



BOARD OF TRUSTEES

MEETING INFORMATION PACKET

MAY 25, 2022



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FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES VIRTUAL MEETING
MAY 25, 2022



VIRTUAL MEETING

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

FULTON COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES VIRTUAL MEETING MAY 25, 2022 – 4:00 P.M. AGENDA

- I. Call to Order
- II. Public Comments
- III. Adoption of Agenda* Doc. #22-24
- IV. Approval of Minutes - April 27, 2022* Doc. #22-25
- V. Chairman's Report
- VI. Central Library DREAM Report - Joseph Davis, Director of DREAM
- VII. Work Orders Report - Paul Kaplan
- VIII. Director's Reports Doc. #22-28
 - Monthly Financial Report Doc. #22-26
 - Monthly Usage Summary Doc. #22-27
- IX. AFPL Foundation - Update
- X. Unfinished Business
 - A. Central Library - Update
 - B. TAD Fund Discussion
- XI. New Business
 - A.
- XII. Adjournment

*Action is anticipated on this item

Doc. #22-25



**FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES VIRTUAL MEETING
APRIL 27, 2022 – 4:00 P.M.**



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

Members Absent: None

Also In Attendance: Holloman, Gayle H. - Executive Director
Claxton, Zenobia - Assistant to the Director's Office
Batalon, Peter, County Attorney

Invited Guests: Martha Greenway, Greenway Strategy Group

Guest: 1 Virtual Participant

Chairman D. Chip Joyner called the meeting to order at 4:01 p.m.

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CALL TO ORDER

CHAIRMAN D. CHIP JOYNER: It is now 4:01; I'd like to call to order the virtual meeting of the Fulton County Library System Board of Trustees, dated April 27, 2022. Mrs. Claxton, are there any public comments for today?

MRS. ZENOBIA CLAXTON: I don't have any public comments.

22-18 ADOPTION OF AGENDA

MOTION

CHAIRMAN D. CHIP JOYNER: Okay. Hearing none, we'd like to adopt agenda for April 27 with modification. We have a special guest today, Ms. Martha Greenway, who is going to share the outline and plans of the Strategic Plan for the Library System of Fulton County, and we're going to allow her to go first. We're going to move new business to the beginning of the meeting, following the adoption of the agenda and the approval of the minutes. Is there a motion to make that modification to the minutes or to the agenda?

MS. LINDA JORDAN: I move that we adopt the agenda with the modification.

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

MS. LINDA JORDAN: Yes.

CHAIRMAN D. CHIP JOYNER: Is there a second.

MRS. PRISCILLA BORDERS: Second.

CHAIRMAN D. CHIP JOYNER: Seconded by Mrs. Borders?

MRS. PRISCILLA BORDERS: Correct.

CHAIRMAN D. CHIP JOYNER: All those in favor say, aye.

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: Any nay? Hearing none, the agenda is adopted. The next is the approval of Special Call meeting notes or meeting minutes, dated March 17, 2022. Did everyone receive those minutes and have a chance to review them?

22-17 APPROVAL OF SPECIAL CALL MEETING MINUTES - MARCH 17, 2022

MRS. PRISCILLA BORDERS: Yes. Chairman Joyner, I have a few corrections.

CHAIRMAN D. CHIP JOYNER: Yes.

MRS. PRISCILLA BORDERS: Okay. I'll just call them out because they're recorded. So, on page 4, one, two, three, four, on the fifth sentence down that begins, the appellant had required. That should be, the appellant had requested a review by the Board. So, change the word required to requested. Toward the end of that paragraph, where it starts, unlawful behaviors will be reported to the police immediately, and the rest. That should be, get rid of the word the. It should be an arrest a-r-r-e-s-t may result. Then under the - toward the end of the page, where it's, the sentence begins, the first section is 3.10, and that deals with committing criminal trespass by refusing to leave the library and, the word and should be after, a-f-t-e-r, after being asked to do so by staff. That's on page 4. Then on page 7 at the top of the page, at the sentence that begins with, I don't know if he got up in front of the doors and locked it, it should be blocked it, b-l-o-c-k-e-d, blocked it. Lastly, on page 9, let's see, one, two, three, in my third statement beginning with my name, Mrs. Priscilla Borders, there's a sentence with referencing the dates. It should read, just to make sure that we have it on record that these incidents occurred on two dates, one on January 4th, and the other one on January 25th, 21st, which there's a word, participated, it should be precipitated the letter, which precipitated the letter. Those are the end of my corrections.

CHAIRMAN D. CHIP JOYNER: Thank you so much for that detail and for those corrections. Are there any other comments or corrections to the minutes for March 17th? Is there a motion to approve the minutes as corrected with the comments from Vice Chair Borders?

MOTION

MRS. KIMBROUGH: I move that the minutes be accepted as corrected.

CHAIRMAN D. CHIP JOYNER: Okay. There's a motion by Mrs. Kimbrough, is there a second?

MRS. PRISCILLA BORDERS: Second.

CHAIRMAN D. CHIP JOYNER: Second by Vice Chair Borders. All those in favor say, aye.

TRUSTEES: Aye.

22-19 APPROVAL OF MINUTES - MARCH 23, 2022

MOTION

CHAIRMAN D. CHIP JOYNER: All those, nay? Hearing none, it's approved. Thank you, Vice Chair Borders. Now moving to the approval of the minutes for March 23, 2022, for the Fulton County Board of Trustees virtual meeting, are there any comments? Is there motion to approve the minutes as it stands?

MRS. PRISCILLA BORDERS: So moved.

CHAIRMAN D. CHIP JOYNER: I wasn't sure who said that.

MRS. PRISCILLA BORDERS: Borders.

CHAIRMAN D. CHIP JOYNER: Okay. Vice Chair Borders, motion to approve, is there a second?

MR. JOE PIONTEK: Second, Piontek.

CHAIRMAN D. CHIP JOYNER: Mr. Piontek. All those in favor say, aye.

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: All those in, nay? Hearing none, the minutes are approved. All right. Per the adoption of the agenda as amended, we're going to move and introduce Ms. Martha Greenway to discuss the Library's Strategic Plan and just to let the whole Board know who she is and then tell us how it's going. So thank you, the floor is yours.

NEW BUSINESS

STRATEGIC PLAN UPDATE - MARTHA GREENWAY

MS. MARTHA GREENWAY: All right. Well, yes, thank you. Thank you all for giving some time to this topic on your agenda today. I was actually last before you in October; I know that seems like quite a while ago, just to give kind of an overview of our process. We have accomplished a great deal since that. The project has been led by a steering committee of 20 people, who include library staff, several members of the Board of Trustees are on the steering committee, and several members of the Foundation Board. So at the first part of the project, in order to inform the Strategic Plan, our consulting team conducted a number of data gathering, information gathering activities. These included an anonymous online input opportunity for all library staff at all levels across the entire County Library System. We also developed benchmark profiles of the 18 leading libraries across the United States that included key indicators and also descriptions of signature programs. We interviewed 35 community leaders including the County Manager and all of the County Commissioners in individual interviews. We also reviewed the recently

approved Fulton County Strategic Plan. We have six focus groups with community organization representatives. We provided an anonymous online input opportunity for the general community. We conducted virtual community conversation associated with each library branch. After analyzing all of this information, we then held two facilitated sessions with the steering committee. At this point, we have a draft of what we're calling a Strategic Plan Framework. The draft includes bringing forward the mission that the Trustees had previously approved for the library. Also, establishing a vision of what we'd like to see the community become based on the library's contribution, some specific priority outcomes to be achieved through Strategic Plan for the customers and beneficiaries of the library, and some strategic themes that we're organizing the work within the Strategic Plan around. So the steering committee is now working in three teams to develop the specific strategic initiatives to implement the plan. We will be prepared to share the full strategic plan for your approval at your meeting on June 22nd. So I do not know, Mr. Chairman, if you'd like us to go ahead and kind of share the draft, keeping in mind, it is a very much of a draft in terms of what we have at this point. Or I could also describe it verbally if that would be better.

CHAIRMAN D. CHIP JOYNER: Okay. Could you -- could we keep it to about ten minutes, the sharing of the draft?

MS. MARTHA GREENWAY: Sure. Sure, less than that actually.

MRS. ZENOBIA CLAXTON: I'm giving you access to share.

MS. MARTHA GREENWAY: Thank you.

MRS. ZENOBIA CLAXTON: You're welcome.

