



BOARD OF TRUSTEES

MEETING INFORMATION PACKET

MAY 26, 2021



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Revised

VIRTUAL MEETING DUE TO GOVERNMENTAL GUIDELINES REGARDING COVID-19

FULTON COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES VIRTUAL MEETING MAY 26, 2021 – 4:00 P.M.

AGENDA

- I. Call to Order
- II. Public Comments
- III. Adoption of Agenda* Doc. #21-24
- IV. Approval of Minutes – April 28, 2021* Doc. #21-25
- V. Chairman’s Report
- VI. Construction/Renovation Report – Paul Kaplan
 - Contractor
 - Winter Johnson** Central
- VII. IT Update – Glenn Melendez, Chief Information Officer
- VIII. Director’s Reports Doc. #21-28
 - Monthly Financial Report Doc. #21-26
 - Monthly Usage Summary Doc. #21-27
- IX. Foundation Update – Nina Radakovich
- X. Unfinished Business
 - A. Library Reopening’s – June 1st
 - B. Central Library – Update
 - C. Maintenance Checklist – Follow-up
 - D. Library Re-Opening Status
- XI. New Business
 - A. In-Person Board of Trustees Meeting*
- XII. Adjournment

*Action is anticipated on this item

Doc. #21-25



FULTON COUNTY LIBRARY SYSTEM
VIRTUAL BOARD OF TRUSTEES MEETING
APRIL 28, 2021 – 4:00 P.M.

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Members Present Borders, Priscilla, Vice Chair
 Denson, Damian J.
 Jordan, Linda
 Joyner, D. Chip, Chairman
 Kaplan, Paul
 Kimbrough, Marjorie L.
 Pointek, Joe
 Radakovich, Nina

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

Visitors: (3 Virtual Participants)

Chairman D. Chip Joyner called the meeting to order at 4:01 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 4:01 P.M.

CALL TO ORDER

CHAIRMAN D. CHIP JOYNER: Welcome. All right. It is now 4:01. We're called to order. This is the Virtual Meeting of the Fulton County Library Board of Trustees Meeting, dated April 28, 2021. Welcome. Glad to see everyone here. And thank you for your time.

PUBLIC COMMENTS

CHAIRMAN D. CHIP JOYNER: All right. Mrs. Claxton, are there any Public Comments?

MRS. ZENOBIA CLAXTON: Yes. I have one.

CHAIRMAN D. CHIP JOYNER: Can you please share those?

MRS. ZENOBIA CLAXTON: Okay. Good afternoon, everyone. The message came in. It states: Good afternoon, elected, selected, and rejected library supporters. Safety of library patrons is a daunting task in this COVID-19 season. Safety of library patrons is a daily and hazardous concern on any given day of branch openings. I have been chosen by library staff to expose just how unsafe the libraries could be, and I was never asked to participate.

Therefore, my questions have not been addressed by Chair Chip Joyner, as hoped for, so I do not know who is in charge. The library management is in need of a serious internal investigation and public disclosure of the findings. Since I have been chosen to expose the library's mismanagement, who is responsible for responding? I repeat, the Library Board of Trustees' Chair has abused his privileges and is not representing the community as expected.

There is something out of balance when a patron like myself is accused, charged, and given an expulsion sentence without a notice or warning. It is not safe and really unsafe for patrons when the library management cannot or will not answer questions.

Please do not reopen our libraries with a clear plan of action that includes safety and operational concerns for staff and visitors. Your Board-driven and Commissioners response is awaited. You have prompted an unnecessary legal or court system ideology. A reply is needed, especially from Commissioner Arrington's appointee.

I am because God is. Donna Renfro-Lawson.

Thank you. That's all I have.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you.

I am in receipt of Mrs. Renfro-Lawson's concerns and outlying questions. I sought information to get those questions answered. They have been answered, but also I thought I would take it a step

further and get additional background on why this has remained an outstanding concern to Mrs. Lawson.

So Mrs. Lawson, I will be back in touch with you, as per my emails. I did request additional time to get some more information. So I have more of the information, and I will be in touch this week. And I really appreciate your follow up and your questions and your concerns. We will address it -- I will it as soon as I can. Thank you so much.

All right. Are there any further Public Comments?

MRS. ZENOBIA CLAXTON: No. That's it. Thank you.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you.

MRS. ZENOBIA CLAXTON: You're welcome.

21-18 ADOPTION OF AGENDA

CHAIRMAN D. CHIP JOYNER: And can we move to the Adoption of the Agenda?

MOTION

MR. PAUL KAPLAN: I so move.

MRS. MARJORIE KIMBROUGH: Second.

CHAIRMAN D. CHIP JOYNER: Okay. Moved by Mr. Kaplan and seconded by -- I didn't catch who did that.

MRS. MARJORIE KIMBROUGH: Kimbrough.

CHAIRMAN D. CHIP JOYNER: Hello, Mrs. Kimbrough.

MRS. MARJORIE KIMBROUGH: Hi, there.

CHAIRMAN D. CHIP JOYNER: Seconded by Mrs. Kimbrough. All those in favor of aye.

(WHEREUPON, all said aye.)

CHAIRMAN D. CHIP JOYNER: Any in favor of nay? The agenda is adopted.

21-19 APPROVAL OF MINUTES OF THE REGULAR MEETING OF MARCH 24, 2021

CHAIRMAN D. CHIP JOYNER: Moving to the Approval of Minutes. Are there any concerns or questions or additions or edits to the -- their minutes? Okay. Moving to -- can I get an approval for the Approval of the Minutes?

MOTION

MS. LINDA JORDAN: Sure. I move that the minutes be approved as printed.

CHAIRMAN D. CHIP JOYNER: Okay. Is that Ms. Jordan?

MS. LINDA JORDAN: Yes. Yes.

CHAIRMAN D. CHIP JOYNER: Hello, Ms. Jordan.

MS. LINDA JORDAN: Hi.

CHAIRMAN D. CHIP JOYNER: I don't see your picture up, so I don't know everyone that's on here.

MS. LINDA JORDAN: My video, you don't see me on the video?

CHAIRMAN D. CHIP JOYNER: I don't.

MR. PAUL KAPLAN: I second.

CHAIRMAN D. CHIP JOYNER: All right. Ms. Jordan, she made a motion to Approve the Minutes. Is there a second?

MR. PAUL KAPLAN: I second.

CHAIRMAN D. CHIP JOYNER: Mr. Kaplan seconded. All those in favor say aye.

(WHEREUPON, all said aye.)

CHAIRMAN D. CHIP JOYNER: Against? The minutes are approved.

CHAIRMAN'S REPORT

CHAIRMAN D. CHIP JOYNER: Mrs. Holloman, the Chairman's -- we're going to skip the Chairman's Report.

CONSTRUCTION/RENOVATION REPORT - PAUL KAPLAN

CHAIRMAN D. CHIP JOYNER: And we'll move directly to Construction/Renovation Report. Mr. Kaplan?

MR. PAUL KAPLAN: I was at the construction meeting today. I listened to it. And as far as the Central Library is concerned, it's moving along. They're taking care of some punch lists. They're also taking care of some work that's -- basic construction work is also being done. But it is moving along. Everything else, the punch lists are happening as we speak.

I will tell you, however, which probably worries me, is that we are going to be opening the libraries, I guess on Tuesday, and I think if I reread it. I'm very concerned that there will be some libraries that won't be up to a hundred percent of where they should be. And that's something that they're trying to get together before the opening on Tuesday.

So just think in mind that if you get a call from your Commissioner or something wondering if there's something going on and not having some things working, it's because we're trying to get it done as quickly as possible. And it really belongs on the I.T. Department. They have a lot of work to do and a lot of work to get done. And, hopefully, this will happen before Tuesday. But I just want to give you a heads-up on it.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you, Mr. Kaplan. When you say outstanding work, is this new work or just repairs and maintenance or --

MR. PAUL KAPLAN: A lot of -- the I.T. would be new work, basically. Not our forces -- that means our forces. It's not the general contractor. And we're trying to get the stuff done. And then there is -- there is some punch list items that are going along every day. And I don't think that would impact the library itself. But the I.T. is very important because you've got the Wi-Fi connections. There's a lot of -- you know, you have a lot of Internet connections, what people want. Some of them are working and some are not working. And they're trying to get this corrected. But it worries me. Tuesday will be a shakedown. And Saturday I expect it's going to be almost like an open house. So it's just my concern.

CHAIRMAN D. CHIP JOYNER: So, Paul, as you -- Mr. Kaplan have you -- as you've reviewed construction issues over your career and over the last couple of years on the library, is this a bigger problem than it was before or is this -- is this a reoccurring issue? Is there something that you recommend that we can do differently or do better?

MR. PAUL KAPLAN: No. I think not. It's just something we have to get corrected. The construction itself went along all right, except for the COVID. You know, it had some delays as we went along, and getting material in some instances, getting certain switch gears and stuff, electronics, which I don't know a lot about. I can tell you about it, but I don't know a lot about it. Probably Joe knows more than I do.

But it's just a concern to me. Because here we are, we've been shut down for about a year and here we're going to open up the library on Tuesday and some things are not completely done. And I think that over that year that everybody had where they can get these things corrected, it's just -- sometimes every month we go over something and we go over it every month, and every month it's the same thing over again. There's always some kind of excuse, or something's not in, or they're going to check on it. It just aggravated me today.

But they're trying to get it corrected. I think that -- I think that Gayle can probably put some light to some of this too.

CHAIRMAN D. CHIP JOYNER: Okay. Okay.

MRS. PRISCILLA BORDERS: Chairman Joyner, may I have a moment?

CHAIRMAN D. CHIP JOYNER: Yes.

MRS. PRISCILLA BORDERS: It's Priscilla Borders. I just wanted to let the Board know that I had the opportunity to tour Central Library yesterday with my Commissioner, Natalie Hall. And I can tell you I'm thoroughly impressed with the renovation. And there's so much opportunities with Central Library, but there is a concern with regards to I.T. and perhaps that the library needs an in-house I.T. person or bodies of people, because at Central Library alone there's almost two hundred computers. And with something that was a priority for the community, if something happens with the computers, I hope that they can be addressed in a timely manner, because that's something the community really, really strived for in renovations, an ample number of computers. So that was one concern. The other concern is that -- not a concern, but something perhaps I want to share with the Board is that the Central Library sort of renovations, and with the idea that we're going to possibly change the name of the library to add, Conference Center, that library has so much use. The library could really, really benefit from a standalone Event Coordinator. I do not see librarians doing library work as well as arranging

events, because there is so many possibilities of events being -- multiple events occurring in one day.

So I think that's something perhaps we should go back to our Board -- to our respective Commissioners and say, you know, because of the significant renovations and the ability and the possibility of bringing in revenue for the library in terms of events, you know, conferences, film screenings, and everything like that, an Event Coordinator for Central Library would be something that needs to be considered. Thank you.

CHAIRMAN D. CHIP JOYNER: Thank you, Mrs. Borders. And Mrs. Holloman, I'll let you choose whether you want to jump in and cover these items now or comment or do you want to cover that in your report?

MR. PAUL KAPLAN: Well, let me --

MRS. GAYLE H. HOLLOMAN: I can --

MR. PAUL KAPLAN: Go ahead, Gayle. I was going to say, just for a moment here, I agree with Priscilla, and it's something that our Director has been asking for is having our own I.T. people working for us directly.

You have to understand, when these libraries open, you're talking thirty-something buildings; thirty-two buildings call it. If there's a problem somewhere along the line, there's two or three problems, you can't get people out there immediately. You have to call. The I.T. Department will have to schedule and get somebody over there.

Having our own people would certainly help out a lot. It's just -- it's the thing that people are hoping everything goes seamlessly. They get on a computer and everything works fine. I'm just -- that's my problem I'm having today about this. And, Gayle, you can fill it in from that point.

