



# **BOARD OF TRUSTEES**

MEETING  
INFORMATION PACKET

JUNE 24, 2020



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FULTON COUNTY LIBRARY SYSTEM  
BOARD OF TRUSTEES REGULAR MEETING  
JUNE 24, 2020



**VIRTUAL MEETING**  
**DUE TO GOVERNMENTAL GUIDELINES REGARDING COVID-19**

**FULTON COUNTY LIBRARY SYSTEM**  
**BOARD OF TRUSTEES VIRTUAL MEETING**  
**JUNE 24, 2020 – 4:00 P.M.**  
**AGENDA**

- I. Call to Order
- II. Meditation Moment
- III. Public Comments
- IV. Adoption of Agenda\* Doc. #20-27
- V. Approval of Minutes – May 27, 2020\* Doc. #20-26
- 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. #20-30
  - A. Monthly Financial Report Doc. #20-28
  - B. Monthly Usage Summary Doc. #20-29
- 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. Bylaws and Constitution – Update
- XI. New Business
  - A. Library Programs
- XII. Adjournment
- XIII. Executive Session

\*Action is anticipated on this item

**Doc. #20-26**



**FULTON COUNTY LIBRARY SYSTEM**  
**VIRTUAL BOARD OF TRUSTEES MEETING**  
**MAY 27, 2020 – 2:00 P.M.**

**Cormier Court Reporting, LLC**  
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**Members Present**

Bailey, Phyllis D., Chairman  
Borders, Priscilla  
Denson, Damian J.  
Jordan, Linda  
Joyner, D. Chip, Vice Chair  
Kaplan, Paul  
Pointek, Joe  
Radakovich, Nina

**Also In Attendance**

Holloman, Gayle H. – Executive Director  
Claxton, Zenobia – Assistant to Director's Office  
Lamikanra, Adebola – County Attorney

Visitors:

Nine On-Line Virtual Participants

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Chairman Phyllis D. Bailey called the meeting to order at 2:13 p.m.

**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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(VIRTUAL MEETING BEGAN AT 2:13 P.M.)

**CALL TO ORDER**

**CHAIRMAN PHYLLIS D. BAILEY:** It is now 2:13, 2:14. We'll call the meeting to order.

**MRS. ZENOBIA CLAXTON:** Hold on one moment. Let me go ahead and broadcast this. Okay.

**CHAIRMAN PHYLLIS D. BAILEY:** It's 2:14, I guess, now. I will call the meeting of the Fulton County Library System Board of Trustees meeting to order.

**MEDITATION MOMENT**

**CHAIRMAN PHYLLIS D. BAILEY:** A Moment of Meditation has to do with a good name. And some of you may be old enough to remember when parents made a big production of your maintaining your good family name. If you were given a nickname right now, descriptive of your character, would you be proud of it?

In 1955, the city of Montgomery, Alabama was segregated by law. White people and black people were not allowed to sit together. On December 1st of that year, Mrs. Rosa Parks was riding the bus home from her job at a tailor shop. As the section for whites filled up, the black people were ordered to move to the back to make room for the white passengers who were boarding. Three people in Mrs. Parks' row moved, but Mrs. Parks remained in her seat. She later said, our mistreatment was just not right. And I was tired. I knew someone had to take the first step. So I made up my mind not to move.

The bus driver asked her if she was going to stand up. No, I'm not, she said. Mrs. Parks was arrested and taken to jail. Four days later, a boycott of the city busline was organized. It lasted until a year later when the Supreme Court declared the segregated bus ordinance was unconstitutional.

Mrs. Parks is known as the modern day mother of the Civil Rights Movement. Her name inspires others to be courageous and do what is right despite the circumstances.

What feelings would your nickname inspire? We only have a given amount of time here on earth. Stop and think. How will you be remembered?

Thank you.

**PUBLIC COMMENTS**

**CHAIRMAN PHYLLIS D. BAILEY:** Are there any Public Comments submitted through the chat?

**MRS. ZENOBIA CLAXTON:** Yes, I have one. It came in from Manuel from Alpharetta. He would like to know about the updates regarding the renovation project for the Ocee Library. That's the only one I received.

**CHAIRMAN PHYLLIS D. BAILEY:** Mrs. Holloman, is there any way you could address that?

**MRS. GAYLE H. HOLLOMAN:** Yes. Good afternoon, everyone, and Madam Chairperson. Just want to say a few minutes about that. We do not know the exact opening of the Ocee Library or any of our libraries at the moment. Right now, we are processing and planning our future way of going about trying to reopen our libraries, or at least give some amount of service to the patrons. We are still working through that plan.

If you will just stay in-tune by going on our website, you will be able to see those changes as they unfold. But we are very anxious to get them open. We are very anxious to open all of our libraries that are possible to be open. Ocee is in a -- is becoming a very good place right now. None of our construction work ceased, so they're very much in play, so that library is still being worked on. The construction is very much in play. And as soon as we have something to tell you, we will. However, we do not know about a full operational mode yet. But we do think that we'll be able to do some phased-in processes. So please stay tuned.

**MS. LINDA JORDAN:** So, Gayle, I just want to ask Paul if he has anything to add to that. Paul? Because I know you're all over the place at the libraries.

**MR. PAUL KAPLAN:** I'll talk about that, but I'll wait until we get down to my Construction Report and we'll talk about it.

**MS. LINDA JORDAN:** Okay. Thank you.

**CHAIRMAN PHYLLIS D. BAILEY:** Okay. Any other Public Comments or questions? Are there any other Public Comments?

**MRS. ZENOBIA CLAXTON:** No, there are no more from me.

**CHAIRMAN PHYLLIS D. BAILEY:** Thank you.

**20-22 ADOPTION OF AGENDA**

**CHAIRMAN PHYLLIS D. BAILEY:** Will you look at your agenda?

**MOTION**

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

**MS. LINDA JORDAN:** I second it.

**CHAIRMAN PHYLLIS D. BAILEY:** Motion by Mr. Kaplan, seconded by Ms. Jordan, that the agenda be adopted as presented.

Now, your --

**MS. LINDA JORDAN:** Did somebody just join? I'm sorry. Go ahead.

**CHAIRMAN PHYLLIS D. BAILEY:** Was there someone else who joined?

**MS. LINDA JORDAN:** Chip, you joined?

**MR. D. CHIP JOYNER:** Yes. I'm streaming now.

**CHAIRMAN PHYLLIS D. BAILEY:** Oh, okay. Thank you.

**MR. D. CHIP JOYNER:** Thank you.

**CHAIRMAN PHYLLIS D. BAILEY:** How are you, Chip?

**MR. D. CHIP JOYNER:** I'm great. Thank you.

**CHAIRMAN PHYLLIS D. BAILEY:** Good.

**20-12 APPROVAL OF MINUTES OF THE REGULAR MEETING OF FEBRUARY 26, 2020**

**CHAIRMAN PHYLLIS D. BAILEY:** Please review the minutes. Now, the minutes are from the February meeting that we have that was sent to us. And you need to go over them.

And, frankly, I need to say somewhat of an apology, because I was very brusque, to say the least, in some of my comments about what had happened this February meeting.

I don't apologize for them, but I'm just sorry about the tone, because I think that what I said needed to be said.

**MS. LINDA JORDAN:** No problem, Madam Chair.

**MS. NINA RADAKOVICH:** There's one correction I would like to ask be made. And that is on page 14, the second and third to the last paragraphs.

You were discussing -- Chair, you were discussing the bond, and you were referring to encumbered funds. And it's written there as --

**CHAIRMAN PHYLLIS D. BAILEY:** And it said incumbent. Yes, I see that. I had not gone over all of that part of it. Encumbered, yes.

**MS. LINDA JORDAN:** So, Nina, your recommendation is to correct the minutes to saying what as a matter of record?

**MS. NINA RADAKOVICH:** It's too many mis-spelled words in two places. Instead of encumbered, E-R-E-D (spelling), it says incumbent, E-N-T (spelling).

**CHAIRMAN PHYLLIS D. BAILEY:** I think I found another one, too.

**MS. LINDA JORDAN:** So you're -- so I seconded the motion, so it's an amendment to the motion. So we need to go back to who -

**CHAIRMAN PHYLLIS D. BAILEY:** So this is merely a correction.

**MS. LINDA JORDAN:** Correction, right. All right.

**CHAIRMAN PHYLLIS D. BAILEY:** It's not a change in information as such.

**MS. LINDA JORDAN:** Exactly.

**CHAIRMAN PHYLLIS D. BAILEY:** It's a change in spelling. So that needs to be corrected when the minutes are submitted. But the information and the correction of the comment did not change.

**MS. LINDA JORDAN:** Okay. So we're all in favor of that.

**CHAIRMAN PHYLLIS D. BAILEY:** Okay. May I have a motion concerning the minutes?

**MOTION**

**MR. PAUL KAPLAN:** I make a motion that we accept the minutes of February 26, 2020 as corrected.

**MS. LINDA JORDAN:** And I second that.

**CHAIRMAN PHYLLIS D. BAILEY:** Moved by Mr. Kaplan, seconded by Ms. Jordan, that the minutes from February be accepted with corrections.

All in favor?

*(Whereupon, all said aye.)*

**CHAIRMAN PHYLLIS D. BAILEY:** Opposition?

Thank you. Motion passes.

#### **CHAIRMAN'S REPORT**

**CHAIRMAN PHYLLIS D. BAILEY:** And now as far as my report, I wanted to say a couple of things. I got a phone call from Commissioner Carn concerning the library at College Park. There had been a spill into the street and there was quite a bit of garbage, and he took pictures and he sent me. I referred the entire matter to Mrs. Holloman, and she maintained that she would take care of it, and she did.

The situation was such that the plumbing had not been effectively done so that there was a spill. And it was there for more than one day, and Commissioner Carn was quite concerned, and he called me. And I referred it to Mrs. Holloman, and it was handled. And the situation has been corrected. And that was in April, the 29th of April, in fact, when it happened.

I want to compliment Mrs. Holloman on the Virtual Programming that she's been putting in place, and it has obviously served the purpose. You've done a fantastic job, and I frankly don't know how you managed to do it with all that you have looking at you.

I was -- I went over -- read over the minutes, and as I said before earlier, I was very brusque and I do wish to apologize for my tone but not for the material that I persuaded.

I visited Hapeville yesterday. And as Mrs. Holloman said, it's going along well. If you were, of course, in the situation we're in, we're lucky to have anyone who's there.

Thank you, Mr. Kaplan, for keeping me in touch with what's going on. Thank you for the constant communication and sharing.

Welcome to our court reporter. We're glad to have you back.

Really, we are.

**THE COURT REPORTER:** Thank you, Madam Chair.

**CHAIRMAN PHYLLIS D. BAILEY:** The incident on Cleveland Avenue, I want to mention. I think I sent messages to each one. What I've done is when Mrs. Holloman contacts me about something that has happened within the Library System that we all need to know

about, I don't try to reinterpret what she said. I merely forward her message to each of you so that you will know precisely what's going on.

