Nashville Public Library Board of Trustees
Meeting Minutes
May 20, 2025
Main Library Board Room
615 Church Street
Nashville, TN 37219
12:00 PM

Members Present: Joyce Searcy, Keith Simmons, Katy Varney, Dr. Nadine De La Rosa, and Rosalyn Carpenter

Library Staff: Terri Luke, Jena Schmid, Andrea Fanta, Susan Drye, Shawn Bakker, Anna Harutyunyan, Sherry Adams, Maria West, Kelley Sirko, Sarah Arntz, and Larry Jirik.

Others: Macy Amos and Tessa Ortiz-March, Metropolitan Attorneys at Metropolitan Government of Nashville and Davison County

I. Call to Order / Roll Call

   a. Ms. Searcy called the meeting to order at 12:00 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 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. Board Chair Comments, *Joyce Searcy*

a. Ms. Searcy thanked the staff who attended the State of Metro.
b. Ms. Searcy was able to attend “Black Men in Leadership”
c. Ms. Searcy was able to be on a panel with Andrea Fanta, Bret Wilson, and Paige Clancy after a preview of a documentary “Free for All” co-hosted by Nashville Public Television.

V. Approval of Minutes: April 15, 2025

a. Ms. Varney motioned to approve the minutes. Mr. Simmons seconded. The motion passed unanimously.

VI. Library Director Report, *Terri Luke*

a. Ms. Luke stated, “The only two positions not recommended by Mayor O’Connell were the two positions for the bookmobile, which will be funded by NPLF.”
b. Ms. Luke stated, “We will be getting a third allocation of 4% funds. We need $750,000 next fiscal year to replace the servers. Today, it is recommended that $450,000 be allotted of the $750,000 to replace the servers. This is the first of two 4% allocations for the servers.”
c. Ms. Luke stated, “The final draft of the Continuous Improvement Plan was presented to Library Managers last week. Clifton Peay, from the Mayor’s Office, had no additions to the Continuous Improvement Plan, which will start July 1st.”
d. Ms. Luke gave a presentation at the Rotary Club of Nashville last Monday.
e. Ms. Luke stated, “NPL is continuing Assistant Director for the Main Library interviews. The first round will be done next week; Friday, we will be finishing interviews for the Administrative and Statistical Specialist. The position for Innovation, Collections, and Technology Assistant Director closed last Friday, and interviews will start soon.”
f. Ms. Luke stated, “Mr. Barber came to me and asked about the future of weddings at NPL.”
    i. Mr. Barber stated, “NPL does charge for weddings, and we are currently at capacity with staff for the Conference Center. NPL’s Conference Center has returned to normal since COVID, and staff running the Conference Center as well as weddings/evenings is not feasible.”
    ii. Ms. Luke stated that the last wedding that is booked is October 4th.
    iii. Ms. Carpenter asked, “How much is it to have a wedding at the library?”
    iv. Ms. Bakker responded, “Depends on which space they are in.”
    v. Mr. Simmons asked, “Does the money go into the Metro General Fund?”
    vi. Ms. Drye responded, “No, it goes into a special revenue fund.”

vii. Ms. Varney asked, “Would it matter if we charged more for weddings to supplement for staff?”
viii. Ms. Schmid stated, “It’s disruptive to normal library business.”
ix. Mr. Simmons asked, “What is the downside of not having weddings at the library?”
x. Ms. Searcy stated that “Weddings at NPL” will be on the June Library Board agenda.

g. Ms. Luke stated, “I am excited to announce that we selected the artists for the library courtyard project. Ripon DeLeon and Matthew Wilson were unanimously selected during a meeting on May 7th. Ripon and Matt spent time visiting Nashville and the Library last week. We look forward to seeing their updated design(s).”
h. Ms. Varney thanked Susan Drye for her hard work.
i. Ms. Luke stated, “The new Donelson branch is LEED certified, and Hastings Architecture won an international award for the design. They received The Green Good Design Award for Sustainable Architecture. This award and the Donelson branch were featured on NewsChannel 5.”
j. Ms. Luke thanked those who attended the Safety and Security Summit, as well as Susan Drye, Mark Crowder, and Sherry Adams. Ms. Luke stated there is a survey for staff to complete to provide feedback.
k. Ms. Luke expressed her gratitude and excitement for the *Goldilocks* puppet show, produced and performed by Wishing Chair Productions.

