

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

**April 16, 2019**

**12:00 p.m.**

**Madison Branch Library**  
**610 Gallatin Pike South, Madison, TN 37115**

**Members Present:** Keith Simmons, Lucy Haynes, Adriana Bialostozky, Robert Oermann, Katy Varney

**Members Absent:** Joyce Searcy, Sepideh Khansari

**Library Staff:** Kent Oliver, Elyse Adler, Susan Drye, Jena Schmid, Terri Luke, Jessica Piper, Anna Harutyunyan, Andrea Fanta, Lisa Bubert, Kate Collingwood

**Also Present:** Shawn Bakker, Nashville Public Library Foundation President; Alex Dickerson, Assistant Metropolitan Attorney at Metropolitan Government of Nashville and Davidson County; Elham Daha, Metropolitan Nashville Planning Department; Mark Naccarato, SEIU Representative

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

Keith Simmons called the meeting to order at 12:07 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: February 19, 2019**

Keith Simmons moved for approval of the minutes from the February meeting; the motion was seconded by Katy Varney and passed unanimously.

**IV. Library Director Report—Kent Oliver, Library Director**

- a. A groundbreaking ceremony for the new Donelson Branch Library will be on May 13 at 10:00 a.m. More details to come.
- b. Kent Oliver thanked the Board for responding to library closure needs around the NFL Draft. The Main Library will close at 1:00 p.m. on Thursday (25<sup>th</sup>); branches will close at 3:00 p.m. The Main Library will be closed on Friday (26<sup>th</sup>) and Saturday (27<sup>th</sup>). Branches will close at 3:00 p.m. again on Friday the 26<sup>th</sup>.

- c. There have been meetings for the Envision Cayce Project regarding design and it is still a fluid, ongoing process.
- d. Budget processes updates:
  - i. Metro: Nothing more has been heard. The Council budget hearing is on May 22. We're working on reducing NPL's Collection budget. If 4% doesn't happen in July NPL will be looking at additional collection reductions up to cessation of materials ordering.
  - ii. NPLF: Kent Oliver is working with Shawn Bakker to get the budget back to \$2M and \$300K still needs to be cut.
- e. Kent Oliver introduced and welcomed Terri Luke, NPL's new Assistant Director for Branch Services.

## V. Board Elections

Lucy Haynes nominated Keith Simmons for Chairman. Katy Varney seconded the motion which passed unanimously. Katy Varney nominated Lucy Haynes for Vice Chairman, Robert Oermann Seconded, passed unanimously. Keith Simmons nominated Robert Oermann for Secretary, Lucy Haynes seconded. Passed unanimously.

## VI. Staff Reports

### a. **NAZA**, *Anna Harutyunyan*

NAZA is restructuring and there will no longer be 5 zones. There will be middle-school afterschool and summer programs beginning in 2020, which means year-round services for middle school.

The process has begun to separate Opportunity NOW (Mayor Barry's initiative for employing 14–16 year-olds) and NAZA since Opportunity NOW focuses on employment and NAZA focuses more on learning. NAZA will be focusing more on a collective impact role. NAZA kept some of the funding to help build the new structure.

National research shows that after-school programs help build social-emotional skills. NAZA is included in a report coming out by Aspen Institute (National Commission on Social, Emotional, and Academic Development) that math and reading skills are built by cognitive skills. 90% of NAZA participants reported that they have more interest in school thanks to after-school programs.

Lucy would like to visit a program.

### b. **Hadley Park Branch and Richland Park Branch Community Meetings**, *Susan Drye*

Susan shared survey results polled from Richland Park and Hadley Park patrons around suggested improvements for the upcoming renovations. She noted that NashvilleNext is looking at the Master Plan for demographic shifts. Timing of renovations is determined by the Master Plan, but in general it's good to "refresh" a building every 8 years and complete a total renovation every 16 years. In general, Richland Park patrons dislike technology, while Hadley Park patrons want more technology and more spaces to come together as a community. Richland Park will need to be at least 20,000 square feet. NPL has the planning, but we're waiting to hear about Metro funding for the projects.

### c. **Summer Reading Challenge**, *Lisa Bubert*

The 2019 Summer Reading Challenge runs from May 6–August 21, which is 2 weeks before school ends and approximately 2 weeks after school begins in the fall. Participants can register at any NPL location or online starting May 6, and this year's city-wide goal is to read 12 million minutes. Participants can read anything, as long as they read. The materials do not have

to be from NPL in order to participate. NPL wanted to break down any barriers around materials.

Anyone who reads at least 600 minutes will earn prizes. Prizes include coupons to free entry at area attractions, as well as freebies at local restaurants and businesses. The grand prizes include \$100 gift cards to McKay's The Book Shop, and Parnassus.

Children who don't read during the summer lose months of reading and cognitive skills gained during the school year. We call this loss "summer slide." Summer reading loss is cumulative. Children don't catch up in the fall because the other children are moving ahead with their skills. 3rd grade is a benchmark since up to 3<sup>rd</sup> grade, kids are learning to read; after 3<sup>rd</sup> grade they are reading to learn.

d. **Nashville Public Library Foundation Updates**, *Shawn Bakker*

- i. NPLF's annual family fundraiser, Picnic with the Library, is Sunday, 4/28 from 4:00–7:00 p.m. Spread the word!
- ii. The Big Payback is on May 2<sup>nd</sup> and NPLF is hosting events at the Green Hills branch.
- iii. Libraries Transform campaign now includes billboards.