The young woman was shot in the head, and I understand that she has been sent home without the bullet being removed. I suppose there is a medical reason why that has been done. I surely hope so, because that doesn't seem to me to be a kind of situation you want to let stay in place.

Other than that, I have no further reports, as we haven't been home -- at our home meeting place. But I do hope that sometime in the future we will be able to get together and at least be in each other's company.

I welcome each one of you, and I hope that each of you have been keeping well and that your families are doing as well.

God Bless You. Thank you.

**MS. LINDA JORDAN:** Thank you, Madam Chair. I just want to add my thoughts about -- and congratulate Gayle and the team on what you guys have done through this COVID-19. It shows people how important the libraries are, because, you know, you put out certain things that kids can do and, you know, read and this, that, and the other, or pull it from the library. So, hopefully, we want to make sure that all the constituents from around the county, around the country, understand the importance of a library. Because right now, you know, watching this, that, and the other, but at least you know that Fulton County is putting money in the right place and making sure that our libraries are, you know, given the appropriate -- well, no, I won't say appropriate funding for all -- but I'll say given funding to make sure we continue to move in this space.

**CHAIRMAN PHYLLIS D. BAILEY:** Thank you very much, Ms. Jordan. We can never give too much in the way of praise for those who work so hard and who are on the front lines. And certainly we appreciate that.

As Board members, we need to continue to uplift our team, knowing that they are on the front lines and encountering some rather difficult problems, to say the least.

Mr. Kaplan?

**CONSTRUCTION/RENOVATION REPORT - PAUL KAPLAN**

**MR. PAUL KAPLAN:** Okay. We've been having meetings every other Wednesday for the last couple of months -- construction meetings. If you have any questions, hold off until I say a couple of things; otherwise, if everybody talks, I won't be able to catch your question.

We had -- in fact, I had a meeting a couple of weeks ago, and I had a meeting about two hours ago that lasted two hours and

fifteen minutes. Gayle's in every one of the meetings, and she's kind of laughing right now. I see her smiling. I'll tell you something, they're gruesome. They are very, very hard, hard to go through, but I will tell you -- let's go to Group 2. Group 2 is moving along. We have Buckhead, Mechanicsville, Northeast, Northside, and Ocee.

Everybody's moving along. I'm not going to go into detail. I mean, there's one detail where the canopy is missing, like that, a couple of switchers are not there. I won't go into detail, but it is moving along. They are getting it done.

It's very hard circumstances for the subcontractor and for the general contractor, but we all know what's happening with people getting sick and production lines going down. What's happening, material. Hard to get some of the material because the manufacturer is down. When the manufacturer is down, it's just trickling down into the construction. So if they're waiting for something, instead of taking a week, it's taking like three weeks. It just kind of puts everything behind.

But I will tell you that they are really up on speed. I don't see any -- there's a couple of wrinkles in a couple of libraries, but all-in-all, they're doing very well. They're there every day. I'm not there.

Like I wrote to everybody a couple of months ago, I'm staying away from the libraries. In fact, I'm pretty much staying home. My daughter won't let me leave too far from here.

**MS. LINDA JORDAN:** She's smart.

**MR. PAUL KAPLAN:** But at the meetings, I have a good idea of what's happening. We're really in good shape, but, you know, when these libraries do open -- and I'll let Gayle talk about this -- it's not going to be the same. Things are going to change. It's going to be -- some patrons are probably going to be upset by them. But you know something, we're going to make it work. Libraries are really going to look nice. They're going to be very much hi-tech, but safety. Safety for our employees; safety for our patrons; that's our utmost thing that we're looking at right now.

And listening to everybody talk today and listening to our director of the buildings area -- our -- everybody has so many titles now. I can't keep up with them -- talking about how we're going to do the safety, how you're going to clean.

Maintenance is going to be very big. Do we open? Do we go curbside check-in, check-out? What do we do?

Gayle has -- her plate is full. I can't tell you --

**CHAIRMAN PHYLLIS D. BAILEY:** I agree.

**MR. PAUL KAPLAN:** I appreciate Gayle a lot. I don't know how she does it with the pressure that's on her. All the questions that were fired at her today, I was going to say something, but, you know, I try to keep -- I just try to observe. I try not to say anything. The one time I did, I kind of got a word back to me that I should kind of stick my nose out of it. But, you know, since I'm on the Board, I figured, why not? Who can -- nobody can fire me, except my own Commissioner. But I will tell everybody, it is going along.

We've had a couple of wrinkles in a couple of the HVAC systems. Things that were supposed to be working are not working. Some of the old stuff that we were reusing needs some other repairs, and it's going to be -- it'll be a tough month, next month and a half, but it will open. And I'm not going to say dates at this point, because I have no dates. We really don't have dates of when we're going to open renovation libraries. It's enough to get the ones that are not being renovated that are already completed, just getting those open alone without the renovated ones.

But we're not going to have ribbon cuttings. As far as I know, this is going to be a soft opening. Unless the Commissioners change their mind, I don't know how that's going to happen. But, believe me, I'm on it. We do our meetings. The only thing, I don't have my pair of eyes on them like I normally do. But they are working along. And they seem to be doing okay. But what questions do you have? Maybe I can answer for you.

**MS. LINDA JORDAN:** The only question I have, Paul, is this: Trying to make sure -- do you think there might be some change orders because of the COVID-19 and that we need to make the County aware of because it's not our fault. It's not, you know, anybody's fault, but in case there are change orders.

**MR. PAUL KAPLAN:** Some of the employees that work there, some of the contractors that work there, you know, they're getting their temperature monitored also. And sometimes they lose employees. So what happens is the subcontractors is kind of running very thin because some of his workers are quarantined for fourteen days. And it's a real struggle, but they are keeping up with it.

If this -- if there wasn't this virus and we could go back a couple of months ago, would we make it? We'd be doing a lot of ribbon cutting by now. Most of them would be open. But, believe me, Linda, we really are watching what's going on. And they're really checking everything out. We want people to be safe. No matter what it is, they're trying to be safe.

**MS. LINDA JORDAN:** Well, thank you for that.

**MR. PAUL KAPLAN:** That's what we're trying to do. Gayle --

**CHAIRMAN PHYLLIS D. BAILEY:** You're doing an excellent job, Paul.

**MR. PAUL KAPLAN:** -- you've got things to talk about, I know. And I don't want to get into it. Anything else on the construction today you want to say?

**MS. LINDA JORDAN:** She might be on mute.

**MR. PAUL KAPLAN:** Oh, you're on mute.

**MRS. GAYLE H. HOLLOMAN:** I was on mute.

Thank you all so much. It's good to see everybody. Well, Mr. Kaplan is correct that they're on it. They're staying with it. And we would have had quite a few, I believe, openings by now had not the COVID virus hit. But I have to say that the teams of contractors and subcontractors have stayed on the job. I mean, through whatever issues they may have had, some of which we don't really know all about, they have been able to continue the work. So the work is in full force, painters are on the job, carpet's being laid. In some cases, carpet was put down incorrectly and was removed and replaced. So a lot has happened on these jobs. And someone didn't pay attention to the laying of some carpet and they had to redo it.

So these are things that come up. The AC has been a problem at some of our libraries, particularly the concerns that we have at Northeast Spruill Oaks -- that ceiling has always been called a floating ceiling -- has always posed HVAC problems since the day that it opened.

So they work through a lot of different things, but the staff of contractor and the subcontractors have done an amazing job. So I'm not complaining about that at all.

And then in my report, I'll talk to you about what our library staff have been doing as well.

**CHAIRMAN PHYLLIS D. BAILEY:** Thank you.

Okay. Anybody else have any further comments or concerns about the Construction Report?

If not, we will move on to the Director's Reports.

#### **20-25 DIRECTOR'S REPORTS**

#### **20-23 MONTHLY FINANCIAL REPORT**

#### **20-24 MONTHLY USAGE REPORT**

**MRS. GAYLE H. HOLLOMAN:** Okay. I wanted -- unless you have some questions on the Financial Reports or the Circulation Reports. As you know, circulation has not been what we'd like for it to be. However, you do have a copy of page 1 of my report that gives you an idea of how our online services have been doing. They're up a hundred and twenty-two percent --

**CHAIRMAN PHYLLIS D. BAILEY:** Wow.

**MRS. GAYLE H. HOLLOMAN:** -- because people are really, really going into the -- onto the website; they're using it for homework, homeschool work, a lot of homeschoolers, a lot of kids that have been out. And it's just been an amazing time since we closed at the close of business on March 13th. So you can really see just how well those checkouts have been with a hundred and twenty-two percent.

Our Overdrive product is one of the best that we have. And people really do just -- it's amazing how they gravitate to it, and, of course, Hoopla and Freegal, because those are -- give you the movies and the music, Hoopla and Freegal. So you're able to go in Overdrive and some of the others and get your audio books and your e-resources, and it just makes a huge difference.

Our databases are really being used. And people are really appreciative. I think it really speaks to the staff, though, because our staff have just been an amazing group. I mean, they have stepped up. They've brought out new ideas. They have, through the administrators, they've -- we've just blossomed. And I think people seem to have a spirit of cooperation as never before and a spirit of real enthusiasm, because I think everybody understands that we are facing things that, of course, none of us ever predicted or ever had an experience with before. So I think that makes people want to rise to the occasion.

I have not heard any negatives. I've heard people who've just been asking, what can I do? What can I do next? What do you need us to do? And they have really stepped up, so...

We have staff who are teleworking that -- we had some of that prior to this. But we have a few more people doing that. We also have what we call administrative staff that they've been given assignments. They're at home. They're creating booklists for Readers Advisory. They're at home working with the -- finding out ideas about how to podcast.

All sorts of activities like that are being planned. More and more programs are being planned and offered. Right now, we have the daily Children's Storytime at 11 o'clock Monday through Friday. You probably heard more about that earlier on. But right now, we have the adults Book Break, which is a book club for adults and books being read to adults or poetry; a teen book club that's just come onboard. So we've had a lot of activity with people just being very creative.

Through our LibAnswers, which is really the "Ask a Librarian" product, we've been able to have thirty or more staff members, from librarians to other staff as well, other support staff, who every single day, Monday through -- it's really seven days a

week now. It started off just being Monday through Friday. But Monday through Friday, 10 a.m. to 8 p.m., and Saturdays and Sundays, 10 to 6. The public can call in and ask whatever question they want to ask and receive an answer. They will call back if they don't have the answer. So it's a wonderful service for people to use. They call in for very detailed type research questions to what's on television tonight on a certain channel. So we're just very excited about that. We had to increase from daily to including the weekends because of the activity that we had. And it's just been a wonderful experience.

