

Nashville Public Library Board of Trustees
Minutes for April 19, 2022
Madison Branch Library
610 Gallatin Pike South, Madison, TN 37115
12:00 noon

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

Library Staff: Kent Oliver, Susan Drye, Linda Harrison, Jena Schmid, Lee Boulie, Andrea Fanta, Liz Atack, Lisa Bubert, Jessica Piper, Sade Johnson, Forrest Eagle, Hannah Gerst, and Emily Krieble

Others: Derrick Smith, Assistant Metropolitan Attorney at Metropolitan Government of Nashville and Davidson County, Shawn Bakker, Nashville Public Library Foundation President, Kelly Blankenship, GOAL Collective Project Manager, and Brenda Waybrant, SEIU Local 205 Metro Chapter

- I. Call to Order / Roll Call
 - a. Joyce Searcy called the meeting to order at 12:01 PM.
- 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 Comment
 - a. Ms. Searcy introduced Lisa Bubert, the Children’s Librarian at the Madison branch and SEIU representative. Ms. Bubert read a statement from the Union, expressing their thanks to Mr. Oliver for his years of service at NPL and asking the Library Board to include SEIU in the search for a new director.
 - b. Ms. Searcy thanked the SEIU for being engaged and explained that there will be an opportunity to hear from stakeholders and staff members during the selection process. She noted that staff input will be an integral part of this search.
- IV. Board Chair Comments, *Joyce Searcy, Chair*

- a. Ms. Searcy invited Kate Ezell to speak since she was absent during the special Board Meeting last week. Ms. Ezell applauded Mr. Oliver for his advocacy efforts and his ability to build relationships with the Council.
 - b. Ms. Searcy saw that NPL Means Business was represented at the Nashville Hispanic Chamber of Commerce and noted how it was a great way to continue to build relationships in the community.
- V. Approval of Minutes: March 15, 2022 & Special Board Meeting Minutes on April 12, 2022
- a. **Kate Ezell moved to approve the minutes with a correction; the motion was seconded by Robert Oermann and passed unanimously.**
- VI. Library Director Report, *Kent Oliver*
- a. Mr. Oliver introduced Megan Phouthavong Evans, his new Administrative Specialist. He is very happy to have her on board. He explained that the 4% allocation for NPL will be approved at Council and that while NPL has lots of vacancies, there are a lot of interviews currently taking place to fill these positions.
 - b. Foundation Budget Process Change FY23 – Mr. Oliver explained that the Foundation wants to have a more flexible budget as the current budget is difficult to manage due to grants not following a fiscal year. The new process will apply funding in a more efficient way and move toward groupings rather than line items.
- VII. Nashville Public Library Foundation Report, *Shawn Bakker*
- a. Ms. Bakker expanded on the changes to the budget process. Linda Harrison and Mr. Oliver have identified four large projects for the Foundation to focus on. This allows the Foundation to better explain their fundraising efforts to outside partners. NPLF will still fund restricted projects which will require line items and more detailed budgets.
 - b. Ms. Varney asked what percentage of NPL was funded by unrestricted funds versus restricted funds. Mr. Oliver estimated that 30% of the budget is unrestricted, but he will find those statistics for the Board.
 - c. Ms. Bakker reminded the Board that Picnic with the Library will be in person this year in the Main Library Courtyard. It will be May 1st from 4 PM – 7 PM.
 - d. National Library Week was successful, as was the Carnegie Society Book Club discussion of the book *Sparks Like Stars*. The conversation was moderated by Jennifer Puryear, and the panelists were Kasar Abdula, Alex Jahangir, and Sue

Maszaros. Ms. Bakker thanked Studio Bank and Belmont University for underwriting the book club. The public can watch the [recording](#).

VIII. Board Elections

- a. The Board voted on the Chair, Vice Chair and Secretary positions. Ms. Searcy opened the floor for nominations. Mr. Oermann recommended that the Board stay the same for the coming year with Mr. Oliver's impending departure.
- b. Ms. Varney motioned to elect Joyce Searcy as the Chair, and the election passed unanimously.
- c. Ms. Searcy motioned to elect Katy Varney as Vice Chair, and the election passed unanimously.
- d. Ms. Searcy motioned to elect Robert Oermann as Secretary, and the election passed unanimously.

