

NASHVILLE PUBLIC LIBRARY

Board of Trustees Meeting

March 21, 2023



Nashville Public Library Board of Trustees
Agenda
March 21, 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: February 21, 2023
- V. Interim Library Director Report, *Terri Luke*
- VI. Foundation Report, *Shawn Bakker*
- VII. Staff Report
 - a. Nashville Reads Poetry Contest Winners, *Linda Harrison*
 - b. Wishing Chair, *Linda Harrison*
 - c. Overview of Board Statistics, *John McFarland*
- VIII. Adjournment

Next Scheduled Board of Trustees Meeting

April 11, 2023
North Branch
1001 Monroe Street
Nashville, TN 37208

Nashville Public Library Board of Trustees
Agenda
February 21, 2023
Green Hills Branch
3701 Benham Avenue
Nashville, TN 37215
12:00 PM

- IX. Call to Order / Roll Call

- X. 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.”

- XI. Board Chair Comments, *Joyce Searcy, Chair*
 - a. Resolution of Appreciation for and Acknowledgement of the Service, Dedication, and Work of Mark Crowder, Joe Foster, Larry Jirik, Jimmy Roberts, and Calvin Thomas.
 - b. Welcome Nadine DeLaRosa

- XII. Approval of Minutes: January 17, 2023

- XIII. Interim Library Director Report, *Terri Luke*

- XIV. Foundation Report, *Shawn Bakker*

- XV. Staff Report
 - a. Education and Literacy, NAZA, *Linda Harrison*
 - b. Collection Development Policy, *Lee Boulie*

- XVI. Old Business
 - a. Review Library Director Job Description, *Joyce Searcy, Sherry Adams*

- XVII. Adjournment

Next Scheduled Board of Trustees Meeting

March 21, 2023
Main Library
615 Church Street
Nashville, TN 37221

Nashville Public Library Board of Trustees
Minutes
February 21, 2023
Green Hills Branch
3701 Benham Avenue
Nashville, TN 37215
12:00 PM

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

Library Staff: Linda Harrison, Lee Boulie, Susan Drye, Terri Luke, Jena Schmid, Anna Harutyunyan, Ezra Howard, Monica McLaurine, Teriz Fahmy, Deana Blount, Joshua Love, Rachel Pendragon, Vickie Starks, Allie Duke, Andrea Fanta, Mark Crowder, Jessica Martin, Sherry Adams, Shawn Bakker, Calvin Thomas

Others: Derrick Smith, Assistant Metropolitan Attorney at Metropolitan Government of Nashville and Davidson County

- I. Call to Order / Roll Call
 - a. Ms. Joyce Searcy called the meeting to order at 12:04 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, Chair*
 - a. Ms. Joyce Searcy expressed pride and gratitude for the work of the following NPL staff members: Mark Crowder, Joe Foster (in absentia), Larry Jirik, Jimmy Roberts (in absentia) and Calvin Thomas. Ms. Searcy stated that these men are the epitome of great staff members that make a great library.
 - b. Ms. Searcy read the following Resolution (see page 45 of the February Board Packet):

“Appreciation for and Acknowledgement of the Service, Dedication, and Work of Mark Crowder, Joe Foster, Larry Jirik, Jimmy Roberts, and Calvin Thomas.

On Christmas Eve and Christmas Day, the low temperatures of wintry weather caused damage at two Nashville Public Library locations: the Madison Branch Library and NPL's off-site Archives storage facility. These dedicated staff worked during the Christmas holiday to quickly contain and address these emergencies. Thanks to their work, Nashville Public Library prevented any further damage at both locations. The Library reopened the Madison branch on January 9, minimizing what would have otherwise become a protracted disruption to patrons.

The Nashville Public Library Board of Trustees extends its acknowledgement of and gratitude for the work and service provided by Mark Crowder, Joe Foster, Larry Jirik, Jimmy Roberts, and Calvin Thomas.

Whereas Mark Crowder, Joe Foster, Larry Jirik, Jimmy Roberts, and Calvin Thomas demonstrated a deep commitment to our Library on December 24 and 25, 2022; Whereas their dedicated service enabled Nashville Public Library to be responsible stewards of Library facilities; Whereas a city with a great library is a great city – and a library with a great staff is a great institution;

Now therefore, let it be hereby resolved that the Nashville Public Library Board of Trustees recognizes and appreciates the dedication of Mark Crowder, Joe Foster, Larry Jirik, Jimmy Roberts, and Calvin Thomas.”

- c. A motion to accept the resolution was made by Mr. Robert Oermann. Ms. Katy Varney seconded. The motion passed unanimously.
- d. Ms. Searcy welcomed the newest member of the Library Board, Dr. Nadine De La Rosa. Ms. Searcy praised Ms. De La Rosa for her background in strategic planning, change management, data analysis, and team building. On behalf of the Library Board, Ms. Searcy presented a welcome gift to Ms. De La Rosa, which included the NPL “I Read Banned Books” specialty library card.
- e. Ms. Searcy thanked the Nashville Public Library for hosting the announcement of the Belmont University and Fisk University partnership. Ms. Searcy also acknowledged and thanked Ms. Andrea Fanta, who captured the entire event.

IV. Approval of Minutes: January 17th, 2023

- a. Ms. Varney made a motion to accept the minutes for the January 17th board meeting. Mr. Oermann seconded. The motion passed unanimously.

V. Interim Library Director Report, *Terri Luke*

- a. Ms. Terri Luke introduced Ms. Jessica Martin, Teen Librarian of the Green Hills branch. Ms. Martin presented the Green Hills Branch Report on Ms. Heidi Berg's behalf.
- b. The Green Hills branch had nearly half a million circulated items in 2022, and there were three book sales held that raised \$16,445 for the Friends of the Library in 2022.
- c. The Green Hills' teen room received a refresh with new furniture and a new layout. There were new emergency doors installed in the teen room and managers offices. Ms. Martin explained that there are approximately 20-30 students per day in the teen room, so the addition of new emergency exit was paramount.
- d. Ms. Martin showed the Library Board the following attendance numbers:
 - i. Adult Services has had 147 total programs with 1,414 total participants since August 2022.
 - ii. Children's department has 6 programs offered weekly and have had almost 3,000 participants since September 2022.
 - iii. The Teen department has had over 3,000 visitors since August 2022 and has hosted a total of 108 programs.
- e. Mr. Oermann asked about the teen room's max capacity. Ms. Martin stated the capacity was about 50 people, which is very cramped.
- f. Ms. Varney asked Ms. Martin about other renovations she would have liked to see implemented. Ms. Martin answered, stating having a sink installed in the Teen Room would be ideal, due to the many crafts and classes that take place in the Teen Room each week.
- g. Ms. Luke stated the Core Admin team submitted their budget for the Fiscal Year 23-24 on February 11th. The Core Admin team voted to ask for \$3,135,400 extra dollars. Ms. Luke explained there were 14 items that determined the Nashville Public Library operating budget, and those items were listed by priority:
 - i. The Donelson Library needs 12 additional staff due to a major increase of space (expected to increase in size from 5,500 square feet to 25,000 square feet). Ms. Luke added that circulation at the Donelson Branch had also increased by 40% over the past year.
 - ii. Equal Access: Additional staff to offer more services for nearly 700,000 differently abled Nashvillians.
 - iii. NAZA: Summer Programming funds for four additional weeks in July 2023 and four weeks in June 2024.

- iv. Limitless Libraries: Additional staff member for outreach to provide training to school librarians.
 - v. Two Travelling Children's Librarians. Ms. Luke added there are eight branches that do not have a professional librarian for the children's department.
 - vi. Multi-lingual integration to provide translations for the NPL website and discovery layers. Ms. Lee Boulie added that because the primary languages spoken in Nashville are English, Spanish, Arabic, and Kurdish, this would be a first step to making the library system more multi-lingual.
 - vii. Additional NECAT staff.
 - viii. A concentrated series of trainings geared toward Diversity, Equity, and Inclusion for all library staff.
 - ix. Program coordinator for the Southeast Branch. Ms. Luke explained this person would be responsible for going out into the community to create partnerships that serve the communities outside of the physical branches.
 - x. Main parking improvements for library staff.
 - xi. Add back non-allocated personnel funds taken from the budget in Fiscal Year 22-23 (around \$60,000).
 - xii. Ms. Luke stated in Fiscal Year 22-23, the requirement to hire staff at \$18/hr. was not allocated into the budget. Ms. Susan Drye added that Metro gave funding for filled positions, but unfilled positions did not receive funding, and anyone hired since July 1st, 2022, has been paid through non-allocated funds, which caused the library to lose approximately \$98,000.
 - xiii. Preparation for 2% budget reduction scenario. Ms. Luke stated the budget would need \$746,300 to anticipate a 2% reduction. Eleven positions were frozen in the process.
- h. Mr. Charvis Rand asked if internal employees would receive opportunities to apply for the new Donelson branch vacancies. Ms. Sherry Adams answered, stating that NPL has an internal transfer process, and any staff can be transferred to a different branch location at any time. Mr. Rand also asked about the function of the Program Coordinator position discussed for the Southeast branch (see V, g, ix). Ms. Luke offered to have Ms. Alfreda Miguel— the current Program Coordinator for the Bordeaux branch— speak to the Library Board regarding the position.

- i. The April Board Meeting was changed from April 18th to April 11th and will be held at the North branch.
- j. Ms. Luke informed the Library Board and she and Ms. Drye would be presenting the budget requests for Fiscal Year 23-24 to the Mayor's office on March 22nd. Ms. Luke encouraged the Library Board members to attend the presentation to the Metro Council, which takes place on May 18th.

VI. Foundation Report, *Shawn Bakker*

- a. Ms. Shawn Bakker discussed upcoming NPLF events:
 - i. The Carnegie Society Annual Book Club – April 23rd from 5:30-8 PM at the Main Library branch. Ms. Bakker stated the book that was chosen to be discussed was *Hamnet* by Maggie O'Farrell. Eddie George and the Nashville Shakespeare Festival will be participating.
 - ii. Library Giving Day – April 4th. A nationwide day for the community to show their love for their library. Ms. Bakker stated that Google Fiber and Silicone Ranch have both agreed to match up to \$5,000 in donations, respectively.
 - iii. A Novel Night: Next Chapter Society Annual Fundraiser – March 3rd from 6:30-9:30 PM at The Old School Farm.
 - iv. Picnic with the Library – April 30th from 4-7 PM at the Main Library courtyard. The theme is Charlie and the Chocolate Factory.
- b. Ms. Bakker stated the NPLF team has about ten different grants being submitted within the next few weeks, and three grants have been submitted to the Dollar General Literacy Foundation
- c. Ms. Bakker updated the Library Board on the Bookmobile, which is scheduled to be finished at the end of December. The Dollar General grants will be utilized to help staff the Bookmobile.