MS. MARTHA GREENWAY: For some strange reason, it's not coming up. Let me try a couple of things. We're going to do this a little differently. Are you able to see that?

CHAIRMAN D. CHIP JOYNER: Yes.

MS. MARTHA GREENWAY: Draft plan, okay, thank you. Have to do this a little differently than I usually do. So keeping in mind, this is a draft, a working draft. This is the mission that the Trustees had previously adopted. The vision that really emerged from our conversations with the community was that the community is a thriving community, where people learn, connect, and create. That seemed to resonate very well in our community conversations. Something that the library could really contribute to, this notion of a community where people learn, connect, and create. People very much -- the words resonated with what people are looking for at this particular point in time. The priority outcomes represent what we believe the library can contribute to the greater community and what we'd like to accomplish through the Strategic Plan, which is increased access to robust and broad collection of information resources, increase engagement in collaborative learning. So we definitely heard from our community conversations and also from our stakeholder input that people are interested in opportunities that come together and learn about things of common interest. So this notion that's in the mission of the essential tools for lifelong learning, but to do that not just individually, but also collaboratively. Then finally, to expand access to information through technology. Then you can see that as far as the strategic themes, these represent the work of the library itself, and where we are looking to through the Strategic Plan, enhance the work of the library. So embracing our communities, which includes the two objectives you see here, around responsiveness to community needs, interest, and assets; and also increasing access and engagement; building our brand, which has to do

with positioning the library, really as the modern library of the future that's a vital, vibrant, and relevant community institution. I will say, stakeholders feel like the library is extremely trusted and valued, but really helping people understand how it responds to current interests and needs and increase awareness of library programs and services. Then lastly, strengthening our capacity to innovate and deliver through the objective that you see there. So, the steering committee has formed three strategy teams around each of these strategic teams: A, B, and C, and are preparing the specific projects or initiatives that will allow those objectives to be accomplished. That's what we will be bringing back on June 22nd.

CHAIRMAN D. CHIP JOYNER: Martha --

MS. MARTHA GREENWAY: And I would like to invite -- I'm sorry, yes?

CHAIRMAN D. CHIP JOYNER: Hold on one second. There's one participant that has some feed interference. If everyone, while Ms. Greenway is speaking, if everyone can press mute that might be helpful. And I'll do that myself as well.

MS. MARTHA GREENWAY: Thank you. All right, thank you. I do want to offer this opportunity -- and I can stop sharing. If Dr. Holloman or any of the Trustees that have been participating on the steering committee want to make any comments about the process thus far.

MRS. GAYLE H. HOLLOMAN: I will say that I think the process is going extremely well. We've had a lot input, a lot of participation. We've broken into the different subcommittees. I just think it's been very eye-opening and a very worthwhile endeavor. So, I'm looking forward to our continuation of our discussions.

CHAIRMAN D. CHIP JOYNER: That's great. Thank you, Executive Director. I agree. I really been impressed with how collaborative it's been. Then to be part of some of the work groups, where people really gave their feedback and their mapping that your group modeled. That's -- I think that's really going to be helpful for us understanding of the team and how the community, how we want to work together with all the different aspects of the community and all those vested in libraries. I think this has been a really good exercise. I really appreciate the work your team has done. So Ms. Greenway, the next steps after the final plans is, I guess, formalized, how does it typically roll out?

MS. MARTHA GREENWAY: I had a little trouble hearing you, but I think you were asking about the next steps after the Trustees approve the plan?

CHAIRMAN D. CHIP JOYNER: Yes.

MS. MARTHA GREENWAY: Okay. So, Dr. Holloman and I are working to bring this to the attention of the County administration, and then we have been asked to share it with the County Commissioners as well. So that would be kind of an immediate next step. Once the County Commissioners also view it, which of course, they would not do without your prior approval, so we're anticipating that might be in July. Then we would move forward to building out specific action steps and timelines for the implementation of the work, so that there would actually be a work plan, budget, and assignment of people to kind of do the work that would be worked -- that would be developed for the specific initiative to be designed. I will mention that we are very sensitive to the capacity of the library staff, particularly, as the world emerges from COVID, as people begin coming back into the libraries. So, we do not want to overburden the Strategic Plan with too many projects. So right now, we are working in our teams to really come up with one significant initiative per objective that would roll out first, with the notion that there will be room to

add additional work over time. But for those initiatives that would be in this initial recommendation, we would be developing then implementation plans as the next step after the Trustees' approval.

CHAIRMAN D. CHIP JOYNER: Okay.

MS. MARTHA GREENWAY: Does that answer your question?

CHAIRMAN D. CHIP JOYNER: It does and how do we -- what are -- how do we measure each step of the way?

MS. MARTHA GREENWAY: Yes. So, two things for the three outcomes that I shared, which I should also add, directly with the goals for the library in the County Strategic Plan. We will create metrics around increasing access to the collection, increased engagement in programs and services that the library offers, and expanding access to information through technology. So those outcomes will have metrics representing where the community's engagement with the library. Then the action plans for each of the initiatives will be developed in such a way that there can be reports back to the Trustees about the progress of the implementation against those milestones. So both the outcomes, in terms of what's accomplished for the community, but also in terms of the implementation and the work that's being done. There will be metrics and targets for both those established.

CHAIRMAN D. CHIP JOYNER: With the outline of the goals and some of these metrics, is it mindful of -- does it require additional resources and funding to accomplish these goals?

MS. MARTHA GREENWAY: Yes. So, I'll say two things there, clearly, the Foundation is poised to support the Strategic Plan where that makes sense. We do need to recognize, they have limited funds, but to the extent that they can fundraise around the some of the strategic initiatives. We also are trying to time our presentation to the Commissioners to coincide with their initial budget conversation. So that is an opportunity, again, you know, presuming that the Trustees endorses the initiative that we would put forward, to go to the Commissioners and indicate where work might require some increase in the budget to support them. So it's really looking at an opportunity to talk to the Commissioners about the budget for the library and also opportunities for the foundation to supplement that through fundraising.

CHAIRMAN D. CHIP JOYNER: Okay, okay. Yes, I think it's really important and this is something I think the Board has had to deal with for a couple years now, our staffing levels and where we might have ambitious goals for different initiatives, just the drain on resources, the human resources, can be challenging. Not being able to achieve those goals, can kind of affect morale, and that just becomes more challenging. We just don't -- I think if I can -- if I'm correct, Mrs. Holloman, this is something we just want to be mindful of as a Board, as we partner with the Executive Director and the County that we don't want to put our teams -- we want to create successes. We don't want to do anything that's going to create more challenges in COVID and recent elections and all those challenges have presented. We just want to be a mindful. So, as we're looking at the landscape for how we move forward together, just if within this plan, we all have that in mind. Because the Board wants to be supportive, and but we -- and we want to push, you know. But we do want to be realistic and do everything we can to support the libraries overall. I am kind of speaking for the Board, but I'd love for more people to share their opinions. I'd love to hear everyone's opinion of this before we move on to the next item and before Ms. Greenway wraps up.

MS. LINDA JORDAN: Chip, your points are very well taken. You summed it up for me. So I appreciate your comments. It's Linda Jordan.

CHAIRMAN D. CHIP JOYNER: Thank you, Ms. Jordan.

MRS. PRISCILLA BORDERS: It's Priscilla. I'm -- you know, just to reiterate the fact that we're working on priorities first. That would sort of streamline what kind of funding that we're going to be targeting. So I'm going to have to agree with everyone so far in that. We're taking the next proper steps and whatever funding that needs to be aligned with that, we'll all be cognizant of that.

CHAIRMAN D. CHIP JOYNER: Okay.

MRS. NINA RADAKOVICH: All right. I'd just like to add that I think the purpose of the Strategic Plan is to augment the resources of the Library System, rather than take away or deplete them. Hopefully as we make progress, we may need to make adjustments. Most strategic plans cannot anticipate the exact events of the future. But we do the best we can and in doing that, we further support the library. I think that's -- sometimes that gets lost in our conversations. But really that's what we want to do and we want the Foundation to generate more money to pay for these things without, as you said, Chip, burdening the staff. We want to make things better for the staff.

CHAIRMAN D. CHIP JOYNER: Thank you, thank you. I definitely agree. Mr. Kaplan, Dr. Kimbrough, Mr. Piontek, Dr. Denson.

MR. DENSON: I think Paul is speaking, he's muted though.