IX. Staff Reports

- a. Madison Update, *Jessica Piper*
 - i. Ms. Piper is the manager of the Madison cluster. She has been with NPL since 2007 and has been the Madison manager since 2015. Madison has high computer usage as well as a high volume of worthwhile print jobs. They recently added a Saturday story time after surveying patrons and finished a successful Tai Chi series. Madison is also becoming an artist haven, and they have partnered with Metro Arts on projects. The area around the library is developing, and Ms. Piper is excited to see what comes next for the Madison branch.
- b. Facilities Update, *Susan Drye*
 - i. Ms. Drye provided the Board with handouts and explained that NPL still needs \$3.7 million in funding for capital projects. She highlighted the projects that were going to be completed and what were the highest priorities. She also noted that capital is still required for upcoming remodels.
 - ii. Ms. Searcy asked if this would be helpful information for the Foundation to have, and Ms. Bakker stated that NPL was working to distill this information to present to donors.

Building Maintenance Needs Update for Library Board 4-19-2022

Main Library	\$	3,627,100				
Branches	\$	156,000				
Total Funding Needed	\$	3,783,100				

Main Library Needs -	Estimated Costs	Note
Conference Center - lighting control system	\$ 358,000	2 years ago, NPL purchased the last 4 light switch control mechanisms available in the US that work with our current system. We have 2 left.
Main Library - total building lighting control system replacement	\$ 750,000	The current lighting control system is beyond end of life and can no longer be repaired and does not have modern energy efficient control settings available.
Courtyard leaks / Courtyard Renovation	\$ 1,700,000	Leaks in the courtyard the decking/planters is allowing water to drain into the Library garage causing potential degradation of the concrete structure. The trees in the courtyard are thought to have penetrated the water barriers causing the garage leaking. Long term repairs/renovation is needed so this is no longer an issue going forward.
Fire Alarm system updated / Fire pump rebuild / Fire Pump Controller Replacement	\$ 108,000	The system is beyond end of life and no longer up to CODE. The last fire inspection, this system barely passed.
VAV Box replacement - Entire building	\$ 300,000	The Main Library has 230 VAV boxes that help control air flow, etc. in the HVAC system. These boxes are like small computers and most are at end of life. NPL has had to replacement piece meal with available funds when they fail. This would be a proactive step for on-going maintenance.
Main Library Roof	\$ 1,000,000	Estimated based on square footage and type for materials
Public and Staff Elevator upgrades	\$ 500,000	The Main Library has 3 public elevators and 3 staff/freight elevators. Closing mechanisms, motors and internal lift systems need to be replaced in all. Cosmetic upgrades with more durable surfaces to the public elevators need to be made.
Grind and polish marble lobby floors/staircase and landings	\$ 100,000	The lobby, staircase and landing marble floors have not be ground and polished since we moved into the building in 2001
New Bottle Fill Water Fountains	\$ 10,000	Needed on 1st & 3rd floors - one already in Children's
Replace regular water fountains	\$ 24,500	Replace all other regular water fountains - can no longer get repair parts
Popular Materials Renovation	\$ 2,500,000	To renovate the Popular Materials space
Lobby Vestibule Renovation	\$ 367,100	Heat and cold penetration into the lobby area makes the areas unbearable when in extreme temperature (below 50 and above 78) outside. Changes are needed to lessen the influx of outside air into the lobby
DES System filter install	\$ 300,000	To install and filter between the DES water loop and our closed loop system so that the pipes do not get clogged
Civil Rights Room Renovation	\$ 160,000	To renovate the Civil Rights Room, change carpet to LVT, repair the counter, upgrade the equipment and make a front entrance area similar to the VFW room
Administrative Area Renovation	\$ 107,000	Administrative hallway carpet replacement to LVT floorsimilar to what is on 3rd floor and paint non-public areas
	\$ 8,284,600	
Skylights in Main stairwell need to be completely resealed - COMPLETED FY22	\$ 17,500	The seals are deteriorating and now there are major leaks when there are heavy rains in the stairwell as well as water damage to the surrounding ceiling
	\$ 4,657,500	Cost being covered by current Capital / 4% funding
	\$ 3,627,100	Funding still needed for Main Projects