VII. Staff Report

- a. Education and Literacy, NAZA, *Linda Harrison*
 - i. Ms. Linda Harrison introduced Ms. Anna Harutyunyan— manager of the Nashville After-Zoning Alliance— to introduce her team and give the Library Board a formal update on all the work they have done thus far:

Ms. Rachel Pendragon – Communications and Events Manager; Manages all communications channels, including NAZA’s website and social media, communications reports, and event logistics.

Dr. Ezra Howard – Data and Evaluations Manager; Manages Program Quality Assessments and NAZA Reporting.

Ms. Monica McLaurine – Capacity-Building and Grants Manager; Manages Professional Development for NAZA partners in the Greater-Nashville area and handles non-Metro grants while making sure NAZA is acting within compliance.

Ms. Allie Duke – Youth Advisor; Leads Youth In Action, NAZA’s youth-led advocacy initiative.

Ms. Teriz Fahmy – Procurement Officer; Works closely with contractors for NAZA partners, monitors budgets and invoices, and procures goods and services.

Ms. Deana Blount – Partnership Manager; Supports all three levels of partnership: Funded, Affiliated, and Enhancement.

Dr. Joshua Love – Operations Manager; Ensures all programs are operationally compliant based on signed partner contracts.

Ms. Vickie Starks – Training Officer; Coordinates all professional development trainings that occur throughout the year for funded and affiliated partners.

- ii. Ms. Harutyunyan thanked the Library Board for supporting NAZA’s request to fill six new positions last year. Ms. Harutyunyan expressed her commitment to making the NAZA team as diverse as possible by hiring team members with various new ideas, voices, and perspectives.
- iii. Ms. Harutyunyan explained that the Mayor’s Office and Metro Council have pushed for NAZA to grow in size and numbers, and in order to fulfill this goal in expanding the network, NAZA is increasing the budget request by an additional \$1.7 million for the 23-24 Fiscal Year.
- iv. Ms. Harutyunyan stated NAZA’s strategic commitments for the new year is to continue to retell the narrative of after school programming by helping evolve after school programming into more transformative and holistic learning spaces. Ms. Harutyunyan further explained that these priorities are not set by the NAZA

team, but have been determined by NAZA partners, youth team members, and the leadership council (co-chaired by the Library Director and the Mayor).

- v. Ms. Harutyunyan clarified that NAZA is not a program, but an intermediary entity between Metro Government and actual program providers, that acts as a funder and a capacity builder.
- vi. Ms. Harutyunyan stated that NAZA was able to grow the number of affiliated partners in the NAZA network, largely due to the work of Ms. Blount. Ms. Harutyunyan further explained that these partners were able to get training and resources, and their youth served are now counted as indirect beneficiaries of NAZA.
- vii. The NAZA team polled youth on their experiences with programs and found that almost 90% of youth want to try harder in school, and many youths expressed wanting to improve their leadership skills as a result of participating in a NAZA funded program. NAZA partners also reported almost 90% feeling their skills increased and around 70% feeling their knowledge increased after participating in a partner training session.
- viii. Mr. Rand thanked Anna for her leadership and commitment to the diversity of her team. Mr. Rand asked what Ms. Harutyunyan's biggest challenges is. Ms. Harutyunyan mentioned other groups have tried to replicate the work NAZA does, which poses a competitive issue. Ms. Harutyunyan further explained that the State legislated to push all Summer funding to be allocated to tutoring programs, but young people are asking for more fun programs over the Summer; therefore, putting NAZA in direct competition with the school district, which is already required by the state to provide tutoring programs during the Summer. Ms. Searcy asked how the NAZA team planned to solve this problem. Ms. Harutyunyan stated that NAZA is asking for more money from the city to create more alternative programming.
- ix. Ms. Harutyunyan informed the Library Board about NAZA's first conference for practitioners in Nashville. The conference was scheduled to take place at the Main Library branch on March 9th throughout the day and would be completely free.

b. Collection Development Policy, *Lee Boulie*

- i. Ms. Lee Boulie stated that the Material Management Committee does an excellent job of keeping the Collections Development Policy modern and up to date (page 64-65 in the February Board Packet outlined the changes made, and page 66 verbalized the new policy).
- ii. Ms. Boulie stated that nothing substantive was changed; most corrections pertained to spelling and grammar, and the term “citizen” was changed to “resident,” the new Library of Things and Device Lending Library collections were added to the policy. Ms. Boulie added that all collections were listed in alphabetical order, where previously they were separated based on branch location. These changes were last revised in 2021. (Resolution located on page 80 of the February Board Packet)
- iii. Mr. Oermann moved to adopt Resolution 2023-02 on page 80. Mr. Rand seconded. The motion passed unanimously.

VIII. Old Business

- a. Review Library Director Job Description, *Joyce Searcy and Sherry Adams*
 - i. Ms. Searcy stated that the recruiting firm had received the Intent to Award letter, and there is a contract negotiation regarding the language used in the state of Tennessee versus the language preferred of the selected recruiting firm. Ms. Drye clarified that the contract negotiations refer to what the company will accept as Metro’s standard contract language and ensured the Library Board that the negotiation will be worked out. Mr. Derrick Smith further explained that there are sometimes instances where Metro language used in a contract is included due to state law, and vendors may ask for exceptions to be made to Metro’s approved language. Mr. Smith also stated that Metro does not have flexibility on the state law requirement, but they are pre-empted to comply to state require language.
 - ii. Ms. Sherry Adams, along with Ms. Luke and Ms. Boulie, met with the Civil Service Commission and all the changes recommended by the Library Board were included in the Library Director job description.
 - iii. Ms. Adams mentioned the only change made by Metro Human Resources the number of years’ experience required for the Library Director position. The Library Board previously recommended lowering the amount of required years’

experience for the Library Director to eight years; however, Ms. Adams specified that the Library Assistant Director position also required eight years of experience, and the Library Director and the Assistant Director could not have the same amount of years' experience required in their respective job descriptions. Ms. Adams informed the Library Board that this aspect of the job description was amended to state "*nine years of professional library experience, including experience managing and directing the work of a major library function, [...] some experience in a public library required.*"

- iv. Ms. Adams stated that she, Ms. Luke, and Ms. Boulie, along with the Civil Service Commission, discussed changing the language of the job description to "*A Master's degree in Library Science, or a Master's degree in a Library Science field;*" however, this change was not reflected on the Metro job descriptions website. The job description on Metro's website states, "*A Master's degree in Library Science, or a Master's degree in a Library Service field;*" Ms. Adams ensured she would make sure Central Human Resources corrected said recommendation on the website.

IX. Adjournment

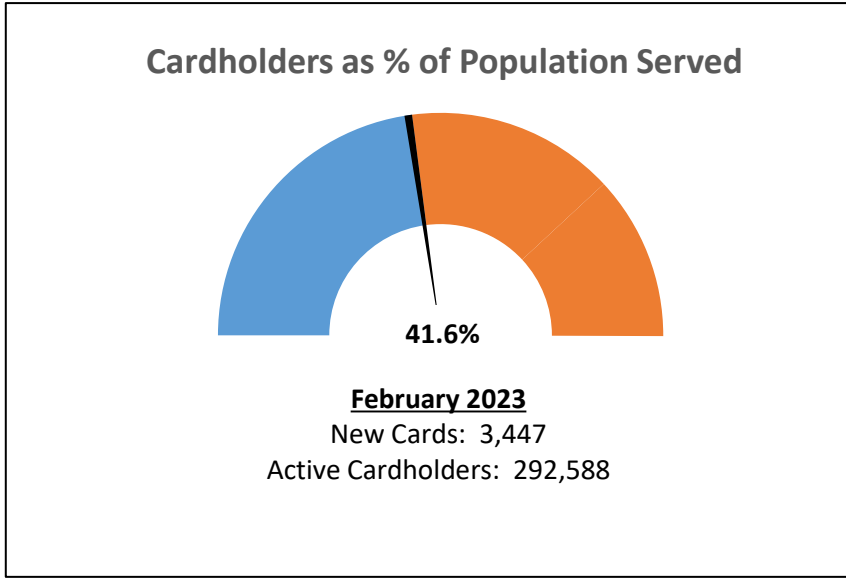
- a. The meeting was adjourned at 1:33 PM.

Next Scheduled Board of Trustees Meeting

March 21, 2023
Main Library
615 Church Street
Nashville, TN 37221

Respectfully submitted by Lana Boleyjack.

