

**NASHVILLE PUBLIC LIBRARY**  
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**LIBRARY BOARD MINUTES**

**October 16, 2018**

**12:00 p.m.**

**Richland Park Branch Library, 4711 Charlotte Avenue, Nashville, TN 37209**

**Members Present:** Keith Simmons, Sepi Khansari, Robert Oermann, Katy Varney

**Members Absent:** Adriana Bialostozky, Lucy Haynes, Joyce Searcy

**Library Staff:** Kent Oliver, Susan Drye, Jena Schmid, Elyse Adler, Felicia Wilson, Shawn Bakker, Andrea Fanta, Niq Tognoni, Annie Herlocker, Joanna Roberts

**Also Present:** Carly Elliott, Metro Department of Law attorney

**I. Call to Order / Roll Call**

Keith Simmons called the meeting to order at 12:02 p.m.

**II. Metro Ordinance required to be announced at all Board Meetings**

*“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. Approval of Minutes: September 18, 2018**

Ms. Varney moved for approval of the minutes from the September meeting; the motion was seconded by Mr. Oermann and passed unanimously.

**IV. Board Meeting Schedule**

Mr. Oliver noted that the previously scheduled November and December meetings have been combined into a single meeting on December 11, 2018. The 2019 meeting schedule can be found on page 4 of the Board packet.

**V. Library Director Report – Kent Oliver, Library Director**

- a. Mr. Oliver shared good news from Limitless Libraries: circulation has increased from 12,967 in September 2017 to 21,885 in September 2018. This upswing could be due to the addition of an outreach specialist and staff familiarization with the new ILS. Forthcoming changes to the ILS should improve internal customer service.
- b. LYRASIS will hold their annual Member Summit at the Main Library on October 24-25. NPL is a member of LYRASIS, an organization that provides services to libraries, museums and archives.
- c. The Southern Festival of Books brought approximately ten thousand visitors to the Main Library. Shawn Bakker noted that the lobby book sale exceeded the original goal of raising \$8,000; the sales total was approximately \$10,000.
- d. Mr. Oliver gave MDHA the go-ahead to investigate new market tax credits. This will create a funding structure that could generate 25-35 percent of the financial support needed to build a Cayce Branch Library. This same funding structure was used for the Martha O'Bryan Center. Mr. Simmons asked if MDHA would provide the rest of the funding for the Cayce Branch. Mr. Oliver replied that NPL would either need to pay the remaining amount or go into a lease agreement with MDHA that would need to be part of the operational budget through Metro. Mr. Oermann asked if the new Edgehill Branch would be constructed across the street from its present location. Mr. Oliver explained the library's reluctance to leave the existing site, which has geothermal and a prime location on a major thoroughfare.
- e. Mr. Oliver asked everyone to mark their calendars for the Madison Branch grand reopening on December 10 at 10:30 a.m.
- f. There are 41 open positions, and a number of those have been posted or are in the interview stage.
- g. Mr. Oliver and Susan Drye attended Metro Council's Budget and Finance meeting last night. The capital bills that included funding for the new Donelson Branch, the Votes for Women Room, and design work for a new Richland Park Branch all passed.
- h. Mr. Oliver introduced Annie Herlocker, manager of the Richland Park Branch. Ms. Herlocker has done a wonderful job of increasing community engagement and attracting new families. The branch is currently experiencing an issue with not having enough parking spaces, because a new events venue across the street, Clementine, was not zoned with sufficient parking. Ms. Herlocker explained that the impact on library patrons during Clementine's events is significant. For example, branch staff received 75 complaints regarding the lack of parking in just one day. Councilperson Murphy is aware of the situation and is looking into alleviating the problem. Ms. Drye will reach out to Metro Parks to see if signs can be erected in the parking lot. Mr. Oermann asked if the branch sees patrons from the Nations area. Ms. Herlocker replied that many new patrons come from the Nations, and there has been an increase in new library card registrations in general.

## VI. Staff Reports

### a. First Floor Art Gallery - *Jena Schmid*

While many significant shows have been presented in the First Floor Gallery, attendance has been poor. Visitors have a hard time locating the gallery, despite the various types of signage that have been employed. Ms. Varney noted that the hallway leading to the gallery is less than inviting, and the gallery is a bit dark as well.

Ms. Schmid suggested that the First Floor Gallery should be utilized as a pre-function space. Events held in the auditorium and conference center would benefit from having a space for visitors to mingle or enjoy refreshments, especially as food and drink are prohibited in the auditorium. Artwork could be displayed on the walls in a less frequent rotation. Mr. Oermann suggested displaying items from Special Collections.

Ms. Schmid proposed using the Courtyard Gallery (outside of Special Collections) as the primary gallery space. The courtyard is much easier for patrons to locate. For example, almost all of the visitors for the *Violins of Hope* exhibit went to the Courtyard Gallery instead of the First Floor Gallery. The Board members agreed with the proposed usage of both gallery spaces.

### b. Blueprint for Early Childhood Success Backbone Agency Discussion - *Kent Oliver*

The deadline for the library to submit a RFP to be the backbone of the Blueprint for Early Childhood Success is November 2. The application would be submitted with the condition that NPL will partner with another organization to share the responsibilities. Mr. Oermann agreed with the decision to partner with another organization to share the burden of fundraising, programming and collecting data. Mr. Oliver asked for permission to move forward with the RFP. The Board approved the request to submit the RFP.

### c. 3D Printing Policy - *Elyse Adler*

Ms. Adler noted that concerns over safety and responsibility regarding 3D printing have been appearing in the news. In order to safeguard the safety of our staff and patrons, Nig Tognoni drafted a 3D printing policy. Ms. Adler reviewed the points included in the policy. Ms. Varney asked if there have been any causes for concern with the library's 3D printers. Mr. Tognoni replied that there have not been any issues thus far. There were several more questions regarding the policy:

- Mr. Oermann asked why colors are selected at the discretion of staff. Mr. Tognoni replied that changing the color requires more staff time, so staff may choose to use the same color to print several items; patrons can alter the color of the product later. Mr. Oermann noted that the policy does not communicate this clearly. The sixth bullet point of the policy will be amended as follows:

“Nashville Public Library’s 3D printers utilize non-toxic, biodegradable PLA plastic filament, and ~~color options are limited and will be selected or changed~~ use of color will be selected at the discretion of staff.”

- Ms. Varney asked how the 3D printers are currently being used. Mr. Tognoni replied that the printers are used during structured workshops, and teens are also free to use them at any time in the presence of trained staff or volunteers.
- Mr. Oermann asked if the size of the 3D object could pose any issues. Mr. Tognoni responded that there are different models of printers that have different printing capacities.

Mr. Oermann moved for approval of Resolution 2018-10.01 as amended; Ms. Varney seconded the motion and it **passed unanimously**.

d. 2019 NPL Holiday Schedule Resolution - *Susan Drye*

Ms. Drye reviewed the resolution, noting that the library has closed early on these dates in previous years.

Ms. Varney moved for approval of Resolution 2018-10.02; Mr. Oermann seconded the motion and it **passed unanimously**.

## **VII. Adjournment**

The meeting adjourned at 12:47 p.m.

*Next Board Meeting –*

**12:00 noon, December 11, 2018**

Main Library – Board Room

615 Church Street

Nashville TN 37219

*Respectfully submitted by Joanna Roberts*