



BOARD OF TRUSTEES

MEETING
INFORMATION PACKET

FEBRUARY 26, 2020



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**FULTON COUNTY LIBRARY SYSTEM
 BOARD OF TRUSTEES MEETING
 AUBURN AVENUE RESEARCH LIBRARY
 FEBRUARY 26, 2020 – 4:00 P.M.
 AGENDA**

- I. Call to Order
- II. Meditation Moment
- III. Public Comments
- IV. Adoption of Agenda* Doc. #20-08
- V. Approval of Minutes – January 22, 2020* Doc. #20-07
- VI. Chairman’s Report
- VII. Construction/Renovation Report – Paul Kaplan
 - Contractor
 - Evergreen** **Group 2:** Buckhead, Mechanicsville, Northeast, Northside, Ocee
 - CT Darnell Construction** **Group 3:** Adamsville, Cleveland, East Atlanta, Ponce
 - Albion Scaccia** Hapeville
 - Winter Johnson** Central
- VIII. Director’s Reports Doc. #20-11
 - A. Monthly Financial Report Doc. #20-09
 - B. Monthly Usage Summary Doc. #20-10
- IX. Committee Reports:
 - A. Library Visitation – D. Chip Joyner, Vice Chairman
 - B. Bylaws and Rules – Priscilla Borders and Nina Radakovich
 - C. National and State Developments – Linda Jordan and Joe Piontek
- X. Unfinished Business
 - A.
- XI. New Business
 - A.
- XII. Adjournment

*Action is anticipated on this item

Doc. #20-07



FULTON COUNTY LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

JANUARY 22, 2020 – 4:00 P.M.

**AUBURN AVENUE RESEARCH LIBRARY
ON AFRICAN AMERICAN CULTURAL AND HISTORY**

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Members Present Bailey, Phyllis D., Chairman
 Borders, Priscilla
 Denson, Damian J.
 Jordan, Linda
 Kaplan, Paul (via conference call)
 Pointek, Joe
 Radakovich, Nina

Absent: Joyner, D. Chip, Vice Chairman

Also In Attendance Claxton, Zenobia –Assistant to Director’s Office
 Holloman, Gayle H. – Executive Director
 Lamikanra, Adebola – County Attorney

Visitors Present None

Chairman Phyllis D. Bailey called the meeting to order at 4:01 p.m. at the Fulton County Library System.

Transcript Legend

--	Break in speech continuity
(sic)	Exactly as said
(phonetic)	Exact spelling unknown
**	Inaudible
	Quoted material is typed as spoken.
. . .	Trailing in thought. Incomplete sentence

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(MEETING BEGAN AT 4:01 P.M.)

CALL TO ORDER

CHAIRMAN PHYLLIS D. BAILEY: Good afternoon. I call the meeting of the Atlanta-Fulton County Board of Trustees to order at 4:01, I guess it is right now.

MEDITATION MOMENT

CHAIRMAN PHYLLIS D. BAILEY: Happy New Year to each one of you. Today I will address the zeal that brings the Library Board Member. This zeal should engender each one of us. Let's be excited about the possibility of next year. Though we don't know what challenges or opportunities may come our way, let's look for and expect positive results. Treasure even the most mundane events; a morning shower, if you're drinking a cup of coffee or a cup of tea, the drive to a specific destination, or completing an errand. Our zealous attitude is contagious. The mood of others gets lifted by our outlook, our words, and our actions. Make the decision that this will be our very best year. Face any difficulties with hope and fear and faith. You are blessed; therefore, you need to be a blessing to every one you meet. Thank you.

PUBLIC COMMENTS

CHAIRMAN PHYLLIS D. BAILEY: No Public Comments. You haven't received anything.

20-02 ADOPTION OF AGENDA

CHAIRMAN PHYLLIS D. BAILEY: If you'll look at your agenda.

MOTION

MR. PAUL KAPLAN: I make a motion that we accept the agenda as presented.

CHAIRMAN PHYLLIS D. BAILEY: Thank you.

MR. JOE PIONTEK: Second.

CHAIRMAN PHYLLIS D. BAILEY: Motion by Mr. Kaplan. Seconded by Mr. Piontek, that the minutes be accepted as -- the agenda be accepted as presented.

CHAIRMAN PHYLLIS D. BAILEY: Questions? All in favor?

(Whereupon, all said aye.)

CHAIRMAN PHYLLIS D. BAILEY: Opposition? Motion passes.

**20-01 APPROVAL OF MINUTES OF THE REGULAR MEETING OF
DECEMBER 18, 2019**

CHAIRMAN PHYLLIS D. BAILEY: The December minutes are also included in your packet. And I hope that most of you had a chance to review them. If not, take a moment at this time to look over them.

In going through, I found a couple of typos. And I will go over that with you ahead of time.

I want to make an interesting comment. The motion that we talked about was a Friendly Motion not a Full Motion. If you'll look on page -- I want to -- it's page 21; page 21, the bottom of the page. It's not a Full -- a Fully Amendment, it's a Friendly Amendment that was presented.

MR. LINDA JORDAN: Was it accepted?

CHAIRMAN PHYLLIS D. BAILEY: Yes, it was. It's just that it was referred to a -- an amendment that wasn't friendly. The word is supposed to be Friendly.

And on page 25, go places reputation, what was that? It looks like -- it's on page 25, the middle of the page. Go places reputation. I'm not sure what that's supposed to be. That doesn't make any sense. Just delete it, okay.

And on page 27, we should name an Interim Director -- on the top of the page -- from the 31st of December to January 8.

Any other concerns? Corrections? Or...

MOTION

MR. JOE PIONTEK: I make a motion.

CHAIRMAN PHYLLIS D. BAILEY: Motion by Mr. Piontek that the minutes be accepted as amended.

MRS. PRISCILLA BORDERS: Second.

CHAIRMAN PHYLLIS D. BAILEY: Seconded by Mrs. Borders.

All in favor?

(Whereupon, all said aye, with one vote to abstain.)

MS. LINDA JORDAN: I abstain --

CHAIRMAN PHYLLIS D. BAILEY: You abstain?

MS. LINDA JORDAN: -- because I was not here.

CHAIRMAN PHYLLIS D. BAILEY: Okay. Thank you.

All in favor? I think I - all in favor? Did I go through that? Did I ask you?

MRS. PRISCILLA BORDERS: Yes.

CHAIRMAN'S REPORT

CHAIRMAN PHYLLIS D. BAILEY: As far as the Chairman's Report, there are a couple of things I need to point out.

My first report is the reflection of the elation I feel for our new Executive Director.

Thank you, Madam Director, for consenting to do this task.

We're so proud of you. We want you to always know that we're here for you. And any help that we can give is available.

I have a copy of the newspaper article for all to see if you haven't had a chance to do so. Originally, the AJC hadn't put this article on the computer version of the paper. And so I got in touch with them and encouraged them to do so. And, of course, it does appear. And if you haven't seen it, I have it here.

MRS. GAYLE H. HOLLOMAN: Thank you so much.

CHAIRMAN PHYLLIS D. BAILEY: You're quite welcome. You deserve every accolade that you've gotten. And so with that, again, congratulations, Madam Director. I recently spoke with one of the Commissioners regarding a concern that he had with one of the libraries. And I shared the issue with Madam Director. And she will be taking care of the issue. It had to do with landscaping. It's something that wasn't a major concern, and certainly not something we need to get into, so I turned it over to her. I plan to begin my visitation to the libraries next week. I hope each of you will begin similar plans in the weeks to come. But I have something here that I need to point out to you. Every officer, according to our bylaws, serves two consecutive terms. I am serving in the end of my second term. Now, according to our constitution, Article 4, Section 2, it says that the officers may serve two consecutive terms in the same office, which would mean that my term would end in June. Now, you need to think about that because one of you will have to take this position. Or if you change the constitution or bylaws or whatever you want to do. But I want to throw that out so that you would be able to think about it. And you have time between now and June to decide how you want to go about this, or who wants to move into this spot. Any questions or concerns about that? With that, Madam Director -- I really love calling you that -- thank you so very much for all that you've done in the way of support and cooperation. Thank you again.

CONSTRUCTION/RENOVATION REPORT - PAUL KAPLAN

CHAIRMAN PHYLLIS D. BAILEY: Okay. The Construction and Renovation Report. Mr. Kaplan, are you able to do it from where you are?

