

# **NASHVILLE PUBLIC LIBRARY**

## **Board of Trustees Meeting**

**October 15, 2024**



**Nashville Public Library Board of Trustees**  
**Agenda**  
**Looby Branch**  
**2301 Rosa L. Parks Blvd.**  
**Nashville, TN 37228**  
**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. Public Comments
  - a. “Pursuant to T. C. A. § 8-44-12, time is reserved at the beginning of Library Board meetings for which there is an actionable item on the agenda for public comment germane to items on the agenda. Up to five people will be allowed up to three minutes each to speak. Speakers must register within one half hour prior to the beginning of the meeting by signing their name on a physical sign-up sheet available at the entrance, and identifying any agenda item on which they intend to comment.
- IV. Board Chair Comments, *Joyce Searcy*
- V. Approval of Minutes: September 17, 2024
- VI. Interim Library Director Report, *Terri Luke*
- VII. Foundation Report, *Shawn Bakker*
- VIII. Old Business
  - a. Special Collections Gift Form..... pg. 67
- IX. Staff Reports
  - a. Looby Branch Overview, *John McFarland*
  - b. Cyber Seniors, *Marian Christmon*
  - c. SEIU Update, *Kyle Cook*

X. Adjournment

**Next Scheduled Board of Trustees Meeting**

**December 10, 2024**

**Main Library**

**615 Church Street**

**Nashville, TN 37219**

**12:00 PM**

*Meeting Minutes – October 15, 2024*

**Nashville Public Library Board of Trustees  
Meeting Minutes  
September 17, 2024  
Goodlettsville Branch  
205 Rivergate Pkwy  
Nashville, TN 37072  
12:00 PM**

**Members Present:** Joyce Searcy, Dr. Nadine De La Rosa, Keith Simmons, Charvis Rand, Kate Ezell, Katy Varney, Rosalyn Carpenter

**Library Staff:** Terri Luke, Kyle Barber, Syreeta Butler, Jennifer Schmid, Susan Drye, Shawn Baker, Maria West, Emily Kriebel, Larry Jirik, Chinedu Amaefula, Corey Frederick

**Others:** Macy Amos, Metropolitan Attorney at Metropolitan Government of Nashville and Davidson County

- I. Call to Order/ Roll Call
  - a. The meeting was called to order at 12:00 PM.
- II. Metro Ordinance required to be announced at all Board Meetings – *Chair, Joyce Searcy*
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- IV. Board Chair Comments, *Joyce Searcy*
  - a. Ms. Joyce Searcy requested to leave the Board Meeting early. Because of her early departure, she asked to alter the agenda. The Board members agreed to begin the meeting with items that required a vote.

V. Approval of Minutes: July 16, 2024

- a. Mr. Charvis Rand made a motion to approve the July 16<sup>th</sup> board meeting minutes. Ms. Katy Varney seconded. The motion passed unanimously.

VI. Old Business

a. Special Collections Gift Form, *Chinedu Amaefula*

- i. Mr. Chinedu Amaefula stated, “That this will be an update to the book donation form that was discussed at the last Board Meeting at Main. The Library Board asked to be included in certain situations when a book donation or collection is donated to Special Collections/NPL.”
- ii. Mr. Amaefula stated, “That NPL Special Collections would not need that type of provisioning unless NPL Special Collections receives a certain sensitive collection, or a collection that may not reflect well upon the collection development policy by NPL, that those items would be brought to the Library Board of Trustees for review.”
- iii. Mr. Amaefula also stated, “That if that happened, he would take that donation to the Board of Trustees for their consideration and take that consideration into motion to see if it would be accepted into Special Collections.”
- iv. Mr. Amaefula read the revised version of the form: “In such situations of proposed sensitive collections, opinions will be considered of the Nashville Public Library Board of Trustees. However, the final evaluation and determination will be enacted upon by members of the Special Collections Division.”
- v. Ms. Varney asked, “If you brought the donation to the Board of Trustees and the Board of Trustees states they do not want to accept the collection that Special Collections has the final approval.”
- vi. Mr. Amaefula stated that “The decisions would be made by the acquisitions team, but the Board of Trustees feedback would be taken into consideration and the final decision would be made by the Special Collections’ staff.”
- vii. Ms. Carpenter asked if this policy was about decision rights. Mr. Amaefula stated, “This is not a policy more of a practice”.
- viii. Ms. Ezell stated, “That she was thinking of collections not wanted by the library, but we could miss the opportunity of taking on a wanted collection.” Ms. Ezell also stated that “sensitive” collections are not in the spirit of what this form is stating.
- ix. Mr. Amaefula stated, “Depends on the content that is donated, sensitive collections could be deemed as political, it rarely happens but if it does then they would move forward with the decision.”

- x. Ms. Varney asked, “Where would the Votes for Women Room fit in all of this? Where would it fit inside the proposal, if the room is there and there is a collection that is to be given would that be considered political? And may not be acceptable?” Mr. Amaefula stated, “Not so much.” Ms. Varney asked, “If Nancy Pelosi had a collection and she wanted to donate?” Mr. Amaefula stated, “Yes, that any upper echelon of a political figure would be political.”
- xi. Ms. Ezell stated, “We are a place that has all the information so why these items are viewed as sensitive or inappropriate, when we have collections about gender and all human issues.” Ms. Varney stated, “Our library not only has library cards but T-shirts that say, ‘I Read Banned Books’ – it seems contradictory that we would want to adopt a policy that says we can ban certain collections?”
- xii. Ms. Carpenter stated, “I am not reading it that way I am reading it that this is a consideration as a practice on how we would receive donated books. It does not mean the Board could deem it as appropriate or inappropriate. It would be deemed as a courtesy that the Board would know about it. The acquisition team would then decide. This seems to me as a practice not a policy on how we would proceed forward.” Ms. Luke stated, “This also has to do with the actual physical space and capacity, this has not necessarily been sensitive, but it’s also been about the fact that someone has called and have had an entire room of collectibles”.
- xiii. Ms. Varney stated, “If we start by saying that items are considered sensitive come to the Board, but Special Collections makes the decision.”
- xiv. Ms. Searcy stated, “It’s not necessarily sensitive – we just don’t have the room for it. Special Collections will consider the opinions of the NPL Board of Trustees before accepting a donation.”
- xv. Ms. Ezell asked, “What is different from what you do right now? What does this form add or change?” Mr. Amaefula stated, “Really it doesn’t change much. In certain situations where an item may be heavily gender or politically focused it will be wise to take the NPL Board of Trustees into consideration, because it is a part of the library. Should a second opinion be needed the Library Board would come into play. So that word “sensitive” throws things off but that word would be most appropriate because it encompasses all things Special Collections may receive that may be deemed sensitive, but it is all contingent upon the collection.”
- xvi. Ms. Varney stated, “I almost think it’s about what the value is. I use the Votes for Women Room as my example, but certainly there are people who would say any collection we have included the Civil Rights Room could be considered ‘sensitive.’ If you’re saying political depending where you are on the political spectrum could be an issue on both sides.”

- xvii. Ms. Searcy stated, "Let's try to resolve the problem by using a neutral language. I am thinking 'Opinions will be considered by the Library Board of Trustees before a donation is accepted.'"
- xviii. Ms. Carpenter stated, "Or in matters that require additional consideration/special consideration will be shared."
- xix. Ms. Searcy stated, "Because over time, circumstances change, and it might be a different consideration." Ms. Ezell stated, "If there is something that you (Special Collections) identify as something controversial, but it adds value you would want to add it which we (NPL Board) would support you."
- xx. Mr. Simmons stated, "Basically you're saying however the language is stated it's going to be up to your discretion (Special Collections) on whether to bring it to the NPL Board or not. You (Special Collections) may turn something down and the Board says we may need to get that item."
- xxi. Ms. Varney stated, "I would consider adding something that would say 'members of the Special Collections division and the Director'. The Director is the decider here."
- xxii. Dr. De LaRosa stated, "I just want to echo what Katy was saying regarding the group that would make the decision here currently. I just want to acknowledge expert knowledge. However, the Director and Board of Trustees also understands the public concerns and have more oversight to include that and just want to make sure we are considering that as we are looking at other documents".
- xxiii. Ms. Searcy stated, "We want to add that Special Collections division and the Library Director will bring the respected donation to the Board of Trustees on any prospective donations that add value to the library."
- xxiv. Mr. Simmons asked, "Is there another place to put this? This is a donor form; I am not sure if this belongs on here and belongs in a policy. Can we find another place to put it?"
- xxv. Mr. Amaefula will make the necessary edits and return to a future Board meeting.

## VII. New Business

### a. Naming Policy, *Jena Schmid*

- i. Ms. Jena Schmid stated, "When New Donelson opened the manger, Ryan Darrow, recognized this was an opportunity to raise funds for the branch. And it's something we have never done before in the branches. As we've opened new buildings, we want to look at the opportunity to have naming and recognition signage in those branches. It was something we did at Main when it opened twenty years ago. We realized we did not have a policy for these naming opportunities, so we drafted a policy that identifies

who would be making those decisions and what we would consider naming and signing recognition. And throw in the opportunity to change names or signage as well. In the case that maybe an origination no longer aligns with NPLs mission. Does anyone have any questions?"

- ii. Ms. Varney stated, "I think this is incredibly well thought through and you've done an excellent job. I feel like you've done a great job of watching what's happened in the United States and what's happened in the last decade or so and creating a lot of space for us to evaluate and reevaluate in a way that does not cause turmoil."
- iii. Ms. Searcy stated, "There is a typo on line two."
- iv. Ms. Luke stated, "Jena has been leading this, but the administrative team has been over this at least four times and then Jena took it to the procedures committee as well as Shawn multiple times because this also effects the Foundation. That's why it took us a sometime to bring it to the board."
- v. Mr. Simmons stated, "Coordination with the Foundation is going to be the most important thing and I think the branch manager at Donelson is trying to do the right thing with raising money which is commendable but all that needs to be centralized back to Shawn and Foundation staff."
- vi. Ms. Schmid stated, "Along with this document we have developed internal procedures that go into more details and steps. Once this policy is approved those procedures that admin team worked on will go into effect."
- vii. Ms. Baker stated, "Keith you're exactly right. This all sounds good but when it comes to what it looks like and that's where Ryan Darrow was so helpful. He went through it first and then we were like this won't work, but this will. Other Branch managers are seeing how successful Ryan was and that is promoting more questions and conversation on fundraising. It had been so long since we had opened a new branch but as you know there are large renovations that are on the horizon and new buildings, and we can now use the Donelson experience to make sure we get ahead of any potential donations."
- viii. Mr. Simmons stated, "Here is the other thing to consider: right now, there is an interlocking of operations of Shawn and Terri, your staff, and Terri's staff, where you are on the same page. There have been times we were all not on the same page. It can happen again in the future. It needs to be clear that the Foundation is a major voice in this process."
- ix. Ms. Schmid stated, "As the procedure outlines, it will be the Foundation who is first often recognizing that there is potential, and it says that it's their duty to bring it to Terri and the admin team. Then the admin team will bring it to the Board for final approval."
- x. Ms. Varney asked, "Do we still have the plaques with the current mayor and board members hanging in the branches?" Ms. Luke stated, "Yes, we do."



xi. Ms. Carpenter made a motion to adopt the Naming Policy. Mr. Rand seconded the motion. The motion passed unanimously.

b. New Board Meeting Dates

- i. Mr. Charvis stated, “It would be nice to have Edmondson Pike on the list.” Ms. Luke stated, “What we’ve done in the past is that we rotate between Main and the branches. We rotate the branches so everyone can see the different facilities.”
- ii. Ms. Varney motioned to approve the schedule for next year. The motion passed unanimously.

VIII. Interim Library Director Report, *Terri Luke*

- a. Ms. Luke stated, “The admin team met with Commander Byrd of MNPd, and we talked about “C.R.A.S.E.,” the citizen response to an active shooter event. With Main closed we will try and train all library staff the first week of October. This will be between an hour and an hour and a half with Command Byrd and his staff who have an expertise in this area. We feel like as the incidents continue to rise as well as the severity, this is a good time with Main closed.”
- b. Ms. Luke stated, “This training begins with this first training with C.R.A.S.E. The second training MNPd comes out to the specific location and creates active shooter plans. Mark Crowder has done an excellent job with preparing us for active shooters. The reason we had such a great response at Bordeaux was because staff knew what to do. Chief Drake said that they did everything that they could do. This is just one more tool for staff.”
- c. Ms. Luke stated, “We are doing good things in terms of adding more safety and security. Mark has walked through every location with MNPd to give us suggestions on how to make the building safer for staff and customers. Once they get a specific plan in place then they would be testing the plan for performance. So, we want to get one and two done first.”
- d. Ms. Luke stated, “We will have a safety and security summit for all library staff on April 24<sup>th</sup> at the Main Library. Ryan Dowd who is a nationally known speaker and expert on both de-escalation and serving people who are experiencing homelessness will do these trainings for us for free. He usually charges \$7,500.00. Mr. Dowd will be doing a morning and afternoon keynote.”
- e. Ms. Luke stated, “Joyce has asked me to give you an update on the Main closure, we are making good progress, and our goal is to re-open on October 26<sup>th</sup>. Susan is getting weekly updates from Lee Company.”
- f. Ms. Luke stated, “Tomorrow, Susan and I will be presenting our Capital Spending Plan to the Mayor’s Office. We were fortunate to receive the \$15.5 million dollars that included the design development for Hadley Park, Richland Park and renovation money for Hermitage and Green Hills. We also received over five million for maintenance. Tomorrow, we will ask for to move forward with construction phase for both branches.”

- g. Ms. Luke stated, “Smith Springs has been moved up ahead of Edgehill and Thompson Lane because we do not have a library at that location. That population has grown 41% over the last ten years. We will also talk about the collaboration with Council Member Benedict at Inglewood. This is a possible mixed-use development. Susan has also been attending meetings for a property at Brick Church Pike where the library would be incorporated into the mixed-use development.”
- h. Ms. Luke stated, “One of the things I wanted to emphasize again is our collection budget. I gave our statistics during my budget hearing to Metro Council. I have been in contact with Kristin and the Mayor’s Office because we must receive more collection money. A library our size cannot operate on two million dollars a year when Seattle which serves a similar population, receives ten million dollars.”
- i. Ms. Luke stated, “I would like to thank Nadine as well; we closed our CIP survey on Monday, and we had almost two-hundred staff respond to the survey. On Thursday, John McFarland is going to be doing Chat GPT training with the managers so that they can take those survey results and come up with the top two or three items. Also, thank you to Jess Horn and Larry Jirik because we had to figure out a way to get Chat GPT with Metro funding. Our hope is that we have those items identified by the end of October. We will use this feedback to create a plan on how to better serve our customers in 2025.”
- j. Ms. Luke stated, “We were able to host Eleanor Roosevelt’s great granddaughter who toured the Votes for Women Room and Civil Rights Room.”
- k. Ms. Luke stated, “I would also like to recognize Jena who is now our Assistant Director for Branch Services.”
- l. Ms. Luke stated, “I am working on the job postings for both the Main and Collection and Technology Assistant Director positions. I hope to post those positions in the next three to four months. We wanted to allow four to six months of savings from those positions because we have the \$630,000.00 true-up.”
- m. Ms. Luke stated, “With National Library Card sign up month in September, Andrea Fanta will be doing a large event with Council Members. They will be signing up for library cards and then posting on socials about it. Andrea and I met with Vice Mayor Henderson who is very supportive of the library. Mayor O’Connell will also be attending the event tonight.”
- n. Ms. Luke stated, “Before the Council meeting there will be a photo booth where the council can go and get their picture taken with their library card. Council Member Gadd has been very instrumental. Shawn, Paige, Carlos, and I met with her as she came to Council last year and she has been an incredible support.”
- o. Mr. Charvis asked, “When will you post Lee’s position?” Ms. Luke answered, “Not for another month or so.” Mr. Charvis asked, “Is anyone taking over her role right now?” Ms. Luke answered, “Right now, Kyle Barber has agreed to oversee the collections and shared systems

staff. We have managers in those positions that have been here more than twenty years and we felt like they would need a person to contact and communicate with. Larry Jirik is overseeing NECAT.”

