

NASHVILLE PUBLIC LIBRARY

Board of Trustees Meeting

February 20, 2024

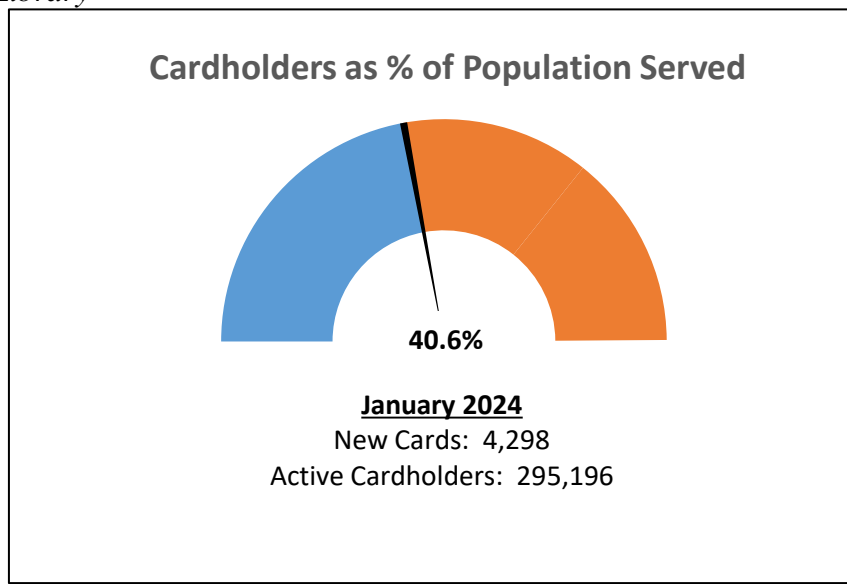


Nashville Public Library Board of Trustees
Agenda
February 20, 2024
Main Library
615 Church Street
Nashville, TN 37203
12:00 PM

- 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. Public Comments
 - a. “Pursuant to T. C. A. § 8-44-12, time is reserved at the beginning of Library Board meetings for which there is an actionable item on the agenda for public comment germane to items on the agenda. Up to five people will be allowed up to three minutes each to speak. Speakers must register within one half hour prior to the beginning of the meeting by signing their name on a physical sign-up sheet available at the entrance, and identifying any agenda item on which they intend to comment.
- IV. Remarks, *Mayor Freddie O’Connell*
- V. Board Chair Comments, *Joyce Searcy*
- VI. Approval of Minutes: November 16th amended minutes, December 12th.
- VII. Interim Library Director Report, *Terri Luke*
- VIII. Foundation Report, *Shawn Bakker*
- IX. New Business
 - a. Black Music History Video with Elliot Robinson, *Andrea Fanta*
 - b. Wishing Chair Video, *Bret Wilson*
- X. Adjournment

Next Scheduled Board of Trustees Meeting
March 19, 2024
Edgehill Branch Library
1409 12th Ave. S
Nashville, TN 37203
12:00 PM

Statistical Summary – February 20, 2024
Nashville Public Library



Cardholders	Jan-24	Jan-24 Year-to-Date	Active Patron Cards	Average Cards in Last 12 Months
New Registrations	4,298	4,298	295,196	290,334

Volunteer Services	Jan-24	Jan-23	Year-to-Date	% Change 2022-2023
Number of Volunteers	143	168	1,076	-14.88%
Volunteer Hours	784	1,111	6,988	-29.43%

Attendance for Room Use	Jan-24	Jan-23	% Change 2022-2023
Community Use	3,841	2,775	38.41%
Library Use	16,094	10,867	48.10%

Reference	Jan-24	Jan-23	% Change 2022-2023
Answered	19,312	18,226	5.96%

Statistical Summary – February 20, 2024
Nashville Public Library

Wireless Data

Wireless	Month				
	Jan-24 Sessions	Jan-24 % of Total	Wireless %	Jan-23 Sessions	% Change 2022-2023
Bellevue	526	2.48%	69.2%	3,420	-84.62%
Bordeaux	787	3.71%	51.6%	1,152	-31.68%
Donelson	263	1.24%	46.8%	404	-34.90%
East	1,117	5.27%	52.8%	613	82.22%
Edgehill	79	0.37%	49.3%	338	-76.63%
Edmondson Pike	817	3.85%	54.4%	1,692	-51.71%
Goodlettsville	381	1.80%	50.7%	843	-54.80%
Green Hills	931	4.39%	61.2%	1,740	-46.49%
Hadley Park	188	0.89%	47.5%	358	-47.49%
Hermitage	1,434	6.76%	52.8%	967	48.29%
Inglewood	379	1.79%	40.7%	602	-37.04%
Looby	22	0.10%	28.0%	238	-90.76%
Madison	721	3.40%	37.6%	787	-8.39%
Main	8,003	37.74%	65.8%	11,252	-28.87%
North	167	0.79%	29.1%	133	25.56%
Old Hickory	80	0.38%	64.2%	283	-71.73%
Pruitt	1,591	7.50%	46.1%	864	84.14%
Richland Park	428	2.02%	45.0%	653	-34.46%
Southeast	3,024	14.26%	69.1%	5,329	-43.25%
Thompson Lane	160	0.75%	24.3%	258	-37.98%
Watkins Park	106	0.50%	57.0%	254	-58.27%
NPL Total	21,204		58.1%	32,180	-34.11%

Database and Website Data

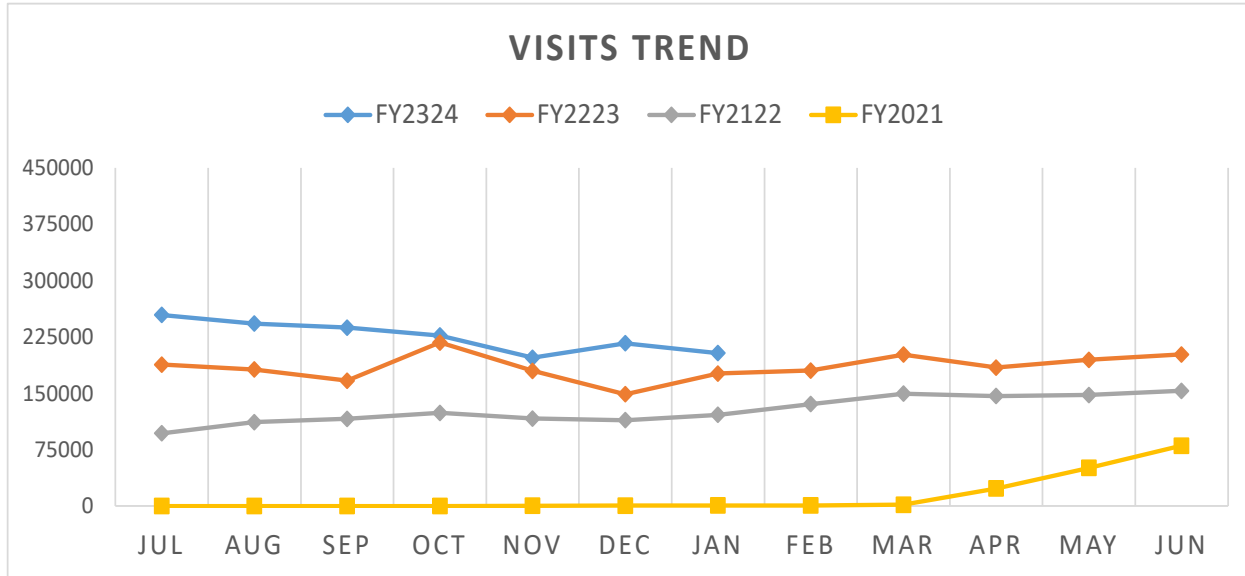
Public Computer Use	Jan-24		Jan-23		% Change
					2022-2023
Total Computer Use	18,670		19,564		-4.57%
Total Wireless Use	21,204		32,180		-34.11%

Website Visits	Jan-24		Jan-23		% Change
					2022-2023
Webserver	415,391		406,382		2.22%

Database Usage	Jan-24		Jan-23		% Change
					2022-2023
Sessions	21,166		10,188		107.75%

