

Nashville Public Library Board of Trustees
Agenda
May 16, 2023
Main Library
615 Church Street
Nashville, TN 37211
12:00 PM

- I. Call to Order / Roll Call
- 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. Board Chair Comments, *Joyce Searcy*
- IV. Approval of Minutes: April 11, 2023
- V. Interim Library Director Report, *Terri Luke*
- VI. Foundation Report, *Shawn Bakker*
- VII. New Business
 - a. Presentation of the Interior Art for the New Donelson Branch, *Anne-Leslie Owen*
Resolution 2023 – 5.01
- VIII. Staff Report
 - a. Safety and Security, *Mark Crowder*
 - b. Statistics for the Board Packet, *John McFarland*
- IX. Adjournment

Next Scheduled Board of Trustees Meeting

June 20, 2023
Donelson Branch
2315 Lebanon Pike
Nashville, TN 37214
12:00 PM

Nashville Public Library Board of Trustees
Meeting Minutes
May 16, 2023
Main Library
615 Church Street
Nashville, TN 37211
12:00 PM

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

Library Staff: Terri Luke, Linda Harrison, Shawn Bakker, Lee Boulie, Mark Crowder, John McFarland, Andrea Fanta

Others: Derrick Smith, Assistant Metropolitan Attorney at Metropolitan Government of Nashville and Davidson County, Anne-Leslie Owen, Public Arts Collections Manager with Metro Arts, Jessie Ross, Public Arts Representative with Metro Arts

X. Call to Order / Roll Call

- a. Ms. Joyce Searcy called the meeting to order at 12:01 PM.

XI. Metro Ordinance required to be announced at all Board Meetings – *Chair, Joyce Searcy*

- b. “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.”

XII. Board Chair Comments, *Joyce Searcy*

- a. Ms. Joyce Searcy informed the Library Board that she would send the Director Evaluation template for each Library Board member to fill in ratings and comments. Ms. Searcy would then compile all comments for each category on the template and submit the evaluation to Ms. Terri Luke and Metro HR. Ms. Luke added that the compilation was due by July 1st.

- b. Ms. Searcy included a draft copy of the schedule for the Director candidate search and interview timeline. Final interviews would be held in person on August 22nd and 23rd.
- c. Ms. Searcy informed the Library Board that Bradbury Miller created a survey for collecting input from staff, Friends of the Library groups, and various library card holders and community members. Ms. Luke added that the Bradbury Miller team members would also be present via Zoom at the All Managers Meeting on May 18th to obtain manager input, as well. Ms. Andrea Fanta also added that NPL has a strong email footprint, with about 100,000 subscribers receiving and interacting with emails.

XIII. Approval of Minutes: April 11, 2023

- a. Mr. Robert Oermann made a motion to approve the minutes. Mr. Charvis Rand seconded. The motion passed unanimously.

XIV. Interim Library Director Report, *Terri Luke*

- a. Ms. Luke stated the library received an additional \$350,000 from the state and another \$1.5 million for NPL's collection from Metro, bringing the approved funds to \$3.85 million for this fiscal year. The average during the last ten years has been approximately \$2.6 million.

XV. Foundation Report, *Shawn Bakker*

- a. Ms. Shawn Bakker stated that there will be buttons for those who show support for the library at Metro Council Budget Hearing on Thursday, May 18th.
- b. The Foundation started a new program called "Library Ambassadors," which more than 80 people have joined so far. Library Ambassadors are passionate patrons and community members who each have their own library story.
- c. Ms. Bakker stated the library hosted the Dollar General Literacy Foundation grant announcement, where the library was awarded more than one-third of the allotted giving amount from Dollar General. Ms. Bakker added that Amazon has also agreed to support the library this year at a total of \$150,000 and the Foundation is on target to meet the library goal.
- d. Ms. Bakker thanked those who attended this year's Picnic at the Library at the Main Library, which was a great success.

- e. Ms. Searcy asked if COVID-19 impacted this year’s contributions. Ms. Bakker answered that some corporations switch their contributions to areas that were considered essential needs, but, in general, the total amount of giving received was close to the same as previous years. Mr. Rand asked if the funds were going toward programs or general operations. Ms. Bakker stated that most grant and corporate partnerships were restricted to specific programs, while most individual giving was unrestricted, unless they were considered significant contributions.

XVI. New Business

- a. Presentation of the Interior Art for the New Donelson Branch, *Anne-Leslie Owen* Resolution 2023 – 5.01
 - i. Ms. Luke introduced Ms. Anne-Leslie Owen, the Public Arts Collections Manager with Metro Arts. Ms. Owen reminded the Library Board that the Donelson Plaza is the location for the new Donelson branch, which is due to be completed in Spring 2024. Ms. Owen stated the art installation would be located near the back North wall of the library building, and the artist budget would be a total of \$150,000.
 - ii. Ms. Owen stated that the call for artists was open to all local artists in Davidson County and surrounding counties, and the award was given to Ms. Amber Lelli. Ms. Lelli attended four community engagements: the Hip Donelson Farmer’s Market, two children’s engagements at the current Donelson branch, and McGavock High School’s art class. She facilitated to gather responses about why people chose to live in Donelson and what they felt identified Donelson as a special place.
 - iii. Ms. Owen stated the installation would consist of a chromed, whimsical landscape, featuring 21 plants that are native to Tennessee and popular among Donelson residents.
 - iv. Ms. Lelli reached out to Ms. Shelly King from JVI Secret Gardens and Ms. Ginger-Rose Krueck, from GROW Enrichment to gain their expertise on plant life commonly found in the Donelson area that would be included in the installation, (Persimmon tree, Sunburst florals, Poplar tree, Aster, Beebalm, Little Bluestem, Fern, and Sweet Betsy Trillium).