**VII. New Business**

- a. Branch Meeting Room, Computer Classroom and Study Room Policy revision, *Jena Schmid and Terri Luke*

Nashville Public Library Board

April 16, 2019

Resolution Title: Branch Meeting Room, Computer Classroom & Study Room Policy

History/Background/Discussion:

At the present time, branch meeting rooms are available to local non-profit organizations of a public, civic, educational or cultural nature, the Nashville Public Library Foundation, and to governmental agencies.

This non-profit and governmental exclusivity restricts the ability for The Friends of the Library and the Nashville Public Library Foundation to use branch meetings rooms as an asset in attracting business and corporate partnerships.

The Branch Meeting Room Use Policy was updated to include nonprofit use of the two computer classrooms in the system. Procedures were also updated and removed from the policy.

Recommendation: The board approve the proposed changes to the Branch Meeting Room Use Policy

Drafter(s): Jena Schmid, Terri Luke

Person(s) Responsible for Implementation: Terri Luke

## RESOLUTION 2019-04.01

### Resolution to Revise the Branch Meeting Room Use Policy

WHEREAS, the Branch Meeting Room Use Policy restricts the use of branch meeting rooms to be available only to local non-profit organizations of a public, civic, educational or cultural nature, the Nashville Public Library Foundation and to governmental agencies, and

WHEREAS, Nashville Public Library wishes to create a relationship with and encourage community book and educational clubs to use library resources, and

WHEREAS, Nashville Public Library wants to optimize the use of our meeting spaces and resources,

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nashville Public Library Board of Trustees that the board endorses the proposed changes to the Branch Meeting Room Use Policy.

Nashville Public Library  
Departmental Policies



### Branch Meeting Room, Computer Classroom & Study Room Policy

#### Policy Information

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**Approved Date:** April 16, 2019  
**Effective Date:** January 1, 2015  
**Keywords:** Meeting Room, Computer Classroom, Study Room

#### Policy

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##### Branch Meeting Room & Computer Classroom

Nashville Public Library (NPL) branch meeting rooms and the computer classrooms are available to local non-profit organizations or groups of a public, civic, educational, literary or cultural nature and to governmental agencies free of charge. Groups may be asked to furnish a copy of their charter verifying non-profit status.

Use of the branch meeting rooms and computer classrooms is only available during normal operating hours.

All meetings in branch libraries must be open to the general public and news media for the entire duration of the room booking. No private events are allowed. For private meetings and events, please see Main Library *Meeting Room Policy* and *Private Events Policy*.

The Library Board remains the final authority regarding use of library facilities. The needs of NPL and the Metropolitan Government of Nashville and Davidson County take precedence over other groups requesting use of library facilities. NPL reserves the right to limit use where the demands for meeting space so require.

Groups using the meeting rooms and computer classrooms, with the exception of programs or events sponsored or hosted by the Nashville Public Library Foundation (NPLF) or government agencies, may not charge admission, charge fees for services rendered, solicit donations, or collect dues or membership fees. Sales or promotional activities may not occur in any of the rooms or on library property. Exceptions are activities by NPLF and organizations collaborating with NPL in advancing specific library services and programs.

The organization or responsible individual will be held financially responsible for any damage incurred. NPL reserves the right to deny future meeting room use based on reservation no-shows, documented misuse of the meeting room, or damage or mess left from use of the meeting room.

The meeting rooms, as well as all library property, may not be used for individual political campaign speeches or activities. Campaign activities are defined as those activities directly related, pro or con, to the campaign of individual political candidates or ballot issues.

NPL meeting rooms and computer classrooms may not be used for any activity that interferes with its operations. No personal events such as birthday parties, showers, receptions, etc. may be held in meeting rooms.

In publicizing a meeting to be held in an NPL meeting room or computer classroom, the sponsoring group must be clearly identified. Groups must not imply NPL sponsorship of their program or organization, or include the NPL's contact information in their publicity unless they have received explicit permission to do so. Use of a meeting room does not constitute endorsement of the program by the Nashville Public Library Board or NPL.

Meeting organizers may not require personal information of meeting attendees.

NPL reserves the right to withdraw permission for meeting room or computer classroom use when conditions warrant such action.

## **Study Room**

NPL study rooms are available for general public use, free of charge during regular operating hours. Study rooms may be used by one or more people. Use must not exceed the maximum occupancy for the study room. Users may not charge fees or solicit donations for activities performed in or as a result of the use of a study room.

Failure to follow library policies and procedures may result in the loss of future use privileges.

Robert Oermann moved for approval of Resolution 2019-04.01; Lucy Haynes seconded the motion and it passed unanimously.

**VIII. Adjournment**

The meeting adjourned at 1:27 p.m.

*Next Board Meeting—*

*12:00 p.m., Tuesday, May 21, 2019*

Board Room, Main Library, 615 Church Street

*Respectfully submitted by Kate Collingwood*