

Nashville Public Library Board of Trustees
Minutes
December 8, 2020
WebEx – 12:00 noon

Members Present: Keith Simmons, Kate Ezell, Joyce Searcy, Katy Varney, Robert Oermann, Charvis Rand

Members Absent: Adriana Bialostozky

Library Staff: Kent Oliver, Bernadette Hukan, Jena Schmid, Lee Boulie, Susan Drye, Terri Luke, Stephanie Rodriguez, Andrea Blackman, Larry Jirik (WebEx Support), Corey Frederick

Also Present: Derrick Smith, Assistant Metropolitan Attorney at Metropolitan Government of Nashville and Davidson County, Shawn Bakker, Nashville Public Library Foundation President, Elyse Adler

I. Call to Order / Roll Call

Keith Simmons called the meeting to order at 12:07 PM.

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. Motion to Approve Conducting Meeting by Electronic Means and Suspending Rules

“I move that the items on the meeting agenda constitute essential business of this Board, meeting electronically is necessary to protect the health, safety, and welfare of Tennesseans considering the COVID-19 outbreak, and any rule that conflicts with Governor’s Executive Order 16 permitting electronic meetings be suspended.”

Kate Ezell moved to approve conducting the meeting by electronic means and suspending rules; the motion was seconded by Katy Varney and passed unanimously.

IV. Board Chair Comments, *Keith Simmons, Chair*

a. Recognition of Robert Oermann's *Dolly Parton, Songteller: My Life in Lyrics*

- i. Members of the Library Board congratulated Robert Oermann on the success of his new book, *Dolly Parton, Songteller: My Life in Lyrics*, co-authored with Dolly Parton.

b. Resolution Recognizing Elyse Adler upon her Retirement

- i. Mr. Simmons read the resolution and commented that it could never do justice for all the effort that Elyse Adler has dedicated to NPL over the past 36 years. He praised her for her contributions to NPL's many accolades and for her work in building community partnerships to meet community needs.
- ii. Mr. Oermann agreed with Mr. Simmons comments.
- iii. Ms. Varney seconded Mr. Simmons's comments and stated that NPL would not be the same or would not have been the same without Ms. Adler.
- iv. Ms. Ezell contributed that Ms. Adler will be greatly missed.
- v. Joyce Searcy thanked Ms. Adler for all that she has done and will continue to do.
- vi. Charvis Rand moved to approve the resolution recognizing Ms. Adler; the motion was seconded by Katy Varney and passed unanimously.
- vii. Ms. Adler thanked the Library Board and expressed her appreciation for having the greatest career ever at the best institution. She also praised and thanked her coworkers.

Nashville Public Library
Board
December 8, 2020

Resolution Title: A resolution commending the dedicated service of Ms. Elyse R Adler. and congratulating her upon her retirement from the Nashville Public Library

History/Background/Discussion: Recognition of Elyse Adler's service to Nashville Public Library, culminating in over thirty-six years of service.

Recommendation: That the Board goes on record as recognizing Elyse Adler's service to Nashville Public Library

Drafter (s): Kent Oliver

Person(s) Responsible for Implementation: Nashville Public Library Board

RESOLUTION 2020-12.02

A RESOLUTION COMMENDING THE DEDICATED SERVICE OF MS. ELYSE R. ADLER AND CONGRATULATING HER UPON HER RETIREMENT FROM THE NASHVILLE PUBLIC LIBRARY

WHEREAS, Elyse Adler, Assistant Director for Education & Literacy for Nashville Public Library (NPL), retired on December 4, 2020, after over thirty-six years of outstanding service to Nashville Public Library, and

WHEREAS, Ms. Adler earned a Bachelor of Arts Degree, Music, from Syracuse University in 1978, and

WHEREAS, Ms. Adler moved to Nashville in 1981 and worked for Nashville Public Library since 1982, and

WHEREAS, Ms. Adler went on to earn a Masters of Library and Information Science from Vanderbilt University in 1986, and

WHEREAS, Ms. Adler served in increasingly responsible positions as Manager of NPL's Music & Film Department from 1987-1997, as Collection Development Manager from 1997-2000, as Branch Services Administrator from 2000-2002, and as Assistant Director for Education and Literacy from 2002-2020, and

WHEREAS, during her tenure with Nashville Public Library Ms. Adler created innovative educational initiatives for all ages – pre-K through Seniors – connected diverse city populations, with city-wide impact, and