I know people want to know when we're going to open. We don't exactly know when we're going to open. We do know that we're going to have to do a phased-in way of doing it. We've got to look at the fact that it can't be business as usual. We've got the whole gathering situation to be concerned about. We also have distancing, social distancing to be concerned about. That's kind of --

**MS. LINDA JORDAN:** So, Gayle, can I interrupt and ask this question?

**MRS. GAYLE HOLLOMAN:** Certainly.

**MS. LINDA JORDAN:** You're under the County's orders, right? So the questions is: What -- you're going to abide by what they say when you can eventually open the libraries, correct?

**MRS. GAYLE H. HOLLOMAN:** Well, I'm going to bring it to you all, because as you know, I report to you. And I do also have a person I report to at the library, Dr. Pamela Rochelle -- at the County, rather. But we take our cues from the County leadership. But then I have to bring it before you as well and keep you informed and involved. So you will be kept up-to-date on what is evolving. And it is an evolving process.

A few weeks ago -- actually, more than a few weeks ago, several months ago -- the activity was around reopening all the libraries at one time. Then the activity got paired down to maybe reopening only a few libraries at one time. Then the thought became, well, if you do curbside pickup, then maybe you need to reopen all the libraries, because why not? So there's a new iteration of it. Almost daily, it seems to change. So I'm working through all of that. When I'm asked to provide something at the County -- to the County to make them aware of what we might be able to do, they look at it and they respect it. And we've had a lot of conversations. We're having meetings some more this week about it. So we -- I will keep you up-to-date as to just how those things go forward.

But my admin team and I have been constantly meeting over the last month or more about those items. And over the last two weeks, we have spent a great deal of time just really researching what's going around the nation in the profession, how people are approaching this whole thing, because we're not out there as lone rangers.

We have all kinds of libraries to look at right here around us, our neighboring libraries, and we look at all of them. And then we also have the ones out that we really involve ourselves -- particularly, with those urban/suburban Library Systems that are more like the FCLS.

So we've got a lot of things at stake. And we've got a lot of things to consider. But I think we're on our game. I think we're ready and willing. We just have to figure out the best product to offer and how best to do it.

So I do have to let everyone know, it has to be a phased-in process. And the County is very much aware. And I think they're very much behind it.

The County has also let us know how much they're behind us because at the early part of the year for the budget, they gave us an extra five hundred thousand dollars for Virtual Resources. Well, a few weeks ago, we were also given some additional funding for Virtual Resources because it has taken off so much. So we're very, very excited about that. And it's because of what we've able to do and the response that the public has given to those products that we're offering on the website. And I think that just speaks very well for everybody concerned. And it just really makes our job rewarding in the sense that people are responding and that we're getting the backing of you, as well as the Board of Commissioners.

So I want to thank the Board of Trustees. I want to thank the Board of Commissioners, the County Manager and his staff, because they're all very supportive of what we're trying to do. And, you know, we don't get everything we want when we want it. But I do know that we're in good shape.

And we also got an approval last week at the Board of Commissioners' meeting for a product called BiblioWeb. It's going to allow us toward yearend to really make a very much -- much better website so that it can be improved.

If you look at some of the website of Library Systems, you will see that they're a little bit -- well, you may not realize that they're a little bit easier to manipulate the information, to gather and place the information, and ours is a little bit stayed. And so by them approving those funds in connection

with, or in partnership with I.T., we are able to move ourselves into a product that would be a --

**CHAIRMAN PHYLLIS D. BAILEY:** Is there some problem with the audio here?

**MS. LINDA JORDAN:** Can you hear us now, Gayle? Because you went out the last --

**MRS. GAYLE H. HOLLOMAN:** Oh, I'm sorry. I went out?

**CHAIRMAN PHYLLIS D. BAILEY:** Yes.

**MRS. GAYLE H. HOLLOMAN:** Oh, I'm sorry. I don't know what happened.

**CHAIRMAN PHYLLIS D. BAILEY:** Is there a problem with the audio or something?

**MRS. GAYLE H. HOLLOMAN:** Can you hear me now?

**MS. LINDA JORDAN:** Can everybody else hear?

**MRS. GAYLE H. HOLLOMAN:** Can you hear me?

**CHAIRMAN PHYLLIS D. BAILEY:** I can hear you now.

**MRS. GAYLE H. HOLLOMAN:** Okay. I was just saying that one of the things that the Board of Commissioners did last week was they approved funding for a product called BiblioWeb. And it's going to allow us to improve our website. It may take us three, four months to get that done, but it's going to make it much more user friendly. It's going to make us be able to add content a lot faster and a lot more of it. And it's just really going to have a great look. So we're very excited about that. It's going to put us also in-line with a lot of other Library Systems here in the area as well as around the nation, to make our website presence better, just better functioning. So I'm excited about all that.

Does anyone have any questions?

**MS. LINDA JORDAN:** The only question I have is that: Are any of the Commissioners over the different libraries that they have, are they asking you to do certain things? Do they want you to wait until they say the County is ready to move forward? So, you know, so you won't have somebody here or there, everybody's going to be in alignment as to when we can reopen. Can you tell that?

**MRS. GAYLE H. HOLLOMAN:** Well, I think the best way I can answer that is -- can you hear me? --

**MS. LINDA JORDAN:** Yes.

**MRS. GAYLE H. HOLLOMAN:** -- okay -- is that, as I've said, the County, just as you all are, have been very supportive. And what they're looking for is for us to tell them. They don't seem to have any preconceived notions as to how they think this is going to look. They want us to say it because we're the ones in the space.

**MS. LINDA JORDAN:** Right.

**MRS. GAYLE H. HOLLOMAN:** They're very much open to what we have to suggest, and that's why I've been working with my administrative team to decide just which direction we need to take. And I've been making County leadership aware of that. And to some degree, I've talked with Mrs. Bailey about it as well. And Mr. Kaplan and I have had some conversations. So we will pass all of it along as soon as something is solidified. As I said earlier, it's been so fluid that I have not just gone back and forth with, you know, give you this and then tomorrow come back and tell you something else because it keeps changing.

We are at the point now where that's got to stop. We've got to really get down to brass tacks, as I used to hear my mom say, and just decide. You know, this is what we're going to do. This is what we're going to do, and this is how we're going to do it. So that's what we're working on now. We're hoping to have some of that finalized so that we'll be able to update the website with the information once we have brought it to you and once the Board of Commissioners have fully engaged the process. Because, you know, it also involves testing of staff. They want to do that before we can go back. And that's going to be a lot for three hundred employees.

We also have to make sure that we sanitize all of our locations. We've got to also make sure that we bring back two hundred and thirty thousand items that are out to be returned. We found out that we don't have to necessarily go for a long period of time, but we need to at least sanitize them for seventy-two hours. So we've got to have a point at which we advise the public to bring your returns back on a certain day, or certain week, and we'll process those.

So we've got to have a procedure for all of those things, so process and procedure will be very important to how we do this. And we're going to ask the public to bear with us through those weeks of making those things happen, because it's going to be very much incumbent upon them listening and trying to follow what we're asking them to do, because that will make it all easier for all of us.

**MR. PAUL KAPLAN:** I will tell you that it's very fluid. And Gayle said, you have to go with it. You know, one day it'll say one thing, and then four or five days later, gee, I didn't know.

**MS. LINDA JORDAN:** Right.

**MR. PAUL KAPLAN:** But like Gayle said, it's time to stop. It's time to go one way and get this thing done; otherwise --

**MS. LINDA JORDAN:** So my question, Paul, is this: Being that, you know -- do we have the extra money? Because, like, every time I go -- when I went to get my -- stuff from my dentist office, they had to do a temperature check on me. All the equipment, the different equipment that we need to have or get to make sure whatever we need to do, is there some side -- the money that we're getting, can it help with that, because this is not in the budget, correct? If you got to set up for --

**MRS. GAYLE H. HOLLOMAN:** Two weeks ago at that Board of Commissioners' meeting, and I think at the most recent one, they talked about it. The County Manager has been fully engaged in bringing attention to the cost of things. So they have a budget that they've set aside for the entire county for PPE and all of those things. And we should be a part of that as well because we have a department within the county. So we've got to have the proper personal protective equipment. We've got to have the masks and the gloves for handling books and various things. And in some cases, we may have to have the full outfit as we deal with those items that have to be sanitized.

So there's a lot that's involved. They have placed orders for things. Some things are on back order, along the lines of personal protective equipment. And so the County is fully engaged in that. And they've set aside funds for that. That was one thing the County Manager was charged with doing.

So I feel comfortable that we're going to do that. Our supply room staff are working hard to do within our own budget what they can to have things on -- in place as we move into a more normal situation in the future. And a lot of those things are back ordered.

As you know, if you try to get almost anything now, you got to wait. So that's part of what is going to -- what has delayed this idea of reopening in some fashion because you cannot get what you need to make that happen.

**CHAIRMAN PHYLLIS D. BAILEY:** Are there any other questions or concerns?

**MR. JOE PIONTEK:** Yes. And I wanted to point out to everyone, if you click on participants and then there's something that says raise or lower hand, so it just avoids talking over each other. That becomes completely illegible -- or not illegible -- but at any rate, I was just looking at the budget things. And the first question was -- because there was an uproar about a church that had received PPP funds -- and then it got to, do any nonprofits deserve PPP funds? And it looks like we've kept up the salaries, so did we get that money?

**MS. LINDA JORDAN:** That's a question to Nina, because we are -- that's a nonprofit under Nina. Did we apply for --

**MR. JOE PIONTEK:** That would be a question for Gayle --

**CHAIRMAN PHYLLIS D. BAILEY:** No.

**MR. JOE PIONTEK:** -- the Executive Director.

**MS. LINDA JORDAN:** I'm sorry. I'm sorry.

**MR. JOE PIONTEK:** Did we receive PPP funds?

**MRS. GAYLE H. HOLLOMAN:** We have some PPP funds that have been placed, I understand, into our budget. Each department was given so much -- that's being out of the total budget. So, yes, we should have some funding from the County.

**MR. JOE PIONTEK:** No. I meant not PPE, not the personal protection equipment, I mean the PPP program, the Payroll Replacement Program.

**MS. LINDA JORDAN:** He's asking if you filed for that.

**MRS. GAYLE H. HOLLOMAN:** Oh, the Payroll Replacement. I'm not sure how that really affects us.

**CHAIRMAN PHYLLIS D. BAILEY:** I was going to ask that.

**MRS. GAYLE H. HOLLOMAN:** I'd have to go back and find --

**MS. LINDA JORDAN:** That would be under the County.

**MRS. GAYLE H. HOLLOMAN:** I'm sorry. I'd have to go back and --

**MS. LINDA JORDAN:** But I thought you were asking about two questions, though. That would be under the County, I think. But to that point, I think Nina, that we need to, as a nonprofit, apply for that. I don't know.

But to your point, Joe, I think that falls under the County. I don't think we as a body can apply for that Protection Program unless we have the County do it and then they give us some of that money; is that correct or not?