MR. PAUL KAPLAN: Oh, sure. I can do it. All right. So we finally opened Roswell Library. It opened up on January the 3rd. It was a terrific turnout. And it has been a good turnout since it's been opened. I've been over there a couple of times. The place is very crowded, and a lot of people enjoy it. They enjoy the way it looks. But I want to shout out and give a thank you to the staff and whoever else was involved in getting this thing opened. It was a big task. Because when we started it and we talked about that and when the Commissioner finally came up and said we'll open January 3rd, I had my doubt that we could do it, with that many books that we had to place in there. But I was there, and everybody worked very hard in getting it done. And not only that, even the I.T. Department and everybody else that's involved in getting this all together. But I do want to shout out and thank them for what they've done.

I went over to Ocee, and I've been over to Northeast Spruill Oaks. They're coming along. I still think that we could maybe pick up the speed a little bit more than what's going on now. It's a clean job. I just talked to Gayle about it. It's a great job, good job, but not enough people in there are working to get this thing done quickly. So I'm watching that closely. Myself and Nina went over -- we were over at Buckhead and over at Northside. Nina can fill in anything else she wants to say about it, but it's moving along. It's getting there. Nothing, to me, ever goes quick enough. I'm really trying to get these things opened. But there's a lot has been done. And at Northside, they almost had to replace the entire room -- or displace the entire room because there was water infiltration that caused a lot of problems. Because when they expose things, often they find out they got to replace more than what originally was presented to them when they made the printouts. So that's taking a little time.

Also, Ocee had some water infiltration, but I think they over came it. However, at Ocee, the sprinkler inspector said, no, you got to have some sprinklers heads that's above and below the ductwork. This is after the ceiling's up. The grid is up but not the actual ceiling itself. So they had to take that down and get up to that high level to bring the sprinkler heads down. Where they are at this point, I'm not sure. Maybe Gayle can tell you. I don't know if they completed it or not. But little things like that delay it for one or two days, but, you know, the time goes on. Everything is delayed a day or two, a day or three, it adds up towards the end, and pretty soon you're two to three weeks behind.

But it's moving along. I'm not sure about Mechanicsville, where we are. Group III, I have not been able to get over there. Hapeville, is mud hole. The rain that we've had is really hampering the construction that's going on there. But it's moving along.

Central's doing well -- going along very well. I'm going to be going over there again. And if I had to guess, I would say that probably by October. Of course, don't print this. October, maybe we can get to that point where we're getting closely to finishing up. So it's a big job, and they're doing a good job. That's Winter Johnson is working there.

The thing I am concerned with, I'm concerned with the libraries that has been opened since the renovation. Punch list, not all the punch lists are getting done in a timely manner. That concerns me, because a year goes very quickly. And twelve months will come by and there's some punch list sitting there waiting to get done. Well, after a year, guess what? To get somebody to come in there it's going to cost you. So, I know

that Gayle's on top of it. I don't know if they talked about it at meetings, but that concerns me. These punch list has to get done. And I'm quite sure that the managers are -- the libraries are contacting whoever they need to, to get these things done. Gayle, can you shed any light at all? That the punch list, any of them getting done at all?

MRS. GAYLE H. HOLLOMAN: Not much is being done. The punch lists are taking a lot of time. In fact, even Roswell has an extensive punch list right now. And part of that is due to the hurried nature of having to get it opened, to be fair about that one. That one is a bit unusual. I mean, there were things they would have done that wouldn't be on the punch list had we had two or three more weeks to open. So that's kind of understandable that that's going to happen. But we still have punch lists for others that are opened way -- you know, months back. And so they're working diligently. They're -- Al is employing people to try and do that, in the midst of all the other things they're doing, to try and make sure that people -- that the design build team stay on top of the current renovations.

So we've a lot of -- we've got a ways to go with some of it. But I think we can be done. We talked the other day about some things that still need to be done at Cascade. We've talked about several things that need to be done at all of the rest of them.

College Park and Adams Park just reopened, but there's a punch list for their as well. So there's always going to be one, but we just hope that they can minimize them as quickly as possible.

MR. PAUL KAPLAN: Yes. I needed to talk to Evan Jahn about it, and I mentioned it to him. He just kind of smiled at me. But he understood what I was saying, I figure. Okay. I think I've said enough about it. So I'm trying to put the word out to get it done.

But other than, it's moving along. And hopefully by the end of this year, guys, we're all going to be open. Everything is going to be operational, which would be great.

So we'll see what happens. We'll just kind of monitor it month by month, and we'll see where we go.

Anybody got questions about it or anything else? Or do you want to fill in anything, Nina, for the two that you looked at with me?

MS. NINA RADAKOVICH: No. I agree. The situation was they had very few people, four or five people working at each library. And they had this huge wall of windows at Buckhead that they had to hand destroy, to dismantle, just break the glass, and it's like three or four stories high. And there's just two guys chipping away at these windows. And the glass is going all over

the floor. And you just think, this is a disaster. But the -- the people at --

MR. PAUL KAPLAN: And the reason why, by the way, just so everybody knows, the reason why it's being chipped out from the inside, when they put those windows in, they didn't put them in from the inside. They put them in on the outside of the building when they built it. They could not get in the back over there to pull the whole plate out, so they had to break piece by piece and break the glass in the inside of the building to get all of that cleared up. So it was a mess. Sorry. Go ahead, Nina. I'm sorry to disturb you.

MS. NINA RADAKOVICH: But the other thing was, each library had a person in charge who greeted us very pleasantly as we approached the door. They were well aware of who was there. And they walked us through both libraries and showed us the written plans and were very cooperative and knowledgeable what was going on. So it looks like that they have good supervisors at those places.

CHAIRMAN PHYLLIS D. BAILEY: The plans seem to be in place for what they're doing.

MR. PAUL KAPLAN: Yes. Other than that, Chairman, that's all I have on my end.

CHAIRMAN PHYLLIS D. BAILEY: Thank you, Mr. Kaplan. Very efficient.

MR. JOE PIONTEK: Do we know what the next opening is? I believe it's , Mechanicsville?

MRS. GAYLE H. HOLLOMAN: We don't know. More than likely it's going to be Mechanicsville at this point. But we don't really know. They change on us daily. Last week it was Cleveland. This week it's Mechanicsville.

MR. JOE PIONTEK: Just wondering if you've landed on one or the other of those?

MRS. GAYLE H. HOLLOMAN: Either one.

CHAIRMAN PHYLLIS D. BAILEY: Anything else in the way of questions or concerns concerning the construction?

20-06 DIRECTOR'S REPORT

20-04 MONTHLY USAGE SUMMARY

20-03 MONTHLY FINANCIAL SUMMARY

CHAIRMAN PHYLLIS D. BAILEY: Okay. If that's all, we'll then move on to our Director's Report?

MRS. GAYLE H. HOLLOMAN: Well, good afternoon, everybody. Thank you so much for everything. I want to thank you personally publicly for the beautiful flowers that you sent. They were absolutely gorgeous. Thank you. Everybody's just been so nice.

Unless you've got some questions about the Financial Report, I'll just -- we expended the money not quite to a hundred

percent but it was ninety-seven percent or so for the year. And our Usage Summary shows that we're still basically -- shows we've been printing all year. And that centers around, we've had the closings. You know, we've got many libraries closed right now. But the ones that are opened are being used.

They're being used much more than normal.

Our East Roswell Library, for instance, has seen a lot of activity, a lot more people coming in, a lot higher usage. We're getting good comments, for the most part, about the beauty of the libraries, the functioning of the libraries, and the customer service that people are receiving.

Sometimes we do find a few people that are a bit disgruntled, but we're able, in most cases, to satisfy their questions and at least get them to give us another chance. And that's always what we want to do is try and get another chance.

Do you have any questions about any of that?

20-05 QUARTERLY CUSTOMER SERVICE COMMENTS

LIBRARY CLOSURE REPORT

MRS. GAYLE H. HOLLOMAN: Customer Service Report? You see the Quarterly Closure Report is a part of this?