VII. Foundation Report, *Shawn Bakker*

a. Ms. Bakker thanked those who attended the 10th “Picnic at the Library.” The theme was *Where the Wild Things Are* with more than 500 attendees.
b. Ms. Bakker stated, “NPLF is finalizing their Strategic Plan, which will be presented to the Foundation Board tomorrow.”
    i. Dr. De La Rosa asked, “Who did NPLF work with?”
    ii. Ms. Bakker responded, “NPLF worked with Library Support Network.”
    iii. Ms. Searcy asked, “When can you share the strategic plan with the NPL Board?”
    iv. Ms. Bakker responded, “I could share after the NPLF Board votes on the three strategic priorities; a full report will be presented in September.”
    v. Ms. Carpenter asked, “Do you have the three recommendations in place?”
    vi. Ms. Bakker stated, “One will be lessons learned from Begin Bright, the second is looking at building a broader base, and the third is advocacy efforts.”

c. Ms. Bakker gave an update on the Begin Bright initiative. NPLF will continue fundraising and focusing on individuals during house gatherings. There will be around thirty to forty people at each event to learn more about Begin Bright.

VIII. New Business

a. Library Board Elections, *Joyce Searcy*

i. Ms. Searcy stated, "Today we will choose a Board Chair, a Vice Chair, and Secretary."
ii. Mr. Simmons noted that he would like to have Joyce Searcy remain as NPL Board Chair.
iii. Ms. Varney motioned to have Joyce Searcy remain as Chair. Ms. Carpenter seconded. The motion passed unanimously.
iv. Ms. Searcy stated, "The floor is open for Vice Chair."
v. Dr. De La Rosa nominated Katy Varney. Mr. Simmons seconded. The motion passed unanimously.
vi. Ms. Searcy stated, "The floor is open for Secretary."
vii. Mr. Simmons nominated Charvis Rand. Ms. Carpenter seconded. The motion passed unanimously.
viii. The board positions for May 2025 – May 2026 are as follows:
1. Joyce Searcy, Board Chair
2. Katy Varney, Vice Chair
3. Charvis Rand, Secretary

b. Vote on Terri Luke's Salary and Vacation, *Joyce Searcy*

i. Ms. Searcy stated, "Ms. Luke is currently making $175,792."
ii. Ms. Drye stated, "If you approve Terri's new salary at $192,000, that would be a 9.3% increase."
iii. Ms. Carpenter asked, "What happens when Metro votes on pay increases in July, will we (NPL Board) have to adjust?"
iv. Ms. Adams stated, "The Metro study has already been completed, and the recommendations have been submitted to the Civil Service Commission, Mayor O'Connell, and Metro Council. We have already received what the Library Director's pay grade will be. Whatever Ms. Luke's salary will be set at is how the Library Director will be slotted into the new pay grade."
v. Dr. De La Rosa asked, "Do you have the ranges for the Directors' pay grades?"
vi. Ms. Adams responded, "Central HR has not released that information yet."

vii. Ms. Varney asked, “How does $192,000 come into the offer?”
viii. Ms. Drye responded, “It was based on what the previous Library Director was making, as well as making sure we could hire a new Library Director in at that salary.”
ix. Ms. Drye stated, “The $192,000 is in the range of DP2- (Department Head 2).”
x. Dr. De La Rosa asked, “What are the incremental increases?”
xi. Ms. Drye responded, “The Director for NPL is a non-Civil Service position. Department heads get across-the-board ranges – anything beyond that, the library would have to find the budget for.”
xii. Dr. De La Rosa asked, “What is the percentage of the increase?”
xiii. Ms. Drye responded, “1% if Metro Council passes.”
xiv. Dr. De La Rosa asked, “Is the highest you can receive 1-3%?”
xv. Ms. Drye responded, “1% is across the board; Open Range for Civil Service employees is an additional 2%.”
xvi. Ms. Adams stated, “The open Range increase that has been recommended for the Director is within the guidelines of what Metro has recommended for Open Range employees. The Board has the option to increase those open range percentages, as well.”
xvii. Mr. Simmons asked, “What is the range from top to bottom?”
xviii. Ms. Adams responded, “This fiscal year at the end of July, DP2 is no longer the pay grade of the Director for the Library. Metro will be going to five different pay grades starting July1st, five being the highest, with Ms. Luke being a pay grade 3.”
xix. Ms. Carpenter asked, “If Ms. Luke is a pay grade 3, what is the salary range?”
xx. Ms. Adams responded, “We do not know since Metro has not released that information because it has not yet been approved by Metro Council.”
xxi. Ms. Adams stated, “Currently the minimum salary for DP2 is $158,912. Midpoint is $238,000, and maximum is $315,000.”
xxii. Dr. De La Rosa asked, “If the increase is now 1-3%, wouldn’t we do 3% from the time we posted the job at $192,000, where we need to be with the salary from 2023 to 2025?”
xxiii. Ms. Drye responded, “It does make sense, but $192,000 is what we have in the budget; we would have to find the rest of the salary from another position.”
xxiv. Ms. Searcy asked, “Do we need to make a decision on the salary and vacation for Ms. Luke today?”
xxv. Ms. Drye responded, “No.”
xxvi. Ms. Searcy stated, “What we recommend will be retroactive to February.”