Branch Needs			
Branch	Branch-Needs	Estimated Costs	Note
Bordeaux	Repair front entrance	\$ 10,000	Repair around front entrance where water damage has occurred.
Bordeaux	Roof Replacement	\$ 350,000	Roof is coming apart and can no longer be repaired. Needs to be completely replaced. Causing leaks in the front entrance and in the middle of the building.
Branch System	Water Fountain Replacement	\$ 52,500	Replace 15 water fountains at various branches where we can no longer get parts to repair the fountains.
Donelson	All Windows on top floor replaced	\$ 15,000	All windows need to be replaced with new seals. The old window seals have started to melt and run down the windows and/or just coming out.
Donelson	Replace all light fixtures	\$ 20,000	All fixtures need to be replaced. The building still has T12 fluorescent bulbs that are now obsolete and can no longer be found as well as the ballast for the fluorescent fixtures
Donelson	Roof repair/wall repair	\$ 20,000	There is an ongoing leak. It's be repaired several times. Water tests need to be done to fix the problem and repair the wall where water has penetrated.
Donelson	HVAC unit replacement	\$ 80,000	AC Units are beyond end of life. We have repaired as much as possible. If they go out again this year, we will need to replace since the new building will not be open until Spring 2024
East	Replace HVAC system	\$ 60,000	The system installed in 2012 has not been right. There are humidity issues throughout the building. Engineers have determined the system is too large for the size therefore not cycling as it should therefore not getting the humidity out as if should.
Edmondson Pike	Roof repairs	\$ 25,000	Roof repairs are needed at the far end of the building or replaced which would cost more
Edmondson Pike	Gutter replacement	\$ 38,000	Gutters are rusting out, need to be replaced
Goodlettsville	Floor repair	\$ 50,000	Water runs under the door in the back by the Children's area. Needs to be fixed. Other areas have cracking. Floor needs to be repaired and flooring replaced. Currently has a type of linoleum. If there have to extensive repairs to floor, this number would be much higher.
Green Hills	HVAC chiller replacement	\$ 200,000	Chiller as beyond end of life. We have repaired in order to replace during renovation but have not had funds for renovation. We can no longer hold off on replacing chiller.
Green Hills	Roof Repair/Replacement	\$ 350,000	Significant water damage in front portion of building. Needs to either be fully replaced and repairs made where water damage is or major repair of roof in the front of the building. Number is for replacement
Hermitage	Wall repair	\$ 10,000	Wall needs to be repaired around front entrance above roof line. There is a failure between the brick and wall above the roof line causing water to leak inside the building.
Hermitage	Parking Lot repairs	\$ 24,000	Patching, Milling, Paving, Striping, Crackfill and Sealcoat
Hermitage	Gutter replacement	\$ 30,000	Gutters are rusting out, need to be replaced
Hermitage	Carpet Replacement	\$ 81,000	Needs new carpet or LVT. We have been trying to wait until we do the major renovation but the carpet is in bad shape
Inglewood	Façade / trim needs repairs and painting	\$ 10,000	Carpenter Bees have burrowed into the façade.
Inglewood	Entire building needs to be painted	\$ 35,000	Paint is peeling in areas. The entire building needs to be painted
Lakewood Maintenance Bldg	HVAC replacement	\$ 25,000	Replace 2 AC units
Lakewood Maintenance Bldg	Fork lift or Bobcat	\$ 60,000	Either need a new forklift or a bobcat with forks to be able to unload pallets from truck deliveries. There is no loading
Lakewood Maintenance Bldg	Parking Lot repairs	\$ 88,400	Excavation, base, paving, striping and sealcoat
North	Extend parking area	\$ 19,000	Excavation, base, paving, striping and sealcoat to add parking area where the old oak tree stood. This would give North 5 additional and badly needed parking spaces.
Pruitt	Roof Replacement	\$ 350,000	Pruitt has been on the list for a new roof since 2014 but we've had little funding to provide and so far has held up.
Richland Park	Parking Lot repairs	\$ 6,000	Crack fill, striping, sealcoat, replacing speed bumps in library area. This is Parks parking lot but we would do in front of the library with our 25 designated spaces. I have talked with parks and it's on their list, but not a priority at this time due to their lack of funding.
Richland Park	Carpet Replacement	\$ 45,000	Carpet is old and worn. Needs replacement with new carpet or LVT.
		\$ 2,053,900	
East	All windows sealed - COMPLETED FY22	\$ 15,000	All windos need recaulking and some glass replaced. Because this is a historic building, we have to follow Historic Preservation standards when doing any outside work to this facility
		\$ 1,897,900	Cost being covered by current Capital / 4% funding
		\$ 156,000	Funding still needed for Branch Projects

