

NASHVILLE PUBLIC LIBRARY

Board of Trustees Meeting

June 20, 2023



Nashville Public Library Board of Trustees
Agenda
June 20, 2023
Donelson Branch Library
2315 Lebanon Pike
Nashville, TN 37214
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: May 16, 2023
- V. Action Item: “Approval Item: Discuss and adopt a Public Comment Policy consistent with new State law effective July 1, 2023”, *Derrick Smith*
- VI. Interim Library Director Report, *Terri Luke*
- VII. Foundation Report, *Shawn Bakker*
- VIII. Staff Report
 - a. Statistics for the Board Packet, *John McFarland*
 - b. Limitless Libraries, *Linda Harrison, and Syreeta Butler*
 - c. Donelson Branch Overview, *Ryan Darrow*
- IX. Adjournment

Next Scheduled Board of Trustees Meeting
July 18, 2023
Main Library
615 Church Street
Nashville, TN 37211
12:00 PM

Meeting Minutes – May 16, 2023

**Nashville Public Library Board of Trustees
Meeting Minutes
May 16, 2023
Main Library
615 Church Street
Nashville, TN 37211
12:00 PM**

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

Library Staff: Terri Luke, Linda Harrison, Shawn Bakker, Lee Boulie, Mark Crowder, John McFarland, Andrea Fanta

Others: Derrick Smith, Assistant Metropolitan Attorney at Metropolitan Government of Nashville and Davidson County, Anne-Leslie Owen, Public Arts Collections Manager with Metro Arts, Jessie Ross, Public Arts Representative with Metro Arts

X. Call to Order / Roll Call

- a. Ms. Joyce Searcy called the meeting to order at 12:01 PM.

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

- b. “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.”

XII. Board Chair Comments, *Joyce Searcy*

- a. Ms. Joyce Searcy informed the Library Board that she would send the Director Evaluation template for each Library Board member to fill in ratings and comments. Ms. Searcy would then compile all comments for each category on the template and submit the evaluation to Ms. Terri Luke and Metro HR. Ms. Luke added that the compilation was due by July 1st.
- b. Ms. Searcy included a draft copy of the schedule for the Director candidate search and interview timeline. Final interviews would be held in person on August 22nd and 23rd.

- c. Ms. Searcy informed the Library Board that Bradbury Miller created a survey for collecting input from staff, Friends of the Library groups, and various library card holders and community members. Ms. Luke added that the Bradbury Miller team members would also be present via Zoom at the All Managers Meeting on May 18th to obtain manager input, as well. Ms. Andrea Fanta also added that NPL has a strong email footprint, with about 100,000 subscribers receiving and interacting with emails.

XIII. Approval of Minutes: April 11, 2023

- a. Mr. Robert Oermann made a motion to approve the minutes. Mr. Charvis Rand seconded. The motion passed unanimously.

XIV. Interim Library Director Report, *Terri Luke*

- a. Ms. Luke stated the library received an additional \$350,000 from the state and another \$1.5 million for NPL's collection from Metro, bringing the approved funds to \$3.85 million for this fiscal year. The average during the last ten years has been approximately \$2.6 million.

XV. Foundation Report, *Shawn Bakker*

- a. Ms. Shawn Bakker stated that there will be buttons for those who show support for the library at Metro Council Budget Hearing on Thursday, May 18th.
- b. The Foundation started a new program called "Library Ambassadors," which more than 80 people have joined so far. Library Ambassadors are passionate patrons and community members who each have their own library story.
- c. Ms. Bakker stated the library hosted the Dollar General Literacy Foundation grant announcement, where the library was awarded more than one-third of the allotted giving amount from Dollar General. Ms. Bakker added that Amazon has also agreed to support the library this year at a total of \$150,000 and the Foundation is on target to meet the library goal.
- d. Ms. Bakker thanked those who attended this year's Picnic at the Library at the Main Library, which was a great success.
- e. Ms. Searcy asked if COVID-19 impacted this year's contributions. Ms. Bakker answered that some corporations switch their contributions to areas that were considered essential needs, but, in general, the total amount of giving received was close to the same as previous years. Mr. Rand asked if the funds were going toward programs or general operations. Ms. Bakker stated that most grant and corporate

partnerships were restricted to specific programs, while most individual giving was unrestricted, unless they were considered significant contributions.

XVI. New Business

- a. Presentation of the Interior Art for the New Donelson Branch, *Anne-Leslie Owen*
Resolution 2023 – 5.01
 - i. Ms. Luke introduced Ms. Anne-Leslie Owen, the Public Arts Collections Manager with Metro Arts. Ms. Owen reminded the Library Board that the Donelson Plaza is the location for the new Donelson branch, which is due to be completed in Spring 2024. Ms. Owen stated the art installation would be located near the back North wall of the library building, and the artist budget would be a total of \$150,000.
 - ii. Ms. Owen stated that the call for artists was open to all local artists in Davidson County and surrounding counties, and the award was given to Ms. Amber Lelli. Ms. Lelli attended four community engagements: the Hip Donelson Farmer’s Market, two children’s engagements at the current Donelson branch, and McGavock High School’s art class. She facilitated to gather responses about why people chose to live in Donelson and what they felt identified Donelson as a special place.
 - iii. Ms. Owen stated the installation would consist of a chromed, whimsical landscape, featuring 21 plants that are native to Tennessee and popular among Donelson residents.
 - iv. Ms. Lelli reached out to Ms. Shelly King from JVI Secret Gardens and Ms. Ginger-Rose Krueck, from GROW Enrichment to gain their expertise on plant life commonly found in the Donelson area that would be included in the installation, (Persimmon tree, Sunburst florals, Poplar tree, Aster, Beebalm, Little Bluestem, Fern, and Sweet Betsy Trillium).
 - v. Ms. Searcy made a motion to accept Resolution 05.01 for Approval of the Interior Art for the Donelson Branch Building Project. The motion passed unanimously.

XVII. Staff Report

- a. Safety and Security, *Mark Crowder*
 - i. Ms. Luke introduced Mr. Mark Crowder, Head of Security at NPL.

- ii. Mr. Crowder stated that NPL's contract security vendor was Allied Security, and they handled all branch security and filled in at the Main Library. Mr. Crowder added that there were ten branches covered by Allied Security, and security was typically scheduled 40-48 hours weekly.
- iii. Mr. Crowder updated the Library Board that he recently hired a supervisor, and he was working on improving coverage at the branches.
- iv. Mr. Oermann asked how many guard positions were open. Mr. Crowder stated there were four positions open and four positions filled, but there has been high turnover due to low pay wages. Metro HR informed Mr. Crowder about potential improvements to the budget this coming fiscal year that might solve the high turnover issue.
- v. Mr. Crowder stated that all internal security staff were state security certified for unarmed security, although they are exempt by the state to obtain certification. Mr. Crowder added that internal security staff were also CPR/ AED certified and had been trained to administer Narcan and use fire extinguishers. Non-security staff have been trained at branches and Main on active shooter procedures, bomb threat procedures, handling unruly patrons, fire extinguisher and fire alarm panel usage, OSHA Safety Data Sheets, blood-borne pathogens, and Lock Out/ Tag Out procedures. Ms. Searcy asked if the active shooter training included simulation run-throughs. Mr. Crowder stated that was one of the improvements he was looking to make in future trainings. Mr. Crowder added that all branch PIC (Person in Charge) staff that had AEDs at their locations were also provided CPR/ AED certification every two years.
- vi. Mr. Crowder informed the Library Board that there would be future advanced training for NPL security officers, conducted by a state certified company. Mr. Crowder added that NPL security officers would be trained in the following areas: Dallas' Law requirement (Training to subdue intoxicated persons without excessive force) defensive tactical training, de-escalation training, and active shooter training run by Metro Police for all staff. All MNPD precincts will be offering active shooter training for the public and staff. Mr. Crowder stated he would send correspondence soon to encourage staff to attend the training on June 29th at the MNPD Hermitage Precinct.

- vii. Mr. Crowder stated there were physical precautions being considered for enhancing entrances and exits, such as installing bulletproof laminate on entry and safe room doors, reviewing technology capable of detecting weapons at library entrances, and equipping NPL security managers and supervisors with tasers. Mr. Rand asked if the security camera system was cloud-based or server-based. Mr. Crowder answered that the cameras were server-based; however, he and the IT manager had remote access to the cameras via laptop for all branch locations, and upgrades had been made recently.
 - viii. Mr. Crowder asked the Library Board to consider approving tasers for security supervisors. Mr. Keith Simmons asked Mr. Crowder how tasers worked. Mr. Crowder explained that tasers were considered close-range weapons that shoot an electric prong at an eight-degree drop within 3-7 feet of the user and their target, and tasers were designed to freeze the nervous system and prevent movement. Dr. De La Rosa asked if there was any de-escalation training for using a taser. Mr. Crowder stated that using the taser would be considered a last resort. Mr. Simmons asked if tasers could be lethal. Mr. Crowder stated that if an assailant were on drugs or had severe health issues, the taser could become lethal.
 - ix. Ms. Kate Ezell asked if there had been issues with weapon detection before. Mr. Crowder stated most patrons experiencing homelessness tend to carry knives, and those that were caught with weapons were suspended and their pictures posted at the entrances of each branch location.
 - x. Ms. Katy Varney asked if the Library Board was expected to vote on the decision to equip security managers with tasers. Ms. Luke stated there would need to be a resolution drawn up and presented to the Library Board before any voting occurred. Mr. Derrick Smith added that Metro Legal may need to weigh in on the issue of having security managers armed with tasers, since use of the weapon could result in serious bodily harm or death. Mr. Smith stated he would bring the request to his supervisor for review and update the Library Board on how to move forward on a later date.
- b. Statistics for the Board Packet, *John McFarland*
- i. Due to time constraints, Ms. Searcy asked to have Mr. John McFarland added at the beginning of the next meeting's agenda. Mr. McFarland asked the Library

Board to send any specific changes they'd like to see in the statistical data reports so he could prepare examples by the next meeting.

