for the TN Library Association.

The mobile lab served 36 learners at Project Return, and a total of 26 new NPL cards were issued to learners.

Nashville Helps continues to be utilized. There were 19 requests in total in June.

Adult Literacy staff collaborated with Project Return's Teaching Digital Skills Training in June with 8 adult learners in attendance for the class.

The Adult Literacy team remained an active member of GOAL Collective and participated in their regular bi-weekly meetings.

Be Well at NPL – Bassam Habib

Bassam Habib met with [Jo-Jo Jackson](#), an Ayurveda and Hatha teacher and current Yoga Therapist at Maryland University of Integrative Health. Jo-jo is working on her Master of Yoga Therapy, and is an Ayurvedic Wellness Counselor certified in HeartMath personal resiliency techniques and she specializes in guiding sound meditation practice through Tantric traditions of Nada Yoga. As a Black woman, Jo-Jo is interested in helping Black & Brown people and wants to offer her services here at the Library! Bassam signed Jo-Jo on to give sessions at the Bordeaux branch (where she was requested) and the Pruitt branch (focusing on single mothers and children). Jo-Jo will offer patrons sound bath meditation and guided meditation classes, focusing on philosophical, somatic, and therapeutic training. This is an excellent addition for mindfulness and meditation programming.

Bassam Habib and Riki Rattner, from Be Well in Schools, have started a Be Well Club at the Pruitt Branch. This will help students and children at the Pruitt branch learn mindfulness, meditation, and breathing techniques. There will be meditation sessions led by Mikayla Jones, a teacher from Be Well who taught at Warner Arts Elementary School, and Aja, the children's programmer at Pruitt starting July 10th. Here is a video that highlights Be Well in School: <https://www.youtube.com/watch?t=7s&v=1cGYoxT75Lc&themeRefresh=1> This will bring mindfulness and meditation techniques to children and hopefully allow Be Well to add classes to Main, Donelson, Bordeaux, and more!

Bassam Habib is working with Forrest Eagle, Special Collections, Meharry Medical, The African American Heritage Society of Maury County, and the Mt. Pleasant Museum of Local History to tell the story of Irene S. P. Francis. Last Saturday Bassam visited with Dr. Francis's surviving best friend, who gave Bassam a photograph of Dr. Francis's family from 1911. Bassam has been conducting community interviews with surviving friends of Dr. Francis, James Sherrill, of Bel-Aire Unisex Salon (a prominent community figure), Clara Elam, Representative Edith Langster, and more community members in Nashville and Mt. Pleasant, where Dr. Francis grew up. Many involved with this project understand the importance of it to Nashville's history as Dr. Francis was the first Guyanese American doctor in Nashville, prominent Black activist, and the first Metro Schools physician, who helped desegregate Nashville schools and bring a foundation of wellness and health. For many years Dr. Francis's story was covered up by Metro Schools, and she was never honored or credited with her groundbreaking and important work until a professor at MTSU bought her desk at an auction and found her [opinion pieces](#) which have been added to the library's Special Collections in February 2023. Bassam Habib is leading this research project to bring Dr. Francis's story to Nashville and hopes to discuss Dr. Francis further for a podcast episode with Forrest Eagle and his team. Several items have been donated to NPL's Special Collections archives, and hopefully an evening of exhibiting Dr. Francis's work among colleagues from Meharry, the African American Heritage Society, Mt. Pleasant's Museum of Local History, Fisk University Library, and NPL's Special Collections will occur in the future.

Bassam Habib met with Edgar Ibarra, a financial advisor on mortgages, car loans, and credit with Bank of America. Edgar has been a home loan advisor for 10 years and has lots of experience in budgeting, financial literacy, and wellness. Bassam discussed with Edgar the potential of providing financial literacy classes and information at the library covering topics ranging from understanding credit scores, how to improve your credit, understanding Certificates, IRAs, and investing, as well as navigating financial loans and understanding mortgages and car loans, etc. Edgar is interested in providing learning sessions or meetings at Main.

Bassam Habib, Lana Boleyjack, and Kyle Barber finished the panel discussion questions for Be Well's [Your Mind Matters kickoff on August 5th](#). This will be a yearlong mental health initiative focusing on mental health programming for men and women respectively. The initiative will tackle a range of subjects, from suicide prevention, depression, self-esteem, violence prevention,

and more topics relating to the men and women in our community. The kickoff will focus on “Defining Masculinity” and how societal pressures contribute to mental health behaviors in men of all experiences.