FY22 - Capital Priority List		\$ 4,000,000	Capital Budget	
Branch	Project	Est. Costs	Notes	Timeline
Bellevue	Interior Refresh - paint, carpet, furniture as needed	\$ 583,000		
Bordeaux	Roof replacement	\$ 425,100		
Donelson	Roof and HVAC replacement. Replace ceiling and possibly windows	\$ 371,000		
East	Interior Refresh - furniture as needed - Bathroom repair / Replace HVAC	\$ 250,000	HVAC replace to mediate humidity issues	HVAC equipment has 4-6 month lead time
Edgehill	Interior Refresh - paint, carpet, furniture as needed	\$ 103,800		
Green Hill	HVAC/Chiller Replacement	\$ 178,921		
Green Hill	Roof Replacement	\$ 300,000		
Hadley Park	HVAC Replacement (3)	\$ 60,000		
Inglewood	Façade / trim & entire building need painting	\$ 55,000	Carpenter bees have burrowed into the façade	
Looby	Interior Refresh - paint, carpet, furniture as needed	\$ 169,000		
North	Interior Refresh - paint, carpet, furniture as needed	\$ 132,300		
Pruitt	Roof replacement	\$ 392,400		
Pruitt	Interior Refresh	\$ 310,300		
Pruitt	HVAC Replacement (3)	\$ 60,000		
		\$ 3,390,821	Sub-total	
		\$ 609,179	Remaining Budget	
		\$ 900,000	4% Budget for Repairs	
Branch	Project	Est. Costs	Notes	Timeline
Bordeaux	Repair front entrance	\$ 10,000		
Edmondson Pike	Roof repairs / New gutters	\$ 63,000		
Goodlettsville	Concrete Repair where water runs under door by Children's area	\$ 50,000		
Green Hills	Teen area floor replacement, door addition, magr office door addition	\$ 70,000	Summer 2022	
Hadley Park	Replace lighting fixtures (\$100 per fixture)	\$ 6,300	To replace T12 bulbs	
Hermitage	gutter replacement	\$ 30,000		
Hermitage	Patching, Milling, Paving, Striping, Crackfill and Sealcoat	\$ 24,000	Summer 2022	
Hermitage	Wall repair at front entrance	\$ 10,000		
Lakewood	parking lot needs, AC replacement	\$ 135,000		
Main	New Bottle Fill Water Foundations	\$ 10,000	Summer 2022	
Main	Administrative hallway carpet replacement to LVT floorsimilar to what is on 3rd floor and paint non-public areas	\$ 107,000		
North	Parking lot needs + add	\$ 19,000		
Old Hickory	Replace lighting fixtures (\$100 per fixture)	\$ 7,400	To replace T12 bulbs	
Richland Park	Parking Lot	\$ 6,000		
Richland Park	Replace lighting fixtures (\$100 per fixture)	\$ 9,700	To replace T12 bulbs	
Thompson Lane	Replace lighting fixtures (\$100 per fixture)	\$ 13,500	To replace T12 bulbs	
System-Wide	Replace all other regular water fountains - can no longer get repair parts	\$ 77,000		
		\$ 647,900	Sub-total	
		\$ 252,100	Remaining Budget	

FY22 - Capital Priority List		\$ 5,000,000	Budget	
Branch	Project	Est. Costs	Notes	Timeline
Main	Courtyard redesign/repair	\$ 1,750,000	Still doing research for next steps	
	Lighting system replacement	\$ 1,000,000		
	Roof Replacement	\$ 1,300,000		
	Cold water isolation/plates	\$ 310,000	Design/installation estimate	Late fall 2022
	Fire Pump Controller replace/Fire Alarm system updated/Fire Pump rebuild	\$ 108,000		
	VAV Box replacement	\$ 347,000		
			\$ 4,815,000	Sub-Total
		\$ 185,000	Remaining Budget	

c. Security Update, *Susan Drye*

- i. Ms. Drye passed out a handout to examine the increase in security incidents over the last 5 years. In 2022 so far, NPL has had over 300 incidents, 93 of which involving the harassment or threatening of a staff member or another patron.
- ii. Ms. Varney asked how many of these incidents were related to mental health issues and Ms. Drye estimated that most of these incidents were, especially at the Main Library.
- iii. Mr. Rand asked about NPL's camera system and if the library has any signage about cameras. Ms. Drye noted that NPL has over 500 cameras. The cameras help to report after an incident occurs. Currently, there is no signage about cameras.
- iv. Mr. Simmons questioned the breakdown of the incidents and where the majority were happening. Ms. Drye explained that incidents were increasing systemwide. Mr. Simmons noted that NPL's security team are not mental health experts. Ms. Drye mentioned that NPL's security team does work to deescalate situations.
- v. Mr. Oliver noted that what happens in the library reflects society. NPL currently has a relationship with Metro Social Services and can investigate expanding this partnership.