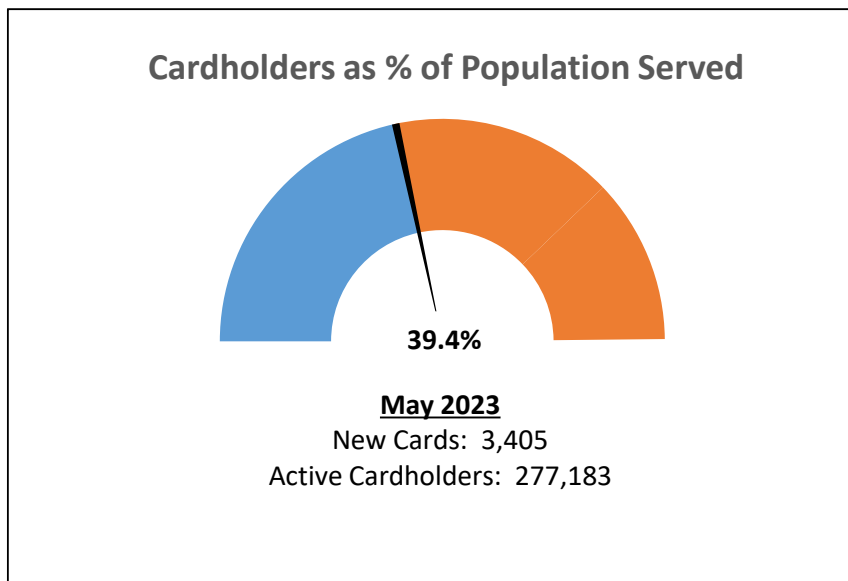
XVIII. Adjournment

- a. The meeting was adjourned at 1:41 PM.

Respectfully submitted by Lana Boleyjack.

Statistical Summary – June 20, 2023

Nashville Public Library

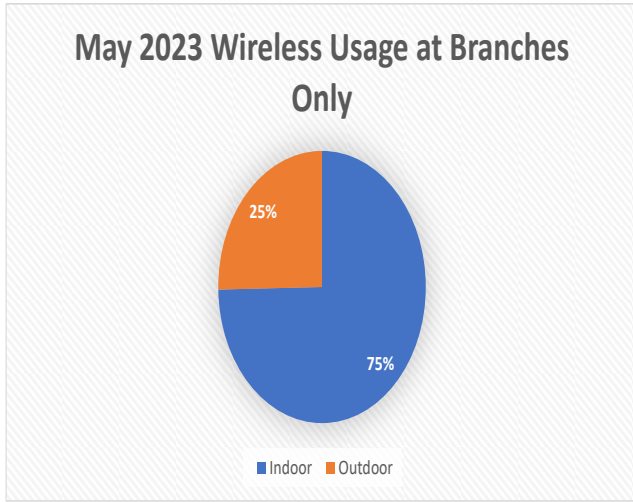
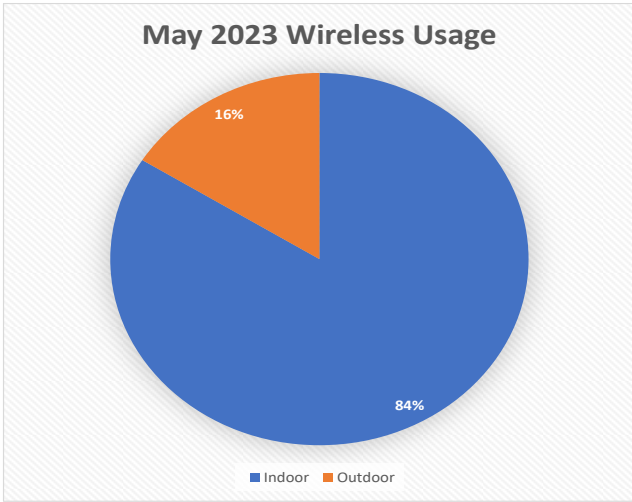
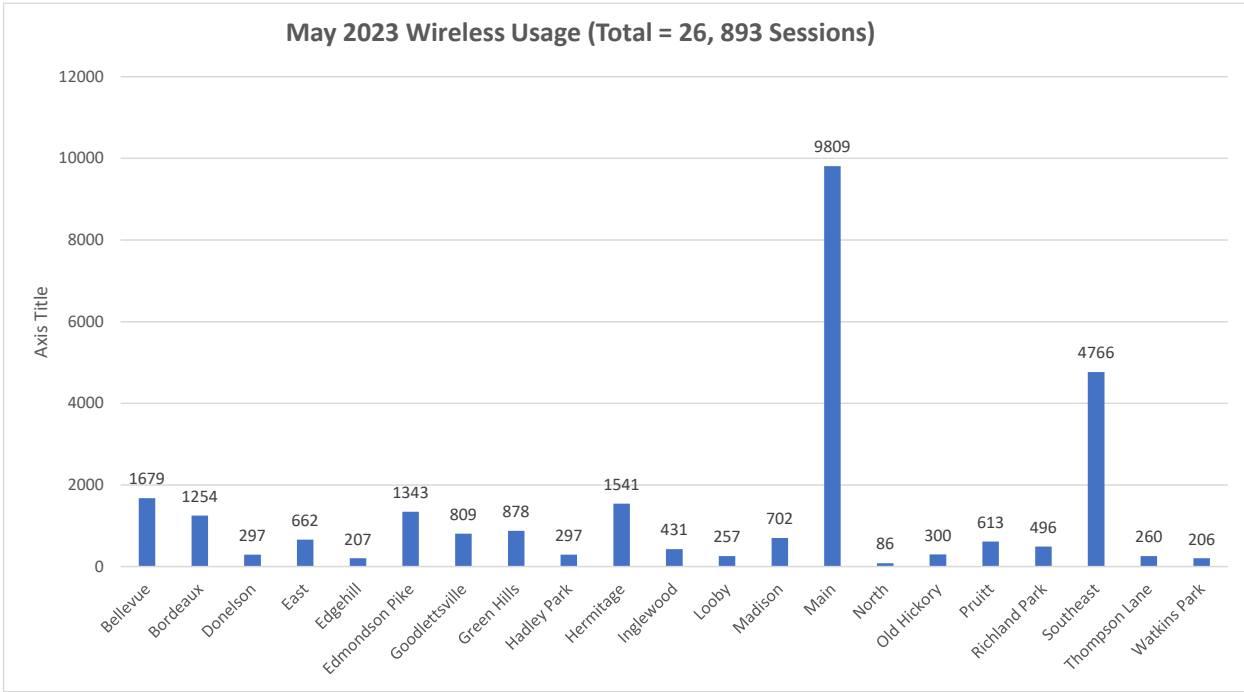


Cardholders	May-23	May-23 Year-to-Date	Active Patron Cards
New Registrations	3,405	36,795	277,183

Volunteer Services	May-23	May-22	% Change 2023-2022
Number of Volunteers	139	143	-2.80%
Volunteer Hours	842.00	956.00	-11.92%

Statistical Summary – June 20, 2023
Nashville Public Library

Wireless Data



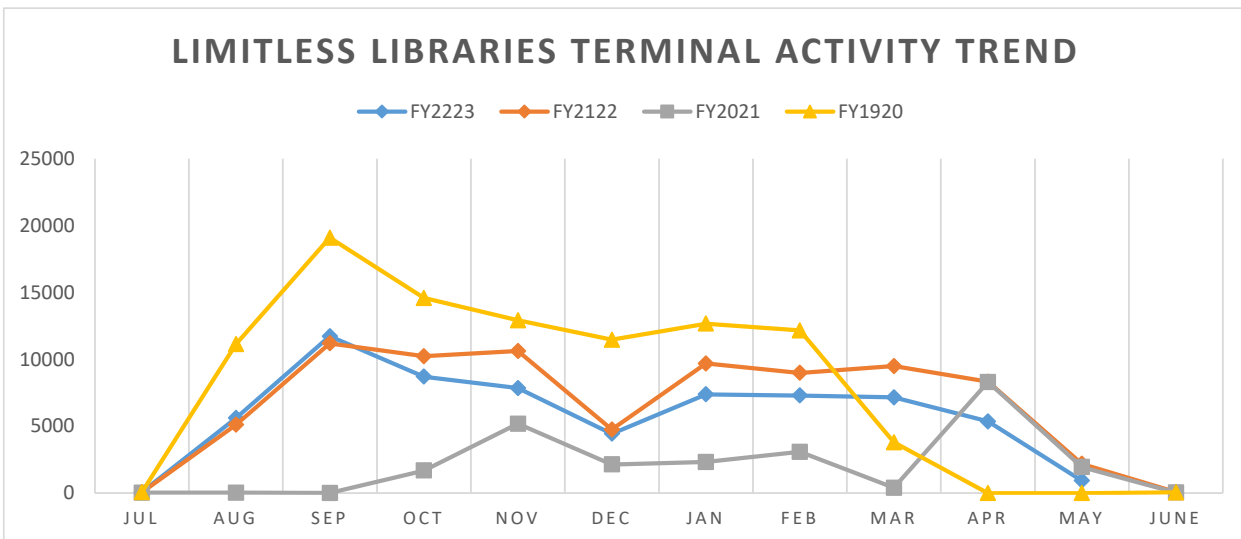
Statistical Summary – June 20, 2023
Nashville Public Library

