



**FULTON  
COUNTY**  
LIBRARY  
SYSTEM

# **BOARD OF TRUSTEES**

MEETING  
INFORMATION PACKET

NOVEMBER 17, 2021



**FULTON  
COUNTY**  
LIBRARY  
SYSTEM

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**Revised**

**VIRTUAL MEETING**

IN ACCORDANCE WITH FULTON COUNTY GOVERNMENT'S UPDATED COVID-19 GUIDELINES

**FULTON COUNTY LIBRARY SYSTEM  
BOARD OF TRUSTEES VIRTUAL MEETING  
NOVEMBER 17, 2021 – 4:00 P.M.  
AGENDA**

- I. Call to Order
- II. Public Comments
- III. Adoption of Agenda\* Doc. #21-59
- IV. Approval of Minutes – October 27, 2021\* Doc. #21-60
- V. Chairman's Report
- VI. Work Orders Report – Paul Kaplan
- VII. Director's Reports Doc. #21-63
  - Monthly Financial Report Doc. #21-61
  - Monthly Usage Summary Doc. #21-62
- VIII. Unfinished Business Doc. #21-50
  - A. Central Library – Update
  - B. Code of Conduct Policy – Update\*
  - C. Impact Initiatives for the Unhoused
- IX. New Business
- X. Adjournment

\*Action is anticipated on this item

**Doc. #21-60**



**FULTON COUNTY LIBRARY SYSTEM  
BOARD OF TRUSTEES VIRTUAL MEETING  
OCTOBER 27, 2021 – 4:00 P.M.**

Alexander Solutions, LLC  
College Park, Georgia 30337



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

Members Absent:            Jordan, Linda

Also In Attendance:       Holloman, Gayle H. - Executive Director  
                                      Black, Francesca, County Attorney  
                                      Claxton, Zenobia - Assistant to the Director's Office  
                                      Martinez, Dominique, County Attorney

Visitors:                      8 Virtual Participants

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Chairman D. Chip Joyner called the meeting to order at 4:02 p.m.

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(VIRTUAL MEETING BEGAN AT 4:02 P.M.)

**CALL TO ORDER**

**CHAIRMAN D. CHIP JOYNER:** It is now 4:00 o'clock. Welcome. I'd like to call to order the Fulton County Library System Board of Trustees Virtual Meeting for October -- what's the date today?

**MRS. MARJORIE KIMBROUGH:** 27th.

**MRS. GAYLE H. HOLLOMAN:** 27th.

**21-51 ADOPTION OF AGENDA**

**CHAIRMAN D. CHIP JOYNER:** October 27th, 2021. Welcome. Did everyone get a chance to review the minutes and the agenda? All right. Is there a motion to adopt the agenda dated October 27, 2021?

**MOTION**

**MR. PAUL KAPLAN:** So moved.

**MRS. MARJORIE KIMBROUGH:** Second.

**CHAIRMAN D. CHIP JOYNER:** All right. Hearing a motion and a second, all those in favor say, aye.

**TRUSTEES:** Aye.

**CHAIRMAN D. CHIP JOYNER:** All those who opposed say, nay. Hearing none, the agenda is adopted. Moving to the approval of minutes from the virtual meeting September 22, 2021. Did everyone get a chance to review the minutes?

**TRUSTEES:** Yes.

**21-52 APPROVAL OF THE MINUTES FROM SEPTEMBER 22, 2021 MEETING**

**CHAIRMAN D. CHIP JOYNER:** With that being understood, is there a motion for the approval of the minutes?

**MOTION**

**MRS. PRISCILLA BORDERS:** So moved.

**MR. JOE PIONTEK:** Second.

**CHAIRMAN D. CHIP JOYNER:** Okay. Hearing a motion and second. For all those in favor say, aye.

**TRUSTEES:** Aye.

**CHAIRMAN D. CHIP JOYNER:** Those opposed say, nay. Hearing none, the minutes are approved. Please forgive me, just a moment. Okay. All right. Well, thank you everyone for joining the meeting today. And please forgive me for my technical difficulty here in the first two minutes of the meeting. But I think I'm almost set. I'm happy everyone's here. And first, are there any public comments?

**MRS. GAYLE H. HOLLOMAN:** Zenobia?

**MRS. ZENOBIA CLAXTON:** Yes, I'm here, I'm sorry. I have no public comments.

**CHAIRMAN D. CHIP JOYNER:** Okay. Thank you. Thank you. So we're going to skip over the Chairman's report today. And we're going to move directly to the Work Orders Report by Mr. Kaplan. Mr. Kaplan. Mr. Kaplan, you're still on mute.

**WORK ORDERS REPORT – PAUL KAPLAN**

**MR. PAUL KAPLAN:** Sorry about that. I muted. Anyway, it's all of September, which was September 1st through September 30th. We had 143 work orders. Out of the 143 work orders, basically, the main one was electrical. We were not -- wasn't plumbing this time. With plumbing, it was about nine. HVAC, it was about 35 and the rest of them were broken up between landscaping, miscellaneous, safety and roof leaks. They're starting

to catch up. We're starting to see the end of some of these work orders that have been ongoing for a while. They're starting to get the punch list done. Things are starting to look good. I will have -- I'd personally, like to thank Joe Davis, who's the Director of the DREAM Group, and also his Assistant, LaKeshia Brackett, if I'm saying that wrong, correct me. She's in the Department of Real Estate Management, for helping me out this last month, helping me on some of the work orders, trying to trace out where they went and what's happening. We do have one major one that's going to happen at East Point Library. We'll be shut down soon after the Early Voting is coming. This is the one where we're going to actually cut up the parking lot, run a brand-new main sewer line in. And we're going to redirect the underground, eliminate some of the underground that's collapsed inside the library under the ground, and redirect into a new line coming out. And hopefully, this will correct the problems they've been having. However, if we have people who flush clothing down and things like that, I don't care what kind plumbing you're going to do that, it's going to get plugged up. So, you know, we do the best we can and they're working on that. And that's really a major one. They also have a request for proposal out for an engineering company to look at all the renovated libraries and come up with problem in plumbing. And what -- how to correct some of it. This is due to the low-flush valve that we have installed now in all the renovated libraries. And it's going to be anxious to get this done. I'm certainly going to be looking at that when their putting it together. But other than that, if you have any -- we do have some problems in some light fixtures. Some of the light fixtures that don't have bulbs, well they no longer make the bulbs or they no longer make the fixture. So there's some of those things are going to have to be corrected. Other than that, slowly but surely, we're getting caught up. Central is working along. I know that our Director Holloman knows more about it than I even do. But it's looking up. I'm looking forward to the time when we can start meeting in a regular meeting room. This is great to have, but it's nice to see everybody in person. So anybody has a questions, let me hear it.

**CHAIRMAN D. CHIP JOYNER:** Okay. Mr. Kaplan, thank you for that. One question, the repairs, would that still come out of the initial build-out money, or would that be incurred with next year's budget money?

**MR. PAUL KAPLAN:** That's a question I put forth actually a couple days ago. I'm not sure at this time. I don't know if it goes to Mr. Al Collins or if it goes to the county, the DREAM. You know, most of the warranties are up already, they're gone. So now it's going to fall on the county to make the repairs. It's just unfortunate, the light fixtures look pretty. But you know something, they're pretty, but then if they discontinue it and don't make the bulbs, then we're stuck with a light fixture doing nothing at all. So it's actually going to come out of the DREAM Group. I don't think it'll come out of our budget. I don't believe -- I'm going to put my neck out. I don't believe it comes out of our budget. It'll come out of the DREAM Group. So it's something that we want corrected because, you know, people come in, don't see a light on and wondering what's happening. How come we're not replacing the bulbs? So -- and some of these bulbs are very high really high up, really high up. That means we got to get a lift in there. And I think we only have one lift that shared among all the buildings.

**MRS. GAYLE H. HOLLOMAN:** We have one lift. And then the problem with that lift is that you have to have a truck to transport it.

**MR. PAUL KAPLAN:** Right.



**MRS. GAYLE H. HOLLOMAN:** And that's always problematic. But we've got all these different problems with light bulbs and not being able to get them and them being expensive. And as Mr. Kaplan said, up very high. So we're trying to get all of that addressed. But more than likely, it's going to come out of DREAM's budget.

**CHAIRMAN D. CHIP JOYNER:** Okay.

**MR. PAUL KAPLAN:** And by the way, that lift is not only for the library, that's for all the buildings. He has about, like, 230 buildings he takes care of. So this lift is shared among a lot of things. So, just to let you know. But other than that, anything else? Well, things are looking up. That's what I want to be positive. I don't want to be negative. For months, I've been negative and I'm trying to be positive attitude. So I think we'll get through all of this and do well.

**MR. JOE PIONTEK:** I wish we gotten brand-new light fixtures with our brand-new libraries. But as long as we've only got one lift and we're dragging it around to replace old light bulbs, maybe we ought to go ahead and spend the extra buck or two and replace the fixture itself so that we don't have to bring that lift in again for a while. Just, I don't know if they came out positively enough, Paul, that's what I was trying to say.

**MR. PAUL KAPLAN:** No, that's true. The ones where the bulbs are still made, they will not replace the fixture, they won't do it. But a lot of the ones I'm talking about is since the fixture is no longer made, you don't have a bulb for it, they're going to have to come. They're going to have to come out, they're going to have to be replaced.

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

**MR. PAUL KAPLAN:** So it's, you know, I don't know. Right now, you know, we're trying to get a -- slowly trying to do what we can. But, you know, some of the high ones, even Roswell Library, how high up some of those areas are to get up there. So -- but, you know, we're working on it. See what they can do.

**CHAIRMAN D. CHIP JOYNER:** Okay. Mr. Kaplan, what you've been doing is outstanding in helping us better understand the maintenance concerns and issues that are reoccurring and that are new in the library. And so because of your assistance, we're you doing far better as far as helping everyone understand the issues, than we've done in the past. And I really, really appreciate that. I'm sure we all do. Understanding that some of these are new issues and some are old issues, how are the dollars being allocated or how are they being spent from our budget? Is it -- are these pretty significant expenses, and did they hit us each year, or again, how much is from new construction that's in Al's budget versus ours? And then the warranties are they all one date, or the date from opening? How does that work?

**MR. PAUL KAPLAN:** No. There's separate, different dates. It depends on when they start the renovation and when the contract was actually signed. From what I -- what's going to happen is that basically, all the ones that the warranties are completely up, that library basically has been turned over to the county. Being turned over to the county means it's going to come out of the county budget. It's not coming out of our budget. It's going to come out of the county's budget. And it's -- this reworking of the plumbing in East Point, I do not know what the cost is. If I had a guess, probably over \$12,000, I would think to reroute this thing. Plus, you know, all the inconvenience of the library closed for how many days, I'm not sure at this point. You know, I try -- and I try not -- you have to understand, I try not to get in the way. And I'm trying to do what I can around without putting my input into some of the things. I try to work with them, help them out

the best I can. But it's a tough thing to go. Landscaping, you know, it might not be anything to the library operation. However, the way looks on the outside, it looks terrible. And wondering why the landscaping is not getting done and the reason is, there's not enough help. They can't get help to maintain them. That's the problem. And, you know, and this is not going to correct itself until sometime next year. So, you know, it looks -- when you walk in the library, if it looks terrible outside and beautiful on the inside, it just gives the wrong impression that you're not doing anything to the outside at all. So they're trying to work on it. They're trying to get it done. And certainly, our Executive Director really knows about this firsthand. She hears it first. I hear about it a little bit later. We've had some interesting problems in one library. And I'm not going to say anything. And Gayle is kind of smiling. And she said something that kind of said, I think I heard it all. So just let that go. And I'm not even going to say whose library it is. So -- but in answer Chip, basically it's going to come out of the county budget.