NPL Safety & Security Incident Summary Report		FY17
Conduct & Rule Violations		No.
1-1 Distributing or posting printed materials	1	Class 1 Offenses - Maximum suspension is 30 days, after a 6th offense
1-2 Participating in gang or gang-related activity	0	
1-3 Alcohol, food, and covered drinks	7	
1-4 Smoking in the library	0	
1-5 Sleeping, placing head on table	33	
1-6 Using library items in a manner inconsistent	4	
1-7 Bringing animals or pets	0	
1-8 Creating loud noises and/or disturbances	64	
1-9 Leaving children unattended or unsupervised	0	
1-10 Misuse of rest rooms	9	
1-11 Bringing large items that take up excessive space	1	
1-12 Being on library premises	0	
1-13 Offensive odor of the body, clothes, or belongings	2	
1-14 Violations of Library policies	10	
2-15 Directing a specific threat of physical harm	19	Class 2 Offenses - Minimum suspension is 30 days. Maximum suspension is 365 days, depending on the number of offenses.
2-16 Intentionally damaging, or stealing property (misdemeanor)	13	
2-17 Intentionally engaging in harassing or threatening behavior	131	
2-18 Bringing any firearm and/or weapon onto library premises	10	
2-19 Suspended patron entering library premises	50	
2-20 Violation of Federal, State, or local laws	38	Class 3 Offenses - Minimum suspension is 365 days or 1 year. If charges are pressed and convicted, up to 5 years
3-21 Physical assault	15	
3-22 Engaging in sexual conduct	16	
3-23 Intentionally damaging, stealing property (Felony)	6	
Total by Code or Rule	429	
	No. of Patrons	
Suspension by No. of Days		
1 Day	5	
3 Days	1	
5 Days	20	
14 Days	1	
30 Days	58	
60 Days	4	
90 Days	54	
365 Days	141	
Lifetime	1	
Total number of patrons suspended	285	

NPL Safety & Security Incident Summary Report		FY18
Conduct & Rule Violations	No.	
1-1 Distributing or posting printed materials	2	Class 1 Offenses - Maximum suspension is 30 days, after a 6th offense
1-2 Participating in gang or gang-related activity	0	
1-3 Alcohol, food, and covered drinks	29	
1-4 Smoking in the library	0	
1-5 Sleeping, placing head on table	80	
1-6 Using library items in a manner inconsistent	10	
1-7 Bringing animals or pets	0	
1-8 Creating loud noises and/or disturbances	103	
1-9 Leaving children unattended or unsupervised	0	
1-10 Misuse of rest rooms	87	
1-11 Bringing large items that take up excessive space	5	
1-12 Being on library premises	3	
1-13 Offensive odor of the body, clothes, or belongings	0	
1-14 Violations of Library policies	21	
2-15 Directing a specific threat of physical harm	33	Class 2 Offenses - Minimum suspension is 30 days. Maximum suspension is 365 days, depending on the number of offenses.
2-16 Intentionally damaging, or stealing property (misdemeanor)	27	
2-17 Intentionally engaging in harassing or threatening behavior	161	
2-18 Bringing any firearm and/or weapon onto library premises	17	
2-19 Suspended patron entering library premises	109	
2-20 Violation of Federal, State, or local laws	35	Class 3 Offenses - Minimum suspension is 365 days or 1 year. If charges are pressed and convicted, up to 5 years
3-21 Physical assault	13	
3-22 Engaging in sexual conduct	17	
3-23 Intentionally damaging, stealing property (Felony)	6	
Total by Code or Rule	758	
	No. of Patrons	
Suspension by No. of Days		
1 Day	4	
3 Days	0	
5 Days	22	
14 Days	2	
30 Days	117	
60 Days	4	
90 Days	59	
365 Days	196	
Lifetime	0	
Total number of patrons suspended	404	