MRS. GAYLE H. HOLLOMAN: Okay. Thank you, Mr. Kaplan. And thank you so much, Mrs. Borders, Vice Chair Borders and Chairman Joyner. I appreciate the concerns and I do share them, all of them that have been spoken of this afternoon.

The thing is is right now we're looking, of course, to open up the libraries on Tuesdays and Saturdays with the first Tuesday being this coming Tuesday, May 4th.

The concern that has arisen is that we have, for some unknown reason, a sort of rolling blackout that tends to happen, and we don't know when and which library it's going to take place. But what's happening is that the network just will go down. And then you've got to have someone come out, flip some switches and bring them back up. So that is the concern that we've been faced with over the last few weeks, and it seems to be sort of going from this library to that library. So we're hoping not to have that problem come Tuesday because we really believe Tuesday is going to be a record day, and then next Saturday, a really banner day, in

the sense of like Mr. Kaplan said, almost a Grand Opening type of attendance.

So those are some of the things -- and it would be great to have our own I.T. Department, staff, or a person again. We had that some many years ago. It was working well. And then, of course, shared services took place.

We have been in some talks lately with members of I.T. who are in support of that idea, and that's really kind of new, because previously, that was not that real support behind it. So I'm going to continue to press for it and to get back with you about it, because I'm very much in favor of it.

I was very glad that Mrs. Borders was on the tour yesterday. Commissioner Hall was very much impressed with Central and all of her staff. So I'm just really happy about it. But we do have that main concern as we go into next week.

So I'm working with the Program Management Team and we're in talks with I.T. to try and make sure that we can remedy some sort of a response to and correction to those problems.

MS. LINDA JORDAN: Let me -- can I ask this question? What about, being that we're just opening up starting Tuesday, what about some type of notice to let people know to be patient because we are just opening back up Tuesday and Saturday. So in case something does happen, we, you know, put something out there to say, hey, be patient with us. I don't know what the wording should be or could be, but -- as opposed to them just, you know, seeing something happen and complaining, let them know that it's a work in progress and we're just opening back up.

MRS. GAYLE H. HOLLOMAN: That's a great point. We can look at doing that. We're putting -- I'll be talking more about our opening. But, yes, that's a great point.
Any other questions?

CHAIRMAN D. CHIP JOYNER: Mr. Piontek?

MR. JOE PIONTEK: Yes. The -- it's funny, Gayle, how you said they come in and flip a few switches, because that's about exactly what they do. If what we're having is a network issue, then -- I mean, they're not replacing any hardware. This is all brand new hardware. It's just flipping the switches in the right order. So you turn everything off and then you turn on the router and then you turn on the Wi-Fi devices. I went through the Roswell Library. It's amazing the cables that they had. It was really kind of cool for a person like me.

But if the -- the Director of the library can easily be shown in what order to do those switches to restart the network. It's -- there may be some equipment failure. Of course, brand new stuff, but, golly, you know, that's the way it is with everything. But it is really a very simple task that I believe that the Director

could be shown how to do.

But, Priscilla, I love that idea of the Event Coordinator. But, again, I think with the networks, it's a very simple task to reset. If something's broken, then DREAM comes out and fixes it. But, you know, I don't think we actually have to have an I.T. person just for that.

MRS. GAYLE H. HOLLOMAN: Well, no, no, not just for that, for all of the -- the point that's being made is that we have so many computers now at Central that we did not have before, as well as new equipment and technology throughout the Library System. So now that they're coming back on with the public view, there's going to be a lot more to work with and to contain and to maintain. So that's why we're suggesting that having our own I.T. Department going forward for the entire System, would be something that we need. And they have come and they are flipping the switches and getting them back on.

But on Tuesday we just don't want to have a mass situation where so much is going in and out and then we've got to try to get I.T. people all over the place in order to clear up the problem. So that's really the concern going into next week.

They've assured me that they're working on it, and they have been working on problems as they have occurred during the last couple of weeks. So I just wanted to make sure you all are aware of it. And then as far as the Event Coordinator goes, we really do need that person because Central is going to offer so much more than ever before. It's just not like the old Central and we cannot afford to allow it to be the old Central. So that's where we're coming from with regards to the Event Coordinator.

MR. JOE PIONTEK: Okay. I totally get it. And I agree with you. Thanks.

MRS. GAYLE H. HOLLOMAN: Thank you. Any other questions?

CHAIRMAN D. CHIP JOYNER: Mrs. Holloman, taking Mr. Piontek's comments in mind, the computer issues, are they the same issues reoccurring? If it's not hardware, it's software? Is it user error? Are there just troubleshooting steps that's easy for most management personnel at the library just to do a reboot, or a soft boot, or switch out some wires? Is there something that we -- because the investment that the County has made in these libraries, we want everything working. And this Board just wants to support you every way we can to make sure everything is working. And anything that we can do, any recommendations, any specifics that we can try to move to other resources or share with our Commissioners that you can outline, please share those things with us so that we can try to get these things straight.

MRS. GAYLE H. HOLLOMAN: Certainly. Yes. Perhaps they can teach the staff how to do it. The situation right now has not been

where they thought that that was necessary. They have been able, because as I said, it's been at several libraries. But they're not -- you can't tell which one it's going to be at, and you don't know when. So that's what we're saying. So that's where you got to get people geared up from the I.T. staff to go out to these locations.

So far we've had about six or eight of those to be affected, about five of them was just yesterday. At Central, we had it happen twice in one day a week ago. So those are the things that are happening. They thought they'd done it. They had to come back again and take care of it later on, a few hours later. So they don't know quite what's happening and don't know when, as I said, that those things will occur.

So I will certainly bring it back up to them about training staff to do it. We really don't want to get into staff going into these MGF rooms too often because that can become problematic. And so that's why that is not usually -- why that's kind of frowned upon by I.T. staff. But I'll certainly bring that up.

CHAIRMAN D. CHIP JOYNER: Okay. And Mrs. Holloman, if you can, if you can request somebody from I.T. to attend our meeting next month, so that --

MRS. GAYLE H. HOLLOMAN: Okay. I'll do that.

CHAIRMAN D. CHIP JOYNER: -- we can hear from them on how we can best partner for these solutions for our guests.

MRS. GAYLE H. HOLLOMAN: Certainly.

CHAIRMAN D. CHIP JOYNER: Thank you.

MRS. GAYLE H. HOLLOMAN: You're welcome.

CHAIRMAN D. CHIP JOYNER: Mr. Kaplan, were there any additional items on construction?

MR. PAUL KAPLAN: No, not at this time. And I mentioned this at the last meeting, I'm going to start -- our Director and myself are trying to come up with some kind of plan where I can track some of these maintenance issues that are started up for the libraries so that I can track it. I'm not trying to make sure they're doing it correctly, just so I have a good idea and I can present it to the Board on a monthly basis some of the maintenance items that happened during the month, because not everything runs smoothly. And there's some maintenance items that have already come up before we even open up.

So we're working on that and we'll try to get that done in the next -- maybe by next month or the month after, we'll see what we can work out.

CHAIRMAN D. CHIP JOYNER: And, Mr. Kaplan, I'll leave it up to you, but if you think it would be helpful if we invite someone from maintenance to give us an overview as a Board so we can understand real concerns that we can share with our Commissioners

for support, or if there are other things that we need to work on in the field. But do you think that's a good idea that we invite someone, maybe not next meeting but the following meeting to kind of --

MR. PAUL KAPLAN: That would be the DREAM team and that's head up by several people. Not yet. Let the libraries open. I'll let you know next month.

CHAIRMAN D. CHIP JOYNER: Okay.

MR. PAUL KAPLAN: But the idea of having somebody from I.T., that's fine, I.T. That's probably a good thing to have and talk to the person.

CHAIRMAN D. CHIP JOYNER: Okay. Yes. Because it's been years and I've never actually really spoken to anyone.

MR. PAUL KAPLAN: And maintenance, a lot of times in maintenance, if it's beyond them, they bring contractors in to take care of it. So it's -- that includes cleaning. There's a lot of things. Maintenance covers almost everything.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you.

MR. PAUL KAPLAN: I just don't want to get in the position that we were when we first started off on the old libraries where we had three hundred and fifty work orders sitting there that are not completed. And I just don't want it to happen in another four or five more years to suddenly we're in the same boat now with the new libraries that have been renovated.

CHAIRMAN D. CHIP JOYNER: And then, Mrs. Holloman, to Mr. Kaplan's point, perhaps we can have an aging report that you can share with us maybe monthly or at least quarterly so we can see what progress is being made and what's being overlooked.

MRS. GAYLE H. HOLLOMAN: Certainly.

CHAIRMAN D. CHIP JOYNER: As they say, the squeaky wheel gets the oil.

MRS. GAYLE H. HOLLOMAN: Definitely. We can get to doing just that.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you.

MRS. GAYLE H. HOLLOMAN: Okay.

CHAIRMAN D. CHIP JOYNER: And, anyone else, please jump in with any suggestions.

MR. JOE PIONTEK: I'd love to have Joe come to the meeting. That would be great.

CHAIRMAN D. CHIP JOYNER: Who?

MR. JOE PIONTEK: Joe, the head of DREAM.

CHAIRMAN D. CHIP JOYNER: Okay. Okay.

MRS. GAYLE H. HOLLOMAN: Joe Davis?

MR. JOE PIONTEK: Thank you.

CHAIRMAN D. CHIP JOYNER: That'd be great, something we would welcome. All right. Moving on. Thank you, Mr. Kaplan.

21-23 DIRECTOR'S REPORTS**21-20 MONTHLY FINANCIAL REPORT**

CHAIRMAN D. CHIP JOYNER: Director's Report. Mrs. Holloman?

MRS. GAYLE H. HOLLOMAN: Yes. Thank you. This month I just wanted to point out that we've used twenty-three percent -- we've expended twenty-three percent -- or committed twenty-three percent of our 2021 Budget thus far. Things are going along well with that.

21-21 MONTHLY USAGE SUMMARY

MRS. GAYLE H. HOLLOMAN: We also have the usage of our virtual product up sixteen percent, so that's been very positive for us.

21-22 CUSTOMER SERVICE COMMENTS - QUARTERLY

MRS. GAYLE H. HOLLOMAN: I'll point out that our Customer Service Reports, people are still very much pleased with our services for the most part.

We get comments under LivAnswers. You know, that's the call-in service where people can call in for reference questions, or they can call in and even make statements, and some of them have done just that, where they've said, thank you for assisting with book recommendations. The services offered are much appreciated. Thank you for the help with eBook. So there are positives. Of course, we do get people asking when are we going to reopen and questions of that sort.

CLOSURE REPORT - QUARTERLY

MRS. GAYLE H. HOLLOMAN: We have our Quarter Closure Report that I want to just let you know that we closed thus far, year-to-date, thirty one hours. And those closures were due to the fact that we had to close down in order for the libraries to be sanitized when there was a COVID case. So that's how that happened. Anytime there's a COVID-19 case, early on what we were doing, we would close them down for at least the evening and then the staff would return that morning. But during that evening, the protocol from DREAM would be that they would send some cleaning crew out to do the barrier protectant application. And so that's what was happening. Now, they've got it down to an hour, and they're using a microbial wipe. So it's much easier, much more efficient and less time that they have to apply it. So that's where we are with that. Does anyone have any questions with regard to any aspect of the Financial Report or Customer Service or Usage Report?

CHAIRMAN D. CHIP JOYNER: One question. It says, books, committed fifty percent after just the first quarter. Do we typically commit fifty percent by this time in the year?

MRS. GAYLE H. HOLLOMAN: Well, we go out and we ask for the permission to expend -- we ask for -- there's a phrase for it. It's called -- there's a phrase for it where you ask for permission to encumber those funds. So that's what we -- I think that's what they're showing there is that we're trying to make

sure that we go in and ask if we would be allowed to -- in fact, right now, we have a request for our books budget for us to be allowed the expenditure up to a certain dollar amount. And that's going to appear on the -- probably on the June -- first meeting in June of the BOC's agenda. And so that's -- it's not that we've actually expended it, but to be able to commit those dollars. And that's because we know what contracts are coming up with Baker and Taylor and other companies for which we have our book - from which we get our book.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you. And then the rent, a hundred and eight percent?