Bassam Habib is exploring a partnership with the [Brooklyn Heights Community Garden](#) and hopes to add more community gardens at NPL branches. Brooklyn Heights offers classes on growing your own food, maintaining garden beds, understanding the soil, and more.

Bassam Habib and Dr. Lillian Maddox-Whitehead are developing a sexual violence prevention curriculum that is currently awaiting approval from NPL Admin.

Programming has been slowly expanding with more branches adding [breastfeeding](#), [yoga](#), and meditation classes.

Bringing Books to Life – Liz Atack

Bringing Books to Life provided 56 programs with 930 in attendance in June.

For FY23, BBTL provided a total of 549 programs with 11,669 in attendance. For the most part, Loving & Learning (90) and teacher workshops (45) remained steady between FY22 and FY23. 163 programs were COACH sessions— either workshops or maintenance coaching sessions with families. This is up from 18 in FY22. 251 programs were story times with 9,157 in attendance, up from 215 with just over 8,300 in attendance in FY22.

The BBTL team met with early education consultant Lisa Wiltshire to discuss recommendations for program expansion. Lisa presented her recommendations, based on her research, interviews with childcare teachers and directors, as well as input from the staff, at the end of the month. A formal report will follow in July. In short, BBTL does work that is high quality and highly valued by the early childhood education community in Nashville, and there is a desire for more of what BBTL provides.

BBTL staff began to deliver curriculum kits for the *Sky Bear* puppet show to classrooms. The kits include a shadow puppet theater with flashlight and puppets, a copy of the book, *The Story of the Milky Way* by Joseph Bruchac and Gayle Ross, and a curriculum guide with booklist.

Thanks to a connection made during one of NPLF’s Library 101 tours, BBTL has a new partner early education program: Little Wonders— a center that provides childcare for teachers and school staff— will onboard as a BBTL partner in July. Its West Nashville location will onboard in early 2024 (it opens this fall).

Program Coordinator Marie Preptit was accepted into the 2023-24 cohort of Educator’s Neighborhood, a learning community convened by the Fred Rogers Institute of Saint Vincent College. As part of this free initiative, she will participate in monthly learning sessions via Zoom with educators from across the country that connect Fred Rogers’ teachings with her practice as an educator. Congratulations, Marie!

Digital Inclusion – Marian Christmon

The Digital Inclusion team completed training of the last cohort at the National Council on Aging. Brenda Head, longtime program director, retired this month and NCOA is discontinuing its Nashville office. The program Digital Inclusion collaborated with, Senior Community Service Employment Program (SCSEP) administered by NCOA, will be picked up by another organization.

Marian Christmon applied for and received an approval letter from state library for \$17,000 for two part time trainers through the Training Opportunities for the Public (TOP) grant.

The Digital Inclusion team kicked off the summer Cyber-Seniors program in June. The first week 5 teens completed the mentor training modules to receive their mentor certification. Digital Inclusion, along with the 5 teens are now working with a group of older adults at Radnor Towers. Each of the teens is paired with 4 seniors, whom they work with one-on-one in addition to helping with the group classes.

The Cyber-Seniors program will end the Senior Trust Grant activities for the year. As such, the Digital Inclusion team is planning a celebration for the graduates of this year's program as well as the successful completion of the Senior Trust Grant provided by the West End Home Foundation.



Limitless Libraries – Syreeta Butler

COLLECTION DEVELOPMENT

Sarah Allen and Emily Farmer ran and compiled End-of-Year reports for MNPS librarians and worked on summer orders for MNPS.

Emily Farmer submitted an Ingram order for bookmobile materials and worked with the Limitless Libraries team and Shared Systems to correct order issues.

COMMITTEE/GROUP PARTICIPATION

Syreeta Butler attended the monthly Procedures Committee Meeting.

Emily Farmer attended the monthly Teen Services Meeting.

During the summer months, Limitless Libraries goes into next school year planning mode with the MNPS Library Service team and NPL Shared Systems team. Sarah Allen, Syreeta Butler, and Emily Farmer attended the quarterly Limitless Libraries, MNPS Library Services, and Shared Systems Meeting, the MNPS Library Services full day planning session to finalize event details for professional development days and scheduling, the Cataloging Specifications meeting spearheaded by Shared Systems and attended by MNPS Library Services, and met with Jenny Ellis and Kyle Cook to learn about the new alert messaging feature on the Limitless Libraries website. Syreeta Butler also attended the Branch Services Systemwide Program meeting for NPL branch managers.