Statistical Summary – February 20, 2024
Nashville Public Library

Visits

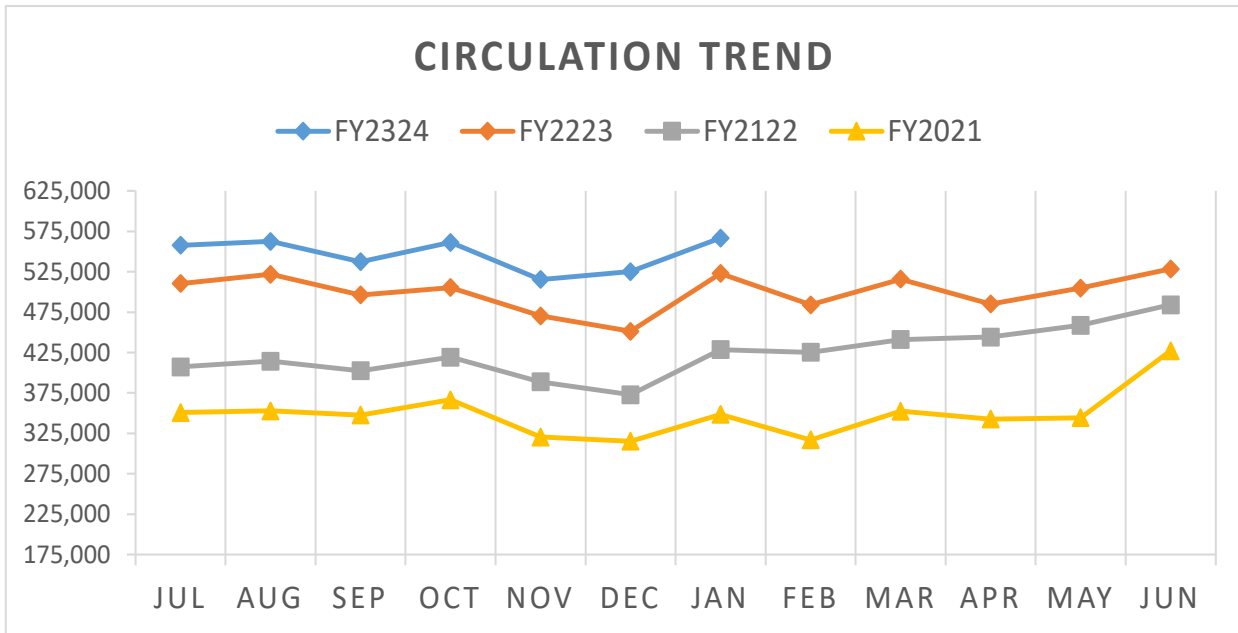


Visits	Jan-24 Visits	Jan-23 Visits	% Change 2022-2023	Jan-24 Circ / Visit	Jan-23 Circ / Visit	% Change 2022-2023
Bellevue	2,544	14,091	-81.95%	7.51	1.45	418.56%
Bordeaux	4,279	4,187	2.20%	0.49	0.63	-21.64%
Donelson	5,790	6,306	-8.18%	0.64	0.84	-23.91%
East	9,833	11,115	-11.53%	0.39	0.36	7.95%
Edgehill	1,275	3,096	-58.82%	0.49	0.40	22.40%
Edmondson Pike	19,860	10,115	96.34%	0.93	1.97	-52.92%
Goodlettsville	5,093	4,641	9.74%	1.61	1.89	-15.13%
Green Hills	25,225	14,995	68.22%	1.13	1.67	-32.28%
Hadley Park	1,374	1,494	-8.03%	0.41	0.23	78.90%
Hermitage	9,853	5,651	74.36%	1.53	1.67	-8.44%
Inglewood	12,901	14,326	-9.95%	0.46	0.44	2.77%
Looby	2,257	2,707	-16.62%	0.32	0.24	31.62%
Madison	21,492	10,832	98.41%	0.27	0.42	-34.31%
Main	41,828	30,943	35.18%	4.24	5.96	-28.96%
North	3,681	3,404	8.14%	0.18	0.20	-10.88%
Old Hickory	2,757	2,951	-6.57%	0.68	0.75	-9.16%
Pruitt	6,072	6,797	-10.67%	0.03	0.05	-45.29%
Richland Park	7,695	7,510	2.46%	1.13	1.12	1.02%
Southeast	6,413	8,106	-20.89%	0.88	0.88	0.14%
Thompson Lane	9,465	9,593	-1.33%	0.25	0.31	-18.08%
Watkins Park	3,842	3,477	10.50%	0.04	0.04	16.55%
NPL Total	203,529	176,337	15.42%	1.55	1.83	-15.42%

Statistical Summary – February 20, 2024
Nashville Public Library

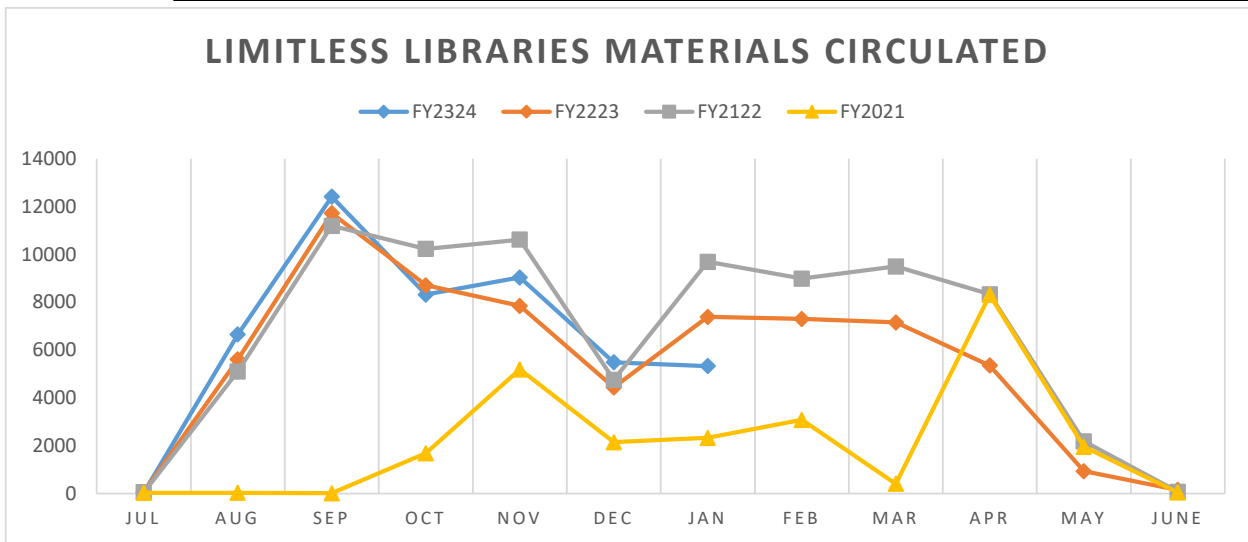
Circulation Data

eMedia	Jan-24	Jan-23	YTD	% Change 2022-2023
eAudiobooks	128,195	117,039	817,110	9.53%
eVideo	11,586	6,941	64,679	66.92%
eBooks	133,571	117,039	827,150	14.13%
eMusic	1,652	1,574	12,261	4.96%
eMagazines	25,313	7,724	139,156	227.72%
Total	300,317	250,317	1,860,356	19.97%



Statistical Summary – February 20, 2024
Nashville Public Library

Circulation	Month				Fiscal Year-to-Date		
	Jan-24 Circulation	Jan-24 % of Total	Jan-23 Circulation	% Change 2022-2023	Jan-24 Year-to-Date	Jan-23 Year-to-Date	% Change 2022-2023
Bellevue	22,084	3.90%	32,270	-31.56%	213,553	228,816	-6.67%
Bordeaux	5,595	0.99%	5,870	-4.68%	42,070	42,592	-1.23%
Donelson	7,584	1.34%	9,078	-16.46%	57,072	54,420	4.87%
East	6,835	1.21%	6,559	4.21%	49,756	42,759	16.36%
Edgehill	3,002	0.53%	3,466	-13.39%	25,104	21,328	17.70%
Edmondson Pike	28,682	5.06%	30,580	-6.21%	207,537	205,353	1.06%
Goodlettsville	13,151	2.32%	13,520	-2.73%	99,313	93,672	6.02%
Green Hills	40,776	7.20%	39,079	4.34%	276,097	278,352	-0.81%
Hadley Park	2,002	0.35%	2,002	0.00%	14,814	12,997	13.98%
Equal Access	299	0.05%	259	15.44%	2,044	1,911	6.96%
Hermitage	25,639	4.53%	17,194	49.12%	183,446	172,791	6.17%
Inglewood	10,321	1.82%	11,001	-6.18%	74,420	69,982	6.34%
Looby	2,393	0.42%	2,615	-8.49%	19,612	17,517	11.96%
Madison	12,119	2.14%	9,671	25.31%	88,520	78,616	12.60%
Main	42,985	7.59%	45,171	-4.84%	288,729	305,859	-5.60%
North	2,493	0.44%	2,305	8.16%	18,902	15,367	23.00%
Old Hickory	4,648	0.82%	5,229	-11.11%	35,749	33,625	6.32%
Pruitt	1,412	0.25%	1,743	-18.99%	11,974	10,618	12.77%
Richland Park	13,261	2.34%	12,952	2.39%	97,227	88,945	9.31%
Southeast	13,541	2.39%	14,901	-9.13%	103,539	108,092	-4.21%
Thompson Lane	6,319	1.12%	6,773	-6.70%	46,887	48,347	-3.02%
Watkins Park	1,076	0.19%	369	191.60%	9,065	6,191	46.42%
eMedia	300,317	53.01%	250,317	19.97%	1,860,356	1,540,265	20.78%
Talking Library	-	0.00%	1	-100.00%	52	14	271.43%
NPL Total	566,534		522,925	8.34%	3,825,838	3,478,429	9.99%



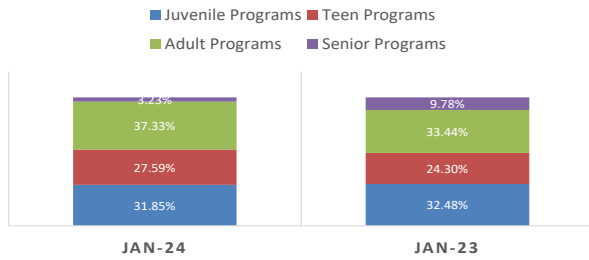
Statistical Summary – February 20, 2024
Nashville Public Library