Database and Website Data

Public Computer Use	May-23	May-22	% Change 2023-2022
Total On Site Computer Use	21,526	18,116	18.82%
Total Wireless Use	26,893	18,136	48.29%

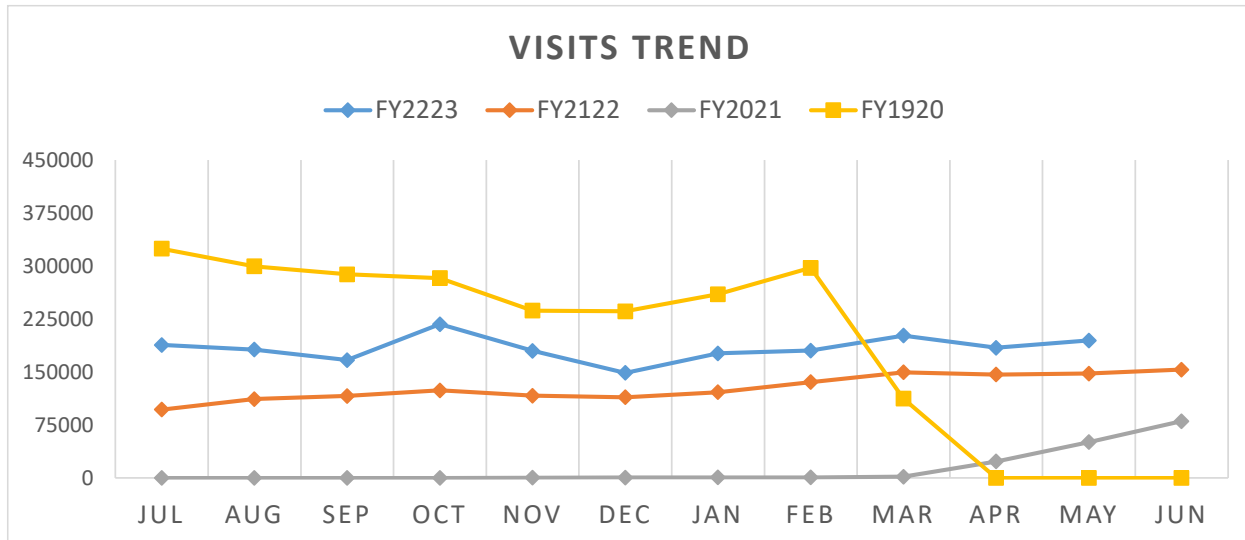
Website Visits	May-23	May-22	% Change 2023-2022
Webserver	362,845	353,462	2.65%

Database Usage	May-23	May-22	% Change 2023-2022
Sessions	12,933	13,114	-1.38%



Statistical Summary – June 20, 2023
Nashville Public Library

Visits



Visits	May-23 Visits	May-22 Visits	% Change 2023-2022	May-23 Circ / Visit	May-22 Circ / Visit	% Change 2023-2022
Bellevue	11,808	11,446	3.16%	1.84	1.68	9.33%
Bordeaux	4,988	5,027	-0.78%	0.50	0.49	3.83%
Donelson	5,656	4,972	13.76%	0.74	0.75	-1.02%
East	10,705	5,939	80.25%	0.35	0.56	-38.83%
Edgehill	2,779	1,855	49.81%	0.54	0.51	6.65%
Edmondson Pike	11,824	9,586	23.35%	1.79	2.04	-12.17%
Goodlettsville	5,323	5,331	-0.15%	1.57	1.41	11.71%
Green Hills	16,146	13,872	16.39%	1.15	1.77	-34.93%
Hadley Park	2,067	1,060	95.00%	0.21	0.25	-16.91%
Hermitage	11,487	9,792	17.31%	1.35	1.46	-7.48%
Inglewood	13,701	7,745	76.90%	0.46	0.52	-11.95%
Looby	3,404	1,757	93.74%	0.21	0.23	-8.92%
Madison	11,560	8,302	39.24%	0.48	0.78	-39.13%
Main	34,567	30,809	12.20%	3.87	3.47	11.27%
North	3,535	2,308	53.16%	0.19	0.22	-15.01%
Old Hickory	2,857	1,570	81.97%	0.74	1.13	-34.01%
Pruitt	8,448	3,808	121.85%	0.02	0.06	-62.91%
Richland Park	9,036	6,050	49.36%	1.01	1.28	-21.23%
Southeast	9,596	6,740	42.37%	0.72	1.05	-31.71%
Thompson Lane	11,182	6,677	67.47%	0.26	0.36	-28.38%
Watkins Park	4,055	3,106	30.55%	0.03	0.03	3.63%
NPL Total	194,724	147,752	31.79%	1.37	1.70	-19.45%

Statistical Summary – June 20, 2023

Nashville Public Library

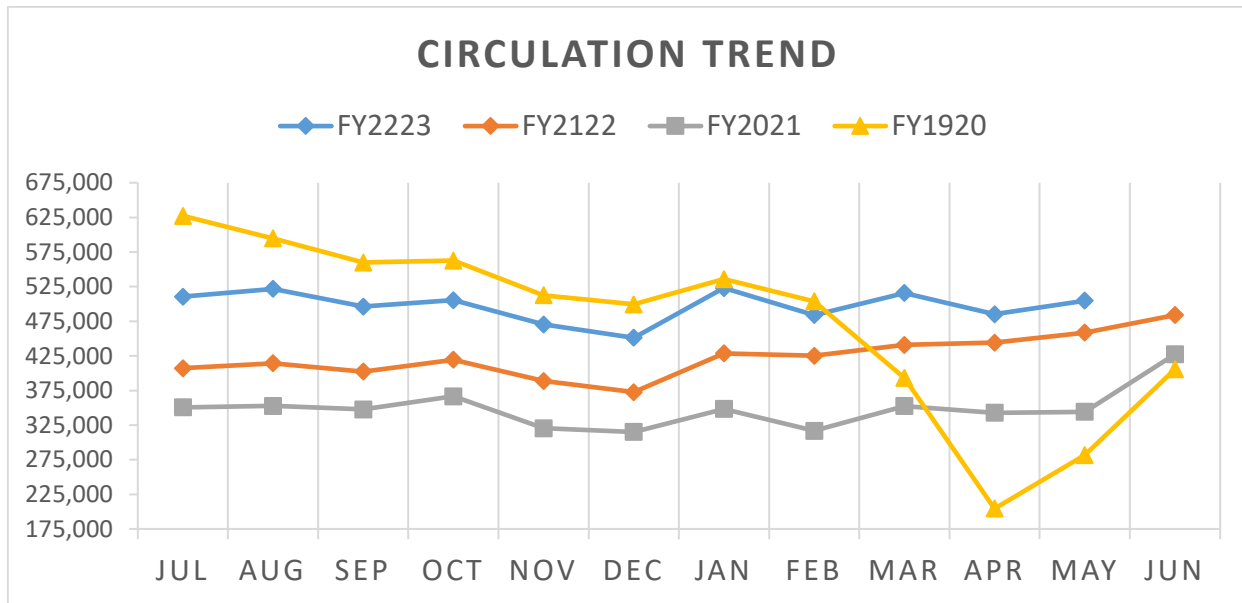
Circulation Data

eMedia Circulation*

May 2023

eAudiobooks	eVideos	eBooks	eMusic	eMagazines	Total
108900	7118	112919	1769	7591	238297

*eMedia accounts for 47.2% of total May 2023 circulation.



Circulation	Month				Fiscal Year-to-Date		
	May-23 Circulation	May-23 % of Total	May-22 Circulation	% Change 2023-2022	May-23 Year-to-Date	May-22 Year-to-Date	% Change 2023-2022
Belleuve	32,009	6.34%	29,681	7.84%	352,111	332,027	6.05%
Bordeaux	5,649	1.12%	5,346	5.67%	65,934	59,449	10.91%
Donelson	7,510	1.49%	6,432	16.76%	80,717	58,422	38.16%
East	6,468	1.28%	5,080	27.32%	68,811	50,514	36.22%
Edgehill	3,480	0.69%	2,521	38.04%	34,586	25,355	36.41%
Edmondson Pike	30,848	6.11%	28,649	7.68%	324,530	309,463	4.87%
Goodlettsville	13,202	2.62%	11,906	10.89%	160,940	133,080	20.93%
Green Hills	31,676	6.27%	36,933	-14.23%	421,885	417,414	1.07%
Hadley Park	1,851	0.37%	1,262	46.67%	20,985	16,901	24.16%
Equal Access	230	0.05%	223	3.14%	3,118	2,549	22.32%
Hermitage	25,769	5.10%	24,497	5.19%	272,364	271,509	0.31%
Inglewood	10,493	2.08%	7,772	35.01%	110,621	92,146	20.05%
Looby	2,810	0.56%	1,736	61.87%	28,719	19,422	47.87%
Madison	11,389	2.08%	10,571	7.74%	124,352	108,487	14.62%
Main	38,806	7.69%	39,014	-0.53%	471,836	466,912	1.05%
North	2,206	0.44%	2,067	6.72%	24,293	23,107	5.13%
Old Hickory	4,765	0.94%	3,818	24.80%	52,779	36,624	44.11%
Pruitt	1,463	0.29%	1,172	24.83%	16,815	12,856	30.79%
Richland Park	14,090	2.79%	11,777	19.64%	142,739	107,333	32.99%
Southeast	14,275	2.83%	14,104	1.21%	164,984	153,887	7.21%
Thompson Lane	6,451	1.28%	5,998	7.55%	74,216	65,751	12.87%
Watkins Park	1,109	0.22%	516	114.92%	11,643	6,751	72.46%
eMedia	238,297	47.20%	207,574	14.80%	2,445,034	1,826,818	33.84%
Talking Library	0	0.00%	0	N/A	15	15	0.00%
NPL Total	504,846		458,649	10.07%	5,474,027	4,596,792	19.08%