Statistical Summary – March 21, 2023
Nashville Public Library

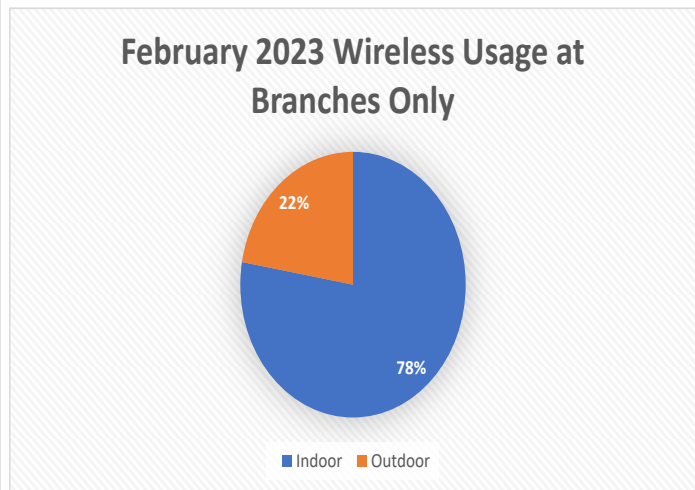
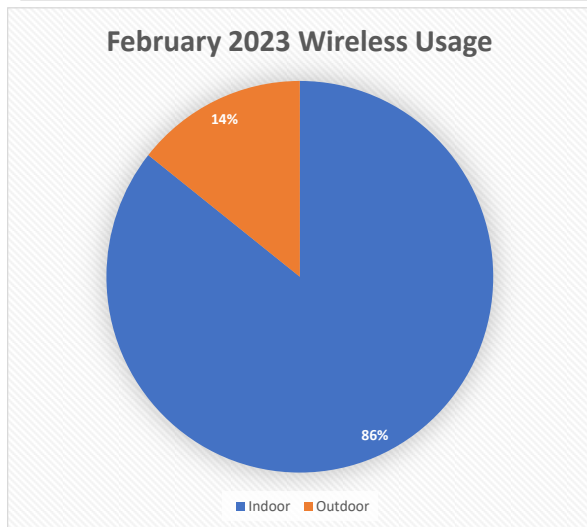
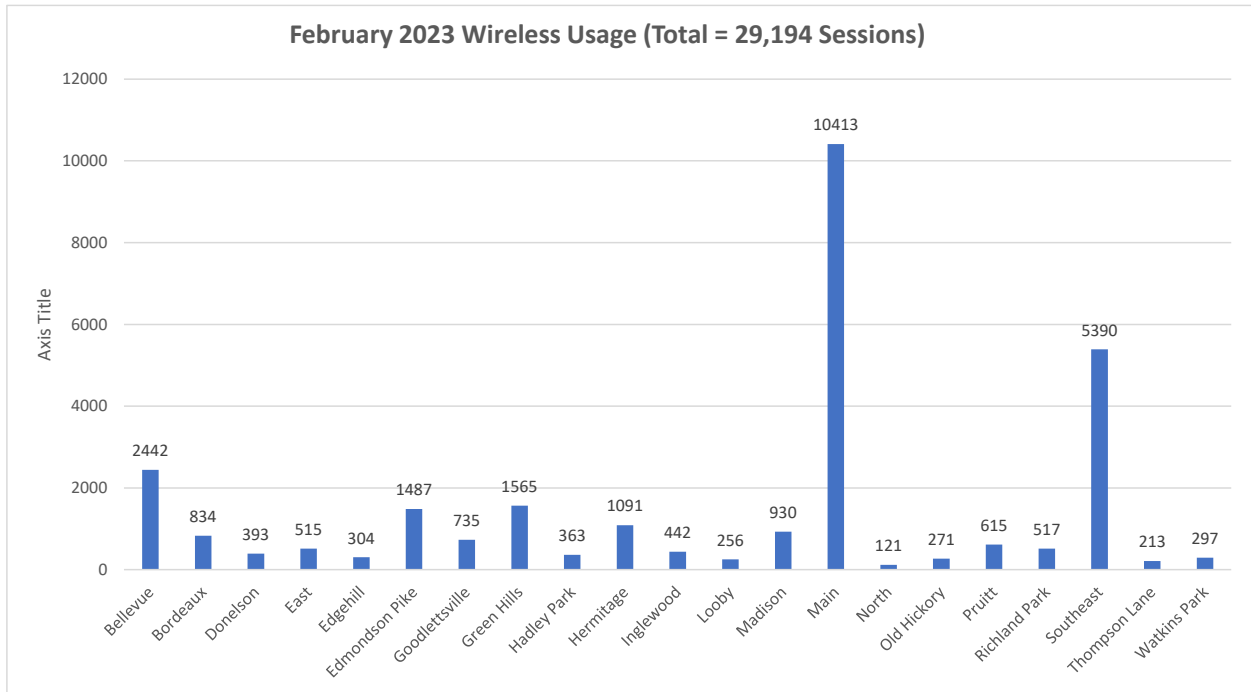


Cardholders	Feb-23	Feb-23 Year-to-Date	Active Patron Cards
New Registrations	3,447	30,515	292,588

Volunteer Services	Feb-23	Feb-22	% Change 2023-2022
Number of Volunteers	21	148	-86.15%
Volunteer Hours	15.00	1031.00	-98.55%

Statistical Summary – March 21, 2023
Nashville Public Library

Wireless Data



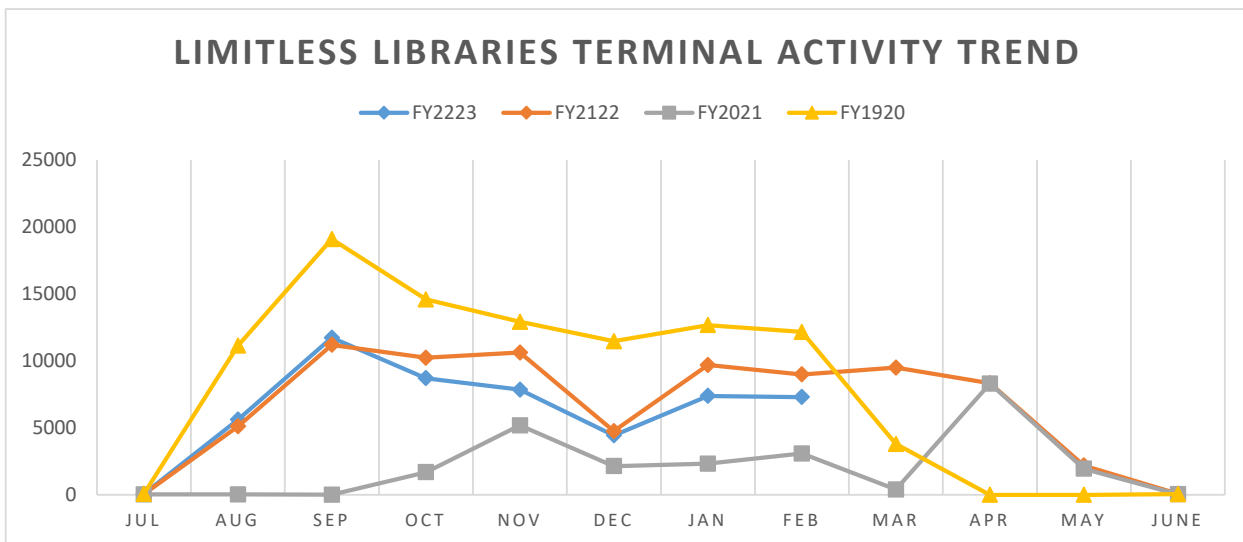
Statistical Summary – March 21, 2023
Nashville Public Library

Database and Website Data

Public Computer Use	Feb-23	Feb-22	% Change 2023-2022
Total On Site Computer Use	19,380	14,706	31.78%
Total Wireless Use	29,194	58,600	-50.18%

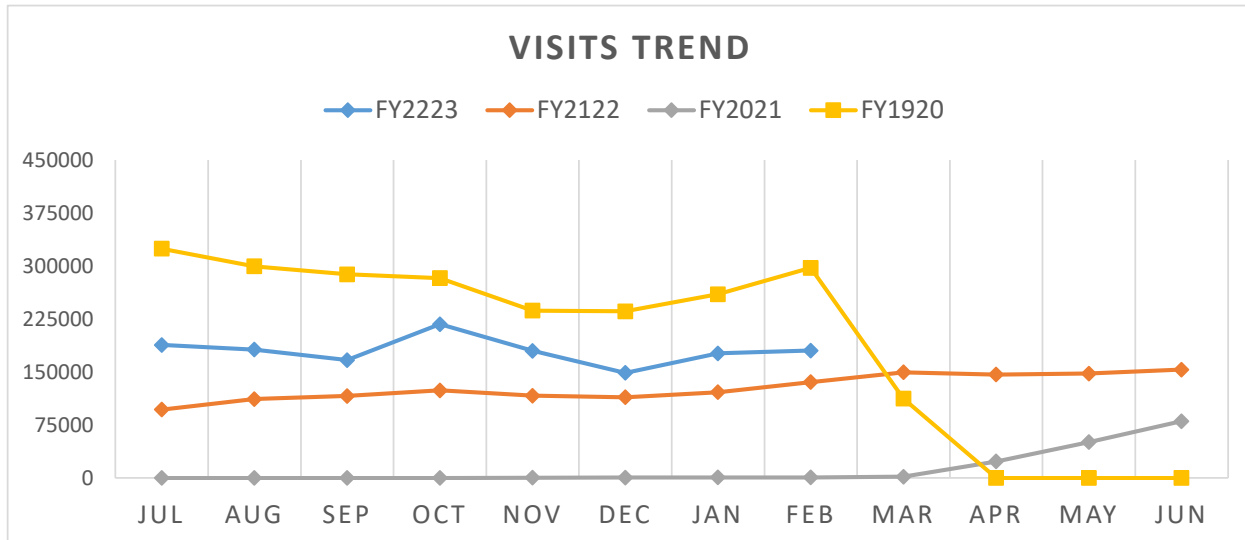
Website Visits	Feb-23	Feb-22	% Change 2023-2022
Websserver	398,290	346,810	14.84%

Database Usage	Feb-23	Feb-22	% Change 2023-2022
Sessions	12,286	9,859	24.62%



Statistical Summary – March 21, 2023
Nashville Public Library

Visits



Visits	Feb-23 Visits	Feb-22 Visits	% Change 2023-2022	Feb-23 Circ / Visit	Feb-22 Circ / Visit	% Change 2023-2022
Bellevue	12,884	8,220	56.74%	2.29	3.36	-31.85%
Bordeaux	4,492	4,380	2.56%	1.23	1.22	0.68%
Donelson	5,342	3,455	54.62%	1.40	1.61	-13.05%
East	10,589	5,510	92.18%	0.56	0.83	-32.74%
Edgehill	2,584	1,150	124.70%	1.29	2.08	-37.87%
Edmondson Pike	9,855	7,879	25.08%	2.81	3.30	-14.98%
Goodlettsville	4,353	5,044	-13.70%	6.36	2.18	191.54%
Green Hills	14,828	12,067	22.88%	2.42	2.90	-16.51%
Hadley Park	1,538	1,178	30.56%	1.29	1.64	-21.50%
Hermitage	9,111	8,441	7.94%	2.40	2.63	-8.81%
Inglewood	13,066	10,725	21.83%	0.72	0.79	-9.61%
Looby	2,835	2,153	31.68%	0.94	0.90	4.07%
Madison	14,903	10,309	N/A	0.70	N/A	N/A
Main	33,492	27,492	21.82%	1.25	1.48	-15.73%
North	2,995	2,223	34.73%	0.71	0.96	-26.47%
Old Hickory	2,602	2,249	15.70%	1.81	1.42	27.98%
Pruitt	6,834	1,878	263.90%	0.23	0.64	-63.73%
Richland Park	7,229	5,891	22.71%	1.63	1.74	-6.60%
Southeast	8,134	4,952	64.26%	1.65	2.57	-35.75%
Thompson Lane	9,438	6,514	44.89%	0.64	0.89	-27.91%
Watkins Park	3,155	4,059	-22.27%	0.03	0.18	-85.88%
NPL Total	180,259	135,769	32.77%	1.50	1.76	-14.32%

Statistical Summary – March 21, 2023
Nashville Public Library

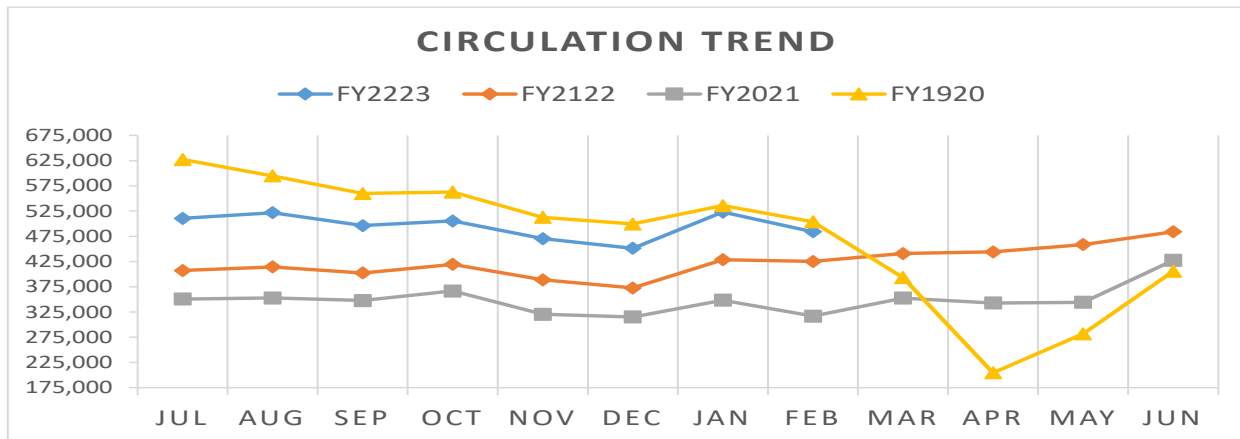
Circulation Data

eMedia Circulation*

February 2023

eAudiobooks	eVideos	eBooks	eMusic	eMagazines	Total
94660	7092	102374	1606	7117	212849

*eMedia accounts for 44% of total February 2023 circulation.