CHAIRMAN D. CHIP JOYNER: Oh, okay. Mr. Kaplan, I think you're muted. You're on mute.

MR. DENSON: I concur with everything that's being said, though, while we await Mr. Kaplan's -- there we are.

MR. PAUL KAPLAN: How about now? Is that better? You guys hear me? Sorry about the not getting on before. There have been a lot of the meetings that went on the Strategic Plan and unfortunately, I wasn't able make it. But my only concern is that after all completed and we agree with everything, I just -- how can we make that the Strategic Plan that's all set up doesn't get shelved and leave in a bookcase and nobody follows it through. It takes certain leadership in the group that'll have to follow that all the way through. Otherwise, you can do all this work and get everything the way we like it, and then we find out month, two months later, it's put away someplace. I think that probably falls on our Board to make sure that the initiatives are met and the goals that we set each month is met. I don't know any other way you could do it. But I been through a lot of strategic planning committees, meetings, meetings in Illinois, and unfortunately, a lot of them do get shelved up and never get followed through.

CHAIRMAN D. CHIP JOYNER: Very good point.

MRS. MARJORIE KIMBROUGH: I agree with what Mr. Kaplan has said. I just want to make sure that we select one thing that we're going to follow through with, and see that that's followed through before we move to something else. Just one item from the plan, so that we don't overextend.

CHAIRMAN D. CHIP JOYNER: Very good. Very good. Mr. Piontek, any comments?

MR. JOE PIONTEK: Those are all excellent points. I think that this is a -- the Strategic Plan is going to be very important for us going forward. I agree with Paul, kind of like what we do up here, we make a lot of plans and do research, and then we don't follow

through on it. So I hope I'm around to help with that. But Paul is right, it's going to be on the Board to do that.

CHAIRMAN D. CHIP JOYNER: Outstanding. Outstanding. Okay, well thank you, and Mrs. Holloman.

MRS. GAYLE H. HOLLOWMAN: Thank you, Mr. Joyner. I concur with everything everyone's said, has said so far. We are very cognizant of that, my team and I, as we function within the different themed committees. We're always very aware that we want to make sure that we can do one thing or two things that will get us going and that everybody can focusing going along the same route. That's going to be very important to what we do as we move forward that we don't overtax ourselves. Because we are very burdened by the great resignation, it hit us very hard. We've got to hire more people, and so we're going through. Summer reading is starting, we've got a lot of things going on, and COVID is still with us. We have to be very mindful of that. So we are always talking about that in all of our committee meetings with regard to the Strategic Plan, so we don't overburden ourselves and we get the staff back in here to do the jobs, and that we make sure that we let the Strategic Plan drive some of those things, as to just how we will be able to operate. So that's going to mean a shift in some direction of how -- what people are assigned to do. So, we're very much aware. I just want you to know that I think it's a very good opportunity for us to look at how we move forward and what we can do as a group to make it less of a problem for the staff, and so that we address those morale issues and things like that.

CHAIRMAN D. CHIP JOYNER: Very good, very good. That's great, thank you, Executive Director. It's really going to be important that the Director, you stay in contact with the Board and give us updates because all high-powered organizations have strategic plans and follow them. They measure progress, they make adjustments, and can modify at any time. But everyone in the organization should make sure they're reading from the same playbook and working in the same direction. I think that's a great advantage we have with this, with the rollout of the Strategic Plan. So many different key players in the community have participated, and you have and your team has. So that, I think that's great. So we'll get the final plan and then we'll -- the Board, we will discuss it, and perhaps maybe, what -- if the Board approves, we'll put something on the agenda every month that's in alignment with the Strategic Plan. We'll pick the focus, like Dr. Kimbrough said, and we'll just keep moving the needle each meeting. I think that might be a great tool for us, and it'll be mindful of all of the effort everyone has put in, if everyone would agree with that. Okay. So are there any closing remarks, Ms. Greenway?

MS. MARTHA GREENWAY: No, that's all we have for today.

CHAIRMAN D. CHIP JOYNER: Okay, okay. And I don't mean to cut you off, but is that pretty much everything for today?

MS. MARTHA GREENWAY: Oh, it is, absolutely. Thank you for your input and the opportunity to provide the update. This has been very helpful.

CHAIRMAN D. CHIP JOYNER: Thank you so much. We really appreciate you.

MS. MARTHA GREENWAY: Okay, all right. Thank you, bye-bye.

CHAIRMAN D. CHIP JOYNER: All right. Thank you, everyone for participating and sharing your comments of that. We really want to make this an outstanding tool for the library. We really appreciate the Foundation for providing the resources for this. So let's

keep our fingers crossed and let's make it work. We're going to move next to the work orders report, Mr. Kaplan.

WORK ORDERS REPORT – MR. PAUL KAPLAN

MR. PAUL KAPLAN: Yes. Work order reports through March, from March 1st through the 31st, we had 126 work orders, which is really staying at about that level now the last couple months. About 60 percent of it's completed. But as far as anything major, there's nothing major. It's mostly minor things, a couple of life-safety issues need to be corrected, plumbing issues, electrical issue, HVAC. It's the same thing pretty much each month, miscellaneous, around 94, and that's like, you know, if you had a custodian around, they could handle a lot of it, like, locks need to be done; some furniture has to be shifted, things like that. But again, what really concerns me, and I think we're going to talk about this under, I think, what, we have it under, unfinished business. I'm very concerned that some of the items that need to have some work done, as far as replacing some light fixtures, things that we can't get done, I'm concerned we're going month after month and they're not getting corrected. We talked about some additional funding, and I see under unfinished business, under TAD funds. I think that our director will talk more about that. But I'm concerned those things, you know, we can go month to month and never get it completed and never get it done. We're going to be back in the same thing again, not getting things done that we need to have completed. So, I'm just bringing up to the Board, I'm concerned about it, and that's something that I would talk about when we talk about Tad funds, when we get to that point. But other than that, everything seems to be working along. The DREAM team is doing the best they can. We still have punch-list items that have to be corrected. I believe that's getting done in the background and that's about it. I really don't have the handle on how many libraries have issues, where we do have to put new fixtures in and new things to correct it. It's also a money issue. They only have so much money they can play with. But this is under construction. If we need some additional money, then maybe the Tad funds is what we need to tap. It's just, it's concerning me. I'm doing month after month, and I'm doing about the same thing.

CHAIRMAN D. CHIP JOYNER: Mr. Kaplan, so thank you. Do you think at the next meeting, we can get an aging report on some of the outstanding work orders?

MR. PAUL KAPLAN: I will work on that. I'll get it together.

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

MR. PAUL KAPLAN: I'll talk to the DREAM team and see what I can come up with.

CHAIRMAN D. CHIP JOYNER: Do you think it'll be helpful just for the Board's knowledge if perhaps, Joe Davis came and talked to us and kind of outlined some expectations as we have our conversations with Commissioners, just so we can --

MR. PAUL KAPLAN: Definitely. He's the Director of DREAM team. He's the one who directs everything. It'd be great if we can get him in to talk for a short time to the Board, and the Board introduce himself. Like, I think most of you have never met Joe.

CHAIRMAN D. CHIP JOYNER: Okay.

MR. PAUL KAPLAN: And that would be great.

CHAIRMAN D. CHIP JOYNER: Director Holloman, can we make that invitation for Mr. Davis for the next meeting?

MRS. GAYLE H. HOLLOMAN: Yes, I will make sure that I do that.

CHAIRMAN D. CHIP JOYNER: Okay. We'd love to have an aging report, and then also get some ideas of what we haven't discussed, but covered in the last meeting, some of

the landscaping challenges and so forth. Now, we often know that there's conversation with limited resource and limited funds. But, you know, this Body, we should put our heads together to come up with ideas to make it work somehow. So, let's get creative and talking to Mr. Davis might be helpful with that.

MRS. GAYLE H. HOLLOMAN: Okay. Mr. Davis and I have been in constant discussion on the last few weeks about some of this, particularly with regard to grounds clean up that's very much needed. So that is something that he's very much aware of that we are having some real concerns about north, south, east, and west. So, I'll make sure that we -- that I make him aware of the fact that we want to have that brought up in the discussion with you all next month.

CHAIRMAN D. CHIP JOYNER: Okay, great. Thank you, thank you. Mr. Kaplan, was that your report?

MR. PAUL KAPLAN: Yes, that's it.