OUTREACH

Syreeta Butler met with Matthews Specialty Vehicles alongside Linda Harrison and Shawn Bakker to discuss the status of the bookmobile. MSV informed the NPL team that the bookmobile will not be completed until October 2024 where it will be the featured vehicle at the 2024 Association of Bookmobile and Outreach Services Conference.

Emily Farmer represented Limitless Libraries at Belmont University and shared information about the program along with other colleagues from Education and Literacy who shared about their respective programs

Emily Farmer attended the MNPS High School Battle of the Books selection committee meeting.

STAFF UPDATES

Laura Youmans resigned from her position as the part-time Program Outreach Specialist effective June 19, 2023

Metro Nashville approved the addition of a full time Program Outreach Specialist for FY24.

Limitless Libraries will be hiring one Circulation Assistant and one full time and part-time Outreach Specialist.

Mary Agresta and Carolyn Johnson worked on a special project converting MNPS accounts to NPL accounts and mailing NPL library cards to over 760 MNPS graduated seniors. Mary Agresta also assisted with Studio NPL summer camp, worked at the Main circulation desk, and

covered circulation at the Edmondson Pike and Edgehill branches. Carolyn Johnson assisted with shelving, pulling hold requests, and checking in materials in the Main Children Department.

ADDITIONAL UPDATES

Syreeta Butler submitted the Dollar General Literacy Foundation Grant Report.

Sarah Allen, Syreeta Butler, and Emily Farmer were afforded the opportunity to attend the 2023 American Library Association Conference in-person in Chicago, IL at the McCormick Place Convention Center June 22-27, 2023.

Syreeta Butler presented at the June 2023 NPL Board Meeting and shared information about Limitless Libraries. The following data was requested by the board:

Circulation History of Limitless Libraries

2009-2010	928
2010-2011	4973
2011-2012	100351
2012-2013	153595
2013-2014	130786
2014-2015	137719
2015-2016	203296
2016-2017	205712
2017-2018	127871
2018-2019	130862
2019-2020	136432
2020-2021	33607
2021-2022	94899
2022-2023	66834

(Note: Some of the higher numbers include checkouts from branches using the MNPS accounts. Reporting distinctions changed between 2012 and 2016.)

NAZA – Anna Harutyunyan

603 youth participated in NAZA-funded summer programs in June.

The contracts for the FY24 funded programs were approved by the Metro Council and they allocated an additional \$633,000.

On Thursday, June 8, more than 100 youth and adults gathered at the Main Library for the first annual Youth Matters Gala & Showcase. The event was created by the youth leaders of NAZA's *Youth In Action!* to showcase their work over the past year and provide a space for youth and

adults to support and learn from each other. Youth leaders spent hours planning every detail of the event, which featured live music from a band of local youth, a gallery showcasing youth artwork and highlights of youth-led community projects, and interactive activities designed by the youth that focused on collaborating, networking, and sharing ideas. Adult participants learned about how they can better support youth by incorporating youth voice and youth leadership in decision-making. There were also activities built around the Individual Growth Practices from Nashville's Vision for Holistic Youth Development, and simple things you can do to integrate the growth practices into your daily life.

Puppet Truck – Bret Wilson

The Puppet Truck conducted 42 programs at daycares, schools, retirement homes and other organizations in the month of June, with a total audience count of 2,731 participants.

For the FY23 performance season, The Puppet Truck performed for roughly 38,857 patrons.

The Puppet Truck conducted 6 performances of Puss in Boots at branch libraries for the Summer Reading Challenge.

The Puppet Truck halted all operations on June 23rd to repair and rehearse for the new fall performance lineup. *The Stonecutter* will start in August and *Sky Bear* will start in July.

Interviews for the next Puppet Truck Supervisor have been extended into July.