Circulation	Month				Fiscal Year-to-Date		
	Feb-23 Circulation	Feb-23 % of Total	Feb-22 Circulation	% Change 2023-2022	Feb-23 Year-to-Date	Feb-22 Year-to-Date	% Change 2023-2022
Bellevue	29,529	6.10%	27,646	6.81%	258,345	241,039	7.18%
Bordeaux	5,513	1.14%	5,339	3.26%	48,105	42,798	12.40%
Donelson	7,457	1.54%	5,547	34.43%	61,877	38,642	60.13%
East	5,911	Jan-00	4,573	29.26%	48,670	34,914	39.40%
Edgehill	3,342	0.69%	2,394	39.60%	24,670	17,382	41.93%
Edmondson Pike	27,686	5.72%	26,035	6.34%	233,039	223,735	4.16%
Goodlettsville	27,686	5.72%	11,004	151.60%	121,358	96,567	25.67%
Green Hills	35,944	7.43%	35,034	2.60%	314,296	305,448	2.90%
Hadley Park	1,980	0.41%	1,932	2.48%	14,977	12,125	23.52%
Equal Access	300	0.06%	242	23.97%	2,211	1,846	19.77%
Hermitage	21,863	4.52%	22,212	-1.57%	194,654	195,431	-0.40%
Inglewood	9,378	1.94%	8,516	10.12%	79,360	65,677	20.83%
Looby	2,664	0.55%	1,944	37.04%	20,181	13,570	48.72%
Madison	10,476	0.41%	9,305	12.58%	89,092	77,524	14.92%
Main	41,718	8.62%	40,637	2.66%	347,577	341,364	1.82%
North	2,114	0.44%	2,134	-0.94%	17,481	16,261	7.50%
Old Hickory	4,719	0.97%	3,187	48.07%	38,344	25,126	52.61%
Pruitt	1,581	0.33%	1,198	31.97%	12,199	9,312	31.00%
Richland Park	11,762	2.43%	10,262	14.62%	100,707	72,288	39.31%
Southeast	13,411	2.77%	12,708	5.53%	121,503	109,816	10.64%
Thompson Lane	6,049	1.25%	5,791	4.46%	54,396	46,724	16.42%
Watkins Park	79	0.02%	720	-89.03%	6,270	4,771	31.42%
eMedia	212,849	43.98%	186,934	13.86%	1,753,114	1,260,703	39.06%
Talking Library	0	2.4301%	2	N/A	14	14	0.00%
NPL Total	484,011		425,296	13.81%	3,962,440	3,253,077	21.81%

Statistical Summary – March 21, 2023
Nashville Public Library

February Programming Data

In-Person

February 2023	# of Programs	# of Attendees
TOTAL	1049	16841

Outreach

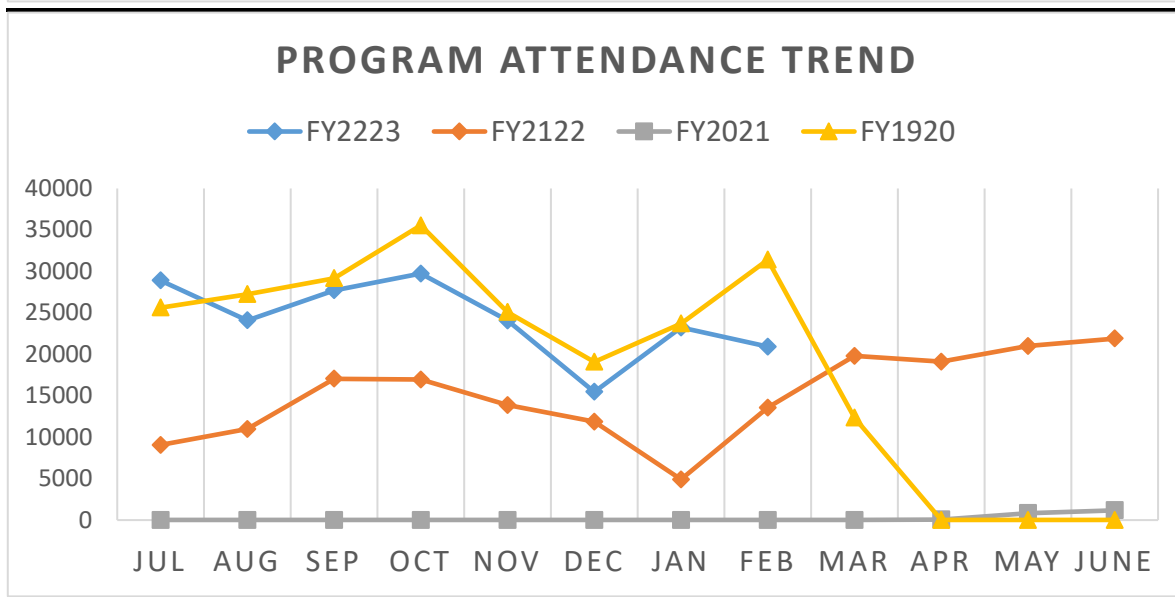
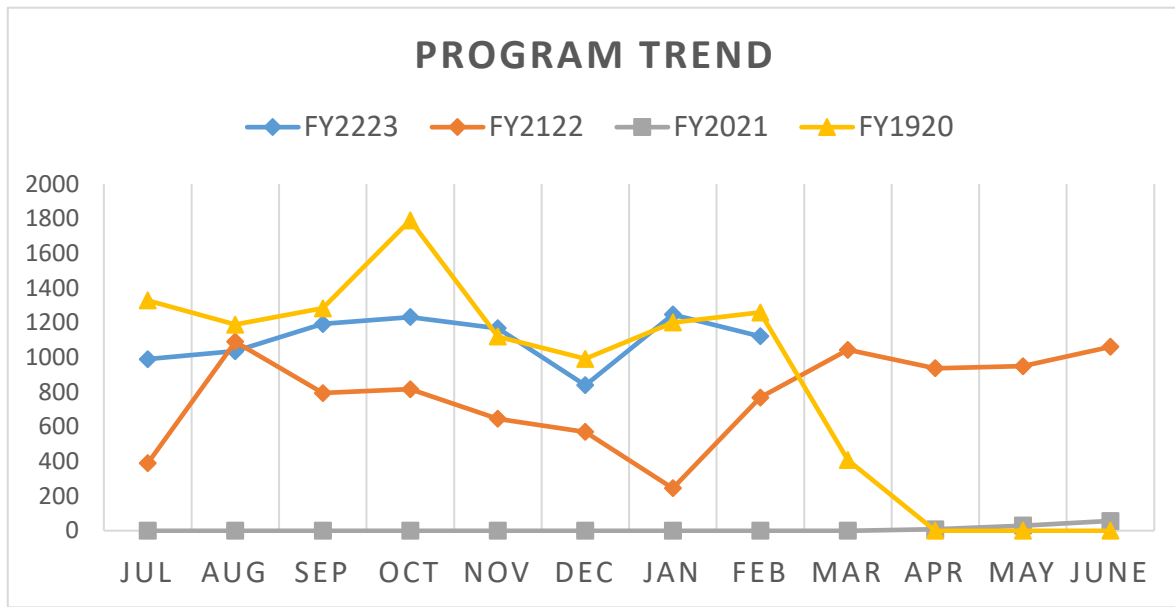
February 2023	# of Programs	# of Attendees
TOTAL	171	3050