**MR. JOE PIONTEK:** It certainly would have been the County that would have applied for the PPP funds, and then they would have transferred that over to our budget. I'm just looking at this. We paid a hundred percent of our salaries. And so, I guess, that does -- we don't have an answer to that question. But one of the other things I noted on here is that a lot of these payments have gone to zero. Are -- things like -- you know, and it's little stuff, copier, copy machine leases. I can see where hospitality went to zero. That makes a lot of sense. Unfortunately, we've been a little un hospitable. But these equipment rentals, are we still paying them, or why have we gone to zero? There's no money coming out in the April expenditures for lots of stuff here that I would just assume, you know, rust never sleeps. You got to keep paying for this stuff month by month. But maybe we got an abatement?

**MRS. GAYLE H. HOLLOMAN:** Well, some of it, of course, is not being used at the moment. I'd have to go and find out actually for myself, because -- which particular one? Like, copier paper you're looking at went to zero?

**MR. JOE PIONTEK:** Well, the copier leases themselves. It's -- you know, we don't use them. It doesn't really matter. But the company, they lease us the copiers and they're going to continue to charge and expect us to pay on a monthly basis, and I figured that you would have had that broken out.

On this chart, it just -- it struck me as odd that we're not paying those things or we're not keeping up with it when we really should be, I think. I mean, there's no reason why we need an abatement. We've already got the money.

**MRS. GAYLE H. HOLLOMAN:** We're still paying it.

**MS. LINDA JORDAN:** Well, but the only thing you're doing -- that if you're doing is that if you're doing business with someone -- like right now when you drive a car, they try to give you credit back for the fact that nobody's driving. So the fact that nobody's using that machine, so the question is, we need to figure out have they, you know, done an abatement, or if they have not, how can we get a discount with all the stuff we used to do in the past? We're not doing it now, because that's what's going on. I'm a professional insurance person. They're giving you so much money back for two months, so they need to give us back some money if we're still paying.

**MR. JOE PIONTEK:** I agree with that point. But I was just saying that in the Monthly Financial Report, it doesn't reflect payments made on leases that we have. That was my only question. Are we paying that?

**CHAIRMAN PHYLLIS D. BAILEY:** I see your point.

**MR. JOE PIONTEK:** And did we get money from the government to supplement the employees' salaries; whether Fulton County got it and directed it to us or not? That's just a couple of things I'd like to know about the Financials.

**MRS. GAYLE H. HOLLOMAN:** Right. I'll have to look into the amount that the County may have received. It is my understanding that that probably happened. I do not know the amount, but I can find out and get back to you with it. As far as -- I'm looking here -- I'm not sure if I'm understanding -- maybe I'm misunderstanding. Like the copier money -- lease, we've already committed forty-five thousand one hundred eighty-five dollars, which is eighteen percent of the budget. And we have a balance. So is that what you're referring to?

**MR. JOE PIONTEK:** But it's just not reflected in the April expenditures. It's all zeros, like -- as if we didn't --

**MS. LINDA JORDAN:** But if they've already paid it -- did you pay it upfront, Gayle? Was it -- if it's paid upfront --

**CHAIRMAN PHYLLIS D. BAILEY:** Wait a minute. We're all talking -

**MRS. GAYLE H. HOLLOMAN:** I don't seem to have that.

**CHAIRMAN PHYLLIS D. BAILEY:** I don't either, the zeros that you're talking about.

**MS. LINDA JORDAN:** The question -- she'll break it down. She'll fix it. If it's paid upfront, then --

**MRS. GAYLE H. HOLLOMAN:** I mean, I'm glad to check into it.

**MS. LINDA JORDAN:** -- you would see zeros.

**MR. JOE PIONTEK:** It's paid upfront. That's a great response. I didn't know that we paid the leases upfront.

**MS. LINDA JORDAN:** She'll look into it. That's a good -- she'll look into it.

**MR. JOE PIONTEK:** Yes. That's all. Those were my two questions.

**CHAIRMAN PHYLLIS D. BAILEY:** Okay. Any other questions?

**MS. LINDA JORDAN:** Good point.

**MRS. ZENOBIA CLAXTON:** The court reporter has her hand up.

**MS. LINDA JORDAN:** Please speak.

**THE COURT REPORTER:** Just a reminder, please, don't talk over one another. I'm not that good to be able to get four people talking at one time. So, please, if you could just remember that. Thank you.

**CHAIRMAN PHYLLIS D. BAILEY:** Agreed. Anything else?

Well, with that as background and most questions having been presented, I would like to say --

**MRS. ZENOBIA CLAXTON:** Mr. Joyner has his hand up.

**MR. D. CHIP JOYNER:** Gayle, are we communicating each month or each week with the volunteers?

**MR. PAUL KAPLAN:** Gayle's offline.

**MR. D. CHIP JOYNER:** You're muted.

**CHAIRMAN PHYLLIS D. BAILEY:** Gayle?

**MS. LINDA JORDAN:** Maybe she's on mute.

**MRS. GAYLE H. HOLLOMAN:** I'm sorry. I thought I had clicked it off. Sorry.

It's my understanding that we are still in touch with volunteers as far as if they call in. They are still -- there is still a number so that they can reach Ms. Staniszewski. But we are accepting volunteer applications and just holding them until we're able to bring a staff back.

We have some longtime volunteers that have served for, I mean, just years and years, as you know. And they're still with us. And they're still waiting for the opportunity to come back and work with us. We don't know how that's going to look, but we do still want them and need their assistance. So that's about all I can say at the moment. But we are still in touch in that regard.

**MR. D. CHIP JOYNER:** Okay.

**CHAIRMAN PHYLLIS D. BAILEY:** Any other questions?

**MR. D. CHIP JOYNER:** Also, have we received any communication from the County how the budget should be affected monthly or throughout the rest of the year?

**MRS. GAYLE H. HOLLOMAN:** Well, they have asked us to consider what we spend. They've also instituted a hiring freeze. So that's where we are right now.

**CHAIRMAN PHYLLIS D. BAILEY:** We are fortunate.

**MRS. GAYLE H. HOLLOMAN:** We have not had a budget cut or anything like that.

**CHAIRMAN PHYLLIS D. BAILEY:** Okay. I was going to ask. Because he -- Kemp had mentioned a fourteen percent cut, and I was wondering if had affected us.

**MRS. GAYLE H. HOLLOMAN:** With the State. We have not heard anything like that yet, but if we do, I'll certainly make sure you are aware, if you haven't heard first.

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

**MR. D. CHIP JOYNER:** And similar to Joe's question, just for the month of May, ideally, if they're accruing any expenses, they can appear on the next report.

**MRS. GAYLE H. HOLLOMAN:** Yes. I will find out about that.

**MR. D. CHIP JOYNER:** Thank you.

**CHAIRMAN PHYLLIS D. BAILEY:** Anyone else?

**MS. LINDA JORDAN:** The only thing I want to add, Madam Chair, is that if we -- once Gayle and the team figure out when we need to go back into full throttle, to make sure we keep up with the expenses. If we have to pay money for this or pay money for that, to make sure that, you know, the County knows what we had to, you know, expend monies on to get like protective equipment; the masks, the sanitizer, this, that, and the other, so that we, you know -- we don't want to be, you know, we want to make sure they know what we spent if it's not already in the budget, or if some money has come in for us to be able to do that. That's my only request is to keep up with what we have to do going forward to make sure that they know what we've had to expend to get the libraries back open.

**MRS. GAYLE H. HOLLOMAN:** The library has a Finance Manager, and he is obligated to work with the County Finance Department. So he works with them, and they are aware of what we do. He makes -- he has to produce certain reports. And whatever expenditures we have go through his -- from his office, and from him, to the Fulton County's Finance Department. So there is a --

**MS. LINDA JORDAN:** Okay.

**MRS. GAYLE H. HOLLOMAN:** -- staff of finance people in the County and the Director of Finance, who is very much on top of things. And so, that's who we have to make sure we stay in-tune with. Georgia Public Library Service offers us some financing, as it does all libraries in the state. Some of that goes to our staffing. And we have been able to get some monies, my understanding, through the Institute of Museum and Library Studies. And that was some COVID-19 funding there. So that's what I'm thinking may be part of a response to what Mr. Piontek was asking. But I will delve into it --

**MS. LINDA JORDAN:** Okay. You answered my question.

**MRS. GAYLE H. HOLLOMAN:** -- by --

**MS. LINDA JORDAN:** Yes. Thank you. No further...

**CHAIRMAN PHYLLIS D. BAILEY:** Thank you so much. Any other questions or concerns? Thank you very much.

And, Gayle, again, I have to compliment you on an extraordinarily, well-done job. You have risen to an occasion that I don't think too many of us could even match or even, I mean, couldn't exceed, but certainly couldn't even match.

#### COMMITTEE REPORTS

#### LIBRARY VISITATION - D. CHIP JOYNER, VICE CHAIRMAN

**CHAIRMAN PHYLLIS D. BAILEY:** With that as a completion, let's move to Library Visitation. Mr. Joyner?

**MR. D. CHIP JOYNER:** At this time, I don't have anything to report on visitations.

**MR. PAUL KAPLAN:** You're trying to get in there, but we won't let you in. I just want to let you know that.

**CHAIRMAN PHYLLIS D. BAILEY:** Well, I went over to Hapeville, and, of course, they gave me a dirty look. But I went around to look. I just wanted to see just what was being done, although I'm not a construction person. But they were there and they were engaged in putting on that roof and that sort of thing. So I was pleased with that. I didn't ask any questions, because I think -- I thought they may have decided to come out there and chase me off the property or something. But anyway, that was the one that I did visit.

And I did go by the College Park one after Commissioner Carn had called me. And things were in shape and well-done, so I was

pleased with that. Those are the only two things that I've done during this time. Any others?

**CHAIRMAN PHYLLIS D. BAILEY:** Okay. I --

**MS. LINDA JORDAN:** What I want to add is, I haven't been out there to see anything, but I appreciate Commissioner Marvin Arrington because he's always posting something. And he, you know, that he make sure that people know about the libraries over here. I live off of Camp Creek -- so he know -- they know about the library over here, so I appreciate that, from my perspective. Make sure people know they can go there. And thanks to Gayle and all the things that she and her staff have done, people are frequenting or being virtual because they have nothing else to do. Like President Obama said, you want to watch Tiger King, this, that, and the other? But anyway, they have -- I shouldn't say don't have anything else to do, but it gives you another outlet in case you get bored, you get tired of whatever, so thank you guys for making it virtual for everybody.

**CHAIRMAN PHYLLIS D. BAILEY:** Thank you.

**BYLAWS AND RULES - PRISCILLA BORDERS AND NINA RADAKOVICH**

**CHAIRMAN PHYLLIS D. BAILEY:** At this time, we'll go to Bylaws and Rules. Priscilla and Judge Nina?

**MS. NINA RADAKOVICH:** Nothing to report.

**CHAIRMAN PHYLLIS D. BAILEY:** Priscilla?

**MRS. PRISCILLA BORDERS:** Nothing.

**CHAIRMAN PHYLLIS D. BAILEY:** Nothing? Okay.

Well, I wanted to ask a question. Last time we met, the attorney mentioned something in reference to the extension of a term for me and whether or not it would be legally feasible. And she said she would look into it. And there was no answer at that point. Have you heard anything further?