CHAIRMAN D. CHIP JOYNER: Okay. Are we ready for the brutal summer that's coming with AC --?

MR. PAUL KAPLAN: Well, we always have those portable air conditioners if we can't handle it. I'm just joking. But you never know. Because some of the air conditioning systems were not completely replaced. So, you know, there's always inherited problem. There's always going to be some problem. You have 34 buildings; something is going to go down. But they're ready for it.

CHAIRMAN D. CHIP JOYNER: Okay.

MRS. GAYLE H. HOLLOMAN: We recently had a chiller problem this past weekend at Cascade Library. But they were able to get out and determine what the problem happened to be and they were able to get the part. So we did have to close the building for the afternoon on Monday afternoon. But they were able to get things back up and running. I have not heard anything about it since. But the temperatures got up to 86 degrees in the building.

CHAIRMAN D. CHIP JOYNER: What temperature does it have to get to close?

MRS. GAYLE H. HOLLOMAN: Eighty-five and above.

CHAIRMAN D. CHIP JOYNER: That's the code for the County?

MRS. GAYLE H. HOLLOMAN: Yes. That's been how we've handled it in the past; 65 for cold and 85 for heat -- I mean, yeah, 85 for heat.

CHAIRMAN D. CHIP JOYNER: Okay, okay and that, they send employees home at that temperature too?

MRS. GAYLE H. HOLLOMAN: No, they were sent, redeployed to other locations because, you know, we do have some staff shortages.

CHAIRMAN D. CHIP JOYNER: Okay, okay, all right. Okay, Mr. Kaplan, thank you so much as always.

MR. KAPLAN: Okay. We'll see what happens next month. We'll see what goes on.

CHAIRMAN D. CHIP JOYNER: All right, okay, all right. The Director's report.

22-23 DIRECTOR'S REPORT

22-20 MONTHLY FINANCIAL REPORT

MRS. GAYLE H. HOLLOMAN: Okay. Well, good afternoon again, everyone. Unless you have some questions about the financial reports, I think everything is in order there. We are looking at some concerns with regard to the need to purchase some different vehicles for our couriers. So I was in a meeting this morning with our Financial Systems

Manager. That is one finance expenditure that we know we got to look into and figure out how to address, because a lot of our trucks are failing. So, we -- and pretty much going beyond the ability to maintain them or to repair them to the point that they're not a problem. We've got some that are a major concern. So that's what we're doing right now, is assessing what and how to address; in what way and how to address those concerns.

CHAIRMAN D. CHIP JOYNER: How many vehicles are needed?

MRS. GAYLE H. HOLLOMAN: Well, could use a good four vehicles at this moment, we could use them. So that's what we're going toward. But it may be possible for us to borrow some vehicles for a while until we get into the next year's budget process. And so that's what we're asking of the Fleet Manager. So that came about this week that we've just really had some problems with the fleet, as the couriers will have to go over 73 miles each and every day delivering our materials back and forth. So that's a great concern for us.

CHAIRMAN D. CHIP JOYNER: How many have we had in the past? Is this new, these are new vehicles?

MRS. GAYLE H. HOLLOMAN: Total vehicles?

CHAIRMAN D. CHIP JOYNER: Yes.

MRS. GAYLE H. HOLLOMAN: I think we have a total of ten vehicles.

CHAIRMAN D. CHIP JOYNER: Okay and then three aren't working?

MRS. GAYLE H. HOLLOMAN: Well, three are barely working, actually, more than that. About six of them are barely working. But we know we can -- we're asking for at least three that we can either borrow or purchase. So that is where we are right now. We're going to also work to get more of a maintenance plan, so that we can keep up with just assessing where these different vehicles are in their usage and in their ability to function. That's something that's got to be really streamlined, so that we can make sure that all the different things are being checked on a regular basis and making sure that everything is in order. So that's something we've got to do. We've got a lot of mileage on some of the vehicles, as well as they're aging.

CHAIRMAN D. CHIP JOYNER: Okay.

22-21 MONTHLY USAGE SUMMARY

MRS. GAYLE H. HOLLOMAN: Our monthly usage summary, we're finding that the public is, of course, returned and our circulation has increased. People are still using our virtual resources. So we're very much pleased with that. We're increasing our programming, as far as internal programs. We were doing some, of course, the virtual ones, we were doing some outside, as the weather would permit. But now, the kids are coming back to story-time programs, other events are taking place. We've got the AARP tax aide systems programs going on. So, people are coming back into our libraries and for that, we're very grateful.

CHAIRMAN D. CHIP JOYNER: Would you say it's pretty even with virtual programs going down, but then circulation going up?

MRS. GAYLE H. HOLLOMAN: Well, virtual programs are still being -- are still being offered. The thing that's happening now is that people are requesting to come in, or want to come in and find -- they come in more often now and they want to find materials there for them to walk away with, as opposed to having to put items on hold. So I'll be speaking more about that a little bit later. But that's what the whole collections concern is about, is that people have been expressing to us that, well, we're back in your libraries and we love

them, but we walk in, I got to always put something on hold to get it. So -- and then sometimes our holds are not fillable. We've got a lot of items over -- some are items are over 200 holds. For instance, the book by Patterson and Dolly Parton, James Patterson and Dolly Parton, we've got over a hundred holds on that, on the titles and only about 20 copies. So those are the concerns we're having right now and need to address to meet the needs and the concerns that the patrons have raised.

CHAIRMAN D. CHIP JOYNER: Okay, thank you.

22-22 CUSTOMER SERVICE COMMENTS - QUARTERLY
LIBRARY CLOSURE REPORT - QUARTERLY

MRS. GAYLE H. HOLLOMAN: Our customer service comments have been, basically, very positive in the -- except that they've had some concerns about some of the library card issues that people have when they come in, knowing that maybe they've got a cost for a book that's been lost and that type of thing. So we're working with those, but we've had a lot of positive comments too. The information that they're receiving through our Lib Answers, that's the call in, where they can call in and get assistance from our staff. That's very positive for us. So, we get a lot of positive comments, and of course, they still love the buildings when they come in. They talk about the cleanliness, the openness, the lighting being so much better now. So those things have been very conducive to great statements from the public. We do have our closure report, as you'll notice. We had a few times that we had to close during the month of March, primarily for a power outage, pest control treatment that we had to make, and of course, the HVAC repair that we had to be made. So that totaled 27 hours all total, year to date. Any questions on any of that? I do want to just bring you up to date on the, some of the activities that took place in the month of March. Of course, you know about our One Book One Read. I think that that was one very successful program. We had over 500 people who called in to participate. It was just really, just wonderful, the discussions that took place. Of course, you all, we had our discussion of the book here in the -- with the group that was very, very well received. We are also going to be a part of the upcoming Advance Voting. So I want you to be aware of that. We were asked again to participate. It's working a little differently this time, is what has presented to us. We were asked to provide names to be put on a reserve list, which means that people have been hired and people have volunteered from the communities to serve as poll workers, so that should hold. If for some reason it does not in various places, our staff will be called upon to come in on a referred, or on a reserved list type of approach. They will be notified the night before or the morning of that they will be asked to work 7:00 a.m. to 7:00 p.m. on whatever day it might be. The difference this time is that we have 20 voting, Advance Voting sites. So, what we've offered up, my team and I, offered up to Registrations and Elections is that we will utilize the staff who are already working at those locations instead of from all around the system. The reserve list contains the names of all those persons who work at that given library. So if I'm Library A and I've got six employees, those six employees would go to training on how to be a poll worker. Then if for some reason they're needed at that polling site where they already work, they would be notified and told that on the next morning, you will need to come in and work. So it wouldn't be every person, but every person would be trained, and then some of them would go and work in that eventuality. The other thing is that we have a backup reserve list of people who would be called upon to maybe go someone other than the library, say to the North Service Center, and provide assistance.

They, again, would be called the night before or early in the morning to make them aware that there is a need. So in this case, the library is participating in reserve capacity. So I just wanted you to -- that's the first time we've done it this way. But because of our staffing levels, we are not able to do what we've done in the past. Everyone is very well aware, in Registrations and Elections, of the fact that we don't have the staff capacity to do what we've been able to offer in the past.

CHAIRMAN D. CHIP JOYNER: So are these changes related to the staffing capacity or with some of the challenges with how elections are managed?

MRS. GAYLE H. HOLLOMAN: Well, it's related to -- staffing capacity of the polls?