Virtual

February 2023	# of Programs	# of Attendees
TOTAL	23	278

(3) ATTENDANCE	Juvenile						Teen						Adult						Senior					
	Library		Outreach		Virtual		Library		Outreach		Virtual		Library		Outreach		Virtual		Library		Outreach		Virtual	
	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.
ARCHIVES	0	0	0	0	0	0	0	0	0	0	0	1	78	0	0	0	0	0	0	0	0	0	0	0
BELLEVUE	21	1,101	1	30	0	0	25	284	0	0	0	16	158	0	0	1	5	0	0	0	0	0	0	0
BORDEAUX	151	1,705	2	24	0	0	41	548	0	0	0	21	143	0	0	0	0	4	47	1	12	0	0	0
BBTL	6	10	46	1,129	22	194	0	0	0	0	0	3	5	12	54	11	97	0	0	0	0	0	0	0
ADULT LITERACY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DONELSON	52	634	9	66	0	0	0	0	0	0	0	21	161	3	25	0	0	0	0	1	5	0	0	0
EAST	101	1,476	9	190	0	0	37	581	0	0	0	4	80	0	0	0	0	4	4	0	0	0	0	0
EDGEHILL	38	341	2	200	0	0	0	0	0	0	0	3	9	0	0	0	0	0	0	0	0	0	0	0
EDMONDSON Pk	259	2,375	20	236	1	4	36	88	1	30	0	81	359	0	0	0	0	0	0	9	88	0	0	0
GOODLETTSVILLE	65	765	1	29	0	0	7	38	0	0	0	15	190	0	0	0	0	1	5	0	0	0	0	0
GREEN HILLS	165	2,481	2	78	0	0	36	559	0	0	0	22	264	1	39	0	0	10	26	0	0	0	0	0
HADLEY PARK	36	120	25	333	0	0	0	0	0	0	0	10	31	2	7	0	0	0	0	7	69	0	0	0
HERMITAGE	62	906	3	69	4	124	3	62	0	0	0	19	202	0	0	2	62	0	0	1	12	0	0	0
INGLEWOOD	32	584	10	521	0	0	0	0	0	0	0	8	53	0	0	0	0	0	0	0	0	0	0	0
LOOBY	22	72	0	0	0	0	0	0	0	0	0	5	19	0	0	0	0	0	0	0	0	0	0	0
MADISON	110	1,286	7	190	0	0	27	76	3	90	0	12	225	0	0	0	0	3	21	0	0	0	0	0
ADULT SVS	320	1,884	2	24	2	10	0	0	0	0	0	160	942	1	12	1	5	0	0	0	0	0	0	0
CHILDRENS SVS	30	4,503	4	142	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DIGITAL INCL	2	10	114	330	0	0	0	0	0	0	0	1	5	0	0	0	0	0	0	57	165	0	0	0
EQUAL ACCESS	0	0	0	0	4	50	0	0	0	0	1	21	0	0	0	0	1	4	0	0	0	0	0	0
PUPPET TRUCK	0	0	56	4,565	0	0	0	0	2	115	0	0	0	5	248	0	0	0	0	0	0	0	0	0
SPEC COLL.	32	546	0	0	0	0	3	92	0	0	0	10	146	0	0	0	0	1	12	0	0	0	0	0
STUDIO MPL	48	1,274	40	1,202	0	0	24	637	18	575	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TEEN SVS	50	564	6	148	0	0	25	282	3	74	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VISHING CHAIR	24	2726	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SYSTEM WIDE PGM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NORTH	86	213	0	0	0	0	0	0	0	0	0	30	73	0	0	0	0	11	22	0	0	0	0	0
OLD HICKORY	27	325	6	74	0	0	2	9	1	18	0	0	4	51	2	19	0	0	0	0	0	0	0	0
PRUITT	104	4246	30	668	8	68	8	114	0	0	0	15	1104	7	294	4	34	4	100	8	40	0	0	0
RICHLAND PARK	48	1200	0	0	0	0	0	0	0	0	0	13	154	0	0	0	0	0	0	0	0	0	0	0
SOUTHEAST	132	1516	16	887	4	100	27	149	5	156	0	0	23	308	0	0	2	50	0	0	0	0	0	0
THOMPSON LANE	20	200	12	348	0	0	4	16	2	69	0	0	3	38	1	4	0	0	0	0	0	0	0	0
WATKINS PARK	18	266	2	24	0	0	5	89	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	2,061	33,329	425	11,507	45	550	310	3,624	35	1,127	1	21	501	4,798	34	702	22	257	38	237	84	391	0	0

Statistical Summary – March 21, 2023
Nashville Public Library



Financial – March 21, 2023
 Nashville Public Library

3/2/2023	Appropriations	Encumbered (current)	Spent (cumulative)	Free Balance	Committed (cumulative)	% Committed	Committed during 2/2023
Metro-4% Funds	\$ 4,633,169.42	\$ 98,741.92	\$ 2,078,061.91	\$ 2,456,365.59	\$ 2,166,724.68	46.77%	\$ 353,577.03
Foundation	\$ 629,785.75	\$ 420.37	\$ 5,631.34	\$ 623,734.04	\$ 6,051.71	0.96%	\$ 148.17
Subscriptions	\$ 197,800.00	\$ -	\$ 111,098.13	\$ 86,701.87	\$ 111,098.13	56.17%	\$ 2,081.50
Grants	\$ 738,500.00	\$ 40,233.97	\$ 678,594.49	\$ 19,671.54	\$ 718,828.46	97.37%	\$ 20,248.64
	\$ 6,199,255.17	\$ 139,396.26	\$ 2,873,385.87	\$ 3,186,473.04	\$ 3,002,702.98	48.44%	\$ 376,055.34

Personnel Summary/HR – March 21, 2023

2023 New Hires

<u>Name</u>	<u>Classification</u>	<u>Hire Date</u>	<u>Location</u>
Laura-Lee Bertoldi	Custodian	2/6/2023	Custodian Srvs
Kabi Magar	Custodian	2/6/2023	Custodian Srvs
Cameron McCasland	IS Media Analyst 3	2/6/2023	NECAT
Jennifer Fournier	Tech Spec 2	2/20/2023	Admin Srvs
Joy Porter	Library Associate	2/20/2023	Main-Ref
William Paisley	Custodian	2/20/2023	Custodian Srvs
Reginald Horton	Custodian	2/20/2023	Conf Center

Promotions 2023

<u>Name</u>	<u>Classification</u>	<u>Promotion Date</u>	<u>Location</u>
Evans Dodson	Security Guard	2/20/2023	Security

2023 Resignations

<u>Name</u>	<u>Classification</u>	<u>Resignation Date</u>	<u>Location</u>
Sonata Stanton	Application Tech 3	2/10/2023	Finance
Helen Sanders	Program Specialist 2	2/16/2023	Vol Srvs(transf to Parks)
Susan Brackin	Library Page	2/16/2023	Bellevue(retire)

Personnel Summary/Vacancy – March 21, 2023
Nashville Public Library

NPL Vacancies as of 2/28/23

Positions in hiring freeze for FY24 - 2% Budget Reduction Scenario

	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	
3	OP & MAIN	BLDG MAINT MECH	TG13	VACANT - NEW	F	1.00	7/1/22	Interviewing
4	OP & MAIN-MN	BLDG MAINT MECH	TG13	VACANT (ISLAM, M)	F	1.00	11/14/22	Interviewing
5	BORDX	CIRCULATION ASST	ST05	VACANT (POWELL, S)	F	1.00	11/28/22	
6	CIRC	CIRCULATION ASST	ST05	VACANT (AUERWECK, J)	F	1.00	1/9/23	
7	ED PIKE	CIRCULATION ASST	ST05	VACANT (FALCON, R)	F	1.00	2/20/23	
8	HERM	CIRCULATION ASST	ST05	VACANT - NEW	F	1.00	7/1/21	
9	HERM	CIRCULATION ASST	ST05	VACANT (WATERS, A)	F	1.00	12/30/22	
10	LOOBY	CIRCULATION ASST	ST05	VACANT (BRADFORD, A)	F	1.00	11/28/22	
11	OP & MAIN-BR	CUSTODIAN - Branch	TG07	VACANT (ALBADER, R)	F	1.00	5/15/22	
12	OP & MAIN-MN	CUSTODIAN - Main	TG07	VACANT - NEW 1/2 YEAR	F	1.00	1/1/22	
13	CONF CNTR	CUSTODIAN - Mn Conf Ctr	TG07	VACANT - NEW	F	1.00	7/1/22	
14	ADMIN SVCS	EQUIPMENT & SUPPLY CLERK	ST06	VACANT - NEW - reallocating to Finance	F	1.00	7/1/22	
15	ADMIN SVCS	FINANCE ADMINISTRATOR	OR08	VACANT (MCELRATH-PROSSER, A)	F	1.00	8/15/22	Reposted job
16	ADMIN SVCS	FINANCE OFFICER	OR04	VACANT - NEW	F	1.00	7/1/22	
17	ADMIN SVCS	HUMAN RESOURCE ANALYST	OR04	VACANT - NEW	F	1.00	7/1/22	
18	TALKING	INFO SYSTEMS MEDIA TECH 1	OR02	VACANT - NEW	P	0.49	7/1/22	
19	NECAT	IS MEDIA TECH 2	OR03	VACANT - NEW	F	1.00	7/1/22	
20	NECAT	IS MEDIA TECH 2	OR03	VACANT - NEW	F	1.00	7/1/22	
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	HERM	LIBRARIAN 2	ST10	VACANT (SHAFFER, P)	F	1.00	12/30/22	
25	REF	LIBRARY ASSOC	ST06	VACANT (WOODS, C)	F	1.00	10/15/22	
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	
28	THOMP	LIBRARY MGR 2	OR06	VACANT (JENSEN, L)	F	1.00	12/2/22	
29	BELLEVUE	LIBRARY MGR 3	OR07	VACANT (HERBST, L)	F	1.00	12/27/22	
30	BELLEVUE	LIBRARY PAGE	ST02	VACANT (BRACKIN, S)	P	0.49	2/16/23	
31	HERM	LIBRARY PAGE	ST02	VACANT (HAWTHORNE, C)	P	0.49	12/29/22	
32	REF	LIBRARY PAGE	ST02	VACANT (SCHUSTER, L)	P	0.49	1/5/23	
33	REF	LIBRARY PAGE	ST02	VACANT (WARRICK, L)	P	0.49	2/6/23	
34	ED PIKE	LIBRARY PAGE	ST02	VACANT (SCHWINDT, M)	P	0.49	9/19/22	
35	WISH CHAIR	LIBRARY PERFORMING ARTIST	ST07	VACANT (TANNER, M)	F	1.00	9/30/22	
36	DELIVERY	MAINTENANCE & REPAIR WORKER SR	TG09	VACANT (PAYNE, A)	F	1.00	1/20/23	Job Posted
37	TALKING	OFFICE SUPPORT REP	ST05	VACANT (ADKINS, M)	P	0.49	6/8/22	
38	ADMIN SVCS	PROGRAM SPEC 2	ST06	VACANT (SANDERS, H)	P	0.75	2/16/23	
39	BELLEVUE	PROGRAM SPEC 2	ST06	VACANT (WAGNER, L)	F	1.00	8/8/22	
40	ED PIKE	PROGRAM SPEC 2	ST08	VACANT (KEENEY, S)	F	1.00	7/1/22	
41	HR IMP	PROGRAM SPEC 2	OR01	VACANT - NEW	F	1.00	7/1/22	
42	LOOBY	PROGRAM SPEC 2	ST06	VACANT (MOSS, S)	F	1.00	1/11/23	
43	NORTH	PROGRAM SPEC 2	ST08	VACANT (BATTILLA, B)	F	1.00	6/13/22	
44	NORTH	PROGRAM SPEC 2	ST06	VACANT (MOUSSA, A)	F	1.00	9/3/22	
45	RICH PK	PROGRAM SPEC 2	ST06	VACANT (GILLEN, K)	F	1.00	10/30/22	
46	TEENS	PROGRAM SPEC 2	ST06	VACANT (ALLEN, A)	F	1.00	9/21/22	
47	WISH CHAIR	PROGRAM SUPV	ST10	VACANT (WILSON, B)	F	1.00	12/26/22	Job Posted
48	SECURITY	SEC OFFICER COORD	ST09	VACANT (GAYER, J)	F	1.00	12/25/22	Interviewing
49	SECURITY	SECURITY GUARD	ST06	VACANT - NEW	F	1.00	7/1/22	Interviewing
50	SECURITY	SECURITY GUARD	ST06	VACANT - NEW	F	1.00	7/1/22	Interviewing
51	SECURITY	SECURITY GUARD	ST06	VACANT - NEW	F	1.00	7/1/22	Interviewing
52	SECURITY	SECURITY GUARD	ST06	VACANT - NEW	F	1.00	7/1/22	Starts in February 2023
53	SECURITY	SECURITY GUARD	ST06	VACANT (HOLT, E)	F	1.00	9/8/22	Interviewing

Brief Area Updates – March 21, 2023

Nashville Public Library

ADMINISTRATIVE SERVICES

Safety & Security: February 2023

Special events requiring Security during the month of February:

I taught 7 annual Safety and Security classes at Branch locations at Main

We had 4 special events after hours requiring Security coverage in February.