Wishing Chair Productions – Bret Wilson

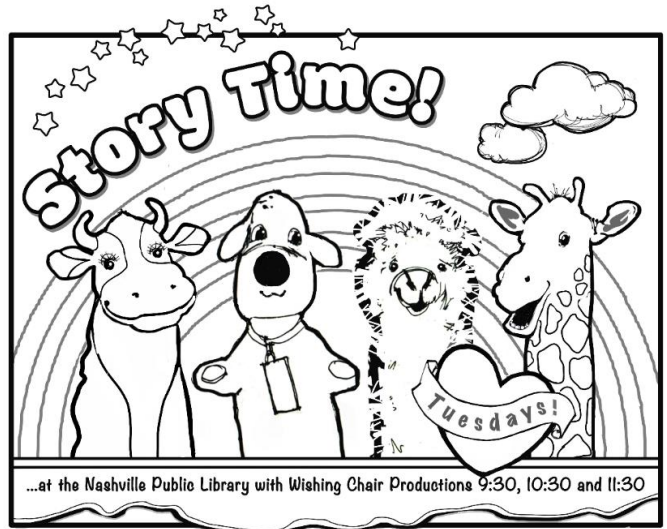
Wishing Chair Productions conducted 9 in person story times, 14 presentations in the children's theater and 13 performances with community partners, for a total of 36 performances with an audience count of 3,370 participants.

For the past few months now, Wishing Chair has been working with Jenny Ellis and Kyle Cook on redesigning the Wishing Chair Productions webpage. It is finally live with minor changes scheduled in the coming weeks. Check it out!

- See the site here: <https://library.nashville.org/wishing-chair-productions>
- Also added a section for puppet shows to the Tours page.
See: <https://library.nashville.org/tours>

Bret Wilson had new equipment purchased to resolve issues with the String City set. The mini mac computer system can't hold the new version of the show. It is 10 years old and contains multiple versions of String City, Momotaro and other high value shows. A new mini mac was ordered along with an 18 Terabyte external hard drive as back up. Fuses in the dimmer pack for the lighting system blew out, which rendered part of the show inoperable. New fuses were ordered, and backups were placed in the travel case. Control bars on the new characters also need to be adjusted.

The Wishing Chair team is working closely with Louise Krauss— mother of singer Allison Krauss— on the Storytime coloring sheet update and *La La La* cover art. Here’s a rough sample of the updated sheet. The completed sheet will be added to the WCP Webpage soon. The new sheet reflects the new Storytime characters Coco the Cow and An Alpaca named Jahmbi.



Bret Wilson met with members of MARCOM and CMHFM’s marketing department to create video and print media content for the String City 10th Anniversary launch. Here are a few images of the newer characters in the show. The Wishing Chair Productions team did an amazing job in the creation of all the new elements added to String City and dedicated this run to the late Judy Turner.



The team is scheduled to setup the STRING CITY set for rehearsals and the install of all the new elements. MARCOM is scheduled to film B roll and an interview will take place in the children’s theater. During the 10th Anniversary Run of String City a number of new events took place, including the Board Meeting Premier of new characters at Country Music Hall of Fame and Museum, Channel 4 Today in Nashville Advertisement Segment, Channel 5 – Behind the Scenes look at String City, and an online letter to library patrons from the Program Manager.

Early this month, Wishing Chair Productions received word from one of our partner organizations, Sister Cities, that a student group of council members/government officials from Magdeburg, Germany would be visiting Nashville and were interested in a tour of the puppetry program. The Wishing Chair team was able to arrange a private performance of *The Stonecutter* in the main auditorium, demonstrate how the puppets work and answer questions. The hour-long experience was enjoyed by all.

Sarah Lingo (with Sisters Cities) mentioned how much fun they had with us and will be working to bring Wishing Chair to Germany to participate in their festivals.

Wishing Chair was able to finally shoot the opening shot for their Education & Literacy informational video. Production Services was able to bring in Steve Stokes (Drone Operator) to film the special intro, and the entire team (minus one) was able to make an appearance for the taping. Production on the video can now continue with no more delays. The drone flew from the main lobby through children's until it reached the theater.

Bret Wilson met with Jennifer Fournier concerning the B1 Puppet Studio move to the new location across the hall. The maintenance team replaced the overhead lighting with additional plans to move shelving, paint the walls, install a sink for water and add a partition for NAZA. The move is scheduled to take place in August.

A tour of the Wishing Chair facility was conducted for the winning family of the raffled ticket at the Picnic with the Library event. The tour will include the main theater, Puppet Studio, Woodshop, Puppet Storage, and a backstage look at String City in the auditorium.