MRS. GAYLE H. HOLLOMAN: The rent went up. And there's something that happened with the -- there's something that occurred with the Peachtree Library. You know, we have two libraries that are leased. And that's Peachtree and M.L. King. And something occurred that's out of the ordinary. So I think that they are working now to try and figure out just what happened. We worked with the Department of Real Estate and Asset Management, which is DREAM. They have a real estate division. And so we are working with them to figure out what's happening with regards to the amount that we've been asked to pay and the amount that we thought we understood under our contract.

And so we have a ninety-nine year lease with the company there for the Peachtree Library, but some expenditures were sent in to us that are not -- that have not yet been fully explained. So that's what that's about. And, hopefully, by the next meeting we will have worked that out and that will be a reduced figure.

CHAIRMAN D. CHIP JOYNER: Thank you.

MRS. GAYLE H. HOLLOMAN: You're welcome. That's all I have at this point.

CHAIRMAN D. CHIP JOYNER: One question. As we are getting great feedback from everyone, and as we're discussing some of the needs of Central, particularly having an Event Coordinator, having someone who can do marketing or sales or even tours for the number of people that walk in unscheduled that'd like to see the event facilities, the dollars that we've spent in the last two years between elections and COVID relief, can we use or get credit for those dollars to pay for an Event Coordinator or a Marketing Assistant, a Marketing Director?

MRS. GAYLE H. HOLLOMAN: I'm going to take a stab at that, Mr. Joyner. I don't believe so. And the reason I say that is because those are federally funded dollars and they have to be used very specifically. In fact, there have been some things that we've even asked about that we think fall under -- even fall under COVID, but they were not allowed. And that's because there was a different look at how it fits with the rules. So I don't believe we can do that. We are going to try and work

with the Foundation. They are really in gear now. They're doing a lot of things. They're working on the RFP for the Strategic Plan. We believe we can find a way to help have them assist us. And they are very willing and ready to do so. We may have to find some dollars out of the Central budget and ask -- go sounding and ask for a position to be created. So that's another creative way that we can go to make the Event Coordinator position happen. With regards to tours, we have a robust Volunteer Services Department. And once we're back operational, I do not have any doubt that we would be able to garner a good number of volunteers that we can have on-hand to do things such as tours.

CHAIRMAN D. CHIP JOYNER: So I understand you said the federal funds, that's for the elections and for COVID relief. So were those credit that should have appeared on our budget?

MRS. GAYLE H. HOLLOMAN: State and federal funds for the elections, in particular, and federal funds for COVID, I don't know that those can be used for any kind of personnel that is outside of operating within those entities; elections and COVID-19 protocol. So I would venture to say that they would not allow us to do that. But, as I said, there are other creative ways that we should be able to go and ask for that. And that's what is about to happen.

CHAIRMAN D. CHIP JOYNER: Okay. Anything I can do to help with that, please let us know. Because, again, this is a huge opportunity. I mean, with -- I mean, Central is a beautiful, beautiful space now. And there's so many things that I know the community could really use and welcome. And do we understand there's going to be a fee structure for the rooms?

MRS. GAYLE H. HOLLOMAN: There is a fee structure that we have been on a committee with the -- at the County level through DREAM, and it's being led by the DREAM staff. And the idea is that there would be a lot of locations that -- throughout the County, there's several locations -- I won't say a lot -- in which the Central Library, particularly will be one of them, along with some facilities, maybe at 141 Pryor, that will be put on a fee schedule if people want to use it. We see that our event space on the fifth floor to be one of those. And so we're working with them. They want to take their cues sort of from us. But we also want to work with them because they have had opportunities to rent out the atrium. They've had activities with the Wolf Creek Amphitheatre in which they had a scale, a sliding scale, a model that incorporated how do you set that up; how do you charge for rental spaces? And so we're still in talks. We're meeting, I think at least once a month, is what we were meeting. And now I understand it's going to be a little bit more frequent because they want to get that document in place.

So it'll be advertised once it's in place. But we will, of course, have to come to you as a group for your approval of our part of that policy. So it will be coordinated with the County policy. But we will have to have our own in a sense of how we operate within the conditions of the concerns of the Library System. So I will definitely keep you abreast of that as we move forward. We have not started to actually talk the dollar figures yet. I have two staff members who are heavily involved in that and they go to those meetings. I attend them quite often as well. So they've -- in fact, last week, they started talking about an upcoming meeting. But they'll actually get into the dollars and cents of it all. So we want to be a part of it. We really believe that our space on that fifth floor at Central will be a great asset. And then, of course, we always have that over -- we always have the concern about how those dollars end up being used. And, of course, they usually go to the General Funds. So, you know, we'll just keep at it and see which way it ends for everyone.

MR. JOE PIONTEK: Gayle, can I circle back on the Event Director one more time? I love this idea. Is that a position that you can create? Do we need to create it? Or do our Commissioners need to create it?

CHAIRMAN D. CHIP JOYNER: Good question.

MRS. GAYLE H. HOLLOMAN: No. When I spoke about that, I'm thinking of a creative way that we can go and come up with a job description for that position. There's several around the nation of libraries that have that type of position. Create it and get with H.R. to okay it and review it and then we bring that to you all. You look at it. You look at it and say, yay or nay. And then we would go to sounding, which is what they require at the County, at the Commission, and put it before them to get approval to move forward and have that added. And that takes a little bit of time. But we believe we will have time to do that. And so then it will become a position of the County or of the -- and/or of the library. Because I don't think it actually exists when you look for it now. It's exists in some people's job descriptions in the County, but not as an entity of its own. And so that's what we would want to do because we believe that it's going to be far reaching and it's going to have a lot of work attached to it. So we have to do it that way in order to get the funding. And then we have to have approval from the Finance Department to allow us to have funding for that. So that will require us moving money around or in some way coming up to impress the Chief Financial Officer that we will indeed be able to fund it, and not just for one year, but continuously.

MR. JOE PIONTEK: Well, we always have money left over from -- we can't take those salaries. We always end up --

MRS. GAYLE H. HOLLOMAN: Exactly.

MR. JOE PIONTEK: If we could, you know, it'd be great. But it's, like you said, same thing, it's a you; then us; then them, okay. Thank you.

MRS. GAYLE H. HOLLOMAN: Right.

CHAIRMAN D. CHIP JOYNER: Good suggestion, Mr. Piontek. And thank you, Mrs. Holloman. Sounds like a lot to do. We expect that to be done next week. Okay. Well, thank you.

UNFINISHED BUSINESS

STAFF TRAINING - UPDATE

CHAIRMAN D. CHIP JOYNER: Moving on. Unfinished Business, Staff Training - Update.

MRS. GAYLE H. HOLLOMAN: Well, staff has continued to take webinars and other classes as they come up. A lot of people are looking at those retirement classes. So that's been very popular of late, the last several months in fact.

LIBRARY TARGETED/LIMITED REOPENING PLANS

MRS. GAYLE H. HOLLOMAN: Library Targeted/Limited Reopening Plans. I wanted to get into that, unless you have some questions about training. Well, I'm very, very pleased to be able to say that the libraries will be reopen on Tuesdays and Saturdays starting next Tuesday the 4th of May. We're expecting, as I indicated earlier, a huge crowd. Lots of interests, of course, we've already encountered. That's going to be at thirty-three libraries. It includes the Auburn Avenue Research Library in the sense that people will be able to have appointments for research. Researchers who want to come in can come in by appointment at Auburn on Tuesdays from 10 to 7 and on Saturdays from 10 to 6. And then those same -- the remaining thirty-two libraries will have those same dates and times in which the public will be able to come inside the library for limited browsing, computer use, and to make copies. We will have social distancing practiced. Mask wearing will be required of staff and patrons. And we will have computers that will not be available because of social distancing. But we will have the ones that are available. We will have chairs and tables that won't be useable. We will not allow the browsing because of the whole idea of having to wipe down tables and all that kind of thing. And this is during the whole month of May that we will have the Tuesday/Saturday for the patrons to come inside. We do not know how this is going to work and how it's going to look, but we think it gives us sort of a trial period to allow everything to take place and see how it's going to go. Computer usage and browsing will be limited to one hour or less. And that's in order to try and get all of the -- as many people in as possible. Conference meeting and study rooms will be off limits for now because of the necessity to keep everything wiped down and clean. Programs within the library will be suspended

during this time. The Virtual Programs will continue on the website. On May 15, we will have our staff who have been on reassignment return to their regular duties in the Library System. So that's a very, very much a positive thing for us and very much appreciated, that they would be released from the different locations, such as the Mercedes Benz Stadium where they were working with vaccination intake and the like -- so -- and fingerprinting. So that's a wonderful thing. Well, I think the fingerprinting people won't come back until sometime in June, but that's only two people. So that's about forty people. I think we've had close to forty people that will be returned to their regular duties, which will make it a lot better for us as far as staffing goes at those libraries that were affected by the loss of those people while they were on reassignment. So I'm very happy about that. I don't know if you have any questions about it, but what was going to happen at the end of June we are expected to return to regular pre-COVID hours. And that's on June 1, which means that all the things I just pointed out will no longer take place. We will continue with the asking or requiring, trying to require people to wear masks. We hope that people will continue to do that. But aside from that, everything else will be open up to pre-COVID days. The weekday hours will be extended back and people will be able to come in freely and operate freely. So we're hoping that the positivity rate will continue to go down, and at least not to increase, because that's what's making all this possible, and the fact that more and more people are getting vaccinated. So do you have questions about it?

MR. PAUL KAPLAN: Gayle?

MRS. GAYLE H. HOLLOMAN: Yes?

MR. PAUL KAPLAN: Are you going to allow the Friends to open up their bookstore during the month of May?

MRS. GAYLE H. HOLLOMAN: The Friends?

MR. PAUL KAPLAN: Yes, during the month of May.

MRS. GAYLE H. HOLLOMAN: In the month of May, we asked -- we have asked the Friends to come in and put, you know, work in their spaces, the ones that are interior spaces, putting their books away, clearing out materials, however they need to set things up so that they're ready for June 1.

MR. PAUL KAPLAN: Okay.

MRS. GAYLE H. HOLLOMAN: The only exception to that would be the Milton Library barn, and that's because they have a barn, and they're only going to be -- their activities will be limited to the barn space, and people will be coming in and out there. In fact, they have started to go in and out placing their books and removing things and bringing in new things from our meeting the last week or so.

And because theirs is unattached, they will be able to do those types of things. They are not entering the building for any purposes right now. The month of May they won't be doing that. But they are able to continue what they're doing onsite in their particular area. And then the other libraries have their Friends Groups coming inside on a scheduled basis as they see fit. And they're able to put the books and materials in any order or whatever they want to do at this time.

MR. PAUL KAPLAN: Okay. Thank you.

MRS. GAYLE H. HOLLOMAN: And the other thing --

CHAIRMAN D. CHIP JOYNER: Mrs. Holloman, in an effort to make sure there aren't too many confrontations, how are the team members approaching those who refuse to wear a mask?