Statistical Summary – June 20, 2023
Nashville Public Library

May Programming Data

In-Person

May 2023	# of Programs	# of Attendees
TOTAL	1208	23329

Outreach

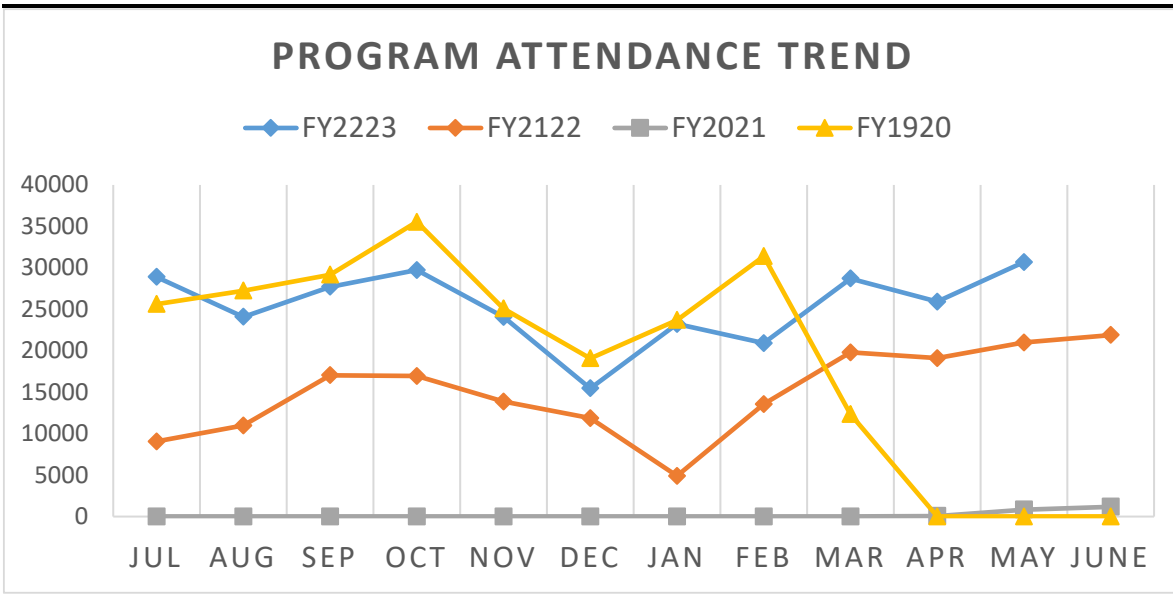
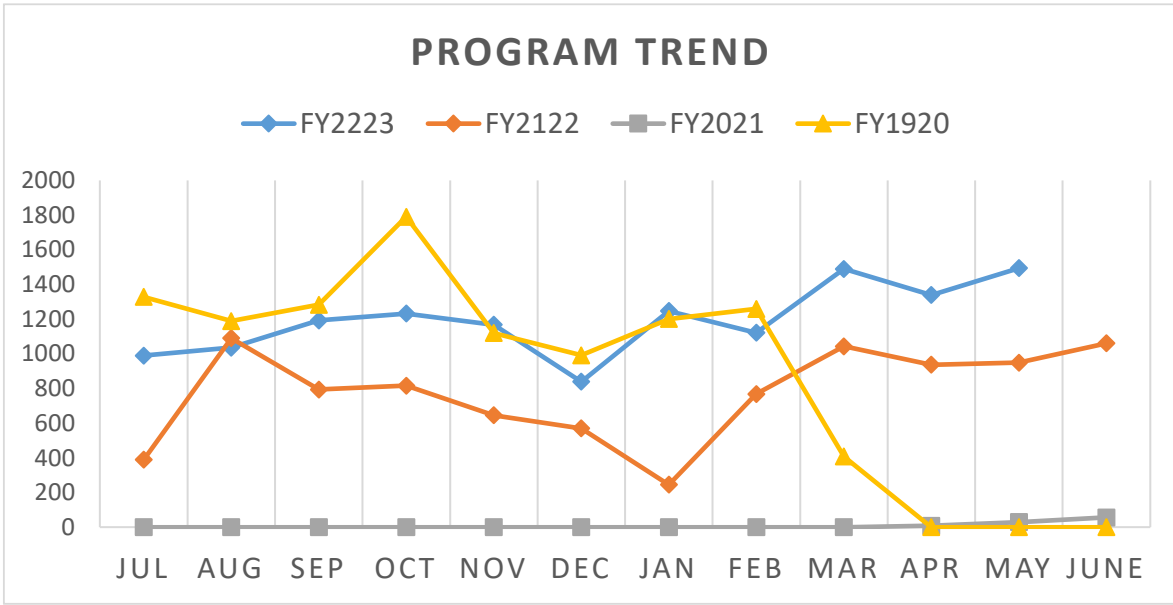
May 2023	# of Programs	# of Attendees
TOTAL	250	7177

Virtual

May 2023	# of Programs	# of Attendees
TOTAL	36	183

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	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bellevue	70	1,214	0	0	1	8	71	1,222	19	810	21	235	31	177	0	0
Bordeaux	74	857	1	20	0	0	75	877	13	126	45	622	11	58	6	71
BBTL	6	72	28	607	23	45	57	724	23	555	0	0	34	169	0	0
Adult Literacy	10	248	0	0	0	0	10	248	0	0	0	0	10	248	0	0
Donelson	30	447	5	163	0	0	35	610	15	436	1	8	19	166	0	0
East	59	861	9	197	0	0	68	1,058	20	397	39	652	1	1	8	8
Edgehill	26	188	0	0	0	0	26	188	23	176	0	0	3	12	0	0
Edmondson Pike	95	2,004	12	1,300	1	1	108	3,305	39	2,920	31	102	29	193	9	90
Goodlettsville	35	390	0	0	1	4	36	394	15	250	7	40	14	104	0	0
Green Hills	73	1,194	2	210	0	0	75	1,404	17	755	30	448	14	130	14	71
Hadley Park	24	97	12	132	0	0	36	229	15	100	3	7	8	28	10	94
Hermitage	64	1,338	2	26	1	39	67	1,403	27	766	4	87	34	524	2	26
Inglewood	28	638	9	376	0	0	37	1,014	26	907	0	0	11	107	0	0
Looby	12	45	0	0	0	0	12	45	7	37	0	0	5	8	0	0
Madison	74	895	2	24	0	0	76	919	26	661	18	76	12	102	20	80
Main Adults	136	953	2	69	1	5	139	1,027	0	0	0	0	139	1,027	0	0
Main Childrens	11	272	1	65	0	0	12	337	12	337	0	0	0	0	0	0
Digital Inclusion	0	0	56	153	0	0	56	153	0	0	0	0	0	0	56	153
LSDHH	4	16	5	64	1	3	10	83	4	41	0	0	6	42	0	0
Puppet Truck	23	2,124	26	1,501	0	0	49	3,625	38	3,061	5	410	1	54	5	100
Special Collections	18	438	0	0	0	0	18	438	4	284	2	24	12	130	0	0
Studio NPL	26	740	18	514	0	0	44	1,254	0	0	44	1,254	0	0	0	0
Main Teens	26	359	4	184	0	0	30	543	0	0	30	543	0	0	0	0
Wishing Chair	31	1771	0	0	0	0	31	1771	30	1756	0	0	1	15	0	0
Systemwide Prog.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North	47	95	2	19	0	0	49	114	2	19	5	10	26	52	16	33
Old Hickory	22	260	7	355	0	0	29	615	16	269	9	208	4	138	0	0
Fruitt	64	3600	28	412	4	43	96	4055	43	1841	8	152	32	1897	13	165
Richland Park	26	1011	0	0	0	0	26	1011	18	981	0	0	8	30	0	0
Southeast	67	910	8	184	3	35	78	1129	27	681	26	274	25	174	0	0
Thompson Lane	21	212	11	602	0	0	32	814	15	651	3	26	14	137	0	0
Watkins Park	6	80	0	0	0	0	6	80	2	17	4	63	0	0	0	0
TOTALS	1,208	23,329	250	7,177	36	183	1,494	30,689	496	18,834	335	5,241	504	5,723	159	891