January Programming Data

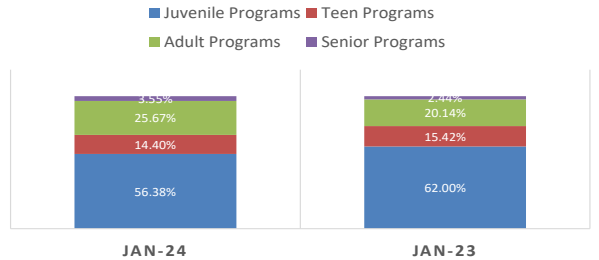
Programming	Jan-24		Jan-23		% Change 2022-2023
	Jan-24	Jan-23	Jan-24	Jan-23	
Juvenile Programs	404	405			-0.25%
Teen Programs	350	303			15.51%
Adult Programs	474	417			13.55%
Senior Programs	41	122			-66.39%
Total Programs	1,269	1,247			1.72%
	Jan-24	Jan-23	Change		
Juvenile Programs	12,936	14,387			-10.09%
Teen Programs	3,303	3,577			-7.66%
Adult Programs	5,890	4,673			26.04%
Senior Programs	814	567			43.56%
Total Attendance	22,943	23,204			-1.12%

Programming	Jan-24		Jan-23		% Change 2022-2023
	Jan-24	Jan-23	Jan-24	Jan-23	
In Person	1,049	1,023			2.54%
Outreach	171	203			-16.01%
Virtual	49	21			133.33%
Total Programs	1,269	1,247			1.72%
	Jan-24	Jan-23	% Change 2022-2023		
In Person	18,457	17,727			4.12%
Outreach	3,799	5,235			-27.43%
Virtual	687	242			183.88%
Total Attendance	22,943	23,204			-1.12%

PROGRAMS BY AGE GROUP



PROGRAM ATTENDANCE BY AGE GROUP



MONTH - January 2024

	One-on-One Appointments	
	NUMBER	HOURS
ARCHIVES	3	6
BELLEVUE	0	0
BORDEAUX	1	1
DONELSON	18	10.5
EAST	5	5
EDGEHILL	0	0
EDMONDSON PIKE	0	0
GOODLETTSVILLE	9	9.5
GREEN HILLS	0	0
HADLEY PARK	0	0
HERMITAGE	12	20
INGLEWOOD	0	0
LOOBY	21	9
MADISON	5	2.5
MAIN - Adult Svcs	16	8
MAIN - Children Svcs	0	0
MAIN - Digital Inclusion	54	27
MAIN - LSDHH/Equa	3	3
MAIN - Teen Svcs	0	0
MAIN - Special Coll.	0	0
NORTH	24	15
OLD HICKORY	0	0
PRUITT	0	0
RICHLAND PARK	0	0
SOUTHEAST	21	13.5
THOMPSON LANE	5	5
WATKINS PARK	0	0
TOTALS	197	135

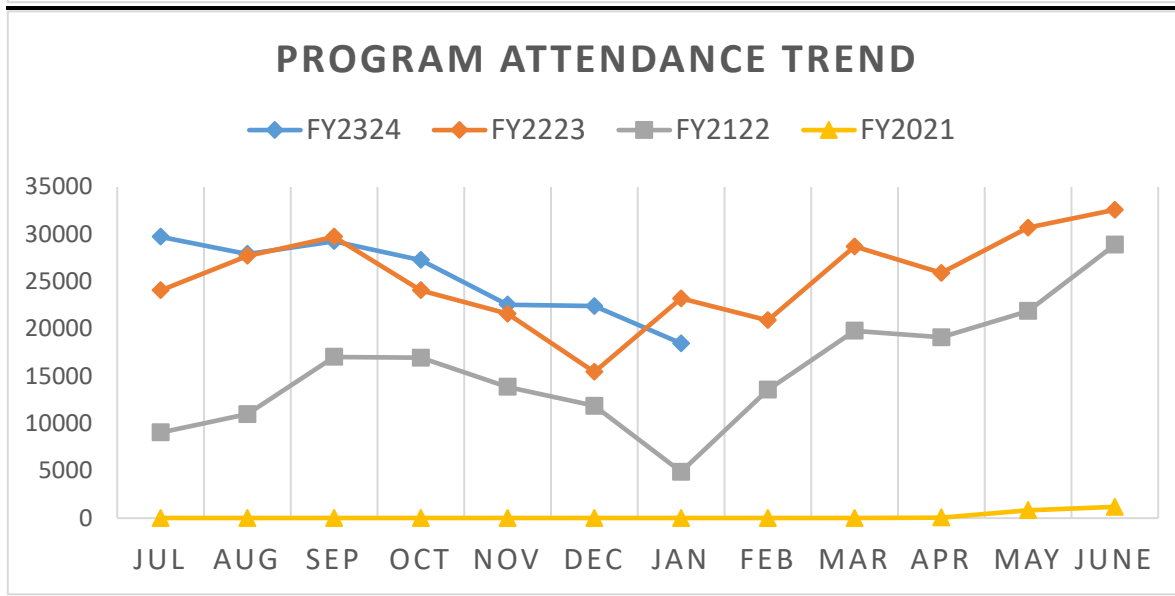
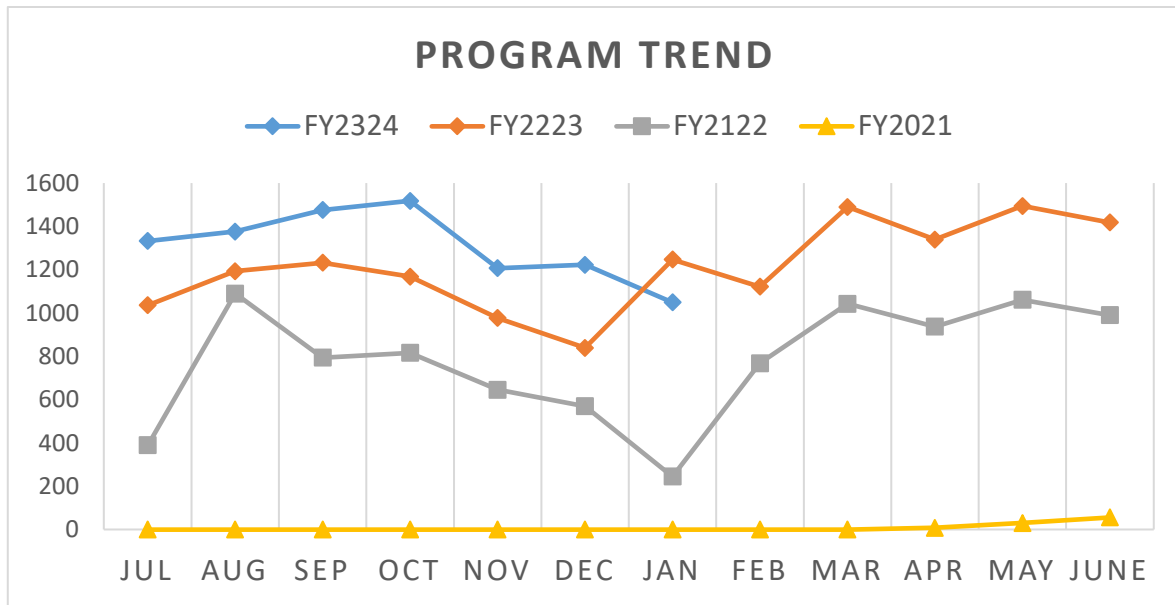
Statistical Summary – February 20, 2024
Nashville Public Library

Library Programming	Location Totals								Programs by Age Group							
	Library		Outreach		Virtual		Totals		Juv		Teen		Adult		Senior	
	NO.	AUD.	NO.	AUD.	NO.	AUD.	No.	Aud.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.
ARCHIVES	0	0	1	32	0	0	1	32	0	0	0	0	1	32	0	0
BELLEVUE	5	49	1	8	2	12	8	69	0	0	0	0	7	52	1	17
BORDEAUX	53	851	1	50	0	0	54	901	13	134	30	333	6	28	5	406
BBTL (Bringing Bks to	3	71	45	966	32	144	80	1,181	44	958	0	0	36	223	0	0
BBTL (Adult Literacy)	0	0	2	22	0	0	2	22	0	0	0	0	2	22	0	0
DONELSON	20	301	7	87	0	0	27	388	10	274	1	13	16	101	0	0
EAST	54	774	4	280	0	0	58	1,054	16	418	42	636	0	0	0	0
EDGEHILL	22	167	1	25	0	0	23	192	21	165	0	0	2	27	0	0
EDMONDSON PIKE	73	1,082	1	32	0	0	74	1,114	25	915	22	45	27	154	0	0
GOODETTSVILLE	36	413	32	0	1	15	69	428	10	178	8	86	50	161	1	3
GREEN HILLS	67	1,806	0	0	2	7	69	1,813	22	909	24	724	18	157	5	23
HADLEY PARK	21	59	10	127	0	0	31	186	16	81	0	0	15	105	0	0
HERMITAGE	41	752	3	32	2	105	46	889	20	552	5	72	19	242	2	23
INGLEWOOD	26	429	0	0	2	7	28	436	15	347	0	0	13	89	0	0
LOOBY	14	74	1	10	0	0	15	84	9	47	0	0	6	37	0	0
MADISON	45	592	2	70	0	0	47	662	20	490	13	106	10	54	4	12
MAIN - Adult Svcs	181	1,032	1	20	1	7	183	1,059	0	0	0	0	183	1,059	0	0
MAIN - Children Svcs	31	1,110	3	32	2	24	36	1,166	36	1,166	0	0	0	0	0	0
MAIN - Digital Inclusion	0	0	15	117	0	0	15	117	0	0	0	0	0	0	15	117
MAIN - LSDHH/Equal	0	0	1	16	0	0	1	16	0	0	1	16	0	0	0	0
MAIN - Puppet Truck	0	0	16	1,407	0	0	16	1,407	15	1,384	0	0	1	23	0	0
MAIN - Special Coll.	14	316	0	0	0	0	14	316	1	30	1	15	12	271	0	0
MAIN - Studio NPL	136	562	8	135	0	0	144	697	0	0	143	668	1	29	0	0
MAIN - Teen Svcs	20	193	4	57	0	0	24	250	0	0	24	250	0	0	0	0
MAIN - Wishing Chair	20	1987	0	0	2	181	22	2168	22	2168	0	0	0	0	0	0
NORTH	17	86	0	0	0	0	17	86	11	64	0	0	6	22	0	0
OLD HICKORY	15	229	0	0	0	0	15	229	9	192	6	37	0	0	0	0
PRUITT	34	4040	3	60	2	160	39	4260	23	1305	0	0	10	2760	6	195
RICHLAND PARK	18	663	2	33	0	0	20	696	12	620	1	1	6	61	1	14
SOUTHEAST	66	655	4	111	1	25	71	791	24	415	24	244	22	128	1	4
THOMPSON LANE	12	94	3	70	0	0	15	164	8	111	2	0	5	53	0	0
WATKINS PARK	5	70	0	0	0	0	5	70	2	13	3	57	0	0	0	0
TOTALS	1,049	18,457	171	3,799	49	687	1,269	22,943	404	12,936	350	3,303	474	5,890	41	814