MRS. GAYLE H. HOLLOMAN: Well, we have asked -- there are several things I wanted to bring up. That's one of them, security. We have asked, and we've been meeting weekly over the last month, with regard to those things that we need to put in place to make all this happen. And one of those happens to be security. Some of our branches, as you know, maintain security on an ongoing basis prior to COVID. And so we've asked to try and restore that, at least. And we're asking staff to be very patient, to understand that, you know, people may have their differences. We don't want anyone to get into any confrontation, so staff is being taught to consistently -- the managers have that protocol in place -- that we're not going to argue with people. We will respectfully ask that they adhere to what the County's rule are. It's not just the library's policy. So we think that people will be respectful that, and that's what I hope happens to be. We are asking also, or have asked for, additional cleaning so that we would have additional people on staff that would come in and provide cleaning on a regular basis instead of just waiting for the evening cleaning crews to arrive, that we would have staff coming in throughout the day as porters, as day porters, to come and clean the surfaces and that type of thing, the restrooms and all that, on a more regular basis throughout the day at all of our locations. I can't give you a schedule of that just yet because it's still being worked through. That's a lot involved in all that with regard to the day porters and security, but we are still meeting. In fact, we have another meeting on Friday to try and see just where we are now with all of that, because it's a tall order and it is very costly. DREAM is providing all of that. Fulton County Police Department is working with us with regards to the security we requested, so it's coming down to the wire for us to get that finalized. Also, our website will contain updated information as things happen and change. Right now, the information has been placed there already. Handouts will be given during Curbside Service so that people will be able to know what's

going on. They've got bookmark, flyers, and other information, little things that are in the books as they pick them up so they will know about what's happening with Curbside. And then as we go towards June, we will repeat that and give all the updates so that there are protocols for the staff. Under Frequently Asked Questions, we've given the staff all that information, and we will have Frequently Asked Questions or at least an informational handout for the public for the May work as well as for the June. So that's where we are. We're really looking forward to just seeing how this goes. And we think we've thought it out well. We've had a lot of activity, a lot of input from staff, from administrators, from managers, and from staff within the County, as well as from County leadership. So I think that a lot of eyes has gone into it, and a lot of work has gone into it. We also will have -- there was a thought at one point of having those desk shields applied. But we found that was going to happen is that we would damage the desk. In the future, if we ever wanted to remove those things, it would be -- you know, sort of leave a bit of a mess for the expensive desks and things that we bought with the furniture, fixture, and equipment budget. So it was decided that we would have the clear face shields that staff would be able to wear. And that would allow them to not just be behind the desk but as they walk around and they engage with patrons, if they have to, do so in a socially distance manner, then they would not be just limited to the mask that they're wearing. And so that's why they will soon receive those facial masks -- those facial shield. So that is a real plus. And DREAM has donated those to us through the funding that they received from the Federal Government for COVID supplies and what have you.

CHAIRMAN D. CHIP JOYNER: Well, one thing with those plastic shields, make sure that they deliver some that accommodate people that wear glasses. I ordered some and they don't fit over my glasses, so I can't even use them.

MRS. GAYLE H. HOLLOMAN: That's a great point. I'd have -- I believe these will do so. I think they have some -- I need to double check. I'm not certain, but that's a great point.

MR. JOE PIONTEK: We have some that actually are glasses, Chip. The shield is built into a set of glasses. But, of course, we can't get your prescription right, so.

CHAIRMAN D. CHIP JOYNER: Exactly. That's a good point. Well, thank you, again, Mrs. Holloman.

LIBRARY LEASED SPACES - PEACHTREE LIBRARY/MARTIN LUTHER KING, JR., LIBRARY

CHAIRMAN D. CHIP JOYNER: Library Leased Spaces - Peachtree Library and Martin Luther King, Jr. Library.

MRS. GAYLE H. HOLLOMAN: Okay. I spoke about that earlier. And we're very excited about the opportunity to complete those libraries as much as the leases will allow. They did approve funding last Board of Commissioners' meeting to allow us to have -- to find a new space for the Martin Luther King, Jr. Library. So that's what's going to be -- real estate is going to be looking into now is locating a space for us to actually have a library-owned or County-owned facility -- is what I should have said -- a County-owned facility for M.L. King. The Peachtree Library we will still continue to lease, so we do have funding to go ahead and renovate there. To prepare next week's opening to the public for Peachtree and M.L. King, we were required to work with I.T., and I.T. stepped up very well and have provided an upgrade of our self-check machines for those two libraries.

And so there was a little bit of a concern about the connectivity at M.L. King, but we think we worked that out. But Peachtree is ready to go. And I think right now they're just trying to make sure they get everything, as far as wiring and cabling for M.L. King to allow them to have the capacity to have the self-check machines in order. Because we know that we are asking in the month of May, that people use the self-check machine more than -- instead of coming to the desk to try and check out where those guests are able to do so.

CHAIRMAN D. CHIP JOYNER: Very good. Any other comments on Library Leasing?

MRS. PRISCILLA BORDERS: Yes. Mrs. Holloman, I have a question regarding M.L.K. So I understand that the Board of Commissioners approved funding. So do you know if the idea is to find land within the city itself or just land within Fulton County to accommodate M.L.K.? Was that discussed?

MRS. GAYLE H. HOLLOMAN: Land within Fulton County or what?

MRS. PRISCILLA BORDERS: In the vicinity where it is now in the King District?

MRS. GAYLE H. HOLLOMAN: In the King District.

MRS. PRISCILLA BORDERS: Okay. Okay. Thank you for that clarification.

MRS. GAYLE H. HOLLOMAN: Yes. The preference is in the M.L.K. District. But the problem with that -- and they've actually been looking for that for about two years -- is that that's -- that property is very expensive. And so I don't know that it will fit in within the budgeted amount. So it may not be as close as we'd like it, but they are seriously looking at it.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you.

CENTRAL LIBRARY RENAMING - UPDATE

CHAIRMAN D. CHIP JOYNER: And Central Library - Renaming.

MRS. GAYLE H. HOLLOMAN: The Central Library - Renaming, Commissioner Hall did give her okay to the idea of a name addition or change or upgrade on her -- during her visit or tour yesterday at Central. And so what we now have to do is basically follow the same Renaming Policy we've done in the past.

However, in the past what we've done is renamed the library for an individual. This, of course, would be not for an individual. But the process is basically the same.

That process is that we will have to convene a group of those persons who live in the area of Central Library, those persons who are working perhaps in the area, business people or whatever. We will engage them to let us know if they're interested in serving on that Review Committee. We will also have a Commissioner who will give us names of people he would like to have be a part of it. And then you all will need to decide who you would like to have on the committee, and there will be a few people from the library, from the Central Library, who would be on that committee, just as we've done basically for those other libraries where we've made name changes.

So then the committee will meet and come up with their thoughts about it and ask questions and all those different things and fully decide if this is where they want to go.

In the long run, it could be decided against. But it could be decided favorably, as far as I'm concerned. So, hopefully, they will be able to do it and we'll get it approved.

And then once it is approved, if it is approved, it will then have to go to the Board of Commissioners for approval, because we can't do it without them. And that would be the end of it.

But that's going to be a game changer for us as far as the Central Library.

CHAIRMAN D. CHIP JOYNER: Mrs. Borders, do you have any additional information on that? Is there a timeline that's set for that to go in motion per Commissioner Hall's thoughts or comments?

MRS. PRISCILLA BORDERS: No. I think from the discussion we had yesterday that she will get in contact with Mrs. Holloman directly with her proposed people to be on the planning -- Naming Committee, so it's just a time frame that the library itself sets up in terms of convening the committee and the number of meetings and things like that, because they would have to go do that first before it comes to us.

MRS. GAYLE H. HOLLOMAN: Right.

MR. JOE PIONTEK: Does anybody --

MRS. GAYLE H. HOLLOMAN: All of the meetings -- and it could be two or three meetings -- and then once we've got that, we come to you all and then we take it, of course, to the Board of Commissioners. It always has to come to the Board of Trustees first, of course, so that you are aware of what is being proposed.

CHAIRMAN D. CHIP JOYNER: Mr. Piontek?

MR. JOE PIONTEK: Gayle, how -- as far as the service area, the M.L.K. Library is very small, right? It's like a Kirkwood; isn't it?

MRS. GAYLE H. HOLLOMAN: It's about forty-seven hundred square feet.

MR. JOE PIONTEK: Very small. And we need to rename the Central Library. Does anyone else see that this is -- those two kind of would be great together if we could name Central Library the Martin Luther King, Jr. Library. Who would we name it after? Sorry. It struck me that those two are about the same thing. And that'd be a great way to name the library, but -- and also we're going to have to close the M.L.K. Library anyway -- would the service be degraded by not having the M.L.K. Library in that area?

CHAIRMAN D. CHIP JOYNER: Mr. Piontek, I think you make a great point. That's something I --

MR. JOE PIONTEK: It looks like the same thing to me.

CHAIRMAN D. CHIP JOYNER: That's something to keep in mind, Mrs. Holloman and Mrs. Borders.

MRS. GAYLE H. HOLLOMAN: Yes. Definitely.

MR. JOE PIONTEK: Can't think of a better one to name -- a better person to name it after, but, you know.

CHAIRMAN D. CHIP JOYNER: Thank you.

MRS. GAYLE H. HOLLOMAN: It can certainly be brought up as we meet. Thank you.

NEW BUSINESS

CHAIRMAN D. CHIP JOYNER: Any New Business?

MS. LINDA JORDAN: Mr. Chairman, I just have a for your information only update, if that's okay. Just want the Board to know that the Public Library Association will host its conference virtually June 23rd through 29th. They have a reduced rate now that ends on April 30th and then the rates will go up slightly shortly thereafter. So, again, the Public Library Association conference will be a virtual conference June 23rd through 29th. And the rates go up after Friday. That's my quick update.

CHAIRMAN D. CHIP JOYNER: Ms. Jordan, thank you so much for that.

FOUNDATION - UPDATE

CHAIRMAN D. CHIP JOYNER: Ms. Radakovich, is there any additional information from the Foundation? Any updates or any thoughts?

MS. NINA RADAKOVICH: The Foundation is making great progress on finding a permanent Executive Director. We're in the process of -- we've narrowed down candidates. We're going to be making a decision in the next several weeks, and that's going to allow us more permanency in our fundraising and management and everything else. And, of course, we are moving forward with the Strategic Plan business for the library. And I just -- I'm not Chair

anymore, so I don't know every detail the way I used to. But I do know that things are moving very quickly and going very well.

CHAIRMAN D. CHIP JOYNER: Thank you. Does the Foundation consider you being a representative of the Foundation on this Board or you just happen to be a member of both?

MS. NINA RADAKOVICH: We have a history of having members on both; sometimes two or three at one time. But I can serve as the representative. And, of course, I can tell them about the Board of Trustees and what they're doing too. But I do think it does facilitate networking and information passing between the two organizations. So if you all ever have any questions, you can ask me. I don't think there needs to be a standing report, but when things come up, I will ask to be put on the agenda so I can update you.

STRATEGIC PLAN - UPDATE

CHAIRMAN D. CHIP JOYNER: Thank you so much.

MR. PAUL KAPLAN: Chip?

CHAIRMAN D. CHIP JOYNER: Yes.

MR. PAUL KAPLAN: Myself and Priscilla Borders have met with the Strategic Committee last week just to greet everybody. It'll be another couple of months before we get into the actual RFP.

CHAIRMAN D. CHIP JOYNER: Okay. Very good. Thank you for the update. We're eagerly awaiting to hear how that goes to get that started. Thank you so much. All right. I lost my agenda view.

MRS. ZENOBIA CLAXTON: I'm sorry. I'll re-share.

CHAIRMAN D. CHIP JOYNER: All right. I think we're coming to an end.

MR. PAUL KAPLAN: Are we meeting face-to-face next month or are we going to be one more month of virtual?

CHAIRMAN D. CHIP JOYNER: I'd leave that up to Mrs. Holloman, as far as what you think -- what the County recommends.

MRS. GAYLE H. HOLLOMAN: Well, I understood the County -- the Board of Commissioners were going to start back meeting on, I believe, it's the 5th in the -- at the Thurman Center at 141. So I -- if you want to be in keep with them, then you may want to start back in May having the meetings in person. They will have limited space for others that are not part of the public and we will come in if we have reports to make before them or requests to make before them.

So it's basically what you want to do and then we would just have to coordinate with Central Library Administrator, Cheryl Small, to find out the space that we would use for the meeting, which room you want to use. I can think of one of the conference rooms in the event center that might be very conducive. But you should just tell me what you'd like to do, and if we know in time, maybe we can change it back to virtual if you feel that's better.