CHAIRMAN D. CHIP JOYNER: Yes.

MRS. GAYLE H. HOLLOMAN: Well, staffing capacity at the polls is supposed to be -- this is a backup plan. So the staffing capacity at the polls is supposed to already be worked through. I don't know the details of that because that's not part of what, you know, I've been privy to. But this a backup plan in case people don't show. Because in some cases, they're volunteers. There are people who are hired, of course, but they are volunteers. So, you don't know if volunteers will always be there, or something could go wrong. Someone could become ill or something like that, and so they may need someone to come in. So, then they would pull from us instead of it being where we're already there and we're working the whole day, or we're working 20 days all total. We are not able to, we cannot afford to do that from our staffing levels, or with our staffing levels. So we offered this plan. My team and I came up with this and offered this as a way to do it, because you're already on site. It's your location you're already familiar with. The public, in some ways, it's your community people; you're already familiar with them. So you would just be called upon to go to the other side of the building and work, as opposed to going a way to some other library, far away from either your home or your workplace.

CHAIRMAN D. CHIP JOYNER: Okay, thank you.

MRS. GAYLE H. HOLLOMAN: So we're hoping it works well. We're hoping that we're not called upon that much. But we just don't really know what to expect until, you know, it all starts, and it starts on May 2nd, I believe it is.

CHAIRMAN D. CHIP JOYNER: Thank you.

MRS. GAYLE H. HOLLOMAN: On May 14th, you are all invited to attend the Children's Book Festival. It is our first official one that we've had in a long time. It's being sponsored by the members of the Library Foundation and their sponsored partners. It's going to be a day of fun from 10:00 to 4:00 for all ages, particularly for children and teens. So, if you know some children and teens who want to come down, it should be a wonderful day of fun and learning and reading and all that type of thing, so please do. So that is my -- unless there's some questions, that's my report for -- under the Director's report for right now.

CHAIRMAN D. CHIP JOYNER: Do we have -- is there an event this Saturday also?

MRS. GAYLE H. HOLLOMAN: This Saturday, I'm sorry, I forgot. Thank you for saying that. We have our Volunteer Services Appreciation Event that will be from 1:00 to 3:00 on this coming Saturday here at the Central Library. And you know, every year we have -- we used to before the COVID hit, two years that we didn't have it. We would honor all of our people who have given so many hours. Many of them, just hundreds of hours to helping us, Friends of the Library, of course, are part of that assistance that they give to us tremendously well. So that will be observed on this Saturday, and you're invited to

come to that as well and participate. Mr. Joyner is going to bring greetings. So, we're very appreciative that. I thank you again for reminding of it because I failed to write it down to talk about. But that's the annual event that we look forward to and that our volunteers look forward to. Because it's a time when people are giving of their time and as you know that is really valuable. So, we're always beyond appreciative of it, because we can't ever really repay them for all that they do. It's just tremendous work. So, they will also be helping us on May 14th. Volunteers will be assisting with that event. So, thank you for reminding me.

CHAIRMAN D. CHIP JOYNER: Thank you. Okay, unfinished business.

UNFINISHED BUSINESS

CENTRAL LIBRARY - UPDATE

MRS. GAYLE H. HOLLOMAN: Okay. The Central Library update is that Central is coming along very, very well. What we're doing now is, we're in the process of working through the startup of our GED testing again. It's going to start back up at the satellite location, which is the Southeast Atlanta Library. We started that once Central closed for renovations. So, we're going to go back to having that and then shortly thereafter, we will reopen the one at the Central Library. Those sites both have to be approved, assessed and approved by the Technical College System of Georgia. We don't expect any problems with that. We've been in touch with them, and so they are ready to go. We also have classes taught by Atlanta Public Schools retired teachers. So that, those classes will begin again. Also, ESL classes have already started at the Central Library. So we're very, very happy about that. Those are some of the things that are going on and of course, the Children's Book Festival will be held at Central, as I mentioned earlier. The Volunteer Services Event will be held at Central this week. So those things have been very, very positive for us in the past. We're looking very much forward to those people who want to come in and be helped as much as possible. We have over hundred computers on the second floor, and we're looking forward to starting up our computer classes again. We also have two computer classrooms, where we can actually have that more personalized approach, in some ways, with training. So we're going to start those classes back up very soon. There are just a lot of possibilities for us. We're working closely with other outside partners opportunities that we could get them in here, such as Goodwill Industries to offer training classes and to teach people on those things that might be able to lead to them getting a job. So that's real helpful to us. I think it's going to be well received again by the public. Any questions on any of those things?

CHAIRMAN D. CHIP JOYNER: Director, the retired schoolteachers that assist with GED, are those paid positions or volunteer?

MRS. GAYLE H. HOLLOMAN: They're volunteer. I think they have some sort of a grant that they work through. But we're not involved in that aspect of it. So they come in, they've been doing it for a number of years. They provide the subject area classes.

CHAIRMAN D. CHIP JOYNER: Thank you. Any other questions or comments from other members? Okay, all right. TAD discussion, please.

TAD FUND DISCUSSION

MRS. GAYLE H. HOLLOMAN: Yes, the TAD discussion. I wanted to bring you up to date on where we are with the TAD funds. You may remember that whenever we go into the budget process for a new year, we always -- we talk about the things that we will be covering in our budget. We ask for, you know, we look at the funding that if they've

proposed, the County Commission has proposed. But then we're also given the opportunity to ask for enhancements. So, one of the enhancements that I asked for this year was for \$1 million for collections. So, the way that works is -- the reason for that rather, is because when we started in phase 1 of the grooming project, there were nine libraries that were completely new and because they were completely new, they had to have collections. The Auburn Avenue Research Library was renovated. So that was ten libraries. But in the second phase of it, those libraries, except for Hapeville that ended up being newly built, all of those libraries were already in existence, they were just renovated. So with the renovations came a reading project that we did for a couple years, several years. As we planned for the buildings to close and then reopen, but that was old, the books that they already had. So, we brought those, we stored them, we brought them back. But there needs to be an infusion of new materials. So that's what the \$1 million is all about. It will probably still not service as well as we'd love for it to. But it's going to get us past where we are at the moment of needing to have an infusion of materials that are new, that are more up to date, that are what people asking to have whether it's nonfiction or fiction. The thing, as I was mentioning earlier, the thing that people are asking though, is that, well, we want to come in and be able to take a book out with us, we want to see it on the shelves. We don't want to have to always put everything on hold. Plus, some of these materials will allow us to address some of the lengthy time periods that we have for holds. So that's what the \$1 million is all about. So during the first meeting in January before the budget was approved for 2022, the enhancement was discussed. At that point, Commissioner Hausmann asked, could we fund it, and it was suggested that we fund it out of TAD funds. So, there was some discussion about, well, do you -- can you do that or not? So, they decided by just conversation that, yes, the TAD funds could be used. But of course, it needs to be officially approved. So then they officially approved it in the second meeting, if my memory serves me, which was on the 20th. They had two meetings in the month of -- back to back in the month of -- in this month of April. So that's how that got to be done. Along with that though, was the discussion about the renovation of our two leased libraries, ML King and Peachtree, as well as the East Point Library. I'll talk about the two leased libraries first. The two leased libraries, Peachtree and ML King, we want to renovate the interiors, bring up the technology in there, and all of those things to bring them up to a level more in line with where we are with the other libraries, cameras, things of that nature that they just don't have. So that's what that's about. The funds that have been left over from the original building projects, there are some funds -- there are some funding left there. Along with about \$1.6 million would allow us to be able to renovate those two libraries and the East Point Library. East Point got on the table for an enhanced project, in the sense that Commissioner Arrington asked that one of his libraries be considered for enhanced funds in the tune of about \$1.8 million, in alignment with what was done at another library, so that we would be able to see something different within the East Point Library. So, what has been decided is that we will look toward a maker-space opportunity that will hopefully lead to materials and technology that will allow the public to be able to go there and learn crafts and other things that will hopefully lead to them being able to be self-sufficient, as far as a -- some things they can sell, a business they might could create. So that will be a great opportunity for those things take place. That's being done around the nation with the maker spaces. I think you're going to see 3-D printers, you're going to see quilting

opportunities, a chance for people to really come in and experience things that will help them hopefully, as I said, to acquire things that will let them make money. We're also going to add another small meeting space, meeting room space, as well as increase some of the workspace for the staff. So that's a great opportunity there. I think some more thought has been given to increasing a little bit of the space in the children's area. So we're very excited about what it will allow us to do and offer to the public. So that's what those funds would be used for. I think that Mr. Batalon, on our assigned Attorney, may have information that he can impart to you today with regard to the that whole process of the utilization of the TAD funds. Ms. Batalon.