Studio NPL – Niq Tognoni

Studio NPL at Main was packed with teens in June! The Power Youth partnership with Southern Word had 15 teens in daily at Main, and Studio doubled that number with the Audio Production "intensive" the last week of June, cumulating in a showcase for 98 community audience members. Studio NPL also hosted a pilot for a future program with the organization Music For Seniors— a project partnering older adults with small groups of teens to talk about, share, and learn how to produce music on MacBooks. The program was very successful, and the Studio NPL team is looking at doing again in the Fall.

Studio NPL had 11 outreach events and 5 days of a camp-style intensive at the East branch, with between 10-15 participants every day, and a total of 300 participants for all June outreach, a strong turnout for what is historically a slow outreach month.

M. Kelley and Niq Tognoni attended the YOUmedia Network Conference in Chicago, where Niq Tognoni served on the planning committee and facilitated the afternoon sessions.

Niq Tognoni toured several new YOUmedia teen spaces in the city, and M. Kelley presented on the Studio NPL Outreach Program and shared resources with the 60 or so attendees there. Niq Tognoni also shared the Studio NPL work with a Belmont education class and submitted an

application to facilitate a conversation on Restorative Justice techniques for teens in libraries at an upcoming conference.

MAIN

Summer Reading kicked off with Children's Librarian, Nikki Glassley, appearing on WKRN's afternoon talk show, Local on 2. She chatted with the hosts about this year's Summer Reading Challenge and recommended some of her favorite new children's books. NPL has read 59,689 days so far, 46% of its reading goal, and double where we were at the same time last year.

Children's Manager, Pat Bashir, was interviewed in Spanish by Diana Perez from Conexión Americas on June 29 for their show "Tu Conexión," which will air on the Facebook page for Nashville Noticias. Pat talked about the importance of bringing children to the library and how it influences their literacy.

Both Children's and Teens Divisions are hosting PowerYouth interns this summer who are helping create Grab & Go crafts, posting on social media, lots of shelving and pulling holds, and helping with collection projects.

The Teens staff sponsored a booth at Nashville Pride meeting over 1000 attendees. Visitors made hundreds of buttons, signed up for digital library cards, and enjoyed sharing their favorite queer books. Here is just a snippet of the feedback staff heard from attendees:

- Libraries are safe spaces, thank you for providing sanctuary
- So glad I now know how to get a library card
- So much excitement around sharing beloved queer books, which inspired conversation and book recommendations among attendees
- I remember you from last year, it's so awesome the library comes to Pride

Special Collections hosted a highly attended Conversations @NPL program: Jefferson Street From "Renewal to Revitalization". The panel talked about the development of Jefferson street into the hub of Black North Nashville; the heyday of star entertainers, brilliant scholars, and community in the truest sense of the word; and the devastation and lasting impact of the cutting through of Interstate 40.

Special Collections received a \$50K grant from the Nissan Foundation for the upcoming fiscal year to support Conversations@NPL programming in the Civil Rights and Votes for Women spaces.

Special Collections received the Amelia Laskey Collection on ornithology from Warner Park Nature Center.

MARKETING & COMMUNICATIONS

Juneteenth 2023

MarCom created a commemorative Juneteenth library lapel pin to celebrate Juneteenth 2023, including special delivery of this pin to each Metro Councilmember.

String City's 10th Anniversary

MarCom partnered with the Country Music Hall of Fame and with Wishing Chair Productions to promote a week of performances of the tenth-anniversary version of "String City."

Check Presentation with Secretary of State

MarCom facilitated a check presentation with Secretary of State Tre Hargett. The state donated additional funds for NPL's collection.

Resolutions

Nashville Public Library
Departmental Policies



Nashville Public Library CIPA Compliance Internet Safety Policy

Policy Information

Approved Date: [July 18, 2023 - Proposed Board Meeting Date]
Effective Date: [July 18, 2023 - Proposed Board Meeting Date]
Keywords: [Use of Internet, Safety, CIPA]

Policy

* CIPA DEFINITIONS OF TERMS

“MINOR” means any individual who has not attained the age of 17 years.

“TECHNOLOGY PROTECTION MEASURE” means a specific technology that blocks or filters Internet access to visual depictions that are: 1. OBSCENE, as that term is defined in section 1460 of title 18, United States Code; 2. CHILD PORNOGRAPHY, as that term is defined in section 2256 of title 18, United States Code; or 3. Harmful to minors.