- p. Mr. Simmons asked, “Where are we on the development with Richland Park?” Ms. Luke answered, “These new buildings will be GSA buildings. GSA has a new director, Gerald Smith, who spoke at the Donelson ribbon cutting. He agrees that we should build the new library on the current property in the park.” Mr. Simmons asked, “So would you extend into the parking lot?” Ms. Luke answered, “No, into the front yard. We would have to level the current building. It would be about 25,000 square feet which is the same size as Donelson.”
- q. Ms. Luke stated, “We will do focus groups again with the community during the design development phase of the project.” Ms. Ezell asked, “What would be the timeline if the city gave us the money?” Ms. Drye answered, “It depends on the capacity for General Services because it will be a General Services building. And it depends on when we get the money and how long the design/development takes. Design for Richland and Hadley Park will be done at the same time.”
- r. Ms. Luke stated, “We must be careful which one of the renovations we do because we don’t want to do is create a scenario where Green Hills and Richland Park are closed at the same time as they are some of our highest circulation facilities.”
- s. Mrs. Simmons asked, “You say it is going to be a General Services building, what is the difference between that? So, everything going forward is going to be General Services? Everything we have now is General Services?” Ms. Drye answered, “Any of the new builds after 2011 is a General Services building. So new Donelson, Southeast, Bellevue, including the new Hadley Park and Richland Park locations. This means the library will not be maintaining these facilities.” Mr. Simmons asked, “So Main is something we do maintain? So, on all the new buildings, the maintenance and custodial services comes from the General Services budget and not the libraries budget?” Ms. Drye answered, “Correct.” Mr. Simmons stated, “General Services was a concern because we didn’t have control, but it worked out?” Ms. Drye responded, “It’s working out.” Ms. Luke stated, “I just want to let you know with a new Director it makes a difference as well. The meetings I have had with Gerald and Susan, he is very proactive with good experience, and I believe we will see things improve in the future.” Mr. Simmons stated, “We’ve had a lot of maintenance over the years, and you all have gone to bat for that, will General Services do the same? Ms. Drye stated, “General Services has over 130 buildings, so it’s on them to do the same thing as we do.”
- t. Mr. Simmons asked, “Shawn you are not raising capital funds?” Ms. Baker answered, “Not for those facilities. If there are enhancements, they are the libraries responsibility.” Ms. Varney asked, “If we wanted to have a new studio at NPL and the new branch is owned by General Services, could we add that?” Ms. Drye answered, “Yes, Donelson has that.” Ms. Varney asked, “If it came later could we add it?” Ms. Drye answered, “Hopefully, going forward we will be adding studios to future branches.”

- u. Ms. Luke stated, “Keith to go back to your point, it is our responsibility to be in communication with Gerald and General Services about the needed maintenance.” Ms. Drye stated, “When we had the flood at Bellevue, they were very responsive, and they did a great job cleaning it up as well as taking it apart and putting it back together.” Mr. Simmons asked, “That was taken out of their budget?” Ms. Drye answered, “Yes, that came out of their budget.” Ms. Varney asked, “What about the Courtyard at Main? Is that General Services?” Ms. Drye answered, “No, the Main library is us.”

IX. Foundation Report, *Shawn Bakker*

- a. Ms. Baker stated, “Next week, September 25<sup>th</sup> is the Library Foundation annual Board Meeting. Traditionally, we invite the library board to attend that meeting so you should have received an invite. We will be at Donelson, if you have not had a tour at Donelson, we have invited people to be there at 11 and the meeting starts at noon. If you need more information or did not receive the invite, please let me know.”
- b. Ms. Baker stated, “We are amid a t-shirt campaign. It is ‘My Weekends Are Booked.’ Some of you have seen this, there are t-shirts and bookbags. This is our Next Chapter Society, so our emergent leaders are coordinating this effort throughout the month of September.”
- c. Ms. Baker stated, “Gala prep is in full swing. On November 9<sup>th</sup>, Public Lecture will be in the morning at MLK. The Gala will be in the evening at the Main library. James McBride is our honoree. This year’s Gala will be different. This will incorporate music as he sees himself as a musician before an author. Music will be at both Public Lecture and the Gala. It is also our 20<sup>th</sup> literary award honoree and weekend. We are producing a book that talks about the twenty Galas on one side and on the other twenty, the impacts that NPLF has helped to support the library.” Ms. Ezell asked, “Where will those be distributed?” Ms. Baker answered, “For all Gala attendees.” Ms. Varney asked, “Do Board Members need to make a reservation for the public lecture?” Ms. Baker answered, “Yes, so we can track the people attending.”
- d. Ms. Baker stated, “If you come to the meeting next week you will hear about our fundraising efforts for Begin Bright.”

X. Staff Reports

- a. Goodlettsville Branch Overview, *Corey Frederick*
  - i. Mr. Fredrick stated, “Welcome to Goodlettsville. Thank you so much for making the trek up here today and I hope you had a safe journey. I am the manager, Corey Frederick. I have been the manager of the Goodlettsville library since July of last year. Many of the things I will be showing you today have taken place since I’ve been here. I am not taking credit for this. I have a wonderful staff. They do wonderful work, and you will get so see this here in these slides.”
  - ii. Mr. Frederick stated, “Since I’ve been here, we have on average of about forty to fifty programs a month. Consider that we have five programmers, six if you count me. So, eight to ten programs per staff member each month. With those programs we have good

standing attendance, especially with teen programming.” Chris Layton has now featured 3D printing, button making and more.”

- iii. Mr. Frederick stated, “We are working to expand programming even more. We are going to be adding a Lego club soon as well as a homeschool playdate. We have a lot of home school families that come in and use this library. We have people from Robertson, Davidson, and Sumner County coming here (Goodlettsville) to use our facility.”
- iv. Mr. Frederick stated, “The homeschool playdate was a result of a survey we put out and that is what they heard the most response for.”
- v. Mr. Frederick stated, “A couple of big programs we had go on was our “Murder Mystery” which had over 31 people dressed in 1920’s attire. We will have another “Murder Mystery” in 1910’s attire set on a cruise trip which will be next Thursday.”
- vi. Mr. Frederick stated, “Another successful program was the “Dino Dig Party.” Ever since our children’s librarian joined our staff, she’s done a fantastic job, and this was the first big program she planned. This program had 176 people attend over two days. There were photos moments, excavation station, dinosaur checkers which were printed on our 3D machines, and more.”
- vii. Mr. Frederick stated, “For the Summer Reading Challenge, we had a goal of 9,500 days read, the overall total was 19,671 days, or 207% of the branch’s goal.”
- viii. Mr. Frederick stated, “The Puzzle Swap and Contest” is hosted every over month with families, we also have a puzzle swap that is run on donations.”
- ix. Mr. Frederick stated, “Back in July, Goodlettsville turned 13 and we had a birthday celebration that included games for children, birthday themed materials were on display, a display of Goodlettsville’s history, birthday cake kits, as well as a birthday card for patrons to sign. Then the card was given to our council person, Jennifer Webb.”
- x. Mr. Frederick stated, “Exceptional services. We do the most one on one help sessions of any library in the system. Amy Bradford and Vicky Kirby are our adult associates who do the one-on-one help sessions. We are the first non-regional and non-main library where we will host early voting for February 2024. Notary services were added last month in August 2024.”
- xi. Mr. Frederick stated, “When the Goodlettsville library was built, the Garrett Gardens were also built. This summer we tried to invest more into the gardens, so back in April, we partnered with Goodlettsville Elementary for a community service day. There are three beds: one for vegetables, plants and herbs, and pollinator plants.” In May, we had our Goodlettsville Garden ‘Ganza where we had lawn games, chalk contest, music, and more. A total of 72 people attended.”
- xii. Mr. Frederick stated, “Goodlettsville Help Center partnered with us, to run a food drive which has now turned into a regular drive. Back in the summer we also did a toy drive as well.”

- xiii. Mr. Frederick stated, “Another partnership is with the Farmers Market, our children’s librarian does story time there.”
- xiv. Mr. Frederick stated, “We partnered with Parks and Recreation, where we do Halloween in the park, lunch and learns, and more. On February 6<sup>th</sup> we were recognized as the “Volunteer Organization of the Year for the Goodlettsville Community Center of the Parks and Recreation Department.”
- xv. Mr. Frederick stated, “We were part of the Candy Cane Village that takes place in front of City Hall and stayed up during the holidays. We were also a part of the Christmas Parade Committee for the city. We also do a monthly visit to Brookdale Senior Living where we take books to the residents.”
- xvi. Mr. Frederick stated, “We were awarded the Participatory Budget request, so Pollinator Gardens is something we are working on as well as replacing sidewalks and adding a story walk.”

b. NPL Bookmobile, Syreeta Butler

- i. Ms. Butler stated, “It has been a long time coming, but the bookmobile will be ready by the late fall. We are unsure of the date, but it will be the premier vehicle at the Association of the Bookmobile and Outreach Services Conference that Linda Harrison and I will be attending.”
- ii. Ms. Butler stated, “Our first year of having our bookmobile we are focusing on charter schools, and this will be an opportunity to add to Limitless Libraries.”
- iii. Ms. Butler stated, “We are in the process of selecting materials for the bookmobile compliments of the Dollar General Grant to reflect those different communities and students.”
- iv. Ms. Butler stated, “The bookmobile will visit each charter school for at least 4-6 hours that way the school can be acclimated to the bookmobile being there. There will also be two people always operating the bookmobile and we are now currently doing interviews for the Outreach Coordinator position.”
- v. Ms. Butler stated, “Once the bookmobile is ready it will be at a board meeting. We are also hoping to do a big reveal at the Gala. Kipp Charter School will also host a reveal party as well.”
- vi. Mr. Simmons asked, “So the kids can check out books from the bookmobile just like if they were at the library?”
- vii. Ms. Butler answered. “Yes, so all the MNPS students have their ID numbers and as long as they have that, they can check out books.”
- viii. Ms. Varney asked, “Will all the charter school students have library cards?”
- ix. Ms. Butler answered, “All MNPS students and employees have ID numbers.”

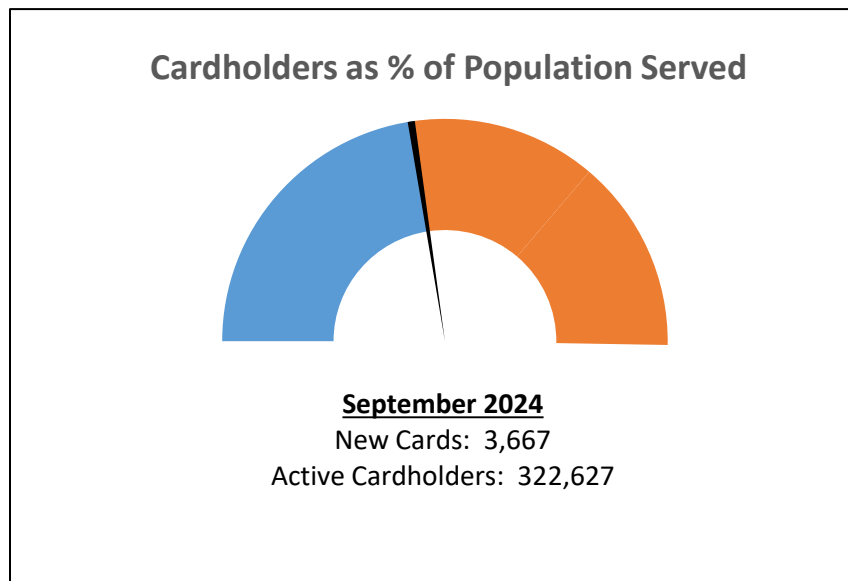
- x. Ms. Ezell asked, “Where do charter schools return the books?”
- xi. Ms. Butler answered, “We will have a schedule that is a rotation where the bookmobile will visit every six weeks, so books will be checked out for six weeks and then automatically renewed for another six weeks.”
- xii. Ms. Luke added, “I just wanted to say thanks to Syreeta because when she was promoted to Limitless Libraries this was something that was already pre-determined with not a lot of specifics and I just wanted to give her a shout out as she has really led this process.”

XI. Adjournment

- a. The meeting was adjourned at 1:26 P.M.

**Next Scheduled Board of Trustees Meeting**  
**October 15, 2024**  
**Looby Branch Library**  
**2301 Rosa Parks Blvd**  
**Nashville, TN 37228**  
**12:00 PM**

*Statistical Summary – October 15, 2024*  
*Nashville Public Library*



Cardholders	Sep-24	Sep-24 Year-to-Date	Active Patron Cards	Average Cards in Last 12 Months
New Registrations	3,667	3,667	322,627	302,428

Volunteer Services	Sep-24	Sep-23	Year-to-Date	% Change 2023-2024
Number of Volunteers	77	155	324	-50.32%
Volunteer Hours	488	1,197	2,473	-59.23%

Attendance for Room Use	Sep-24	Sep-23	% Change 2023-2024
Community Use	2,964	4,045	-26.74%
Library Use	16,564	7,565	118.96%

Reference	Sep-24	Sep-23	% Change 2023-2024
Answered	18,529	16,977	9.14%



*Statistical Summary – October 15, 2024*

*Nashville Public Library*

**Wireless Data**

Wireless	Month				
	Sep-24 Sessions	Sep-24 % of Total	Wireless %	Sep-23 Sessions	% Change 2023-2024
Bellevue	9,157	10.97%	69.2%	1,679	445.38%
Bordeaux	4,347	5.21%	51.6%	1,254	246.65%
Donelson	5,992	7.18%	46.8%	297	1917.51%
East	2,030	2.43%	52.8%	662	206.65%
Edgehill	1,013	1.21%	49.3%	207	389.37%
Edmondson Pike	5,662	6.78%	54.4%	1,343	321.59%
Goodlettsville	2,786	3.34%	50.7%	809	244.38%
Green Hills	5,389	6.46%	61.2%	878	513.78%
Hadley Park	1,606	1.92%	47.5%	297	440.74%
Hermitage	5,043	6.04%	52.8%	1,541	227.26%
Inglewood	1,658	1.99%	40.7%	431	284.69%
Looby	520	0.62%	28.0%	257	102.33%
Madison	4,320	5.18%	37.6%	702	515.38%
Main	14,899	17.85%	65.8%	9,809	51.89%
North	620	0.74%	29.1%	86	620.93%
Old Hickory	861	1.03%	64.2%	900	-4.33%
Pruitt	1,304	1.56%	46.1%	613	112.72%
Richland Park	3,145	3.77%	45.0%	496	534.07%
Southeast	11,279	13.52%	69.1%	4,766	136.66%
Thompson Lane	904	1.08%	24.3%	260	247.69%
Watkins Park	917	1.10%	57.0%	206	345.15%
NPL Total	83,452		58.1%	27,493	203.54%

**Database and Website Data**

Public Computer Use	% Change		
	Sep-24	Sep-23	2023-2024
Total Computer Use	19,905	20,521	-3.00%
Total Wireless Use	83,452	31,517	164.78%

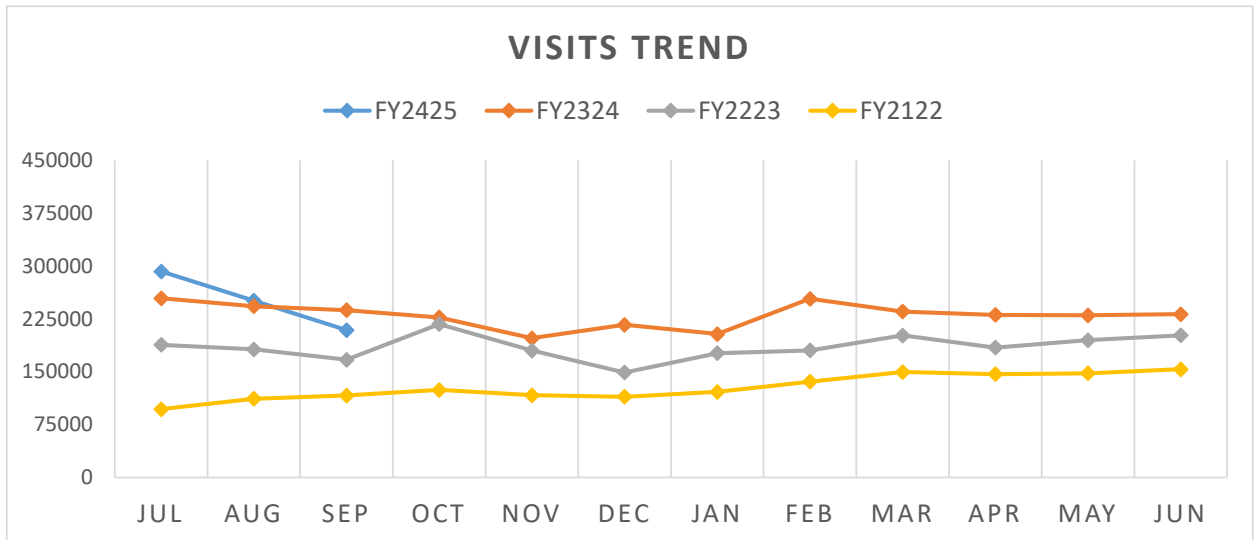
\*Wireless Data is Estimated due to Data Error

Website Visits	% Change		
	Sep-24	Sep-23	2023-2024
Webserver	401,726	329,631	21.87%

Database Usage	% Change		
	Sep-24	Sep-23	2023-2024
Sessions	36,600	10,560	246.59%