We have not had to close as much as we may have had we not been in renovation stage with so many libraries that needed to have renovations. But we did, yesterday, have to close for about an hour and a half, the Alpharetta Library, because of sixty degree temperature throughout the building. It was getting to be a problem. But they were able to send some people out and assess the problem. In fact, they were able to assess it remotely, which is one of the upgrades that's been given to all the renovation projects, is that they are able to go online and see it from a distance so that they can do it remotely. And that's what -- they were able to get information about what was really happening with the system at Alpharetta, and they did it remotely. So they sent a group of people out yesterday evening real late and then this morning, and gradually we were able to reopened. So that's a real plus for us. And that really will save us a lot over time, so that lets me know that those systems are in place.

As was mentioned earlier, the Roswell Library did reopen, and the staff was very much to be commended, as Mr. Kaplan mentioned.

We are in the midst now of ten more renovations and one project, which is the Hapeville Library as a new build. Hapeville is budding. It's coming along slowly. I was at Northeast Spruill and at Ocee on this past, I think it was Thursday or Friday, and it is a bit slow, but it's a very clean environment. It's amazing how they've been able to keep the dust down -- out of there. So we're looking forward to them being able to get

closer to a date that we can say that we're going to be dust free and possibly able to bring the staff back in to prepare for opening.

We expect -- we have plans to open possibly four libraries in March. But, as has been stated, that always tends to change. But right now, it looks like Mechanicsville is going to come first and then perhaps Cleveland after that. So we'll see how those projects come into fruition.

CHAIRMAN PHYLLIS D. BAILEY: Question: The Hapeville situation with all the rain and mud, is that -- how is that going to be mediated?

MRS. GAYLE H. HOLLOMAN: How is it going to be mediated?

CHAIRMAN PHYLLIS D. BAILEY: What will they do to get the mud out or whatever?

MRS. GAYLE H. HOLLOMAN: Well, I think they'll make -- Mr. Kaplan might have to help me with this construction statement, but I think that there's a way that they can do some things to try and - if it continues to be as muddy -- to try and, I don't know if they bring in sand or they bring in something to try and offset some of it. But it does pose a problem. And I don't know. I think it seems to kind of slope sort of low.

CHAIRMAN PHYLLIS D. BAILEY: It is.

MRS. GAYLE H. HOLLOMAN: And so that means the drainage is not necessarily where it ought to be. So, you know, that's part of the situation too.

MR. PAUL KAPLAN: What they could do at Hapeville, if they wanted to, is put wall points in there to keep the water level down below. They go the digging and continue doing what they need to get the footing in. But there are things they can do to get it done.

CHAIRMAN PHYLLIS D. BAILEY: Okay.

MR. PAUL KAPLAN: But I'm sure they're not going to stop. But it just slows them down.

CHAIRMAN PHYLLIS D. BAILEY: Because there's more rain coming at the end of the week.

MR. PAUL KAPLAN: Right.

CHAIRMAN PHYLLIS D. BAILEY: And that was my concern.

MRS. GAYLE H. HOLLOMAN: It slows them down.

CHAIRMAN PHYLLIS D. BAILEY: Oh, okay.

MRS. GAYLE H. HOLLOMAN: But they're building across the street now, so it's not going to be right back on that same property. But they're just trying to clear everything out. So, you know, hopefully that will make a difference at some point. But, of course, we're getting wet, too, so we'll see. But I think the weather's going to probably get a lot better in February. And then, of course, March will make a huge difference. So it's exciting.

I just wanted to bring to your attention that there's been some discussion, and also you may have seen it in the news, all over the country right now about the Dewey Decimal System. So I wanted to mention that to you all. A lot of libraries -- they've been talking about it for years. I mean, it's been around -- the Dewey Decimal System has been around about a hundred and fifty years. And some libraries have talked for many years about doing away with it. And the Gwinnett County Public Library has done away with it in the Adult Department. And they're planning on doing it for the rest of their Collections.

I went out to two of their libraries last week. And, you know, it's an interesting proposition. I understand what they're doing. Essentially, what they've done is they've taken the Dewey numbers and just -- they've forgotten about them. And they've just converted everything to alphabetical order basically.

So if you're looking for a book on beauty, for instance, that was written Estee Lauder, it's going to be, Beauty, Lauder, on the book, on the spine of the book.

So it's basically alphabetical order again, and that's the way it will be cataloged on the shelves. So, you know, it's an interesting proposition.

I talked with one of the librarians and she mentioned that she the jury was still out in her mind, but that it was really self-serving. People are able to really self-serve a lot. And she hadn't had to help a lot of people during the day. So that can make a difference.

For us right now, I think we're through a lot. And I was called by the Forsyth Neighbor, I think it was, for a statement on it. And I just told them that right now I don't think we're going toward that all. We've got a lot going on. And we applaud them for, you know, their innovation. But at the same time, right now, I think we owe it to our patrons to get through this process of opening up these -- reopening these libraries and staying on target with our project for this year. So that's our focus. So if you hear anything else about that, that's the take that we -- the take our take on that for right now.

CHAIRMAN PHYLLIS D. BAILEY: Thank you for addressing that.

MRS. GAYLE H. HOLLOMAN: So that's about all I have, unless you have some questions of me.

CHAIRMAN PHYLLIS D. BAILEY: Any questions or concerns?

MRS. GAYLE H. HOLLOMAN: Oh, I do want to state that in my narrative I wrote that Adams Park reopened, but Adams Park and College Park reopened in December. So I just wanted to make sure you know that.

CHAIRMAN PHYLLIS D. BAILEY: Any other questions or concerns?

Thank you.

COMMITTEE REPORTS

LIBRARY VISITATION - D. CHIP JOYNER, VICE CHAIRMAN

CHAIRMAN PHYLLIS D. BAILEY: Right now we'll have Committee Reports? I have not talked with Mr. Joyner. I did leave a message for him a couple of times, but I haven't heard from him, so I don't know if he's still in town or not.

MS. LINDA JORDAN: Well, I did -- on the visitation, I did go to the Wolf Creek Library. I had some time to kill, so I just went to observe. So I noticed that all the meeting rooms were full, where they have -- you can have little meeting -- little groups to meet, three or four people. They were all full. The big room in the back where different vendors -- not really vendors. I don't know what -- like AARP, that was full. There were a number of people -- of chairs that are like looking out towards the -- they got a little lake out there. I live close by -- most of those were full. People were in the kid's room with their kids, and also people just, you know, reading throughout the library.

So to me it was, you know, very well -- being used well and very well attended.

MRS. PRISCILLA BORDERS: I also had the opportunity to visit some libraries. I didn't get the opportunity to go to the Adams Park Opening, but I did visit that yesterday, and wonderful renovation. The only complaint that they had and was notable -- noticeable with me was as I walking through, they don't have any carpet. But I was really loud as I was walking through and echoing. It's the one thing that the staff did bring to my attention, if it was at all possible to get more sound panels. Because I, myself, was really loud walking through the library. But the meeting rooms and the study rooms were really, really great. And the furniture use that they had there was great. And the staff was really -- wanted to point out that they loved all the artwork they had there. So Adams Park was -- it was a knockout in terms of everything they had there.

And I also had the opportunity to visit Dogwood. I did attend the opening for Dogwood. I went to Dogwood for a follow up. They had no complaints. They really loved everything. They also wanted to point out -- all the three libraries that I visited, the staff wanted to point out the artwork. They loved the artwork. And they wanted to take me, like, you see this piece? They knew about all the artwork, so I was pleased that they were a part of the process.

They had no complaints at Dogwood. The one thing that the staff wanted to bring out is the configuration of the staff. It was more open, but they had less storage. That was one of the things they wanted to bring to my attention. But they said the

uptake in the number of people coming in had increased. And they don't know if that was because of the new opening or it's people that have come since the other one surrounding were closed.

But she said that they were really pleased. And the one thing that they're trying to really incentivize is teens. They want more teens to come to Dogwood.

The same thing as Washington Park. I was at Washington -- which I was surprised, because Washington -- literally, Washington High School is right behind Washington, but they could not develop that relationship with the high school. So that's one of the things they're trying to really develop more is the relationship with the high school and get the teens to come in there. But that space is also beautiful in terms of what they have there.

But all three, Adams Park, Dogwood, and Washington, no one had any outstanding complaints. The staff was really happy with everything there.

MR. JOE PIONTEK: So after we opened Roswell, the following Wednesday we had -- Julia Padgett came at 7:15 in the morning to open the library for us. She's the Head Librarian. Actually, we call them --

MRS. GAYLE H. HOLLOMAN: Branch Manager.