Library Programming	Location Totals								Programs by Age Group							
	Library		Outreach		Virtual		Totals		Juv		Teen		Adult		Senior	
	NO.	AUD.	NO.	AUD.	NO.	AUD.	No.	Aud.	NO.	AUD.	NO.	AUD.	NO.	AUD.	NO.	AUD.
ARCHIVES	0	0	1	32	0	0	1	32	0	0	0	0	1	32	0	0
MAIN - Adult Svcs	181	1,032	1	20	1	7	183	1,059	0	0	0	0	183	1,059	0	0
MAIN - Children Svcs	31	1,110	3	32	2	24	36	1,166	36	1,166	0	0	0	0	0	0
MAIN - LSDHH/Equal	0	0	1	16	0	0	1	16	0	0	1	16	0	0	0	0
MAIN - Special Coll.	14	316	0	0	0	0	14	316	1	30	1	15	12	271	0	0
MAIN - Studio NPL	136	562	8	135	0	0	144	697	0	0	143	668	1	29	0	0
MAIN - Teen Svcs	20	193	4	57	0	0	24	250	0	0	24	250	0	0	0	0
MAIN - Wishing Chair	20	1987	0	0	2	181	22	2168	22	2168	0	0	0	0	0	0
TOTALS	402	5,200	18	292	5	212	425	5,704	59	3,364	169	949	197	1,391	0	0

*MN includes Studio and Wishing Chair, which hosts outreach events at other locations.

Statistical Summary – February 20, 2024
Nashville Public Library



Financial – February 20, 2024

Nashville Public Library

2/2/2024	Appropriations	Encumbered (current)	Spent (cumulative)	Free Balance	Committed (cumulative)	% Committed
Metro-4% Funds	\$ 3,668,609.20	\$ 104,014.81	\$ 1,672,959.45	\$ 1,891,634.94	\$ 1,776,974.26	48.44%
Foundation	\$ 668,328.56	\$ 30.76	\$ 675.55	\$ 667,622.25	\$ 706.31	0.11%
Subscriptions	\$ 197,800.00	\$ -	\$ 77,867.00	\$ 119,933.00	\$ 77,867.00	39.37%
Grants	\$ 730,500.00	\$ 32,010.25	\$ 552,881.26	\$ 145,608.49	\$ 584,891.51	80.07%
Donelson ODC	\$ 100,000.00	\$ 12,498.14	\$ 26,617.64	\$ 60,884.22	\$ 39,115.78	39.12%
	\$ 5,365,237.76	\$ 148,553.96	\$ 2,331,000.90	\$ 2,885,682.90	\$ 2,479,554.86	46.22%

Personnel Summary/HR – February 20, 2024

Nashville Public Library

2023 New Hires

<u>Name</u>	<u>Classification</u>	<u>Hire Date</u>	<u>Location</u>
Patirica Fuqua	Security Guard	1/8/2024	Security
Michael Shumate	Security Guard	1/8/2024	Security
Valinda Osborne	Office Support Spec 2	1/8/2024	Finance(trans from Wa
Abigail Buelsing	Circulation Assistant	1/22/2024	Donelson
Kristofer Cagle	IS Media Tech 1	1/22/2024	Prod Services

2023 Promotions

<u>Name</u>	<u>Classification</u>	<u>Promotion Date</u>	<u>Location</u>
Cara Reddington-Kinc	Librarian 1	1/8/2024	Southeast
Kyle Yadlosky	Application Tech 1	1/8/2024	Limitless Lib
Marcia Fenn	Circulation Supervisor	1/8/2024	Donelson
Lauren Hampton	Librarian 1	1/8/2024	Green Hills
Joy Porter	Librarian 1	1/8/2024	Main-Ref
Gabi Crain	Librarian 1	1/22/2024	Green Hills

2023 Resignations

<u>Name</u>	<u>Classification</u>	<u>Resignation Date</u>	<u>Location</u>
Amy Thompson	Librarian 1	1/3/2024	Goodlettsville
Jude Romines	Program Spec 2	1/18/2024	Southeast
Brittany Gillespie	Program Spec 2	1/23/2024	Edmondson Pike

Personnel Summary/Vacancy – February 20, 2024
Nashville Public Library

NPL Vacancies as of 01/31/2024

	Division / Branch	Title	Grade	Name	FPS	FTE	Date Vacant	Notes
1	CONF CNTR	ADMIN SVCS OFFICER 2	OR01	VACANT (COLLINS, D)	F	1.00	7/14/23	
2	DIRECTOR	ADMINISTRATIVE SPECIALIST	ST11	VACANT (PHOUTHAVONG EVANS, M)	F	1.00	12/12/22	Posted
3	OP & MAIN-MN	BLDG MAINT MECH	TG13	VACANT - NEW	F	1.00	7/1/22	Reposted
4	OP & MAIN-MN	BLDG MAINT MECH	TG13	VACANT (ISLAM, M)	F	1.00	11/14/22	Reposted
5	BORDX	CIRCULATION ASST	ST05	VACANT (MCALISTER, M)	F	1.00	1/22/24	Reposted
6	BORDX	CIRCULATION ASST	ST05	VACANT (YEPREM, D)	F	1.00	10/30/23	Reposted
7	DONELS	CIRCULATION ASST	ST05	VACANT - NEW	F	1.00	1/1/24	Reposted
8	EDGH	CIRCULATION ASST	ST05	VACANT (MILLER, K)	F	1.00	9/16/23	Reposted
9	WATKINS	CIRCULATION ASST	ST05	VACANT (HEAD, O)	F	1.00	10/30/23	Reposted
10	OP & MAIN-BR	CUSTODIAN - Branch	TG07	VACANT (BERTOLDI, L)	F	1.00	7/24/23	
11	OP & MAIN-BR	CUSTODIAN - Branch	TG07	VACANT (RIZAL, G)	F	1.00	12/7/23	
12	OP & MAIN-MN	CUSTODIAN - Main	TG07	VACANT (PAISLEY, W)	F	1.00	7/17/23	
13	ADMIN SVCS	FINANCE OFFICER	OR04	VACANT - NEW	F	1.00	7/1/22	
14	TALKING	INFO SYSTEMS MEDIA TECH 1	OR02	VACANT - NEW	P	0.49	7/1/22	
15	ED PIKE	LIBRARIAN 1	ST09	VACANT (DELANEY, R)	F	1.00	6/1/22	
16	GOOD	LIBRARIAN 1	ST09	VACANT (THOMPSON, A)	F	1.00	1/3/24	
17	REF	LIBRARIAN 1	ST09	VACANT (BARRETT, M)	F	1.00	9/30/22	
18	RICH PK	LIBRARIAN 1	ST09	VACANT (STRAHAN, C)	F	1.00	1/8/24	
19	BORDX	LIBRARIAN 2	ST10	VACANT (PIPER, E)	F	1.00	9/18/23	
20	DONELS	LIBRARIAN 2	ST10	VACANT - NEW	F	1.00	1/1/24	
21	DONELS	LIBRARIAN 2	ST10	VACANT - NEW	F	1.00	1/1/24	
22	DONELS	LIBRARIAN 2	ST10	VACANT - NEW	F	1.00	1/1/24	
23	ED PIKE	LIBRARIAN 2	ST10	VACANT (WALKER, A)	F	1.00	9/18/23	
24	CHILD	LIBRARY ASSOC	ST06	VACANT (REDDINGTON-KINCAID, C)	F	1.00	1/8/24	
25	ED PIKE	LIBRARY ASSOC	ST06	VACANT (FENN, M)	F	1.00	1/8/24	
26	HERM	LIBRARY ASSOC	ST06	VACANT (CROWDER, J)	F	1.00	8/2/23	
27	MADISON	LIBRARY ASSOC	ST06	VACANT (HAMPTON, L)	F	1.00	1/8/24	
28	OLD HICK	LIBRARY MGR 1	OR05	VACANT (L'EPLATTENIER, C)	F	1.00	12/15/23	Posted
29	BORDX	LIBRARY MGR 3	OR07	VACANT (HERLOCKER, A)	F	1.00	1/8/24	
30	DONELS	LIBRARY MGR 3	OR07	VACANT NEW - NEW	F	1.00	1/1/24	
31	ED PIKE	LIBRARY MGR 3	OR07	VACANT (YOUNGBLOOD, K)	F	1.00	8/24/23	
32	DONELS	LIBRARY PAGE	ST02	VACANT - NEW	P	0.49	1/1/24	
33	DONELS	LIBRARY PAGE	ST02	VACANT - NEW	P	0.49	1/1/24	
34	ED PIKE	LIBRARY PAGE	ST02	VACANT (BOTTEI, M)	P	0.49	7/10/23	
35	GOOD	LIBRARY PAGE	ST02	VACANT (OLEAS, F)	P	0.49	8/12/23	
36	HERM	LIBRARY PAGE	ST02	VACANT (COOPER, J)	P	0.49	8/14/23	
37	MADISON	LIBRARY PAGE	ST02	VACANT (MOORES, A)	P	0.49	8/21/23	
38	ED PIKE	LIBRARY PAGE	ST02	VACANT (SCHAUMBERG, S)	P	0.49	11/14/23	
39	TECH SVCS	OFFICE SUPPORT REP SR	ST06	VACANT (YADLOSKY, K)	F	1.00	1/8/24	
40	HR IMP	PROGRAM MGR 2	OR06	VACANT - NEW	F	1.00	7/1/23	
41	DONELS	PROGRAM SPEC 2	OR01	VACANT NEW - NEW	F	1.00	1/1/24	
42	DONELS	PROGRAM SPEC 2	OR01	VACANT NEW - NEW	F	1.00	1/1/24	
43	DONELS	PROGRAM SPEC 2	OR01	VACANT NEW - NEW	F	1.00	1/1/24	
44	ED PIKE	PROGRAM SPEC 2	OR01	VACANT (GILLESPIE, B)	F	1.00	1/23/24	
45	HR IMP	PROGRAM SPEC 2	OR01	VACANT - NEW	F	1.00	7/1/22	
46	NORTH	PROGRAM SPEC 2	OR01	VACANT (CRAIN, G)	F	1.00	1/22/24	
47	NORTH	PROGRAM SPEC 2	OR01	VACANT (SPRINGER JR., P)	F	1.00	1/22/24	
48	SE	PROGRAM SPEC 2	OR01	VACANT (ROMINES, J)	F	1.00	1/18/24	
49	SECURITY	SECURITY GUARD	ST06	VACANT (CLENEDENING, D)	F	1.00	7/10/23	Reposted
50	SECURITY	SECURITY GUARD	ST06	VACANT (CONGIOLOSO, D)	F	1.00	7/22/23	Reposted
51	SECURITY	SECURITY GUARD	ST06	VACANT (MADU, O)	F	1.00	4/17/23	Reposted
52	ED & LIT	PROGRAM SPEC 2	OR01	VACANT - NPLF (Adult Lit Specialist)	F	1.00	7/1/22	Grant funded
53	WISH CHAIR	LIB PERFORMING ARTIST	ST07	VACANT (BOLEK, S)	P	0.49	4/27/23	Grant funded
54	ARCH/SPEC	PROGRAM COORDINATOR	OR02	VACANT (HIX, K)	P	0.65	12/6/23	Grant funded