**CHAIRMAN D. CHIP JOYNER:** Okay.

**MR. PAUL KAPLAN:** Not ours. We -- if everything came out of our budget, we wouldn't have enough money to operate our library system.

**MRS. GAYLE H. HOLLOMAN:** Probably wouldn't.

**CHAIRMAN D. CHIP JOYNER:** Okay. All right. Thank you for that. Any other Board Member have any other questions or comments. Okay. Hearing none, we'd like to move to the Director's Report, Ms. Holloman.

#### **21-53 DIRECTOR'S REPORT**

#### **21-54 MONTHLY FINANCIAL REPORT**

#### **21-55 MONTHLY USAGE SUMMARY**

#### **21-56 CUSTOMER SERVICE COMMENTS – QUARTERLY**

#### **LIBRARY CLOSURE REPORT - QUARTERLY**

**MRS. GAYLE H. HOLLOMAN:** Yes. Thank you, Mr. Joyner, I appreciate it very much. And everybody, thank you and good afternoon. Just want to start out by looking at the monthly financial report. We're expended or are committed at 64 percent of the budget for the -- slightly over \$10 million remaining in that budget. A lot of that has to do with the book budget. We still hold some of that out because of when we get billed for the different -- they bill us at different times of the year. So that's why you'll see that balance that you have listed there. Any questions about anything with regard to the budget?

**CHAIRMAN D. CHIP JOYNER:** I had one question. It looks like on one of the sheets, supplies is listed twice versus rent. Am I looking at that correctly?

**MRS. GAYLE H. HOLLOMAN:** Let me see. That I -- oh, I do see it. That's listed under public service operation. And I'm trying to understand why it would be separated. I did not notice that. I will find out.

**CHAIRMAN D. CHIP JOYNER:** Okay.

**MRS. GAYLE H. HOLLOMAN:** And get back to you.

**CHAIRMAN D. CHIP JOYNER:** Okay, thank you.

**MRS. GAYLE H. HOLLOMAN:** I don't know if they just failed to add it together or just what.

**CHAIRMAN D. CHIP JOYNER:** Okay, thank you. That'll be great.

**MRS. GAYLE H. HOLLOMAN:** Okay. I apologize for that. And you see the expenditure from Georgia Public Library Service for those benefits, salaries, and other material support that they give us from the Georgia Public Library Service? We're on pace with that. Looking at our monthly summary, did anyone have any questions about that? Okay. We have had a lot of positive comments. Our customer service report, we've had people, of course, to say that they've been disappointed overall with some of the things that had to do with not being able to come inside and utilize the spaces as they have been able to do. They are able to come. Two people can utilize a study room. But we're not opening up the big meeting rooms at those libraries that have them. And we're not, right now, conducting our own programs internally. We have had some programs outside in the parking lots when the weather was better. And we can still do that. But as a general rule right now, the county is still enforcing the mask wearing and the social distancing. So we've not been able to institute it again in our meeting rooms to have programs. So that's something that people are really, you know, very concerned about and we understand it. We have made some exceptions that we've been able to conduct a few things that the county has mandated in our meeting rooms, particularly here at Central. But that's all we're able to do at the moment. You'll see our closure report. And I just want to point out that during the time of July, August, and September, we've been closed ten and half hours due to COVID cleaning and that type of thing. Which I think is pretty good considering where it could be. And so out of the 212.5 hours in those three months that we were closed for various maintenance issues, the issues had only ten and a half hours that had to do with COVID sanitizing and cleaning because of an exposure. And what they do now is, they brought -- I think I may have told you some time ago that they got it from 12 -- taking 12 hours to get that cleaning done, down to about an hour. So if it happens early enough in the day, we're able to let the staff leave out, and then get the cleaning done and they can come back. Most of the time, though, it happens overnight. They do the cleaning and then when the staff returns, it reopens. If for some reason the staff has to quarantine, then we bring in other staff from other libraries that we redeploy to keep that branch open because we're mandated that we won't close. So we get the work done, get the cleaning done, and then the staff, the temporary staff may be placed there until such time as the regular staff returns.

**CHAIRMAN D. CHIP JOYNER:** Okay. Now are these -- forgive me for not looking at the website recently, but these procedures, are these published at the Fulton County level or the library level?

**MRS. GAYLE H. HOLLOMAN:** Well, the procedure, the procedure itself is what DREAM has put together. So it isn't really published. It's just that we do that -- that, I just wanted you to know that that's the process of how we handle it. I'm sorry?

**CHAIRMAN D. CHIP JOYNER:** Okay. So if a guest is concerned that someone with COVID that we know of publicly were in the library, which triggers these steps, where we close it or start cleaning it? How does this happen? And if we were to -- if we were asked how does this happen, just where could we direct them?

**MRS. GAYLE H. HOLLOMAN:** Well, the closures have not been due to people aside from staff having an issue with COVID. It's been staff that have reported a situation. And so we follow the policies of the county and they follow the policies that they have to take on for themselves to go get tested. And if they have to be out or whatever has to be done, that's the process that's done through the county. But as far as the cleaning, once we

are made aware of that, then we go and contact DREAM, make them aware that the cleaning is needed at whatever location. And they go ahead and perform it. Usually it's performed overnight. And then the next day, we're able to open. So what we do is, we call it -- it's all part of maintenance issues. So anytime we close for plumbing, any type of cleaning, any type of closure that has anything to do with DREAM, it is a maintenance issue. So that's how it is stated, that we will put it on the website. And then we announce and we put it on the door and all that, that we are closed due to the facility maintenance issues. So all of those things fall under that category. So that's how you would know, we put it on the website as well.

**CHAIRMAN D. CHIP JOYNER:** Okay, thank you.

**MR. JOE PIONTEK:** Gayle, you mentioned we still had restrictions in place for us, especially for the large conference room. But I noted that you had, we hosted the Cyber Security Summit, which is a pretty big deal.

**MRS. GAYLE H. HOLLOMAN:** Yes. That was --

**MR. JOE PIONTEK:** Did that actually go on --

**MRS. GAYLE H. HOLLOMAN:** I'm sorry?

**MR. JOE PIONTEK:** Was that really the 25th through the 27th? Did we just have that?

**MRS. GAYLE H. HOLLOMAN:** It was the 21st and 22nd, all day on the 21st, which was last Thursday, and half a day on Friday. And yes, that was the Fulton County IT Department held that. CEOs around the state of Georgia attended the event. It was very well received and it also allowed us to be able to really see how our system would work here at -- on the fifth floor because that's our Event Center. It was the first time we've the opportunity to really use that space in that way and to come up with what we need to do. So we've got a meeting called, Lessons Learned that we're going to have with IT so that we'll know in the future some of the things we may need to consider and might not need to do or need to do. And so it was very eye-opening for us. As I said, we're not event planners and we're not caterers and all that. They had all those things in place. But we had a lot of things that had to support that function. And so the logistics were very interesting. We had elevator issues. We had different issues that we know how we've got to start trying to address them now. But it was a real good opportunity for us because it was not our event. But it was a great opportunity for me as well as the rest of the library staff involved to really see how things flow, to see how we move people around, to see how engaged our rooms, our various rooms that we used. There were a few rooms used on the -- in the Event Center space, two of those breakout rooms. So it really allowed us to see what cleaning needs we'll have, what preparation we would need to make ahead of time, just things that we may not have considered and things we did consider. Some things that we thought would be needed weren't. So it was really a good opportunity. But it was very well received, very well attended. And as I said, it was a good, good opportunity for us to see how the space could be used.

**CHAIRMAN D. CHIP JOYNER:** Mrs. Holloman.

**MR. JOE PIONTEK:** That's fantastic and great attitude too. It's your first time out and using --

**MRS. GAYLE H. HOLLOMAN:** It was.

**CHAIRMAN D. CHIP JOYNER:** Mrs. Holloman, the customer service comments. I know at one time, we were having, I guess, some digital surveys being done. Is that reflected here?

**MRS. GAYLE H. HOLLOMAN:** No, we have not. The digital ones that I talked about with the kiosk?

**CHAIRMAN D. CHIP JOYNER:** Yes.

**MRS. GAYLE H. HOLLOMAN:** That has not started yet because they had to be ordered.

**CHAIRMAN D. CHIP JOYNER:** Okay.

**MRS. GAYLE H. HOLLOMAN:** And they have not arrived yet. But as soon as that starts, I will make you aware of the fact that we'll have those in place.

**CHAIRMAN D. CHIP JOYNER:** Okay. And then --

**MRS. GAYLE H. HOLLOMAN:** These -- I'm sorry.

**CHAIRMAN D. CHIP JOYNER:** Go ahead, I'm sorry.

**MRS. GAYLE H. HOLLOMAN:** These are received by -- either by emails or we receive it through Facebook, statements and information that we receive when people make comments using social media. So that's how these are compiled.

**CHAIRMAN D. CHIP JOYNER:** Okay.

**MRS. GAYLE H. HOLLOMAN:** And through LibAnswers. When people call in to ask questions, sometimes they'll also make statements about things they have a concern about or positively or negatively.

**CHAIRMAN D. CHIP JOYNER:** Okay. What kind of suggestions are coming in? Have you -- are there any reoccurring things?

**MRS. GAYLE H. HOLLOMAN:** No. I don't know that we have any reoccurring things. People are commenting that they are happy about receiving help with an article, with their research, with being able to utilize their devices. They get information on how to use our electronic resources. Particularly, those classes through things, that universal class, where you can actually take a class that would normally cost you 89 to \$149, they're able to utilize those services. So we hear very positive comments about that, those types of things. And a lot of times if we do have something negative, it's that they weren't able to find something or that they've had to wait too long for an item that's on hold. You know, we've got 200 holds on 48 copies of something. So that's just an example. But that sometimes brings us a lot of comments. And so that's why we are so glad that we're able to have more dollars to spend on our virtual collection so that we can at least refer them to that if they have the devices to use. Now if they're asking about print materials, sometimes that's a little harder because the dollars are now so much more costly for items in print. Just to give you an example, it used to be about \$17 for a children's book and about 24.95 for an adult book, that's a bestseller. Now, we're at around \$36 for a bestseller and we're at about a \$25 for a children's book. So print materials have gone up drastically. Any other questions on any of that? Okay.

**CHAIRMAN D. CHIP JOYNER:** Any questions. Okay.

**MR. JOE PIONTEK:** I have one thing that you touched on just a second ago about the holds themselves. And you were saying, 250 holds for one book. It looks to me, I saw a chart in here where the total holds are going down. It looked like it started at 70, and I can't really see the line that came through. But they're down to 45, maybe? Is that -- it occurred to me that that might be a part of that culling process that we did or is it just reflective of the fact that September 20th, 2020 was not a good time to be going to our libraries?

**MRS. GAYLE H. HOLLOMAN:** In 2020? Did you say in 2020? Did he freeze?

**CHAIRMAN D. CHIP JOYNER:** It looks like he froze.

**MR. JOE PIONTEK:** I was just asking, the holds, it looks -- it appears to me that the holds have gone way down. And I was hoping that that might be a result of the culling process that you all went through, yeah.