Statistical Summary – June 20, 2023
Nashville Public Library



Financial – June 20, 2023
Nashville Public Library

6/2/2023	Appropriations	Encumbered (current)	Spent (cumulative)	Free Balance	Committed (cumulative)	% Committed	Committed during (May 2023)
Metro-4% Funds	\$ 5,133,169.42	\$ 90,370.77	\$ 2,662,661.45	\$ 2,380,137.20	\$ 2,753,032.22	53.63%	\$ (18,523.62)
Foundation	\$ 629,785.75	\$ 61.99	\$ 6,189.17	\$ 623,534.59	\$ 6,251.16	0.99%	\$ 55.45
Subscriptions	\$ 197,800.00	\$ -	\$ 197,800.00	\$ -	\$ 197,800.00	100.00%	\$ 51,562.87
Grants	\$ 1,089,329.00	\$ -	\$ 1,089,329.00	\$ -	\$ 1,089,329.00	100.00%	\$ 350,829.00
	\$ 7,050,084.17	\$ 90,432.76	\$ 3,955,979.62	\$ 3,003,671.79	\$ 4,046,412.38	57.40%	\$ 383,923.70

Personnel Summary/HR – June 20, 2023
Nashville Public Library

2023 New Hires

<u>Name</u>	<u>Classification</u>	<u>Hire Date</u>	<u>Location</u>
Ganga Rizal	Custodian	5/1/2023	Custodian Srvs
Shannon Albee	Program Spec 2	5/1/2023	BBTL
Mia Thornburg	Custodian	5/15/2023	Custodian Srvs
McKenzie Turner	Circulation Assistant	5/15/2023	Inglewood
Carena Cathey	Circulation Assistant	5/15/2023	Hermitage
Emily Garrett	Program Spec 2	5/15/2023	Bellevue
Matthew Santana	Program Spec 2	5/15/2023	Looby
Kyle Poteet	Circulation Assistant	5/15/2023	Edgehill
Fernando Magana	Maint & Repair Wk Sr	5/15/2023	Mailroom
Judith Fazi	Library Page	5/29/2023	Main-Ref
Craig Ellis	Human Resources Analyst Sr	5/29/2023	H/R (rehire)

2023 Resignations

<u>Name</u>	<u>Classification</u>	<u>Resignation Date</u>	<u>Location</u>
Craig Ellis	Human Resources An	5/12/2023	Human Resources (retire)
Jay Greer	Program Specialist 3	5/23/2023	Studio NPL
Jewel Thompson	Circulation Assistant	5/26/2023	Limitless Library
Mihco McKinney	Program Specialist 2	5/27/2023	Richland Park
Megan Phouthavong	E Librarian 1	5/30/2023	Bellevue
Robin Moore	Circulation Assistant	5/31/2023	Madison (retire)

Personnel Summary/Vacancy – June 20, 2023
Nashville Public Library

NPL Vacancies as of 5/31/23

	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	Interviewing
3	OP & MAIN	BLDG MAINT MECH	TG13	VACANT - NEW	F	1.00	7/1/22	Interviewing
4	OP & MAIN-MIN	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	EAST	CIRCULATION ASST	ST05	VACANT (POWELL, S)	F	1.00	4/14/23	
8	ED PIKE	CIRCULATION ASST	ST05	VACANT (FALCON, R)	F	1.00	2/20/23	
9	ED PIKE	CIRCULATION ASST	ST05	VACANT (ROBERTS, Z)	F	1.00	5/15/23	
10	GRN HILLS	CIRCULATION ASST	ST05	VACANT (GAYER, J)	F	1.00	3/30/23	
11	LOOBY	CIRCULATION ASST	ST05	VACANT (BRADFORD, A)	F	1.00	11/28/22	
12	MADISON	CIRCULATION ASST	ST05	VACANT (MOORE, R)	F	1.00	5/31/23	
13	LIMITLESS L	CIRCULATION ASST	ST05	VACANT (THOMPSON, J)	F	1.00	5/26/23	
14	OP & MAIN-BR	CUSTODIAN - Branch	TG07	VACANT (ALBADER, R)	F	1.00	5/15/22	Interviewing
15	OP & MAIN-BR	CUSTODIAN - Branch	TG07	VACANT (KELLEY, S)	F	1.00	3/3/23	Interviewing
16	OP & MAIN-MIN	CUSTODIAN - Main	TG07	VACANT (SHADOWENS M)	F	1.00	4/3/23	Interviewing
17	ADMIN SVCS	EQUIPMENT & SUPPLY CLERK	ST06	VACANT - NEW - reallocating to Finance	F	1.00	7/1/22	Interviewing
18	ADMIN SVCS	FINANCE ADMINISTRATOR	OR08	VACANT (MCELRATH-PROSSER, A)	F	1.00	8/15/22	Candidate will start in June 23
19	ADMIN SVCS	FINANCE OFFICER	OR04	VACANT - NEW	F	1.00	7/1/22	Job Posting in process
20	ADMIN SVCS	HUMAN RESOURCE ANALYST	OR04	VACANT - NEW	F	1.00	7/1/22	Interviewing
21	ADMIN SVCS	HUMAN RESOURCES ANALYST 3	OR05	VACANT (ELLUS III, H)	F	1.00	5/12/23	
22	TECH SVCS	INFO SYSTEMS APP ANALYST 1	OR03	VACANT (SLOAN, D)	F	1.00	3/2/23	Job Posted
23	TALKING	INFO SYSTEMS MEDIA TECH 1	OR02	VACANT - NEW	P	0.49	7/1/22	Interviewing
24	NECAT	IS MEDIA TECH 2	OR03	VACANT - NEW	F	1.00	7/1/22	Candidate will start in June 23
25	NECAT	IS MEDIA TECH 2	OR03	VACANT - NEW	F	1.00	7/1/22	Candidate will start in July 23
26	BELLEVUE	LIBRARIAN 1	ST09	VACANT (PHOUTHAVONG EVANS, M)	F	1.00	5/30/23	
27	ED PIKE	LIBRARIAN 1	ST09	VACANT (DELANEY, R)	F	1.00	6/1/22	
28	GRN HILLS	LIBRARIAN 1	ST09	VACANT (KINZER, K)	F	1.00	11/17/22	
29	REF	LIBRARIAN 1	ST09	VACANT (BARRETT, M)	F	1.00	9/30/22	
30	HERM	LIBRARIAN 2	ST10	VACANT (SHAFFER, P)	F	1.00	12/30/22	
31	MADISON	LIBRARIAN 2	ST10	VACANT (KRKOWIAK, P)	F	1.00	4/28/23	
32	TEENS	LIBRARY ASSOC	ST06	VACANT (ROMINES, J)	F	1.00	7/25/22	
33	GOOD	LIBRARY MGR 2	OR06	VACANT (GARDNER, D)	F	1.00	1/27/23	
34	THOMP	LIBRARY MGR 2	OR06	VACANT (JENSEN, L)	F	1.00	12/2/22	
35	BELLEVUE	LIBRARY MGR 3	OR07	VACANT (HERBST, L)	F	1.00	12/27/22	
36	BELLEVUE	LIBRARY PAGE	ST02	VACANT (ARMSTRONG III, J)	P	0.49	3/30/23	
37	BELLEVUE	LIBRARY PAGE	ST02	VACANT (BRACKIN, S)	P	0.49	2/16/23	
38	CHILD	LIBRARY PAGE	ST02	VACANT (PICCA, L)	P	0.49	5/29/23	
39	TALKING	OFFICE SUPPORT REP	ST05	VACANT (ADKINS, M)	F	1.00	6/8/22	
40	ADMIN SVCS	PROGRAM SPEC 2	ST06	VACANT (SANDERS, H)	F	1.00	2/16/23	
41	ED PIKE	PROGRAM SPEC 2	ST08	VACANT (KEENEY, S)	F	1.00	7/1/22	
42	HR IMP	PROGRAM SPEC 2	OR01	VACANT - NEW	F	1.00	7/1/22	
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	ST07	VACANT (MCKINNEY, M)	F	1.00	5/27/23	
46	TEENS	PROGRAM SPEC 2	ST06	VACANT (TAYLOR, C)	F	1.00	4/17/23	
47	STUDIO	PROGRAM SPEC 3	ST10	VACANT (GREER, J)	F	1.00	5/23/23	
48	WISH CHAIR	PROGRAM SUPV	ST10	VACANT (WILSON, B)	F	1.00	12/26/22	
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 (DODSON, E)	F	1.00	5/15/23	Interviewing
52	SECURITY	SECURITY GUARD	ST06	VACANT (MADU, O)	F	1.00	4/17/23	Interviewing

Brief Area Updates – June 20, 2023

Nashville Public Library

ADMINISTRATIVE SERVICES

Safety & Security: May 2023

The following afterhours events required Security in May 2023

1. No afterhours events requiring Security were held.

May was another busy month for Security with incidents

One major incident was the arrest of a male patron that was caught masturbating at the Looby Branch and Main in public view. He is suspended for 365 from all library locations.

One Security officer was transferred back to the Library Delivery Services.

One new NPL Security Officer was hired and will start on Monday, June 12, 2023.

Library Security Officer position was reposted in May and should be closing soon. Library HR also spoke with a few people at a job fair held in May and they were applying to the open Security positions.