*Statistical Summary – October 15, 2024*  
*Nashville Public Library*

**Visits**

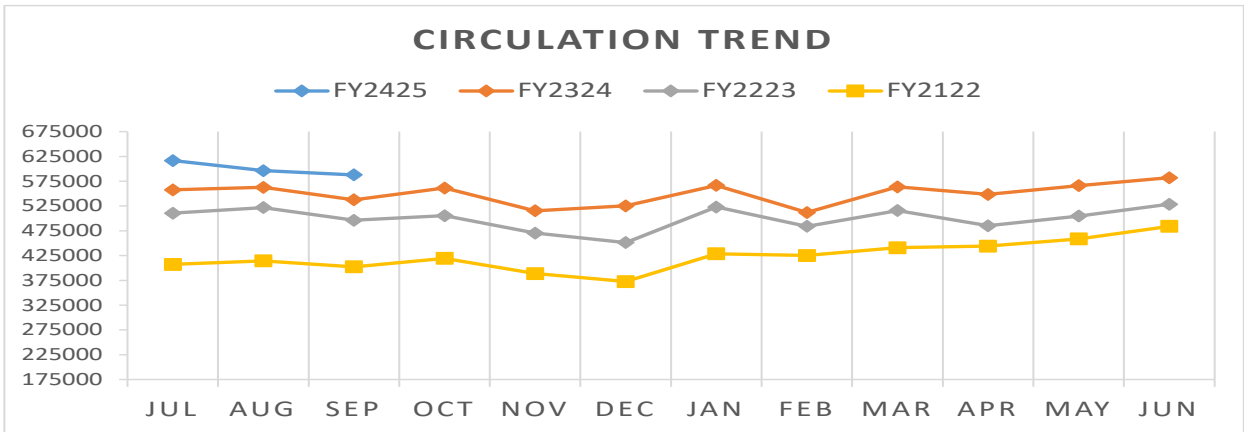


Visits	Sep-24 Visits	Sep-23 Visits	% Change 2023-2024	Sep-24 Circ / Visit	Sep-23 Circ / Visit	% Change 2023-2024
Bellevue	12,526	16,687	-24.94%	1.40	1.21	15.43%
Bordeaux	6,798	5,725	18.74%	0.43	0.42	4.31%
Donelson	10,742	6,502	65.21%	0.79	0.68	17.12%
East	13,482	10,251	31.52%	0.27	0.38	-26.99%
Edgehill	3,310	2,710	22.14%	0.39	0.37	6.02%
Edmondson Pike	22,692	22,099	2.68%	0.84	0.87	-3.55%
Goodlettsville	5,946	5,436	9.38%	1.40	1.63	-14.37%
Green Hills	25,648	25,498	0.59%	0.86	0.91	-5.75%
Hadley Park	2,902	1,801	61.13%	0.13	0.28	-52.28%
Hermitage	11,203	13,564	-17.41%	1.21	1.01	20.33%
Inglewood	13,533	12,310	9.94%	0.42	0.48	-13.13%
Looby	4,330	3,022	43.28%	0.25	0.28	-12.94%
Madison	15,169	15,921	-4.72%	0.34	0.37	-8.18%
Main	-	44,667	-100.00%	N/A	3.93	N/A
North	8,533	5,002	70.59%	0.09	0.14	-36.75%
Old Hickory	2,524	2,612	-3.37%	0.81	0.79	2.08%
Pruitt	-	6,497	-100.00%	N/A	0.04	N/A
Richland Park	10,388	9,286	11.87%	0.81	1.01	-20.47%
Southeast	21,750	13,123	65.74%	0.30	0.53	-42.88%
Thompson Lane	11,666	10,127	15.20%	0.23	0.27	-13.42%
Watkins Park	5,814	4,587	26.75%	0.03	0.03	1.06%
<b>NPL Total</b>	<b>208,956</b>	<b>237,427</b>	<b>-11.99%</b>	<b>0.69</b>	<b>1.35</b>	<b>-49.05%</b>

*Statistical Summary – October 15, 2024*  
*Nashville Public Library*

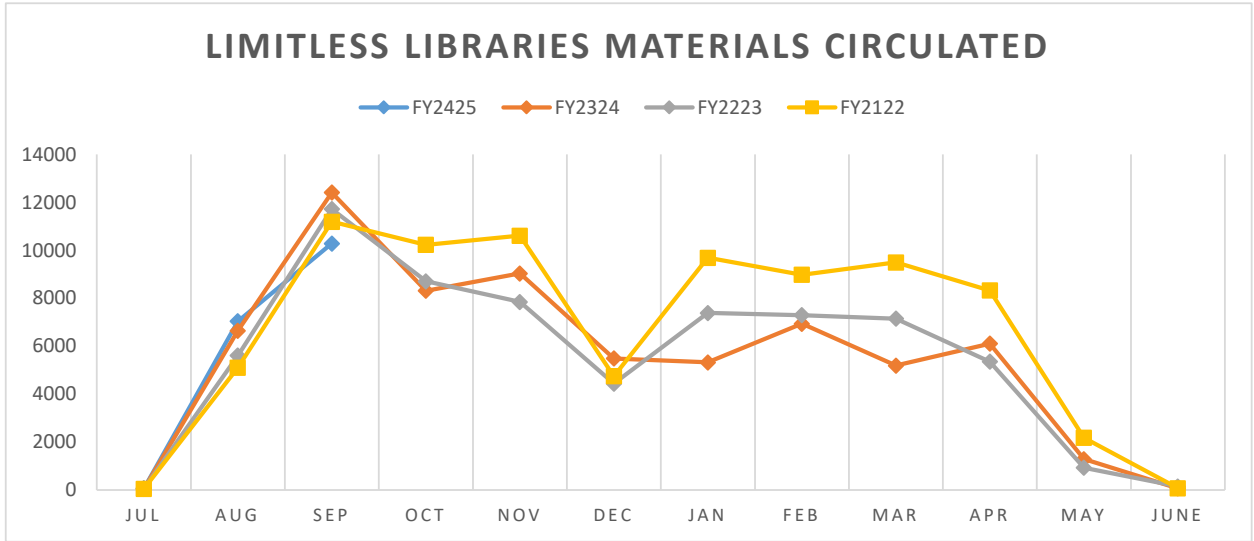
**Circulation Data**

eMedia	Sep-24	Sep-23	YTD	% Change 2023-2024
eAudiobooks	132,320	93,376	407,792	41.71%
eVideo	10,790	5,384	33,527	100.41%
eBooks	125,119	102,407	387,152	22.18%
eMusic	12,853	1,456	17,656	782.76%
eMagazines	25,577	7,109	70,455	259.78%
<b>Total</b>	<b>306,659</b>	<b>209,732</b>	<b>916,582</b>	<b>46.21%</b>



Circulation	Month				Fiscal Year-to-Date		
	Sep-24 Circulation	Sep-24 % of Total	Sep-23 Circulation	% Change 2023-2024	Sep-24 Year-to-Date	Sep-23 Year-to-Date	% Change 2023-2024
Bellevue	30,592	5.20%	33,013	-7.33%	96,517	103,686	-6.91%
Bordeaux	6,920	1.18%	6,152	12.48%	19,118	18,404	3.88%
Donelson	17,989	3.06%	8,822	103.91%	57,531	26,320	118.58%
East	7,295	1.24%	7,312	-0.23%	21,499	22,160	-2.98%
Edgehill	4,435	0.75%	3,944	12.45%	11,958	11,376	5.12%
Edmondson Pike	31,483	5.36%	29,140	8.04%	96,167	94,331	1.95%
Goodlettsville	14,087	2.40%	14,895	-5.42%	43,389	45,036	-3.66%
Green Hills	37,316	6.35%	39,088	-4.53%	117,762	126,639	-7.01%
Hadley Park	2,285	0.39%	2,276	0.40%	6,527	6,609	-1.24%
Equal Access	97	0.02%	317	-69.40%	622	767	-18.90%
Hermitage	25,300	4.30%	25,663	-1.41%	78,953	82,646	-4.47%
Inglewood	10,300	1.75%	11,082	-7.06%	31,455	33,849	-7.07%
Looby	3,355	0.57%	3,346	0.27%	9,131	8,766	4.16%
Madison	12,656	2.15%	13,717	-7.73%	36,058	41,058	-12.18%
Main	29,334	4.99%	40,958	-28.38%	114,014	130,806	-12.84%
North	2,982	0.51%	2,952	1.02%	8,328	8,029	3.72%
Old Hickory	5,463	0.93%	5,519	-1.01%	16,924	16,371	3.38%
Pruitt	150	0.03%	1,901	-92.11%	1,231	5,576	-77.92%
Richland Park	14,939	2.54%	14,506	2.98%	44,942	43,338	3.70%
Southeast	15,805	2.69%	15,639	1.06%	47,511	46,991	1.11%
Thompson Lane	7,122	1.21%	6,684	6.55%	21,112	20,485	3.06%
Watkins Park	1,293	0.22%	1,463	-11.62%	3,468	4,034	-14.03%
eMedia	306,659	52.17%	249,045	23.13%	916,582	760,352	20.55%
Talking Library	-	0.00%	-	N/A	-	3	-100.00%
<b>NPL Total</b>	<b>587,857</b>		<b>537,434</b>	<b>9.38%</b>	<b>1,800,799</b>	<b>1,657,632</b>	<b>8.64%</b>

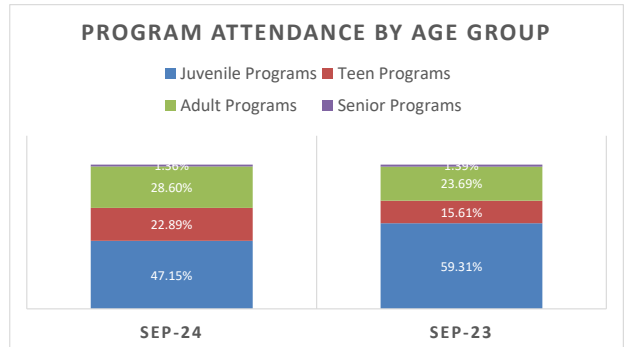
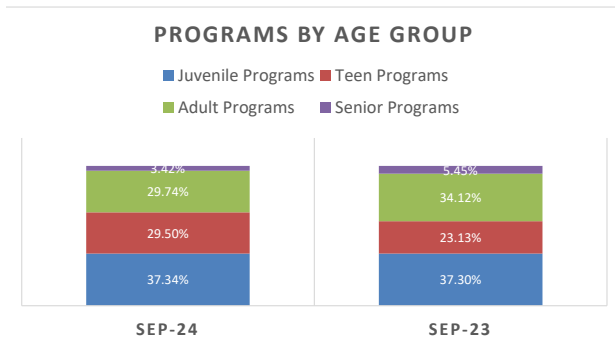
*Statistical Summary – October 15, 2024*  
*Nashville Public Library*



**September Programming Data**

Programming	Sep-24		Sep-23		% Change 2023-2024
	Count	Attendance	Count	Attendance	
Juvenile Programs	481	15,951	445	16,168	8.09%
Teen Programs	380	7,743	276	4,255	37.68%
Adult Programs	383	9,674	407	6,457	-5.90%
Senior Programs	44	459	65	380	-32.31%
<b>Total Programs</b>	<b>1,288</b>	<b>33,827</b>	<b>1,193</b>	<b>27,260</b>	<b>7.96%</b>

Programming	Sep-24		Sep-23		% Change 2023-2024
	Count	Attendance	Count	Attendance	
In Person	943	17,979	966	18,569	-2.38%
Outreach	286	15,144	197	8,206	45.18%
Virtual	59	704	30	485	96.67%
<b>Total Programs</b>	<b>1,288</b>	<b>33,827</b>	<b>1,193</b>	<b>27,260</b>	<b>7.96%</b>



**Statistical Summary – October 15, 2024**  
**Nashville Public Library**

MONTH - September 2024

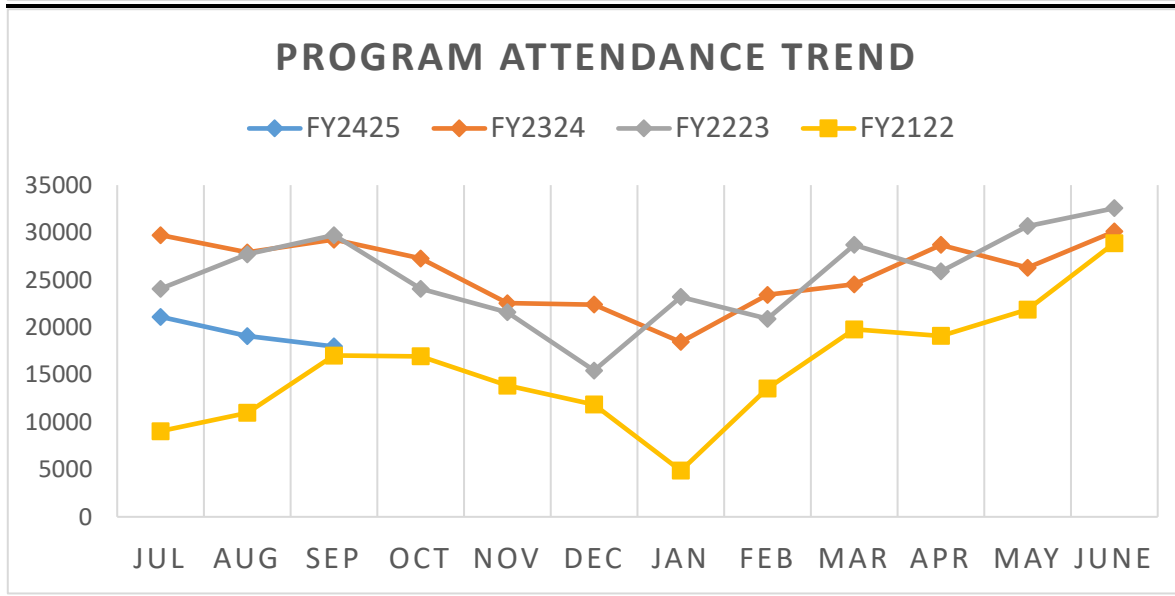
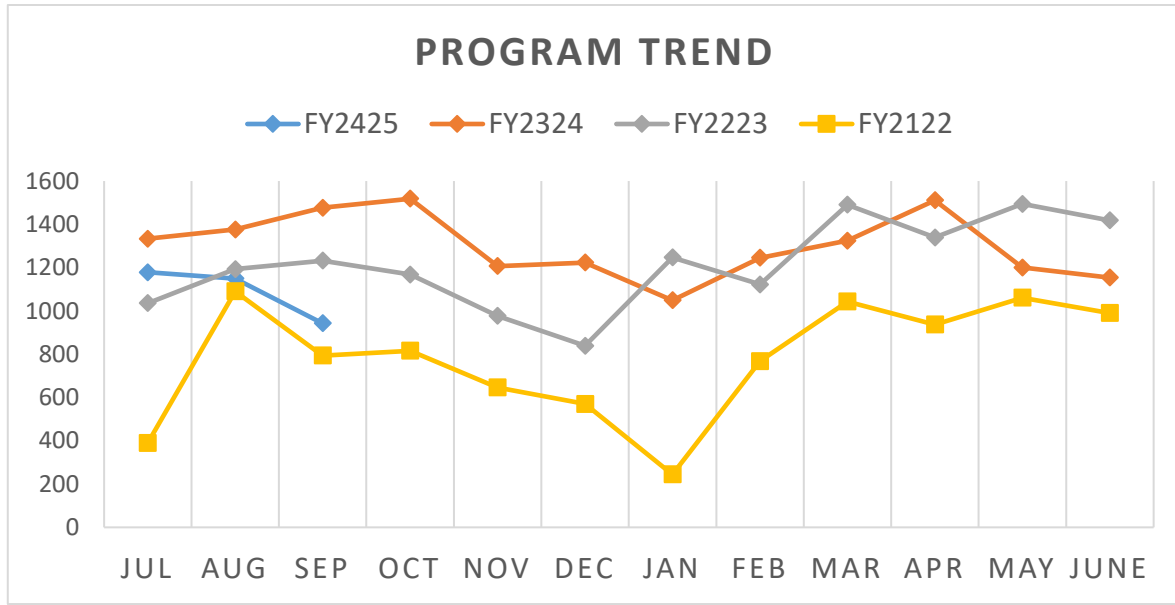
Library Programming	Location Totals								Programs by Age Group							
	Library		Outreach		Virtual		Totals		Juv		Teen		Adult		Senior	
	NO.	AUD.	NO.	AUD.	NO.	AUD.	No.	Aud.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.
ARCHIVES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BELLEVUE	55	1,209	50	2,218	2	275	107	3,702	35	2,035	46	1,412	21	196	5	59
BORDEAUX	67	797	1	26	0	0	68	823	13	175	43	499	6	107	6	42
BBTL (Bringing Bks to	4	91	31	1,008	42	143	77	1,242	27	876	0	0	50	366	0	0
BBTL (Adult Literacy)	8	118	0	0	1	4	9	122	0	0	0	0	9	122	0	0
DONELSON	64	1,310	10	365	0	0	74	1,675	36	1,246	20	147	18	282	0	0
EAST	28	1,158	6	377	0	0	34	1,535	14	528	20	1,007	0	0	0	0
EDGEHILL	46	557	5	302	0	0	51	859	41	678	7	142	3	39	0	0
EDMONDSON PIKE	59	1,399	5	278	1	2	65	1,679	33	1,438	1	2	31	239	0	0
GOODLETTSVILLE	45	786	4	61	0	0	49	847	19	491	10	166	16	167	4	23
GREEN HILLS	96	3,043	1	115	0	0	97	3,158	31	969	41	1,297	16	821	9	71
HADLEY PARK	20	54	11	245	0	0	31	299	16	135	0	0	15	164	0	0
HERMITAGE	58	1,500	3	83	0	0	61	1,583	22	710	6	70	33	803	0	0
INGLEWOOD	30	613	10	557	2	5	42	1,175	26	1,031	0	0	14	139	2	5
LOOBY	21	167	5	231	0	0	26	398	15	272	0	0	8	61	3	65
MADISON	67	803	15	361	0	0	82	1,164	22	445	30	369	19	184	11	166
MAIN - Adult Svcs	0	0	11	469	2	27	13	496	0	0	0	0	13	496	0	0
MAIN - Children Svcs	0	0	20	1,067	5	74	25	1,141	22	845	0	0	3	296	0	0
MAIN - Digital Inclusion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAIN - LSDHH/Equal	48	61	0	0	2	14	50	75	5	61	0	0	45	14	0	0
MAIN - Puppet Truck	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAIN - Special Coll.	1	6	3	237	0	0	4	243	0	0	1	6	3	237	0	0
MAIN - Studio NPL	45	309	38	1,098	0	0	83	1,407	0	0	83	1,407	0	0	0	0
MAIN - Teen Svcs	0	0	21	393	0	0	21	393	0	0	21	393	0	0	0	0
MAIN - Wishing Chair	0	0	4	77	0	0	4	77	4	77	0	0	0	0	0	0
NORTH	11	102	1	20	0	0	12	122	4	18	4	59	4	45	0	0
OLD HICKORY	24	216	3	19	0	0	27	235	12	158	12	58	0	0	3	19
PRUITT	21	1900	12	4677	2	160	35	6737	25	2177	0	0	10	4560	0	0
RICHLAND PARK	33	746	2	159	0	0	35	905	23	807	0	0	11	89	1	9
SOUTHEAST	62	754	10	364	0	0	72	1118	26	609	31	411	15	98	0	0
THOMPSON LANE	27	243	4	337	0	0	31	580	10	170	2	268	19	142	0	0
WATKINS PARK	3	37	0	0	0	0	3	37	0	0	2	30	1	7	0	0
<b>TOTALS</b>	<b>943</b>	<b>17,979</b>	<b>286</b>	<b>15,144</b>	<b>59</b>	<b>704</b>	<b>1,288</b>	<b>33,827</b>	<b>481</b>	<b>15,951</b>	<b>380</b>	<b>7,743</b>	<b>383</b>	<b>9,674</b>	<b>44</b>	<b>459</b>