**MRS. GAYLE H. HOLLOMAN:** Well, to some extent it would be. But we are getting better with holds. But I was giving that example as to the cost of things. And how people are and we were being asked about whether or not people are concerned -- (inaudible, simultaneous speakers). That has been some of the comments in the past. But, yes, it has gotten better. But the culling process, do you mean our weeding? That's a process that libraries do and we're supposed to do it annually. We went through about three years of the weeding process at all of our libraries. And the weeding that we ended up doing at Central though, was more recent than that. And that was a large collection and therefore there were some things that had been there very long -- very much longer than they should have been with regard to years on the shelves and lack of use. So that's how -- we have a collection development policy and we go through all of that in order to inform us as to how to go through that weeding process. So that could have some -- some, I think it may have some aspect of causing a concern. But at the same time, if you remember, our phase one libraries received opening-day collections. And that's because they didn't exist previously. So of course they had to have materials at and their books bought for them. The second go around with the renovations, we did not have opening-day collections. They reopened with the books that had been stored. They had been weeded and then stored. And we reopened with them. So by doing that, you have -- we have not necessarily been able to purchase a lot of the bestsellers in particular and other items and to replenish some of the materials that we know we need that had been damaged and we weeded them because of the damages. We've not had the funding to be able to do all of that in a large way. So that's why a lot of times you're going to see people talking about things they'd like to have, but they don't see, they don't find and that type of thing. And then when we do have them, they're at a lower, much less number, much fewer than what we would have had maybe in some previous years.

**CHAIRMAN D. CHIP JOYNER:** Okay. Thank you, Mr. Piontek. Other Board Members, any other questions regarding the Director's Report? Okay, hearing none, moving on to unfinished business. Central Library update, Ms. Holloman.

### **UNFINISHED BUSINESS**

#### **CENTRAL LIBRARY – UPDATE**

**MRS. GAYLE H. HOLLOMAN:** Yes. The Central Library is running really, really well. We're so excited about the security that we've been able to put in place, things are running well. We're not having issues that we once had with regard to security or concerns. And we've had a couple of things to come up only as regards -- our use of our elevators and just how that's going to fit in with the scheme of everything. Because we're trying ourselves to get very used to that. We've never had a way that we could shut off certain floors and all that. And so we have floors that aren't being used, such as the Event Center until certain times that we have an actual program or event. So therefore, those are not accessible even to staff. So we've got keycard problems at times. And we've had to get with IT about that. As I said, we learned a lot this past week about how we can actually host events and different things. But aside from that, it's been a wonderful opportunity for us. People are really excited when they come in about the artwork that they see. They're excited about the space itself. And they just love going around and touring. So that has

been a real plus for us that people have found it to be exciting. And they're finding the way through the collections and what have you. They're enjoying our space where we have newspapers and periodicals. That space where you can sit and read, and that's been very well received. We do have, as I think I said earlier, the use of our study rooms, where you can go in, two people, and use those. And we've got quite a few of them now, more so than ever before. So that's still doable. We've learned a lot about how to program our monitors, so that we can put information out. Our media tower has just been a wonderful draw to bring people in off the street, because they can see it way up on Peachtree. And that is letting people know what events are taking place, what's happening, not just at Central, but all around the system. And so they're able to see that as they're driving by, walking by. And it has really caused people to come who are from the business community. We get a lot more people coming in now from Georgia-Pacific, who are telling us that they didn't even -- they didn't realize what this is and now they see. And they come in at their lunchtime or whatever. So gradually, people are finding it and that media tower has made a lot of difference. Any questions about that?

**CHAIRMAN D. CHIP JOYNER:** About how many guests are visiting Central per day now?

**MRS. GAYLE H. HOLLOMAN:** Per day, it's kind of hard to say. Depending upon the day of the week, it gets bigger. Friday's have been kind of interesting. I think they've been bringing in a lot more of the business community. And then we have Saturday's that have been really good I'm told. People are kind of trickling back in. So I would say, we've got an average about probably 60 to 75 a day. And then some days, we've had a report of a 102 to 104 or so. So it's not where it was at one point. But I think it's getting better and we're -- and I think also, part of it has to do with not being able to have the kinds of programs that we used to have that we would actually invite people in because we're -- the social distancing and mask wearing component. So that is keeping us from having the programs. Such as the fact that hopefully, by mid-November we'll be able to start our GED classes and our ESL classes again that are held in our -- on second-floor in our meeting spaces. And that way we will be able to continue our partnership with APS. They're the ones who actually do those classes for us. And they agreed to bring ESL classes back. So once we're able to do that and start GED testing again, you're going to see much more activity, not just at Central, but throughout because that is a major component of what we do, being able to offer these classes and programs and different training classes and things like that. I mean right now, we're not able to do the computer classes that we offer, those things are not there. Resume writing classes, all of those types of things that people had come to look at as a mainstay.

**CHAIRMAN D. CHIP JOYNER:** Okay. You think those services will return mid-November?

**MRS. GAYLE H. HOLLOMAN:** Oh, yeah. We're looking to try to get them back in mid-November if things can improve a bit, that's the goal. Now those things are, as far as the GED testing goes, which is depended upon the Technical College System of Georgia coming and verifying our space again. They have to verify everything that's done in that space so that it comes up to their standards. And of course, they've done it throughout the years that we've had the program. But they have to do it once again. So they are coming very soon. It should be in the next few days to make all that happen. And then we'll be -- it'll just be a matter of time.

**CHAIRMAN D. CHIP JOYNER:** Thank you. Any other questions from the other Board Members. Okay. And everyone has gotten a chance to tour the library, correct?

**MRS. GAYLE H. HOLLOMAN:** Yes.

**CHAIRMAN D. CHIP JOYNER:** Okay. I see a lot of heads nodding, yes. That's great, that's great. Okay. And also, Ms. Holloman, thank you so much for that grand opening. It was just really, really nice.

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

**CHAIRMAN D. CHIP JOYNER:** It was just a beautiful cap of this long process of everyone working hard especially you. And then of course, Mr. Kaplan in his previous role. You guys did so much for the library. And see it all come together, it was beautiful. Thank you, guys.

**MRS. GAYLE H. HOLLOMAN:** It was our ribbon cutting event. And it was what we called, a soft opening. The Foundation is still looking forward to working with us and they've been so wonderful. And recently, they even provided for the staff. Staff Appreciation Day, where they sent the wonderful Harry and David boxes to all the locations. And that was just so wonderful. The staff loved it and they felt very much appreciated. Because this year, we canceled our Staff Development Day. But it was a soft opening and the Foundation is still planning to help us to present a grander occasion that will kick off our Year of Central. And they won't start until the -- actual will start reading the book in January for the One Book, One Read. But it will go through January and through the rest of the year we think. Kicking off with that starting to read that book, *Caste* by Isabel Wilkerson. And we're very excited about it. The culmination will be, I think its March 27th, will be the day that she will actually visit here and have her book talk and spend time with us at the Auburn Avenue Research Library. So we're real excited about her visit and about the book. It should start a lot of conversation throughout the county.

**MRS. NINA RADAKOVICH:** Could I add something to that, Chip?

**MRS. GAYLE H. HOLLOMAN:** Sure.

**CHAIRMAN D. CHIP JOYNER:** Yes, absolutely.

**MRS. NINA RADAKOVICH:** The Foundation also, they would like people to start their own book groups. And so if any of you have groups that exist already and you'd like to introduce this book, it would be wonderful because we want as many people on the community discussing the book as possible. And specifically, the current leadership of the Foundation thought it would be nice for the Board of Trustees to have our own little club and a discussion on this book. And they're working hard with Auburn Avenue to come up with specific materials. They have a training scheduled in November for the group leaders. And I just think it would be a nice way for us to interact on, not library stuff, but other stuff. And the book is amazing. I just finished it a couple weeks ago and I'm still just -- it makes you look at everything differently, or me. Anyway, I would love it, if we could have group. And if somebody would like to lead it that would be great. If not, we'll figure out something. Nobody has to do anything. You don't even -- if any of you are in book clubs, you know the dirty little secret that you don't have to read the book to be in a book club. But you get more out of it if you do, and particularly with this one. So I just want to plant the seed and have you all thinking about that. And we could do it virtually or in person, whatever, depending on the timing. But the book clubs start the beginning of January, and the training is in November. So just give that some thought to think about if you would like to participate in that. Thanks, Chip.



**CHAIRMAN D. CHIP JOYNER:** What does the training entail?

**MRS. NINA RADAKOVICH:** I'm sorry, I missed what you said.

**CHAIRMAN D. CHIP JOYNER:** What does the training entail? It trains on how to moderate a club, or to go through the material?

**MRS. NINA RADAKOVICH:** I'm not really sure. I was told that it would make you comfortable in leading a group. But Gayle, do you have details?

**MRS. GAYLE H. HOLLOMAN:** Well, I don't have a great deal of detail. But it's my understanding that it's -- the training is going to help people feel a little bit more ease, like you just said. But also, Auburn staff are developing some book suggestions or book -- what do you call them? It's like a guide, some book guides as to lead everyone through the discussions. And so they're putting that together. Now there are already some that exist out there in the society. But they decided to create some on their own that would generate discussions. So what they want to do is to be able to train our groups on how best to support the kinds of questions that may arise, and the questions that they've already put together for us to use. And also, in order to make people have a level of comfort ability, as Nina just mentioned because of the subject matter. We don't want it to lead to people being upset and that type of thing. And how to keep your cool when different things occur or are said, because the book brings a lot of thought. I mean, it generates a lot of thought, a lot of discussion it can. And they just want you to be able to know how to navigate all of that process. Because this book is a little different than, you know, just reading a piece of fiction. It's not fiction, it's nonfiction. And so that that can generate a lot of discourse. And I think that's really what they're after, is trying to get people more comfortable with being able that if that's not part of what they normally do.

**MRS. NINA RADAKOVICH:** And the book is easy to read. I mean, it's painful, but it's not difficult to understand. And it has a lot of new information in it that's interesting. It's like a history book, a sociology book, journalistic book. It's not easy to categorize because it's so unusual. But that makes it unique and very discussable, I would say. And that's not a word, but I just think -- I think the training will be very helpful. And you can go online and get -- they have like, SparkNotes and those companies that do the, you know, summaries for classic books. They have study guides that you can actually purchase. But I'm hoping that the materials we end up with will be tailored to Atlanta. Because we have certain characteristics that would be worthwhile, I think, to talk about. So anyway, please think about it.

**MRS. GAYLE H. HOLLOMAN:** Thank you.

**CHAIRMAN D. CHIP JOYNER:** Thank you so much. Thank you. Maybe we can circulate an email, Ms. Claxton, maybe if you can send an email to everyone to see if anyone wants to sign up. I might have an interest in that, myself.

**MRS. ZENOBIA CLAXTON:** Okay.

**CHAIRMAN D. CHIP JOYNER:** Not to lead, but just to read. But thank you, Ms. Claxton. All right. Are there any other questions? Okay. We still have impact initiatives for the unhoused. And just for the Board, Ms. Borders, myself, and Ms. Kimbrough, and Ms. Holloman, we talked about some -- we just kind of had a brainstorm and talked about some strategies to support our efforts to see how we can impact our libraries and an appropriate support for the unhoused. And Ms. Holloman will give you some background. But I'd really like to also thank Ms. Kimbrough and Vice Chair Borders for taking the time to have this meeting with us. And so, thank you so much. Mrs. Holloman.