Total number of incident reports for the month of **May (61)** and related categories per incident report down from 68 incident reports in April:

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	3	Looby Branch	4
Bordeaux Branch	1	Madison Branch	4
East Branch	2	Main Library	38
Edgehill Branch	2	Southeast Branch	1
Green Hills Branch	1	Thompson Lane Branch	2
Hadley Park Branch	3	Total	61

Bellevue Branch	3	Looby Branch	4
Conduct or Rule Violation	2	Conduct or Rule Violation	8
Injury or Accident	3	Injury or Accident	1
Suspensions	2	Safety or Security Incident	2
Bordeaux Branch	1	Suspensions	3
Conduct or Rule Violation	2	Madison Branch	4
Suspensions	1	Conduct or Rule Violation	7
East Branch	2	Suspensions	4
Conduct or Rule Violation	4	Main Library	38
Suspensions	2	Conduct or Rule Violation	53
Edgehill Branch	2	Injury or Accident	15
Conduct or Rule Violation	2	Safety or Security Incident	7
Safety or Security Incident	1	Suspensions	33
Suspensions	1	Southeast Branch	1
Green Hills Branch	1	Conduct or Rule Violation	1
Safety or Security Incident	1	Thompson Lane Branch	2
Hadley Park Branch	3	Different Type of Accident	1
Conduct or Rule Violation	2	Injury or Accident	2
Safety or Security Incident	1	Safety or Security Incident	2
Suspensions	2		

Number of Injury or Accident and Safety or Security Incidents			
911 for assistance	6	Alarm	1
Ambulance	7	Drug Usage	1
Illness / Accident	2	Library Property Theft	2
Medical	5	Non-Emergency	1
Mental Issues	1	Patron Property Theft	2
Police called			4
Police Report Filed			3

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

Suspensions	48
Reminder of the Day	1
5 days	2
7 days	3
30 days	12
60 days	4
90 days	6
120 days	1
365 days	19

Delivery: May 2023

Main:

- We received 481 incoming UPS packages and sent 32 packages UPS GROUND.
- There were 103 overnight packages received from FedEx, DHL, etc.
- We received 91 inserts of mail from the United States Post Office, and we sent 60 inserts of mail to Metro Mail for postage.
- There were 43 special deliveries from Ricoh, Supply Room, Firefly, Amazon, etc.

Branches:

- We moved: 4,896 hold bins (156,672 items)
3,983 non-hold bins (127,456 items)
1,456 Circulation/Main bins (46,592 items).

Total of 10,355 bins moved.

Total item count of 331,360.

An average of 492 bins and **15,779** items moved per day.

15 skids were sent to Pratt Industries for book recycling.

0 skids were sent to BWB.

Daily Complete Percentage:

Holds 22 of 22 days for 100% in May.

Facilities Maintenance: May 2023

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

May 1st - May 31st, 2023					
Craft	Month	Total # Work Orders	# Completed	# Active	Completion %
None Entered	April 2023	2	0	2	0%
Administration	April 2023	6	2	4	33%
Branch Custodial Services	April 2023	84	84	0	100%
Canceled	April 2023	16	16	0	100%
Contractor	April 2023	6	1	5	17%
Grounds	April 2023	17	13	4	76%
Main Custodial Services	April 2023	2	1	0	50%
Maintenance	April 2023	194	170	24	88%
		Quantity 327	Completed 287	Active 40	Completion % 88%

May Maintenance monthly report 2023:

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

Mike Binkley 83 work orders

Joe Foster 30 work orders

Joe Klima 44 work orders

Edmondson Pike New led lights installed in mechanical rooms

Donelson New led lights installed in mechanical rooms

BRANCH SERVICES

CONFERENCE PRESENTATIONS: Southeast Librarian Callie Ann Starkey attended the Fay B. Kaigler Children’s Book Festival in Hattiesburg, Mississippi, and presented on the topic of Celebrating Racial Diversity in Children’s Literature. Callie Ann also presented at Lipscomb University’s College of Education Global Voices Conference for K-12 educators. Green Hills Program Specialist Alex Danner and Library Associate Megan Adovasio-Jones presented LGBTQ+ Customer Service 101 training as a 3-hour pre-conference session at the Tennessee Library Association Annual Conference in Memphis.

DONELSON REPAIR FAIR: Donelson hosted the region’s first “Repair Fair.” Forty-three people participated, with a total of 57 items fixed during the three-hour event. Items repaired included bicycles, dull knives, clothing, furniture, and electronics. By repairing these items, we helped keep 211 pounds of materials from the landfill.

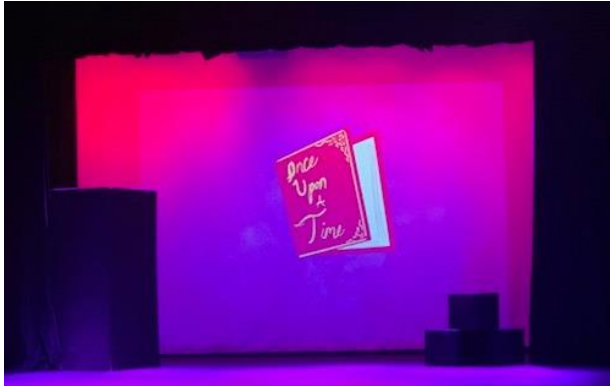


EDGEHILL REFURBISHMENT: Edgehill received a much-needed refurbishment that included new paint, new furniture, and an updated layout.



EDMONDSON PIKE EGGSTRAVAGANZA: The Edmondson Pike Children’s team hosted a community egg hunt April 1. They collaborated with the Crag, Adventure Science Center, New Sound Church, Woodson Chapel Church, Book’em, and Nashville Fire Department to make this event a success with 450 participants.

ONCE UPON A TIME: Looby hosted *Once Upon a Time* in collaboration with the Community Center and Metro Parks Theatre Division. The performance was put on by Metro Parks Theatre Division with stories written by kids in writing workshops run by Melissa Williams at the library. Next year, Looby staff and the Metro Parks Theatre Division hope to include more community centers in the program.



THE LIFE OF Z. ALEXANDER LOOBY: In honor of Looby’s birthday and the anniversary of the bombing of his home, both of which take place mid-April, Fisk University Special Collections historian Schuyler Carter gave a presentation on the life of Z. Alexander Looby, held in the Looby Theater. Elliott Robinson also spoke about the Civil Rights Room and Main Special Collections.

LIBRARY OF THINGS: A Bellevue customer returning a pair of binoculars that she had checked out from the Library of Things told staff, “These binoculars have just returned from my family vacation to Kenya. I’d like to express my thanks for these items being made available at Nashville Public Library.”

LITTLE SPROUTS AT BORDEAUX: The Bordeaux Children’s department welcomed the Little Sprouts Educational Cart to the Bordeaux community. Provided by Cheryl Johnson and Malia of TN State University, the Little Sprouts cart is an education initiative to support families with young children in Middle Tennessee to learn about healthy eating and nutrition. Children’s staff will present special Family Story Times throughout the month of May, with each story time highlighting a fruit-themed book along with a special fruit treat!

NATIONAL LIBRARY WEEK: Branch staff celebrated National Library Week with a variety of displays and outreach events. Bordeaux Program Coordinator Alfreda Miguel and Southeast staff members Paige Wilson and Jude Romines coordinated outreach visits by branch staff for National Library Outreach Day, providing resources and stickers that say Libraries are for Everyone in English, Spanish, Kurdish, and Arabic.

COLLECTIONS & TECHNOLOGY

Technology

Repaired the Anode large screen interactive and multilingual welcome signage at Southeast.

Digital endcaps at all branches are now converted to Aspen, which means they can be supported by NPL staff moving forward.

Upgraded self-checkout machines.

Removed and reinstalled public computers at Green Hills due to carpet replacement in that space.

Continued with routine support and maintenance to ensure staff and customers have their technology needs met.

Production Services

- AV support for 53 NPL requests (Four filming sessions, five videos recorded for staff and conference center events, four videos published on NPL Universe, three livestreams facilitated, five hybrid meetings facilitated).
- Also supported 34 Conference Center events, one maintenance request, and four branch events.
- NPLU Stats
 - 13.9k channel wide views
 - 6.3k hours of watch time
- Podcasts
 - 5 Podcast Sessions
 - 8 new episodes recorded: Truth B Told, Family Folktales, & Just Listen
 - Completed edits for 14 episodes.
 - Published 5 episodes
- Upcoming Projects
 - Multiple Wishing Chair production projects partnering with Production Services.
 - Hermitage and Donelson Summer Concert Series.

NECAT

May 2023 Quick View

5/4 Shared Systems Meeting to discuss website fixes and integration.

5/6 Production 1 class (9 students).
 5/8 Let's Play Games studio taping.
 5/12 Social media Initial Plan submitted for feedback.
 5/13 Richland Park Rain Garden Documentary taping.
 5/18 NPL Manager Meeting at NECAT with live production
 5/18-19 Production 2 class (9 Students).
 5/20-21 Audio class (4 students).
 5/25 Mayoral candidate visit.
 5/28 Dare To Fail Screening (50 in attendance) (3 class sign ups during event).
 5/30 Goodlettsville litter pick up documentary taping.
 5/31 Friends Life Visit

In the month of May 81% of available public bookings were accounted for This is slightly down from projections due to a few last minute production cancellations. Currently we are 86% booked for the month of June with expectations that all current open availability will be booked.