NOTE: Number includes new Donelson positions that are available to fill in January 2024

Brief Area Updates – February 20, 2024

Nashville Public Library

ADMINISTRATIVE SERVICES

Safety & Security: January 2024

January 2024 Safety and Security Month end report

No afterhours events were held in January that required Security Coverage.

Library was closed the week of January 15 (MLK Day) then snow/ ice for the remainder of that week.

Two new Security guards started on January 8, 2024. A third Security Guard started on February 5, 2024.

Reminder notice was sent to all staff reminding them that Security phone numbers were changing on February 5, 2024.

East branch reported a fight between a group of teens and a parent struck a teen. NPL Library Security officer responded and 911 was called, but NPL Security arrived in about 20 minutes, but Metro Police responded 2 hours later.

The following week, I provide at least one NPL Security Officer Monday through Friday in case the fight continued into the next week after school. No other issue was report during that week.

East branch has been and will continue to be covered in the afternoons by an Allied guard. She was present on the Friday that the fight occurred but was more that she could handle.

Arrests were down from December's high amount.

NPL Security Guard position will be reposted to fill the remaining two open positions.

Total number of incident reports for the month of **January (46)** and related categories per incident report down from 61 incident reports in December:

Below is the number of incident Reports per Branch and then breakdown of each Branch:

NOTE: Each report could have one or more conduct violations, a safety or security concern, and an injury or accident associated with the report which could or could not result in a suspension.

Number of Incident Reports per Branch			
Bordeaux Branch	1	Madison Branch	5
East Branch	3	Main Library	25
Edgehill Branch	1	Old Hickory Branch	2
Green Hills Branch	1	Southeast Branch	5
Hadley Park Branch	2	Thompson Lane Branch	1
		Total	46

East Branch	3	Bordeaux Branch	1
Conduct or Rule Violation	5	Injury or Accident	2
Suspensions	2	Main Library	25
Edgehill Branch	1	Conduct or Rule Violation	36
Conduct or Rule Violation	2	Injury or Accident	13
Suspensions	1	Suspensions	21
Green Hills Branch	1	Old Hickory Branch	2
Conduct or Rule Violation	1	Conduct or Rule Violation	10
Hadley Park Branch	2	Suspensions	2
Conduct or Rule Violation	1	Southeast Branch	5
Suspensions	1	Conduct or Rule Violation	5
Madison Branch	5	Injury or Accident	4
Conduct or Rule Violation	4	Safety or Security Incident	2
Injury or Accident	6	Suspensions	2
Safety or Security Incident	2	Thompson Lane Branch	1
Suspensions	1	Safety or Security Incident	1

Number of Injury or Accident and Safety or Security Incidents			
911 for assistance	6	Patron Property Theft	2
Ambulance	8	Police called	1
Illness / Accident	4	Police Report Filed	2
Medical	6		
Non-Emergency	1		

Number of Conduct or Rule Violations					
#1	2	#9	2	#17	11
#2		#10	1	#18	3
#3	3	#11		#19	12
#4	2	#12		#20	4
#5	2	#13	2	#21	5
#6	2	#14		#22	
#7		#15	5	#23	1
#8	4	#16	3		

Suspensions	30
30 days	16
365 days	14

Delivery: January 2024

Main:

- We received 426 incoming UPS packages and sent 28 packages UPS GROUND.
- There were 116 overnight packages received from FedEx, DHL, etc.
- We received 92 inserts of mail from the United States Post Office, and we sent 54 inserts of mail to Metro Mail for postage.
- There were 44 special deliveries from [Ricoh](#), [Supply Room](#), [Firefly](#), [Amazon](#), etc.

Branches:

- We moved: 4,929 hold bins (157,728 items)
3,411 non-hold bins (109,152 items)
1,312 Circulation/Main bins (41,984 items).

Total of 9,652 bins moved.

Total item count of 308,864.

An average of 603 bins and **19,304** items moved per day.

13 skids were sent to Pratt Industries for book recycling.

6 skids were sent to BWB.

Daily Complete Percentage:

Holds 16 of 16 days for 100% in January.

Facilities Maintenance: January 2024

Tamis work order report shows 280 work requests, 249 completed, 31 still active with an 89% completion rate for the month of January.

January 1st - January 31st 2024					
Craft	Month	Total # Work Orders	# Completed	# Active	Completion %
None Entered	January 2024	5	0	5	0%
Administration	January 2024	2	0	2	0%
Branch Custodial Services	January 2024	89	86	3	97%
Canceled	January 2024	1	1	0	100%
Contractor	January 2024	4	0	4	0%
Grounds	January 2024	12	12	0	100%
Maintenance	January 2024	167	150	17	90%
		Quantity 280	Completed 249	Active 31	Completion % 89%

January Maintenance monthly report 2024:

150 work orders got completed with 3 employees.

Old Hickory downstairs lights upgraded to LED.

BRANCH SERVICES

- Under the direction of team lead Shelly Bryson-De Los Santos, the Bordeaux Festival of Lights attracted 110 attendees. Patrons were treated to a holiday crafts, snacks, and activities culminating with our holiday tree lighting to end the night! Community representatives from TSU Cooperative Extension, Metro Nashville Police Department, and Regions Bank joined in the festivities. Children’s department staff (along with Temp circulation assistant Destinee Garrison) decorated, staffed a holiday STEAM themed craft table, and provided crowd control for the delightful merriment of Festival of Lights 2023! Prince’s Hot Chicken and Associated Children’s Dentistry donated money and food. Kay Kirkpatrick donated decorations. We had a volunteer, as well, from volunteer services.



- Excitement builds as New Donelson is set to open soon. Staff displayed schematics and designs for patrons to get a feel for how the new library will look.



- During their 2-week closure, Looby staff were able to cover at 5 different locations over 9 days for a total of 24 shifts! This was a great opportunity to meet new staff and community members as well as see how other branches function. Other locations included: Bordeaux, Edgehill, Watkins Park, Thompson Lane, and Southeast.
- After having the Blessing Tree up, Edmondson Pike staff went to present the presents collected to seniors at American House Brentwood.





- Hermitage’s Beads & Baubles Workshop was a hit for adults, teens, and older children. Children’s Librarian Emily Bland and Adult Services Program Specialist Emma Majors teamed up to plan and present this first-time event. 56 community members of all ages attended. One mother said she got her teen to participate: “an amazing feat.” Multiple people commented on how much they enjoyed the program.

- Angela Brady and Liz Coleman met to move forward with the Passport Agent project. They are identifying staff members who are interested in becoming acceptance agents and are creating a pilot project at Southeast and Main. These locations will be able to accept passport applications and forward them on to a regional facility where they will be processed!