**IMPACT INITIATIVES FOR THE UNHOUSED**

**MRS. GAYLE H. HOLLOMAN:** Okay, yes. We're very excited about this. We've made a lot of contacts over the last few weeks with Behavioral Health within the county. And they are very excited to work and partner with us. They put us onto another initiative. It's called, Policing Alternatives and Diversion Initiative, right here in the area. And we've got FAQs for community referral sources that we can make, people who are experiencing homelessness, and just what can be done. People can dial 311, is the number and get someone on the phone who will come out and assist people with those things that might be happening. The concerns that they deal with have to do with disturbances, public indecency, people that are in need of help, in need of food, and help with regard to that, people experience of mental and substance issues, substance use issues, and then people who just need basic housing or like shelter or a place to sleep for the night to get from the outside. And then those who are needing -- who are doing things like utilizing the outside for a restroom or utilizing a dumpster for food. They come in if they're being called about that. They'll go to the location where they've been pointed. And they will actually talk with the individual and try and get them to a better place. So that's what that 311 number is about. It doesn't cost us anything. And so we're very excited of giving that information to our managers so that they can put the information out to their staff and make those contacts when things like that occur. We don't want to make it a situation where we are calling the police because it isn't -- it's an alternative to policing. And in the past, you know, people are kind of miss-associated, if that's a word, what they think they see and hear with thinking that they need to call the police every time. And we want staff to be better trained and understand that that's not always the need. And so if we can intervene and do something else like dialing 311, that can make all the difference in someone's life. So that's one of the things we're doing. We're also, and I think I mentioned before, in the process of putting together all the necessary paperwork to post the jobs so that will have some other help here at the library that we've not traditionally had. And that's to hire a social worker and a social worker coordinator. We're going to have them on staff. They will be here at the Central Library. But they'll work throughout the organization to help with this process, to partner with Behavior Health, and with the Board of Health to try and see those things that we can do better so that we don't make an assumptions and so that we train staff better. Because part of it has to do with our reaction to things in a lot of cases. So that's what we're looking at all the way across the board. And it's just been really well received. And the county leadership is very involved also, Dr. Roshell, in helping us to address some of these needs because Behavior Health of the Library System all fall under Health and Human Services, which is under her auspices. So we're very excited about it. We don't know where it's going go all the way because we haven't planned it completely. But once we get these other staff on board, then we'll be able to use their expertise to help direct us.

**CHAIRMAN D. CHIP JOYNER:** Outstanding. Thank you. And I can't remember in what meeting, but there was a question on, is there some kind of coordination we have to take or we should take or that's recommended with the city of Atlanta when it comes to addressing any of these issues in and outside of the building?

**MRS. GAYLE H. HOLLOMAN:** Well, yes. What we've done is we've been doing that through the police department, our Fulton County Police have just been awesome for us. And what they've done is they've put us in contact with -- or they, themselves have

actually contacted people at the city of Atlanta to address some of those needs that we have, particularly around the Central Library, where some of the spaces are city of Atlanta walkways and what have you. And then the other side of the street is, of course, the county's space that the library actually sits on. So we've been able to make those contacts and it has actually made a huge difference.

**CHAIRMAN D. CHIP JOYNER:** Oh, good, good. Thank you.

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

**CHAIRMAN D. CHIP JOYNER:** Any other Board Members have any questions or comments?

**MRS. MARJORIE KIMBROUGH:** I have one. I'm wondering is there any way of identifying the people that are trying to flush clothes and so that we might be able to use someone from this 311 number that might be able to talk with them, if there is some way we can know who's doing it. I know we've kind of identified the library, but is there any way at all of knowing who's doing it?

**MRS. GAYLE H. HOLLOMAN:** Well, Mrs. Kimbrough that has been something we've been kicking around. It's very hard because you, you know, you can't put cameras, of course, in restrooms or anything.

**MRS. MARJORIE KIMBROUGH:** Right.

**MRS. GAYLE H. HOLLOMAN:** You can't accuse someone who, even if they walked up and you happen to be watching the camera at the moment and saw they walk in with a black dress on and then they come back out with a red dress, you still can't accuse them of anything.

**MRS. MARJORIE KIMBROUGH:** Right.

**MRS. GAYLE H. HOLLOMAN:** So it's just -- it's a very difficult situation that we know something is happening because they find the clothes. So it's not like we're making this up. They actually pull the clothes out of the drains.

**MRS. MARJORIE KIMBROUGH:** Right.

**MRS. GAYLE H. HOLLOMAN:** But we just can't seem to find out why this is happening and who's doing it. It just seems like it would almost stand to reason that you wouldn't do that. But we don't know -- we just don't know.

**MRS. MARJORIE KIMBROUGH:** That's right.

**MRS. GAYLE H. HOLLOMAN:** And it's been difficult. So -- and we don't -- we're not going to -- we really always try hard not to do a "got you" kind of situation.

**MRS. MARJORIE KIMBROUGH:** Yes.

**MRS. GAYLE H. HOLLOMAN:** But of course, we want to ask them, you know, their thought process if we can find out who's doing it. But it's just -- it's just not obvious. It just doesn't make any sense. We don't find any evidence of anyone with, you know, strange numbers of bags or anything going into rooms.

**MRS. MARJORIE KIMBROUGH:** Right.

**MRS. GAYLE H. HOLLOMAN:** Or none of that seems to be present. And you know, we just -- it's just a very strange situation.

**MRS. MARJORIE KIMBROUGH:** I understand.

**MRS. GAYLE H. HOLLOMAN:** So if anyone has any suggestions though, please let us know. But we want to be humane about it and try and figure out if, you know, there's something going on that we just don't quite get.

**CHAIRMAN D. CHIP JOYNER:** Thank you. Any other questions from any other Board Members? Okay. Ms. Holloman, that -- this is something I think is really important. Particularly, as we want to remain best in class with our facilities, with our service, and also being the best resource for everyone that resides in the county. And so this is really important that we take measure of what we're doing, what steps we're doing, and how we're improving, and how we're impacting lives. So anything you can share with us on ongoing basis, would really be welcome to the Board.

**MRS. GAYLE H. HOLLOMAN:** Thank you. Well, we're also going to get some staff members, the actual library staff involved in sort of a, maybe, a focus group or it could very well lead to a group that's working on a regular basis to be like the point group to try and channel some of this through, especially as we coordinate with other departments. So we're just trying to figure out the best way. And I think our best directives will come from once the social worker is on board. I'm very excited about those possibilities.

**CHAIRMAN D. CHIP JOYNER:** I'd be happy to sit in on a meeting and listen and learn as best as I can, that would be great. So please feel free to share that with us.

**MRS. GAYLE H. HOLLOMAN:** Will do.

### **NEW BUSINESS**

#### **21-57 2022 BOARD OF TRUSTEES MEETING SCHEDULE**

**CHAIRMAN D. CHIP JOYNER:** Okay. Moving on. It's getting later, but for new business, the Library Board of Trustees Meeting schedule. Did everyone get a chance to review that? And have any questions? Are there any objections to any of the dates, any concerns? Okay. No one will be in the South France in July, late July or anything like that? No? Okay.

**MRS. GAYLE H. HOLLOMAN:** That would be nice.

### **MOTION**

**CHAIRMAN D. CHIP JOYNER:** Okay. All right. Well, is there a motion to approve the Board of Trustees Fulton County Library System Meeting Schedule for 2022, as presented in today's minutes, or today's agenda? All those in favor say, aye.

**MR. PAUL KAPLAN:** Aye.

**MRS. MARJORIE KIMBROUGH:** Aye.

**CHAIRMAN D. CHIP JOYNER:** Any opposed? Hearing none --

**MRS. ZENOBIA CLAXTON:** I don't have a motion or a second.

**CHAIRMAN D. CHIP JOYNER:** Oh, I'm sorry. Is there a motion to approve? Is that what I need to do? Is there a motion to approve the calendar as presented in our package today? The Library -- okay. I think that was Mr. Kaplan and is there a second?

**MRS. PRISCILLA BORDERS:** Second.

**CHAIRMAN D. CHIP JOYNER:** Okay. I couldn't tell that --

**MRS. PRISCILLA BORDERS:** Oh, me, Priscilla Borders.

**CHAIRMAN D. CHIP JOYNER:** Okay. Ms. Borders, the second. All right. All those in favor say, aye.

**TRUSTEES:** Aye.

#### **21-58 2022 FULTON COUNTY LIBRARY SYSTEM HOLIDAY/CLOSING CALENDAR**

**CHAIRMAN D. CHIP JOYNER:** All those in -- any opposed? Hearing none, the calendar is approved. Thank you. The 2022 Holiday Closing Calendar, I don't believe that's anything we need to take action on; is that correct?

**MRS. GAYLE H. HOLLOMAN:** I think you usually vote on it.

**MRS. ZENOBIA CLAXTON:** Yes, you vote on it.

**MRS. GAYLE H. HOLLOMAN:** We need to get your approval.

**MOTION**

**CHAIRMAN D. CHIP JOYNER:** Okay. All right. Is there a motion to approve the Fulton County Library System 2022 Holiday Closing Calendar as presented? Is there motion for approval?

**MR. PAUL KAPLAN:** I so move.

**CHAIRMAN D. CHIP JOYNER:** Okay. I hear Mr. Kaplan, and I hear a second. Was the second, Ms. Borders again?

**MRS. PRISCILLA BORDERS:** Yes.

**CHAIRMAN D. CHIP JOYNER:** Okay. All right. We have -- for all those in favor to approve the County Library System Holiday Closing Calendar say, aye.

**TRUSTEES:** Aye.

**CHAIRMAN D. CHIP JOYNER:** Any opposed? Hearing none, the Holiday Closing Calendar is approved.

**MRS. GAYLE H. HOLLOMAN:** Thank you.

**CHAIRMAN D. CHIP JOYNER:** Thank you. Thank you, everyone. And we have a new County Attorney we're happy to welcome. I should have taken the time to welcome you at the beginning of the meeting. But if you could please introduce yourself, we'd like to welcome you to the Board Meeting today.

**DOMINIQUE MARTINEZ:** Well, good afternoon, you all. I've have seen some of y'all before, before Adebola started. And so I guess I'm reunited. Right now, we are kind of shifting in the office. We have a new County Attorney coming in. And then our team that has the library has also sort of been impacted by some changes in the office. So right now, I'll be attending and/or one of the attorneys on my team. One of them is here, it's Francesca Black and Gagan Vaideeswaran she is an attendee and she's also watching. So between the three of us, we will make sure all your legal needs or met in this time of transition.

**FRANCESCA BLACK:** Good afternoon, everyone.

**MRS. GAYLE H. HOLLOMAN:** Hello. Thank you both.

**CHAIRMAN D. CHIP JOYNER:** Well, great. Thank you so much. And just before we adjourn for today, we'd like to go into Executive Session to discuss our code of conduct policy with the County Attorney. So as we go in Executive Session, I'd like to make a motion to go in Executive Session. Do I -- is there a motion?

**MR. PAUL KAPLAN:** I make a motion that we go into executive discussion to conduct business with the County Attorney according to code of conduct.

**CHAIRMAN D. CHIP JOYNER:** Okay. Is there a second?

**MRS. NINA RADAKOVICH:** Second.

**EXECUTIVE SESSION**

**MOTION**

**CHAIRMAN D. CHIP JOYNER:** Okay. All right. I'm sorry, I'm now stuck on my phone again and I can't see everyone. So please forgive me. Second. For all those in favor, we're going into Executive Session say, aye.

**TRUSTEES:** Aye.

**CHAIRMAN D. CHIP JOYNER:** Any opposed? Hearing none, we're going into Executive Session.

*(Whereupon, the Regular Board of Trustees Meeting concluded at 4:54 p.m. Whereupon, the Executive Session of the Board of Trustees Meeting began at 4:55 p.m. Whereupon, the Executive Session ended at 5:16 p.m.)*

*Library Board of Trustees Meeting ended at 5:16 p.m. without conducting formal business. General meeting was resumed with motion to adjourn by Paul Kaplan and seconded by Joe Piontek. Board members voted without objections to adjourn. Adjourned 5:18 p.m.*

**CHAIRMAN D. CHIP JOYNER:** Meeting is adjourned.  
**(Whereupon, the Virtual Board of Trustees Meeting concluded at 5:18 p.m.)**

**November 8, 2021**

**Gayle H. Holloman, Executive Director  
Fulton County Library System (FCLS)**

**October 2021**

As we all know, time does not stand still. However, time can, seemingly, help things come full circle. For the Library System, that is exactly what happened. We can now say that all 34 libraries of the Fulton County Library System are open to the public. The Library's Capital Improvement Program has come full circle since it kicked off in 2008 with the public's approval of a \$275M bond referendum.