MR. JOE PIONTEK: Branch manager. Thank you. And so we had a great meeting then with some of the community leaders about how the library fit into what else was going on in that area. And we used really just the middle section. It's a great, big meeting room. So instead of, you know, everybody going off to the back, we just used the middle of the library, because it's like a bowling alley if you look down and out. It's a good two hundred yards long.

It was -- that was another great use of the library. And we ran everybody off at 9 o'clock. And Julia got back to work. They reopened it at 10, so...

I just wanted to mention her. That was really appreciated that she was able to do that for us.

CHAIRMAN PHYLLIS D. BAILEY: Anybody else?

I'm really glad to hear this. This is what we're about. And when the community knows that you're there and that you're interested and you care, it makes a major difference.

I can't thank you all enough for having done this. It makes us seem like we're part of it, not just sitting on the Board and talking about it. And that is what we should be about.

Anybody else?

MR. DAMIAN J. DENSON: I have a question. What is the process? Do you make an apartment? Do you just literally stop in and ask for the staff?

MS. LINDA JORDAN: So, for example, I had already been at Wolf Creek. The first time I went, I asked for the staff and I met all of them. And then they walked me around the library to show me everything.

MR. DAMIAN J. DENSON: Okay.

CHAIRMAN PHYLLIS D. BAILEY: It makes things very informal that way. It makes a much greater impression, being that you're not trying -- you know, I'm not up here and you're down here and making an appointment to come see what -- we're all a part of this community. And we're all doing our share in making this library successful.

MRS. PRISCILLA BORDERS: And everyone has been very receptive. Everybody has been -- in fact, they're glad you're there.

MS. LINDA JORDAN: Right. They want you to see what they're doing --

MRS. PRISCILLA BORDERS: They're glad you're there.

MS. LINDA JORDAN: -- they're working. Talk about -- like, even with Wolf Creek, their numbers have increased a lot since...

MR. JOE PIONTEK: They would be apprehensive since -- call ahead and say, you know, there's a Trustee coming over. It's been really cool. Everybody's been very nice.

CHAIRMAN PHYLLIS D. BAILEY: But I'm sure your reception will be very positive, because they're looking forward to this. And I don't know whether they've had this before or not, the amount of visitation.

MRS. GAYLE H. HOLLOMAN: No, not to this level.

CHAIRMAN PHYLLIS D. BAILEY: Yes. Well, see this is something new. And they, too, are beginning to appreciate a different approach to how governance is done. And I think that's worthwhile.

MS. LINDA JORDAN: Yes.

MR. DAMIAN J. DENSON: Are we keeping track of who's visit where to know who may need a visit?

MS. LINDA JORDAN: Well, the way it works is usually, it depends. Like for me, the Commissioner that appointed me, Chairman Pitts, he's county-wide, so I'm supposed to visit all of them.

MR. DAMIAN J. DENSON: To his district, okay.

MS. LINDA JORDAN: So, mainly, you know, you visit where your Commissioner is; however, you can visit any library, see what I'm saying.

MR. DAMIAN J. DENSON: Okay.

MS. NINA RADAKOVICH: And your district is all of them.

MS. LINDA JORDAN: All of them.

CHAIRMAN PHYLLIS D. BAILEY: So we opened the door to all of them.

MS. NINA RADAKOVICH: You have lots of choices.

CHAIRMAN PHYLLIS D. BAILEY: Anything else that you want to add to this? Thank you so much again. It's such a pleasure to work with people who are concerned about a community that we're all a part of. It makes a difference.

Anything else?

BYLAWS AND RULES - PRISCILLA BORDERS AND NINA RADAKOVICH

CHAIRMAN PHYLLIS D. BAILEY: Okay. Then we'll move to Committee -- Bylaws and Rules. I just want to emphasize again to take a look at those bylaws, because June will be here before you know it.

NATIONAL AND STATE DEVELOPMENTS - LINDA JORDAN AND JOE PIONTEK

CHAIRMAN PHYLLIS D. BAILEY: Okay. National and State Developments.

MS. LINDA JORDAN: Yes. I just want to announce that the Public Library Association Conference will be held on - will be held from February 25th to February the 29th in Nashville, Tennessee. Advance registration ends of January 31st. They have different layers of registration depending on what type of member you are. They also have the full conference registration and single day registration. If you need more information, you can go to the website, which is plconference.org; P-L-A (spelling) conference [dot] O-R-G (spelling).

CHAIRMAN PHYLLIS D. BAILEY: Can I get anybody who may be interested in attending?

MS. LINDA JORDAN: The rates are real reasonable. I don't know -- I mean, we as a Board, if you go, we have to pay our own way, right? Is that how it works?

CHAIRMAN PHYLLIS D. BAILEY: That's the only question. I am not sure how that works, but I will find out and let everybody know on the Board.

MS. LINDA JORDAN: Can we set aside -- I mean, as -- I don't know if we can set aside money.

CHAIRMAN PHYLLIS D. BAILEY: I'll ask.

MRS. GAYLE H. HOLLOMAN: We used to pay for it, so we need to inquire about that again.

CHAIRMAN PHYLLIS D. BAILEY: Yes. That's what I was thinking I was going --

MS. LINDA JORDAN: Yes, because the rates are reasonable for the registration. I don't know if the hotels, they're at low inventory right now on the hotels. However, there might some closer, maybe right outside of Nashville. I'm not sure. But if I was available, if my schedule was open, I would be interested. But I do think if we can get a couple of people there, that would be great.

CHAIRMAN PHYLLIS D. BAILEY: Let me find out exactly what we can do, and they'll email everybody and let everybody know what's

available. And then you can decide what you want to do. Would that be acceptable to everybody?

MS. LINDA JORDAN: Yes.

MRS. GAYLE H. HOLLOMAN: I'll follow up with our Finance Manager. I talked to him about conferences yesterday and how we might fill in more so, even the staff this year. So -- and I plan to go to PLA, the National Conference in Nashville.

CHAIRMAN PHYLLIS D. BAILEY: Okay. Let me know what you find out --

MRS. GAYLE H. HOLLOMAN: I will.

CHAIRMAN PHYLLIS D. BAILEY: -- so that I can let everybody else know exactly what's going on and what is available to do.

MS. NINA RADAKOVICH: And the other organization, American Library Association, has two --

MS. LINDA JORDAN: When is there's?

MS. NINA RADAKOVICH: -- the mid-winter meeting is this coming weekend, Friday through Tuesday, or Thursday through Monday. And I'm going to go to that.

MS. LINDA JORDAN: What city?

MS. NINA RADAKOVICH: Philadelphia.

MS. LINDA JORDAN: Oh, okay.

CHAIRMAN PHYLLIS D. BAILEY: So check to see if there's money that we could reimburse her.

MS. NINA RADAKOVICH: It's okay. I mean, I'm prepared to pay for it.

CHAIRMAN PHYLLIS D. BAILEY: I know that, but --

MS. NINA RADAKOVICH: It's so much fun. I don't mind. And they meet twice a year. And that's a lot to ask.

CHAIRMAN PHYLLIS D. BAILEY: Well, even if -- whatever we can do. Let us find out.

MS. NINA RADAKOVICH: June in Chicago.

MS. LINDA JORDAN: Yes. They have a National Conference coming up in June in Chicago, the ALA. That's American -- I mean, 'A' -- what is it? -- APA?

MS. NINA RADAKOVICH: American Library Association.

MS. LINDA JORDAN: Library Association, okay.

CHAIRMAN PHYLLIS D. BAILEY: So find out as much as you can about all of these different conferences and what can be done.

MRS. GAYLE H. HOLLOMAN: It used to be that you have to register forty-five days in advance. But we'll -- I'll check into it and just see where we are.

CHAIRMAN PHYLLIS D. BAILEY: Okay. I appreciate that.

UNFINISHED BUSINESS

POLICY FOR FRIENDS OF THE LIBRARY - DISCUSSION

CHAIRMAN PHYLLIS D. BAILEY: Okay. Unfinished Business. Policy for Friends of the Library. Now, I think you were given a copy of that.

Mr. Kaplan, we thank you and Judge Nina for the hard work you've done with this, because I know that you have spent a few hours -

MS. NINA RADAKOVICH: And Priscilla also.

CHAIRMAN PHYLLIS D. BAILEY: Oh, I'm sorry. I want to make sure I include you, because the three of you have worked too hard not to be recognized as having given as much energy and time to this as you have. So let's --

MR. PAUL KAPLAN: I'll say something about it. When you're ready, I'll say something.