**MS. NINA RADAKOVICH:** I have not, but I have given it some thought. And although we didn't realize it at the time, your term has been, in fact, suspended during this time of closure of the libraries. And with the emergency circumstances and the fact that the libraries have been closed, I think it's entirely appropriate for us to extend your term for the length of the emergency. And the emergency is still going on.

So what the action taken was, your term was extended. It was not -- you didn't get a new term --

**CHAIRMAN PHYLLIS D. BAILEY:** That's true.

**MS. NINA RADAKOVICH:** -- which is what we were concerned about. So if the term is extended to make up for the suspension from COVID, I think, you know, that's reasonable. But our attorney is here, isn't she?

**CHAIRMAN PHYLLIS D. BAILEY:** I don't know. Is she here?

**MS. ADEBOLA LAMIKANRA:** Can you hear me?

**MR. PAUL KAPLAN:** Sure.

**CHAIRMAN PHYLLIS D. BAILEY:** All right.

**MS. ADEBOLA LAMIKANRA:** I'm sorry. Can you guys hear me?

**MRS. ZENOBIA CLAXTON:** Yes.

**CHAIRMAN PHYLLIS D. BAILEY:** I can't see you, but I can hear you.

**MS. LINDA JORDAN:** I can hear you, though. Now, did you put your thing on video? You don't want to be seen?

**MS. ADEBOLA LAMIKANRA:** Yes. So I agree with that, to the extent that right now everything's on pause because the library is closed. I think the concern that I brought up in the February meeting is just the bylaws don't speak to the fact of the extension beyond the term period. So, I mean, as of right now, I think what was proposed is perfectly fine, since things are suspended and we're trying to figure out how to reopen the library.

**MS. LINDA JORDAN:** Wait a minute. Can I ask a question? I thought we had already voted. Because the term was up, we had already voted for Dr. Bailey to be in the position. So I'm confused. I thought we had already voted for that.

**MS. ADEBOLA LAMIKANRA:** Yes.

**CHAIRMAN PHYLLIS D. BAILEY:** The vote did --

**MS. ADEBOLA LAMIKANRA:** I'm sorry. Go ahead.

**CHAIRMAN PHYLLIS D. BAILEY:** Excuse me, I'm sorry. Go ahead.

**MS. ADEBOLA LAMIKANRA:** Yes. We did. It was voted on. And then I think, if my memory serves me right -- I don't have the minutes in front of me -- that I did bring up the concern that the bylaws don't allow for -- or don't speak to that extension beyond the --

**MS. LINDA JORDAN:** Wait. It's not -- wait. It's not an extension. It's like a separate vote. What do you mean? I'm confused about the extension. It's a separate vote. It's no extension. Her term was ending. We voted to allow her to have another term. So I'm confused about an extension.

**MS. ADEBOLA LAMIKANRA:** My understanding is that it was an extension.

**CHAIRMAN PHYLLIS D. BAILEY:** In the minutes, it said extension.

**MS. ADEBOLA LAMIKANRA:** Okay.

**MS. LINDA JORDAN:** Well, I need -- we need to strike the minutes. I don't agree with that. Wait. Can you tell me, like, when Dr. Bailey's term was supposed to end? Because I thought we were voting for when her term ended that she would be the next Chair when the term ended.

**CHAIRMAN PHYLLIS D. BAILEY:** No. The vote was that my term would end in June, but the extension was to December 31st, until the construction and the renovation was complete.

Now, that, of course, did not take into consideration the COVID-19. So that's why I brought the issue up as to the legality of what we've done. Because the attorney mentioned at the time that the vote was taken, that she would look into and find out the legal ramifications of this particular move.

**MS. LINDA JORDAN:** Okay. I understand better now. Okay.

**MS. ADEBOLA LAMIKANRA:** And I apologize. I did say I would look into that

**CHAIRMAN PHYLLIS D. BAILEY:** Yes, you did.

**MS. ADEBOLA LAMIKANRA:** -- but after all this, everything just slipped my mind. But I will get that answer today, and I will let you all know by tomorrow --

**CHAIRMAN PHYLLIS D. BAILEY:** Okay.

**MS. ADEBOLA LAMIKANRA:** -- in terms of once we get more direction on the libraries opening. But I think, as Nina was saying, as of right now, it's extended until we get more clarification on how we're going to proceed.

**CHAIRMAN PHYLLIS D. BAILEY:** All right.

Any other questions or concerns?

**NATIONAL AND STATE DEVELOPMENTS - LINDA JORDAN AND JOE PIONTEK**

**CHAIRMAN PHYLLIS D. BAILEY:** Okay. National and State Developments. Linda and Joe?

**MS. LINDA JORDAN:** We don't have any updates, unless Joe has something extra.

**MR. JOE PIONTEK:** What I've been doing is, I mean, I'm looking at what all the other libraries are doing to address the reopenings. You know, everybody's asking me when is the library going to reopen? It's not an essential service, I suppose. The other libraries are just saying the same thing that we are, nothing. We'll tell you when we figure it out, because that's, I guess, what we're going to have to do, right, Gayle? When we figure it out, then we'll be able to post something on the website. Until then, I'm sorry. I don't know any more than you do. Tell me when the vaccine comes. So I think we're completely okay on laying out the plan.

My other point was, I've been to another Zoom meeting, and what the president of the company was telling -- he had like a three-stage plan for the employees. Because my restaurant friends are finding that a lot of their employees would rather stay home for twenty-five dollars an hour than to come back to work for whatever they're going to make, fifteen, sixteen dollars an hour.

And they've had to -- so what they did was kind of a three-stage thing, very gentle in the beginning. You could still work at home, and if it worries you, don't come into the office. And then there was the second stage where it's you're expected to be at the office unless you have extenuating circumstances. And then the third was you are coming to the office or you're not coming to the office anymore. But he was very wishy-washy about what the dates on each of those three points were going to be. I don't know what we pay, for instance, a Librarian III, but I would also say that we may face the same problem where if we said come back in June, and they would say, you know, for what? I mean, I'm getting twenty-five dollars an hour for doing this. But we are continuing to pay them their salaries here? But as of July 1st, we won't be able to do that anymore, right? But anyway, that's the legal problem that I was seeing out there for us and just one of the solutions that I've seen. I'm not pressuring you to come up with anything.

**MRS. GAYLE H. HOLLOMAN:** Right. One of the things I'd like to say here is that our staff, it was decided by the County Manager's presentation, and it was voted upon and accepted by the Board of Commissioners, that we -- that people would stay on -- they would stay on the payroll. So we don't work quite the same way. If, whatever you made, if you were at work, you made if you're not at work. There's no differential -- differential in that.

Now, with the County and essential services, they are paying some hazard pay to people who are working who are like firemen, first responders. Firemen, police officers, people like that, they are paying a differential. But that is not happening with the library. So whatever people were making then, they are making now.

The thing is, we want to get people back to work, though. And everybody knows that. We do have some criteria that has been established so that staff can say that they have a situation that might prohibit them from being able to do things like assignments to work elections. That's something that the staff have been doing. I didn't mention that earlier. But a lot of our staff have been asked to work and are working Early Voting. And they're also going to be working on the primary day on June 9th. So they're doing that. But that's all. And they do get some extra pay for the fact that you work the elections. And so I think they do pay a little bit of extra money to people who are assigned that duty.

Not every staff member is doing it. They don't need every staff member. But we have provided them with over a hundred and

twenty staff people to help out with the elections this year, because they have a lot of sites. And so that's part of it. But their base salary is their salary. It's not, you know, any change in that situation. So right now, we don't have any problems except in a sense that there may be some effect when we have people who are having to declare that they are not able to work because of age, physical limitations, and/or taking care of children and/or others.

So there's a form that has been made available through Human Resources to make that declaration. And when that happens, then that forms a different, you know, way that we have to look at things.

But we're going to take all of those things into consideration as we reopen, which is another reason why we have to phase-in the reopening.

#### **UNFINISHED BUSINESS**

**CHAIRMAN PHYLLIS D. BAILEY:** Any more concerns?

With that, then we will move to the possibility of Unfinished Business.

#### **NEW BUSINESS**

**CHAIRMAN PHYLLIS D. BAILEY:** New Business?

**MS. LINDA JORDAN:** The only question I have is that: Do we think the next couple of months we'd probably have to do a Zoom call? Because I agree with all the COVID, all the things from the CDC, all that about, you know, being protected and whatnot. So do we feel like for the June, July, are we going to space it out, Madam Chair? What are your thoughts about the next meeting?

**CHAIRMAN PHYLLIS D. BAILEY:** My thought is that we would continue with the Zoom meeting until something has really formulated to make us safe to really meet together. I think that we can accomplish what we need to in a Zoom meeting.

**MS. LINDA JORDAN:** I agree.

**CHAIRMAN PHYLLIS D. BAILEY:** Now, I'm open to any suggestions or comments from any of the Board members. But once we fine tune the Zoom meetings, I think that that can suffice until we reach a point of much more safety. Does anybody have any concerns or disagreements with that?

**MR. DAMIAN J. DENSON:** If we go in that direction, I would inquire about going to our original meeting time when we were meeting in person.

**CHAIRMAN PHYLLIS D. BAILEY:** Oh, at 4 o'clock?

**MR. DAMIAN J. DENSON:** Yes.

**CHAIRMAN PHYLLIS D. BAILEY:** I have no problems with that if anybody else -- nobody else does -- 4 o'clock would not bother me at all.

**MS. LINDA JORDAN:** So we're all in agreement. We're all in agreement.

**CHAIRMAN PHYLLIS D. BAILEY:** Well, in that case --

**MS. LINDA JORDAN:** Damian on the call.

**CHAIRMAN PHYLLIS D. BAILEY:** Excuse me. In that case, then I would suggest that our next meeting be at 4 o'clock with a Zoom meeting. What do I hear from the rest of you?

**MS. LINDA JORDAN:** I'll make that as a motion. Next meeting for the month of June will be a Zoom meeting. We just confirm the date. We can get the information from Zenobia, unless we know the date right now.