The final thing to happen, hopefully soon, is for programs for all ages to resume inside the libraries. For now, meeting rooms remain closed, although two patrons can sign up to use a study room together, if needed.

The Central Library re-opened on Monday, October 4<sup>th</sup> with a "soft" opening. Plans are being discussed about having a huge grand re-opening set of events in the spring of 2022 to kick off a year of recognition of the iconic library, which is the last building designed by famed architect, Marcel Breuer.

On October 21<sup>st</sup> and 22<sup>nd</sup> the Central Library hosted the inaugural Cyber Security Summit sponsored by FCIT. Security experts from around the state and nation participated in workshops and listened to renowned speakers. The two-day event allowed Central Library staff to test various new systems; and to really get to know how the Event Center, on the 5<sup>th</sup> floor of the building, should function as a gathering place for all types of activities, many that will take place simultaneously.

Also, around the Library System, staff provided outdoor activities and programs. The weather was not a problem, and made for fun programs. Staff also assisted with early voting and attended NPU meetings.

Halloween did not take a back seat to things. Spooky tales were checked out; virtual storytime and cooking classes were held via social media sites. The following were observed: Fire Prevention Week, October 3<sup>rd</sup> through October 9<sup>th</sup>; Teen Read Week; Banned Books Week; and National Hispanic Heritage Month.

Administrators prepared for and held interviews to fill vacancies that exist throughout the Library System. Administrators and Managers continue to partner with the strategic planning consultants to prepare the Library's strategic plan.

Staff attended virtual meetings to discuss the One Book, One Read program that will be held in March 2022 featuring Isabel Wilkerson's acclaimed book *Caste, the Origins of our Discontents*; and to plan the Children's Book Festival to be held in May 2022.

**FULTON COUNTY LIBRARY SYSTEM**  
**MONTHLY FINANCIAL REPORT - TOTAL LIBRARY**

AS OF OCTOBER 31, 2021

Doc. #21-61

SERVICE	2021 BUDGET	OCTOBER	2021 YTD	2021 YTD	2021 YTD	2021 YTD	BUDGET
DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURE	ECNUMBRANCE	COMMITTED	% COMMITTED	BALANCE
REG SALARY	14,591,857	907,458	9,932,242	-	9,932,242	68%	4,659,615
PART TIME SALARY	484,240	19,636	260,935	-	260,935	54%	223,305
BENEFITS	7,904,148	489,183	5,156,724	-	5,156,724	65%	2,747,424
BOOKS	3,843,967	545,327	2,882,297	201,025	3,083,322	80%	760,645
OFFICE EQUIP. REPAIR	6,610	-	1,610	5,000	6,610	100%	-
EQUIPMENT	16,604	984	2,202	11,527	13,729	83%	2,875
PROFESSIONAL SERV	33,496	1,527	8,864	7,190	16,054	48%	17,442
COPIER MACHINE	204,865	19,326	186,917	-	186,917	91%	17,948
SUPPLIES	82,700	2,105	38,771	19,195	57,966	70%	24,734
COMPUTER HARDWARE	382,000	-	381,934	-	381,934	100%	66
RENT	231,147	17,706	168,193	53,966	222,159	96%	8,988
OTHER SERVICES	571,449	43,262	413,602	24,902	438,505	77%	132,944
TRAVEL	1,000	-	555	-	555	56%	445
HOPITALITY	2,000	-	-	-	-	0%	2,000
VEHICLE MAINTENANCE	15,850	-	9,045	-	9,045	57%	6,805
GENERAL INSURANCE	622,596	51,883	518,830	-	518,830	83%	103,766
CONTINGENCY	16,775	-	-	-	-	0%	16,775
<b>TOTAL</b>	<b>29,011,304</b>	<b>2,098,397</b>	<b>19,962,721</b>	<b>322,806</b>	<b>20,285,527</b>	<b>70%</b>	<b>8,725,777</b>



**FULTON COUNTY LIBRARY SYSTEM**  
**MONTHLY FINANCIAL REPORT - BY ORG TYPE**

AS OF OCTOBER 31, 2021

ORGANIZATION	SERVICE	2021 BUDGET	OCTOBER	2021 YTD	2021 YTD	2021 YTD	2021 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURE	ECNUMBRANCE	COMMITTED	% COMMITTED	BALANCE
PUBLIC SERVICE OPERATION	REG SALARY	11,510,333	706,742	7,807,993	-	7,807,993	68%	3,702,340
	PART TIME SALARY	484,240	19,636	260,935	-	260,935	54%	223,305
	BENEFITS	6,278,575	389,174	4,112,814	-	4,112,814	66%	2,165,761
	BOOKS	3,343,967	545,327	2,382,297	201,025	2,583,322	77%	760,645
	OFFICE EQUIP. REPAIR	6,610	-	1,610	5,000	6,610	100%	-
	EQUIPMENT	13,000	144	144	11,217	11,361	87%	1,639
	PROFESSIONAL SERV	16,237	1,527	8,864	7,040	15,904	98%	333
	COPIER MACHINE	204,865	19,326	186,917	-	186,917	91%	17,948
	SUPPLIES	18,000	-	13,553	-	13,553	75%	4,448
	RENT	231,147	17,706	168,193	53,966	222,159	96%	8,988
	OTHER SERVICES	321,183	29,557	270,992	19,315	290,307	90%	30,876
	VEHICLE MAINTENANCE	1,000	-	23	-	23	2%	977
	GENERAL INSURANCE	404,826	33,736	337,355	-	337,355	83%	67,471
	CONTINGENCY	16,775	-	-	-	-	0%	16,775
<b>TOTAL</b>		<b>22,850,758</b>	<b>1,762,875</b>	<b>15,551,690</b>	<b>297,563</b>	<b>15,849,253</b>	<b>69%</b>	<b>7,001,505</b>

**FULTON COUNTY LIBRARY SYSTEM**  
**MONTHLY FINANCIAL REPORT - BY ORG TYPE**

AS OF OCTOBER 31, 2021

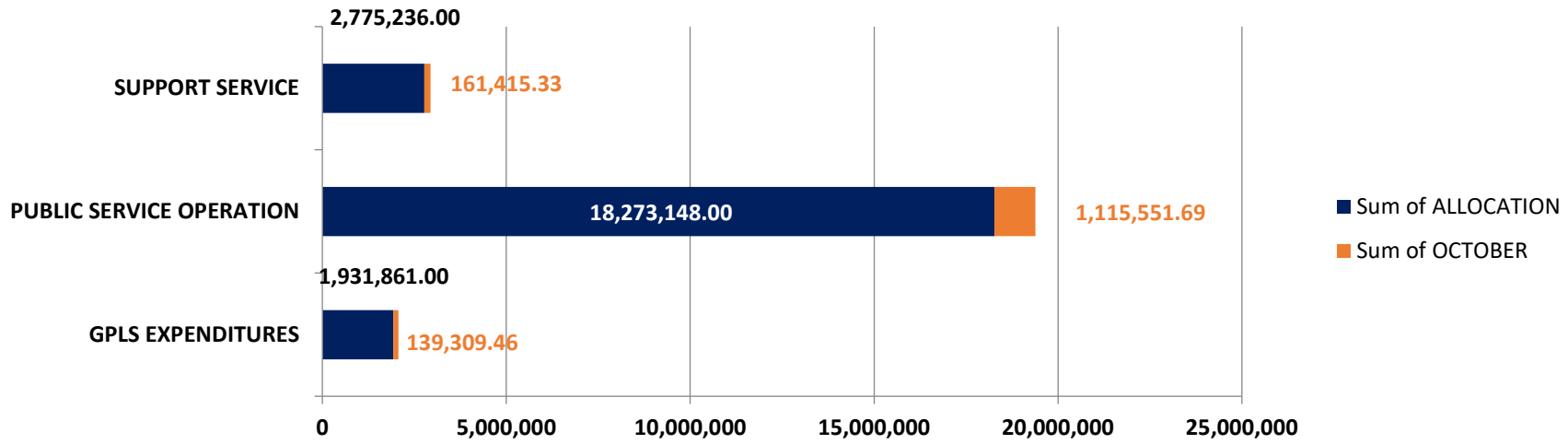
ORGANIZATION	SERVICE	2021 BUDGET	OCTOBER	2021 YTD	2021 YTD	2021 YTD	2021 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURE	ECNUMBRANCE	COMMITTED	% COMMITTED	BALANCE
SUPPORT SERVICE	REG SALARY	1,770,026	105,440	1,123,123	-	1,123,123	63%	646,903
	BENEFITS	1,005,210	55,975	582,519	-	582,519	58%	422,691
	EQUIPMENT	3,604	840	2,058	311	2,368	66%	1,236
	PROFESSIONAL SERV	17,259	-	-	150	150	1%	17,109
	SUPPLIES	64,700	2,105	25,218	19,195	44,413	69%	20,287
	COMPUTER HARDWARE	382,000	-	381,934	-	381,934	100%	66
	OTHER SERVICES	198,440	13,705	90,785	5,587	96,373	49%	102,068
	TRAVEL	1,000	-	555	-	555	56%	445
	HOPITALITY	2,000	-	-	-	-	0%	2,000
	VEHICLE MAINTENANCE	14,850	-	9,022	-	9,022	61%	5,828
	GENERAL INSURANCE	217,770	18,148	181,475	-	181,475	83%	36,295
<b>TOTAL</b>		<b>3,676,859</b>	<b>196,212</b>	<b>2,396,690</b>	<b>25,243</b>	<b>2,421,933</b>	<b>66%</b>	<b>1,254,926</b>