\*Puppet Truck Data Delayed

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
MAIN - Adult Svcs	0	0	11	469	2	27	13	496	0	0	0	0	13	496	0	0
MAIN - Children Svcs	0	0	20	1,067	5	74	25	1,141	22	845	0	0	3	296	0	0
MAIN - LSDHH/Equal	48	61	0	0	2	14	50	75	5	61	0	0	45	14	0	0
MAIN - Special Coll.	1	6	3	237	0	0	4	243	0	0	1	6	3	237	0	0
MAIN - Studio NPL	45	309	38	1,098	0	0	83	1,407	0	0	83	1,407	0	0	0	0
MAIN - Teen Svcs	0	0	21	393	0	0	21	393	0	0	21	393	0	0	0	0
MAIN - Wishing Chair	0	0	4	77	0	0	4	77	4	77	0	0	0	0	0	0
<b>TOTALS</b>	<b>94</b>	<b>376</b>	<b>97</b>	<b>3,341</b>	<b>9</b>	<b>115</b>	<b>200</b>	<b>3,832</b>	<b>31</b>	<b>983</b>	<b>105</b>	<b>1,806</b>	<b>64</b>	<b>1,043</b>	<b>0</b>	<b>0</b>

\*MN includes Studio and Wishing Chair, which hosts outreach events at other locations.

*Statistical Summary – October 15, 2024*  
*Nashville Public Library*



**Financial – October 15, 2024**  
**Nashville Public Library**

<b>10/2/2024</b>	<b>Appropriations</b>	<b>Encumbered (current)</b>	<b>Spent (cumulative)</b>	<b>Free Balance</b>	<b>Committed (cumulative)</b>	<b>% Committed</b>
Metro-4% Funds*	\$ 2,466,628.68	\$ 134,772.72	\$ 1,142,212.55	\$ 1,189,643.41	\$ 1,276,985.27	51.77%
Foundation*	\$ 665,234.25	\$ -	\$ 217.94	\$ 665,016.31	\$ 217.94	0.03%
Subscriptions	\$ 197,800.00	\$ -	\$ 22,588.74	\$ 175,211.26	\$ 22,588.74	11.42%
Particip Budget-Central Asia**	\$ 15,000.00	\$ 55.96	\$ 13,627.80	\$ 1,316.24	\$ 13,683.76	91.23%
Particip Budget-Musical Inst.**	\$ 144,900.00	\$ 13,100.04	\$ -	\$ 131,799.96	\$ 13,100.04	9.04%
	<b>\$ 3,489,562.93</b>	<b>\$ 147,928.72</b>	<b>\$ 1,178,647.03</b>	<b>\$ 2,162,987.18</b>	<b>\$ 1,326,575.75</b>	<b>38.02%</b>
*Estimated free balance from FY24						
**Participatory Budget funds are multi-year; the cumulative 'Spent' column includes FY24 spending						

*Personnel Summary/HR – October 15, 2024*

<u>2024 New Hires</u>				
<u>Name</u>	<u>Classification</u>	<u>Hire Date</u>	<u>Location</u>	
Brandon Castro	Safety Inspector	9/30/2024	Security	
<u>2024 Promotions</u>				
<u>Name</u>	<u>Classification</u>	<u>Promotion Date</u>	<u>Location</u>	
<u>2024 Resignations</u>				
<u>Name</u>	<u>Classification</u>	<u>Resignation Date</u>	<u>Location</u>	
Sudaxina Ghosh Kundu	Library Associate	9/6/2024	Volunteer Services	
Edward Brown	Public Info Rep	9/13/2024	MarCom	
Tamanna Kakkar	Library Page	9/20/2024	Edmondson Pike	



**Personnel Summary/Vacancy – October 15, 2024**  
**Nashville Public Library**

NPL Vacancies as of 09/30/2024									
	Division / Branch	Title	Grade	Name	FP	FTE	Date Vacant	Notes	
1	DIRECTOR	ADMINISTRATIVE SPECIALIST	ST11	VACANT (ROSE, M)	F	1.00	8/30/24		
2	OP & MAIN-MN	BLDG MAINT MECH	TG13	VACANT - NEW	F	1.00	7/1/22		
3	OP & MAIN-MN	BLDG MAINT MECH	TG13	VACANT (FOSTER, J)	F	1.00	5/1/24		
4	ED PIKE	CIRCULATION ASST	ST05	VACANT (IBRAHIM, S)	P	0.49	4/29/24		
5	EDGH	CIRCULATION ASST	ST05	VACANT (MILLER, K)	F	1.00	9/16/23		
6	HERM	CIRCULATION ASST	ST05	VACANT (YEPREM, D)	F	1.00	7/5/24		
7	THOMP	CIRCULATION ASST	ST05	VACANT (E MARTIN)	F	1.00	8/1/24		
8	TALKING	INFO SYSTEMS MEDIA TECH 1	OR02	VACANT - NEW	P	0.49	7/1/22		
9	EAST	LIBRARIAN 1	OR03	VACANT (SMYTH, A)	F	1.00	4/29/24		
10	PRUITT	LIBRARIAN 1	OR03	VACANT (REDDINGTON-KINCAID, C)	F	1.00	4/6/24		
11	BORDX	LIBRARIAN 2	OR04	VACANT (PIPER, E)	F	1.00	9/18/23		
12	GRN HILLS	LIBRARIAN 2	OR04	VACANT (SIDDHARTH, J)	F	1.00	6/24/24		
13	SE	LIBRARIAN 2	OR04	VACANT (MCFARLAND J)	F	1.00	7/8/24		
14	CHILD	LIBRARY ASSOC	OR01	VACANT (GLEETON, K)	F	1.00	6/29/24		
15	EAST	LIBRARY ASSOC	OR01	VACANT (MITCHELL, W)	F	1.00	6/10/24		
16	ED PIKE	LIBRARY ASSOC	OR01	VACANT (BOURQUE, L)	F	1.00	7/5/24		
17	ED PIKE	LIBRARY ASSOC	OR01	VACANT (GLEETON, K)	F	1.00	5/26/24		
18	GRN HILLS	LIBRARY ASSOC	OR01	VACANT (SPRINGER JR., P)	F	1.00	6/5/24		
19	HERM	LIBRARY ASSOC	OR01	VACANT (REYNOLDS, S)	F	1.00	7/5/24		
20	REF	LIBRARY ASSOC	OR01	VACANT (NESMITH, N)	F	1.00	8/5/24		
21	TALKING	LIBRARY ASSOC	OR01	VACANT (WAGNER, M)	F	1.00	8/9/24		
22	ED PIKE	LIBRARY MGR 3	OR07	VACANT (RUA-BASHIR, P)	F	1.00	10/1/24		
23	CHILD	LIBRARY PAGE	ST02	VACANT (WELSH, I)	P	0.49	8/8/24		
24	GOOD	LIBRARY PAGE	ST02	VACANT (OLEAS, F)	P	0.49	8/12/23		
25	BRNCH ADMIN	LIBRARY SVCS ASSIST DIRECTOR	OR11	VACANT (LUKE, T-interim director CS lea	F	1.00	7/22/22		
26	TECH SVCS	LIBRARY SVCS ASSIST DIRECTOR	OR11	VACANT (BOULIE, P)	F	1.00	8/7/24		
27	HR IMP	PROGRAM MGR 2	OR06	VACANT (MOYNIHAN, C)	F	1.00	9/2/24		
28	ADMIN SVCS	PROGRAM SPEC 2	OR01	VACANT (GHOSH KUNDU, S)	F	1.00	9/6/24		
29	LIMITLESS L	PROGRAM SPEC 2	OR01	VACANT (SAINATO, T)	F	1.00	8/21/24		
30	NORTH	PROGRAM SPEC 2	OR01	VACANT (LUCAS, J)	F	1.00	9/16/24		
31	MARCOMM	PUBLIC INFORMATION REP	ST10	VACANT (BROWN, E)	F	1.00	9/13/24		
32	OP & MAIN-MN	SAFETY INSPECTOR	OR04	VACANT - NEW	F	1.00	7/1/24	Candidate selected - Oct start	
33	SECURITY	SECURITY GUARD	ST06	VACANT (HAWKINS, J)	F	1.00	8/29/24	Position Reposted	
34	SECURITY	SECURITY GUARD	ST06	VACANT (HOLT, D)	F	1.00	8/5/25	Position Reposted	
35	SECURITY	SECURITY GUARD	ST06	VACANT (MOLOKWU, C)	F	1.00	8/9/24	Position Reposted	
36	ED & LIT - Adult Lit	PROGRAM SPEC 2	OR01	VACANT - NPLF (Adult Lit Specialist)	F	1.00	7/1/22	Grant funded	
37	ED & LIT - LL	PROGRAM SPEC 2	OR01	VACANT (MAHNKEN, H) (Limitless Librar	F	1.00	6/6/24	Grant funded	
38	WISH CHAIR	LIB PERFORMING ARTIST	ST07	VACANT (TORRES-FUENTES, D)	P	0.25	5/23/24	Grant funded	
39	WISH CHAIR	LIB PERFORMING ARTIST	ST07	VACANT (BOLEK, S)	P	0.49	4/27/23	Grant funded	
40	WISH CHAIR	LIB PERFORMING ARTIST	ST07	VACANT (KIRKPATRICK, W)	F	1.00	4/2/24	Grant funded	
41	ARCH/SPEC	PROGRAM COORDINATOR	OR02	VACANT (HIX, K)	P	0.65	12/6/23	Grant funded - Will remain open FY25 due to funding	

## ***Brief Area Updates – October 15, 2024***

*Nashville Public Library*

### **ADMINISTRATIVE SERVICES**

#### **Safety & Security: September 2024**

No Special events have been inside the library during the closure. We do have 2 after hour tours scheduled in October.

Courtyard Concerts have been held on Tuesdays and with our courtyard closed they have been held in the Church Street Park. We have security assigned at Main to assist with letting the crew through the lobby to park.

Metro Office of Homeless services are continuing to set up in front of the Main library to provide bus passes to patrons that have a library card, so they can go to other library locations with Main being closed. The bus passes are good for a 24-hour period, and they must come get a new pass every day. The hours that the bus passes are given out are 8:00—10:00am 7 days a week. They are wanting to cut back on bus passes because it is getting too expensive for OHS to continue.

Patrons are going to several different library locations since Main has closed, Madison having the most which was expected, and we increased security from one Allied guard to one Allied guard plus one NPL security officer. We will continue to keep two security officers at Madison due to increase in patrons. I have reduced staffing at Bordeaux to one guard either Allied or NPL due to no increase in patrons with Main closed.

We were able to interview and hire the new position of Safety Inspector. Brandon Castro will start on September 30. Brandon will be a great addition to our team.

C.R.A.S.E (Citizen Response to an Active Shooter Event) training classes started on September 30 taught by Metro Police Commander Scott Byrd. We will have three training sessions during the week.

Overdose Prevention class (Narcans) training was conducted on September 16 and had about 30 employees attended. This will be a monthly class.

Total number of incident reports for the month of **September (26)** and related categories per incident report down from 57 incident reports in August:

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	Hermitage Branch	1
Bordeaux Branch	1	Madison Branch	6
Donelson Branch	2	Main Library	1
East Branch	1	North Branch	1
Edgehill Branch	1	Old Hickory Branch	2
Goodlettsville Branch	1	Southeast Branch	1
Green Hills Branch	2	Thompson Lane Branch	1
Hadley Park Branch	3	<b>Total</b>	<b>26</b>

<b>Bellevue Branch</b>	<b>2</b>	<b>Hadley Park Branch</b>	<b>3</b>
Conduct or Rule Violation	3	Conduct or Rule Violation	4
<b>Injury or Accident</b>	1	Suspensions	3
Suspensions	1	<b>Hermitage Branch</b>	<b>1</b>
<b>Bordeaux Branch</b>	<b>1</b>	<b>Injury or Accident</b>	1
Conduct or Rule Violation	1	<b>Madison Branch</b>	<b>6</b>
Suspensions	1	Conduct or Rule Violation	9
<b>Donelson Branch</b>	<b>2</b>	<b>Injury or Accident</b>	6
<b>Injury or Accident</b>	2	Suspensions	4
<b>East Branch</b>	<b>1</b>	<b>Main Library</b>	<b>1</b>
Conduct or Rule Violation	1	<b>Injury or Accident</b>	4

<b>Safety or Security Incident</b>	<b>1</b>	<b>North Branch</b>	<b>1</b>
Suspensions	1	Conduct or Rule Violation	1
<b>Edgehill Branch</b>	<b>1</b>	Suspensions	1
Conduct or Rule Violation	4	<b>Old Hickory Branch</b>	<b>2</b>
<b>Safety or Security Incident</b>	<b>1</b>	Conduct or Rule Violation	2
Suspensions	1	Suspensions	1
<b>Goodlettsville Branch</b>	<b>1</b>	<b>Southeast Branch</b>	<b>1</b>
Conduct or Rule Violation	1	Conduct or Rule Violation	1
Suspensions	1	Suspensions	1
<b>Green Hills Branch</b>	<b>2</b>	<b>Thompson Lane Branch</b>	<b>1</b>
Conduct or Rule Violation	3	Conduct or Rule Violation	1
Suspensions	2	Suspensions	1

<b>Number of Injury or Accident and Safety or Security Incidents</b>			
<b>911 for assistance</b>	<b>1</b>	<b>Medical</b>	<b>2</b>
<b>Ambulance</b>	<b>3</b>	<b>Mental Issues</b>	<b>1</b>
<b>Illness / Accident</b>	<b>1</b>	<b>Non-Emergency</b>	<b>2</b>
<b>Injury</b>	<b>4</b>	<b>Police called</b>	<b>2</b>

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

<b>Suspensions</b>	<b>18</b>
7 days	1
30 days	7
90 days	5
365 days	5

## **Delivery: September 2024**

### **Main:**

- We received 426 incoming UPS packages and sent 30 packages UPS GROUND.
- There were 84 overnight packages received from FedEx, DHL, etc.
- We received 63 inserts of mail from the United States Post Office, and we sent 57 inserts of mail to Metro Mail for postage.
- There were 57 special deliveries from [Ricoh](#), [Supply Room](#), [Firefly](#), [Amazon](#), etc.

### **Branches:**

- We moved: 5,169 hold bins (165,408 items)  
4,271 non-hold bins (136,672 items)  
1,463 Circulation/Main bins (46,816 items).

Total of 10,893 bins moved.

Total item count of 348,576.

An average of 545 bins and **17,429** items moved per day.

skids were sent to Pratt Industries for book recycling.

6 skids were sent to BWB.

### **Daily Complete Percentage:**

Holds 20 of 20 days for 100% in September.

**Facilities Maintenance: September 2024**

Tamis work order report shows 386 work requests, 287 completed, 99 still active with an 75% completion rate for the month of September.