MR. PETER BATALON: Yes. Good afternoon, everyone. I think the question I received was, you know, what are sort of the permitted uses of these TAD funds. I wasn't sure if everybody was aware or knew the limitations on, and where this money comes from. But there is a -- so the TAD funds come from the Atlanta Beltline TAD, which was set up back in 2005. The Beltline TAD pledged to pay \$1.4 million per year, starting on the fifth year for 20 years. So that's -- there's \$27 million that's to be sent over through during the life of the TAD. But they were some limitations on how that money was to be spent. Just to kind of quote the language that's used in the intergovernmental agreement, it says, that pilot payments shall not be used for operational expenses of the system. Rather, Fulton County shall be required to cause the system to use such pilot payments to be invested in the library construction projects system wide, as determined by the library facility's master plan or as may be recommended by the System Board of Trustees. Throughout the years, the Board of Commissioners had amended the Library Master Plan back in 2012 pursuant to Resolution 12-0288. The Board of Commissioners approved the resolution that said that the pilot payments could be used for construction and equipping of the new Central Library Capital Project. Well that was later changed in 2016 when Resolution 16-0661 declared that the construction of the Central Library was no longer necessary. So they amended that to approve the master plan to authorize renovating and equipping the Central Library. So I'm just kind of going through the history of this that I have. Then finally in Resolution 16-1011, which was approved on November 2, 2016. That effectively rescinded the resolution back in 2012 that called for construction and equipping the Central's -- sorry -- Central Library Capital Project and allowed capital improvements to be made throughout the entire library system as a whole. Based on this reading of the intergovernmental agreement, it seems that there's limitation on using these TAD funds for capital expenses or capital projects and not for operational expenses. Doesn't define what operational expenses are. That's something I think would require a little bit more research into. But I just wanted to kind of provide that input, as what the intergovernmental agreement states.

CHAIRMAN D. CHIP JOYNER: Okay.

MR. PETER BATALON: If anyone had questions about it --.

CHAIRMAN D. CHIP JOYNER: Well, thank you for that.

MR. PAUL KAPLAN: I do have a question. Several years ago, we talked about TAD funds of the Board. But at that point, I thought that TAD funds can be used, but the Board of Trustees of the library first would go through what the funds needed to be, and that we would set the amount. At that time, I thought it would go through without going through the BOC. But apparently, I am wrong in that. So if I'm reading everything right that, say, I want to improve some of the deficiencies that we have in the renovation, where we need

new fixtures and things like that, in order for me to get funding for that, for the TAD, we then have to go in front of the BOC and asked for it, without coming to the Board of Trustees of the library? I'm confused about this, because really, the Library Board of Trustees really knows what needs to be done. But then, is that how it works? We vote on something, and then it goes up to the BOC for final improvement?

MR. PETER BATALON: Yes. I believe the second thing that you just mentioned. So the way I'm reading this agreement, and I can send this to you all, specifically, this portion, and then there was a memo written on it. The way that I'm reading this language that's quoted is that, Fulton County has -- is the authority that approves the usage. But it has to -- it either has to be in the library facilities master plan or recommended by the Board of Trustees. So, it's one of those two avenues. I think -- and I'm not -- I can't speak for the Board of Commissioners on this, but with the recent capital approval of those capital expenditures, like the enhancements of the collections, those are items, I believe, Mrs. Holloman, if you -- if you correct me if I'm wrong, but they were in the master plan. So that was one avenue that the Board of Commissioners used because it, this language in the intergovernmental agreement essentially lays out two ways that it can be approved by the Board of Commissioners, whether it's in the master plan or recommended by the Board of Trustees. So if you make a recommendation to the Board of Trustees, than that goes up to the Board of Commissioners for approval.

MR. PAUL KAPLAN: Okay. I just want to mention that, because some of the things that I think need to be done and need to be corrected, I don't want to wait another four or five more, six more months because it -- everyone knows about the renovation. The renovation has happened. But as time goes on, people forget, well, why didn't you do it during the renovation? How come it was this way? Then we won't get the funding to replace some of these things. It would have to come out of some other operations funding. So then I am correct in saying, so the Board of Trustees, we see something that needs to be done and we take a vote on it, then the final approval will go up to the BOC? Am I correct in saying that?

MR. PETER BATALON: That is my understanding. But again, I think the language is a little vague. If you'll permit me, I'd like a little bit more time to kind of research this language.

MR. PAUL KAPLAN: No, that's fine. I'm just trying to get a correction on it. I had a -- I thought it was the other way, but apparently not. Yes, if you can find some clarification of it that'll be great.

CHAIRMAN D. CHIP JOYNER: Mr. Batalon, is it Batalon?

MR. PETER BATALON: Batalon.

CHAIRMAN D. CHIP JOYNER: Batalon. Thank you so much for that. If you can forward that to us, and then if in the meantime, if we created a list of priorities that we've discussed that we like to see if TAD money could be used for. At the next meeting when you share an interpretation of what we can and can't do, we'd be more in a position to maybe put that on the following month's agenda to make a vote?

MR. PETER BATALON: Yes, I believe so. Actually, I was going to suggest, because Mr. Kaplan, I think you mentioned several items like light bulbs and other fixtures. I was wondering perhaps, if we can get a list of some of the items that you are expecting to use it for so I can kind of research whether that would constitute an operational expense or a capital expense. I think with the recent expenses we had, we looked up whether or not

book enhancements were considered an operational expense. We found that the state of Georgia considers purchasing collections and other book enhancements as a capitol expense, because through general accounting principles, it considers books to be an asset that doesn't depreciate within a year. So they consider it as a capitol expense. So there might be some other avenues that -- or other interpretations of what operational is considered. But, yes, if -- I was wondering if you could probably provide me with a list of what you -- some of the expense's you guys are wanting to use and I can check to see if those things are considered operational or capital.

MR. PAUL KAPLAN: I'll try to get it together. I have to talk to Mr. Al Collins also, because he really has a good handle of some of the things that need to be replaced and also Mr. Joe Davis. So I will try to get it before the next meeting. I'll try to get it all together and we'll see, we'll go from there.

MR. PETER BATALON: Sounds good.

CHAIRMAN D. CHIP JOYNER: That'll be great. That'll be great. If Mr. Kaplan, if between you and Gayle, it would sort those be level of importance, the Board, we'll take your guy's guidance on how we should try to recommend a vote.

MR. PAUL KAPLAN: Sounds good to me.

CHAIRMAN D. CHIP JOYNER: Okay. All right. Well, thank you. Thank you so much. Is that all for TAD funding? I think that's probably it.

MRS. GAYLE H. HOLLOMAN: That's all I have.

ADJOURNMENT

CHAIRMAN D. CHIP JOYNER: Okay, okay. Well, thank you, Director, and thank you, Mr. Batalon. Okay. For new business, we had Ms. Greenway present. Is there any other new business to discuss? Okay, hearing none, all right. Well, thank you. It is now 5:05 p.m. If there's no new business, is there a motion to adjourn?

MOTION

MR. PAUL KAPLAN: So, moved.

CHAIRMAN D. CHIP JOYNER: Motion to adjourn by Mr. Kaplan. Is there a second?

MRS. PRISCILLA BORDERS: Second.

CHAIRMAN D. CHIP JOYNER: Second by Vice Chair --

MRS. PRISCILLA BORDERS: Borders, yeah.

CHAIRMAN D. CHIP JOYNER: All those in favor say, aye.

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: Any nay? Hearing none, meeting is adjourned. Thank you so much.

(Whereupon, the Regular Virtual Board of Trustees Meeting concluded at 5:07 p.m.)

Director's Report

Gayle H. Holloman, Executive Director

April 2022

Library and Staff Activities

The Fulton County Library System observed National Library Week, April 3rd through April 9th with multiple activities at all libraries.

The Central Library, in partnership with Clorox Pro, sponsored kickoff events for all ages. The events featured an art workshop for seniors which included Literary Bingo; and the Imagination Playground for kids to explore putting huge, plush objects together on the plaza of the Central Library.