- v. Ms. Searcy made a motion to accept Resolution 05.01 for Approval of the Interior Art for the Donelson Branch Building Project. The motion passed unanimously.

XVII. Staff Report

a. Safety and Security, *Mark Crowder*

- i. Ms. Luke introduced Mr. Mark Crowder, Head of Security at NPL.
- ii. Mr. Crowder stated that NPL's contract security vendor was Allied Security, and they handled all branch security and filled in at the Main Library. Mr. Crowder added that there were ten branches covered by Allied Security, and security was typically scheduled 40-48 hours weekly.
- iii. Mr. Crowder updated the Library Board that he recently hired a supervisor, and he was working on improving coverage at the branches.
- iv. Mr. Oermann asked how many guard positions were open. Mr. Crowder stated there were four positions open and four positions filled, but there has been high turnover due to low pay wages. Metro HR informed Mr. Crowder about potential improvements to the budget this coming fiscal year that might solve the high turnover issue.
- v. Mr. Crowder stated that all internal security staff were state security certified for unarmed security, although they are exempt by the state to obtain certification. Mr. Crowder added that internal security staff were also CPR/ AED certified, and had been trained to administer Narcan and use fire extinguishers. Non-security staff have been trained at branches and Main on active shooter procedures, bomb threat procedures, handling unruly patrons, fire extinguisher and fire alarm panel usage, OSHA Safety Data Sheets, blood-borne pathogens, and Lock Out/ Tag Out procedures. Ms. Searcy asked if the active shooter training included simulation run-throughs. Mr. Crowder stated that was one of the improvements he was looking to make in future trainings. Mr. Crowder added that all branch PIC (Person in Charge) staff that had AEDs at their locations were also provided CPR/ AED certification every two years.

- vi. Mr. Crowder informed the Library Board that there would be future advanced training for NPL security officers, conducted by a state certified company. Mr. Crowder added that NPL security officers would be trained in the following areas: Dallas' Law requirement (Training to subdue intoxicated persons without excessive force) defensive tactical training, de-escalation training, and active shooter training run by Metro Police for all staff. All MNPDP precincts will be offering active shooter training for the public and staff. Mr. Crowder stated he would send correspondence soon to encourage staff to attend the training on June 29th at the MNPDP Hermitage Precinct.
- vii. Mr. Crowder stated there were physical precautions being considered for enhancing entrances and exits, such as installing bulletproof laminate on entry and safe room doors, reviewing technology capable of detecting weapons at library entrances, and equipping NPL security managers and supervisors with tasers. Mr. Rand asked if the security camera system was cloud-based or server-based. Mr. Crowder answered that the cameras were server-based; however, he and the IT manager had remote access to the cameras via laptop for all branch locations, and upgrades had been made recently.
- viii. Mr. Crowder asked the Library Board to consider approving tasers for security supervisors. Mr. Keith Simmons asked Mr. Crowder how tasers worked. Mr. Crowder explained that tasers were considered close-range weapons that shoot an electric prong at an eight-degree drop within 3-7 feet of the user and their target, and tasers were designed to freeze the nervous system and prevent movement. Dr. De La Rosa asked if there was any de-escalation training for using a taser. Mr. Crowder stated that using the taser would be considered a last resort. Mr Simmons asked if tasers could be lethal. Mr. Crowder stated that if an assailant were on drugs or had severe health issues, the taser could become lethal.
- ix. Ms. Kate Ezell asked if there had been issues with weapon detection before. Mr. Crowder stated most patrons experiencing homelessness tend

to carry knives, and those that were caught with weapons were suspended and their pictures posted at the entrances of each branch location.

- x. Ms. Katy Varney asked if the Library Board was expected to vote on the decision to equip security managers with tasers. Ms. Luke stated there would need to be a resolution drawn up and presented to the Library Board before any voting occurred. Mr. Derrick Smith added that Metro Legal may need to weigh in on the issue of having security managers armed with tasers, since use of the weapon could result in serious bodily harm or death. Mr. Smith stated he would bring the request to his supervisor for review and update the Library Board on how to move forward on a later date.
- b. Statistics for the Board Packet, *John McFarland*
 - i. Due to time constraints, Ms. Searcy asked to have Mr. John McFarland added at the beginning of the next meeting's agenda. Mr. McFarland asked the Library Board to send any specific changes they'd like to see in the statistical data reports so he could prepare examples by the next meeting.

XVIII. Adjournment

- a. The meeting was adjourned at 1:41 PM.

Next Scheduled Board of Trustees Meeting

June 20, 2023
Donelson Branch
2315 Lebanon Pike
Nashville, TN 37214
12:00 PM

Respectfully submitted by Lana Boleyjack.