

NASHVILLE PUBLIC LIBRARY
A City with a Great Library is a Great City®

LIBRARY BOARD MINUTES

June 18, 2019

12:00 p.m.

Bordeaux Branch Library, 4000 Clarksville Pike, Nashville, TN 37218

Members Present: Keith Simmons, Lucy Haynes, Robert Oermann, Joyce Searcy, Adriana Bialostozky

Members Absent: Katy Varney

Library Staff: Kent Oliver, Elyse Adler, Susan Drye, Jena Schmid, Terri Luke, Kate Collingwood, Corey Frederick

Also Present: Alex Dickerson, Assistant Metropolitan Attorney at Metropolitan Government of Nashville and Davidson County, Charvis Rand, Jan Hatleberg

I. Call to Order / Roll Call

Keith Simmons called the meeting to order at 12:05 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. Introduce Visitors

Keith Simmons recognized Charvis Rand, an executive with Creative Artists Agency, who will be confirmed as part of the Library Board on June 18th. Mr. Simmons also recognized Jan Hatleberg, who is a Lockland Spring resident and East Branch Library patron interested in the Envision Cayce project.

IV. Approval of Minutes: May 21, 2019

- a. Keith Simmons recommended the addition of the words “each of the” to the first sentence in Item C of Section V of the minutes from the May meeting.
- b. **Robert Oermann moved for approval of the minutes as corrected from the May meeting; the motion was seconded by Lucy Haynes and passed unanimously.**

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

- a. A Council budget amendment including additional collection funding scheduled for June 17, 2019, was deferred by the Metropolitan Council’s Budget and Finance Committee. Mr. Oliver plans to attend the Metropolitan Council meeting scheduled for June 18, 2019.
- b. Nashville Public Library is coming to the end of its fiscal year and it appears NPL will have in excess of 6.5 million circulated items this year.
- c. The library’s circulation through its Limitless Libraries program increased by 18% over the past year and by 37% through the use of educator cards. These numbers can partially be attributed to automatic renewals.
- d. Even with a reduced collections budget, the library has experienced continued growth in circulation. Mr. Oliver commented that a continued reduction of 4% collections funds will have a negative future impact on the library’s collections.

VI. Staff Reports

a. Summer Reading Update, *Elyse Adler*

- i. Increases in all aspects of the program are being seen over last year. As of June 10th, statistics report over 4.5 million total minutes read. Registrations for the program are up 20% compared to last year, and an increase of 166% is reported for the listeners (Ages 0-5) portion of the program.
- ii. Some of the success can be attributed to growing support from local businesses and organizations, including the Nashville Predators. These businesses are sharing information about the Summer Reading Challenge on their social media accounts.
- iii. Mr. Oliver encouraged everyone to visit our website and share summer challenge materials with their friends.
- iv. Ms. Adler reported that even various local religious organizations are involved in promoting the Summer Reading Challenge.

b. Envision Cayce Update, *Susan Drye & Terri Luke*

- i. Susan Drye reviewed NPL’s history with this project. The Metropolitan Development and Housing Agency (MDHA) approached our library over a year ago about a plan to rebuild the James Cayce neighborhood. As part of this plan, MDHA expressed interest in adding a library to the development. The library will be 25,000 square feet in size.
- ii. Ms. Drye and Terri Luke conducted three community input meetings on June 12th at the Martha O’Bryan Center. Individuals at these meetings suggested the new development feature outdoor areas, technology access and instruction for all ages, more study rooms, programs for mothers, and anything that benefits children. Design features that most interested meeting attendees were study rooms; children’s arts and crafts; outside study areas; a dedicated children’s story room; reading

nooks; and after hours pick-up, self-service checkouts, and book returns. Features that were less important to meeting attendees were vending cafes; after hours pick-up, self-service checkouts, and book returns; collaboration; outside activities; hike and bike – outside; and classrooms.

- iii. Ms. Drye mentioned that there is a need for more community meetings at the East Branch as indicated to her in a meeting with Councilman Brett Withers.
- iv. Mr. Simmons expressed concern about costs of the project and how they will factor into the library's budget. Ms. Drye replied that she, Ms. Luke, and Mr. Oliver will soon meet with MDHA about purchasing the property from MDHA and the cost of operating the facility. The Metro Council would have to agree to pay to the purchase, staffing, and operations of the facility. Another group will occupy the space if the council does not agree to fund the project.
- v. Mr. Oliver stated that there would need to be a funding agreement between Metro and MDHA in place in the next few months.
- vi. Ms. Drye stated that if funding comes through for the MDHA project, groundbreaking for the project will likely be in early 2020.

c. Votes for Women Project Update, Jena Schmid

- i. Jena Schmid explained that phase I of the construction project began on June 17, and the writers rooms located in the Special Collections room at the Main Library began to be moved to the Reference area on the third floor. Phases II and III of the project will incorporate demolishing the current Banner Room and the construction of the Votes for Women Room, respectively. Phase III is planned to begin in the fall and is expected to be completed before the Public Library Association (PLA) Conference in February 2020.
- ii. The completed room will feature a 60 ft. long timeline, detailing women's history before and after women received the right to vote. Local historian Carol Bucy and Author Elaine Weiss are specifying events to be highlighted on the timeline.
- iii. *The Banner Archives* will be relocated to other Special Collections areas and its current location will become a multi-purpose room.
- iv. Mr. Oermann inquired about the possibility of using archived public domain footage as part of the exhibit. Ms. Schmid confirmed that the project's team is looking to acquire historical footage as well as other resources for display in the new area of the library.
- v. *The Woman's Hour: The Great Fight to Win the Vote* by Elaine Weiss is the focus for the Citywide Book Club program. Emails have been sent to local book clubs to solicit their participation in the program.
- vi. A video of Elaine Weiss promoting the project and the need to vote was created by library production and marketing and communications staff and is posted to the Citywide Book Club website.