- MDHA with Tennessee Justice Center held the Second Annual Community Award Event. The Oracle Award 2023 was presented to Dr. Raymond Kinzounza for serving as helper, influencer, wise counselor, and friend to the entire Napier-Sudekum Community.
- At Thompson Lane, an impromptu tea party has led to a regular patron donating a kettle in the hopes of teatime becoming a regular occurrence.



COLLECTIONS & TECHNOLOGY

Shared Systems

- NPL was closed the 3rd week of January due to inclement weather. The entire Shared Systems team worked full days from home during this time, ensuring patron access to digital material and supporting the closures and re-openings.
- Jenny Lane and Jenny Ellis met with Sandy Cohen in Library Services for Deaf and Hard of Hearing LSDHH about her retirement and our plans to take over management of the LSDHH website. We discussed budgeting and site requirements. Sandy will budget at least \$35,000 for website maintenance over the upcoming fiscal year.
- Team met with web support and development vendor Net Tango to onboard, fix local environments and begin using their ticketing system, Bugherd.
- Kate Wingate, James Staub and Jenny Lane visited Robertson Academy for the Gifted Library along with Connie Sharp of MNPS Library Services, to develop a plan with their administrator and librarian to move their collection into our ILS and create a discovery layer that would make their collection accessible.
- Bryan Jones has been working on migrating test data from CarlX to an instance of Koha. This project was setback when the mariadb database broke. He is working on repair and restoration. We will need to manually resize disks on the Debian box.
- Jenny Ellis and Kyle Cook met with NECAT staff to review their newly rebuilt website on the new host, Pantheon. Takeaways: NECAT needs to send the web team some info and clean up some metadata. Web team must make a few updates to content, improve calendar, make PDF forms fillable and ADA compliant, ensure equipment booking in LibCal along with some other features like kit building requests.
- Jenny Lane has been serving on various panels for the Materials Management team's RFPs, including evaluating products and vendor demos.
- Jenny Ellis and Kyle Cook have been adding Spanish and Arabic translations to content types and finding and noting or fixing bugs. They have supplied our new web development vendor, Net Tango, with related tickets to work on throughout February.
- Jenny Lane worked with the ILS vendor, TLC, and the circulation committee to move the timeframe for patron expiration notifications from 30 to 10 days.
- Jenny Lane worked with the patron registration vendor, Patron Point, and the circulation committee to limit the number of rejected applications of patrons using the apply without verification form by having the vendor accept or reject based only on whether the city given in the address is within our service area. This should improve service at the desk and lessen the amount of time staff spend trying to fix errors.
- Kate Wingate and James Staub visited Julia Green, Hattie Cotton and Crieve Hall elementary schools and met with the librarians there. They troubleshot issues, did some training, tested the systems, and collected feedback and development requests.
- Bryan Jones upgraded Aspen to 24.01.

- Jenny Ellis worked with Marian Christmon on the Affordable Connectivity Program closure, including what information to put on the website, etc. Shared Systems plan is to leave information about the defunct program up through May at least.
- The team has been working with ensure smooth closures of various branches in January, including Bellevue and Edgehill.
- Bryan Jones set up the new Limitless Libraries accounts and invoicing staffer with SQL access and training.
- Bryan Jones documented the certificate renewal process, CIRCLL troubleshooting, and more during his weekly documentation meeting with James Staub.
- Authentication team (Jones, Staub, Cook) fixed ABC-Clio access and restored LinkedIn Learning.
- As always, the team has been working to promote daily library operations by:
 - Working with front line staff to ensure access to systems.
 - Running a help desk for MNPS librarians
 - Providing NPL staff with reports and statistics.
 - Regular retrieval, edits and sideloads of new digital marc records into catalog to provide access to new acquisitions and remove metered-access items whose licenses have expired.
 - Keeping the events calendar up to date with the latest online happenings.
 - Improving system(s) usability with development, testing and planning features.
 - Patron and item data cleanup and quality assurance.

NECAT

January Quick View

1/2 Studio Diagrams updated
 1/3 Production 1 (15 People)
 1/10 Eric & Sam EPPR completed
 1/21 Green Screen & Lighting (4 People)
 1/25-26 Production 2 (15 People)
 1/25 Sam Orientation completed
 1/31 Friends Life Visit
 1/31 New Website Meeting with Ellis

February 2024 Upcoming

2/1 Chinese New Year Gear Check
 2/3 Production 1 Class
 2/6 Cameron NPT CAB Meeting
 2/7 Chinese New Year All Hands at Main

2/10 Chinese New Year at Centennial Park

2/11 Audio Class

2/12 Lets Play Games

2/19 Presidents Day

2/27 Hannah Gerst Tabletop Show

Membership

New Members	9
People in Production 1	15
People in Production 2	15
People in Specialty Class	4
Equipment Checkouts	1

Studio Usage

	Blocks Booked	Time in Hours
Producer Led Productions	22	110
NECAT Productions/Staff working Days	6	30
Meetings/Tours	1	1
Trainings	5	25
Editing Bay Usage	0	0
Holiday/Weather Closures	8	40
Cancelations	2	10

Kiosk Check-Ins

Reason	Number of People
Production	169
Class	49
Meeting	0
Tour	3

Event	0
Editing	0
Other	6
Total	227

Network Content

NPL Programming Run Time	13698.9 Minutes
MTSU Programming Run Time	7227.08 Minutes
New First Run Programs	3
New First Run Episodes	94
New NPL Carousel Bulletins	2
New Carousel Bulletins	3

Collections

- Noel and the Materials Management team worked on updating the Library’s Collection Development Policy, the Request for Reconsideration form, a customer information sheet to accompany the Request for Reconsideration packet and staff instructions for handling these requests.
- Noel met with Cumberland River Compact to finalize the Nature Kit designs and components. Kits should be ready by April.
- Noel met with Procurement and worked on several ongoing projects, including Book Distributor, eMusic, eBooks and eAudiobooks and ComicsPlus RFPs.
- Ben posted two collection spotlights: *National Hobby Month, Cozy and Content*.
- Beth posted two Collection Spotlights: *New Year, New Editions: Re-Issues; National Soup Month*.
- Beth also conducted research on Banned Books for NPL’s Marketing dept. and joined the new version of Aspen Testers Group, made up of staff volunteers.
- Joanna ordered materials to refresh three Curriculum Kits with the help of Susan Poulter.
- Collection Development Librarians continued to select materials for the new Donelson Branch Library.
- Collection Development Librarians responded to a total of **715 material requests** in PIKA and LibAnswers from staff and library customers.
- Amanda helped facilitate a statewide TNShare Webinar on “Getting to Know Each Other” and posted two blogs: *New Creativity in the New Year, Book from a Podcast*.

- Susan prepared and recorded 5 podcasts: *Prince Vivien and the Princess Placida*; *The Thanksgiving of the Wazir*; *The Steel Cane*; *The Prince Ahmed and the Fairy Paribanou*; and *The Three Brothers*.

Meetings/Webinars Attended:

- Internal: Materials Management Committee, Children’s Services meeting, Circulation Committee, Procedures Review Committee, Procurement RFP meetings, HR Workplace Culture Training with Mat Management Staff; Materials Management Committee; Collection Development Huddle
- External: Nature Kits mtg with Cumberland River Compact, Booklist: Award-Winning Illustrators, ALMA Book Buzz, New Year, Balanced Life, Hachette Spring/Summer 2024 Preview, TNShare Resource Sharing Committee, Enrich the value of your OCLC services with the Community Center, New Projects in CDL form NYU and Internet Archive, Inclusive and Ethical AI for Libraries.

Materials Management Statistical Report Jan, 2024

Jan New Circulation		
User category	# of Unique Users	Items checked out
Digital	46,473	300,317
Physical	21,231	150,571*
Totals =	67,704	450,888
Jan New Acquisitions		
Format	Copies added	
Digital	7,128	
Physical	4,850	
Totals =	11,978	

*Physical checkout statistics do not include renewals as this report is used by Material Services to determine the demand for content, not how long customers want to borrow the content.

Production Services

Production services provided AV support for 28 requests around the Nashville Public Library system.

Breakdown:

- 13 Conference Center events with AV support
- 2 Satellite & Branch events
- 4 Podcast Studio sessions
- 2 Hybrid meetings facilitated
- 1 Filming session (Lets Play Games)
- 6 Maintenance visits (Looby HDMI, CR1A Floorbox, EP Projector Bulb, EP Teen TV, SCC Projector, Hermitage AV system)

➤ **NPLU Filming Schedule**

- 3 Videos Recorded for staff (all Let’s Play Games)

- Completed edits for 8 videos
- Published 4 videos on NPL Universe.
- 0 Livestreams in January
- **NPLU Stats**
 - Recorded 4 New episodes Family Folktales & Just Listen. Completed edits for 2 episodes.
 - Published 6 episodes. 2 for All Things Eerie. 3 for Family Folktales. 1 for Truth B Told
- **Podcasts**
 - Recorded 4 New episodes Family Folktales & Just Listen. Completed edits for 2 episodes.
 - Published 6 episodes. 2 for All Things Eerie. 3 for Family Folktales. 1 for Truth B Told
- **Captioning Data**
 - Number of videos completed: 4 (1 more in progress - the second director day, which is super long)
 - Total time captioned: 10:20:20 (10 hours, 20 minutes, and 20 seconds)
- **Production Services Highlights**
 - New Production Tech, Kris Cagle, started on January 22nd. He has easily taken to the Conference Center and is in training to handle podcast recording and editing.
 - Successfully cleaned out and re-organized Auditorium Storage Room.
 - Hannah cataloged and labeled all in-use production equipment and adapters.
 - Kris tested all in-use audio cables.
 - Kris and Forrest ran test hybrid session with new Owl Labs device. Setting up Hybrid meetings will now have a fiscally viable small-medium option, that is automated.
 - 8 production events were canceled due to 1/14-1/22 snowstorm.