NPL Safety & Security Incident Summary Report		FY19
Conduct & Rule Violations	No.	
1-1 Distributing or posting printed materials	3	Class 1 Offenses - Maximum suspension is 30 days, after a 6th offense
1-2 Participating in gang or gang-related activity	2	
1-3 Alcohol, food, and covered drinks	33	
1-4 Smoking in the library	7	
1-5 Sleeping, placing head on table	52	
1-6 Using library items in a manner inconsistent	19	
1-7 Bringing animals or pets	2	
1-8 Creating loud noises and/or disturbances	117	
1-9 Leaving children unattended or unsupervised	3	
1-10 Misuse of rest rooms	23	
1-11 Bringing large items that take up excessive space	3	
1-12 Being on library premises	3	
1-13 Offensive odor of the body, clothes, or belongings	7	
1-14 Violations of Library policies	18	
2-15 Directing a specific threat of physical harm	50	Class 2 Offenses - Minimum suspension is 30 days. Maximum suspension is 365 days, depending on the number of offenses.
2-16 Intentionally damaging, or stealing property (misdemeanor)	41	
2-17 Intentionally engaging in harassing or threatening behavior	192	
2-18 Bringing any firearm and/or weapon onto library premises	18	
2-19 Suspended patron entering library premises	107	
2-20 Violation of Federal, State, or local laws	37	
3-21 Physical assault	31	Class 3 Offenses - Minimum suspension is 365 days or 1 year. If charges are pressed and convicted, up to 5 years
3-22 Engaging in sexual conduct	19	
3-23 Intentionally damaging, stealing property (Felony)	9	
Total by Code or Rule	796	
Other Incidents		
Different Type of Incident	17	
Injury or Accident	59	
Safety or Security Incident	81	
Total Other Incidents	157	
Grand Total	953	

NPL Safety & Security Incident Summary Report		FY20
Conduct & Rule Violations	No.	
1-1 Distributing or posting printed materials	1	Class 1 Offenses - Maximum suspension is 30 days, after a 6th offense
1-2 Participating in gang or gang-related activity	1	
1-3 Alcohol, food, and covered drinks	23	
1-4 Smoking in the library	5	
1-5 Sleeping, placing head on table	26	
1-6 Using library items in a manner inconsistent	5	
1-7 Bringing animals or pets	0	
1-8 Creating loud noises and/or disturbances	52	
1-9 Leaving children unattended or unsupervised	4	
1-10 Misuse of rest rooms	15	
1-11 Bringing large items that take up excessive space	0	
1-12 Being on library premises	3	
1-13 Offensive odor of the body, clothes, or belongings	1	
1-14 Violations of Library policies	14	
2-15 Directing a specific threat of physical harm	31	Class 2 Offenses - Minimum suspension is 30 days. Maximum suspension is 365 days, depending on the number of offenses.
2-16 Intentionally damaging, or stealing property (misdemeanor)	23	
2-17 Intentionally engaging in harassing or threatening behavior	109	
2-18 Bringing any firearm and/or weapon onto library premises	9	
2-19 Suspended patron entering library premises	63	
2-20 Violation of Federal, State, or local laws	26	
		Class 3 Offenses - Minimum suspension is 365 days or 1 year. If charges are pressed and convicted, up to 5 years
3-21 Physical assault	24	
3-22 Engaging in sexual conduct	16	
3-23 Intentionally damaging, stealing property (Felony)	5	
Total by Code or Rule	456	
Other Incidents		
Different Type of Incident	10	
Injury or Accident	25	
Safety or Security Incident	38	
Total Other Incidents	73	
Grand Total	529	

NOTE: All public library facilities were closed to the public March 16, 2020 and remained closed through the end of the fiscal year.

NPL Safety & Security Incident Summary Report		FY21	
Conduct & Rule Violations	No.		
1-1 Distributing or posting printed materials	1	Class 1 Offenses - Maximum suspension is 30 days, after a 6th offense	
1-3 Alcohol, food, and covered drinks	7		
1-4 Smoking in the library	2		
1-5 Sleeping, placing head on table	11		
1-6 Using library items in a manner inconsistent	11		
1-7 Bringing animals or pets	1		
1-8 Creating loud noises and/or disturbances	35		
1-10 Misuse of rest rooms	3		
1-11 Bringing large items that take up excessive space	4		
1-12 Being on library premises	2		
1-13 Offensive odor of the body, clothes, or belongings	2		
1-14 Violations of Library policies	37		
2-15 Directing a specific threat of physical harm	19		Class 2 Offenses - Minimum suspension is 30 days. Maximum suspension is 365 days, depending on the number of offenses.
2-16 Intentionally damaging, or stealing property (misdemeanor)	9		
2-17 Intentionally engaging in harassing or threatening behavior	84		
2-18 Bringing any firearm and/or weapon onto library premises	2		
2-19 Suspended patron entering library premises	36		
2-20 Violation of Federal, State, or local laws	14		
		Class 3 Offenses - Minimum suspension is 365 days or 1 year. If charges are pressed and convicted, up to 5 years	
3-21 Physical assault	4		
3-22 Engaging in sexual conduct	15		
3-23 Intentionally damaging, stealing property (Felony)	6		
Total by Code or Rule	305		
Other Incidents			
Different Type of Incident	13		
Injury or Accident	16		
Safety or Security Incident	35		
Total Other Incidents	64		
Grand Total	369		

NOTE: Public Library facilities started reopening to the public March of 2021.