- vii. Individuals have the opportunity to sign up for more news and information about the project through the website.
- viii. The Citywide Book Club will culminate with an author event featuring Elaine Weiss on August 18.

d. Student Transition to NPL Card, *Kent Oliver*

- i. Mr. Oliver indicated that the library is still working on the logistics of how to transition student library cards to adult cards.

VII. New Business

a. Facilities Master Plan Update Resolution, *Susan Drye*

- i. Ms. Drye stated that the facilities master plan has been updated, while continuing to follow NashvilleNext's plan for development, and library personnel will review the plan every three to four years. At May's Library Board Meeting, the board requested time to review the updated master plan. Ms. Drye submits the plan for board approval.
- ii. Mr. Oliver mentioned that future updates of the plan will be contingent on future Metro budgets.
- iii. **Joyce Searcy moved for approval of Resolution 2019-06.01; Lucy Haynes seconded the motion and the resolution passed unanimously.**

Nashville Public Library
Board
June 18, 2019

Resolution Title: Facilities Master Plan 2015 – 2040 Updated April 2019

History/Background/Discussion:

In order to meet the future service and facility needs of Nashville the library prepared a master facilities plan addressing library capital renovation and new construction. The plan is based upon data from the Nashville Next planning process, census data, and community input and library service patterns. It is detailed in outlining a progressive approach to capital infrastructure needs through 2040. This document serves as a guide for future Metro capital and operational budget requests. It is viewed as a flexible, living document which will require adjustments to take advantage of opportunities and meet challenges as the library and Davidson County grow.

Assistant Director for Administrative Services, Susan Drye, worked on the revisions. The updated plan was brought to the Board in draft form in May, 2019 for discussion. Following the Board's endorsement and approval, Nashville Public Library will update our website with the updated plan. The plan will still be scheduled for a formal internal review with the Board every three to four years. Any changes to the plan will be incorporated into the budget process.

Recommendation: That the Board endorse and approve the updated plan.

Draftor(s): Susan Drye

Person(s) Responsible for Implementation: Kent Oliver, Susan Drye, Terri Luke

RESOLUTION 2019-06.01
Facilities Master Plan 2015 – 2040 Updated April 2019

WHEREAS, The Nashville Public Library seeks to provide the highest quality library service within well maintained and modern buildings, and

WHEREAS, A planned, comprehensive approach to the public library building needs of Nashvillians as the city continues to grow will ensure service quality and the efficient use of financial resources, and

WHEREAS, such an approach is required in order to protect the public investment in existing library buildings and facilities, and

WHEREAS, NPL staff and the Board seek to take a responsible and proactive approach to the construction of new library facilities in the future within the Metropolitan Government of Nashville and Davidson County's budget process;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nashville Public Library Board of Trustees that the Board endorses and approves the Updated Master Facilities Plan and will review and update it every three to four years as needed.

b. Library Director's Contract, *Susan Drye*

- i. Ms. Drye reviewed the resolution and noted that further planning for similar resolutions in the future would be needed for budget purposes.
- ii. **Joyce Searcy moved to approve Resolution 2019-06-02, and Lucy Haynes seconded the motion. The resolution passed unanimously.**

Nashville Public Library
Board
June 18, 2019

Resolution Title: Pay Increase for Kent Oliver

History/Background/Discussion: The Library Director, per Metro Civil Service Rules is entitled to any incremental increase that is across the board to all Metro employees and approved by

Metro Council. However, any pay increase above that which is received by all employees must be approved by the Library Board.

Before the Metro Council is a proposal for a 3% across the board increase for all Metro employees effective July 1, 2019. Additionally, also before the Metro Council is a proposal for an additional 2% pay increase for all open range employees (upper management level employees). Due to Kent Oliver being the library director and appointed to the position by the Library Board his salary is set by the Library Board, per Metro Civil Services Rules he is not considered an open range employee therefore not eligible for the additional 2% pay increase unless authorized by the Library Board. Additionally, Metro does not allocate any funding for any pay increase the Library Director may receive from the Library Board.

Recommendation: The Library Director receives up to an additional 2% increase, if funding is available, along with all other open range employees effective July 1, 2019.

Drafter(s): Susan Drye, Associate Director for Administrative Services

Person(s) Responsible for Implementation: Susan Drye

RESOLUTION 2019-06-02

Up to an additional 2% Pay Increase for Library Director Kent Oliver

WHEREAS, the library wishes to compensate the Library Director the same additional 2% increase given to all other open range employees effective July 1, 2019 if funding is available, and

WHEREAS, any pay increase above those increases allotted to all Metro Employees by the Metro Council must be approved by the Library Board;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nashville Public Library Board of Trustees that an additional pay increase of up to 2% for Library Director Kent Oliver is approved effective July 1, 2019 if funding for the increase is available.

VIII. Adjournment

The meeting adjourned at 1:31 p.m.

Next Board Meeting –

12:00 noon, July 16, 2019

Main Library – Board Room

615 Church Street

Nashville TN 37219

Respectfully submitted by Corey Frederick