Kiosk Check-Ins

Reason	Number of People
Production	154
Class	34
Meeting	47
Tour	4
Editing	12
Other	3
Total	254

Network Content

NPL Programming Run Time	12234.15 Minutes
MTSU Programming Run Time	7340.4 Minutes
New First Run Programs	3
New First Run Episodes	62
New NPL Carousel Bulletins	7
New Carousel Bulletins	1

June 2023 Upcoming

6/3 Production 1 Class

6/8 Juneteenth Poetry Readings

6/12 Let's Play Games Taping

6/19 Juneteenth Filming and Live Broadcast

6/21 NPL Means Business

6/21 Friends Life

6/25 Editing Class

6/27 Best of NECAT at Forge

6/28 Sustainability Interviews Date

6/29 Member's Meeting

The NECAT Board extended an invitation to the Nashville Mayoral Candidates to be on *Talkin Wit Big Fella*, the talk show hosted by Board Member Willie James Sims, Jr (Big Fella). Candidates, Freddie O'Connell, Matt Wiltshire, Jeff Yarbrow, and Sharon Hurt were invited by NECAT board chair Seannalyn Brandmeir for the 5/25 filming. Seannalyn is in the process of inviting all remaining Mayoral candidates to be interviewed on 7/7. NECAT staff provided AV support and produced the segments. Air date to be announced once all candidates have been given an opportunity to be on the show.





Collections/Materials Management

Selectors (Joanna Roberts, Ben English, and Beth Deeb) and Main Children's Department staff received a very nice compliment from library customers, complimenting the diversity of books on the shelves and on display at the Main Library Children's Department. They said our library better represented diversity in materials than their very diverse neighborhood's library in Chicago. Bravo team!

Ongoing work with Library Finance and Metro procurement to secure contracts for purchases.

Beth Deeb posted the following spotlights: *Asian American and Pacific Islander Heritage Month: New Fiction, Pulitzer Prize for Fiction, 2000 to present*; and *Pulitzer Prize 2023 and African American Music Appreciation Month* spotlights for MarCom use.

Melissa Myers created an updated FY23 State Grant spending report for the additional \$350,829 NPL received and spent in May.

Ben English posted two collection spotlights: *Classic Western Novels, AAPI Heritage Month: New Nonfiction*.

Amanda Dembiec wrote and posted two blog posts: *Journalism 101* and *If You Build It...* (romance books).

Susan Poulter recorded three stories for the Family Folktales podcast: *Stan Bolovan, a Romanian story*; *The Wounded Lion, a Catalan story*; and *Motikatika, a tale from southern Africa*.

Collection Development Librarians responded to a total of 726 material requests in PIKA and LibAnswers from staff and library customers.

External Meetings attended: Baker & Taylor vendor meeting, Urban Libraries Council Collection Leader's mtg, LJ Spring Day of Dialog, Chronicle Books Fall 2023 Showcase, U.S. Book Show: Noteworthy Nonfiction & Adult Big Books of Next Season, Moving beyond CONTU (OCLC), Exceed your library user's experiences with your ILL services.

Materials Management Statistical Report May, 2023

May New Circulation		
User category	# of Unique Users	Items checked out
Digital	39,655	238,297
Physical	20,603	136,765*
Totals =	60,258	375,062
May New Acquisitions		
Format	Copies added	
Digital	6,124	
Physical	8,362	
Totals =	14,486	

***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

Team is working through new Procurement process to get contracts in place for software for customers to ask questions online, schedule NPL desk staffing, MNPS helpdesk software, book-a-librarian software, book-a meeting room, library events, and room reservations (appointments) software. Digital Archive software, authentication software for databases connected to ILS, web development partner, and web hosting.

Online library card registration set to go live June 20th.

Updated Book a Librarian webpage to highlight services better.

Upgraded Bedework events calendar to 4.0.

Finished school inventories and set schools up for Promising Scholars (summer school). Kate Wingate also created an improvement plan for next year.

Bob Wilson provided stats for various other departments including information on holds numbers which will be used to determine whether to increase the number of allowable holds per user.

Sustainability Committee:

- Lee Boulie and Kate Wingate attended the Metro Sustainability and Resilience Roundtable with the Mayor's office.



- The rain garden project at Richland Park was completed, with NECAT capturing footage for the documentary the Sustainability Committee is creating to air on NECAT Network, as part of educational campaign around sustainability.
- Litter pickup at Goodlettsville Branch on 5/31/23:



EDUCATION & LITERACY

Adult Literacy at NPL – Jamil Sameen

The Adult Literacy team held its first in-person Education Summit since before the pandemic! The event took place on May 12th and hosted a total of 68 attendees. Most were from the Nashville area, but at least one attendee traveled from West Tennessee to participate! Speakers included GOAL Collective, local nonprofit consultant Jody Lentz, and Eleanor Wells, who talked about compassion fatigue and burnout.

While there is always room for improvement, the Adult Literacy team received fantastic feedback from participants:

100% of participants would recommend the summit to a friend or colleague.

100% of participants will attend the fall conference.

Many attendees commented that the event was extremely enjoyable and well-run. Kelley Ferguson, the contract event manager, did an incredible job making sure the event ran smoothly, and the Adult Literacy manager plans to utilize her services again in the future.

The 2023 Adult Educator of the Year was awarded to Marnie Huff, an instructor from Nashville Adult Literacy Council. She received a mini-grant from Dollar General and resources to further her professional development. Melissa Jean from Legacy Mission Village was named the runner-up. A panel of NPL staff and community members reviewed and scored the anonymous applications to select the winner.

The mobile lab served 42 learners at Project Return in their job search bootcamp, and 27 new NPL cards were issued to learners, while 13 adult learners participated in regular digital skills classes at Project Return.

Adult Literacy had 26 Nashville Helps requests in the month of May. Several Nashville Helps partners hosted resource tables at the Spring Education Summit.

Adult Literacy @ NPL received \$125,000 from Dollar General Literacy Foundation to support operations in FY 24.

Be Well at NPL – Bassam Habib

Be Well programming continues to be strong and steady. Cooking classes, mental health offerings, and yoga classes are very popular among patrons.

Bassam Habib began production on the first episode of "The Well"— an audio project from Be Well highlighting interesting health and wellness topics and resources found in NPL's Special Collections and Archives departments. The first episode will be entitled "The Irene S. P. Francis Papers" and will discuss Dr. Irene Francis, a prominent Black physician, activist, and the first doctor for Metro schools. This is an exciting project and a great story that includes research

derived from many entities around Nashville, such as Meharry Medical College, Fisk University, and many community members excited to tell Dr. Francis's wonderful story.

Be Well in Schools is now a Be Well at NPL partner, offering breath work and meditation classes for students, children, and teens. The first programs will be taking place at Pruitt branch.

Bassam Habib continues to work with the Department of Health's Office of Equity to promote healthy environments, youth health, and public safety awareness. Be Well is invited to their monthly meetings to discuss Health in All Policies and how to promote health at the library.

Be Well's breastfeeding classes are becoming extremely popular, as many pregnant mothers, new parents, and even fathers have praised the instructor Lauren Jones, and many of the classes are now offered in Spanish and Arabic!

Bassam Habib is hoping to add at least 1 more staff member to Be Well to help navigate programming and program outreach in the upcoming Fiscal Year.

Bringing Books to Life – Liz Atack

Bringing Books to Life had 57 programs with 724 in attendance in May. Currently, BBTL has matched last year's budget totals with one month to go in the Fiscal Year.

COACH remains very busy: 25 sessions were held, both workshops and coaching sessions with families. Vanderbilt is at their midway point in recruiting and plans to add virtual and in-person sessions at the Madison branch later this year. The partnership has been a great way to connect with Spanish-speaking families in the community.

This month, BBTL welcomed a new Curriculum & Training Coordinator, Shannon Albee. Shannon possesses decades of experience in early childhood education, including many years working at BBTL partner sites. She has jumped right into planning BBTL's *Sky Bear* curriculum, which will begin in July.

In other *Sky Bear* news, BBTL received permission to reprint the book *The Story of the Milky Way* by Joseph Bruchac and Gayle Ross, with illustrations by Virginia Stroud, to include in the curriculum kits for the show. The artists have been so generous to share their beautiful out-of-print book with 450 early childhood education classrooms in Nashville. The book will be accompanied by a shadow puppet theater kit so teachers and children can tell and retell the tale of how the Milky Way was formed.

The BBTL team was invited to present at two upcoming conferences later this year: The Tennessee Association for Children's Early Education Annual Conference, and The Tennessee Literacy Association Conference. Both conferences provide essential professional development for area teachers. Program Manager Liz Atack was invited to attend the annual Statewide Early Literacy and Education Collaborative of Tennessee Conference. The free conference brings literacy program professionals from across Tennessee together for learning and collaboration.

Digital Inclusion – Marian Christmon

The Digital Inclusion team completed Senior Tech Academy at Edgehill Homes in May. MDHA staff assisted with the training as part of the Train-the-Trainer programming we provided for them. They will be facilitating this training as part of a grant they received.

Marian Christmon worked with State Broadband Office staff member Leah Mims and Annie Herlocker to schedule and prepare for a Digital Equity Listening session at the Bordeaux library. Listening sessions are a way for the state to gather feedback from the community to inform the state’s digital equity plan.

Teen mentors were hired and senior recruitment is almost complete for the Cyber-Seniors program that will start on June 20th and last a duration 5 weeks.

Graduation is scheduled for July 31st. This year’s program is being sponsored by Cyber-Seniors and Best Buy’s Blue Gives Back program. The Blue Gives Back program is providing \$12,000 for teen stipends and two Nashville Best Buy employees will be volunteer helpers during the program.