CHAIRMAN PHYLLIS D. BAILEY: Okay.

MR. PAUL KAPLAN: And -- go ahead.

CHAIRMAN PHYLLIS D. BAILEY: I --

MR. PAUL KAPLAN: Anyway, I -- first of all, I'd like to thank several people, Priscilla and Nina and myself, the three of us have been working on this. This is going to go back about two and a half years -- two and a half years. We had twelve sheets of paper. All of this boils down and out to one sheet and part of a second sheet. And it's been a long time coming. We've got -- we've had a -- I can't tell you, numerous -- and Phyllis, you were also involved in the beginning.

CHAIRMAN PHYLLIS D. BAILEY: Yes, I was.

MR. PAUL KAPLAN: You remember all that went on.

CHAIRMAN PHYLLIS D. BAILEY: Yes.

MR. PAUL KAPLAN: There was a lot of people involved in this. But we met also with Heather about a week, a week and a half ago, two weeks ago now. And we've come up with the final version. And this is something I'd like to see looked at today and also past today.

If you will go through it, you'll notice that the thing that's missing from here is the insurance, because the insurance is covered by Library Volunteer Application Form. And that, everybody signs anyway.

But I just want to thank everybody for putting this together. Nina, if you want to chime in on this a little bit.

MS. NINA RADAKOVICH: Very briefly. This is about expectation and communication. The original document was written in the form of a Memorandum of Understanding, which is like a contract. We decided it would be easier for us to do a policy, because the Trustees are not in the business of signing contracts. They are in the business of making policy for the Library System. So we have put out here what we think is reasonable for the Library System to expect from Friends and what the consequences are if the expectations are not met. And so -- and this is kind of overlapping with the Meeting Room Policy that we discussed, about how if people misbehave and cause problems, can we refuse them the right to use the library services? This is a little bit easier to deal with because this does not have anything to

do with the First Amendment. This is volunteers working in the library on behalf of the library.

But there are misunderstandings. And there are sometimes standard -- common standards are not met. So this spells out what the standards are, what we expect. It includes things like keeping regular financial records. If the group has a thousand dollars in assets or annual income, they need to be a 501(c)(3). They need to be considerate about the way they use the space. All these things are covered. They need to communicate regularly about their financial situation with the Branch Manager.

A lot of the monitoring falls on the Branch Manager and gives the Branch Manager the flexibility to decide how much communication is necessary.

MS. LINDA JORDAN: Question.

MS. NINA RADAKOVICH: Yes.

MS. LINDA JORDAN: On the register annually with the Secretary of State, who monitors that, and when do they have to, you know, be registered. I know it opens on the 1st of April, as far as when they send the information off.

MS. NINA RADAKOVICH: It's in the spring that that requirement is. So they'll just need to give documentation. And it says, shall be provided. And, generally, that would be the Branch Manager.

MS. LINDA JORDAN: Branch Manager, okay.

MS. NINA RADAKOVICH: We don't want one person to have to take care of records for all of Friends Groups.

MS. LINDA JORDAN: Right. Okay.

MS. NINA RADAKOVICH: But this also covers what they raise money for. They need to comply with the mission of the Library System. They shouldn't be using space in the library for other purposes or other worthy causes.

MR. PAUL KAPLAN: So does anybody have any questions?

CHAIRMAN PHYLLIS D. BAILEY: Since there seems to be no questions, shall we take this for a vote?

MOTION

MS. LINDA JORDAN: So I move that we approve the policy regarding the Friends of the Library Group. It's called the Fulton County Library System Policy regarding Friends of the Library Group.

CHAIRMAN PHYLLIS D. BAILEY: It's been moved by Ms. Jordan that a Friends of the Library Group Policy be accepted.

MR. JOE PIONTEK: And I will second it.

CHAIRMAN PHYLLIS D. BAILEY: Seconded by Mr. Piontek.

Questions? Concerns? All in favor?

(Whereupon, all said aye.)

CHAIRMAN PHYLLIS D. BAILEY: Opposition? Thank you. Motion carries.

MS. LINDA JORDAN: Yes. Thank you, guys.

MR. PAUL KAPLAN: Gayle, I've got a question for Gayle.

MRS. GAYLE H. HOLLOMAN: Yes?

MR. PAUL KAPLAN: Gayle, with the adoption of this policy, are you going to send a copy to each one of the Branch Managers?

MRS. GAYLE H. HOLLOMAN: Oh, yes. We'll have a meeting on it. And then we'll go it so they can ask questions and what have you. And then they'll get copies. And I'll have to have copies at the branch as well.

MR. PAUL KAPLAN: Okay. Thank you.

MRS. GAYLE H. HOLLOMAN: At the branch locations, rather.

MR. PAUL KAPLAN: And in terms of the policy, it falls under our jurisdiction. If we need to make changes, we could certainly make it along the way?

MRS. GAYLE H. HOLLOMAN: Yes. Because you know that the County is trying to go toward, particular as we open the Central Library, toward being able to charge for spaces. So, of course, that will come down the pipe at some point as we go forward. But right now, we don't have anything on it. So they want to be consistent with other spaces within the county. So, at one point, even years ago, we were trying to come up with a procedure for that, for the library itself. And now that the County is trying to go toward that for some of their locations, we want to hold off.

So, of course, you would -- but look at all of that and decide how to integrate that into anything that deals with this policy.

MR. PAUL KAPLAN: Okay.

CHAIRMAN PHYLLIS D. BAILEY: Any other questions or concerns? Well, after a two year --

MS. ADEBOLA LAMIKANRA: You finally got it -- got there.

CHAIRMAN PHYLLIS D. BAILEY: Finally got there, you're right. It took a bit of blood, sweat, and tears. And, Paul, I can't thank you and Nina and Priscilla and everyone else on the Board. Thank you so much, because this has been a point of contention on boards that -- before most of you even came onboard. But we finally reached the pinnacle, at least having one. Thank you all so very much.

MS. LINDA JORDAN: I have a question on the Meeting Room Policy. Are we going to post this in the libraries?

MRS. GAYLE H. HOLLOMAN: As a general rule, we don't post it, but we have it available so if people ask we can pull it out.

MS. LINDA JORDAN: Okay.

MRS. GAYLE H. HOLLOMAN: And that's what we've always done in the past. So if we find we need to post it, then we will. But this -- most of these will be talked about at our agency

meeting. Because, you know, we have the first Thursday of every month, all of the managers and administrators, everybody come together for that agency meeting. And that's when I'll go over both of these. So that'll be a great time for us to do that.

MS. LINDA JORDAN: Do you need anyone from the Board to be there, like Nina or Priscilla, or anybody that's been involved in case some questions come up that... I'm just asking.

MRS. GAYLE H. HOLLOMAN: That's a thought. It's up to you all. That can go a whole lot of different ways.

MS. LINDA JORDAN: Right. Just in case they might not understand a point. And they, you know, they're the ones that helped write it.

MRS. GAYLE H. HOLLOMAN: Right. That's true. That's sure.

MS. LINDA JORDAN: So I'm just curious to make sure we don't --

MRS. GAYLE H. HOLLOMAN: I'll send you that information as to the date and time and the location. It's the Metropolitan Library at 10:00 a.m. I think that's February 6th, the first Thursday. But I'll be sure to get it and to send it to you.

CHAIRMAN PHYLLIS D. BAILEY: Okay. Thank you.

Is there anything else that we need to consider at this point in time?

ADJOURNMENT

MOTION

MS. LINDA JORDAN: I move for adjournment.

CHAIRMAN PHYLLIS D. BAILEY: Moved by Ms. Jordan. Do I have a second?

MR. JOE PIONTEK: I second it.

CHAIRMAN PHYLLIS D. BAILEY: Who seconded it? Oh, Mr. --

MS. LINDA JORDAN: I think we had already discussed the Meeting Room Policy. That's why I didn't --

CHAIRMAN PHYLLIS D. BAILEY: It's been moved and properly seconded that the -- that we adjourn. All in favor?

(Whereupon, all said aye.)

CHAIRMAN PHYLLIS D. BAILEY: Opposition? Meeting adjourned.