Technology

- ❖ Branch Computer Maintenance/Updates
 - Power Cycle Computers / Test Logins - [Ongoing](#)
 - Verify monthly update installation - [Ongoing](#)
 - Verify network connectivity / domain presence – [Ongoing](#)
- ❖ **Security Camera - Additions**
 - Edgehill – Quoted – Approved – Complete
 - Looby – Quoted – Approved – Installation 2/2/24
 - Hermitage – Quoted – Approved – Installation 4/15/24
 - Goodlettsville – Quoted – Approved – Installation 3/25/24
 - Inglewood – Quoted – Approved – Installation 4/1/24

❖ **Server Replacements**

- Main Camera servers – Replaced 3 servers, upgraded to new version of Milestone, built new camera/security database – Complete
- Envisionware servers – Replaced print server and Reservation Client – Complete

❖ **Library – Renovations - Bellevue**

- Remove Staff & Public Computers – Complete
- Inspect floor boxes & network jacks – Complete

❖ **New Donelson**

- Equipment Needs
 - Security Cameras & Server Ordered
 - Plan/Evaluation Computer Equipment Needs Staff/Public
 - AV Equipment Ordered

❖ **AAM Print Allocation Database**

- **Print Allocation is not renewing**
 - Troubleshoot application - Complete
 - Examine & Test SQL Database – Complete

❖ **INK**

1. Completed

- Converted document format for the NPL Policies library.
- Restructuring and addition of Office Supply Vendors to conform with new Metro standards.
- Created new space for Limitless Libraries documentation.
- Restructuring of the Office Supply workflow to resolve an error issue.

1. Current

- Reworking the Staff Printer Access Program to comply with the new version of Outlook.
- Continuing to simplify current site by removing unused/unnecessary data.
- Researching the creation an announcement feature on the “modern” site.

Correcting NPL Announcement document attachment error on INK

EDUCATION & LITERACY

Adult Literacy at NPL – Jamil Sameen

Adult Literacy created two new iPad mobile labs by purchasing 20 iPads. Adult educators and adult learners will use these mobile labs; this will help our partners to be more equipped with technology and devices to serve adult learners.

Adult Literacy scheduled the 2024 Adult Education Spring Summit and decided to host the event in the Main library conference spaces on May 16th, 2024. During the event the Adult Educator of the Year will be announced. The nomination for the Adult Educator of the Year began in January and is currently open until February 7th. The Adult Educator of the Year Award is to recognize educators making significant impact in our community.

Adult Literacy is accepting nominations for adult education agency staff to engage in workforce development training. This professional development training will enable the organization's staff to better service the adult learners in the term of placement and career advancement.

The mobile laptop labs served 41 people in January. Adult Literacy staff continue to offer digital computer skills to their students and staff; class attendees continue to express their gratitude for learning new skills about digital world. In January, 33 new NPL cards were issued to students. Adult Literacy staff continue to reach out to various partners and promote HiSET prep service. NashvilleHelps.com received 18 requests in January.

Adult Literacy staff continue to contribute to the GOAL collective and are exploring co-hosting a learning conference for adult learners in early FY25.

Staff attended the Coalition for Better Future for Southeast Nashville monthly meeting to discuss supporting individuals in south Nashville.

Bringing Books to Life! – Liz Atack

In January, BBTL led 80 programs with 1,181 in attendance. 44 programs were story times, including more interactive *Holidays Around the World* story times and story times for *Lorraine, the Girl Who Sang the Storm Away* (BBTL's puppet show theme for January – June 2024). As an example of the many ways to tell stories using props, Family Literacy Program Specialist Caroline Cronin created a paper maché tree filled with shiny objects to use in her story times.

29 programs were COACH sessions— either workshops or coaching sessions for families. COACH began a new cohort based at the Madison Library. Both Language/ Literacy and Wellness participants (the study has two arms – language/ literacy and wellness) are based at the library. So far, the participants have been very engaged.

BBTL onboarded another new partner site: Little Wonders Early Learning Center's new location in West Nashville!

Marie Preptit, BBTL program coordinator, presented on Bringing Books to Life to the Fred Rogers Educators Neighborhood Fellows mid-year convening. The Fellows are a learning cohort of educators from across the country who use Fred Rogers' work as inspiration. Marie is one of the 2023 – 2024 fellows.

BBTL presented its monthly teacher workshop, "Read it Again," to 26 educators. Attendees learned to use fun, intentional read aloud techniques with children of all ages. Two participants followed-up over e-mail to say how much they enjoyed the workshop:

"Thank you again for offering the BBL Session today! You and Marie shared such great ideas! It was fun too! The Picture Walk pointers were informative. Every section was helpful. I took lots of notes for reference. I also enjoyed knowing there are Lesson plan resources on the website for various book selections. These are great resources!" – Preschool Teacher

"That was one of the best workshops I have attended." – Infant/ Toddler Teacher

Parent workshops continue to be in-demand. Several "Building a Kindergartener" workshops have been scheduled for the spring. One parent from Hickman Elementary commented on a follow-up survey:

"These are such wonderful workshops. I love how they are delivered in parent friendly language with materials parents can get/use. So practical!"

Be Well – Bassam Habib

Be Well at NPL partnered with the Bordeaux, Looby, and Hadley Park branches to host a Senior Appreciation Day Health Fair at the Boardeaux branch. There were 350 people in attendance. Yoga, flu shots, wellness classes that included Qi Gong and lymphatic draining, COVID boosters, wellness checks, and bingo were all offered. Some of the partners and vendors included General Hospital, Humana, Meharry Medical College, Vanderbilt Health, Metro Public Health Department, Music City PrEp, Age Well TN, Brooklynn Heights Community Gardens, and Smile on 65.

Bassam Habib, Lana Boleyjack, and Kyle Barber have begun the development stage of the Your Mind Matters podcast. The first season is planned with its guests, topics, production and release dates.

Be Well is working with Studio NPL and NAZA on a Teen Mental Health Summit which will take place in April. This will include Sound Bath, Walking Meditations, and a Be Well Self-Love and Compassion Journal which will be given to the teens.

Bassam attended the "Providing Mental Health Information at Your Library" workshop led by NNLM.

Be Well is purchasing all the supplies and beginning construction on the Edmondson Pike Community Garden. The soil has been tested, the water lines are ready, and we are constructing the garden beds this weekend and the weekend of February 10th.

Despite the weather and the snow storms, Be Well participation numbers remained almost the same, especially for the yoga, meditation, and tai chi classes.

Digital Inclusion – Marian Christmon

Senior Tech Academy began at Metro Teachers Apartments with a morning and an afternoon class. This program is, also, an orientation for two part-time teachers hired via the state Training Opportunities for the Public (TOP) grant.

Sip & Swipe senior classes are being held on Fridays at MDHA's John Henry Hale apartments.

Microsoft Office for Work began at Workforce Essentials. This is a partnership with the Senior Community Service Employment Program (SCSEP).

The Affordable Connectivity Program is running out of funds and the FCC has issued a wind-down order to prepare for the end of the program, barring additional funding appropriated by Congress. As a result, the Digital Inclusion team is working with staff to remove promotional materials, and inform the public of what is happening. New enrollments will stop on February 7th. Households already enrolled at this time will continue to receive the benefit until the funds are exhausted which is estimated to be April 2024.

The Year-End report was prepared and submitted to long time Digital Inclusion funder West End Home Foundation. This year's report included a story of a senior participant of the Microsoft Office for Work program at National Council on Aging (NCOA):

In 2022, we had a student Sharon S. who attended our program. Initially she was fearful of even touching a computer. By the time she completed the program, she had gained not only new digital skills but new self-confidence. She told us at the time that she wanted to use what she had learned in the program to secure a new job. Fast forward to 2023, while preparing for our first class with a new partner Workforce Essentials, we run into Sharon S. at the site and found out

that she is the program director's assistant. She was so excited to show us her new office and said "Learning to use a computer has changed my life"



Limitless Libraries – Syreeta Butler

COLLECTION DEVELOPMENT

Sarah Allen and Emily Farmer completed the special order for Asian American/ Pacific Islander materials using the donation funds received from Greater Nashville Chinese Association (GNCA).

Sarah Allen and Emily Farmer compiled and shared multiple bulk list ordering options for each Metro Nashville Public Schools (MNPS) tier and crafted individual school orders based on Schoology requests.

Sarah Allen and Emily Farmer researched, built, and placed March pre-pub orders.

Syreeta Butler is continuing to work with Metro Procurement and Nashville Public Library (NPL) Collection Development to finalize the Print, Digital, and Audiovisual requests for proposal, the Print Educational Materials request for proposal, and multiple Sole Source contracts with ABC-CLIO, Rosen and Bloomsbury Publishing, and Teaching Strategies.

COMMITTEE/ GROUP PARTICIPATION/ PROFESSIONAL DEVELOPMENT

Sarah Allen and Emily Farmer presented Hot Titles sessions at the MNPS Virtual Day of Learning on January 4, 2024.

Tyler Sainato presented a Canva session at the MNPS Virtual Day of Learning on January 4, 2024.

Emily Farmer was the Limitless Libraries representative at the Summer Reading Committee Meeting.

Helene Mahnken and Tyler Sainato were the Limitless Libraries representatives at the Teen Services Group Meeting.

Sarah Allen, Syreeta Butler, Helene Mahnken, and Tyler Sainato attended the Children Services meeting, and a presentation was provided about Middle School Battle of the Books and Limitless Libraries services.