“HARMFUL TO MINORS” means any picture, image, graphic image file, or other visual depiction that: 1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; 2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and 3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

“SEXUAL ACT; SEXUAL CONTACT” the terms “sexual act” and “sexual contact” have the meanings given such terms in section 2246 of title 18, United States Code.

Introduction

The Nashville Public Library affirms the legal and constitutional rights to privacy for patrons accessing materials and information from a library. In compliance with the Federal Children’s Internet Protection Act, it is the policy of the library to: (a) deter user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) deter unauthorized access and other unlawful online

activity; and (c) deter unauthorized online disclosure, use, or dissemination of personal identification information of minors.

Definitions

Key terms are as defined in the Children’s Internet Protection Act. *

Privacy

The Library will take reasonable and prudent measures to protect the privacy of data provided by patrons when using the System’s Integrated Library System (ILS) and the shared wide-area network. Per 2021 Tennessee Code § 10-8-102, Confidentiality of Library Records, including internet activity and search histories, are considered confidential and private.

2021 Tennessee Code § 10-8-102 Confidentiality of Library Records.

a. Except as provided in subsection (b), no employee of a library shall disclose any library record that identifies a person as having requested or obtained specific materials, information, or services or as having otherwise used such library. Such library records shall be considered an exception to § 10-7-503.

b. Library records may be disclosed under the following circumstances:

- 1. Upon the written consent of the library user.*
- 2. Pursuant to the order of a court of competent jurisdiction; or*
- 3. When used to seek reimbursement for or the return of lost, stolen, misplaced or otherwise overdue library materials.*

Access to Inappropriate Material

To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet access, or other forms of electronic communications, to inappropriate information, as required by the Children’s Internet Protection Act. Blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Library Director or appointed representative.

No Internet filter is 100% effective and library staff cannot act *In Loco Parentis*. Parents/guardians are responsible for the Internet behavior of their minor children.

The Library will comply with the requirements of Children’s Internet Protection Act while upholding the constitutional and legal rights to privacy and confidentiality of their patrons.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety, and security of users of the

Library's computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Nashville Public Library
Board
July 18, 2023

Resolution Title: CIPA Compliance Internet Safety Policy

History/Background/Discussion:

In compliance with the Federal Children’s Internet Protection Act (CIPA), Nashville Public Library created a written policy, and put forth data security measures for reasonable and prudent safety of content, to deter unauthorized access and use, and for the protection of minors and was adopted November 18, 2003. However, CIPA requirements have changed, and Nashville Public Library needs to be in full compliance with ALL CIPA Requirements per Nashville Public Library’s E-Rate Audit finding:

FINDING: 47 C.F.R. § 54.520(C)(2) – FAILURE TO COMPLY WITH CIPA REQUIREMENTS - MISSING INTERNET SAFETY POLICY ELEMENTS

Library IT along with Library Administration have reviewed policies from around the country to craft a document that will meet the needs of NPL staff and library users nation-wide. This policy will also establish the library’s reasonable efforts to ensure patron privacy according to Tennessee Code § 10-8-102, as well.

Recommendation: The Board approves the proposed CIPA Compliance Internet Safety Policy

Draftor(s): Lee Boulie, Susan Drye

Person(s) Responsible for Implementation: Library IT and Shared Systems

RESOLUTION 2023 – 07.01
CIPA COMPLIANCE INTERNET SAFETY POLICY

WHEREAS, a written CIPA Compliance Internet Safety Policy will provide consistent guidance and structure in the practice of patron privacy and materials access for minors, a newly updated CIPA Compliance Internet Safety Policy is presented for board approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nashville Public Library Board of Trustees to adopt the CIPA Compliance Internet Safety Policy as presented effective upon adoption.



Nashville Public Library Internet Access / Computer Use Policy

Policy Information

Approved Date: [July 18, 2023 - Proposed Board Meeting Date]

Effective Date: [July 18, 2023 - Proposed Board Meeting Date]

Keywords: [Use of Internet Access, Computer Use, Minors]

Policy

The Nashville Public Library is proud to offer Internet Access and additional computer software programs to enhance information available to the public. To use the computers, please read the following guidelines and rules.

ACCURACY DISCLAIMER

Not all information provided through Internet sources is accurate, complete, or current information, and may be offensive or dangerous. The library assumes no responsibility for the content or accuracy of information obtained through Internet sources. It should be understood use in a public environment prevents any guarantee of privacy.