NPLF and Digital Inclusion received the official Notice of Award from the FCC for the Affordable Connectivity Program Outreach Grant. Program preparation is underway, which includes planning for a large marketing campaign, including WeGo bus wraps and staff ACP enrollment assistance training.



Limitless Libraries – Syreeta Butler

COLLECTION DEVELOPMENT

Sarah Allen and Emily Farmer finished running weeding reports for all MNPS schools and included instructions for processing the items.

Sarah Allen, Emily Farmer, Jane Miller, and Bridget Radford finalized all shipments with vendors and addressed remaining credits.

Sarah Allen and Emily Farmer began their regular summer projects, which includes compiling and submitting summer orders and building school profile reports.

COMMITTEE/GROUP PARTICIPATION

Emily Farmer attended the monthly Teen Services meeting.

Sarah Allen attended the monthly Children Services meeting.

OUTREACH

Syreeta Butler attended the End of the Year partnership meeting at J.E. Moss elementary and shared information about Limitless Libraries resources.

Syreeta Butler, Emily Farmer, Laura Youmans, and several Shared Systems team members attended the MNPS Library Services End of the Year Librarian Thank You event.

Sarah Allen, Syreeta Butler, Emily Farmer, and Laura Youmans recorded the Limitless Libraries episode for MNPS Library Services' Librarians in Music City podcast.

Sarah Allen, Syreeta Butler, Emily Farmer, and Laura Youmans met with Lindsey Kimery and Connie Sharp to discuss summer professional development and the possibility of Nashville Public Library teen and children librarians joining for a meet and greet.

Sarah Allen, Syreeta Butler, and Emily Farmer met with the Mackin representatives, Laura Hammerschmidt, Todd Harold, and Mesa Heise, to complete formal introductions, an end of the year wrap up, and share resource and service updates.

Sarah Allen, Syreeta Butler, and Emily Farmer met with the Baker & Taylor representative, Scott Coning, along with the Collection Development team to discuss procurement changes, new resources and services, and provide updates about performance for the Fiscal Year.

STAFF UPDATES

Syreeta Butler attended the Metro Government of Nashville Finance Department's Payment Processing training required for the new procurement purchasing order process.

Jewel Thompson, Circulation Assistant, resigned from her position, and her last day was Friday, May 26, 2023.

ADDITIONAL UPDATES

Syreeta Butler attended the Sole Source Contract meeting for ABC-CLIO facilitated by Metro Government of Nashville Procurement Department with Jess Horn.

Syreeta Butler was invited to attend the Dollar General Literacy Foundation Awards Ceremony as a recipient of funding provided to multiple Nashville Public Library departments.

The entire Limitless Libraries team completed final prep work and planning to host Middle School Battle of the Books with 22 competing teams, 110 student participants, approximately 47 librarians and parents, and 31 volunteers.

Sarah Allen, Syreeta Butler, Emily Farmer, Jane Miller, and Bridget Radford met to review the Book Distributor Request for Proposal on multiple occasions which led to a broader and more in-depth conversation with Jess Horn about the solicitation process requirements.

Total number of items circulated for the 2022-2023 school year was 66,834.

NAZA – Anna Harutyunyan

NAZA has awarded \$3,198,370 in 2023-2024 funding to 19 organizations, providing afterschool programs for 1,222 youth and summer programs for 940 youth.

Youth In Action! will be hosting its first-annual Youth Matters Gala & Showcase on June 8 from 3-6pm at the Main Library. This event, created and organized by the youth, will highlight their work and accomplishments from the past year. It will include live music, a youth art exhibit, interactive activities, and more.

The NAZA team presented at a national conference for out-of-school time systems in Florida to share the outcomes and experience obtained through the IMLS National Leadership Grant.

Puppet Truck – Bret Wilson

The Puppet Truck conducted 50 programs at daycares, schools, retirement homes, and organizations with an audience count of 3,713 participants.

The eight finalists for the open Puppet Truck Supervisor position have been contacted and interviews are scheduled for June.

The Puppet Truck team members conducted six performances of *Tomas and the Library Lady* during TN Craft held in Centennial Park.

Puppet Truck team members received blocking and rehearsal instructions for one the next shows, *The Stonecutter*, which is scheduled to start in August.



Wishing Chair Productions – Bret Wilson

Wishing Chair Productions conducted 15 in person Storytimes and 15 presentations in the children's theater for a total of 30 performances with an audience count of 1,771 participants.

Wishing Chair Productions conducted a tour for Jim Stanek— one of the performing artists connected to the classic musical *Into the Woods*— of the puppetry program at the Main branch. He wanted to learn about programs while on a 10-city tour of his show and was able to view a performance from the Puppet Truck at Dollar General headquarters, along with Tony Winner Stephanie Block. Bret Wilson also offered a preview of *The Stonecutter* production, which is scheduled to begin in June.

Bret Wilson conducted a production meeting with Galen Fott to discuss the animation for *La La La: A Story of Hope*. The book shifts the reader's perspective several times and the production team needed to make decisions on the best view to animate the story through.

Bret Wilson conducted a meeting with Louise Krauss— the mother of singer Allison Krauss— to discuss her interest in volunteering as a graphic designer, illustrator, and creator with Wishing Chair Productions. They plan to meet again to talk about specific projects.



The Wishing Chair Productions team completed the run of *Tall Tale Circus*, despite low attendance throughout the run due to the news coverage of the library garage closure. Many rumors about the structural integrity of the garage kept many patrons away from returning; even though, news of its reopening at 75% was disseminated. For the 1,096 patrons that were fortunate to view the show, they expressed satisfaction with the presentation and were excited to see Brian Hull as Pecos Bill and Mary Tanner as Calamity Jane. Amongst the groups able to maintain their appointments were the members of Friends Life Community, an organization that provides opportunities for adults with developmental disabilities to grow personally, develop socially, and be active members of the community. For many, it was their first time visiting the Main Library and the organization plans to return for a full tour at a later date.

Work continues for the String City 10-Year Anniversary revision and the month of May consisted of ordering multiple supplies for forming the new characters from sculpted molds and castings. Bret Wilson attended a meeting with the Country Music Hall of Fame Museum and various NPL staff to discuss the order of the showcase for the CMHFM Board on June 22nd. It was determined that June 16th would be an open opportunity for the film crew to record segments of the rehearsal, to be compiled no later than June 21st.

Studio NPL – Niq Tognoni

May was a slower month for Studio NPL as students prepared for final exams and schools were let out for summer break; However, the Studio NPL staff still had a strong showing of regulars during finals week as students came to relax in the space after testing. There were also a number of new students visiting during the first week of summer, and Studio NPL staff introduced them to the space and programs such as podcasting, music, and 3D design.

The Studio NPL team was able to smoothly transition the 3D Print-On-Demand service from the Technical Coordinator to a Mentor so the program could remain operational, despite the management role of that program being vacant. The 3D Print service averaged three adult requests a week throughout May, which along with the drop-in 3D requests, kept the machines in constant use.

The Studio NPL Outreach team has been working hard on growing the East Branch programming and May was the most successful month since pre-covid. Doubling Mentor days, expanding the 3D printing program, introducing a music/ podcast program, and supporting the Teen Librarian with more frequent visits from Studio admin staff (Mariano Hayes, Megan Kelley, and Niq Tognoni) seemed to help build more order and routine in the space. Summer will start with a week-long intensive at the East Branch (15 registered so far) and staff plan to keep the momentum going with heavy Studio programming into the fall.

Outreach was predictably a bit slower in May, as community programs and schools wrapped, but the Studio NPL team still managed to reach nearly 300 people through programs and advertise for summer programming at events like the Script to Screen Community Showcase, YCAP community network event and Cosecha Community Market. Studio NPL also supported additional programs and library branches with their outreach team in May, including a program at Donelson with a record number of teen participants. The Outreach Coordinator completed their Red Cross First Aid and CPR certification to be better prepared for emergencies out on the road.

MAIN

- The Teens department hosted an End of School Carnival including bowling and archery games, facepainting, balloon animals, and pizza. The event was a huge success with 49 teens participating in activities!
- Equal Access and The Library Services for the Deaf and Hard of Hearing attracts people from all over the world seeking help to find resources. This month they had visitors from the San Francisco Bay area and inquiries from South Korea and South Africa.
- The Children's Department has been offering Music and Movement programs at the Church Street Park. The Children's Department will continue to offer programs in the park in the summer.



- Bill King brought a group from Princeton University to tour the Civil Rights Room. The President of Princeton, Dr. Charles L. Eisgruber, said was thoroughly impressed with staff member Elliott Robinson's storytelling-style.
- Follow our Main Library accounts on Instagram:
 - Adult Services: [@nowatnpl.mainadults](https://www.instagram.com/nowatnpl.mainadults)
 - Teens: [@nowatnpl.teens](https://www.instagram.com/nowatnpl.teens)
 - Children: [@nowatnpl.mainchildrens](https://www.instagram.com/nowatnpl.mainchildrens)
 - Library Services for Deaf & Hard of Hearing: [@tndeaflibrary](https://www.instagram.com/tndeaflibrary)
 - Special Collections: [@nowatnpl.specialcollections](https://www.instagram.com/nowatnpl.specialcollections)

MARKETING & COMMUNICATIONS

MarCom supported the latest speaker event in the Votes for Women Sandra Schatten Foundation series, with nearly 100 people registering for the event.

MarCom also supported the presentation that NPL's interim director made before Council's budget committee on May 18.