*(Whereupon, the Board of Trustees Meeting concluded
at 4:47 p.m.)*

Director's Report

Gayle H. Holloman, Executive Director

January 2020

Bond Program Update

- Central Library-Things are moving along very well.
- Group 1 (Roswell, Sandy Springs, Kirkwood, Southwest, Dogwood, Washington Park, West End)- All have re-opened. Punch lists are being completed.
- Group 2 (Ocee, NESO, Northside, Mechanicsville, Buckhead)-Construction is ongoing at all of these libraries. Mechanicsville is expected to re-open next.
- Group 3 (Adams Park, Adamsville, Cleveland Avenue, Ponce, College Park, East Atlanta)-Adams Park and College Park re-opened. The others are still in construction.
- Hapeville (new build)- The project is underway.
- Leased Libraries (Martin Luther King, Jr. and Peachtree)-Discussions are ongoing.

Outreach Committee

- Staff continues to host monthly Outreach Committee meetings. The Outreach Committee taught staff how to use 3D Printers, host a baby lap sit storytime, and is currently building a seed library to distribute seeds in food deserts. Staff also offer monthly programs at the men's and women's Fulton County jails and soon will offer monthly programs at the State Department of Juvenile Justice Detention Center in South Fulton. They will teach STEAM programs to 18-24 year olds that are earning their high school diploma while in detention. The staff organizes the Pajama Streaming Storytime programs every Thursday on Facebook Live. Staff refill Pop-Up Library book crates around the city and teach other branches how to host their own pop-up book crates.

Adult

- **Total Adult Outreach Library Cards Issued:** 184 cards issued
- **Adult Outreach Events:** 43 with 3,287 attendees

Youth

CLASS PASS @APS

- 1,640 physical transactions (732 checkouts and 908 renewals) performed with CLASS PASS accounts.
- **Axis 360**
18 total Axis 360 checkouts (13 eBooks: elementary school users; 3 eBook & 2 eAudiobooks: middle school users)
- **Overdrive**
99 people accessed Overdrive using their CLASS PASS account, totaling 340 checkouts.

Volunteer Services

SAVE THE DATE

2020 Volunteer Recognition Program

- **Saturday, April 25, 2020 at the Wolf Creek Library**
(3100 Enon Rd, Atlanta 30331)
OR
- **Sunday, April 26, 2020 at the Milton Library**
(855 Mayfield Rd, Milton 30009)
****Both are from 3:15-5:15 p.m.****

Alpharetta

The Alpharetta Library's Teen Advisory Board hosted its first book club discussion group. There were 4 attendees and a great discussion.

Storytime saw an uptick in attendance right after the holidays. There was a little more than double the attendance of January 2019.

Auburn

AAR's staff hosted or collaborated with various organizations to present the following programs:

- Silver Living Legacies Extraordinaire – highlights influential Black women of distinction over 60 years of age. Via intimate photographic images, this exhibition serves as a reverent visual homage to these powerful Black women and their ongoing legacy. This exhibit was curated by Arnika Dawkins from the Arnika Dawkins Photographic Fine Art Gallery, Atlanta, GA.

- The Function of Freedom: A Visual Tribute to the Life and Legacy of Toni Morrison, curated by educator and activist Charmaine Minniefield. This exhibit is a communal homage by renowned visual artists to Morrison's iconic stature as a cultural beacon for the enduring power of Black creative authorship and authority.
- Hosted The Roots of Rap: 16 Bars on the 4 Pillars of Hip-Hop, a compelling new exhibition featuring the work of award-winning children's literature artist/illustrator, Frank Morrison. Via the roots of rap and the history of hip-hop, kids will learn about how rap evolved from folktales, spirituals, and poetry, to the showmanship of James Brown, to the culture of graffiti art and break dancing that formed around the art form; and gave birth to the musical artists we know today. Also featured is a foreword by Swizz Beatz, a Grammy Award-winning American hip-hop rapper, DJ, and record producer.
- Staff hosted a series of classes, facilitated by AARL's Reference and Research staff, designed to examine specific issues of African American culture, within canons of Black literature. Each class, listed below, is paired with the month celebration or theme to further explore subjects, contributions, and perspectives:
 - "Cultural Studies: The Black Experience", a 60-minute class which explores cultural, literary, and pop culture topics, in addition to Pan African and diasporic identities of the African and African American community;
 - "Google Basics and Drive", an accessible, culturally relevant introduction to Google and its applications, including essential tools regarding the construction of information, as well as techniques for accessing and evaluating information;
 - "Job Readiness: Return and Get It" Maximizing and Properly Conducting a Job Search", is an accessible, culturally relevant introduction to prepare patrons, and provide essential tools regarding the construction of information and professional development, as well as techniques for accessing and evaluating information;
 - "Research 101: Africana Studies", an accessible, culturally relevant introduction to information literacy concepts, including critical thinking regarding the construction of information, as well as techniques for accessing and evaluating information.
- In collaboration with the Davis-Bozeman Law Firm, and Georgia State University's College of Law and Department of African American Studies, hosted a conversation, "Fighting Racism and Xenophobia with International Human Rights Law" with Tendayi Achiume and Mawuli Davis. The discussion focused on international human rights law and the mechanisms established by the United Nations to combat racism and xenophobia.
- Hosted Celebrating 44 Years of Service, the Atlanta Chapter of the Gospel Music Workshop of America (GMWA), which launched its collection with the AARL. GMWA, founded by the late Rev. James Cleveland in Detroit, Michigan in 1968, is a not-for-profit, interdenominational, interracial, international, and voluntary association of gospel choirs, choruses, ensembles, quartets, soloists, instrumentalists, and musicals joined together for the continuing education, cooperation, and communication of ideas for the advancement of gospel music, as an African-American Sacred Music genre. The

Atlanta Chapter was incorporated as a non-profit organization on October 9, 1980, in the City of Atlanta, Georgia to develop and promote excellence in the preparation, execution, and the study of the church (gospel) music and worship in the state of Georgia. This collection will highlight the many contributions over the years.

Cascade Library

Programs are off to a fantastic start at Cascade this year. With an additional Yoga class on Monday evenings, there was a total of 95 participants who attended weekly sessions. All seven Yoga classes were led by Yoga instructor, Michael Johnson. Compared to last month's attendees, there was a significant increase in the number of participants in January.

The computer class for seniors continues to have a consistent number of people attending each week. Participants enjoy learning about new computer applications. Instructor, Greg Mullins makes the class interesting and is very attentive in answering all questions patrons may have about computers. There were a total of 17 patrons in attendance for computer classes this month.

Mr. Sedrick Gardner led 4 Meditation classes this month with a total of 30 participants. Cascade also hosted 2 exciting game programs this month! On January 27, Adult Game Night was held that evening. Games were available for patrons to play. Many brought their own games to share with others. A lively group of 5 people participated in this fun program. The excitement continued on Saturday, February 1 with Cascade after Dark. Program was sponsored by Outreach staff and Atlanta Outworlders.

Finally, a jazz concert took place on Saturday, January 18 and was hosted by Rosemary Robertson. Patrons enjoyed the jazz music featuring Prodigies of Music. This program was open to all ages. Next month two additional programs will begin: Adult Coloring Club and Cascade Book Club. LibAnswers duties account for good portion of my workload in which I planned and distributed a two month schedule for chat assignments. I continue to provide coverage for other staff members when they are away for outreach work or leave. I handled questions transferred to me for research and questions about the service within the organization. Then, I also manage the dashboard and answer unclaimed tickets.

Central (Systemwide staff functions during renovation/closure)

In January, below are some questions handled by staff which stood out while working LibAnswers.

- Request to survey Branch Manager on Digital Literacy Competencies Addressed in Public Library Programs
- Request for an AJC article from Reference Archivist at the University of Massachusetts at Boston
- Contacted UGA Hargrett Library for a physical copy of an AJC front page

- Replied to a patron's email requesting to donate a Kodak 800H Custom Slide Projector that was transferred to staff.
- Request for information from a basketball historian from Croatia who is researching an exhibition game with Yugoslavia in Atlanta.
- Request for information/photos/music/programs by Charles A. Sheldon, organist and composer.

East Roswell

Many older adults get new technology for the holidays, but are sometimes intimidated by the learning curve. Staff brought out the experts from BH Technology to teach a technology class. They assist seniors with learning technology so they remain connected and independent. The instructor taught an iPad and iPhone Tips and Tricks class. As the students left, they made sure to stop by the desk and to tell staff they found the class very helpful.