Nashville Soccer Club events

Wedding

Civil Rights Program

Lego Competition early morning to let Judges in.

One new NPL Security officer (Evans Dodson) started in February.

Interviewed two candidates for NPL Security Officer position and waiting on background checks and reference checks before an offer can be made to both.

New Security Supervisor for Allied Security was hired, and all open Allied Library positions have been filled with the exception of one which should be filled next week.

Total number of incident reports for the month of **February (58)** and related categories per incident report up from 49 incident reports in January:

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	2	Looby Branch	2
Bordeaux Branch	1	Madison Branch	7
Donelson Branch	1	Main Library	27
East Branch	1	Pruitt Branch	1
Edgehill Branch	3	Richland Park Branch	2
Green Hills Branch	4	Southeast Branch	1
Hadley Park Branch	4	Thompson Lane Branch	1
Hermitage Branch	1	Total	58

Bellevue Branch	2	Hermitage Branch	1
Injury or Accident	4	Injury or Accident	1
Bordeaux Branch	1	Looby Branch	2
Conduct or Rule Violation	1	Conduct or Rule Violation	2
Safety or Security Incident	3	Suspensions	2
Suspensions	1	Madison Branch	7
Donelson Branch	1	Conduct or Rule Violation	12
Conduct or Rule Violation	1	Safety or Security Incident	7
Safety or Security Incident	1	Suspensions	7
Suspensions	1	Main Library	27
East Branch	1	Conduct or Rule Violation	32

Conduct or Rule Violation	1	Injury or Accident	11
Suspensions	1	Safety or Security Incident	2
Edgehill Branch	3	Suspensions	22
Conduct or Rule Violation	5	Pruitt Branch	1
Safety or Security Incident	1	Safety or Security Incident	1
Suspensions	3	Suspensions	1
Green Hills Branch	4	Richland Park Branch	2
Conduct or Rule Violation	3	Conduct or Rule Violation	2
Safety or Security Incident	2	Suspensions	2
Suspensions	3	Southeast Branch	1
Hadley Park Branch	4	Conduct or Rule Violation	1
Conduct or Rule Violation	7	Thompson Lane Branch	1
Suspensions	4	Conduct or Rule Violation	1

Number of Injury or Accident and Safety or Security Incidents			
911 for assistance	3	Employee Property Theft	3
Ambulance	6	Patron Property Theft	1
Illness / Accident	3	Police called	8
Injury	2	Police Report Filed	4
Mental Issues	1	Property Damage / Vandalism	1
Mobile Crisis	1		

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

Suspensions	47
30 days	12
60 days	1
90 days	11
365 days	22
Lifetime	1

Top 2 Conduct Violations	
2-16 Intentionally damaging or stealing	9
2-17 Intentionally engaging in harassing	16

Delivery: February 2023

Main:

- We received 407 incoming UPS packages and sent 37 packages UPS GROUND.
- There were 81 overnight packages received from FedEx, DHL, etc.
- We received 112 inserts of mail from the United States Post Office, and we sent 59 inserts of mail to Metro Mail for postage.
- There were 27 special deliveries from [Ricoh](#), [Supply Room](#), [Firefly](#), [Amazon](#), etc.

Branches:

- We moved: 5,240 hold bins (167,680 items)
4,053 non-hold bins (129,696 items)
1,360 Circulation/Main bins (43,520 items).

Total of 10,653 bins moved.

Total item count of 340,896.

An average of 561 bins and **17,942** items moved per day.

0 skids were sent to Pratt Industries for book recycling.

6 skids were sent to BWB.

Daily Complete Percentage:

Holds 19 of 19 days for 100% in January.

Facilities Maintenance: February 2023

Tamis work order report shows 315 work requests, 248 completed, 67 still active with an 79% completion rate for the month of February.

February 1st - February 28th, 2023					
Craft	Month	Total # Work Orders	# Completed	# Active	Completion %
None Entered	Feburary 2023	4	0	4	0%
Administration	Feburary 2023	5	2	3	40%
Branch Custodial Services	Feburary 2023	69	63	6	92%
Canceled	Feburary 2023	3	3	0	100%
Contractor	Feburary 2023	2	0	2	0%
Grounds	Feburary 2023	64	47	17	74%
Main Custodial Services	Feburary 2023	1	0	1	0%
Maintenance	Feburary 2023	167	133	34	80%
		Quantity	Completed	Active	Completion %
		315	248	67	79%

BRANCH SERVICES

BORDEAUX HEALTH FAIR: Outreach Specialist, Alfreda Miguel, coordinated fourteen vendors to provide a day of free health services and information for the Bordeaux/North Nashville community. Because of the partnership with Bassam Habib from Be Well at NPL, lunch was also provided at no cost to all patrons and vendors (approximately 150 people). Deputy Mayor Haywood partnered to spread the word and attended the event. Free COVID and flu shots, health screenings, blood pressure tests, and more were available to attendees, as well as several other giveaways. More than a dozen new partnerships were created from this event, including connections with Meharry Medical College, Nashville General Hospital, and Vanderbilt School of Medicine. Three local medical partners saw our promotion and reached out to Alfreda the week of to the event to ask to participate.



Deputy Mayor Haywood and Alfreda Miguel with retired NFL players

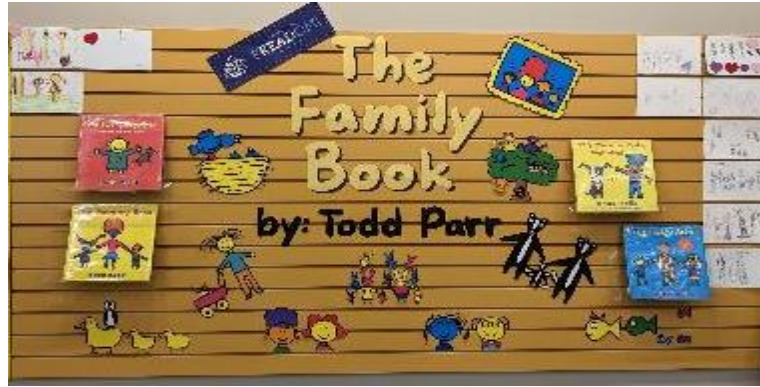
TNLA CONFERENCE: The Tennessee Library Association accepted Green Hills staff members Alex Danner and Megan Adovasio-Jones' proposal to present at this year's annual conference in Memphis. They will present a three-hour training session on LGBTQ+ 101 Customer Service. Program Summary: Join Nashville Public Library staff for an interactive workshop about workplace inclusivity and better serving our LGBTQ+ patrons. We'll cover basic terminology, best practices in using and promoting inclusive language, emphasizing diversity in programming and book displays, and real-life customer service scenarios applicable to working with all ages in the library. All are welcome as we hope to cover the basics for those who are less familiar with this topic, hear from knowledgeable colleagues, and learn to better serve all of our customers.

JOB LAB: Looby held a kick-off event for its new job lab partnership with Family & Children's Services, a local non-profit in North Nashville. The launch party featured vendors, recruiters, and a panel of business owners along with a lively discussion about the changing workplace.

HOMEWORK HELP: Approximately 322 students utilized the Watkins Park Branch Homework Studio in January. Students can read, study, and complete homework assignments and projects in a quiet environment after school Monday through Thursday.

NASHVILLE READS: This year's theme for Nashville Reads was Banned Books, with every branch selecting a different challenged book to highlight. Events included book discussions, comic workshops, movie screenings, and a scavenger hunt.





COLLECTIONS & TECHNOLOGY

Technology

- Configuring tablets for patron library card registration at branches.
- Received wiring quote for public computer move at Edmonson Pike.
- Encryption upgrade to CarlX VPN tunnel.

Production Services:

- A/V for 29 NPL requests at Main and Branches.
- Video recording of NPL Lego Awards.
- Co-produced and edited Z. Alexander Looby microdocumentary for MarComm and 60 years of Metro.
- NPL Universe:
 - 8 videos recorded for staff and Conference Center events.
 - 7 livestreams.
 - Completed captioning for 44 minutes of footage.
 - NPL Universe had 16.6K channel wide views.
- Podcasts
 - Recorded - 10 new episodes Back in the Day, All Things Eerie, Just Listen, & Family Folktales

NECAT

- Added 11 new members.
- Booked 36 producer led productions (135 hours)
- 232 people visited NECAT studio for productions, classes, meetings, editing.

NPL Programming Run Time	11265.53 minutes
MTSU Programming Run Time	6586.40 minutes
New First Run Programs	2
New Episodes Added	112
New NPL Carousel Bulletins	4

- Filmed NPL's Let's Play Games at Studio.
- Installed new comms system.
- Inventories and asset tagged 20 new microphones and other audio devices for use in the studio.

Materials Management

- Working with NPL finance on Metro finance regulations and contracts requirements for purchasing items for the collection.
- Posted blog spots and spotlights: Books to Screen 2023, Black History Month: New Fiction, Black History Month: New Nonfiction, American Heart Month, and Presidents' Day.
- Collection Development Librarians responded to a total of 630 material requests in PIKA and LibAnswers from staff and library customers.
- Prepped and recorded six podcasts: *The Horse Gullfaxi and the Sword Gunnfoder*, *How Isuro the Rabbit Tricked Gudu*, *How the Little Brother Set Free His Big Brothers*, *Prince Narcissus and the Princess Potentilla*, *The Story of Hassebu*, and *The Swineherd*.

- **Materials Management Statistical Report Feb, 2023**

Feb New Circulation		
User category	# of Unique Users	Items checked out
Digital	38,263	212,849
Physical	20,977	134,629*
Totals =	59,240	347,478
Feb New Acquisitions		
Format	Copies added	
Digital	4123	
Physical	8382	
Totals =	12,505	

*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.

Shared Systems

- The Limitless Libraries Spanish site translation is ready to go live March 6. The Systems team chose this as the first website to translate to benefit MNPS ESL students.
- Reviewing translations maps and labels to improve searching.
- Made books in braille their own format type to improve findability in Aspen.
- Updating get-a-card page for more informed user experience.
- Created SQL queries and a system of reports, checks, and training to improve schools inventory accuracy.
- Working with MarComm to mine data about how new NPL cardholders use library.
- Worked with Donelson Branch to ensure a good customer experience during upcoming closure.
- Working with NPL finance on requirements for subscription-based IT agreements.

EDUCATION & LITERACY

Adult Literacy at NPL – Jamil Sameen

Jamil Sameen and staff met with the Project Return team to offer a new service at their location for their clients. Digital skills training would be a bi-weekly computer class at Project Return. Adult Literacy staff will develop a presentation to their clients and will train the trainer to offer the service. The first class will be held on March 16th at 1:00 PM.

