



417 FOURTH AVENUE NORTH, NASHVILLE, TENNESSEE 37201

WEB: <http://www.nashvilleauditorium.com>

EMAIL: [bob.skoney@nashville.gov](mailto:bob.skoney@nashville.gov)

(615) 862-6393 (VOICE) (615) 862-6394 (FAX)

**TO: METROPOLITAN COUNCIL MEMBERS**

**FROM: ROBERT C. SKONEY, AUDITORIUM MANAGER**

**RE: ORDINANCE NO. BL2008-248**

**DATE: August 21, 2017**

**In response to the above referenced ordinance, I am informing the Metropolitan Council members that the Nashville Municipal Auditorium takes the following actions to reduce paper consumption and postage:**

- 1. We send the NMA's 11 page lease agreement to the client and the Metro Legal Department in secure pdf format via email to reduce paper usage and postage expense.**
- 2. Event schedules are sent out in a digital rather than paper format.**
- 3. Instead of sending a hard copy brochure, an emailed pdf brochure is now sent to prospective clients.**
- 4. We urge our concessionaire to use recycleable paper products.**
- 5. Our file copy of the lease agreement is printed double-sided.**