**MS. NINA RADAKOVICH:** The 24th. I have written, Wednesday, the 24th.

**CHAIRMAN PHYLLIS D. BAILEY:** Okay.

**MS. LINDA JORDAN:** Okay. So I would like to make a motion that --

**MRS. ZENOBIA CLAXTON:** It's on your calendar.

**MS. LINDA JORDAN:** -- we have our next meeting --

**MRS. ZENOBIA CLAXTON:** It's on the calendar and on the website for June 24th at 4.

**CHAIRMAN PHYLLIS D. BAILEY:** Okay, at 4 o'clock.

#### MOTION

**MS. LINDA JORDAN:** Okay. It's confirmed that we have Zoom on the 24th at 4 p.m. That's my motion. Is there a second?

**CHAIRMAN PHYLLIS D. BAILEY:** Second? Anybody?

**MS. LINDA JORDAN:** Joe? Joe? He's on mute, but Joe second it.

**MR. JOE PIONTEK:** Saying second without having to talk over you. I second that.

**CHAIRMAN PHYLLIS D. BAILEY:** Okay. Motion by Ms. Jordan and seconded by Mr. Piontek that our June meeting will be on the 24th, Wednesday the 24th at 4 p.m. It will be a Zoom meeting. Questions? All in favor?

*(Whereupon, all said aye.)*

**MS. LINDA JORDAN:** Everybody says aye.

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

#### BYLAWS AND CONSTITUTION - UPDATE

**CHAIRMAN PHYLLIS D. BAILEY:** Okay. Let's see. Bylaws and Constitution - Update. I'm sure we haven't gotten to that because we need to get together on that one. And Judge Nina, you said that we haven't been able to work on that.

#### COVID-19 RESPONSE

**CHAIRMAN PHYLLIS D. BAILEY:** COVID-19 response?

**MRS. GAYLE H. HOLLOMAN:** I asked that that be put on there. I don't know that we haven't said enough about it already. I think that I've said about all I know. But if there's any -- is there any more questions, or if anyone has anything, please let me know.

**MR. PAUL KAPLAN:** I'm going to ask the Chairman, can I back up a little bit to Bylaws and Constitution?

**CHAIRMAN PHYLLIS D. BAILEY:** Yes. I'm sorry.

**MR. PAUL KAPLAN:** I would say that with what's going on today --

**MRS. GAYLE H. HOLLOMAN:** The only --

**MS. LINDA JORDAN:** With that --

**MR. PAUL KAPLAN:** -- once this has passed, once the libraries --

**CHAIRMAN PHYLLIS D. BAILEY:** Excuse me. Just a minute. There are two people talking.

**MR. PAUL KAPLAN:** How many people are talking?

Okay. I'd like to say that Bylaws and Constitution is going to change. Because of what's going on with the virus and we're going to reopen the libraries, I think we're going to have to address new procedures for the libraries that have never been on the books before; cleaning and all the things that need to be done. I think the Bylaws and Constitution will both be changed. So that's something we will have to address probably towards the end of this year, if you want to put that in there.

**CHAIRMAN PHYLLIS D. BAILEY:** So we will be reviewing all the rules and regulations that apply to us. Because as you said, you pointed out earlier, the situation will be totally different. And that makes sense. Any other concerns?

**MS. LINDA JORDAN:** So, Paul, I have a question. I have a question for Paul. So do you think that we can piggyback on what the County comes up with, or do we have to come up with our own?

**MR. PAUL KAPLAN:** No. We come with our own.

**MS. LINDA JORDAN:** Because the County has to come up with something. Okay.

**MR. PAUL KAPLAN:** The County has procedures set up, and ours will be pretty much close to the same. But it is our procedures.

**MS. LINDA JORDAN:** Okay. Got you. Thank you.

**MR. PAUL KAPLAN:** And I also think that, Gayle -- Gayle and I talked quite a while. We talk at least, I want to say twice a day. I can call her sometimes 9 o'clock at night. Anyway, what I'll probably do with Gayle, I'm going to -- every once in a while, I'm going to send a real quick email to everybody saying, hey, this week we've done this; looks like we're going this far,

so you'll keep up abreast of what's happening in construction, so you guys are not completely cold when you come to the meetings. So I'll try to keep you up-to-date as much as -- and it's going to be brief. I'm not going to get into details, just to keep everybody -- what's going on -- because you're the ones they're going to be talking to. Patrons look at you. You are the Board. So that's that. I'll keep my mouth shut.

**CHAIRMAN PHYLLIS D. BAILEY:** No. No.

I feel the same way. Any information that I receive, you will be receiving it via email to talk about. And if there's anything specific that has to do with your district, I may very well call you individually.

Other than that, my keeping up with you will be much the same as Paul has just said. Any other --

**MR. PAUL KAPLAN:** I have a question for the County Attorney. Are you still on? I don't see her name up.

**MS. ADEBOLA LAMIKANRA:** Yes, I'm here.

**MR. PAUL KAPLAN:** I've got a question to ask you. If we had to have an emergency meeting that basically was for Executive Meeting, can you do that under this kind of condition with Zoom?

**MS. ADEBOLA LAMIKANRA:** Yes, you can. I think that we have the ability to -- this came up in another issue -- yes, we do have the ability to call an emergency meeting through Zoom based off of the State of Emergency. But I know that that is expiring, or has expired. Let me ask Patrice about that, because I know we just had that issue regarding another meeting. And I know that we could have done it. I don't know, in terms of now, because the State of Emergency has technically been lifted. So let me -- let me ask Patrice and then I'll get back to you on that.

**MR. PAUL KAPLAN:** Okay. That's all right. I just want to throw that out there.

**CHAIRMAN PHYLLIS D. BAILEY:** That's a good question.

**MS. LINDA JORDAN:** I have a question for the County Attorney. Are you guys set up to do Zoom on your own, or do you have to -- we need to facilitate? Just curious.

**MS. ADEBOLA LAMIKANRA:** Is that me?

**MS. LINDA JORDAN:** That's you.

**MS. ADEBOLA LAMIKANRA:** Sorry, guys. Sorry. Yes. We do have the ability. We have an account.

**MS. LINDA JORDAN:** Okay. Just curious. In case we want to -- if something comes up, like maybe we can do it under you guys.

**CHAIRMAN PHYLLIS D. BAILEY:** Yes.

**MS. LINDA JORDAN:** Zoom is free, anyway, for a certain period of time, I guess. I don't even know how it works.

**MS. ADEBOLA LAMIKANRA:** Yes. We have an account.

**MS. LINDA JORDAN:** Okay. Thank you.

**MR. D. CHIP JOYNER:** I have one question for Gayle. In the meeting notes or in the records report, can you share some background on how the sanitation of materials will be done?

**MRS. GAYLE H. HOLLOMAN:** The sanitation of materials is basically you put them on carts and put them in a room and let them sit for seventy-two hours. We thought we were going to have to do much more than that.

Now, the County plans to have our DREAM staff, who handle our buildings, all of the facilities, come out and do a deep clean as well as spray a sanitizer type solution on all of our desks. So that will be a point when staff returns to the buildings that we won't be doing anything with regard to the public. We will be clearing off and decluttering. They've asked us to make sure that the staff would declutter everything that might be on their desk so they can put this film that they spray onto surfaces and it will adhere to the surfaces and thereby clean it. So that's something that will have to be done before we get into our operational mode of whatever type. And that's backup house and all over. So that will have to take place. But we're not -- that's all part of the funding that DREAM has to make that happen.

**MR. D. CHIP JOYNER:** Just anything you can share to help us, to educate us as we talk to others in our districts with regards to the safety of returning to libraries and materials and building areas? That question has come up.

**MRS. GAYLE H. HOLLOMAN:** Right.

**MR. D. CHIP JOYNER:** Anything you can share that we can -- that can help us be better prepared will be helpful. Thank you.

**MRS. GAYLE H. HOLLOMAN:** There are safety concerns and other concerns. As you know, not all of our locations have guards. And we do have the -- we want the -- the County has expressed the plan as of right now to have staff wear some sort of face covering. And then we would ask the public to do so as well. There, again, you know, people have mixed emotions about wearing face coverings. So I don't know how that's going to go. We don't want to have incidents at our libraries because someone is expected to do that.

So I think the way that we'll handle that is to say we encourage you to do so. So there are a lot of concerns that are raised in this because it's a new arena and none of us really know, you know. We're just going to have to kind of take it a step at a time and not make it up as we go but kind of plan -- hopefully, plan ahead as much as we can. And then some of it will be maybe trial and error.

**MS. LINDA JORDAN:** Madam Chair, Linda Jordan. I'm raising my hand. I didn't see that on this thing. But my question is: As a Board member, Gayle, what can we do once we get to a point where you feel like we may be able to -- like me, I have so many people that I -- you know, on Facebook or LinkedIn or whatever, what can we do for a public service announcement, if that's appropriate, to say, you know, the library might be open and the protocols? Because me, I'm a mask wearer. So we can say, you know, and I can like -- you can do a PSA announcement. I can forward to my folk, but I'll put my own personal comments on it. Say, wear your mask; have your, you know, stuff for your -- sanitizer, this, that, and the other. Is that appropriate at some point for us to do as Board members?

**MRS. GAYLE H. HOLLOMAN:** Well, you as a body --

**MS. LINDA JORDAN:** To get people more engaged in the library system or not?

**MRS. GAYLE H. HOLLOMAN:** You as a body may have to decide what you feel would be appropriate for you. But what we will provide is once these things are solidified, as I mentioned, it's time to get those that done. Once those things are solidified, you will be given the information. And you will know what the procedures are. We'll have to place them on the website. And I would ask and encourage you, if you see -- if you so see fit, to, you know, publicize that; push it to -- to send it out. We will have Claudia Strange, our P.R. Marketing Manager, works very closely with County P.R. Marketing, through Jessica Corbitt-Dominguez and her staff, and they will be working very closely with us. They've already started to work on signage type things. You know, where do you go; how do you stand; how do you move? You know, just like they're doing in grocery stores and other stores. So we will make sure you are aware, and the public is aware, of what those expectations are, how we hope to manipulate it all.

So it won't be secret. It can't be secretive. So we will let you know. And I'm asking that you would carry it forward and push it out so that people will, you know, do things like wear face coverings and things of that nature, encourage people as much as possible.

**MS. LINDA JORDAN:** Yes. That's great. And I had another thought, too, because I know Shaunya Chavis really well that does the Fulton County Government TV, maybe we could have her go out and do a library thing and show everybody. Just thinking off the cuffs. Just thinking out loud to say, hey, maybe she can go out and do something in that regard for the library since she works for Fulton County. Just a thought, Madam Chair.

**MRS. GAYLE H. HOLLOMAN:** Right.

**MR. JOE PIONTEK:** I don't know who's in charge of our website. Can you see it? But there's really -- now, I've clicked something on the website. The only way to even find out, there's one little, tiny thing here that says: Corona Updates. We really should -- we need to get a banner. Oh, you can't see that. That's weird.

**CHAIRMAN PHYLLIS D. BAILEY:** No.

**MS. LINDA JORDAN:** Put it back -- the first thing, put it back there.

**MR. JOE PIONTEK:** Oh, okay. I will send -- I'll send an email to them -- to you, Gayle, and then you can forward it on to them, because it's just -- I had to look for a few minutes to even find out. And you have a great, long page here on all the things that you just said that we are going to do, that we have done so far. It's really a great piece. It's just hard to find.