WHEREAS, due to Ms. Adler's unfailing thoughtful approach to developing community partnerships with other groups and organizations NPL is known for its positive collaborations and relationships with other Nashville organizations, and

WHEREAS, Ms. Adler's cheerful and upbeat introductions to many programs such as Salon@615 and the Courtyard Concert series have launched many successful library events, and

WHEREAS, Ms. Adler's leadership extended to her personal pursuits as member of the Executive Board of the Nashville Jazz Workshop, serving also on the Frist Educational Council, being a youth mentor through Big Brothers Big Sisters of Nashville, and

WHEREAS, Ms. Adler represents the best qualities we could ever seek in a co-worker, manager and friend;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nashville Public Library Board that we hereby commend the meritorious and dedicated service of Ms. Elyse R. Adler, congratulate her upon the occasion of her retirement from the Nashville Public Library, and extend our warmest wishes for her enjoyment and continued prosperity in the years filled with Musical Tourette's that lie ahead.

BE IT FURTHER RESOLVED that this resolution be spread through the official publications of the Nashville Public Library and maintained in the official records of the Nashville Public Library Board.

V. Approval of Minutes: October 20, 2020

Mr. Oermann moved for approval of the minutes from the October meeting; the motion was seconded by Mr. Rand and passed unanimously.

VI. Library Director Report, *Kent Oliver*

a. General Report

- i. Kent Oliver commented on the success of NPL's Phase 1.5 openings. As a result of not overly advertising the phase, there has been a low amount of computer users, but customers are using the computers. Phase 1.5 protocols are being followed with no virus-related issues. Phase 1.5 locations will now allow same-day computer reservations, a slight change from the original protocol that required reservations to be made at least one day in advance.
- ii. Mr. Oliver explained that he and Susan Drye will meet with members of Metro Finance next week. Vacant positions within NPL are still frozen, and there are 50 fewer positions in NPL than in June 2019. Currently, there are a number of staff under quarantine or dealing with COVID-related issues. Mr. Oliver commented on the negative impact that COVID will have on services, if the library is not able to fill some vacant positions.
- iii. Mr. Oliver stated that the Green Hills Branch recently celebrated its 20th anniversary.
- iv. Mr. Oliver discussed the circulation data presented in the Library Board packet, noting its consistency. The data will be fully analyzed when a year's worth of data has been collected, but NPL will closely monitor data until then.

- v. Mr. Simmons asked about the Church Street Park across from the Main Library.
- vi. Mr. Oliver responded that he did not have any additional information, but that he needs to contact Metro Parks about the development's status. The request for information about the park was sent unexpectedly, and the development efforts from the non-profit group seemed to have stopped. However, Mr. Oliver will inform the board when more information is discovered.
- vii. Mr. Simmons asked about the \$1.4 million contributed to NPL from Metro's 4% resolution.
- viii. Mr. Oliver stated that this money was a nice surprise that was badly needed for NPL's collection development funding. NPL has been spending 4% monies conservatively during this fiscal year, but another 4% disbursement is expected in the Spring.
- ix. Ms. Ezell asked if Metro Council dictates how the 4% money is spent.
- x. Mr. Oliver noted that 4% funds are used primarily for collection development as well as addressing equipment and facility repairs. A request for collections money is submitted at the beginning of each 4% process. Upon funding disbursement, it is clear how the money will be allocated. Ms. Drye maintains a list of where 4% monies are needed.
- xi. Ms. Ezell asked about how COVID surges will impact managing NPL staff.
- xii. Mr. Oliver explained that Terri Luke and Jena Schmid keep track of current staffing situations with the help of Human Resources. The staffing adjustments are made accordingly to supplement any staffing deficiencies. Mr. Oliver noted that operating hours and locations may be impacted if staffing deficiencies due to the virus continue to increase.

b. NPLF Update

- i. Shawn Bakker updated the board on the success of Nashville Public Library Foundation's Gala. If any Library Board member was unable to participate in the Gala or view the public lecture, contact Ms. Bakker for access. Funds raised as part of the Gala was slightly under NPLF's goal, but that was expected. Ms. Bakker and Mr. Oliver were able to find cost savings within the NPLF budget, which allows the

- organization to avoid using a contingency plan. Most other fundraising efforts have met their goals.
- ii. Tuesday, December 1, was giving Tuesday and NPLF was able to raise over \$18,000, which far surpassed its goal. There were 160 new donors and 91 of those donors had never given to NPLF. These donors see the library as an essential service and Ms. Bakker praised the library team for maintaining the institution's relevance.
 - iii. NPLF is currently planning the Book Club for the Carnegie Society, Picnic with the Library, and String City.