NPL Safety & Security Incident Summary Report	FY22	TO DATE (9 months)	
Conduct & Rule Violations	No.		
1-1 Distributing or posting printed materials	0	Class 1 Offenses - Maximum suspension is 30 days, after a 6th offense	
1-3 Alcohol, food, and covered drinks	19		
1-4 Smoking in the library	3		
1-5 Sleeping, placing head on table	14		
1-6 Using library items in a manner inconsistent	9		
1-7 Bringing animals or pets	0		
1-8 Creating loud noises and/or disturbances	44		
1-10 Misuse of rest rooms	4		
1-11 Bringing large items that take up excessive space	2		
1-12 Being on library premises	0		
1-13 Offensive odor of the body, clothes, or belongings	1		
1-14 Violations of Library policies	27		
2-15 Directing a specific threat of physical harm	24		Class 2 Offenses - Minimum suspension is 30 days. Maximum suspension is 365 days, depending on the number of offenses.
2-16 Intentionally damaging, or stealing property (misdemeanor)	21		
2-17 Intentionally engaging in harassing or threatening behavior	93		
2-18 Bringing any firearm and/or weapon onto library premises	2		
2-19 Suspended patron entering library premises	41		
2-20 Violation of Federal, State, or local laws	35		
		Class 3 Offenses - Minimum suspension is 365 days or 1 year. If charges are pressed and convicted, up to 5 years	
3-21 Physical assault	8		
3-22 Engaging in sexual conduct	15		
3-23 Intentionally damaging, stealing property (Felony)	12		
Total by Code or Rule	374		
Other Incidents			
Different Type of Incident	69		
Injury or Accident	16		
Safety or Security Incident	48		
Total Other Incidents	133		
Grand Total	507		

d. I Read Banned Books, *Andrea Fanta*

- i. Ms. Fanta presented on a special campaign designed to address the bills currently moving through legislature and establish NPL as a voice opposed to censorship. NPL will offer a special card and the goal is to distribute 5,000 of these cards in one month. Customers can go to any NPL location and switch out their current card for the new card as well. Mr. Oliver noted how wonderful the campaign will be and the possibility of some pushback. Ms.

Searcy requested talking points so that Board members can explain the campaign to members of the community.

X. New Business

a. Computer Printing Fee Resolution, *Jena Schmid*

Nashville Public Library
Board
April 19, 2022

Resolution Title: Computer Printing Fees

History/Background/Discussion:

In this age, information sources are created and reproduced, not just borrowed from libraries. Computer printing is an essential information service that libraries provide. During the pandemic, NPL, along with many library systems, offered free printing of up to 20 pages a day. Many customers have provided feedback that they were grateful to print documents and job applications for free and have made requests that NPL continue offering free printing after the pandemic.

Charging for printing does help with recovering the costs associated with printing and generates revenue for Metro Government, however not all individuals have the luxury of reaching into their pocket to pay for necessary materials. Libraries were founded on the idea of making access available equally to everyone. The American Library Association “fundamentally opposes the creation of economic barriers to access services and resources provided by publicly funded libraries.” According to ALA’s Economic Barriers to Information Access: An Interpretation of the Library Bill of Rights, “Libraries should examine policies and procedures, particularly those involving fines, fees, or other user charges, and actively move toward eliminating any that may create potential barriers to access or academic achievement.” Charging printing fees creates an economic barrier to information for many of our customers.

The question is whether NPL can afford to continue to support free printing. A library team convened to analyze the data to determine if free printing was sustainable. It was concluded that it could be supported if printing is capped by a page limit of 100 pages per month, equivalent to a dollar amount of \$10 per month. If a customer needs to print additional pages, they will be charged the rate of \$.10 a page for black & white prints and \$.25 a page for color prints. Also, the team agreed that this benefit should be offered only to library card holders. These proposed limitations will have the bonus of helping to solve the problem of excessive printing and encouraging library card registration.