CHAIRMAN D. CHIP JOYNER: Mr. Piontek?

MR. JOE PIONTEK: My vote on this, being somebody who lives eighteen miles north of the city and these meetings end at 5 o'clock in the evening, my vote would be, great, we all get together; we can see each other. We all talk well. I like these Zoom meetings. But I really like this format.

CHAIRMAN D. CHIP JOYNER: Well, Mrs. Claxton, if you could put on the agenda for us to vote on it on the next meeting for the month of June. We'll give it another month for everyone to make a decision. And it's a personal decision to everyone. So we'll take that up at the next meeting, if that's okay with everyone.

MR. PAUL KAPLAN: Sounds good to me.

MS. LINDA JORDAN: Yes, me too.

MRS. PRISCILLA BORDERS: Can I make a point as well?

MRS. MARJORIE KIMBROUGH: Yes, me too.

CHAIRMAN D. CHIP JOYNER: Also, with the new technology at Central, maybe the Zoom could be on a movie screen. And a couple of us could be there and everyone else could be...

MRS. GAYLE H. HOLLOMAN: That's an idea. I would like to say, though, that Central will not be open to the public at that time, so we may want to have it at another location. Or if we want to have it at Central, then the public might want to still be asked to call in, because we would have the capability of allowing that.

CHAIRMAN D. CHIP JOYNER: All right. Well, we'll try to close that out at the next meeting and make a decision there. But please bring all suggestions. And, again, we understand it's a personal decision for everyone.

Mr. Kaplan, were you about to say something?

MR. PAUL KAPLAN: No. That was it. That was it.

CHAIRMAN D. CHIP JOYNER: All right. With no New Business, is there anything from the attorney? Any closing remarks or comments? Anything outstanding?

MS. ADEBOLA LAMIKANRA: No. I was just -- I will touch base with you, Chip, because I do believe when this pandemic started, I know because of the order we were allowed to do virtual meetings -- so I do think we may be required, but I just want to look into that and touch base with you guys on that.

CHAIRMAN D. CHIP JOYNER: Thank you. I really appreciate that. And we always appreciate you being at the meetings.

MS. ADEBOLA LAMINKANRA: Oh, no problem.

ADJOURNMENT

MOTION

CHAIRMAN D. CHIP JOYNER: All right. Is there a motion to adjourn?

MS. LINDA JORDAN: I move for adjournment.

CHAIRMAN D. CHIP JOYNER: Okay. Ms. Jordan, first motion to adjourn. Is there a second?

MR. PAUL KAPLAN: Second.

CHAIRMAN D. CHIP JOYNER: Mr. Kaplan seconded it. All those in favor say aye.

(WHEREUPON, all said aye.)

CHAIRMAN D. CHIP JOYNER: Meeting is adjourned.

*(Whereupon, the Regular Virtual Board of Trustees Meeting
concluded at 5:02 p.m.)*

Fulton County Library System (FCLS)

Gayle H. Holloman

April 2021

Capital Improvement Program

The Central Library is the final project to bring to full completion. Staff are preparing it for a fall grand re-opening celebration. Punch lists are being completed for the last ten projects.

Plans are underway for ribbon cuttings and virtual celebrations for the 10 libraries recently renovated/built.

Curbside Service

The public continued to use the 31 libraries that currently offer curbside service. A target date of Tuesday, May 4th remained in place for the public to return to the libraries for limited browsing and computer usage. During May, the public will be able to enter the libraries on Tuesdays (10:00 a.m. to 7:00 p.m.) and on Saturdays (10:00 a.m. to 6:00 p.m.).

Staff Engagement/Highlights

Staff created virtual programming; crafts for handout; held book talks; wrote book reviews; and created and produced streaming storytime events for all ages.

Library employees continued to work their reassignments at designated vaccination sites throughout the County. They scheduled appointments for vaccinations via LibAnswers.

Staff is also reassigned to Fulton County Police to provide fingerprinting services; and to assist with projects within the Department of Arts & Culture.

Staff Training

Four employees continued their Certified Public Manager classes through the County's partnership with the Carl Vinson Institute of Government of the University of Georgia.

Other

The libraries will partner with VaxUp Fulton to offer actual vaccinations in the meeting rooms of 20 branches. The participating branches are in areas of low vaccination rates for COVID-19.

The current start-up schedule is below.

- 5/25
Wolf Creek Library. Vaccines from 11am to 1pm.
Adamsville-Collier Heights Library. Vaccines from 3p.m.-5 p.m.
Cascade Library. Vaccines from 11 a.m.-1 p.m.

- 5/26
College Park Library. Vaccines from 10:30 a.m.-1:30 p.m.
East Atlanta Library. Vaccines from 2 p.m. - 4:30 p.m.
Dogwood Library. Vaccines from 10 a.m.-12:30 p.m.

- 5/27
Fairburn Library. Vaccines from 3 p.m. – 5 p.m.
Hapeville Library. Vaccines from 10:30 a.m. - 12:30 p.m.

- 5/28
Mechanicsville Library. Vaccines from 11am-1pm.
Metropolitan Library. Vaccines from 3 p.m.-5 p.m.

They are all available on the registration page.

<http://fultonvax.coreresponse.org/>

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF APRIL 30, 2021

Doc. #21-26

SERVICE	2021 BUDGET	APRIL	2021 YTD	2021 YTD	2021YTD	2021YTD %	BUDGET
DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ECNUMBRANCE	COMMITTED	COMMITTED	BALANCE
REG SALARY	14,591,015	951,298	3,852,680	-	3,852,680	26%	10,738,335
PART TIME SALARY	484,240	26,814	111,263	-	111,263	23%	372,977
BENEFITS	7,903,299	519,275	1,996,201	-	1,996,201	25%	5,907,098
BOOKS	3,646,209	727,335	766,523	1,355,280	2,121,803	58%	1,524,406
OFFICE EQUIP. REPAIR	25,760	-	1,610	-	1,610	6%	24,150
EQUIPMENT	20,000	-	-	880	880	4%	19,120
OFFICE FURNITURE	2,000	-	-	-	-	0%	2,000
PROFESSIONAL SERV	44,537	-	-	-	-	0%	44,537
COPIER MACHINE	205,865	18,575	67,501	-	67,501	33%	138,364
COPIER PAPER	6,000	-	-	-	-	0%	6,000
SUPPLIES	69,400	4,336	9,097	-	9,097	13%	60,303
COMPUTER HARDWARE	625,000	-	-	-	-	0%	625,000
RENT	204,840	13,350	62,031	160,129	222,159	108%	(17,319)
OTHER SERVICES	516,743	29,010	96,609	70,944	167,553	32%	349,190
TRAVEL	12,000	-	298	-	298	2%	11,702
HOPITALITY	10,000	-	-	-	-	0%	10,000
VEHICLE MAINTENANCE	23,850	115	5,557	-	5,557	23%	18,293
GENERAL INSURANCE	622,596	51,883	207,532	-	207,532	33%	415,064
TOTAL	29,013,354	2,341,990	7,176,901	1,587,233	8,764,133	30%	20,249,221

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF APRIL 30, 2021

ORGANIZATION	SERVICE	2021 BUDGET	APRIL	2021 YTD	2021 YTD	2021 YTD	2021 YTD %	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	YTD EXPENDITURES	ECNUMBRANCES	COMMITTED	COMMITTED	BALANCE
PUBLIC SERVICE OPERATION	REG SALARY	11,509,491	855,017	3,244,551	-	3,244,551	28%	8,264,940
	PART TIME SALARY	484,240	26,814	111,263	-	111,263	23%	372,977
	BENEFITS	6,277,726	462,387	1,683,357	-	1,683,357	27%	4,594,369
	BOOKS	3,214,209	727,335	766,523	1,355,280	2,121,803	66%	1,092,406
	OFFICE EQUIP. REPAIR	20,000	-	1,610	-	1,610	8%	18,390
	EQUIPMENT	5,000	-	-	-	-	0%	5,000
	OFFICE FURNITURE	2,000	-	-	-	-	0%	2,000
	PROFESSIONAL SERV	17,537	-	-	-	-	0%	17,537
	COPIER MACHINE	204,865	18,575	67,501	-	67,501	33%	137,364
	SUPPLIES	19,000	240	240	-	240	1%	18,760
	RENT	204,840	13,350	62,031	160,129	222,159	108%	(17,319)
	VEHICLE MAINTENANCE	4,000	-	-	-	-	0%	4,000
	GENERAL INSURANCE	404,826	33,736	134,942	-	134,942	33%	269,884
Total		22,605,317	2,155,366	6,131,576	1,564,438	7,696,014	34%	14,909,303

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF APRIL 30, 2021

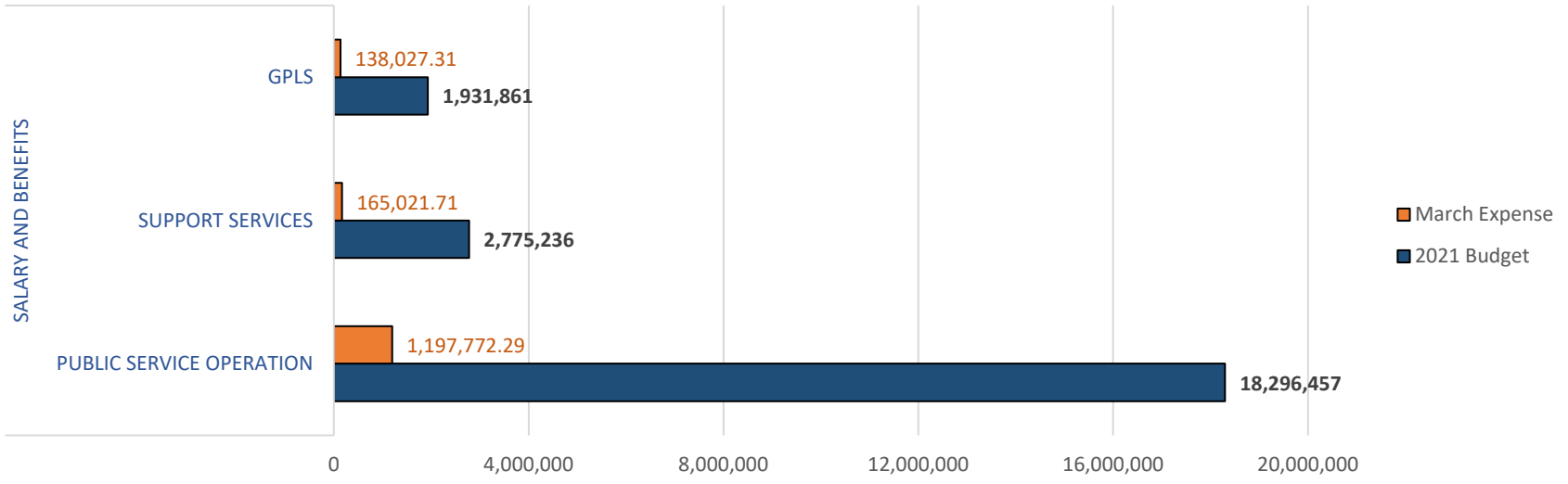
ORGANIZATION	SERVICE	2021 BUDGET	APRIL	2021 YTD	2021 YTD	2021 YTD	2021 YTD %	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	YTD EXPENDITURES	ECNUMBRANCES	COMMITTED	COMMITTED	BALANCE
SUPPORT SERVICES	REG SALARY	1,770,026	153,728	524,758	-	524,758	30%	1,245,268
	BENEFITS	1,005,210	79,509	265,711	-	265,711	26%	739,499
	OFFICE EQUIP. REPAIR	5,760	-	-	-	-	0%	5,760
	EQUIPMENT	15,000	-	-	880	880	6%	14,120
	PROFESSIONAL SERV	27,000	-	-	-	-	0%	27,000
	COPIER MACHINE	1,000	-	-	-	-	0%	1,000
	COPIER PAPER	6,000	-	-	-	-	0%	6,000
	SUPPLIES	50,400	4,096	8,856	-	8,856	18%	41,544
	COMPUTER HARDWARE	625,000	-	-	-	-	0%	625,000
	OTHER SERVICES	279,160	11,097	37,052	21,915	58,966	21%	220,194
	TRAVEL	12,000	-	298	-	298	2%	11,702
	HOPITALITY	10,000	-	-	-	-	0%	10,000
	VEHICLE MAINTENANCE	19,850	115	5,557	-	5,557	28%	14,293
	GENERAL INSURANCE	217,770	18,148	72,590	-	72,590	33%	145,180
Total		4,044,176	266,692	914,822	22,795	937,617	23%	3,106,559