<b>September 1st – September 30th 2024</b>					
<b>Craft</b>	<b>Month</b>	<b>Total # Work Orders</b>	<b># Completed</b>	<b># Active</b>	<b>Completion %</b>
None Entered	September 2024	6	0	6	<b>0%</b>
Administration	September 2024	6	0	6	<b>0%</b>
Branch Custodial Services	September 2024	51	49	2	<b>97%</b>
Canceled	September 2024	2	2	0	<b>100%</b>
Contractor	September 2024	5	1	4	<b>20%</b>
Grounds	September 2024	63	59	4	<b>94%</b>
Maintenance	September 2024	253	176	77	<b>70%</b>
		<b>Quantity 386</b>	<b>Completed 287</b>	<b>Active 99</b>	<b>Completion % 75%</b>

**September** Maintenance monthly report 2024:

**179** work orders got completed with 3 employees.

Mike Binkley, Joe Klima and Nathan Chandler

Grounds Projects: **September 2024**

1. Edmonson Pike windows cleaned.
2. Edgehill Parking lot restriped
3. Staff only signs installed at Edgehill.
4. Repaired Hermitage irrigation.

**Interior Design / Special Projects: September 2024**

**Jennifer Fournier** - Interior Designer / Special Projects Coordinator

MAIN

Equal Access- redesign of public space. Painting is complete. Furniture has been ordered.

Painting throughout – misc. areas that need repainting, or repairs has begun.

Civil Rights Room – flooring is still in progress. The concrete needed a substantial amount of repair.

Countertop design has been changed to quartz with engraved rules.

Maintenance Office – replaced flooring.

EDMONDSON PIKE

Scheduled closure to remove wall. We will shift shelving stacks and computer relocation will happen during the closure as well.

November 4, 2024, is the start date, with 2-week closure.

BELLEVUE

Installed directional signage.

Installed end cap signage.

Lowered transaction top at circulation desk + enclosed the desk to decrease openings.

DONELSON

Received trash receptacles.

Received and ballasted Reading Porch furniture



## BRANCH SERVICES

- Edgehill, Madison, Donelson, Bellevue, and Southeast branches are participating in a art installation of giant book sculptures as part of APSU art installation “The Unbannable Library” for The Southern Festival of Books. Teens in some branches were able to be part of a real art installation. Books will be on display in branches until the Southern Festival of Books.



- Southeast Branch enjoyed a great “Banned Books Bash” with State Representative Justin Jones! Rep. Jones brought books to give away, attendees got to sign a board that will be displayed in his office, the teen team made buttons and crafts, and the children’s team had crafts for the children to enjoy. A good time was had by all!

- Bellevue held a popular author event with Laurie King, author of “The Beekeeper’s Apprentice”.



- The Overdrive Truck visited Hermitage and Bordeaux branches to promote the service that provides NPL users with ebooks, audiobooks, magazines, and other digital content. NPL staff worked the bus with their staff and give out information and library swag to patrons who visited.



- Many branches continued to participate in back-to-school events, festivals like TomatoFest, and several other outreach events.



- Metro Arts is completing installation of Lending Library art in the Donelson, East, Green Hills, Hermitage, and Old Hickory. Art will be available for loan at these branches in the upcoming month.



- Richland Park was thrilled and honored to have Councilmember (CM) Brenda Gadd as the face of their Back-to-School initiative. CM Gadd recently visited to help the branch wrap up their PENCIL Drive in support of Cockrill Elementary and to showcase some of the thoughtfully curated book bundles prepared by our dedicated staff.

- Library branches serving as early and election day voting sites are preparing for the upcoming elections. Managers met with voting election officials to discuss best practices during the election. Hermitage created Voting Corner providing voter registration applications and relevant information about how elections work.



## COLLECTIONS & TECHNOLOGY

### Materials Management

- Noel served on a panel, along with Liz Atack, at the Innovation in Publishing Forum. Noel provided attendees with insights into what public libraries need from publishers and what subjects/genres are most in demand. Also discussed was the rise in digital demand, the process NPL uses to select and renew expiring leases, and the lending models most favored by public libraries.
- Noel presented at the new employee orientation (NEO) training on the roles and responsibilities of the Technology and Collections department.
- Beth posted 3 collection spotlights: *Hispanic Heritage Month: New Fiction, Banned Books Week, Fiction Featuring Librarians*.
- Ben met with Special Collections to discuss collection development needs for that dept. He also posted 2 collection spotlights: *Climate Change; Newly Added Digital NF* and one blog post: *Vintage Picture Books*.
- Joanna helped select titles for the 2025 Middle School Battle of the Books titles as part of the BOB Selection Committee and created a Launchpad survey to get feedback from Children’s staff. Joanna also added 2 homepage spotlights: *Case Files; For the Birds*.
- Collection Development Librarians responded to a total of **691 material requests** in PIKA and LibAnswers from staff and library customers.
- The Cataloging team is working through the smaller branches to do their juv graphic relabeling and have completed 9 branches. They have also started processing the bookmobile collection.
- Amanda helped facilitate a TennShare webinar on RUSA ILL Code and posted two blogs: *Romantasy for Everyone; Author Spotlight: Ruth Reichl*.
- Amanda also completed a bi-annual report on our ILL usage, trends and cost performance. (see attached)

### Meetings/Webinars Attended:

- Internal: Children’s Services meeting, Procedures Review Committee, Circulation Committee, Procurement RFP meetings, Manager’s Meeting, Materials Management Committee, NPLF Literary Award selection committee meeting and prep, Title VI training, NPL blog demo training.
- External: Parnassus publisher representative breakfast, Library Love Fest Presents Winter/Spring 2025 Titles to Highlight, Spring 2025 Manga for Libraries Book Buzz, Fall Graphic Novels for All Ages – Parts 1 & 2, The Best in Fall Nonfiction – Part 2, Business and Finance Titles.

### Materials Management Statistical Report September, 2024

September New Circulation		
User category	# of Unique Users	Items checked out
Digital	50,676	306,659

Physical	22,929	137,259*
<b>Totals =</b>	<b>73,605</b>	<b>443,918</b>
<b>September New Acquisitions</b>		
<b>Format</b>	<b>Copies added</b>	
Digital	5,458	
Physical	5,690	
<b>Totals =</b>	<b>11,148</b>	

**\*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.**

<b>Fund Source:</b>	<b>FY25 Funds</b>	<b>Free Balance</b>	<b>Total Amount Spent</b>	<b>% Spent</b>	<b>Amount Spent in Sept of 2024</b>
Metro-4% Funds*	\$2,466,628.68	\$1,189,643.41	\$1,276,985.27	51.77%	\$454,849.02
Foundation	\$665,234.25	\$665,016.31	\$217.94	0.03%	\$5.44
Subscriptions	\$197,800	\$175,211.26	\$22,588.74	11.42%	\$21,839.91
Part. Budget Central Asia	\$15,000	\$131,799.96	\$1316.24	91.23%	(\$213.42)
Part. Budget Musical Instrum.**	144,900.00	\$131,799.96	\$13,100.04	9.04%	\$13,100.04
<b>Totals</b>	<b>\$3,489,562.93</b>	<b>\$2,162,987.18</b>	<b>\$1,326,575.75</b>	<b>38.02%</b>	<b>\$489,580.99</b>

**\*Estimated free balance from FY23-24**

**\*\*Funds for lessons and programming tracked elsewhere.**

### Shared Systems

- Cook and Ellis did their first code updates (80+ drupal modules updated) to the LSDHH site, meaning the transition to us managing that site is complete and went well.
- Cook conducted Bedework training for 8 staff members who are now adding events to the calendar.
- Cook is working with Talking Library on new podcasts and website updates.
- Cook and Ellis are working with the NECAT team on a database solution for member registration, equipment rental, studio booking and TV schedules. This will likely be a long-term project as we were able to get one more year of Zoho.
- Ellis updated various drupal modules and core, including PHP and MariaDB on the Limitless Libraries site.
- The web team updated the adult literacy page <https://library.nashville.org/adult-literacy>
- Staub is still in the testing phase of building glueware to connect our library systems with the new Metro Merchant Services Provider (credit card payments). Lane sent a list of form fields, plus users and permissions to K. Stoke's team on 9/6.

- There is a new Library Board web page here: <https://library.nashville.org/about/public-library-board-trustees>
- Jones updated Aspen to 24.09.01.
- Lane joined MNPS Library Services and the Limitless Libraries selectors at Brick Church Middle School to heavily weed the extremely old and dusty collection. Over 6 large recycling bins (size of cardboard holding watermelons at the grocery) were filled with outdated material. Lane and Wingate will be visiting later to catalog the remaining collection.
- Lane has been working with the ChatGPT task force to analyze the results of the continuous improvement plan survey.
- Jones fixed an issue with the MNPS computer science lending library where items were not holdable.
- Jones is working on bringing AspenCon, the user conference for our discovery layer, Aspen, to Nashville in Fall 2025.
- Lane had the TEST CarlX environment upgraded and scheduled a go live for 10/9/24. This upgrade contains a move to SFTP for electronic data interchange (EDI) which will result in coordinating with various vendors to test the system.
- Lane attended the first Metro Connect Tour of the year at the DES facility on Peabody, and can recommend it highly.
- Various staff completed mandatory Metro trainings.
- As always, the team has been working to promote daily library operations by:
  - Working with front line staff to ensure access to systems.
  - Running a help desk for MNPS librarians
  - Providing NPL staff with reports and statistics.
  - Regular retrieval, edits and sideloads of new digital marc records into catalog to provide access to new acquisitions and remove metered-access items whose licenses have expired.
  - Keeping the events calendar up to date with the latest online happenings.
  - Improving system(s) usability with development, testing and planning features.
  - Patron and item data cleanup and quality assurance.

Technology/Production Services/NECAT

## IT Infrastructure Technology

- **Industry Weapon (Firesign) Replacement**
  - Testing Carousel for Dalton/Anode replacement – Ongoing
  - Replace Digital Display and Install player at Madison – Complete

➤ **Director's Conference Room**

- Updated Computer
- Installed Owl Camera

➤ **Computer Moves**

- Main B2 Maintenance
- Edmondson Pike – Mgr Office
- Main DHOH
- Main – Receptionist
- Bellevue

➤ **INK**

**Completed**

- Redesigned HR site to include ProDev and Tech Training
- Added categories to all forms for better discovery
- Changed navigation on old INK site in preparation to move to new site
- Created new DEI Site for use by Kyle Barber and his team

**Current**

- Overall re-organization and the focusing content of INK with Admin Assts.
- Continue training of new admin assistants on INK processes
- Updating data/content on “modern” test homepage

## **Production Services**

Production services provided AV support for 38 requests around the Nashville Public Library system.

Breakdown:

- 12 Conference Center events with AV support
- 12 Satellite & Branch events (Necat Coverage, Branch Music performances, Presentation Support)
- 7 Maintenance & Inventory visits (BX, LO, GH, RP, MA, BL 2x)
- 7 Filming sessions (NAZA 3x, Overdue Adventures 2x, *Then & Now*, Wishing Chair)
- 2 Hybrid sessions (NPLF Board Meeting, Shakespeare Allowed)

➤ **NPLU Filming Schedule**

- 8 Videos Recorded
- Completed edits for 5 videos
- Published 1 video on NPL Universe.

- 2 Livestreams in September
- Channel Wide Stats

➤ **NPLU Stats**

- 19.7k channel wide views
- 10.2k hours of watch time
- 32 New Subscribers

➤ **Podcasts**

- No new episodes recorded. Studio closed during main shutdown.
- Completed updates for 1 episode. Matt Pritchett Podcast now titled “The Spark”
- Published 6 episodes. Your Mind Matters(2), & Family Folktales(4)
- YouTube/iTunes Stream data (September 1st-30th) - Total combined streams = 2,386

• **Captioning Data**

- Number of videos completed: 8 (Including 6 Podcasts)
- Total time captioned: 07:27:12 (7 hours, 27 minutes, and 12 seconds)

➤ **Production Services Highlights**

- Courtyard Concert Series Continues
- NPLF Literary Award Gala AV production plan ongoing
- Captioning numbers are lower than usual. Sandy is finding the podcasts take longer to do because there isn't visual context to the discussions.

➤ **Podcast YouTube Stream data (August 21th-30th)**

Podcast	Streams
Family Folktales	2,062
All Things Eerie	126
Just Listen Podcast	101
Your Mind Matters	65
Truth B Told	22
Back in the Day	5
Legends of Film (Retired)	5



## NECAT

### Membership

New Members	19
People in Production 1	20
People in Production 2	8
People in Specialty Class	5
Equipment Checkouts	6

### Studio Usage

	Blocks Booked	Time in Hours
Producer Led Productions	26	130
NECAT Productions/Staff working Days	6	30
Meetings/Tours	4	3.5
Trainings	8	40
Editing Bay Usage	7	16
Holiday Closures	2	10
Cancelations	3	15

### Kiosk Check-Ins

Reason	Number of People
Production	118
Class	42
Meeting	2
Tour	5
Event	13
Editing	9
Other	12
Total	201

### Network Content

NPL Programming Run Time	12748.83 Minutes
MTSU Programming Run Time	6693.52 Minutes
New First Run Programs	4
New First Run Episodes	84
New NPL Carousel Bulletins	3
New Carousel Bulletins	3

### September Quick View

9/4 NAZA Podcast Shoot

9/7 Production 1 Class (7 Attendance)

9/9 Hannah Gerst Overdue Adventures Shoot

9/11 NAZA Podcast Shoot

9/12 6pm Members Meeting (13 Attendance)

9/14 Editing Class (5 Attendance)

9/21 Tennessee Screenwriters Nashville Film Fest Green Hills Hilton On site shoot

9/26 10am Production 1 Special Class Production Services, Wishing Chair, Studio NPL (13 Attendance)

9/26-27 Production 2 Class (8 Attendance)

9/30 Hannah Gerst Overdue Adventures Shoot

### October Upcoming

10/5 Celebrate Nashville from Centennial Park

10/9 9am NECAT Board Meeting

10/10-11 Wishing Chair Production at NECAT

10/12 Production 1 Class

10/13 Green Screen & Lighting Class

10/14 Hannah Gerst Overdue Adventures

10/16 Picture Day (Wear Black)

10/17 Corey Frederick NPL Means Business Production

10/20 5:00 pm Donnie Clark Screening “This is My Song: Life After Dialysis” at NECAT Studio

## Interlibrary Loan

### 1. Executive Summary

Interlibrary Loan is a free service for our patrons, but we were curious as to what kind of expenses Nashville Public Library incurred by sharing our books. This study was first undertaken in 2016 for a TennShare seminar. We have since recorded data every other year, including in 2020 during the height of the pandemic. There have been several big changes to our operating procedures in the past year, and this latest study will give us a better idea of exactly how these changes have affected our office.

Our goals for this study:

- To see how many books we process through our office each week.
- To track what types of materials we are borrowing for NPL patrons for Collection Development purposes.
- To compare US Mail vs. the Firefly courier with regards to shipping costs and processing time, in looking specifically at the courier who recently increased their price.
- To understand which of our branches are used the most by ILL patrons.
- To compare the current numbers with previous studies done to discern trends.

NPL ILL processes an average of 460 books and articles in a week.

We have developed an efficient and cost-effective workflow that gets the books to our patrons and fellow libraries as quickly and cheaply as possible. In 2024, our average cost to ship one book is up to \$5.33, which is not surprising giving how the rest of the economy has inflated lately. The increase in the Firefly courier has doubled our cost per book – up to \$.89 from \$.48, but since the cost of mail is up as well, NPL is still saving almost \$20,000 a year by using the courier.

### 2. Fast Stats 2024

8 Week Study (July 22 through Sept 13)	Total	Weekly Average
Total Materials Processed	3703	463
Total Borrowing Materials (In)	1096	137
Total Lending Materials (Out)	712	89
Total Returns (In and Out)	1895	237

Borrow Request Timing		Request Information (Borrowing)	
Average Processing Time (Days)	10.15	Total Cost of Items Borrowed	\$39,622.04
Average Lending Period (Weeks)	8.36	Average Cost/Item	\$36.72
% of requests with No Renewals Allowed	14.57%	Average Publication Year	2011
Average # of Books per Week	147	Average ILL Patron Age	52

Average Cost to Mail a Book	\$5.33	Average Cost to Ship a Book via Firefly	\$ .89	Yearly Savings from Using Firefly	\$20,000
% of Shipping Materials Recycled				90.18%	

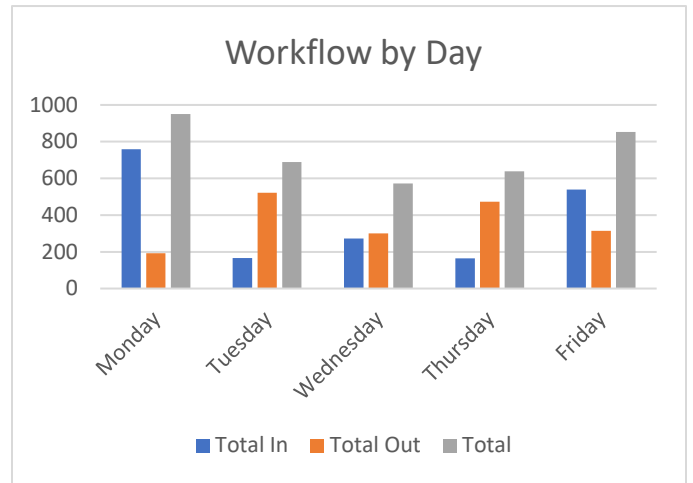
Branch Distribution of ILL Materials		
Top Five Locations		
	Books Delivered	% of Total
Green Hills	196	18.51%
Bellevue	155	14.64%
Edmondson Pike	145	13.69%
Hermitage	95	8.97%
GO/DO (tie)	62	5.85%

### 3. Daily Workflows

Each day has the same basic tasks – open mail/Firefly, process incoming books, process borrowing requests, process lending requests, pull books, and pack mail/Firefly bags. However, the number of items in each of these tasks varies each day.