**MRS. GAYLE H. HOLLOMAN:** Thank you, Mr. Piontek. But as I was saying a little earlier today during this meeting, that is one of the reasons why we need BiblioWeb. And it was approved last week by the Board of Commissioners. That's the problem is that our page is so crowded, we're not able to do what we'd like to do. And so that's what's going to change. And you're going to see -- if you'll go to some other Library Systems, you will see a much different look. So I encourage you to look at what some of these other Systems are doing.

We tend to look a lot at King County. We tend to look a lot at Seattle Public. So look at some of those other websites, and you will start to see some of what we're going toward.

**MS. LINDA JORDAN:** Awesome.

**CHAIRMAN PHYLLIS D. BAILEY:** Anything else?

**MR. PAUL KAPLAN:** Just wanted to -- sort of what Chip was talking about and Gayle just mentioned about that spray on the desks, you know, where they're working. That material that is sprayed on there lasts for fourteen days, just so you know. At the end of fourteen days, you might have to do it again. But it'll at least last for two weeks. So it's something -- that's why they declutter, take everything off their desk. But the spray doesn't go on paper. Paper is not going to do anything at all. That can actually hit the desk and it creates a film. And that film will last for fourteen days against the virus. So this is what they're doing. And some of the things, just to clean bathrooms and stuff, we have containers that are available. We're getting the spray units that are available.

And what they're going to do is they're going to spray it down. You've seen this before on planes. It's going to be the same thing in the library. Behind the scenes of what's going on, there's a lot of information and a lot of coordination going on. So when this thing starts, it's going to be -- it'll work well. It'll get done, what we need to have done.

**CHAIRMAN PHYLLIS D. BAILEY:** Anybody else?

Thank you all for all the information and the help that you provided. And, again, Gayle, congratulations on doing a magnificent job. I'm really pleased and proud that I can work with someone of your caliber.

Thank you.

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

**ADJOURNMENT**

**MOTION**

**MR. PAUL KAPLAN:** I make a motion to adjourn the meeting.

**MS. LINDA JORDAN:** I second it.

**CHAIRMAN PHYLLIS D. BAILEY:** Motion by Mr. Kaplan, seconded by Ms. Jordan. The meeting is now adjourned. Thank you.

*(Whereupon, the Board of Trustees Meeting  
concluded at 3:25 p.m.)*

**Director's Report**

Gayle H. Holloman, Executive Director

May 2020

**Bond Program Update**

The renovation projects continued, and at least five were expected to receive their certificates of completion at least by early to mid-June.

**Digital Presence**

Patrons continued to use the Library's virtual resources, increasing overall usage.

**Employees' Engagement during Library Closures**

- A podcast interview was conducted with New York Times bestselling author, Andrea Davis Pinkney. Ms. Pinkney shared with Library staff her day-to-day experiences since Covid-19 came to bear. Ms. Pinkney has been spending time working on new materials that will soon be unveiled. She also shared advice to those interested in pursuing writing books as a career. Her advice was to “read everything and write every day”.
- Andrea Pinkney agreed to conduct a virtual program with FCLS, for the Summer Reading Program. The theme is “Imagine Your Story.” It is expected that her talk will suggest ways families can be better engaged with children and literacy. Ms. Pinkney's interview will also include an interactive presentation that highlights storytelling, imagery, literacy strategies, humor and music!
- The Metropolitan Library Girls Who Code Club successfully completed the 2019-2020 school year. Club members had a wonderful experience learning the computer coding language, SCRATCH and using it to create graphics. Throughout the month, staff of the Metropolitan Library met with club members and the facilitator on Saturdays, via Google Hangouts and conference calls. The club's goal was to complete and post the final project to the Girls Who Code website before the end of May and that was accomplished.
- On Saturday, May 9th, the Georgia State University (GSU) Girls Who Code Club joined the virtual meeting to encourage the younger girls in the club. The GSU Club members were very impressed when they saw the final project displayed and wanted to see the codes that were used to create it. Staff expressed pride in the girls for their hard work throughout the year and for presenting a great final project. The Metropolitan Library's Girls Who Code Club members were awarded certificates of completion, recommendation letters, and gift cards. Staff renewed the club for the school year 2020-

2021 and is hoping for another successful session.

- Staff collaborated with the Wolf Creek Library's Book Club members to host virtual meetings.
- The first book for Wolf Creek's virtual book club was "Little Fires Everywhere" by Celeste Ng. The meeting was held on Zoom, May 6<sup>th</sup> with five participants. Later during the month there was a book discussion on "Magician's Lie" by Greer Macallister. Three participants took part in talking about that book and discussed featuring that title again, later in the year. The book "Winona Inc." by Edwina Owens-Elliot was a featured book as well. The author was present during the discussion with 17 participants.
- Staff worked with the Kitchen Chemistry virtual group, and met every Monday and Thursday to discuss various ideas for adult and children's programs. Recipes were shared.
- Staff held meetings of the Roswell Library's Noonday Nosh Book Club (Zoom).
- Employees assigned to handle calls that come in through Ask a Librarian, were very busy as questions came in 7 days a week, 8 hours each day, from patrons.
- Library employees worked numerous assigned hours for Registrations and Elections, assisting at the polls during early voting.
- The Administrative Team continued to work on reopening plans. County leadership directed all departments, the Library included, on phased in approaches to reopening to the public.

FULTON COUNTY LIBRARY SYSTEM  
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF MAY 31, 2020

Doc. #20-28

SERVICE	2020 BUDGET	MAY	2020 YTD	2020 YTD	2020 YTD	2020 YTD %	BUDGET
DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	COMMITTED	BALANCE
REG SALARY	14,554,566	1,045,204	6,299,686	-	6,299,686	43%	8,254,880
PART TIME SALARY	484,591	31,322	178,263	-	178,263	37%	306,328
BENEFITS	7,456,678	550,899	2,942,017	-	2,942,017	39%	4,514,661
BOOKS	3,106,305	-	171,585	947,183	1,118,768	36%	1,987,537
OFFICE EQUIP. REPAIR	16,649	-	4,526	1,234	5,760	35%	10,889
EQUIPMENT	27,291	1,795	1,795	-	1,795	7%	25,496
OFFICE FURNITURE	2,082	-	-	-	-	0%	2,082
PROFESSIONAL SERV	83,729	4,086	4,676	27,006	31,682	38%	52,047
COPIER MACHINE LEASE	241,824	12,815	58,000	-	58,000	24%	183,824
COPIER PAPER	6,000	-	-	-	-	0%	6,000
SUPPLIES	122,399	144	14,584	10,260	24,844	20%	97,555
SOFTWARE MAINTENANCE	500,392	-	2,800	2,739	5,539	1%	494,853
BUILDING RENT	210,843	6,936	71,752	97,698	169,450	80%	41,393
OTHER SERVICES	438,184	22,954	126,561	31,835	158,396	36%	279,788
TRAVEL	40,000	-	2,275	-	2,275	6%	37,725
HOSPITALITY	25,000	-	35	-	35	0%	24,965
VEHICLE MAINTENANCE	23,850	-	12,531	-	12,531	53%	11,319
GENERAL INSURANCE	622,596	51,884	259,417	-	259,417	42%	363,179
CONTINGENCY	4,690	-	-	-	-	0%	4,690
<b>TOTAL</b>	<b>27,967,669</b>	<b>1,728,039</b>	<b>10,150,504</b>	<b>1,117,955</b>	<b>11,268,459</b>	<b>40%</b>	<b>16,699,210</b>

FULTON COUNTY LIBRARY SYSTEM  
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS MAY 31, 2020

ORGANIZATION TYPE	SERVICE DESCRIPTION	2020 BUDGET ALLOCATION	MAY EXPENDITURES	2020 YTD EXPENDITURES	2020 YTD ENCUMBRANCES	2020 YTD COMMITTED	2020 YTD % COMMITTED	BUDGET BALANCE
PUBLIC SERVICE OPERATION	REG SALARY	12,578,032	904,870	5,427,184	-	5,427,184	43%	7,150,848
	PART TIME SALARY	484,591	31,322	178,263	-	178,263	37%	306,328
	BENEFITS	6,364,676	474,551	2,528,579	-	2,528,579	40%	3,836,097
	BOOKS	3,106,305	-	171,586	947,183	1,118,769	36%	1,987,536
	OFFICE EQUIP. REPAIR	10,889	-	-	-	-	0%	10,889
	EQUIPMENT	24,000	1,123	1,123	-	1,123	5%	22,877
	OFFICE FURNITURE	1,785	-	-	-	-	0%	1,785
	PROFESSIONAL SERV	54,987	3,418	3,968	1,018	4,986	9%	50,001
	COPIER MACHINE LEASE	231,524	12,815	58,000	-	58,000	25%	173,524
	SUPPLIES	72,345	-	1,269	1,416	2,685	4%	69,660
	BUILDING RENT	210,843	6,936	71,752	97,698	169,450	80%	41,393
	OTHER SERVICES	233,689	14,180	68,668	454	69,122	30%	164,567
	VEHICLE MAINTENANCE	4,000	-	1,026	-	1,026	26%	2,974
	GENERAL INSURANCE	404,826	33,736	168,678	-	168,678	42%	236,149
	CONTINGENCY	2,420	-	-	-	-	0%	2,420
<b>Total</b>		<b>23,784,912</b>	<b>1,482,950</b>	<b>8,680,097</b>	<b>1,047,769</b>	<b>9,727,866</b>	<b>41%</b>	<b>14,057,046</b>

FULTON COUNTY LIBRARY SYSTEM  
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS MAY 31, 2020

ORGANIZATION TYPE	SERVICE DESCRIPTION	2020 BUDGET ALLOCATION	MAY EXPENDITURES	2020 YTD EXPENDITURES	2020 YTD ENCUMBRANCES	2020 YTD COMMITTED	2020 YTD % COMMITTED	BUDGET BALANCE
SUPPORT SERVICES	REG SALARY	1,976,534	140,334	872,502	-	872,502	44%	1,104,032
	BENEFITS	1,092,002	76,348	413,437	-	413,437	38%	678,565
	OFFICE EQUIP. REPAIR	5,760	-	4,526	1,234	5,760	100%	-
	EQUIPMENT	3,291	672	672	-	672	20%	2,619
	OFFICE FURNITURE	297	-	-	-	-	0%	297
	PROFESSIONAL SERV	28,742	668	708	25,988	26,696	93%	2,046
	COPIER MACHINE LEASE	10,300	-	-	-	-	0%	10,300
	COPIER PAPER	6,000	-	-	-	-	0%	6,000
	SUPPLIES	50,054	144	13,315	8,844	22,159	44%	27,895
	SOFTWARE MAINTENANCE	500,392	-	2,800	2,739	5,539	1%	494,853
	OTHER SERVICES	204,495	8,774	57,892	31,381	89,273	44%	115,222
	TRAVEL	40,000	-	2,275	-	2,275	6%	37,725
	HOSPITALITY	25,000	-	35	-	35	0%	24,965
	VEHICLE MAINTENANCE	19,850	-	11,505	-	11,505	58%	8,345
	GENERAL INSURANCE	217,770	18,148	90,738	-	90,738	42%	127,033
	CONTINGENCY	2,270	-	-	-	-	0%	2,270
<b>Total</b>		<b>4,182,757</b>	<b>245,087</b>	<b>1,470,405</b>	<b>70,186</b>	<b>1,540,591</b>	<b>37%</b>	<b>2,642,166</b>