Recommendation: The Board approves the proposed benefit to NPL library card holders of 100 free printed pages per month.

Draftor(s): Jena Schmid, Assistant Director for the Main Library

Person(s) Responsible for Implementation: Technology Services, Library Administration, Library Marketing & Communications, and Public Service teams

RESOLUTION 2022-04.01
Computer Printing Fees

WHEREAS, the essential mission of a publicly funded library is to provide free, equal, and equitable access to information in all its forms, and

WHEREAS, printing internet, database, and customer generated documents is an essential function in the sharing of information, and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nashville Public Library Board of Trustees that the Nashville Public Library shall subsidize \$10 of computer printing per month for all library card holders.

i. Keith Simmons motioned to adopt the resolution; Robert Oermann seconded the motion, and it passed unanimously.

b. *Adult Backbone Education Transfer, Liz Atack*

Nashville Public Library
Board
April 19, 2022

Resolution Title: Adult Education Backbone Transfer

History/Background/Discussion:

Nashville Public Library has been working with Adult Education Collective Impact, now Growing Opportunities for Adult Learners (GOAL) Collective, since 2018. GOAL's mission is to triple the number of adult learners who achieve their educational goals by 2025 while building a stronger network of supports for those learners. In January 2019, NPL's Board of Trustees approved that NPL serve as co-backbone of GOAL along with Nashville Adult Literacy Council. Begin Anew joined the backbone structure in 2020 to provide executive leadership support.

Two NPL-based staff, employed through Nashville Public Library Foundation, have served as the only staff devoted to GOAL's work full-time. Staff from the co-backbone agencies have worked on GOAL in addition to their leadership responsibilities at their respective organizations.

Since first gathering as a group of adult education providers at NPL to identify and address the complex issues in the adult education system, GOAL has grown from a collaborative effort to a fully functioning, organized collective that employs two full time staff members, has an annual budget of nearly half a million dollars, and is actively developing and implementing a shared data system to address the needs within the adult education landscape.

With the shared backbone support provided by these three agencies for the past four years, GOAL has reached a level of organizational maturity to now need a single, unified backbone entity and support system. Tennessee College Access and Success Network (TCASN) approached GOAL to become the backbone agency in late 2021. TCASN's board voted unanimously to take on all backbone responsibilities for GOAL by May 2022.

Section IV "Modification and Termination" in the Letter of Intent executed between NPL and Nashville Adult Literacy Council states: "Changes to this agreement must be agreed upon by both parties, made in writing, and duly signed by NALC and NPL. Either party may terminate this agreement by giving the other party 30 days advance notice in writing." NPL received notice on January 5, 2022 of intent to dissolve the current shared backbone structure and a new Letter of Intent to transfer backbone responsibilities to TCASN awaits NPL's execution.

While GOAL's work will no longer be led by NPL, NPL remains a core partner in the collective. NPL staff sit on GOAL's Guiding Team and working groups, ensuring that NPL's programming and services remain aligned with community needs.

Recommendation: The Board approves the transfer of NPL's backbone responsibilities to Tennessee College Access and Success Network.

Drafter(s): Liz Atack, Bringing Books to Life Program Manager

Person(s) Responsible for Implementation: Liz Atack, Linda Harrison, Kelly Blankenship and staff from the Nashville Public Library Foundation

i. Robert Oermann motioned to adopt the transfer; Kate Ezell seconded the motion, and it passed unanimously.

c. New Director Search Update, Keith Simmons

- i. Mr. Simmons explained that Metro Legal advised the Board to not follow the same process they used 10 years ago when searching for a new director.
- ii. Ms. Searcy met with Metro HR to talk about alternative possibilities.
Whatever process the Board decides to use, NPL will need to pay for it, and anything over \$25,000 requires a Request for Proposals.

- iii. Mr. Rand asked if the Board would consider focusing on choosing an interim director while deliberating on the process. He stated it would be important to have an internal staff member as the interim. Mr. Simmons wanted to focus on the search process.
- iv. Ms. Searcy noted that she still needed to process her conversation with Metro HR. She asked the Board to send their thoughts about how they wanted to conduct the search to Mr. Oliver to compile.

XI. Adjournment

- a. The meeting adjourned at 1:49 PM.

Next Scheduled Board of Trustees Meeting

12:00 noon – May 17, 2022

Main Library

615 Church Street, Nashville, TN 37219

Board Room

Respectfully submitted by Emily Krieble