We get Firefly delivery on Monday, Wednesday, and Friday, which is why Total Incoming items are higher on these days. Also, Incoming Mail tends to be the most on Monday and Friday.

On Tuesday, Thursday, and Friday, we pack outgoing Firefly bags which is why Total Outgoing is more than incoming on those days.



### 4. Shipping Options

Shipping books is the biggest ILL office expense after staffing. We reuse as much shipping material (envelopes and boxes) as possible, yet still need to buy a small amount. All incoming borrowed materials travel to branches in reusable red bags or recycled envelopes.

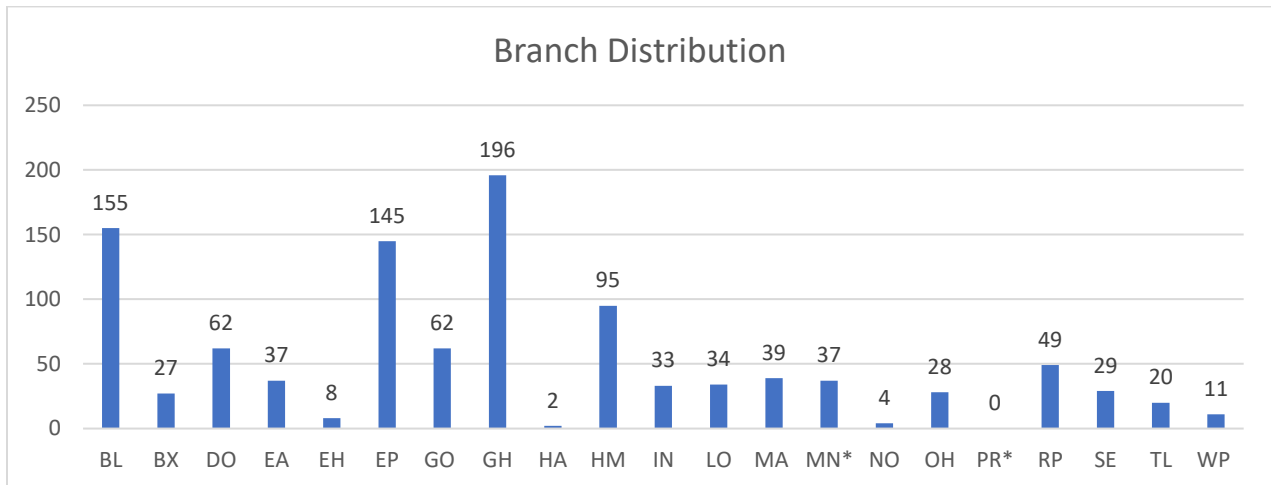
We ship materials via three channels:

- US Mail
  - We mailed 58% of the books we shipped, which is similar to 2022 at 60%, but down from 67% in 2020.
  - We pay an average of \$5.33 per book we send in the mail.
    - This includes a small fee to cover the envelopes and shipping materials we use.
- Firefly courier
  - The Firefly courier is managed by TennShare, a consortium of Tennessee libraries.
  - In F2025, the yearly fee increased to \$4,014, but this gives us unlimited access to shipping/receiving materials to/from participating libraries with service three days a week.

- We currently average a shipping cost of \$.89 per book sent via the courier. This is almost double what we have been paying (\$.48), due the increased cost.
  - All courier bags are trackable and insured up to \$100.
- UPS
  - Only 3% (30) of the packages we sent out were shipped via UPS. This is about the same amount we shipped in 2022.
  - We average a cost of \$12.50 per UPS packages shipped, which is a slight increase over our previous \$7.50 cost.

## 5. Branch Distribution

NPL patrons are normally able to request their ILL items be sent to any of our 21 branches for pickup. However, during the study, Pruitt was closed the entire time and Main closed to patrons on August 19.



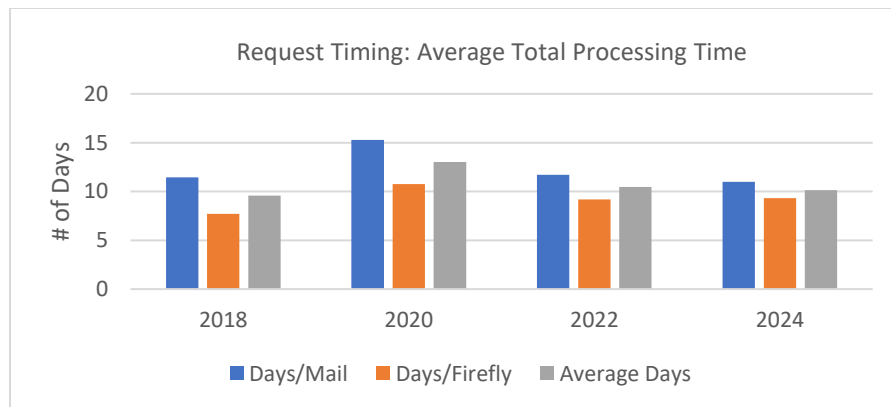
## 6. Regular Mail vs. Firefly

### 6.1 Total Outgoing Materials

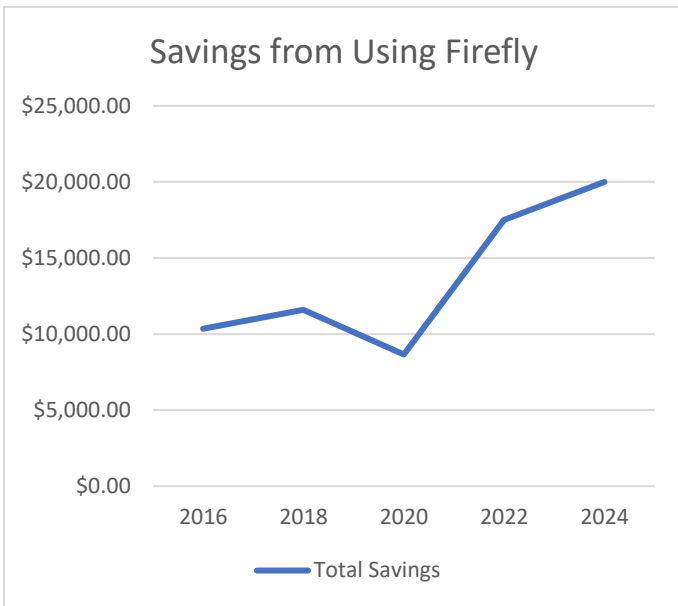
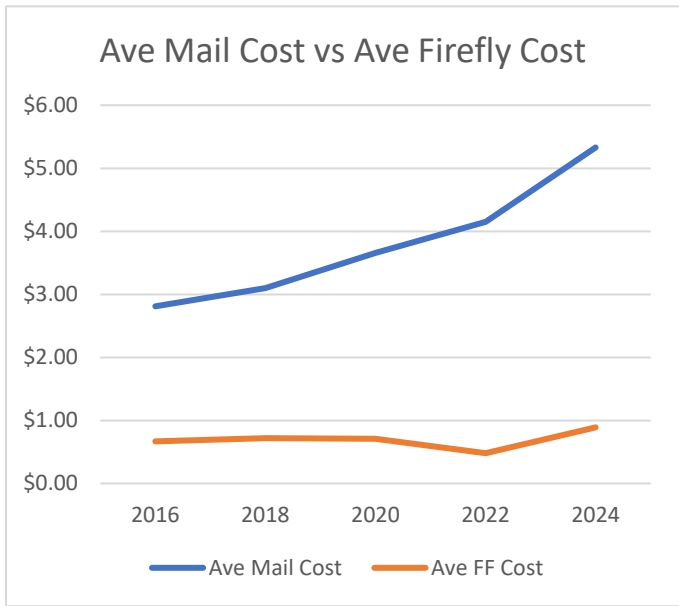
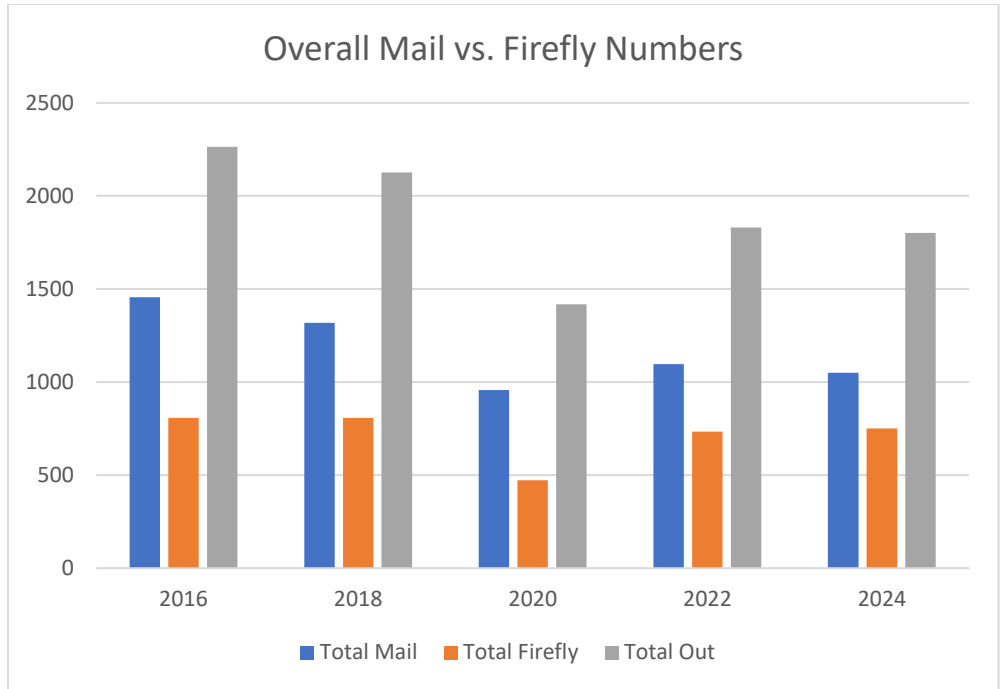
Mail			Firefly			Total Returns	Total Lends	Total Out
Returns	Lends	Total Mail	Returns	Lends	Total Firefly			
680	370	1050	409	342	751	1089	712	1801

	Regular Mail	Firefly
Average cost/book	\$5.33	\$.89
Total Actual Cost	\$5,596.50	\$668.97
Total Actual Cost	\$6,265.47	
Weekly Cost of Shipping Mail	\$783.18	
All Books Mailed Potential Cost	\$9,599.33	
Firefly Savings (8-week period)	\$3,333.86	
Yearly Firefly Savings	\$20,003.16	
# Weeks to Recoup the Cost (Breakeven)	25.54	

- We sent out 1801 packages during the study period – 1050 via regular mail and 751 with Firefly.
- This cost NPL \$6,265.47 in shipping expenses.
- If we had mailed all the books via regular mail, it would have cost us \$9,600.
  - Using Firefly saved NPL \$3,334 for the 8-week study period.
- It takes just over 25 weeks of using Firefly until we have paid for it.
  - To figure this, divide the yearly cost of Firefly (\$3,334) by the weekly average savings (\$783).
  - This means that we are basically sending books via Firefly for free for 27 weeks out of the year.
- Over the course of a full year, use of the Firefly courier saves NPL almost \$20,000.



## 6.2 Outgoing Mail vs. Firefly Trends





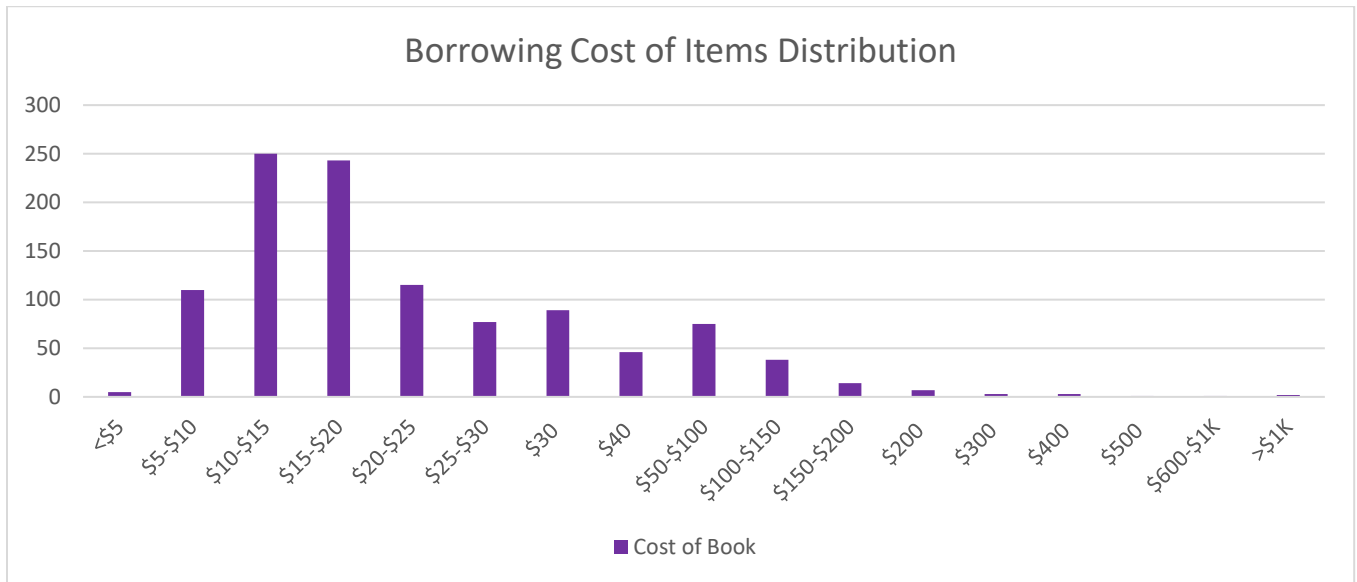
## 7. Portrait of a Request

Total Cost of Items Borrowed during Study<sup>1</sup>: \$39,622.04

Average Cost of a Borrowed Item: \$36.72

Cheapest Item: \$2.19

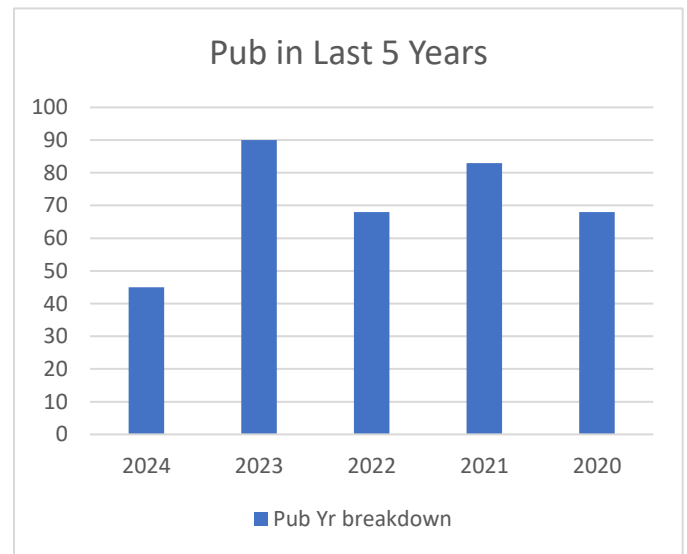
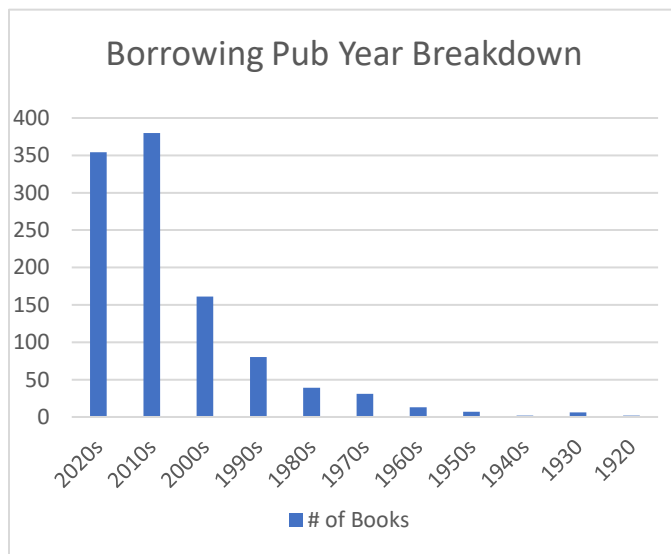
Most Expensive: \$2,299.50



Average Publication Year of a Borrowed Item: 2011

Oldest Item: 1926

Newest Item: 2024 (45 borrowed items were published in 2024)



<sup>1</sup> As listed on Amazon.