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

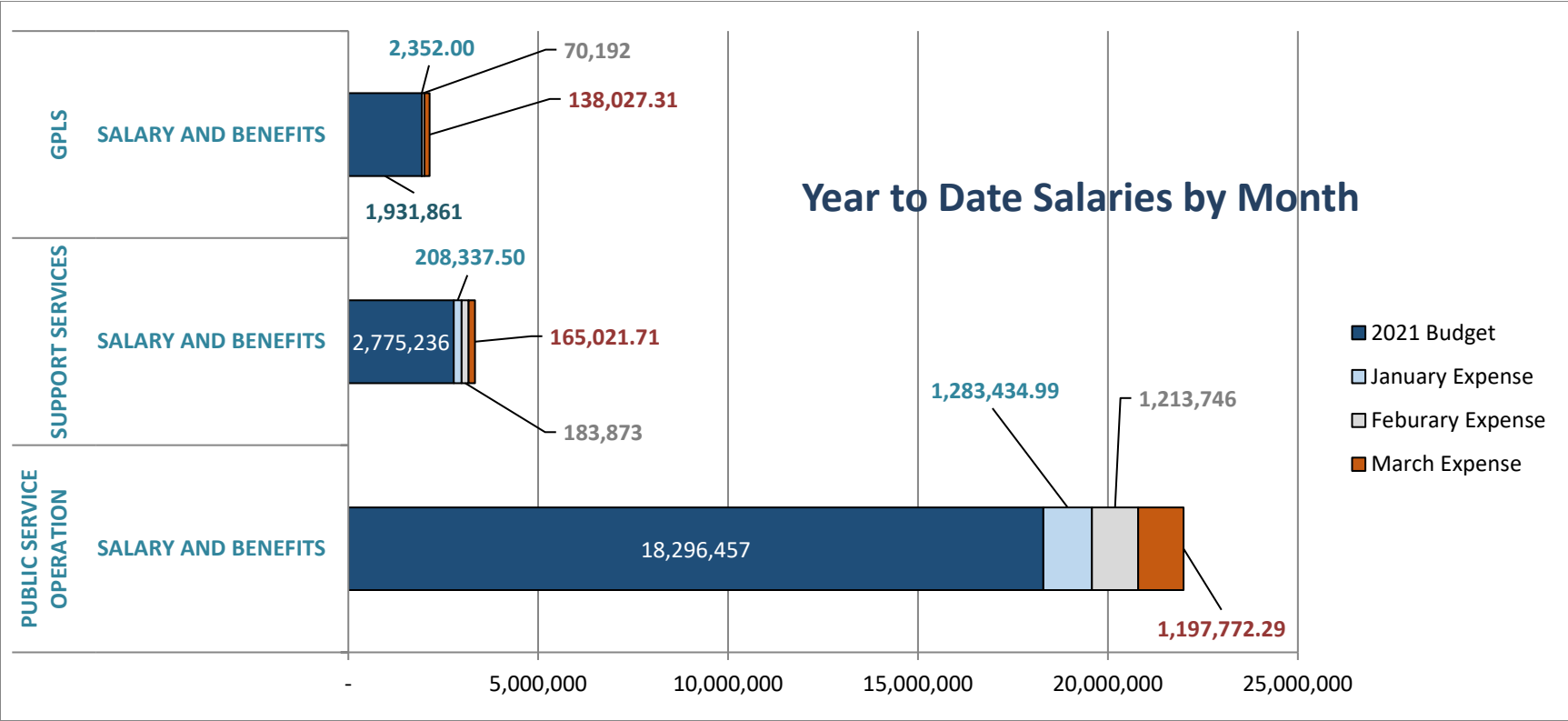
AS OF APRIL 30, 2021

ORGANIZATION	SERVICE	2021 BUDGET	APRIL	2021 YTD	2021 YTD	2021 YTD	2021 YTD %	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	YTD EXPENDITURES	ECNUMBRANCES	COMMITTED	COMMITTED	BALANCE
GPLS EXPENDITURES	REG SALARY	1,311,498	(57,448)	83,371	-	83,371	6%	1,228,127
	BENEFITS	620,363	(22,620)	47,132	-	47,132	8%	573,231
	BOOKS	432,000	-	-	-	-	0%	432,000
Total		2,363,861	(80,068)	130,503	-	130,503	6%	2,233,358