VII. Staff Reports

a. Civil Rights Room, *Andrea Blackman*

- i. Mr. Oliver introduced Andrea Blackman, Special Collections Manager, and stated that she along with Jena Schmid recently met with him about perpetuating the Civil Rights Room's relevance into the future.
- ii. Ms. Blackman thanked Mr. Oliver and the Library Board for allowing her to speak at the meeting. When the Civil Rights Room opened in 2003, 1,500 people visited the library on the space's opening day. Over the years, the space has hosted public lectures by numerous civil rights activists, including Diane Nash and John Lewis. One of the Civil Rights Room's early goals was to have all 4th graders understand who these civil rights figures were, and as a result, thousands of students from across the state have visited the room. In 2010, the room changed its focus from civil rights history to the current state of civil rights in America. The room and the programs related to its focus continued to develop, hosting up to 9,000 students any given month. Since the pandemic, the Special Collections staff and the Civil Rights Room have continued to expand programming. Virtual programs have been hosted for national as well as international learners and corporations. Discussions in these programs have now been redirected towards what should be done to stop racism and how to find social justice on the global stage. Civil Rights Room staff have been asked to present their program to the University of Nelson Mandela in South Africa. The Civil Rights Room hopes that it will become a greater part of the global

- conversation on social justice and race and bring more awareness about global human rights.
- iii. Mr. Rand commended Ms. Blackman and her staff for their efforts.
 - iv. Mr. Simmons asked about how Civil Rights Room staff reach individuals globally.
 - v. Ms. Blackman explained that some companies that have participated in Civil Rights Room programming are international corporations. Virtual programming derived from the space has expanded since the beginning of the pandemic.
 - vi. Mr. Simmons asked if lectures were open to the public.
 - vii. Ms. Blackman explained that they are public and are marketed by NPL's marketing team. Civil Rights Room staff is constantly looking for additional contacts to speak at the library. Moreover, Ms. Blackman commented on the success the room has had in hosting school groups and helping with graduate course planning across the country.
 - viii. Ms. Searcy indicated that this puts NPL on a good path as more companies are attracted to Nashville.
 - ix. Ms. Ezell asked how the Library Board could help the Civil Rights Room.
 - x. Ms. Blackman asked for any contacts to organizations or groups who would be interested in having conversations on race and social justice. Civil Rights Room staff have partnered with groups to host programs in the past three months and encouraged Library Board members to join these programs as well as raise money for them. She noted that the biggest constraint on Civil Rights Room staff is that there are too many opportunities for programming. Ms. Blackman explained that she was recently contacted by the Smithsonian for a partnership. Furthermore, staff are teaching 45-minute and 90-minute lessons for Metro schools.
 - xi. Ms. Ezell asked about sitting down with Ms. Blackman to discuss supporting the work.
 - xii. Ms. Blackman confirmed that this can be arranged.
 - xiii. Mr. Oliver noted that NPLF is supporting the progress of the Civil Rights Room. He also commented on the impact of the Votes for Women Room. He expressed how impressed he is that the same staff is able to work on both of these tasks.

- xiv. Ms. Blackman commented that her goal would be to ultimately change the Special Collections Center into a Human Rights Center. She stated that it makes sense for NPL to look at itself as one of the first institutions to do this.
- xv. Ms. Searcy remarked how people are more likely to attend meetings virtually and that this is an opportunity to develop services around the world.
- xvi. Ms. Blackman said that virtual programming will continue to be a way for Civil Rights Room staff to reach a wider audience even after the pandemic.
- xvii. Mr. Oermann replied that greater numbers can be reached virtually than what could be hosted in-house.
- xviii. Ms. Blackman explained that one program that her staff hosted used Zoom and Facebook Live and had 600 live participants with an additional 300 viewers following the event. This could not have been done in the library.
- xix. Ms. Searcy asked about adding a link to NPLF during programming to help raise funding for the room.
- xx. Mr. Oliver indicated that this could not be done, since some funding for the space comes from Metro.
- xxi. Ms. Ezell commented how surprised Metro Council would be with the depth and reach of this program.