**FULTON COUNTY LIBRARY SYSTEM**  
**MONTHLY FINANCIAL REPORT - BY ORG TYPE**

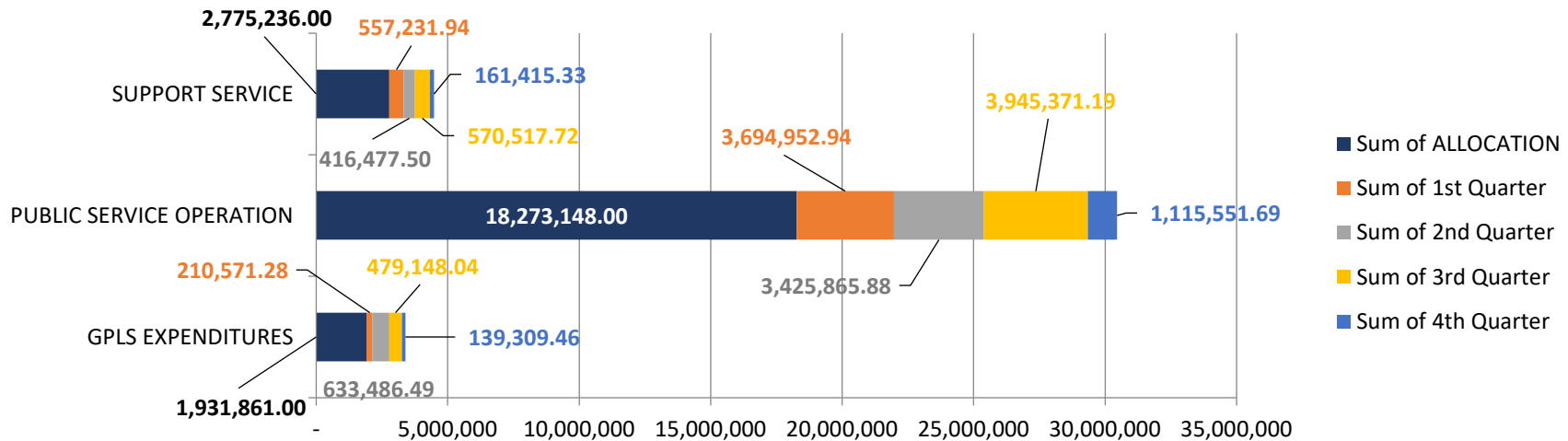
AS OF OCTOBER 31, 2021

ORGANIZATION	SERVICE	2021 BUDGET	OCTOBER	2021 YTD	2021 YTD	2021 YTD	2021 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURE	ECNUMBRANCE	COMMITTED	% COMMITTED	BALANCE
GPLS EXPENDITURES	REG SALARY	1,311,498	95,276	1,001,125	-	1,001,125	76%	310,373
	BENEFITS	620,363	44,034	461,390	-	461,390	74%	158,973
	BOOKS	500,000	-	500,000	-	500,000	100%	-
	OTHER SERVICES	51,826	-	51,825	-	51,825	100%	1
<b>TOTAL</b>		<b>2,483,687</b>	<b>139,309</b>	<b>2,014,340</b>	<b>-</b>	<b>2,014,340</b>	<b>81%</b>	<b>469,347</b>

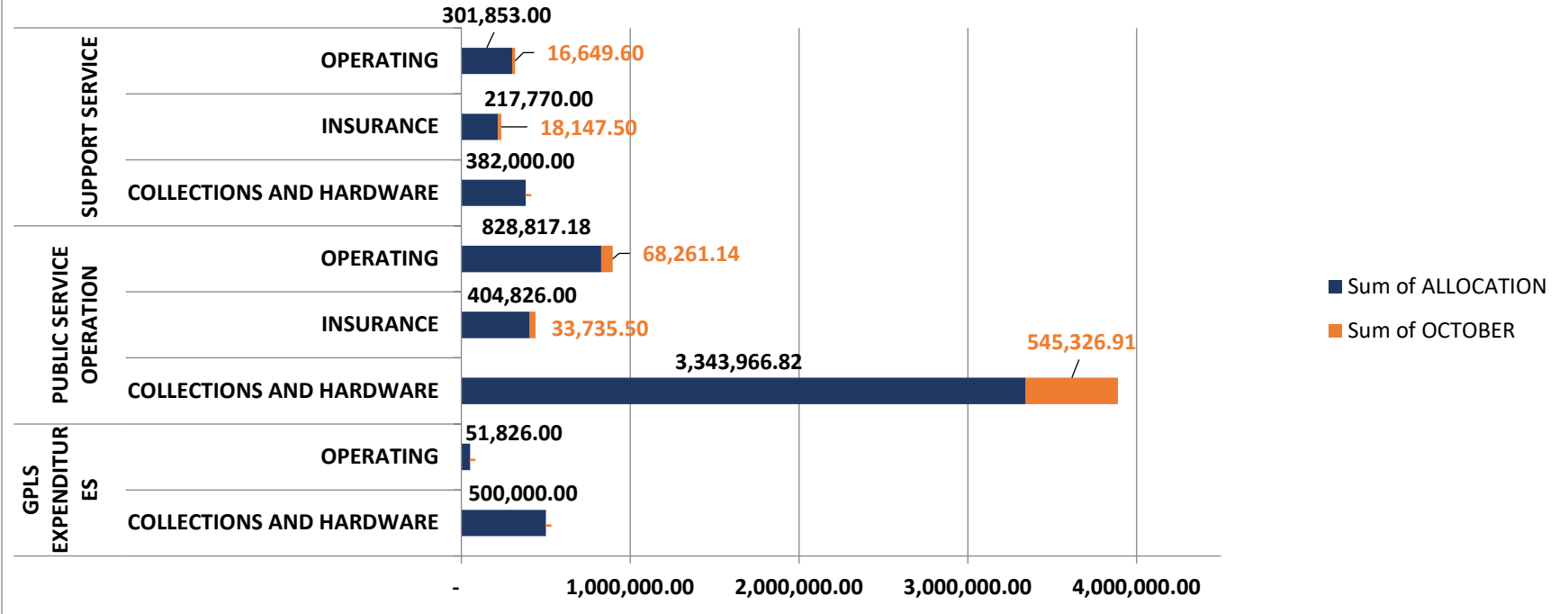
## October Salary and Benefits



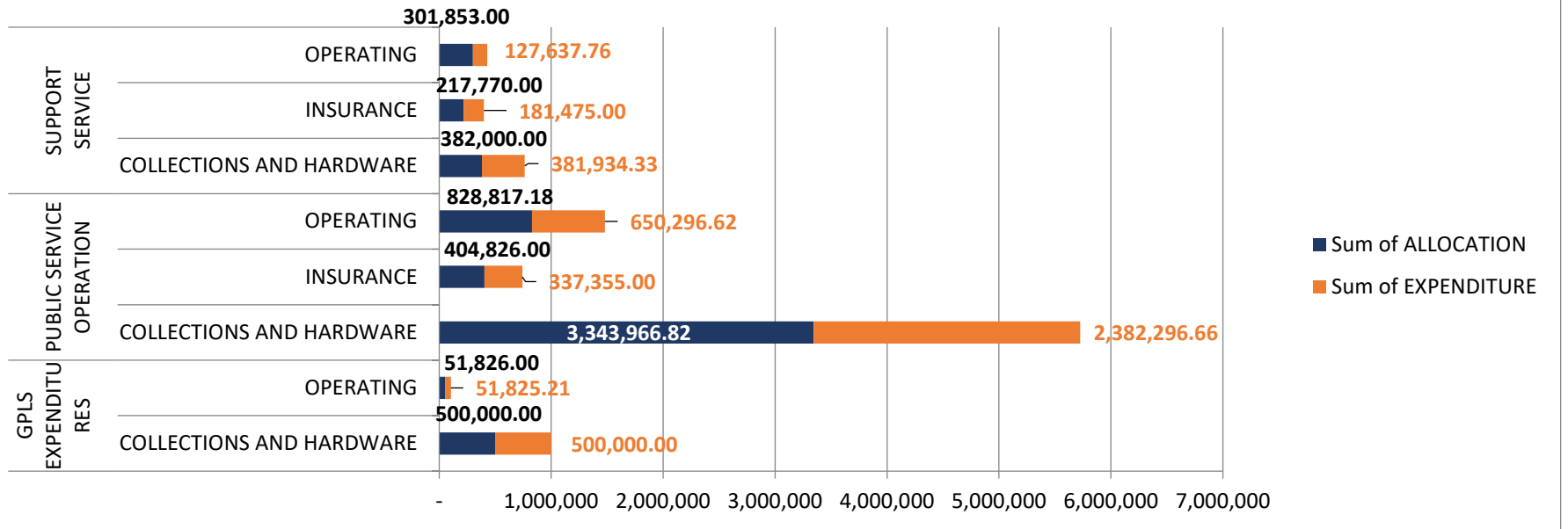
## October Year to Date Salary and Benefits