Other observances via displays, programs, storytimes, and crafts were:

- National Poetry Month
- Jazz Appreciation Month
- Preservation Week
- Earth Day
- National Unicorn Day
- Easter, Passover, and Ramadan
- Money Smart Week
- National Financial Literacy Month
- National Garden Month
- D.E.A.R. Day (Drop Everything and Read Day)

Additionally, 15 libraries distributed COVID-19 test kits made available free to the public.

Volunteer Services

Volunteer Services staff presented the 31st Annual Volunteer Recognition Program at the Central Library on Saturday, April 30th with presentations made to over 80 volunteers.

Patron's Comment

One small child visiting the Northeast Spruill Oaks Library told the staff "I love this library and I love you."

NATIONAL LIBRARY WEEK

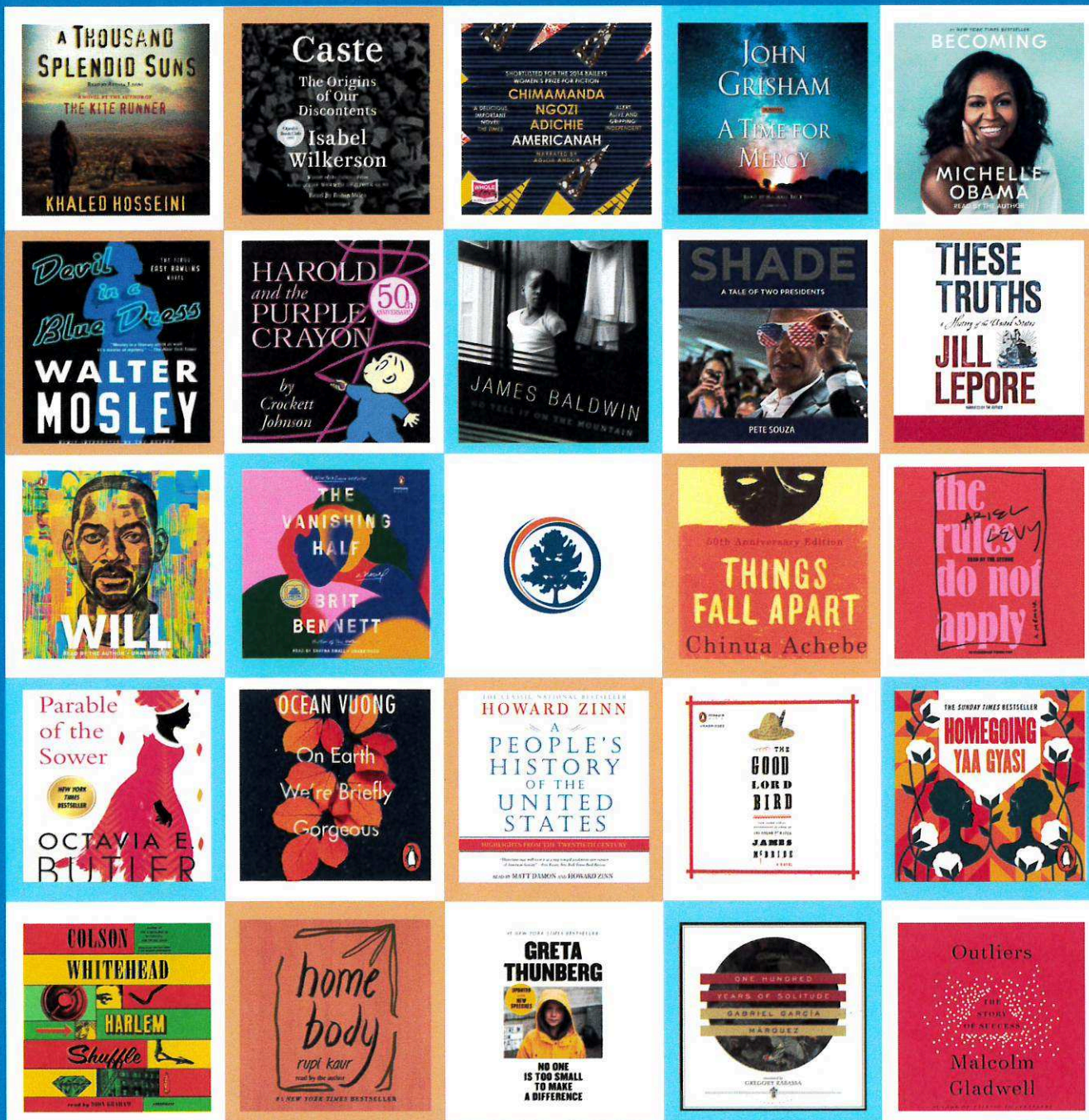


APRIL 3-9, 2022

CONNECT WITH YOUR LIBRARY

MOLLY SHANNON
National Library Week Honorary Chair

LITERARY BINGO



FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF APRIL 30, 2022

Doc. #22-26

SERVICE	2022 BUDGET	APRIL	2022 YTD	2022 YTD	2022 YTD	2022 YTD %	BUDGET
TYPE	ALLOCATION	EXPENDITURES	EXPENDITURE	ENCUMBRANCES	COMMITTED	COMMITTED	BALANCE
REG SALARY	14,786,565	1,023,547	4,086,109	-	4,086,109	28%	10,700,456
PART TIME SALARY	466,312	16,616	65,486	-	65,486	14%	400,826
BENEFITS	7,941,453	534,775	2,122,243	-	2,122,243	27%	5,819,210
BOOKS	3,711,909	189,800	901,771	1,035,704	1,937,475	52%	1,774,434
OFFICE EQUIP. REPAIR	23,930	-	-	836	836	3%	23,094
EQUIPMENT	32,104	55	55	31,087	31,142	97%	962
OFFICE FURNITURE	2,000	-	-	-	-	0%	2,000
PROFESSIONAL SERV	33,007	250	450	2,825	3,275	10%	29,732
COPIER MACHINE	226,000	(1,928)	58,811	-	58,811	26%	167,189
COPIER PAPER	1,000	-	-	-	-	0%	1,000
SUPPLIES	59,550	4,862	12,252	3,200	15,452	26%	44,098
COMPUTER HARDWARE	734,776	-	92,297	591,223	683,520	93%	51,256
RENT	230,246	8,646	48,431	162,288	210,719	92%	19,527
OTHER SERVICES	620,650	43,637	100,020	24,607	124,626	20%	496,023
TRAVEL	9,900	-	615	-	615	6%	9,285
HOPITALITY	10,000	-	-	-	-	0%	10,000
VEHICLE MAINTENANCE	22,850	245	2,022	-	2,022	9%	20,828
GENERAL INSURANCE	622,596	51,883	207,532	-	207,532	33%	415,064
TRAVEL CONFERENCE	10,000	1,380	2,356	-	2,356	24%	7,644
CONTINGENCY	373,610	-	-	-	-	0%	373,610
TOTAL	29,918,458	1,873,767	7,700,450	1,851,768	9,552,218	32%	20,366,240

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF APRIL 30, 2022

ORGANIZATION	SERVICE	2022 BUDGET	APRIL	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURE	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
PUBLIC SERVICE	REG SALARY	11,616,034	779,753	3,186,529	-	3,186,529	27%	8,429,505
	PART TIME SALARY	466,312	16,616	65,486	-	65,486	14%	400,826
	BENEFITS	6,342,755	414,733	1,671,524	-	1,671,524	26%	4,671,231
	BOOKS	3,261,909	189,800	901,771	1,035,704	1,937,475	59%	1,324,434
	OFFICE EQUIP. REPAIR	20,000	-	-	836	836	4%	19,164
	EQUIPMENT	10,500	55	55	10,240	10,295	98%	205
	OFFICE FURNITURE	2,000	-	-	-	-	0%	2,000
	PROFESSIONAL SERV	6,259	250	450	2,825	3,275	52%	2,984
	COPIER MACHINE	225,000	(1,928)	58,811	-	58,811	26%	166,189
	SUPPLIES	16,700	1,401	1,401	-	1,401	8%	15,299
	RENT	230,246	8,646	48,431	162,288	210,719	92%	19,527
	OTHER SERVICES	348,562	27,711	72,858	6,166	79,024	23%	269,538
	VEHICLE MAINTENANCE	3,000	-	-	-	-	0%	3,000
	GENERAL INSURANCE	404,826	33,736	134,942	-	134,942	33%	269,884
	TRAVEL CONFERENCE	10,000	1,380	2,356	-	2,356	24%	7,644
	CONTINGENCY	16,775	-	-	-	-	0%	16,775
Total		22,980,878	1,472,151	6,144,614	1,218,058	7,362,672	32%	15,618,206