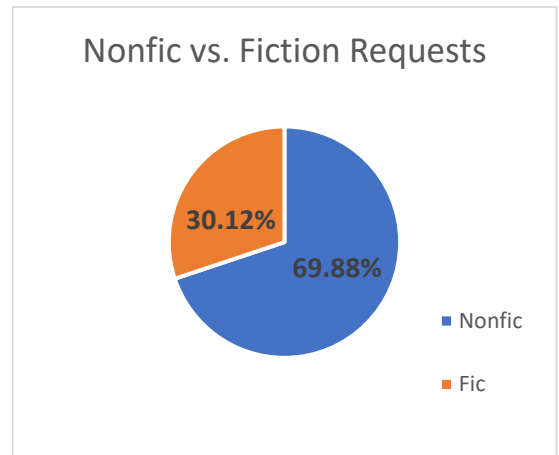
## 8. Genre Studies

### 8.1 BORROWING

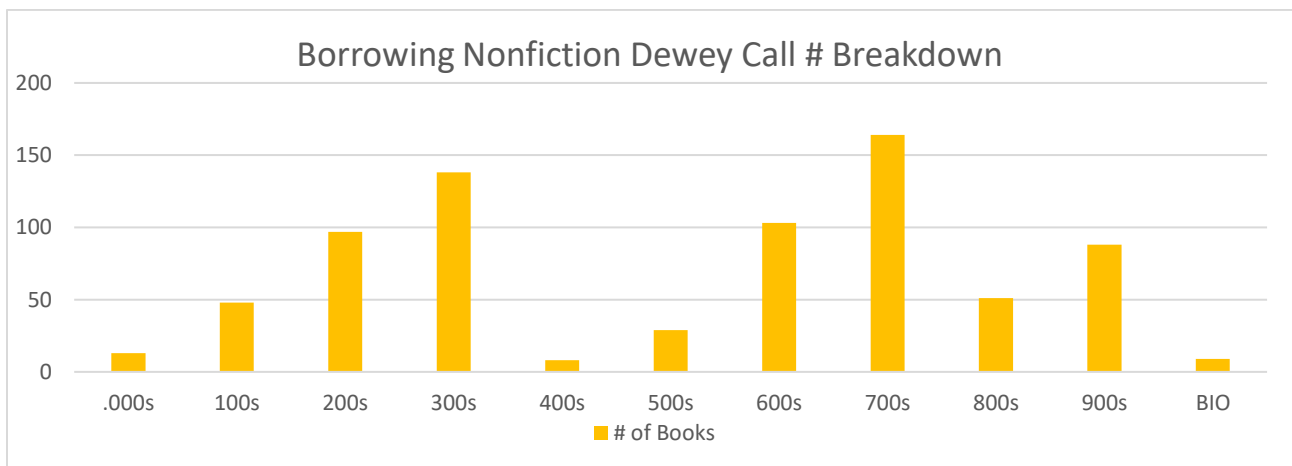
During the 2024 study, NPL borrowed 1,079 items for our patrons.

754, or 69.88%, were Nonfiction

325, or 30.12% were Fiction



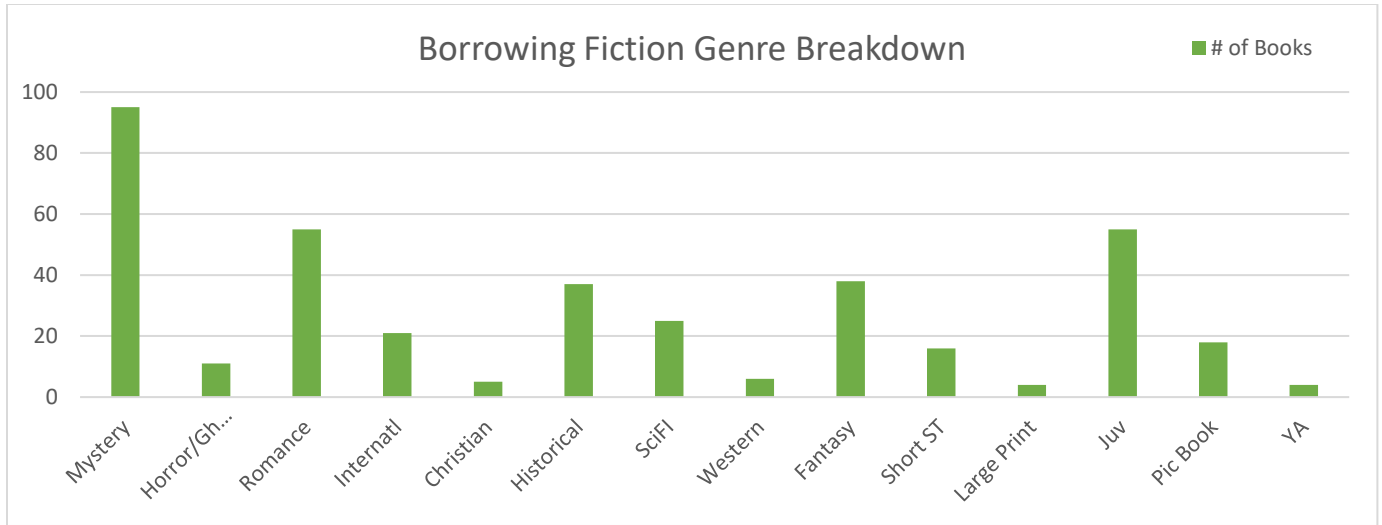
### 8.2 Nonfiction



Top Five Areas of Request:

1. Academic/Textbooks – 117 items (16%)
2. Christian/Religion – 81 items (11%)
3. Manga – 52 items (7%)
4. History – 51 items (7%)
5. Entertainment – 38 items (5%)

### 8.3 Fiction<sup>2</sup>



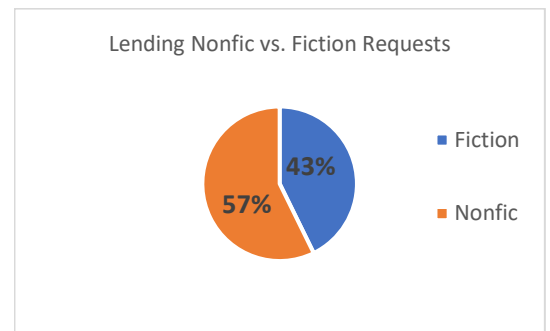
NPL borrowed 55 Juvenile items, or 16.92% of the total.

### 8.4 LENDING

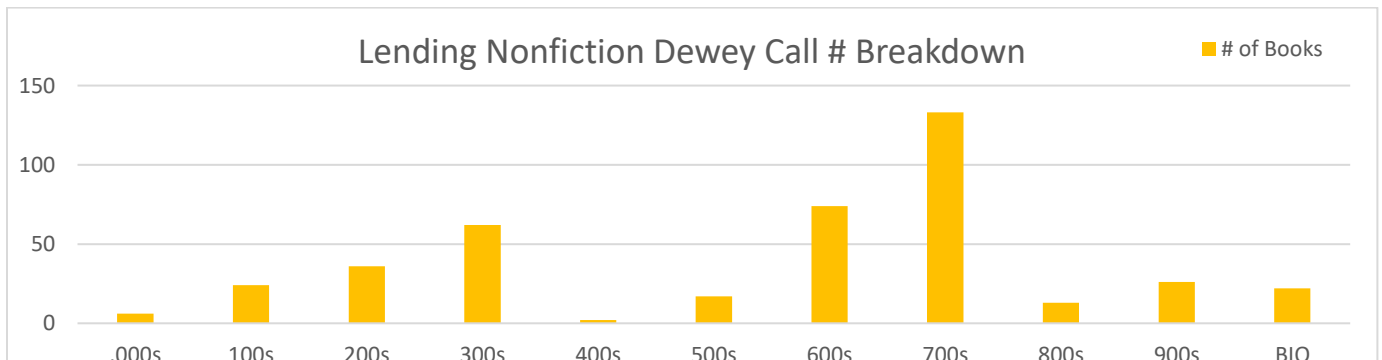
During the 2024 study, NPL loaned 702 items.

402, or 57%, were Nonfiction

300, or 43%, were Fiction



### 8.5 Nonfiction



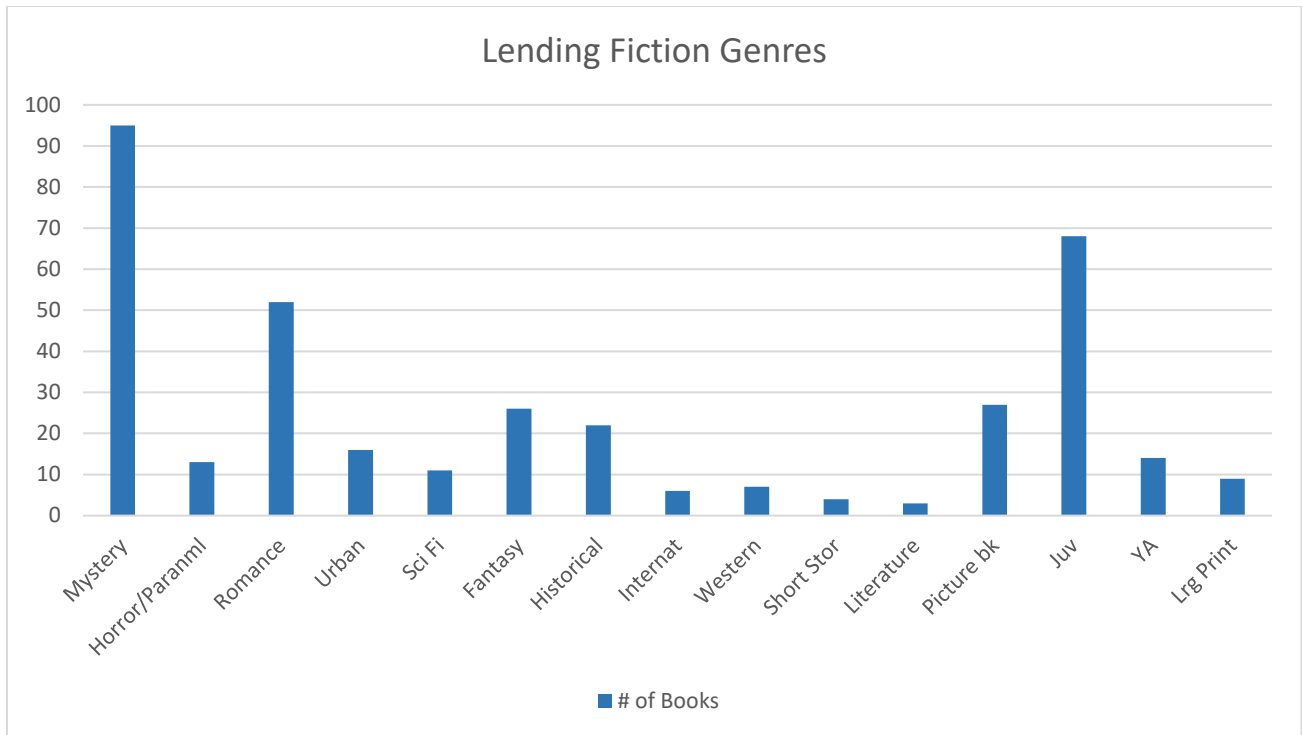
The most popular genre for NPL to lend was Manga – 69 items at 17% of the total.

NPL lent 87 YA items (including manga/graphic novels), at 22%. In addition, NPL shared 41

Juv items at 10%.

<sup>2</sup> Genres as assigned by OCLC listing

## 8.6 Fiction



Like for Borrowing, the top two genres were Mystery and Romance. NPL loaned 68 Juvenile items which were 22.67% of the total and 27 picture books at 9% of the total.

## 9. Summary & Conclusion

NPL ILL processes an average of 460 books and articles a week. We have one of the most productive ILL offices in the state of Tennessee, processing a high number of books with only one full-time and one part-time employee.

During the study, we borrowed almost \$40,000 worth of books from other libraries and NPL only spent about \$6,000 to send these items home. The average book borrowed was published in 2011, but 45 books our patrons requested and received were published in 2024.

Both mail costs and Firefly expenses increased - \$5.33 and \$.89 respectively – but even so, NPL is still saving almost \$20,000 a year by using Firefly.

NPL staff works hard to make sure we process materials and utilize resources in the most streamlined manner so that we can provide our patrons and our fellow libraries with the most efficient and cost-effective service possible. With each step forward we regain our momentum and find new ways to share books, deliver knowledge, and fulfill requests.

What can ILL borrow for you today?

## **EDUCATION & LITERACY**

### **Adult Literacy at NPL – Jamil Sameen**

In September, 122 individuals attended Adult Literacy programs.

The team began planning for the 2024 Adult Education Fall Symposium, which will be held Friday, November 22<sup>nd</sup> at the Main Library. The theme for the conference is **Pathways to Progress: Finding Your Way**. Adult Literacy staff have sent out a request for proposals to the community; the deadline is October 18<sup>th</sup>.

Jamil Sameen attended the Refugees Only + Together Conference in Nashville, hosted by Woodmont Hills Church and Brentwood United Methodist Church. This was their sixth annual event. The conference attracted about 20 vendors and 200 attendees. The Mayor of Nashville was the keynote speaker presented Nashville Transportation improvement Program. In a panel discussion format, Jamil highlighted the services available at NPL in general, with a focus on the Adult Literacy program. In addition, the Adult Literacy staff had a resource table at the event, where useful materials in multiple languages to attendees were provided.

The Adult Literacy team participated in Nashville State Community College's 2024 Fall Reconnect to Career event.

Cassandra Taylor participated in the Library Freedom Project Camp in New Jersey where she learned about programming from other libraries and shared about NPL's Adult Literacy program.

The Adult Literacy team continue to provide educational sessions at Room in the Inn and the Project Return, averaging 8 learners per class. Staff are working with Room in the Inn to retool the workshop offering, making them more specific (i.e. technology for reading e-books, filling online applications, etc.).

In September, the mobile labs served 45 learners. Nashville Helps had 12 requests, and a total of 16 new library cards were issued.

The Adult Literacy team stays active in collaboration with GOAL collective and Collation for Better Future for Southeast Nashville in tackling barriers to education and ensuring NPL's services are aligned with community-wide needs. The team is working on Transparent Language guides which will be shared with learners who are on wait lists for ESL classes.

### **Bringing Books to Life! – Liz Attack**

BBTL held 77 programs in September, with 1,242 total in attendance. 37 programs were COACH workshops or coaching sessions, including BBTL's last in-person COACH workshop. All future COACH workshops will be virtual as the study begins to wind down.

BBTL hosted local author and illustrator Savannah Allen at the Goodlettsville Library. She led an educator workshop based on her book *The Nature Journal*. Participants explored emotions in books and did a journaling activity. One participant came all the way from Shelbyville to attend. BBTL staff provided four other educator workshops to the Catholic Diocese pre-K/ Kindergarten teachers, Aquinas College, and Westminster School for Young Children. Altogether, 175 educators received professional development along with relevant books from BBTL.

Marie Preptit attended the Ayers Institute's Coaching Academy at Lipscomb University, where she learned best practices in coaching educators. This was in anticipation of BBTL's early literacy coaching work that will begin in 2025. Many of the methods taught will enhance the BBTL staff's interactions with parents and educators.

Liz Atack spoke about BBTL's work on a panel at the Publishing Innovation Forum. The panel was designed to educate publishers on the work of public libraries and the many ways in which they connect the public with books.

The team continues to be involved with Raising Readers Nashville, and attended the collective's learning community as well as a quarterly meeting for the CORE Network (teacher professional development providers).

Marie Preptit and Klem-Marí Cajigas met with the Raphah Institute regarding partnering to serve a Spanish speaking cohort of home-based childcare providers in South Nashville. BBTL will provide them with professional development and resources and have connected Raphah to Adult Literacy and to Be Well for technology and health education.

Klem-Marí Cajigas hosted a "Get to Know Your Library" session at the Donelson Library for families at Hickman Elementary. 43 people attended to learn about the new building, library cards, and resources. Surveys highlighted kid friendly nature of presentation and scavenger hunt as positives. Parents also mentioned as positives learning about Library of Things, and about 190 student numbers functioning as cards. Two parents signed up for new cards and one child got a physical card with a 190 number. Families stuck around after program to explore the library, check out books, and for kids to do the Pokémon scavenger hunt in the Children's area.

### **Be Well – Bassam Habib**

Be Well offered free yoga at Bordeaux, Goodlettsville, Madison, Looby, Thompson Lane, Southeast, Richland Park, Old Hickory and Edmondson Pike branches this month, with classes averaging 20 people in attendance. These branches have developed a strong community around

Small World Yoga's classes and so many are saying how regular attendance has benefitted them. All of these branches held one or two yoga classes per week.

Bassam Habib received this message from one of the Tai Chi class participants this month:

*"Hello, I just wanted to let you all know how much I enjoy taking the Monday 6:00 p.m. Tai Chi class at the Hermitage Library with instructor Laura. I have been doing it several months and continuously see the benefits it provides. I teach guitar in Lebanon and and I end 30 mins. early on Mondays so I can make it to the class. I lose money but it's well worth it to me. The emotional, mental, physical benefits are well worth it. Thank you for having this class!"*

The Raphah Institute will be hosting restorative justice facilitations at library branches through Be Well. This is free to NPL and will be accompanied by a mindfulness meditation. Visit their website here to learn more about what they do: <https://www.raphah.org/>

Bassam Habib completed the "Delivering Health Information Resources Across Languages and Cultures" and "Wellness in the Library Workplace" training programs offered by NNLM this month.