INTERNET/COMPUTER USE BY MINORS

Parents or Legal Guardians will be responsible for the following:

- (1) Monitoring their child's access to inappropriate matter on the Internet and World Wide Web. The library cannot control sites that children may select on the Internet, and staff cannot act in place of a parent to do so.
- (2) Supervise the safety and security of minors when using electronic mail and other forms of direct electronic communications (chatting is not allowed).
- (3) Prevent unauthorized disclosure, use, and dissemination of personal identification information.
- (4) Prevent minor's unauthorized access, including "hacking", and other unlawful activities while

online.

- (5) Avoid minor's access to materials harmful to them by monitoring all internet use.

INTERNET/COMPUTER MISUSE

The library staff is authorized to refuse anyone access to the Internet or Computers. Violation regulations are CLASS I OFFENSES according to the Patron Rules of Conduct:

Any person engaging in the following prohibited actions will be given a verbal warning and explanation of the rules and will be asked to comply. If the person violates these rules for a second time, they will be given a written warning. For a third offense, the patron will be asked to leave the premises for the remainder of that day. A fourth violation of these rules will result in a suspension for one day. A fifth violation will result in a 5-day suspension. A sixth violation will result in a suspension up to 30 days. Should any person refuse to comply or leave the premises for the remainder of the day they will be considered in criminal trespass and in violation of Class II Offense #19. This will result in an expulsion from thirty (30) days up to one (1) year.

The following are considered violations:

- Unauthorized connection to the library's network, hacking, and other unlawful activities.**
- Use of Chat Rooms. NO CHATTING ALLOWED.**
- More than two people per station.**
- Charge fees to library via Internet workstations.**
- Exhibits pornographic material on Internet workstations. (TCA § 49-1-221)**
- Violating copyright or software licenses while using Internet workstations. (US copyright law, Title 17, US Code).**

- **Use of Internet workstations to harass others.**
- **Illegal activities on Internet workstations.**
- **Misrepresenting oneself on the Internet via Internet workstations.**
- **Commercial use of the Internet via Internet workstations.**
- **Intentional damage to workstations, printers, and/or additional property.**
- **Altering hardware/software configurations, saving information to the hard drive.**

GENERAL RULES FOR INTERNET/COMPUTER USE

- (1) All patrons must read the Nashville Public Library Internet/Computer Use Policy.
- (2) To use the computers, patrons must enter their library card or guest ticket at the computer sign-in.
- (3) No more than two people per workstation is allowed.
- (4) Each page printed will cost 10c per black/white page 25c per color page.
- (5) Library staff can assist in getting you started but are not available for in-depth training.

Nashville Public Library
Board
July 18, 2023

Resolution Title: Internet Access / Computer Use Policy

History/Background/Discussion:

Nashville Public Library has provided internet and computer access for many years and has had an Internet Access / Computer Use Policy in place, adopted November 18, 2003, in conjunction with our CIPA Compliance Internet Safety Policy. However, NPL has not updated the Internet Access of Computer Use policy in many years. An updated policy will establish required guidelines for use by minors, general rules, and punishment for violating the policies, and to ensure consistent practices at all NPL locations.

CIPA requirement have changed, and Nashville Public Library needs to be in full compliance with ALL CIPA Requirements per Nashville Public Library's E-Rate Audit finding:

FINDING: 47 C.F.R. § 54.520(C)(2) - FAILURE TO COMPLY WITH CIPA REQUIREMENTS - MISSING INTERNET SAFETY POLICY ELEMENTS

Library IT, Library Security and Safety, and Library Administration have reviewed and agree upon this updated policy.

Recommendation: The Board approves the proposed Internet Access / Computer Use Policy

Draftor(s): Lee Boulie, Susan Drye

Person(s) Responsible for Implementation: Library IT, Shared Systems, Branch and Main Public Staff

RESOLUTION 2023 – 07.02
INTERNET ACCESS / COMPUTER USE POLICY

WHEREAS, a revised Internet Access / Computer Use Policy will provide consistent guidance and structure in the practice of patron privacy and materials access for minors, a newly created CIPA Compliance Internet Safety Policy is presented for board approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nashville Public Library Board of Trustees to adopt the CIPA Compliance Internet Safety Policy as presented effective upon adoption.