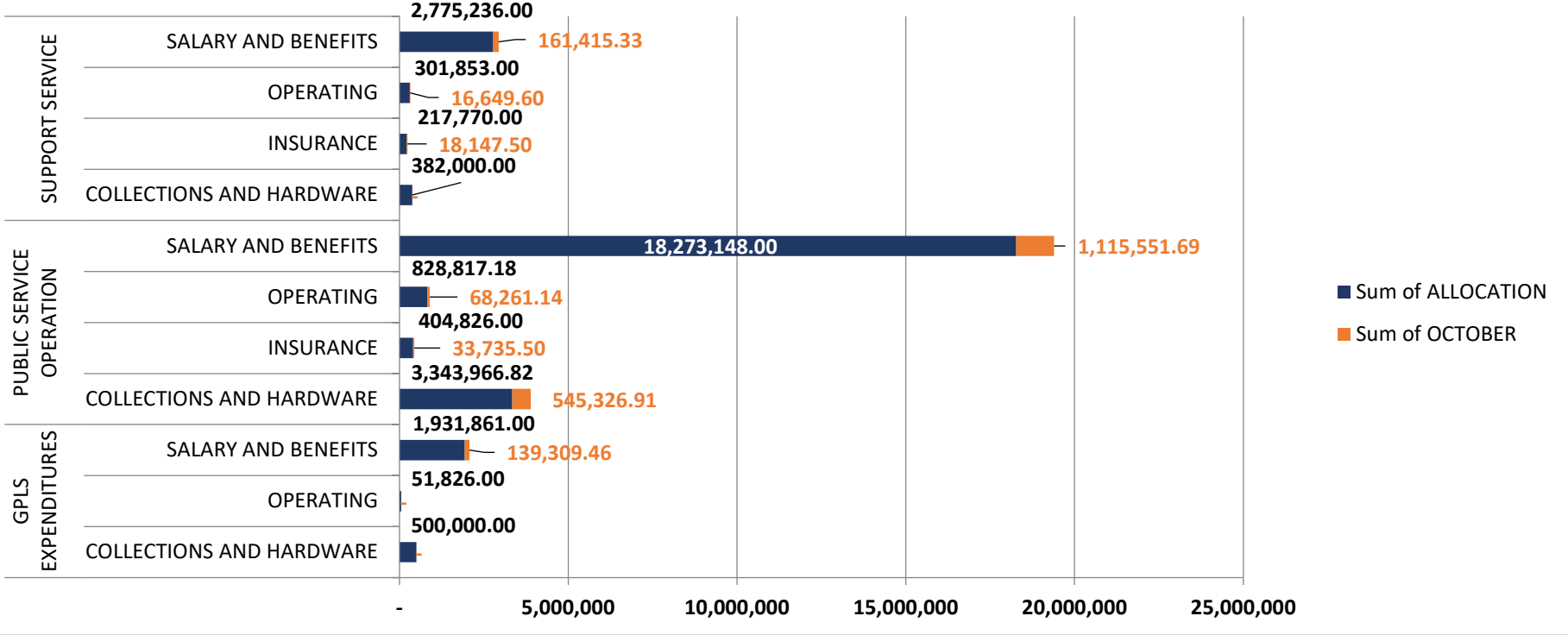
# October Operating Expenditures



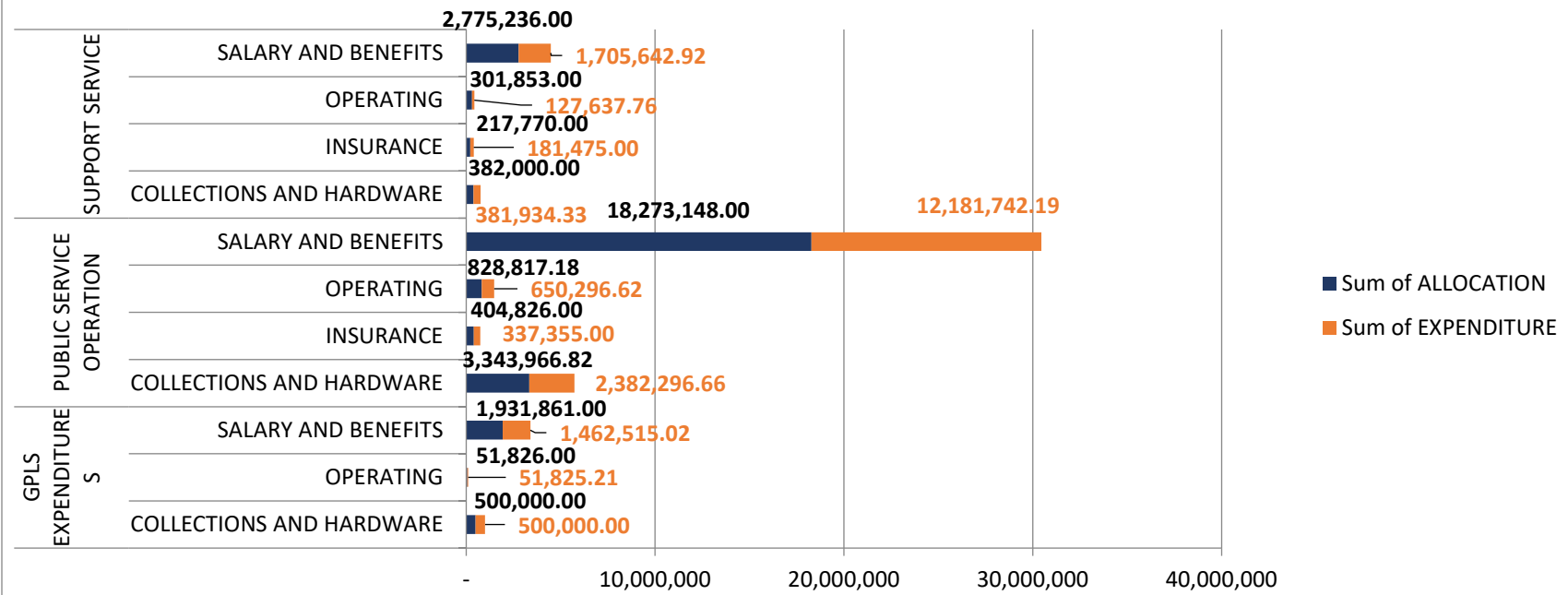
## Year to Date Operating Expenses



# October Expenses Grand Total



## Year to Date Grand Total Expenses





Monthly Usage Summary - October 2021					Doc. #21-62
Activity and Description	2021		2020		YTD % +/-
	October	YTD	October	YTD	
<b>Circulation</b>					
Total number of items checked out of the library	182,330	1,407,413	90,834	822,513	71%
<b>Holds</b>					
Number of requests by patrons	43,994	520,476	52,852	337,319	54%
<b>Visits</b>					
Number of people entering a library for any reason	180,287	744,721	0	539,692	38%
<b>Computer/Internet Usage</b>					
Number of computer sessions (Internet access and office software)	25,657	108,875	0	145,866	-25%
Number of hours of computer use	12,654	52,632	0	47,621	11%
<b>Web Page Visits</b>					
Number of times people have visited the library's websites	790,022	7,598,333	695,888	5,110,254	49%
<b>Web Visitors</b>					
Number of people who visited the library's websites	120,028	1,144,211	121,369	1,002,828	14%
<b>Virtual Circulation</b>					
Number of materials downloaded or streamed	101,506	1,063,946	114,848	1,085,776	-2%
<b>Virtual Circulation Users</b>					
Number of people who downloaded or streamed	21,685	232,382	23,530	220,008	6%
<b>Children's programs</b>					
Library sponsored programs offered for children (birth - 12)	133	1579	45	882	79%
Number of people attending programs	1879	26066	895	45552	-43%
<b>Teen Programs</b>					
Library sponsored programs offered for teens (13 - 17)	10	275	16	200	38%
Number of people attending programs	249	3776	455	6288	-40%
<b>Adult Programs</b>					
Library sponsored programs offered for adults (18 + )	70	680	36	1305	-48%
Number of people attending programs	1,801	15,962	738	131054	-88%
<b>Programs - Total</b>					
Library sponsored programs offered (includes all-ages not counted above)	269	2996	117	2446	22%
Number of people attending programs	4,614	52,986	2,467	187936	-72%
<b>Meeting Rooms</b>					
Non-library sponsored meetings or activities scheduled	0	83	0	781	-89%
Number of people attending meetings or activities	0	1,660	0	15503	-89%

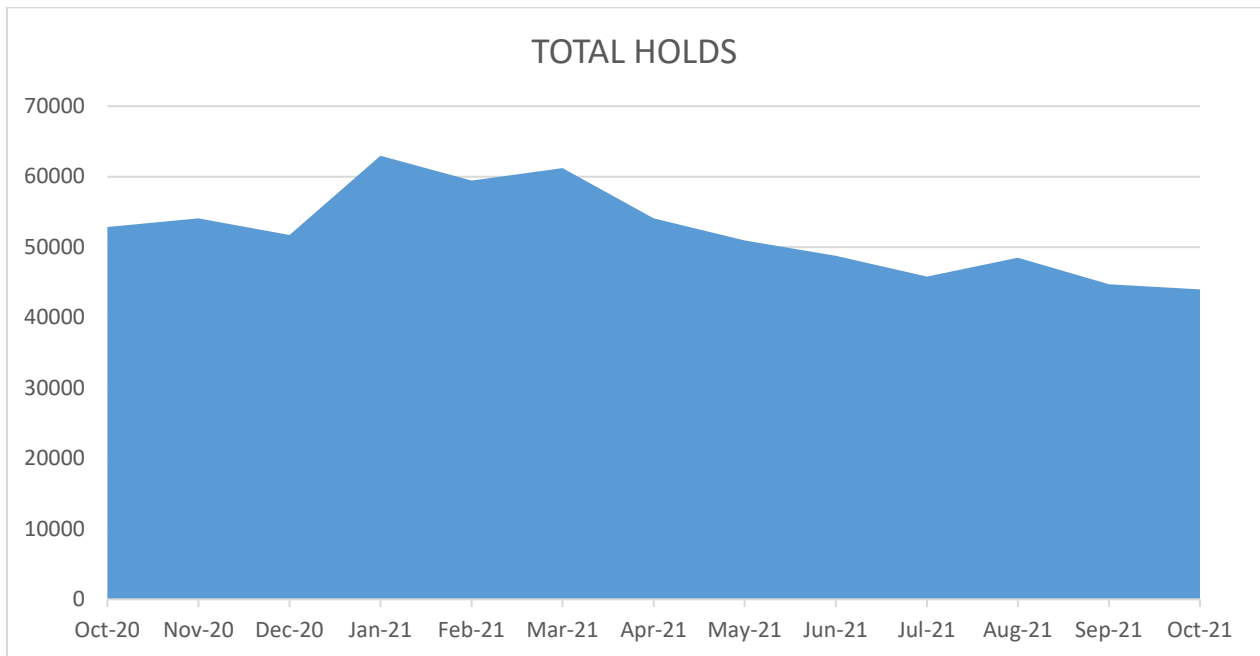
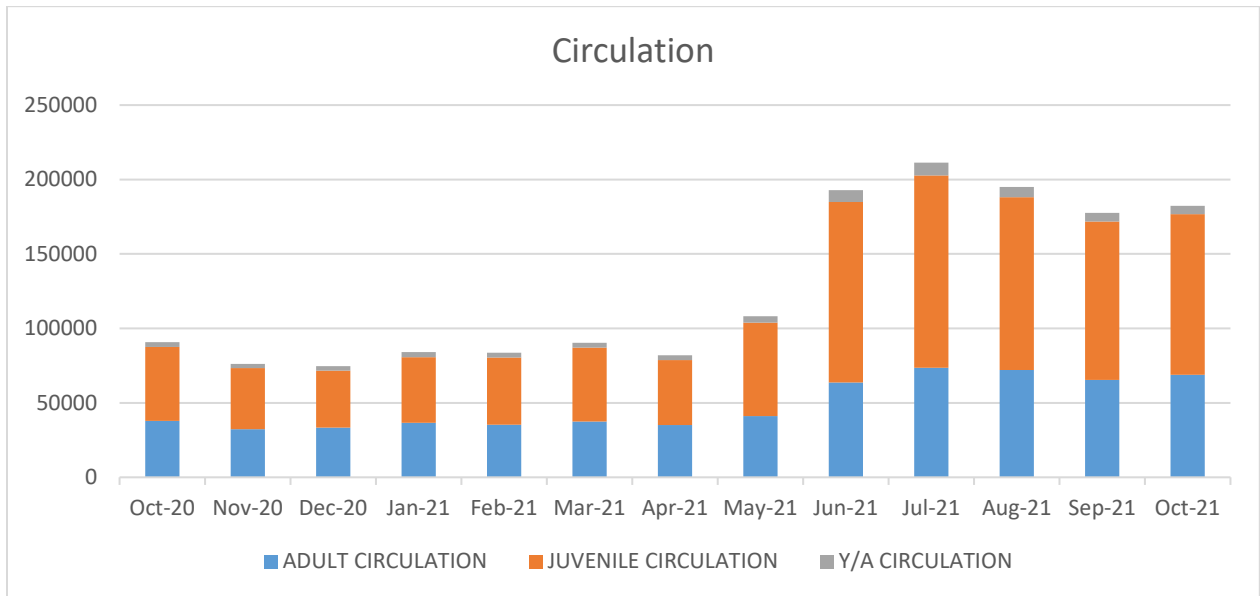
### Fulton Library System Circulation Stats - October 2021