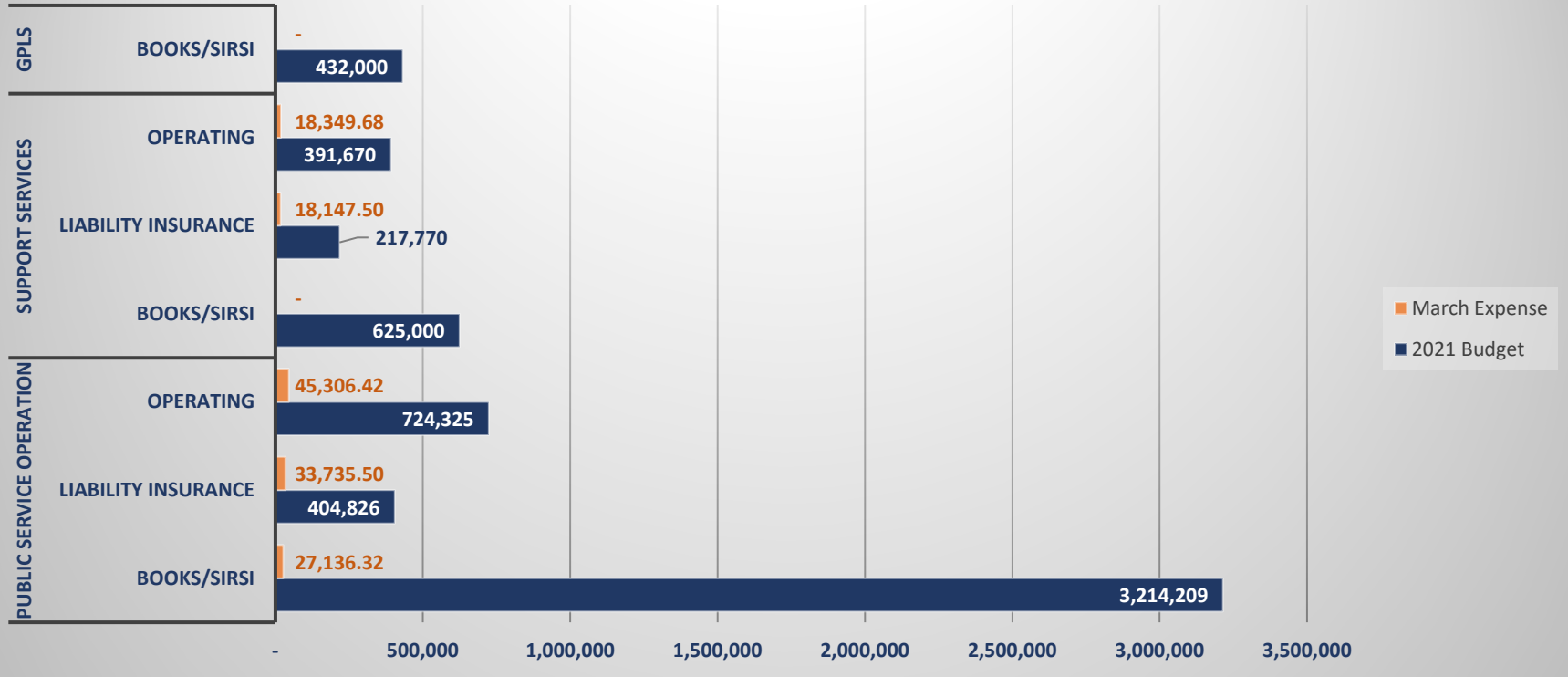
March Salary and Benefits by Unit



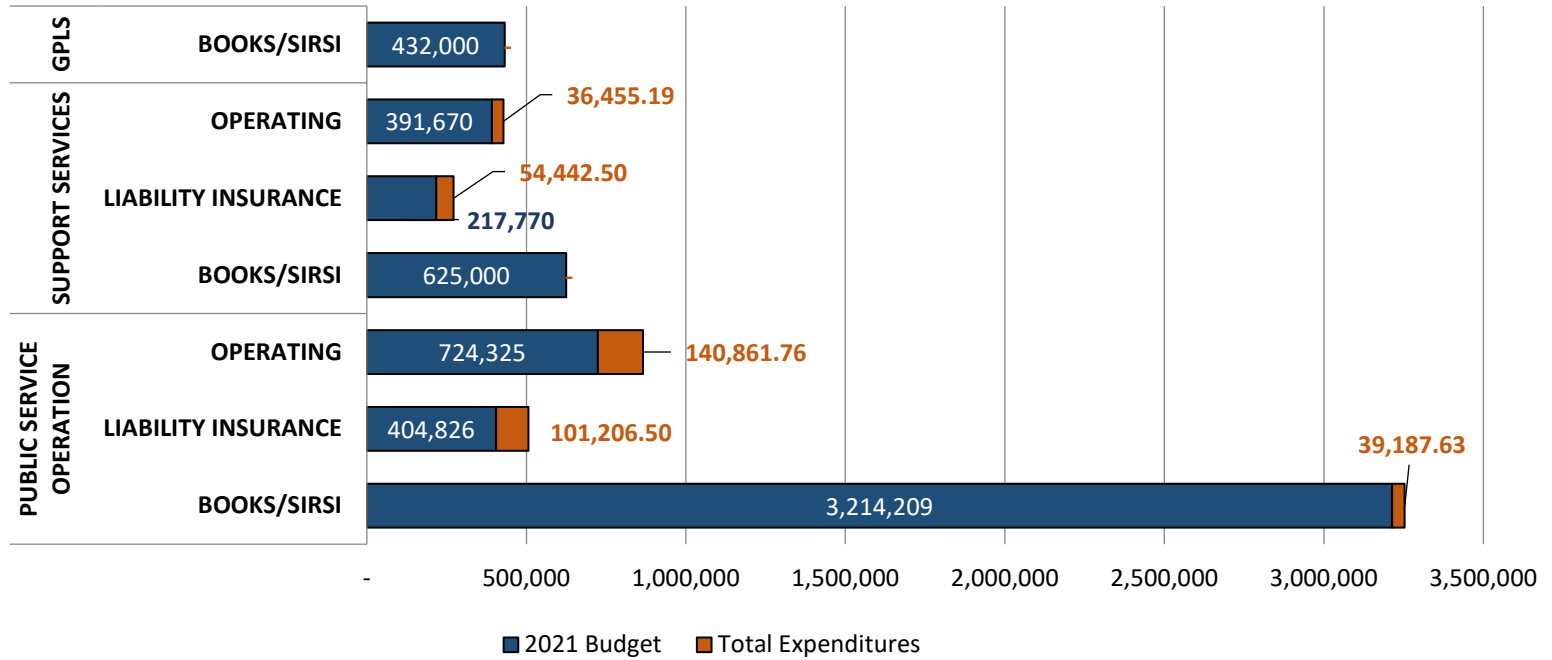
Year to Date Salaries by Month



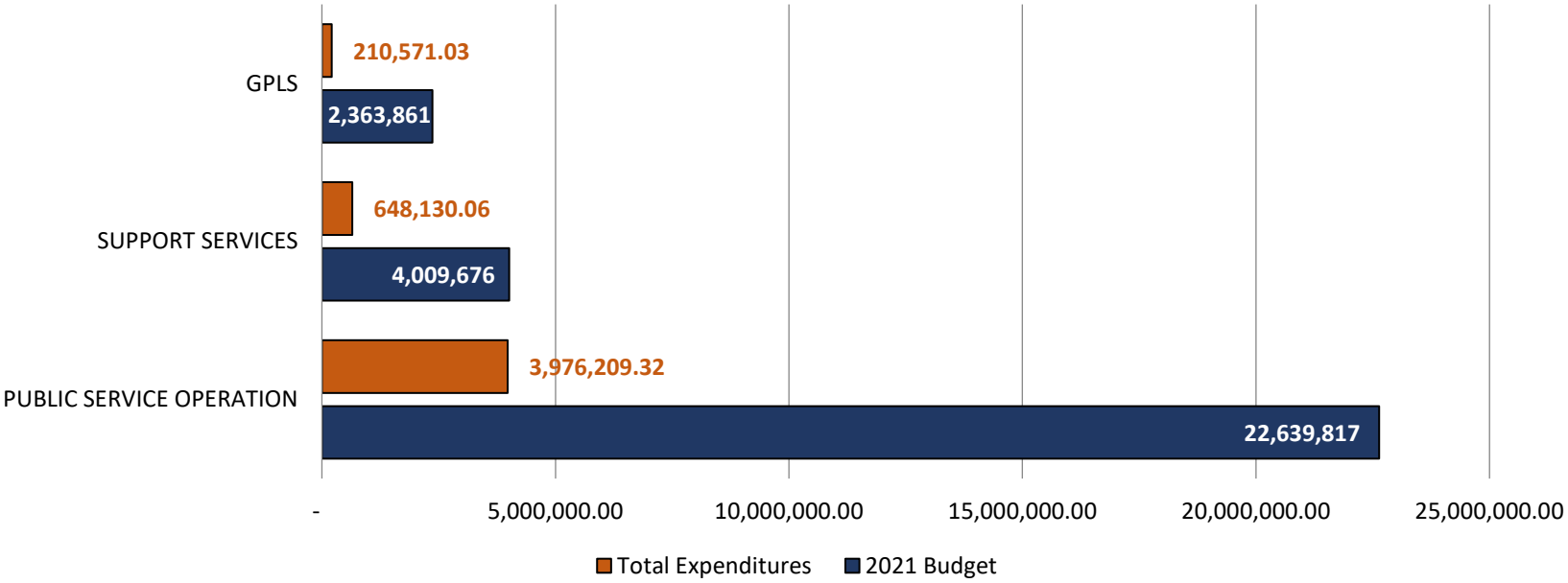
March Operating Expenditures by Unit



Operating Year to Date (1st Qtr Expenditures)



Fulton County Library Total Expense By Unit



Monthly Usage Summary - April 2021					Doc. #21-27
Activity and Description	2021		2020		YTD % +/-
	April	YTD	April	YTD	
Circulation					
Total number of items checked out of the library	81,955	340,042	1,898	516,283	-34%
Holds					
Number of requests by patrons	54,092	237,727	3,045	110,904	114%
Visits					
Number of people entering a library for any reason	0	0	0	539,692	-100%
Computer/Internet Usage					
Number of computer sessions (Internet access and office software)	0	0	0	145,866	-100%
Number of hours of computer use	0	0	0	47,621	-100%
Web Page Visits					
Number of times people have visited the library's websites	658,775	2,883,423	233,917	2,028,342	42%
Web Visitors					
Number of people who visited the library's websites	94,382	406,638	56,522	448,056	-9%
Virtual Circulation					
Number of materials downloaded or streamed	107,619	445,145	111,440	399,090	12%
Virtual Circulation Users					
Number of people who downloaded or streamed	23,655	96,494	22,344	85,033	13%
Children's programs					
Library sponsored programs offered for children (birth - 12)	129	816	6	660	24%
Number of people attending programs	1637	11052	4651	23667	-53%
Teen Programs					
Library sponsored programs offered for teens (13 - 17)	30	118	4	133	-11%
Number of people attending programs	420	1671	28	2109	-21%
Adult Programs					
Library sponsored programs offered for adults (18 +)	74	259	19	1112	-77%
Number of people attending programs	1,181	5,485	2390	34822	-84%
Programs - Total					
Library sponsored programs offered (includes all-ages not counted above)	288	1386	29	1905	-27%
Number of people attending programs	4,233	19,996	7,069	60598	-67%
Meeting Rooms					
Non-library sponsored meetings or activities scheduled	0	0	0	781	-100%
Number of people attending meetings or activities	0	0	0	15503	-100%

*Resources included changed in 2021, 2020 numbers are from same data; Interlibrary Loan and Computer Class on hold until in-person resumes.

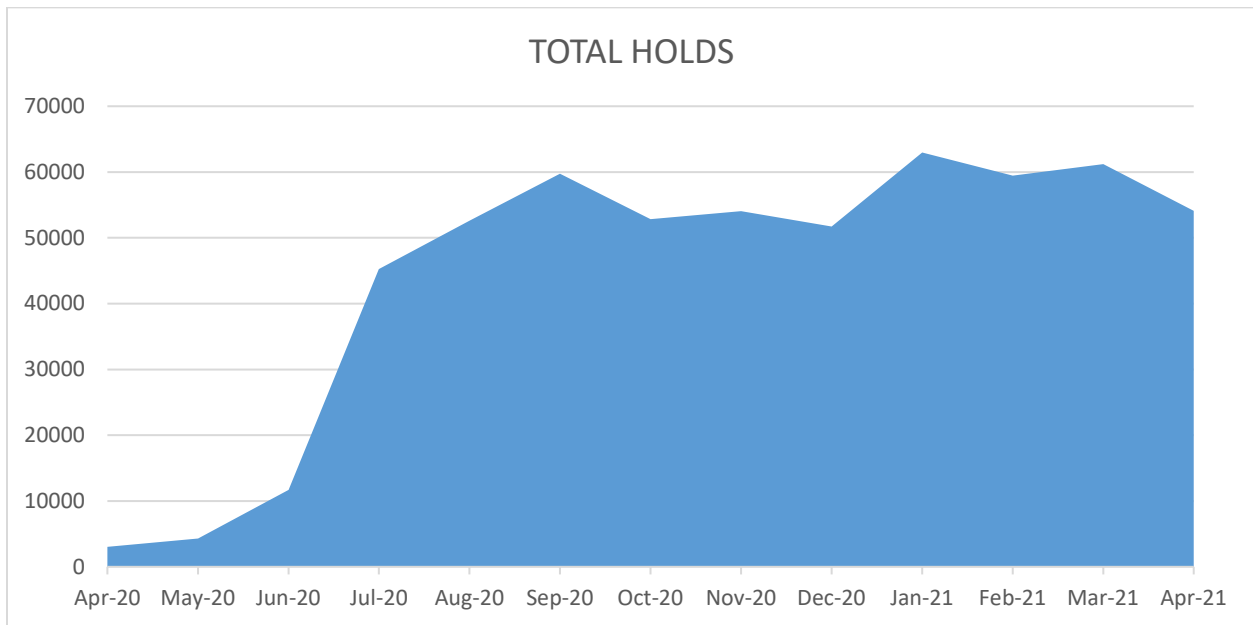
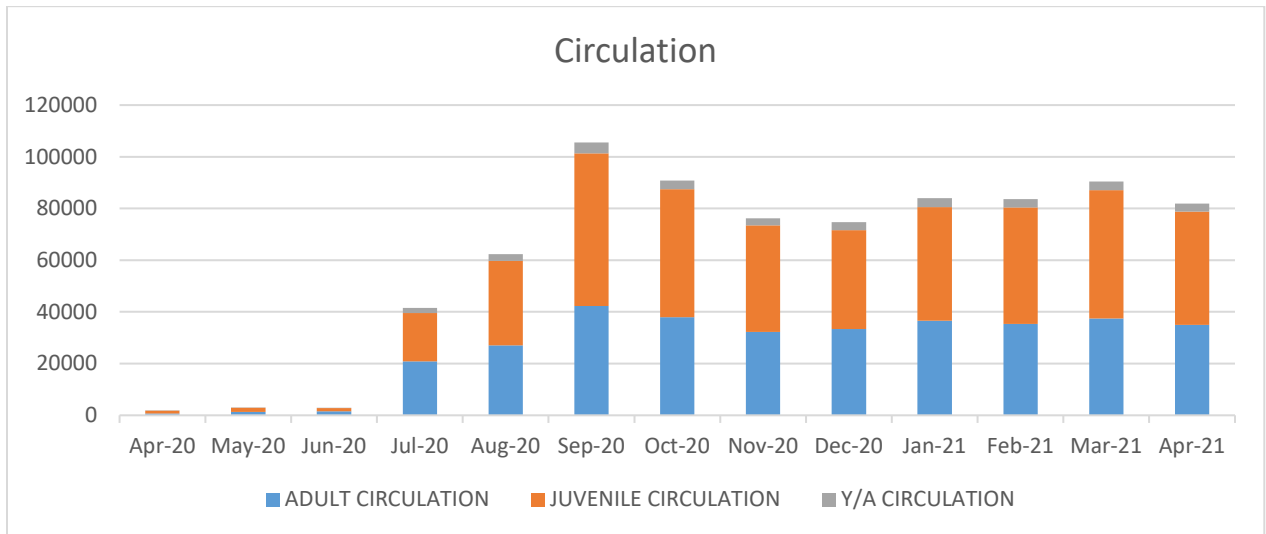
Fulton County Library System Circulation Stats - April 2021