xxvii. Ms. Searcy stated, "The recommendation for Ms. Luke's vacation be four weeks."

xxviii. Ms. Searcy stated, "Ms. Luke's vacation will be on the agenda for the next Board Meeting in June."

xxix. Ms. Varney motioned to have Ms. Luke's salary raised to $192,000 and receive retroactive pay from February 2025. Ms. Carpenter seconded. The motion passed unanimously.

c. Vote on Contracts for New Program Partners for FY26 NAZA Funding, *Anna Harutyunyan*

Approving total of $1,529,250 NAZA grant awards to the following community organizations to provide high quality afterschool and summer programs in FY 2026:

Returning Partners

- AAOC Camps for Youth Development
- Aspiring Youth Enrichment Services
- Black Lemonade
- Carnegie Writers
- Elmington Elevates
- Moves and Grooves
- Rocklife Youth

New Partners

- Boys & Girls Clubs
- Girls Write Nashville
- Salama Urban Ministries
- Water Walkers
- Youth Encouragement Services, Inc.

i. Ms. Harutyunyan is requesting $1,529,250, which will cover grants from the partners listed above. In total, they will serve 560 youth slots in after school and 305 during the summer for fiscal year 2026. Additionally, the contracts allocate funding for afternoon transportation and youth-led activities.

ii. Mr. Simmons asked, "How are we protecting children that are in these programs?"

iii. Ms. Harutyunyan responded, "We have a Child Safeguard Policy. They get trained on youth development, which is mandatory for those who work with children. They are also adhering to school policies on abuse prevention, as well as reporting. We are doing site visits, and we also have site accessors who look at the overall environment and support."

iv. Ms. Searcy asked, "What insurance is implemented?" Ms. Harutyunyan stated, "We do require general liability and sexual molestation and other types of coverage in the contract."

v. Ms. Harutyunyan stated, "All MNPS employees are required to have background checks, which is also in the contracts."

vi. Ms. Varney motioned to approve the total $1,529,250 for NAZA fiscal year 2026. Mr. Simmons seconded. The motion passed unanimously.

d. Approve Amendments to the Following Contracts to add a Total of $153,600 in Funds for Adding Three Sites of Free Summer Camps at the Following Public Housing Locations for June 2025, *Anna Harutyunyan*

- Black Lemonade at Preston Taylor Apartments
- Aspiring Youth Enrichment Services at Sudekum Apartments
- Bethlehem Centers of Nashville at John Henry Hale Apartments

i. Mr. Simmons motioned to approve $153,600 for the amendments. Ms. Varney seconded. The motion approved unanimously.

e. Introduction of the Metro Archivist, *Kyle Barber*

i. Mr. Barber introduced Kelley Sirko and stated, "Kelley has worked for Metro Archives for thirteen years. Ms. Sirko has degrees from Ohio Wesleyan University, the College of Charleston, and the University of South Carolina. She also received certification from the Academy of Certified Archivists in 2018, as well as a certificate from the National Association of Government Archivists and Records Administrators (NAGARA) in 2023."

IX. Staff Reports

a. Archives, "What's on Your Home Movies," *Kelley Sirko*

i. Ms. Sirko played a video that highlighted the home video pilot project.

X. Adjournment

a. Meeting adjourned at 1:32 PM.

Respectfully submitted by Mariya West