Interviews were conducted to fill out the Adult Literacy Program Specialist position that has been vacant for a while. Resumes were also reviewed, and appointments were scheduled for applicants of a contactor position to help plan the 2023 Adult Education Spring Summit.

The mobile lab served 23 learners in February, and a total of 31 new NPL cards were issued to learners. Nashville Helps had 9 requests in total.

Jamil Sameen participated in GOAL Collective's regular bi-weekly meetings around common intake for adult learners. He had a conversation with GOAL's data team on the data Adult Literacy collects on services.

Be Well at NPL – Bassam Habib

The Network of the National Library of Medicine has awarded Be Well \$5,000 to collaborate with the All of Us Research Program in promoting "[The Human Trial](#)", a documentary film chronicling the quest for finding treatment for diabetes. With the help of the All of Us team, Be Well will host a viewing on April 20th at the Belcourt Theater. Be Well has the right to the documentary from March 28th – April 28th, so they will be hosting many viewings with accompanying discussions throughout the library system. The producer of the film is Nick Jonas!

Be Well's newest breastfeeding counseling, Tai Chi, and children's yoga additions have been very successful! Many of the participants have expressed how much they appreciate the class and how knowledgeable and respectful the instructors are.

Since the Bordeaux Health Fair was a big success, many branches have reached out expressing a need to have something similar at their branches. Be Well will have a Women's Health and Wellness Fair scheduled for March 25th at Thompson Lane and a bigger health fair focusing on mental health at Edgehill on August 18th. Many community organizations will be able to come together and use the library space for free health and wellness literacy.

The Sarah Cannon Cancer program, led by Shandi Demumbreum at Pruitt, is a heartwarming success, and many of the patients she visits regularly express how thankful they are for her and NPL's many resources for helping them through hard times.

The Men's Mental Health Initiative, led by Education and Literacy Department, is getting more exciting as they keep researching and finding more community partners. A great collaboration has come out of it so far for Be Well with the [Black Mental Health Alliance](#). In a mutual aid attempt, the BMHA offers therapy and counseling to the Nashville Street Barbers at Pruitt every week in trade for free haircuts at the library. This came after one of the barbers committed suicide last month.

Be Well now has an [Instagram account](#)! This is exciting as they can now quickly share health and wellness info, program dates, flyers, and some tips with library patrons.

Be Well is working on a community health and wellness project in collaboration with Special Collections, Metro Archives, and the Department of Health chronicling the history of health and wellness in Davidson County. Bassam Habib plans to have an exhibit that features the histories of many of the healthcare companies and programs around Nashville. They plan to cover various topics; from health literacy and equity basics, food as medicine, sexual and reproductive health, equity for immigrants and refugees, postpartum and lactation wellness, and many mental health topics. Partners at General Hospital Foundation, Monroe Harding, Meharry Dental, MTSU, and Gideon's Army are ready to come on and speak. Bassam Habib will be working with Forrest Eagle and production this month to get a trial episode going.

Be Well is working with the Native American Indian Association of Tennessee to sponsor, promote, and conduct programming on subjects related to Native Americans who are in need of relief in Davidson County. The NAIATN needs public and private agencies that can provide health, education, welfare, employment, and other services to Native Americans living in Davidson County, and NPL is a great place for this.

Programming has been great with excellent participation numbers for February and requests for more programming from participants.

A blood drive was sponsored by the Nashville Predators, Project Return and Be The Match this month.

Bringing Books to Life – Liz Atack

In February, Bringing Books to Life hosted 48 programs with 1,177 in attendance; 16 programs were family and parent workshops with 125 in attendance. Two of the workshops occurred at programs that had never hosted a workshop before: A to Z Learning Program and St. Ann's School Pre-K.

BBTL staff did three focus groups for childcare directors and teachers with their educational consultant, Lisa Wiltshire. All were very clear that BBTL provides high quality, needed supports to them. They specifically mentioned the quality of the BBTL curriculum materials and

professional development. Staff are using their input to help guide new programming decisions and services.

The work supporting citywide literacy and early learning objectives continues. Staff attended several action team meetings to finalize implementation plans for the Blueprint for Early Childhood Success. BBTL and NPL figure prominently in the plans which will be revealed to the public in April.

BBTL continues to receive great feedback via surveys. Some recent highlights include:

- *“[The presenter] was full of joy and information!”*
- *“Marie has such great ideas that are so appropriate to use with the young children and their parents that I teach”*
- *“I liked the variety of books and several that I hadn't heard of. Even though some of this I already knew, it is always a great refresher and reminds you to continue to something or something maybe you hadn't done awhile”*

For COACH, BBTL’s research partnership with VUMC, staff did a lot of coaching calls to support the language development concepts taught in library sessions. The calls are a great way to highlight library services and promote literacy and language in the home.

Liz Atack and staff interviewed candidates for the part-time Outreach Specialist position as well as the full-time Curriculum and Training Coordinator positions. They are excited to add to the BBTL team!

Digital Inclusion – Marian Christmon

The Digital Inclusion team completed several sessions of the “Sip & Swipe” program in February at Dandridge Tower, Heartland Christian Tower, and Metrocenter Retired Teachers Apartments. This is the program where older adults enjoy coffee or tea and go through a training app on a tablet at their own pace, with digital educators there to answer questions or help if they



get stuck. Digital Inclusion also completed two Workforce Development classes at Matthew Walker and started a new series of classes with the National Council on Aging (NCOA).

The Digital Inclusion team completed the Certified Affordable Connectivity Program Enrollment Specialist training provided by the Education SuperHighway. The training covered the most possible scenarios that will be encountered when helping community members sign up for the benefit. The link to the training was sent out to all library tech help staff as well.

Marian Christmon completed work with Pearl Amanfu (Metro Digital Inclusion Officer) on a digital inclusion survey that will be sent out to non-profits and other Nashville area agencies that are providing digital inclusion services. The purpose of the survey is to collect information on digital inclusion activities happening around the city, and to encourage partnerships between organizations for greater impact and to provide Digital Navigators with resources they can use to make referrals.

A new report finds that 92% of jobs require digital skills. One way that the Digital Inclusion team is looking to address this need in the Nashville community is by including digital skills for work as part of the Digital Navigator Service model.

Limitless Libraries – Syreeta Butler

COLLECTION DEVELOPMENT

Sarah Allen and Emily Farmer completed pre-publication, Schoology requests, and tiered bulk orders for April, which has MNPS at 70% of their budget.

Sarah Allen and Emily Farmer had carts prepared to begin bookmobile book purchasing with Ingram and are simply awaiting confirmation of the creation of a new Limitless Libraries BU for bookmobile purchasing.

- \$70,000 was transferred from NPLF at Syreeta Butler's request and Susan Drye confirmed request to create the new BU with these funds.

Sarah Allen, Emily Farmer, Jane Miller, and Bridget Radford met to discuss vendor credits and developed a plan for spending all credits.

COMMITTEE/GROUP PARTICIPATION

Jewel Thompson attended the Procedure Review Committee meeting.

Emily Farmer attended the Summer Reading Committee meeting.

Sarah Allen attended the Children Services Group meeting.

Syreeta Butler spearheaded the Nashville Reads Poetry Contest submissions, judging, ordering of certificates and gift cards, winner announcement and contact, and prize dissemination.

OUTREACH

Sarah Allen, Syreeta Butler, and Emily Farmer met with Alex Bois of Statista to determine if the database would be of benefit to MNPS and NPL users.

- Information was shared with Corey Frederick and Chad L'eplattienier who oversee NPL Means Business as the database had lots of great information for entrepreneurs.

Sarah Allen, Syreeta Butler, and Emily Farmer met with the team captains for Middle School Battle of the Books to discuss functionality changes and review guidelines.

Mary Agresta, Sarah Allen, Syreeta Butler, Emily Farmer, and Jewel Thompson were volunteers at the MNPS lead High School Battle of the Books.

- Limitless Libraries provided 80 treat bags that were put together by their circulation team and provided beverages, pizza, and cinnamon rolls from Slim and Husky's, and donated a gift card to the winning team.

STAFF UPDATES

Sarah Allen, Syreeta Butler, and Emily Farmer interviewed candidates for the Outreach Specialist position, and Syreeta Butler submitted her selection for hire.

The Bookmobile Outreach Coordinator position is currently posted. There have been 26 resumes received for that position.

Syreeta Butler was afforded the opportunity to attend the 2023 Joint Conference for Librarians of Color which occurs every 4 years and was held in St. Pete Beach, FL. The theme for the conference was *Diversity, Equity, and Inclusion: Where Do We Go From Here?* Many of the sessions focused on DEI, the role you play, the community plays, and the institution plays in every aspect of work.

ADDITIONAL UPDATES

Limitless Libraries hosted it's second amnesty week of the '22-'23 school year entitled Fine Free February which occurred February 11th -20th, affording MNPS educators and students the opportunity to read to erase fees from their accounts.

There were 7,261 materials circulated to MNPS through Limitless Libraries throughout February.

NAZA – Anna Harutyunyan

NAZA released a supplemental call for proposals in February to distribute unclaimed summer funds. Three existing partners and two new partners will provide programming to about 200 youth in June, in addition to about 400 that received funding earlier.

Puppet Truck – Bret Wilson

The Puppet Truck conducted 49 programs at daycares/schools/retirement organizations with an audience count of 4,202 participants.

The Puppet Truck conducted nine branch library performances of *Anansi the Spider* during African American History Month.

In an ongoing effort for Wishing Chair Productions to create a Mission/ Vision Statement in line with the parameters of the 2022 Strategic Planning Committee, the Puppet Truck adjusted its statement to the following:

- ***Puppet Truck Mission Statement:*** *The Puppet Truck delivers sophisticated storytelling that inspires the love of reading through the puppetry arts.*
- ***Wishing Chair Productions Vision Statement:*** *Igniting the imagination of the young and the young at heart!*

The Human Resources Department of the Nashville Public Library posted the open Puppet Truck Supervisor position. Interviews will commence in March.

Shows that were cancelled due to inclement weather earlier in the month have been rescheduled.

Wishing Chair Productions – Bret Wilson

Wishing Chair Productions conducted 12 in person Storytimes and 15 presentations in the children's theater for a total of 27 performances in February with an audience count of 2,546 participants.