Syreeta Butler attended the Procedures Committee Meeting and began review of the Special Collections Department Collection Development Plan.

Syreeta Butler met with Linda Harrison, Nashville Public Library Foundation, and Dollar General Literacy Foundation to discuss funding and share information and plans for the next fiscal year, specifically highlighting Limitless Libraries 15 years of service and the addition of the bookmobile.

Syreeta Butler is working with Vanderbilt Peabody Library, University of Memphis Ned McWherter Library, MNPS, and University of Tennessee at Chattanooga Library to form a Tennessee affiliate of the Black Caucus of the American Library Association (BCALA).

Syreeta Butler welcomed the Black Men in Leadership group tour and shared information about Limitless Libraries alongside Brett Wilson and Liz Atack.

OUTREACH

Tyler Sainato and Helene Mahnken visited schools to assist school librarians with processing books, weed collections, plan Fine Free February engagement events, and act as liaison with NPL branch librarians.

Syreeta Butler, Helene Mahnken, and Tyler Sainato met with the NPL MarCom team to discuss Limitless Libraries social media campaigns and newsletter information.

They visited 4 MNPS schools and engaged with 9 educators and librarians. The holiday and weather closures affected engagement, and many visits and events were rescheduled for February.

STAFF UPDATES

Application Technician Kyle Yadlosky began his role in Limitless Libraries on January 8, 2024, which makes the Limitless Libraries team fully staffed.

CIRCULATION STATS

There were 5,492 items circulated through Limitless Libraries, which used 1,460 green bags, 250 gray bins, 39 book trucks returned from MNPS, and 34 book trucks sent to MNPS. This is with holiday and inclement weather closures.

NAZA – Anna Harutyunyan

NAZA saw 1,386 of 1,470 enrollment spots filled (94%) in NAZA-funded programs.

There were three trainings amounting in a total of 9 hours total, with a total of 44 attendees in January. Registration for the 2nd Annual *Learn, Engage, Develop!* (L.E.D.) Conference for OST Professionals is now open. The event has a capacity of 250 attendees, and the NAZA team is expecting it to sell out.

Youth In Action! planning is underway for a youth conference, co-hosted by NAZA and Studio NPL. Topics for the conference were suggested by the youth and will focus primarily on wellness and career exploration.

Youth Community Leaders have begun to work with program participants on their youth-led projects. These projects were proposed by the youth in each program based on a need they saw in their community and will include a campaign to increase their school library's multilingual offerings, operating a free pop-up shop, running an anti-bullying campaign, making care kits for unhoused individuals, designing a mural, and hosting an event to celebrate the arts in their community, and more. There are 16 projects total distributed at sites throughout the city.

NAZA's Youth Advisor will be joining the White House Youth Summit in mid-February. Details will be released after the meeting.

A Call for Proposals for Supplemental Summer Funding has been released to our Affiliated Partners. This CFP offers funding for high-quality summer enrichment programs for rising 5th - 9th graders in June 2024.

Puppet Truck – William Kirkpatrick

The month of January started off great to kick off the new year. There were continuous rehearsals at the start of the year in preparation for the *Lorraine: The Girl Who Sang the Storm Away* and *Aesop's Fables* shows that were picked to take out on the road. Ten shows were canceled due to the weeklong snowstorm. William Kirkpatrick was able to reschedule the shows and reach out to other locations.

One of the puppet trucks was in the shop for almost a month for repairs on the back door, and upon retrieval of the vehicle, it would not start. It is currently still in another shop awaiting parts, but it is expected to be back running by the end of the 2nd week of February.

William was able to get in touch with a few new sites that were interested in having a Puppet Show. ENDADA at Montgomery Bell Academy is having an event that the students put on and requested the Puppet Truck for a couple of performances. The team is also planning to bring *The Celebrated Jumping Frog* to this event because it deals with the works of Mark Twain. There will be a QR code at all Puppet Truck public events moving forward.

Wishing Chair Productions – Bret Wilson

Wishing Chair Productions conducted 12 in person Storytimes and 8 mainstage presentations in the children's theater for a total of 20 performances with an audience count of 1,987 participants. Due to an extreme winter weather event on January 15th – January 20th, WCP cancelled 3 Story Time events and 4 mainstage performances.

The final two installments of WCP-TV appeared on the Wishing Chair Productions Facebook page NPL Universe (YouTube) and eventually NECAT with a viewership of 181.

Viewership for NECAT not included.

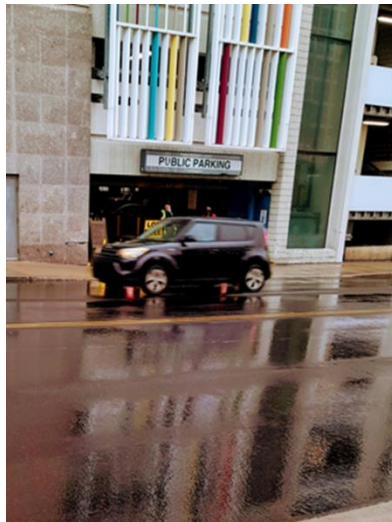
Wishing Chair presented the first show of the 2024 season with *The Frog Prince* to the maximum capacity.



Bret Wilson forwarded this message to the Main library administration regarding conversations with patrons concerning parking in the library garage:

Good Morning Kyle and Jena,

I'm so very sorry for disturbing a great day (if you're having one) with a complaint that seems to pop up more often these days. We received word from patrons that they were turned away from the parking garage this Tuesday (WCP Storytime) and Wednesday (Music and Movement) morning. It was my understanding that the parking attendants would allow vehicles with family's access to the garage; however, this week they were turned away completely. Some went to McKendree, and others didn't even bother. If we're to move forward in our programming for younger patrons having consistency must be at its core. Some families spend twenty minutes getting packed up for a trip to the downtown library to only be turned away at the perimeter. How many patrons have we lost because of this? I don't know but there's something wrong with what's happening. I'd love to discuss options on how we can make the library experience better for our smaller patrons. Thank you for anything and all that can be done regarding this unfortunate situation.



Studio NPL – Niq Tognoni

January was a slower month for Studio NPL programming. Winter break and the weather kept regulars away and the team had to cancel a number of MNPS outreach and library events. However, everyone kept busy behind the scenes scheduling several big Spring events, working on presentations (one on AI and one on Restorative Justice Practices), and did a lot of tech ordering to spend down the majority of the Apple grant funds. Niq Tognoni worked with NPLF to complete 2 grants: Taco Bell and the Predators Foundation, both of which would supplement the team's technology costs.

Studio NPL hosted the first in-person adult 3D printing workshop at the Hermitage Branch. Stuart Wilson was the primary facilitator and did a great job. There will be a few more of those scheduled at that branch and the program will shift to another branch when finished. Studio NPL started their first regular series at Watkins Park and will expand that in February with Southern Word music production visits. The staff are grateful to Montoya Townsend for inviting Studio NPL to the branch, and the teens are very receptive to the staff mentors!

MAIN

Adult Services

- Leigh Ann Wilson hosted three Sound Bath programs this month with a total of 14 participants.
- Jeremy Estes hosted *Panel Discussion Comics Club*. The 7 attendees read and discussed, *Joseph Smith and the Mormons* by Noah Van Sciver.
- Crystal Deane hosted *Killer Thrillers* book club. This month they discussed *The Trial of Lizzie Borden* by Cara Robertson with 8 people in attendance.
- Lavelle Miller hosted 2 Meditation Sunday programs with 6 in attendance.
- Joy Porter and Nina NeSmith hosted 2 sessions of Manifest Mondays. They had 20 in attendance.
- Kipp Hadli curated 43 movies this month, shown in Public Technology. We had an estimated 700 patrons enjoying the films.
- Lavelle Miller and Nina NeSmith hosted four sessions of Let's Play Spades with a total of 18 in attendance.
- Andrew Palmer hosted Books and Brews offsite at Black Abbey Brewery to discuss *Beartown* by Fredrik Backman with 20 people in attendance.
- Shakespeare Allowed! kicked off the 2024 season with 23 in attendance.

Children's

After our Spanish Storytime, CuentaCuentos, several parents expressed their gratitude to Cristina Picca for creating such a welcoming and stimulating environment. Some mentioned that their children had developed a love for reading thanks to their positive experiences at the library. They also highlighted Cristina's ability to choose stories that not only are entertaining but also convey important lessons and values. These patrons, predominantly from the Spanish-speaking community, have become regular attendees of CuentaCuentos and the library has been filled with laughter and positive emotions. The Spanish-speaking community began to recognize the library as a place where reading became an enriching and enjoyable experience for the whole family, thanks to Cristina's vibrant and dedicated presence.

Special Collections

Rebecca Price traveled to Mobile, Alabama to represent SCD on the program committee for the 2024 American Association for State and Local History annual conference.

Sarah Calise with Vanderbilt would like to create a partnership with us focusing on Drag Queen history. SCD will support by providing space to conduct the interviews.

Teens

Andrew Palmer hosted successful Winter Break Dungeons & Dragons groups. The groups were smaller but no less fun! Two participants even exchanged contact information to share their home Dungeons and Dragons games which served as a reminder that connections can be made no matter how small a program is. Andrew is also visiting Meigs monthly for a larger D&D Club (18 participants this month!).

MARKETING & COMMUNICATIONS

MarCom launched marketing for Nashville Reads 2024 and continued to demonstrate return on investment for FY24 investments in NPL. The team also secured a socials endorsement by author Ann Patchett for NPL and its I Read Banned Books library card.