VIII. New Business

a. Resolution Updating Patron Rules of Conduct, *Susan Drye*

- i. Ms. Drye introduced the update to NPL's Patron Rules of Conduct. NPL received CARES grant funding to install WIFI extenders at all locations, giving patrons access to internet afterhours while still on library premises. Internet through these WIFI extenders is available from 7:00 AM – 9:00 PM. This availability conflicts with the current version of Rule 12 in the Patron Rules of Conduct, which states that patrons should not be on library premises one hour before opening or one hour after closing. Ms. Drye proposed changing this rule to allow patrons the opportunity to access WIFI on library property when it is available.
- ii. Mr. Rand asked if the library collected usage data through its WIFI network.

- iii. Larry Jirik stated that NPL is able to collect analytics on the number of users and the amount of time they use WIFI. However, what patrons do while on the network is not tracked.
- iv. Mr. Oermann moved to approve the resolution to update the Patron Rules of Conduct to allow patrons on library property when WIFI is available; Ms. Varney seconded the motion.
- v. Mr. Rand asked if this access would pose a problem with the public being allowed on library property outside of operating hours.
- vi. Ms. Drye said that it would not be a problem.
- vii. Mr. Oliver commented that this would be a good access point for patrons and that it is likely to become a popular service.
- viii. Ms. Searcy asked if there were any safety concerns.
- ix. Ms. Drye noted that patrons are typically in library parking lots anyway. A problem is not anticipated, and local police precincts will be notified of WIFI availability.
- x. The resolution passed with 5 votes in favor of the resolution with Mr. Rand abstaining.

Nashville Public Library
Board
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Resolution Title: Update to Safety-Security Patron Rules of Conduct Policy

History/Background/Discussion:

Nashville Public Library (NPL) last updated the Patron Rules of Conduct Policy on September 20, 2016. Due to the COVID-19 pandemic, NPL requested and received a CARES grant to install Wi-Fi Extenders at all NPL locations so that patrons who might need Wi-Fi access while NPL facilities are closed could be in NPL parking lots and gain that access. Additionally, NPL anticipates the Wi-Fi Extenders for parking lot access will continue after the pandemic has subsided.

Currently, Patron Rules of Conduct #12 included the following Class I Offense concerning trespass: “Being on library premises between one (1) hour after official public closing time and one (1) hour before official opening time except for returning library materials to after-hours book drops and attending special events authorized by the library”.

NPL would like to update Rule #12 to read thusly;

“Being on library premises between the time Wi-Fi access is terminated nightly and before Wi-Fi access is turned on the next morning except for returning library materials to after-hours book drops and attending special events authorized by the library.”

Based on the above information, it is recommended that the Board approves the proposed update to Rule #12 of the Safety-Security Patron Rules of Conduct Policy.

Recommendation: The Board approves the proposed update to Rule #12 of the Safety-Security Patron Rules of Conduct Policy.

Draftor(s): Susan Drye

Person(s) Responsible for Implementation: Mark Crowder, Susan Drye

RESOLUTION 2020.12-01
Update to Safety-Security Patron Rules of Conduct Policy

WHEREAS, it was brought to Nashville Public Library’s attention that the Safety-Security Patron Rules of Conduct Policy needed to include updated language for new Wi-Fi access in parking lots after hours, and

WHEREAS, Nashville Public Library has researched and discussed the issue with Metro Legal for possible language changes for this new extended Wi-Fi access, and

WHEREAS, Rule #12 of the Safety-Security Patron Rules of Conduct Policy has been updated to reflect the change in language to accommodate patrons who are using NPL Wi-Fi access after-hours,

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nashville Public Library Board of Trustees that the update to Rule #12 of the Safety-Security Patron Rules of Conduct Policy be approved, to become effective December 8, 2020.

IX. General Announcement

Mr. Oliver thanked the Library Board for persevering during this strange year and for their understanding of the situation. Members still experiencing difficulties using WebEx should contact Mr. Oliver, who will ask Mr. Jirik to address these issues.

X. Adjournment

The meeting adjourned at 1:07 PM

Next Scheduled Board of Trustees Meeting

January 19, 2021

Location: TBD

Respectfully submitted by Corey Frederick.