In an ongoing effort to create a Mission/Vision Statement in line with the parameters of the 2022 Strategic Planning Committee, the following statement was submitted for Wishing Chair:

- ***Wishing Chair Productions Mission Statement:*** *Wishing Chair Productions is dedicated to the preservation, cultivation, and advancement of the puppetry arts within the Nashville Public Library and the community it serves.*
- ***Wishing Chair Productions Vision Statement:*** *Igniting the imagination of the young and the young at heart!*

Wishing Chair Productions conducted one tour for 12 students and one teacher for a total of 13 individuals from the Watkins College of Art at Belmont University. Here are a few lines from the comments left by the group:

- “Thank you so much for inspiring my Visual Narratives (Illustration) class yesterday and introducing them to Nashville Library’s theater, Wishing Chair Productions, and its history of creative, educational programming for my hometown... I love Nashville’s Public Library and admire all you do.”

Wishing Chair Productions welcomed author Ketch Secor to the children’s theater for performances of his story *Lorraine: The Girl Who Sang the Storm Away*.



During his visit, members of the Nashville Public Library Foundation were able to record promo videos for upcoming events.

Program Manager Bret Wilson and Shawn Bakker met with a representative with Amazon. The goal of this meetings was to present a financial wishlist moving into '23-'24 as far a contribution to the NPLF. With a commitment of \$25,000 paid over the next 5 years Amazon would:

Sponsor the creation of 5 new and equally diverse presentations from Wishing Chair Productions. The creation of each show would rotate year to year between Puppet Truck and Wishing Chair Productions. The first presentation would be specifically geared to travel on the Puppet Truck.

- 2023/2024 - Puppet Truck travelling show (\$4,000.00)
 - *Onsite performance at any Amazon Corporate event*
- 2024/2025 - Wishing Chair Productions Mainstage (\$6500.00)
 - *Premiere performance for Amazon families – children’s theater*
- 2025/2026 – Puppet Truck travelling show (\$4,000.00)
 - *Onsite performance at any Amazon Corporate event*

- 2026/2027 – Wishing Chair Productions Mainstage (\$6500.00)
 - *Premiere performance for Amazon families – children’s theater*
- 2027/2028 – Puppet Truck travelling show (\$4,000.00)
 - *Onsite performance at any Amazon Corporate event*

Bret Wilson met with Lillian Willis (Communications Coordinator) and Renuka Christoph (Chief Communication Officer) to discuss the WeGo Performance Project. Renuka requested a presentation that explains the potential direction for the show, and she loved what she was shown so far. Following the discussion WeGo requested a timeline and budget for the project. Projected completion of WeGo performance project would be in the Spring 2024 if project starts within an acceptable period.

Budget Breakdown	
Cost of composer/musicians/singers/vocal talent for studio sessions	\$3,000.00
Construction Materials - Set/Props/Puppets/Etc.	\$2,000.00
Special FX Equipment - Lighting/Electronic Wheels/Doors/Ramps/Screens/Etc.	\$2,000.00
<i>Contingency funds to be made available if material shortage affects deadline</i>	<i>\$2,000.00</i>
Projected Cost	\$7,000.00
Reserve Funds (these funds might not be needed for the production)	\$2,000.00
<i>Potential Overall Cost</i>	<i>\$9,000.00</i>

Wishing Chair Productions welcomed their newest volunteers, Marcia Silsbee and Tabitha Reed. Their efforts will allow staff to continue providing the highest quality in customer service to faithful families and patrons.

Efforts are being made to alter how Wishing Chair Productions is presented on the Nashville Public Library webpage. The website managers have been asked to create four tabs that can be placed at the top of the WCP Main page.

- **Tab 1** – About/History (Information about T. Tichenor/B. Hull/Present)
- **Tab 2** – Storytime/Performance (Storytime rules/Yearly Schedule)
- **Tab 3** – Thursday Private Performance (How to schedule/commonly asked questions/lineup)
- **Tab 4** – Puppet Truck (direct link to the current Puppet Truck page).

This would leave the Wishing Chair Main page clean and clear to post their mission statement/ vision statement, to advertise the link to the video on YouTube, a link to Volunteer opportunities with Wishing Chair through Volunteer Services, a section to subscribe to the Wishing Chair/ Puppet Truck Newsletter along with access to the Wishing Chair Facebook page and resource articles for aspiring puppeteers. It was determined that content needed to be created for the site. Bret Wilson is actively working on content to turn over on March 31st and have a test site ready by April 15th.

IT, under the direction of Larry Jirik, has created a company email address for Wishing Chair. This company email address will be attached to Tab 3 of the renovated Wishing Chair webpage and allow all communication to be centralized to one location. Updated images of Storytime were also taken to be used for promotional flyers and web content.



*Library Pete with Coco the Cow and Dr. Ev reading the story **Time for Kenny** by Brian Pinkney*



Wishing Chair now has two QR Code Stations outside the Children's Theater. Since the introduction of the QR Code (24 days ago) on the Puppet Truck/ Children's Theater, there's been an increase of 82 new email address for the Wishing Chair and Puppet Truck Newsletter. Current total is 1,268.

Studio NPL – Niq Tognoni

February was a month full of outreach, serving almost 400 at NAZA sites and – heavily – at area high school for school-day programs, including Hume Fogg and Hunter’s Lane. The Studio team had the pleasure of hosting a Hume Fogg Art Class for a 3D design workshop, as well as a Templeton Academy art class. We partnered with the organization “Moves and Grooves” for their STEAM festival, bringing a “Robot Dance Party” program to the event – a program developed by our MAIN mentors, teen patrons and hosted partner organizations “Write With Pride” and the Porch writing collectives youth group at Studio NPL MAIN.

Outreach Coordinator Megan Kelley acted as the Bellevue branch mentor throughout February, and Lead Mentor Mariano Hayes assisted the East branch with programs and provided some coaching on managing behavior of tweens/teens in that space.

Niq Tognoni met with partner organizations— National Organization Makers Library Working Group, The YOUmedia Network— to share tips and best practices for working in Makerspaces, presented on Studio NPL and on WPLN’s *This Is Nashville* Radio show, and met with a professor at Vanderbilt on the topic of “AI” (thanks Linda Harrison for the inspiration there) to explore ways of bringing AI programs to NPL.

Black History Month Spoken Word celebration with Southern Word at East was a success with 44 participants and audience members.

MAIN

- Main celebrated **Black History Month** with programs, displays, trivia, gaming, poetry projects, and book talks.
- The Special collections staff hosted a **Civil Rights program** with Mrs. Gloria McKissack, a local Civil Rights activist who participated in the lunch counter sit-ins in the 1960s.
- The new Art Gallery Coordinator, Karen Piper, coordinated her first exhibition, ***Moments from the Movement***, which opened at the end of February and is now hanging in the art gallery through August.
- Adults Services has started a new popular **“Abstracts for Adults” art programming series**. The first program, pour painting, was so popular that we had to add a second session.
- The Children’s Department annual **LEGO contest** was a huge success with 284 entries, the most to date. Thank you to all the staff from several different departments who helped make it a success! The contest was even highlighted in the Nashville Scene’s Critic Picks of the Week.



- The Children’s Department has started a new popular storytime called **Library Playdate with Dads** for male caregivers of young children to encourage them to bond with their children and make new friends.
- In support of the Be Well@NPL program, Main Teens created **care kits** to be distributed at the library to people who are living homeless.

- New furniture and slat walls were installed in the Teen Center! Everything looks great, and the teens have been enjoying having more outlets and comfy booth seating. The team worked together to make some adjustments to the layout, create engaging slat wall displays, and shift the collection after shelves were moved.



MARKETING & COMMUNICATIONS

NPL's Moments from the Movement project made its community debut with the opening of an exhibit dedicated to Civil Rights pioneer Brenda Haywood and to the Civil Rights Room and Collection.

An estimated 100 people attended the opening reception for the exhibit, which runs for six months.

Nashville Reads Poetry Contest Winners – March 21, 2023
Nashville Public Library

Poem Title: A Mourning of Books

Written by: Tallen Haag

6th Grade - Homeschooled

Basking in the adventure, I grin
Mysterious Benedict Society. Number Three.
Suddenly snatched, taken away to the dump bin
to no longer be free
I watch it get tossed into the pile
Devastated, I weep
Gasoline joins it, like oil tears while
Fire gobbles it all up, that heap
Why, I bawl, why?!
To halt rebellion before it begins, they inform me
There isn't a good reason, is there?! comes my reply
Lament, ululate, wail, they wouldn't leave them be
Books used to educate, to thrill
Books used to reveal truth, and much more
But to ban and burn, banish them to the hill?
Only to sadden us, deny an intelligent core
Stolen books strike us dumb. Send us back centuries
Back to nomads and ice
Pain, sorrow, lack of smarts bring us to our knees
This is the future I glimpse. And it won't suffice.

Nashville Reads Poetry Contest Winners – March 21, 2023
Nashville Public Library

Poem Title: Missing Words
Written by: Lillie Cate Allen
10th Grade - Hillsboro High School

I ache all over.
Straining, reaching, almost
No.
I can't
See, touch, hear,
The words
So many words
Stories.
Out of reach
I ache all over.
A piece of me,
Lost, gone, forbidden.
I can't
I reach for words,
For a life giving
Sentence
If only I could
See, touch, hear, reach,
Read.

Nashville Reads Poetry Contest Winners – March 21, 2023
Nashville Public Library

Poem Title: The Death of a New Generation

Written by: Madison Moore

11th Grade - Nashville School of the Arts

This is the final chapter of our fantasies,
Stich in the adequate words with golden silk thread,
And let your sorrowful tears stain the paper,
This is the only way they will remember us book enthusiasts.
This was the final book in the vapid libraries,
Never have they seem
So cold,
So bleak,
So eerie.
Bookshelves, instead of books, store memories,
Within their cherrywood finishes,
Children reaching for books full of livelihood,
Adults reaching for books to tell them about their lives,
Yet, the weal population,
Tends to and always find vile ways,
To drive them out of our hearts,
Escape from their antsy hands quickly.
Go off into the wooded forests,
Where the verdigris grasses grow,
To turn the final book into a tree
Where it will blossom in the spring,
But I will portend;
The weal will get rid of them too.

Nashville Reads Poetry Contest Winners – March 21, 2023
Nashville Public Library

Poem Title: The Light My Candle Burns

Written by: Sandy Hanna

8th Grade - Meigs Magnet Middle

It is just like my candle
The books give me warmth, till they get withdrawn
The “Hate U Give” towards our finest writers
As one by one they lit their lighters
A candle burns, and so does my sorrow
Maybe one day the print will leave me, maybe tomorrow
Burning away the happy endings evolving into trash
And letting them crumble into heaps of ash
Who to “Speak”? Who to cry?
Letting our childhood memories “Fade” and die
No remorse you feel, nor regret
But if the books don’t last for another second, please don’t forget
You’re like my candle, you’re sweet and short
And provide no certainty of support
Young children’s eyes staring at books that have “Burned”
And their deceased curiosity that had once churned
A candle’s flame burns, but not for long
You will never see you were in the wrong
Blow out the fire, blow out the pain
Can the light of our books remain?