Bassam Habib represented Be Well and NPL this month at Small World Yoga's Fundraiser event. There he discussed the importance of promoting health and wellness in the library, along with panelists representing Metro Parks and the Davidson County Sheriff's Office: [https://www.instagram.com/p/DAY0EtGuUTf/?img\\_index=3](https://www.instagram.com/p/DAY0EtGuUTf/?img_index=3)

The Wellness Works Committee— now a part of Be Well at NPL— has finished planning the Metro Makes a Difference Kickball Tournament. This will be a game between the Main library and branches in order to fundraise for MMAD.

September's Realistically Fed breastfeeding and birth counseling program had a speaker discussing breathing and mindfulness with toddlers. This class is a wealth of knowledge and resources that includes everything from mental health, nutrition, breastfeeding, family planning, and more. This program bridges the gap between seeing a doctor and bringing together members of the community that specialize in midwifery, birthing, and helping pregnant people and their families. This class is also offered in Spanish at the Madison branch.

Bassam Habib and Lana Boleyjack wrapped up Season 1 of the *Your Mind Matters* podcast this month. You can listen here: <https://library.nashville.org/podcasts/your-mind-matters>. This podcase is now on YouTube and Spotify in addition to Apple Podcasts and PocketCasts, and has received a ton of good feedback. *Your Mind Matters* has also been nominated for the Urban Libraries Council Innovation Award.

Bassam Habib attended the September Health in All Policies meeting at the Health Department. This meeting focuses on policy changes related to health and wellness and includes representatives from all Metro departments. Be Well represents NPL at these meetings.

Bassam Habib attended the "Climate Resilience Resources from the Office of the Assistant Secretary for Health" webinar from the U.S. Department of Health and Human Services, highlighting resources available to communities responding to extreme weather (heat, cold, etc.).

Please check out the Be Well calendar to attend any upcoming programs:

[https://events.library.nashville.org/cal/main/showEventList.rdo;jsessionid=vqgFMV2yJLFL3VUEzBjOT3Np7BwqPCvRWL\\_eIZq.hobvmplap15](https://events.library.nashville.org/cal/main/showEventList.rdo;jsessionid=vqgFMV2yJLFL3VUEzBjOT3Np7BwqPCvRWL_eIZq.hobvmplap15)

### **Digital Inclusion – Marian Christmon**

Digital Inclusion completed the second cohort of the Senior Tech Academy at the Madison branch. Response there has been tremendous, and seniors were eager and excited to participate in the program.



Marian Christmon attended the National Telecommunications and Information Administration's (NTIA) Joint Cohort Summit. NTIA's BroadbandUSA program convenes and facilitates three cohorts: Digital Equity Leaders Network (DELN), State Broadband Leader Network (SBLN), and the Tribal Broadband Leaders Network (TBLN). Marian is a member of the DELN and participated as a panelist on the "Digital Equity Community Outreach and Engagement" panel at the conference.

Online Health resources such as MedlinePlus were displayed at the Digital Inclusion booth during the Health Fair at Dandridge Towers.



A representative from OATS/ Senior Planet— AARP’s partner organization— visited with the team. Digital Inclusion’s Senior Planet program is run differently from other licensed partners and they wanted to learn more about how Digital Inclusion works. While other partners run senior centers or programs from one location in their communities, NPL is taking Senior Planet on the road in Nashville. Using the mobile lab model, Digital Inclusion staff are offering Senior Planet classes at various partner sites across the city and at NPL library branches. The team is targeting older adults who have previously taken one of Digital Inclusion’s basic skills courses and are ready for advance subjects like AI.

Two library branches now have licensed Senior Planet trainers; Trevor Kassis at Richland Park and Mathew Santana at Looby. They both completed the training with Senior Planet in September and will coordinate their senior classes with the Digital Inclusion team.

Marian Christmon was interviewed for an opening clip shown at the grand opening of *TechTies: Connected Services for the Community*, at Airways Plaza. In the clip she discussed the history of the library’s work to close the digital divide in Nashville and how technology touches every part of our lives today, including access to essential services, education, finance, health, communications, and entertainment. The new center will provide tech training for all ages, devices, tech certifications for work and more. This initiative is a collaborative effort of Metro ITS, MAC, NPL, Tech Goes Home Tennessee and many other local nonprofits.



### **Limitless Libraries – Syreeta Butler**

#### COLLECTION DEVELOPMENT

Sarah Allen completed the ordering for the elementary tier of the bookmobile's opening day collection.

Emily Farmer finalized the selections for the middle and high school tiers of the bookmobile's opening day collection.

Jane Miller and Kyle Yadlosky monitored/ tracked orders and assisted NPL with receiving and processing bookmobile materials as they arrived.

Sarah Allen and Emily Farmer developed collection lists for individual schools, prepared bulk lists for each tier, and submitted November pre-publication orders.

### COMMITTEE/ GROUP PARTICIPATION/ PROFESSIONAL DEVELOPMENT

Limitless Libraries hosted the Middle School Battle of the Books selection committee meeting, during which 16 titles were chosen for the May 2025 competition. A follow-up email and registration form were sent for participant sign-up.

Sarah Allen, Syreeta Butler, and Emily Farmer participated in the quarterly Shared Systems/ LL/ MNPS meeting.

Emily Farmer also attended the Summer Reading Challenge Committee wrap-up meeting.

All Limitless Libraries staff completed the Title VI training. Additionally, Sarah Allen and Emily Farmer participated in the Citizen Response Active Shooter Event (C.R.A.S.E.) training, facilitated by the Metro Nashville Police Department.

### OUTREACH

Syreeta Butler set up a display, distributed books and promotional items, and shared Limitless Libraries information with educators and parents at the Amqui Middle School open house for grades 5-7.

Sarah Allen and Emily Farmer facilitated the afternoon MNPS Library Services Office Hours, addressing questions about Limitless Libraries.

Syreeta Butler collaborated with Wit & Wisdom and MNPS to organize an informational session for parents to learn about the curriculum and explore public library resources to support it. Activities for children included button making, puzzles, bubbles, book giveaways, and maracas crafting in celebration of Hispanic Heritage Month.

Syreeta Butler also led the morning MNPS Library Services Office Hours session, answering questions about the Fees Fall Off initiative, the Gaylord ICE! Cool Reader Program, and other Limitless Libraries inquiries.

Sarah Allen and Emily Farmer prepared for their presentation at the MNPS Library Services PurchaseCon, a professional development event for MNPS school librarians.

### STAFF UPDATES

Sarah Allen agreed to serve on the interview panel for the Library Associate positions, assisting in the selection process for both full-time and part-time Outreach Specialists.

Syreeta Butler conducted initial interviews for the Bookmobile Outreach Coordinator position, interviewing five candidates. Second-round interviews are scheduled, with the goal of finalizing a selection for the position.

### ADDITIONAL UPDATES

Limitless Libraries circulation staff assisted with distributing Gaylord ICE! Cool Reader materials to NPL branches and MNPS elementary and middle schools.

The Bookmobile wrap design was finalized with Matthew Specialty Vehicles, and interior production is progressing rapidly to ensure the vehicle is completed in time for the Association of Bookmobile and Outreach Services Conference, taking place in Indianapolis, IN from October 14-17.

Limitless Libraries circulation staff also received and distributed the 10 selected High School Battle of the Books titles to participating schools.

### CIRCULATION STATS

In September, Limitless Libraries facilitated the circulation of 10,393 items, using 1,928 green bags, 404 gray bins, and managing the return of 59 book trucks from MNPS while sending out 56, despite the Main closure.

### **NAZA** – Anna Harutyunyan

In September, NAZA held three Professional Development workshops, totaling 6 hours of training with 34 in attendance.

Program enrollment saw 1,407 out of 1,673 slots filled (84%). Fall programs began on September 3<sup>rd</sup>.

NAZA's FY24 Annual Report has been released. It can be viewed online at <https://nashvillez.org/results/>.

NAZA launched its new interactive website on September 5<sup>th</sup>, where users can learn about Nashville's Vision for Holistic Youth Development. The site features videos, downloadable resources, and activities users can carry out to help their child(ren) develop skills like emotional intelligence, critical thinking, problem-solving, and more. The site has a built-in translation feature on the website and many downloadable resources available in multiple languages. The

website was visited by over 100 users on the launch day and has been viewed more than 600 times since. You can visit the site at <https://nashvillez.org/holisticdevelopment/home/>.

A set of three magazines related to the Vision have been finalized and published online. Magazines are customized for youth, parents/ caregivers, and youth development professionals. They can be viewed and downloaded on the Vision website. Print copies will be available soon.

NAZA has begun collecting Expressions of Interest from partners who will host youth-led projects this year for Youth in Action.

NAZA has received a grant from Seeking Common Ground for a youth-led research project to explore how gentrification have impacted access to educational outcomes for youth in targeted areas of Nashville. At the conclusion of the project, the youth leaders will suggest pathways for youth to get involved to impact change in the future when it comes to gentrification and access to housing and other services.

### **Wishing Chair Productions – Bret Wilson**

Wishing Chair Productions conducted four in-person storytimes at the Bordeaux branch with an audience count of 75–100 participants.

### **On the Road: Family Story Time at the Bordeaux Library with Wishing Chair Productions**

*“Every Tuesday, join us as we travel to the Bordeaux Branch Library for some Story Time fun. You don’t want to miss your old friends and new friends singing, dancing, playing games, reading books and so much more! And who knows who might show up?”*



Tommy Dog, Coco the Fashion Cow and Jahmbi have all made appearances in September.

Team members completed work on film projects for Spooky TN:

**Series Description:** Wishing Chair Productions presents an exhibition of unusual happenings and unexplained tales from across the state. Families can immerse themselves in the season of

Halloween with a six-part series. Viewable on the NPL Universe YouTube or Facebook–Wishing Chair Productions Puppet Troupe.

***Episode 8** (Airdate: Saturday, October 5<sup>th</sup>) *Ghost of the Palace Theatre – Gallatin, TN* (Noel Williams)*

***Episode 9** (Airdate: Saturday, October 12<sup>th</sup>) *Lucy of Roaring Fork – Smoky Mountains-Gatlinburg, TN* (Brian Waltman and Sally B.)*

***Episode 10** (Airdate: Saturday, October 19<sup>th</sup>) *The Legend of Hiram King/ The Love Sick Blues Boy – Nashville, TN* (Pete Carden)*

***Episode 11** (Airdate: Saturday, October 26<sup>th</sup>) *The Old Stone House – Alcoa, TN* (Bret Wilson)*

***Episode 12** (Airdate: Thursday, October 31<sup>st</sup> – Halloween) *The UFO's of Oak Ridge – Oak Ridge, TN* (Evelyn Brush)*

Pete Carden, William Kirkpatrick, Brian Waltman, Sally Bebawy and Evelyn O'Neal took part in the Introduction to TV Production at the NECAT Facility. The day long session covered everything from camera work to editing.

Team members continue working on the Puppet Truck during the closure.

Team members are currently working on three new episodes for WCP-TV scheduled to air in December 2024.

Company members are currently engaged in mandatory training sessions during the month of September: Civilian Response to Active Shooter Events (C.R.A.S.E.), Sexual Harassment, and Title VI Compliance training sessions.

**Studio NPL** – Niq Tognoni

### **Library Branches:**

Studio NPL mentors and partner Southern Word expanded programming across Studio NPL branches this month, as well as adding events at North Branch and Hume Fogg High School. Participation has been high, especially at our Watkins Park, Edgehill, and East branch programming. While the Main branch is closed, staff have either been co-leading workshops in the branches or hosting multiple complimentary programs per day, which has made connecting and engaging with patrons easier and provided more options to teens.



*Mentor Adam leads a “Robot Sampler Platter” day at East Branch.*

### **Outreach:**

Outreach has been taking programming out 4-6 days a week to schools and community festivals, including farmers’ markets, church-sponsored festivals and one of Studio NPL’s favorite outreach events of the year: the Nashville MakerFest (rebranded from makerfaire). A team of Studio staff and mentors took NPL information and brochures, a custom-built digital instrument, examples of 3D prints, and a “Sphero Dungeon Maze” to Vanderbilt’s campus for an all-day celebration of all things “maker.” Staff worked with 350 patrons of all age ranges during the event and passed out a lot of information about Studio NPL and other NPL programs.

Staff also did a bit of “inreach,” working with Easley Park to bring a large group of teens over to the Edgehill branch for Studio NPL programming.



*A participant guides (via remote) a Sphero robot through our custom-built “Dungeon Maze” to compete for a collectible 3D printed Studio NPL Challenge coin.*

### **Adult programs:**

Studio NPL’s Technical Coordinator partnered with Donelson branch and teen staff to bring a Synth Day event to Donelson as part of a community celebration, seeing over 30 members come out to show off their synthesizers, try one from Studio’s collection, and learn more about library programming. Studio NPL hosted another 3D Printing for Adults evening workshop at that branch, a program that has been rotating through branches at their requests. The Studio NPL 3D print-on-demand service is getting record submissions, and staff are splitting prints between branches and Main to streamline fulfillment and delivery to patrons.

Studio NPL’s mobile lab hosted multiple all-ages weaving programs at the North branch with the help of a community volunteer. Along with learning how to use personal cardboard looms, patrons contributed to the Studio NPL community tapestry program— a collaborative weaving project Studio has hosted over the course of the past year. Also at North, Studio NPL supported a community writer and poet in hosting the first in a series of four writing and poetry workshops for adults.

### **Professional Development:**

Studio NPL hosted the teen division meeting this month at the Donelson branch, taking NPL teen staff through different 3D printing programs and giving them opportunities to design and submit their own artifacts through the online print cue. Studio staff have been delivering new 3D printers to many branches and are brainstorming ways to get support for new Metro computers at branches to run 3D printers and printing workshops.



*Stuart Wilson leads teen staff through a 3D printing demonstration at the monthly teen staff meeting.*

Select Studio NPL staff and mentors attended the NECAT training to learn more about that program and potential partnership opportunities for NPL departments. Studio NPL has also been using the Main closure as an opportunity to attend and take mentors through online trainings and webinars.



## MAIN

### Adult Services

Reference Questions	Notary Appointments	Total Programs	Program Attendance	Door Count	Instagram Followers	Exams Proctored
35	0	13	496	0	633	1

- New Staff – Jazz Lucas, Library Page
- Jeremy Estes co-hosted the inaugural Nashville Comics Arts Festival on September 20<sup>th</sup>. The festival had over 350 attendees and the NPL Booth registered 12 new library cards.
- Lavelle Miller’s debut novel, *Your Turn*, won the 2024 BCALA 2024 eBook Literary Award and he was interviewed by Library Journal.
- Katie Osborne was asked to serve on the NPLF Literary Award Selection Committee for 2025.
- Staff have been busy helping cover branch vacancies during the Main closure.

### Children’s

Reference Questions	Total Programs	Program Attendance	Outreach Events	Outreach Attendance	Department Visits
0	0	0	20	784	0

- New Staff – Pat Bashir has accepted the position of Children’s Department Manager.
- Staff have been busy helping cover branch vacancies during the Main closure.

### Equal Access

- New Staff – Cynthia Moynihan accepted the position of Equal Access Manager.
- Talking Library continues to broadcast remotely during Main closure
- LSDHH team conducting staff sign language classes and outreach to schools and branch libraries.

### Special Collections

- Then and Now: Black Nashville program – 224 attendees,
- Film screening: By One Vote (at Bellevue branch) – 9 attendees.

- Fort Negley Outreach – 4 attendees
- MNPD Office training – 50 attendees
- Book Tasting (at Donelson branch) – 6 attendees
- The Collections Team digitized 1,512 negatives from the *Nashville Banner* for preservation.

### **Teens**

- Teen staff conducted 21 outreach programs, with 343 in attendance.
- The team conducted 15 outreach sessions just at Hume-Fogg high school to build relationships with incoming Freshman during the Main closure.
- Staff have been busy helping cover branch vacancies during the Main closure.

## **MARKETING & COMMUNICATIONS**

What a great way to celebrate **September's National Library Card Sign-Up Month**:

- Mayor O'Connell and nearly **half** of Metro Council's members joined NPL for a **pop-up photo booth** to celebrate the power of a library card and elevate NPL in the community.
  - In fact, we renewed library cards for several Councilmembers – including a member who wanted the special NPL's Dolly Parton Imagination Library card.
- NPL also earned some **heartwarming endorsements** for this special month from:
  - Kate DiCamillo, NPL's 2023 Literary Award Honoree
  - Andrew Maraniss, author of "Strong Inside"
  - Lindsay Lynch, author of "Do Tell"

**National Banned Books Week** also happens every September.

NPL earned media coverage in ***Axios Nashville*** for the Library's commitment to everyone's Freedom to Read, including the Library's **signature I Read Banned Books library card**.

Meanwhile, we were overjoyed to read Margaret Renkl's piece in the ***NYT*** about censorship and public libraries, which opened with NPL's I Read Banned Books library card.

Under her leadership as NPL's Interim Director, Terri Luke has empowered – and challenged - staff to each do their part in **deepening NPL's community presence**.

This is part of MarCom's contributions to that work: creating **authentic and heartfelt customer touches** for Nashvillians who **feel seen, appreciated, and understood** – and who, we hope, become **lifelong customers and cheerleaders for NPL**.

*Old Business – October 15, 2024*  
*Nashville Public Library*

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**Special Collections Division**  
**Book Donation Form**

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