Staff brought back the popular Floral Arranging: Ikebana Class for beginners. The students learned the Japanese art of floral arranging. Each class participant left with a completed floral arrangement.

Kirkwood

The branch provided eight children's programs, (one of which was outreach), three adult programs, (one of which was outreach) and two teen programs (one of which was outreach). Three hundred and thirty-nine people attended meetings and used the study rooms; a total of 617 patrons were in attendance at programs.

Metropolitan

The Girls Who Code Club met twice this month to work on their animated coding project using SCRATCH, a programming language that will allow them to share their stories and animation with others. Using tutorials to guide them, they will be adding animation and music to their project. The project is titled, "Live, Love, Laugh" and will be published on the Metropolitan Atlanta GWC Weebly website. The club will meet twice a month through May.

Palmetto

Coding for Kids took place on January 16, 23, and 30 with over 20 kids and their parents. Ed Deveaux, a volunteer, taught a group of kids the basic coding concepts in three coding classes for kids hosted in the library in January. Ed used power point presentation to lecture the kids on the basic things they need to know and the resources that are available to them in the library that will help them in learning how to code. He demonstrated to the participants how to code in Scratch. He showed the participants how to use coding to solve problems and communicate ideas. Kids and their parents used the library computers to practice how to code in Scratch. Afterwards the kids and their parents practiced coding steps using library computers. The participants were excited and were looking forward to the February classes.

Sandy Springs

Teens

Staff hosted a library tour, database instruction and library card drive for 9th grade students at Atlanta Jewish Academy. They were pleased and impressed with the Library's online offerings, particularly Hoopla.

Adults

They say you "can't teach an old dog new tricks," but evidently that is not the case. Members of the large print book club have really gotten the hang of downloading books on Libby!

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF JANUARY 31, 2020

Doc. #20-09

SERVICE	2020 BUDGET	JANUARY	2020 YTD	2020 YTD	2020 YTD	2020 YTD %	BUDGET
DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	COMMITTED	BALANCE
REG SALARY	14,769,143	528,322	528,322	-	528,322	4%	14,240,821
PART TIME SALARY	484,591	14,730	14,730	-	14,730	3%	469,861
BENEFITS	7,716,422	83,965	83,965	-	83,965	1%	7,632,457
BOOKS	3,106,305	-	-	347,392	347,392	11%	2,758,913
OFFICE EQUIP. REPAIR	6,760	1,230	1,230	2,324	3,554	53%	3,206
EQUIPMENT	27,291	-	-	-	-	0%	27,291
OFFICE FURNITURE	2,082	-	-	-	-	0%	2,082
PROFESSIONAL SERV	87,672	-	-	750	750	1%	86,922
COPIER MACHINE LEASE	256,824	-	-	-	-	0%	256,824
COPIER PAPER	6,000	-	-	-	-	0%	6,000
SUPPLIES	163,173	-	-	824	824	1%	162,349
SOFTWARE MAINTENANCE	500,392	-	-	-	-	0%	500,392
BUILDING RENT	210,843	-	-	126,962	126,962	60%	83,881
LYRASIS CHARGES	4,795	-	-	-	-	0%	4,795
OTHER SERVICES	425,561	1,685	1,685	454	2,139	1%	423,422
TRAVEL	40,000	-	-	-	-	0%	40,000
VEHICLE MAINTENANCE	21,850	-	-	-	-	0%	21,850
GENERAL INSURANCE	622,596	-	-	-	-	0%	622,596
CONTINGENCY	14,690	-	-	-	-	0%	14,690
TOTAL	28,466,990	629,932	629,932	478,706	1,108,637	4%	27,358,353

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS JANUARY 31, 2020

ORGANIZATION	SERVICE	2020 BUDGET	JANUARY	2020 YTD	2020 YTD	2020 YTD	2020 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURE	EXPENDITURE	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
PUBLIC SERVICE OPERATION	REG SALARY	12,578,032	458,155	458,155	-	458,155	4%	12,119,877
	PART TIME SALARY	484,591	14,730	14,730	-	14,730	3%	469,861
	BENEFITS	6,555,127	72,855	72,855	-	72,855	1%	6,482,272
	BOOKS	3,106,305	-	-	347,392	347,392	11%	2,758,913
	OFFICE EQUIP. REPAIR	1,000	-	-	-	-	0%	1,000
	EQUIPMENT	24,000	-	-	-	-	0%	24,000
	OFFICE FURNITURE	1,785	-	-	-	-	0%	1,785
	PROFESSIONAL SERV	84,930	-	-	750	750	1%	84,180
	COPIER MACHINE LEASE	231,524	-	-	-	-	0%	231,524
	SUPPLIES	126,173	-	-	824	824	1%	125,349
	BUILDING RENT	210,843	-	-	126,962	126,962	60%	83,881
	OTHER SERVICES	196,672	755	755	454	1,209	1%	195,463
	VEHICLE MAINTENANCE	2,000	-	-	-	-	0%	2,000
	GENERAL INSURANCE	404,826	-	-	-	-	0%	404,826
	CONTINGENCY	12,420	-	-	-	-	0%	12,420
Total		24,020,228	546,496	546,496	476,382	1,022,877	4%	22,997,351

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS JANUARY 31, 2020

ORGANIZATION	SERVICE	2020 BUDGET	JANUARY	2020 YTD	2020 YTD	2020 YTD	2020 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURE	EXPENDITURE	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
SUPPORT SERVICES	REG SALARY	2,191,111	70,167	70,167	-	70,167	3%	2,120,944
	BENEFITS	1,161,295	11,110	11,110	-	11,110	1%	1,150,185
	OFFICE EQUIP. REPAIR	5,760	1,230	1,230	2,324	3,554	62%	2,206
	EQUIPMENT	3,291	-	-	-	-	0%	3,291
	OFFICE FURNITURE	297	-	-	-	-	0%	297
	PROFESSIONAL SERV	2,742	-	-	-	-	0%	2,742
	COPIER MACHINE LEASE	25,300	-	-	-	-	0%	25,300
	COPIER PAPER	6,000	-	-	-	-	0%	6,000
	SUPPLIES	37,000	-	-	-	-	0%	37,000
	SOFTWARE MAINTENANCE	500,392	-	-	-	-	0%	500,392
	LYRASIS CHARGES	4,795	-	-	-	-	0%	4,795
	OTHER SERVICES	228,889	930	930	-	930	0%	227,960
	TRAVEL	40,000	-	-	-	-	0%	40,000
	VEHICLE MAINTENANCE	19,850	-	-	-	-	0%	19,850
	GENERAL INSURANCE	217,770	-	-	-	-	0%	217,770
	CONTINGENCY	2,270	-	-	-	-	0%	2,270
Total		4,446,762	83,436	83,436	2,324	85,760	2%	4,361,002

Fulton Library System January 2020

Activity and Description	2020		2019		YTD
	January	YTD	January	YTD	
Circulation					
Total number of items checked out of the library	211,878	211,878	251,035	251,035	-16%
Holds					
Number of requests by patrons	47,965	47,965	52,409	52,409	-8%
Inter-Library Loans					
Number of items lent to or borrowed from another library system	404	404	406	406	0%
Visits					
Number of people entering a library for any reason	291,143	291,143	191,592	191,592	52%
Computer/Internet Usage					
Number of computer sessions (Internet access and office software)	81,275	81,275	31,006	31,006	162%
Number of hours of computer use	18,267	18,267	19,351	19,351	-6%
Web hits					
Number of times people have visited the library's website	705,339	705,339	624,325	624,325	13.0%
Online Resources					
Number of times a resource is logged into or a searched performed	270,815	270,815	236,905	236,905	14%
Computer Classes					
Number of classes	13	13	7	7	86%
Number of attendees	93	93	80	80	16%
Virtual Circulation					
Number of e-books and e-audiobooks checked out	77,557	77,557	57,981	57,981	34%
Children's programs					
Library sponsored programs offered for children (birth - 12)	264	264	273	273	-3%
Number of people attending programs	6,263	6,263	7,996	7,996	-22%
Teen Programs					
Library sponsored programs offered for teens (13 - 17)	60	60	75	75	-20%
Number of people attending programs	897	897	894	894	0%
Adult Programs					
Library sponsored programs offered for adults (18 +)		-	373	373	-100%
Number of people attending programs	448	448	6,251	6,251	-93%
Programs - Total	9,323				
Library sponsored programs offered - total of all programs	772	772	721	721	7%
Number of people attending programs	16,483	16,483	15,141	15,141	9%
Meeting Rooms					
Non-library sponsored meetings or activities scheduled	352	352	327	327	8%
Number of people attending meetings or activities	7,317	7,317	5,849	5,849	25%