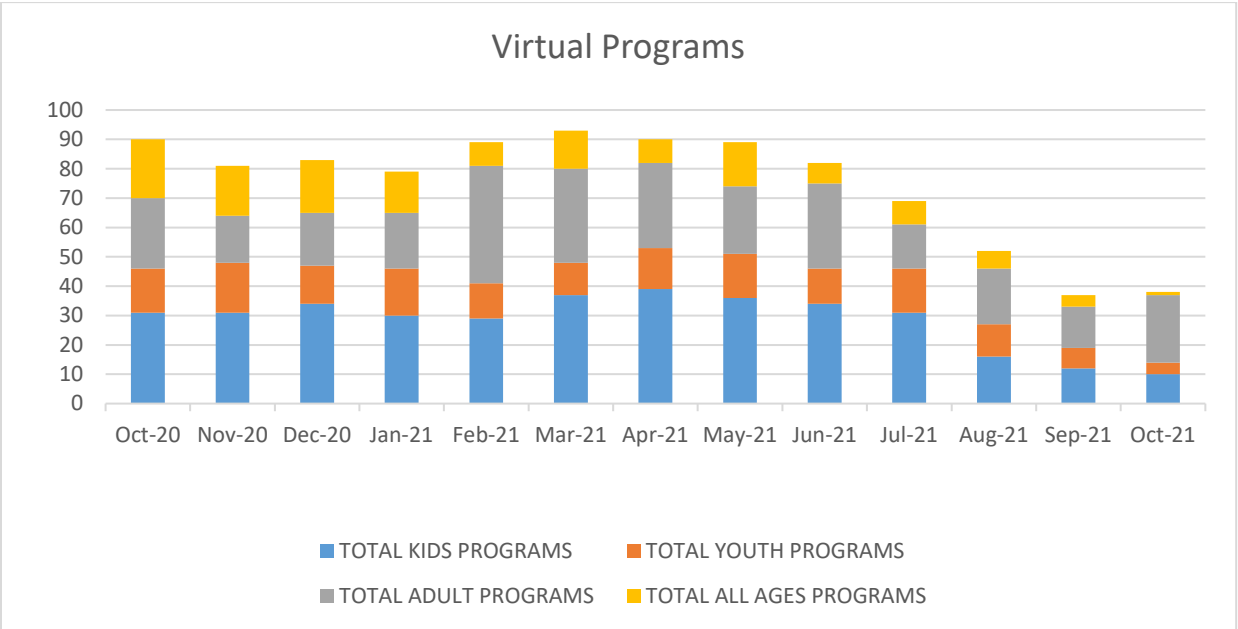
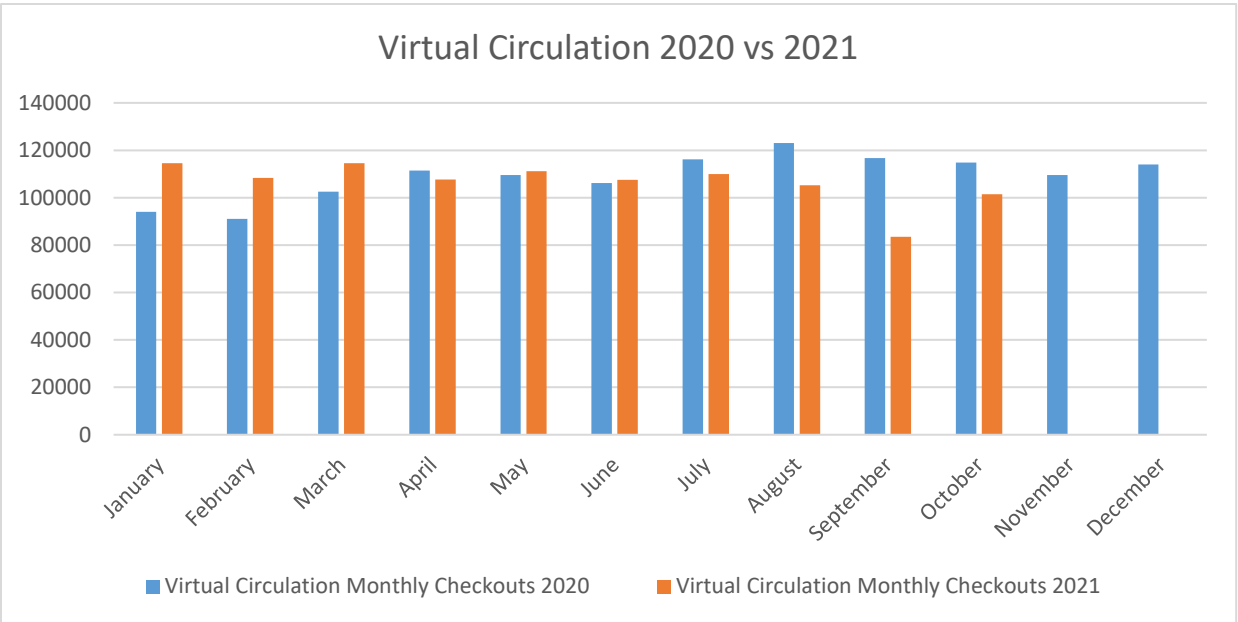
AGENCY NAME	ADULT	JUVENILE	Y/A	OTHER	Month-2021 TOTAL	Month-2020 TOTAL	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2021 CIRC	YTD 2020 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	520	663	32	1	1,216	456	760	166.67%	6,718	4,452	2,266	50.90%
ADAMSVILLE/COLLIER HEIGHTS	642	394	60		1,096	659	437	66.31%	7,465	2,196	5,269	239.94%
ALPHARETTA	6,221	13,415	542	17	20,195	10,316	9,879	95.76%	158,840	130,477	28,363	21.74%
BUCKHEAD	3,676	4,557	195	2	8,430	3,383	5,047	149.19%	62,309	9,391	52,918	563.50%
CLEVELAND AVE	378	266	60		704	384	320	83.33%	10,468	1,287	9,181	713.36%
COLLEGE PARK	561	732	29		1,322	725	597	82.34%	8,645	7,130	1,515	21.25%
DOGWOOD	338	560	145	1	1,044	375	669	178.40%	5,573	7,152	-1,579	-22.08%
EAST ATLANTA	1,716	3,571	129	1	5,417	2,244	3,173	141.40%	40,036	7,322	32,714	446.79%
EAST POINT	678	344	50	2	1,074	1,133	-59	-5.21%	9,826	11,230	-1,404	-12.50%
EAST ROSWELL	4,626	6,625	192	12	11,455	7,090	4,365	61.57%	97,243	73,453	23,790	32.39%
EVELYN G. LOWERY @ CASCADE	784	823	75		1,682	1,178	504	42.78%	11,768	14,808	-3,040	-20.53%
FAIRBURN	612	589	38		1,239	569	670	117.75%	8,620	6,722	1,898	28.24%
GLADYS S. DENNARD @ SOUTH FULTON	1,114	1,456	101		2,671	1,849	822	44.46%	16,433	20,489	-4,056	-19.80%
HAPEVILLE	448	497	26	1	972	6	966	16100.00%	6,441	149	6,292	4222.82%
JOAN P. GARNER @ PONCE DE LEON	4,144	5,180	231	13	9,568	4,164	5,404	129.78%	73,174	11,182	61,992	554.39%
KIRKWOOD	1,192	3,934	116	1	5,243	2,639	2,604	98.67%	36,569	28,994	7,575	26.13%
LOUISE WATLEY @ SOUTHEAST ATLANTA	462	1,792	24	1	2,279	1,596	683	42.79%	18,015	14,805	3,210	21.68%
MARTIN LUTHER KING, JR	559	438	71		1,068	1,072	-4	-0.37%	9,381	11,334	-1,953	-17.23%
MECHANICSVILLE	263	265	31	2	561	359	202	56.27%	4,078	1,089	2,989	274.47%
METROPOLITAN	1,494	2,399	91		3,984	2,151	1,833	85.22%	27,661	26,457	1,204	4.55%
MILTON	4,025	9,492	399		13,916	7,758	6,158	79.38%	122,419	76,517	45,902	59.99%
NORTHEAST/SPRUILL OAKS	2,476	6,550	365	2	9,393	3,407	5,986	175.70%	78,957	12,113	66,844	551.84%
NORTHSIDE	2,924	4,914	193	2	8,033	2,829	5,204	183.95%	58,001	8,376	49,625	592.47%
NORTHWEST @ SCOTTS CROSSING	1,087	2,176	137		3,400	2,346	1,054	44.93%	25,286	30,030	-4,744	-15.80%
OCEE	4,344	10,548	741	6	15,639	6,305	9,334	148.04%	125,677	24,528	101,149	412.38%
PALMETTO	397	837	25		1,259	554	705	127.26%	8,194	6,260	1,934	30.89%
PEACHTREE	2,897	2,692	159	20	5,768	5,177	591	11.42%	42,929	55,276	-12,347	-22.34%
ROSWELL	5,578	7,093	375	7	13,053	7,004	6,049	86.36%	114,386	66,262	48,124	72.63%
SANDY SPRINGS	6,963	10,633	489	8	18,093	8,572	9,521	111.07%	144,173	91,102	53,071	58.25%
WASHINGTON PARK	525	1,168	89		1,782	616	1,166	189.29%	9,981	9,151	830	9.07%
WEST END	551	530	47	1	1,129	973	156	16.03%	10,803	8,248	2,555	30.98%
WOLFCREEK	1,348	1,580	190	3	3,121	2,485	636	25.59%	23,194	28,944	-5,750	-19.87%
<b>BRANCHES TOTAL</b>	<b>63,543</b>	<b>106,713</b>	<b>5,447</b>	<b>103</b>	<b>175,806</b>	<b>90,374</b>	<b>85,432</b>	<b>94.53%</b>	<b>1,383,263</b>	<b>806,926</b>	<b>576,337</b>	<b>71.42%</b>
CENTRAL	1,314	1,006	137	1	2,458	353	2,105	596.32%	7,591	6,232	1,359	21.81%
OUTREACH SERVICES	2				2	102	-100	-98.04%	63	682	-619	-90.76%
AUBURN AVENUE RESEARCH	4,062	2			4,064	5	4,059	81180.00%	16,496	8,673	7,823	90.20%
<b>SYSTEM TOTAL</b>	<b>68,921</b>	<b>107,721</b>	<b>5,584</b>	<b>104</b>	<b>182,330</b>	<b>90,834</b>	<b>91,496</b>	<b>100.73%</b>	<b>1,407,413</b>	<b>822,513</b>	<b>584,900</b>	<b>71.11%</b>

## FULTON COUNTY SYSTEM STATS AT A GLANCE - October 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	1,216	80	687	2,965	6	102			
ADAMSVILLE/COLLIER HEIGHTS	1,096	117	1,004	2,495	10	17			0
ALPHARETTA	20,195	816	899	12,239	12	178			75
BUCKHEAD	8,430	612	1,148	3,615	4	14			3
CLEVELAND AVE	704	44	562	1,777	0	0			2
COLLEGE PARK	1,322	120	1,042	2,914	1	21			
DOGWOOD	1,044	43	314	2,386	27	47			2
EAST ATLANTA	5,417	261	551	9,820	1	21			
EAST POINT	1,074	198	1,555	5,841	0	0			1
EAST ROSWELL	11,455	420	409	8,417	11	240			
EVELYN G. LOWERY @ CASCADE	1,682	199	1,007	3,577	13	51			
FAIRBURN	1,239	149	379	4,815	1	20			
GLADYS S. DENNARD LIBRARY @ SOUTH FULTON	2,671	278	1,242	4,538	1	12			
HAPEVILLE	972	61	565	5,797	2	52			
JOAN P. GARNER @ PONCE DE LEON	9,568	570	1,109	8,060	0	0			
KIRKWOOD	5,243	183	201	3,361	6	141			
LOUISE WATLEY LIBRARY @ SOUTHEAST ATLANTA	2,279	57	1,014	1,505	0	0			
MARTIN LUTHER KING, JR	1,068	79	535	2,922	1	6			
MECHANICSVILLE	561	44	420	1,895	0	0			
METROPOLITAN	3,984	173	986	4,719	5	139			
MILTON	13,916	370	235	4,784	17	162			
NORTHEAST/SPRUILL OAKS	9,393	272	401	3,546	12	318			
NORTHSIDE	8,033	277	297	2,122	3	32			
NORTHWEST @ SCOTTS CROSSING	3,400	169	488	12,983	5	53			3
OCEE	15,639	465	316	7,254	8	222			
PALMETTO	1,259	71	261	2,467	23	141			
PEACHTREE	5,768	345	1,343	4,405	13	0			
ROSWELL	13,053	499	615	7,816	16	326			
SANDY SPRINGS	18,093	736	1,137	19,894	16	344			
WASHINGTON PARK	1,782	55	587	2,630	9	126			3
WEST END	1,129	114	928	3,208	0	0			
WOLFCREEK	3,121	247	658	3,779	3	20			0
<b>BRANCHES TOTAL</b>	<b>175,806</b>	<b>8,124</b>	<b>22,895</b>	<b>168,546</b>	<b>226</b>	<b>2,805</b>	<b>0</b>	<b>0</b>	<b>89</b>
CENTRAL	2,458	417	2,647	10,564	2	0			
VIRTUAL PROGRAMS					38	1,553			
OUTREACH VIRTUAL PROGRAMS	2	7			2	200			
AUBURN AVENUE RESEARCH	4,064	1	115	1,177	0	0			
<b>SYSTEM TOTAL</b>	<b>182,330</b>	<b>8,549</b>	<b>25,657</b>	<b>180,287</b>	<b>268</b>	<b>4,558</b>	<b>0</b>	<b>0</b>	<b>89</b>

## October 2021 Executive Summary – Charts





### Virtual Program Attendance