## Fulton Library System May 2020

Activity and Description	2020		2019		YTD
	May	YTD	May	YTD	
<b>Circulation</b>					
Total number of items checked out of the library	2,969	519,252	230,178	1,183,110	-56%
<b>Holds</b>					
Number of requests by patrons	4,300	115,204	43,684	255,981	-55%
<b>Inter-Library Loans</b>					
Number of items lent to or borrowed from another library system	-	967	441	2,130	-55%
<b>Visits</b>					
Number of people entering a library for any reason	-	539,692	212,829	1,244,891	-57%
<b>Computer/Internet Usage</b>					
Number of computer sessions (Internet access and office software)	-	145,866	39,231	190,416	-23%
Number of hours of computer use		47,621	51,686	224,124	-79%
<b>Web hits</b>					
Number of times people have visited the library's website	247,895	2,271,694	647,785	2,521,201	-9.9%
<b>Online Resources</b>					
Number of times a resource is logged into or a searched performed	102,801	876,415	237,128	1,165,010	-25%
<b>Computer Classes</b>					
Number of classes	-	23	10	50	-54%
Number of attendees	-	199	66	336	-41%
<b>Virtual Circulation</b>					
Number of e-books and e-audiobooks checked out	90,020	408,528	65,195	297,390	37%
<b>Children's programs</b>					
Library sponsored programs offered for children (birth - 12)	17	750	238	1,557	-52%
Number of people attending programs	2,756	26,423	11,984	53,589	-51%
<b>Teen Programs</b>					
Library sponsored programs offered for teens (13 - 17)	17	150	45	375	-60%
Number of people attending programs	2,291	4,400	802	8,067	-45%
<b>Adult Programs</b>					
Library sponsored programs offered for adults (18 + )	47	1,159	497	2,464	-53%
Number of people attending programs	3,935	36,367	9,707	49,562	-27%
<b>Programs - Total</b>					
Library sponsored programs offered - total of all programs	81	1,986	780	4,333	-54%
Number of people attending programs	8,982	53,352	22,493	110,153	-52%
<b>Meeting Rooms</b>					
Non-library sponsored meetings or activities scheduled	-	723	381	1,863	-61%
Number of people attending meetings or activities	-	14,051	6,122	30,807	-54%

FULTON COUNTY LIBRARY SYSTEM  
CIRCULATION REPORT  
MAY 2020

ORGANIZATION NAME	ADULT	JUVENILE	Y/A	OTHER	MAY- 2020 DATA	MAY- 2019 DATA	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2020 CIRC	YTD 2019 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	0	0	0	0	0	2,705	(2,705)	-100%	2,990	11,004	(8,014)	-73%
ADAMSVILLE/COLLIER HEIGHTS	17	56	7	0	80	417	(337)	-81%	320	10,135	(9,815)	-97%
ALPHARETTA	11	59	3	0	73	31,309	(31,236)	-100%	93,896	157,328	(63,432)	-40%
BUCKHEAD	5	0	0	0	5	12,155	(12,150)	-100%	2,203	66,737	(64,534)	-97%
CLEVELAND AVENUE	12	0	0	0	12	1,303	(1,291)	-99%	10,805	8,539	2,266	27%
COLLEGE PARK	0	0	0	0	0	1,562	(1,562)	-100%	189	12,975	(12,786)	-99%
DOGWOOD	0	0	0	0	0	24	(24)	-100%	4,761	124	4,637	3740%
EAST ATLANTA	0	12	1	0	13	8,026	(8,013)	-100%	5,600	38,056	(32,456)	-85%
EAST POINT	4	0	0	0	4	697	(693)	-99%	2,617	1,453	1,164	80%
EAST ROSWELL	7	7	0	0	14	23,850	(23,836)	-100%	7,692	120,103	(112,411)	-94%
FAIRBURN	20	10	0	0	30	847	(817)	-96%	47,193	1,495	45,698	3057%
GLADYS S. DENARD SOUTH FULTON	7	0	0	0	7	6,776	(6,769)	-100%	4,704	35,717	(31,013)	-87%
HAPEVILLE	2	37	0	0	39	1,076	(1,037)	-96%	14,729	5,820	8,909	153%
KIRKWOOD	4	8	0	0	12	192	(180)	-94%	104	877	(773)	-88%
LOUISE E WATLEY @SOUTHEAST	0	0	0	0	0	4,056	(4,056)	-100%	17,994	20,362	(2,368)	-12%
MARTIN LUTHER KING, JR	0	0	0	0	0	1,757	(1,757)	-100%	9,803	8,867	936	11%
MECHANICSVILLE	0	0	0	0	0	898	(898)	-100%	7,113	5,715	1,398	24%
METROPOLITAN	1	0	0	0	1	9,111	(9,110)	-100%	134	44,067	(43,933)	-100%
MILTON	20	31	3	0	54	26,269	(26,215)	-100%	19,356	129,358	(110,002)	-85%
NORTHEAST/SPRUILL OAKS	4	30		0	34	12,154	(12,120)	-100%	49,249	77,348	(28,099)	-36%
NORTHSIDE	6	11	1	0	18	11,240	(11,222)	-100%	4,798	58,995	(54,197)	-92%
NORTHWEST	0	0	0	0	0	8,333	(8,333)	-100%	1,850	36,832	(34,982)	-95%
OCEE	6	32		0	38	22,597	(22,559)	-100%	20,366	117,154	(96,788)	-83%
PALMETTO	0	0	0	0	0	2,102	(2,102)	-100%	6,241	12,577	(6,336)	-50%
PEACHTREE	6	1	0	0	7	8,707	(8,700)	-100%	4,588	44,762	(40,174)	-90%
PONCE DE LEON	15	9	2	0	26	12,249	(12,223)	-100%	32,043	57,287	(25,244)	-44%
ROSWELL	38	60	0	1	99	1,560	(1,461)	-94%	2,416	8,809	(6,393)	-73%
SANDY SPRINGS	45	45	1	0	91	3,604	(3,513)	-97%	41,257	17,894	23,363	131%
SOUTHWEST	0	0	0	0	0	302	(302)	-100%	58,261	1,222	57,039	4668%
WASHINGTON PARK	2	0	0	0	2	60	(58)	-97%	7,299	368	6,931	1883%
WEST END	0	0	0	0	0	62	(62)	-100%	4,784	459	4,325	942%
WOLFCREEK	0	0	0	0	0	10,561	(10,561)	-100%	20,676	53,929	(33,253)	-62%
<b>BRANCHES TOTAL</b>	<b>232</b>	<b>408</b>	<b>18</b>	<b>1</b>	<b>659</b>	<b>226,561</b>	<b>(225,902)</b>	<b>-100%</b>	<b>506,031</b>	<b>1,166,368</b>	<b>(660,337)</b>	<b>-57%</b>
CENTRAL	1,081	1,142	81	5	2,309	893	1,416	159%	4,205	4,051	154	4%
OUTREACH SERVICES	0	0	1	0	1	152	(151)	-99%	408	681	(273)	-40%
AUBURN AVENUE	0	0	0	0	0	2,572	(2,572)	-100%	8,608	12,010	(3,402)	-28%
<b>SYSTEM TOTAL</b>	<b>1,313</b>	<b>1,550</b>	<b>100</b>	<b>6</b>	<b>2,969</b>	<b>230,178</b>	<b>-227,209</b>	<b>-99%</b>	<b>519,252</b>	<b>1,183,110</b>	<b>-660,456</b>	<b>-56%</b>

FULTON COUNTY LIBRARY SYSTEM  
SYSTEM STATS AT A GLANCE  
MAY 2020

AGENCY NAME	MAY CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	0	21	0	0	0	0	0	0	0
ADAMSVILLE/COLLIER HEIGHTS	80	11	0	0	0	0	0	0	0
ALPHARETTA	73	180	0	0	0	0	0	0	0
BUCKHEAD	5	194	0	0	0	0	0	0	0
CASCADE BRANCH	0	26	0	0	0	0	0	0	0
CLEVELAND AVE	12	7	0	0	0	0	0	0	0
COLLEGE PARK	0	23	0	0	0	0	0	0	0
DOGWOOD	0	8	0	0	0	0	0	0	0
EAST ATLANTA	13	82	0	0	0	0	0	0	0
EAST POINT	4	31	0	0	0	0	0	0	0
EAST ROSWELL	14	50	0	0	0	0	0	0	0
FAIRBURN	30	22	0	0	0	0	0	0	0
GLADYS S DENARD @SOUTH FULTON	7	17	0	0	0	0	0	0	0
HAPEVILLE	39	9	0	0	0	0	0	0	0
KIRKWOOD	12	36	0	0	0	0	0	0	0
LOUISE WATLEY LIBRARY @ SOUTHEAST ATL	0	2	0	0	0	0	0	0	0
MARTIN LUTHER KING, JR	0	35	0	0	0	0	0	0	0
MECHANICSVILLE	0	5	0	0	0	0	0	0	0
METROPOLITAN	1	28	0	0	6	969	0	0	0
MILTON	54	49	0	0	0	0	0	0	0
NORTHEAST/SPRUILL OAKS	34	35	0	0	1	6	0	0	0
NORTHSIDE	18	43	0	0	0	0	0	0	0
NORTHWEST	0	23	0	0	1	775	0	0	0
OCEE	38	64	0	0	0	0	0	0	0
PALMETTO	0	9	0	0	0	0	0	0	0
PEACHTREE	7	126	0	0	0	0	0	0	0
PONCE DE LEON	26	136	0	0	0	0	0	0	0
ROSWELL	99	100	0	0	0	0	0	0	0
SANDY SPRINGS	91	187	0	0	0	0	0	0	0
WASHINGTON PARK	2	7	0	0	0	0	0	0	0
WEST END	0	28	0	0	0	0	0	0	0
WOLFCREEK	0	28	0	0	0	0	0	0	0
<b>BRANCHES TOTAL</b>	<b>659</b>	<b>1,622</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>1,750</b>	<b>0</b>	<b>0</b>	<b>0</b>
CENTRAL	2,309	85	0	0	1	1,000	0	0	0
OUTREACH SERVICES	1	0	0	0	72	6,232	0	0	0
AUBURN AVENUE RESEARCH	0	1	0	0	0	0	0	0	0
<b>SYSTEM TOTAL</b>	<b>2,969</b>	<b>1,708</b>	<b>0</b>	<b>0</b>	<b>81</b>	<b>8,982</b>	<b>0</b>	<b>0</b>	<b>0</b>