FULTON COUNTY LIBRARY SYSTEM
CIRCULATION REPORT
JANUARY 2020

ORGANIZATION NAME	ADULT	JUVENILE	Y/A	OTHER	JAN 2020 DATA	JAN 2019 DATA	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2020 CIRC	YTD 2019 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	600	344	42	4	990	2,164	(1,174)	-54%	990	2,164	(1,174)	-54%
ADAMSVILLE/COLLIER HEIGHTS	66	23		0	89	2,673	(2,584)	-97%	89	2,673	(2,584)	-97%
ALPHARETTA	13,115	24,928	1,250	69	39,362	33,064	6,298	19%	39,362	33,064	6,298	19%
BUCKHEAD	414	382	28	2	826	14,705	(13,879)	-94%	826	14,705	(13,879)	-94%
CLEVELAND AVENUE	46	3		0	49	1,960	(1,911)	-98%	49	1,960	(1,911)	-98%
COLLEGE PARK	866	855	70	2	1,793	2,824	(1,031)	-37%	1,793	2,824	(1,031)	-37%
DOGWOOD	1,116	836	90	1	2,043	16	2,027	12669%	2,043	16	2,027	12669%
EAST ATLANTA	208	274	21	1	504	7,797	(7,293)	-94%	504	7,797	(7,293)	-94%
EAST POINT	2,401	1,414	186	9	4,010	220	3,790	1723%	4,010	220	3,790	1723%
EAST ROSWELL	8,510	11,089	505	36	20,140	25,448	(5,308)	-21%	20,140	25,448	(5,308)	-21%
FAIRBURN	802	977	67	7	1,853	150	1,703	1135%	1,853	150	1,703	1135%
HAPEVILLE	12	9		0	21	1,232	(1,211)	-98%	21	1,232	(1,211)	-98%
KIRKWOOD	2,731	4,347	217	18	7,313	145	7,168	4943%	7,313	145	7,168	4943%
MARTIN LUTHER KING, JR	1,668	1,112	68	16	2,864	1,999	865	43%	2,864	1,999	865	43%
MECHANICSVILLE	42	35	4	0	81	1,283	(1,202)	-94%	81	1,283	(1,202)	-94%
METROPOLITAN	3,210	4,614	226	8	8,058	9,510	(1,452)	-15%	8,058	9,510	(1,452)	-15%
MILTON	6,416	13,208	634	25	20,283	27,216	(6,933)	-25%	20,283	27,216	(6,933)	-25%
NORTHEAST/SPRUILL OAKS	665	1,208	66	1	1,940	17,843	(15,903)	-89%	1,940	17,843	(15,903)	-89%
NORTHSIDE	297	376	31	1	705	12,855	(12,150)	-95%	705	12,855	(12,150)	-95%
NORTHWEST	3,061	4,943	217	9	8,230	7,360	870	12%	8,230	7,360	870	12%
OCEE	1,007	1,372	115	0	2,494	25,461	(22,967)	-90%	2,494	25,461	(22,967)	-90%
PALMETTO	629	1,204	64	0	1,897	2,841	(944)	-33%	1,897	2,841	(944)	-33%
PEACHTREE	6,621	6,682	300	84	13,687	8,036	5,651	70%	13,687	8,036	5,651	70%
PONCE DE LEON	527	403	30	3	963	13,129	(12,166)	-93%	963	13,129	(12,166)	-93%
ROSWELL	7,105	8,345	475	26	15,951	1,782	14,169	795%	15,951	1,782	14,169	795%
SANDY SPRINGS	10,278	13,105	696	49	24,128	3,687	20,441	554%	24,128	3,687	20,441	554%
SOUTHEAST	1,464	2,496	198	7	4,165	3,997	168	4%	4,165	3,997	168	4%
SOUTH FULTON	2,494	2,985	154	4	5,637	7,255	(1,618)	-22%	5,637	7,255	(1,618)	-22%
SOUTHWEST	2,219	1,941	131	9	4,300	190	4,110	2163%	4,300	190	4,110	2163%
WASHINGTON PARK	1,513	1,247	144	4	2,908	106	2,802	2643%	2,908	106	2,802	2643%
WEST END	1,196	798	94	4	2,092	87	2,005	2305%	2,092	87	2,005	2305%
WOLFCREEK	3,091	5,002	480	28	8,601	11,374	(2,773)	-24%	8,601	11,374	(2,773)	-24%
BRANCHES TOTAL	84,390	116,557	6,603	427	207,977	248,409	(40,432)	-16%	207,977	248,409	(40,432)	-16%
CENTRAL	603	120	36	7	766	745	21	3%	766	745	21	3%
OUTREACH SERVICES	126	16	9	0	151	155	(4)	-3%	151	155	(4)	-3%
AUBURN AVENUE	2,569	359	52	4	2,984	1,726	1,258	73%	2,984	1,726	1,258	73%
SYSTEM TOTAL	87,688	117,052	6,700	438	211,878	251,035	-39,157	-16%	211,878	251,035	-40,415	-16%

FULTON COUNTY LIBRARY SYSTEM
SYSTEM STATS AT A GLANCE
JANUARY 2020

AGENCY NAME	JANUARY *CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	990	111	0	0	0	0	0	0	0
ADAMSVILLE/COLLIER HEIGHTS	89	51	1,907	20,413	4	50	36	987	22
ALPHARETTA	39,362	672	0	0	64	1,106	0	0	0
BUCKHEAD	826	221	0	0	0	0	0	0	0
CLEVELAND AVE	49	32	0	0	2	70	1	2	0
COLLEGE PARK	1,793	141	2,667	4,713	17	259	3	86	0
DOGWOOD	2,043	60	1,447	2,147	8	215	3	45	10
EAST ATLANTA	504	122	0	0	0	0	0	0	0
EAST POINT	4,010	216	5,847	3,800	13	154	3	37	8
EAST ROSWELL	20,140	358	1,402	10,470	44	772	24	264	16
FAIRBURN	1,853	159	1,248	3,525	19	145	2	9	5
HAPEVILLE	21	23	0	0	16	144	0	0	0
KIRKWOOD	7,313	214	1,734	47,978	13	320	11	257	11
MARTIN LUTHER KING, JR	2,864	136	2,213	9,742	11	119	0	0	0
MECHANICSVILLE	81	27	0	0	0	0	0	0	0
METROPOLITAN	8,058	410	3,666	11,604	23	296	71	1,030	0
MILTON	20,283	351	706	9,022	54	1,507	21	555	20
NORTHEAST/SPRUILL OAKS	1,940	166	0	0	28	271	0	0	0
NORTHSIDE	705	109	0	0	8	82	0	0	0
NORTHWEST	8,230	203	2,845	9,876	9	188	21	682	18
OCEE	2,494	165	0	0	30	359	0	0	0
PALMETTO	1,897	61	37,570	4,670	28	828	6	263	14
PEACHTREE	13,687	509	0	0	34	797	11	148	0
PONCE DE LEON	963	194	0	0	9	144	0	0	0
ROSWELL	15,951	1,026	1,546	16,410	32	661	3	28	13
SANDY SPRINGS	24,128	918	2,544	26,180	64	769	30	420	6
SOUTHEAST	4,165	108	6,224	9,421	41	716	26	880	4
SOUTH FULTON	5,637	382	2,046	12,680	23	405	28	387	1
SOUTH WEST	4,300	365	0	13,668	9	207	0	0	0
WASHINGTON PARK	2,908	57	3,631	5,654	12	186	2	22	38
WEST END	2,092	102		57,348	14	183	6	147	0
WOLFCREEK	8,601	260	1,728	9,756	42	534	29	974	9
BRANCHES TOTAL	207,977	7,929	80,971	289,077	671	11,487	337	7,223	195
CENTRAL	766	223	0	0	10	247	0	0	0
OUTREACH SERVICES	151	82	0	0	68	4,147	0	0	0
AUBURN AVENUE RESEARCH	2,984	18	304	2,066	23	602	15	94	0
SYSTEM TOTAL	211,878	8,252	81,275	291,143	772	16,483	352	7,317	195