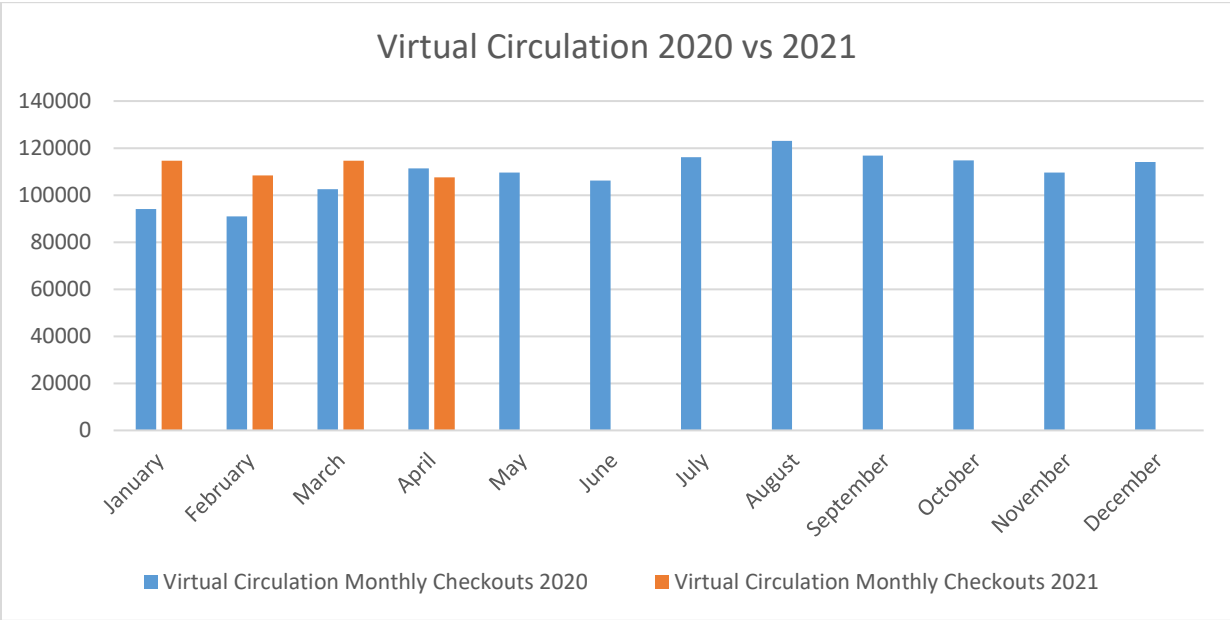
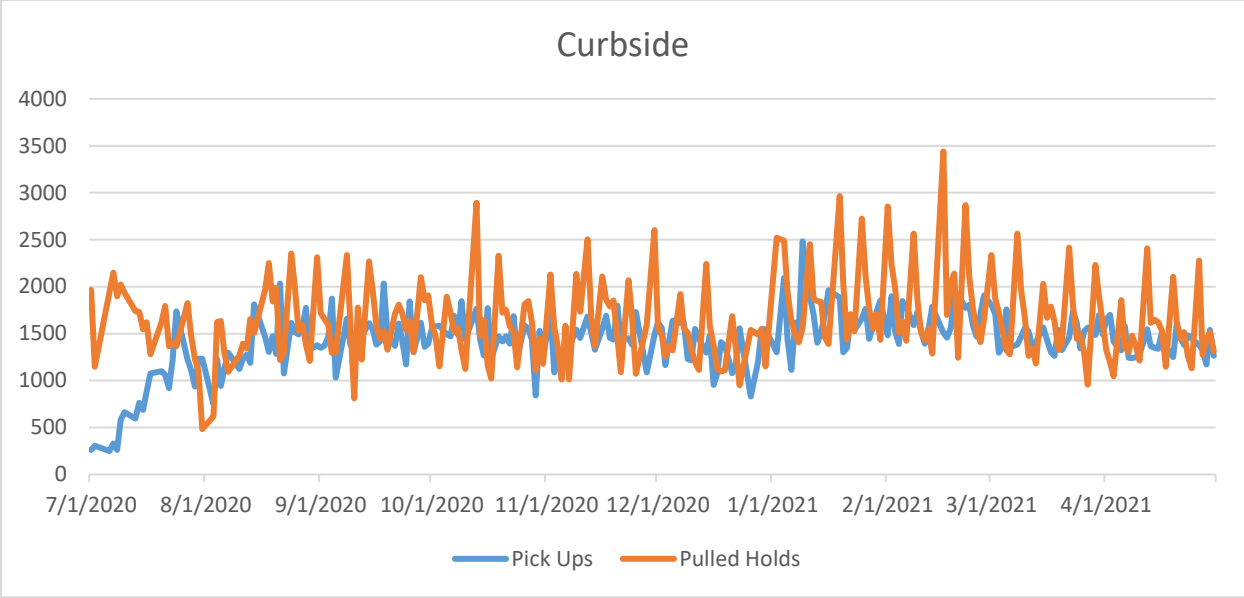
AGENCY NAME	ADULT	JUVENILE	Y/A	OTHER	Month-2021 TOTAL	Month-2020 TOTAL	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2021 CIRC	YTD 2020 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	128	136	7		271	18	253	1405.56%	1,743	3,003	-1,260	-41.96%
ADAMSVILLE/COLLIER HEIGHTS	370	242	87		699	5	694	13880.00%	1,871	227	1,644	724.23%
ALPHARETTA	3,182	4,918	323		8,423	294	8,129	2764.97%	35,261	93,823	-58,562	-62.42%
BUCKHEAD	2,180	1,443	145		3,768	18	3,750	20833.33%	15,611	2,198	13,413	610.24%
CLEVELAND AVE	155	112	26		293	63	230	365.08%	1,446	177	1,269	716.95%
COLLEGE PARK	248	192	15		455	13	442	3400.00%	1,890	4,761	-2,871	-60.30%
DOGWOOD	149	136	27		312	1	311	31100.00%	1,425	5,600	-4,175	-74.55%
EAST ATLANTA	869	1,286	57		2,212	16	2,196	13725.00%	9,632	2,592	7,040	271.60%
EAST POINT	561	303	40		904	28	876	3128.57%	3,881	7,663	-3,782	-49.35%
EAST ROSWELL	2,333	3,828	108		6,269	53	6,216	11728.30%	26,335	47,216	-20,881	-44.22%
EVELYN G. LOWERY @ CASCADE	337	236	29		602	48	554	1154.17%	2,647	10,827	-8,180	-75.55%
FAIRBURN	241	200	30		471	3	468	15600.00%	2,126	4,674	-2,548	-54.51%
GLADYS S. DENNARD @ SOUTH FULTON	413	229	29		671	179	492	274.86%	3,051	14,853	-11,802	-79.46%
HAPEVILLE	164	139	4		307	26	281	1080.77%	479	87	392	450.57%
JOAN P. GARNER @ PONCE DE LEON	2,178	2,167	192		4,537	1	4,536	453600.00%	20,134	2,298	17,836	776.15%
KIRKWOOD	757	1,380	46		2,183	4	2,179	54475.00%	9,084	17,962	-8,878	-49.43%
LOUISE WATLEY @ SOUTHEAST	174	1,056	25		1,255	161	1,094	679.50%	5,110	9,945	-4,835	-48.62%
MARTIN LUTHER KING, JR	427	308	21		756	24	732	3050.00%	3,352	7,137	-3,785	-53.03%
MECHANICSVILLE	114	162	17		293	19	274	1442.11%	1,161	151	1,010	668.87%
METROPOLITAN	548	1,090	53		1,691	0	1,691	N/A Divide by 0	7,028	19,281	-12,253	-63.55%
MILTON	2,505	3,843	295		6,643	2	6,641	332050.00%	27,725	49,028	-21,303	-43.45%
NORTHEAST/SPRUILL OAKS	1,203	2,466	217	1	3,887	74	3,813	5152.70%	16,183	4,735	11,448	241.77%
NORTHSIDE	1,333	2,070	133		3,536	169	3,367	1992.31%	14,396	1,979	12,417	627.44%
NORTHWEST @ SCOTTS CROSSING	532	1,068	43		1,643	103	1,540	1495.15%	6,089	20,460	-14,371	-70.24%
OCEE	2,469	3,961	441		6,871	22	6,849	31131.82%	29,090	6,039	23,051	381.70%
PALMETTO	289	226	6		521	9	512	5688.89%	2,288	4,596	-2,308	-50.22%
PEACHTREE	2,057	1,919	104		4,080	186	3,894	2093.55%	16,099	32,149	-16,050	-49.92%
ROSWELL	3,721	3,237	243		7,201	93	7,108	7643.01%	28,910	41,090	-12,180	-29.64%
SANDY SPRINGS	3,854	3,947	252		8,053	73	7,980	10931.51%	32,638	58,064	-25,426	-43.79%
WASHINGTON PARK	187	354	17		558	32	526	1643.75%	2,027	7,297	-5,270	-72.22%
WEST END	323	261	44		628	5	623	12460.00%	3,164	4,784	-1,620	-33.86%
WOLFCREEK	881	703	97		1,681	7	1,674	23914.29%	7,006	20,676	-13,670	-66.12%
BRANCHES TOTAL	34,882	43,618	3,173	1	81,674	1,749	79,925	4569.75%	338,882	505,372	-166,490	-32.94%
CENTRAL	157	117	7		281	69	212	307.25%	1,118	1,896	-778	-41.03%
OUTREACH SERVICES					0	80	-80	-100.00%	36	407	-371	-91.15%
AUBURN AVENUE RESEARCH					0	0	0	N/A Divide by 0	6	8,608	-8,602	-99.93%
SYSTEM TOTAL	35,039	43,735	3,180	1	81,955	1,898	80,057	4217.97%	340,042	516,283	-176,241	-34.14%

FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE - April 2021

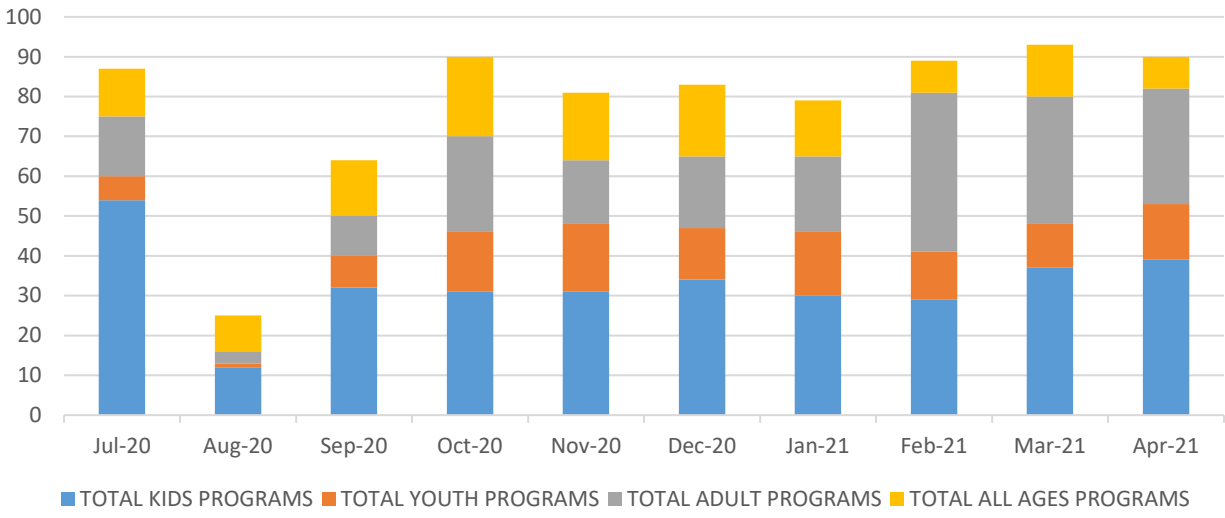
AGENCY NAME	TOTAL CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	271	32			3	15			
ADAMSVILLE/COLLIER HEIGHTS	699	67			14	5			2
ALPHARETTA	8,423	236			1	0			
BUCKHEAD	3,768	260			3	190			2
CLEVELAND AVE	293	38			0	0			
COLLEGE PARK	455	41			2	40			
DOGWOOD	312	23			2	7			
EAST ATLANTA	2,212	152			3	150			
EAST POINT	904	79			6	26			
EAST ROSWELL	6,269	140			3	192			
EVELYN G. LOWERY @ CASCADE	602	75			0	0			
FAIRBURN	471	49			6	0			
GLADYS S. DENNARD @ SOUTH FULTON	671	68			1	10			
HAPEVILLE	307	35			0	0			
JOAN P. GARNER @ PONCE DE LEON	4,537	236			1	4			
KIRKWOOD	2,183	71			31	84			
LOUISE WATLEY @ SOUTHEAST	1,255	18			0	0			
MARTIN LUTHER KING, JR	756	48			1	13			
MECHANICSVILLE	293	16			0	0			
METROPOLITAN	1,691	74			4	180			
MILTON	6,643	81			2	82			
NORTHEAST/SPRUILL OAKS	3,887	101			3	123			
NORTHSIDE	3,536	117			3	65			
NORTHWEST @ SCOTTS CROSSING	1,643	62			0	0			
OCEE	6,871	141			2	185			1
PALMETTO	521	18			69	514			
PEACHTREE	4,080	174			0	0			
ROSWELL	7,201	262			7	56			
SANDY SPRINGS	8,053	246			0	0			
WASHINGTON PARK	558	22			9	170			
WEST END	628	40			0	0			
WOLFCREEK	1,681	85			17	78			
BRANCHES TOTAL	81,674	3,107	-	0	193	2,189	0	0	5
CENTRAL	281	85			0	0			
VIRTUAL PROGRAMS					90	1,888			
OUTREACH VIRTUAL PROGRAMS	0	1			5	156			
AUBURN AVENUE RESEARCH	0	0			0	0			
SYSTEM TOTAL	81,955	3,193	0	0	288	4,233	0	0	5

March 2021 Executive Summary – Charts





Virtual Programs



Virtual Program Attendance