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

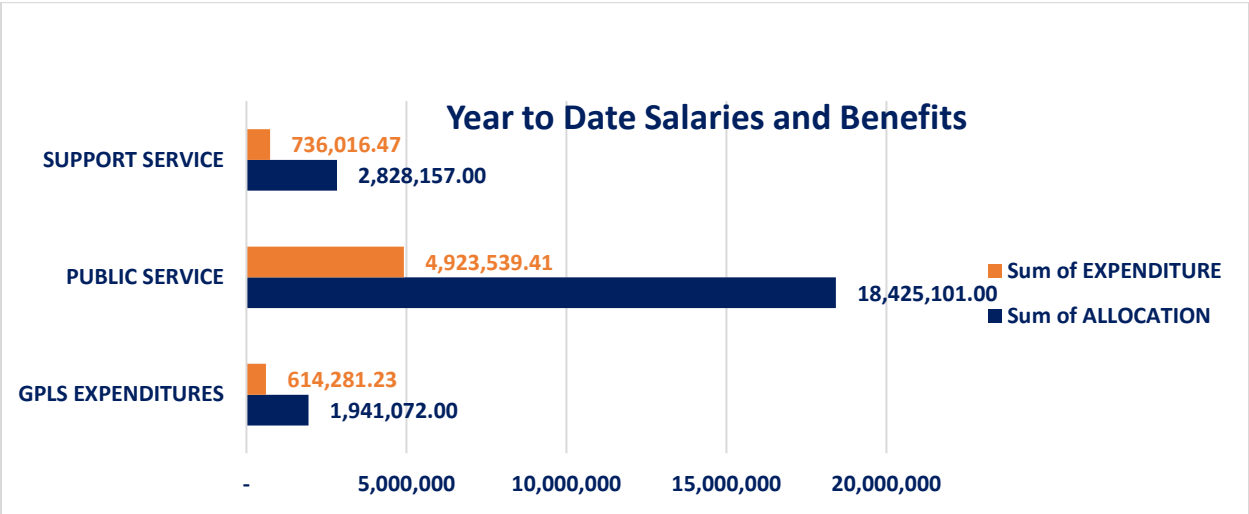
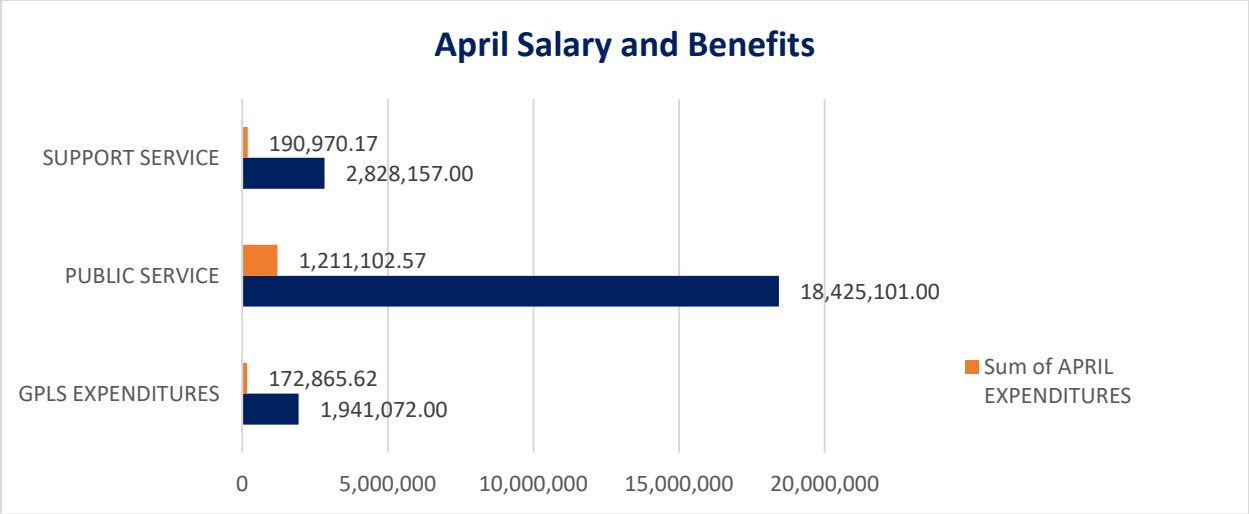
AS OF APRIL 30, 2022

ORGANIZATION	SERVICE	2022 BUDGET	APRIL	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURE	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
SUPPORT SERVICE	REG SALARY	1,842,057	123,833	477,122	-	477,122	26%	1,364,935
	BENEFITS	986,100	67,137	258,895	-	258,895	26%	727,205
	OFFICE EQUIP. REPAIR	3,930	-	-	-	-	0%	3,930
	EQUIPMENT	21,604	-	-	20,847	20,847	96%	757
	PROFESSIONAL SERV	26,748	-	-	-	-	0%	26,748
	COPIER MACHINE	1,000	-	-	-	-	0%	1,000
	COPIER PAPER	1,000	-	-	-	-	0%	1,000
	SUPPLIES	42,850	3,461	10,852	3,200	14,052	14%	28,798
	COMPUTER HARDWARE	734,776	-	92,297	591,223	683,520	93%	51,256
	OTHER SERVICES	272,088	15,927	27,162	18,441	45,603	17%	226,485
	TRAVEL	9,900	-	615	-	615	6%	9,285
	HOPITALITY	10,000	-	-	-	-	0%	10,000
	VEHICLE MAINTENANCE	19,850	245	2,022	-	2,022	10%	17,828
	GENERAL INSURANCE	217,770	18,148	72,590	-	72,590	33%	145,180
	CONTINGENCY	301,835	-	-	-	-	0%	301,835
Total		4,491,508	228,750	941,555	633,710	1,575,265	35%	2,916,243

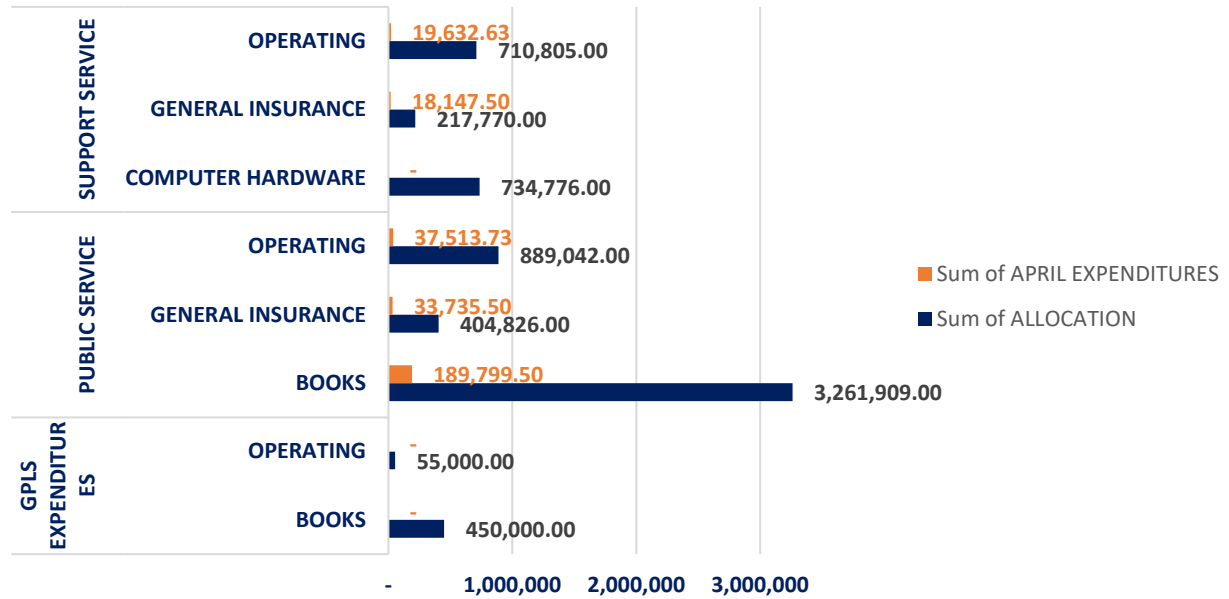
FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF APRIL 30, 2022

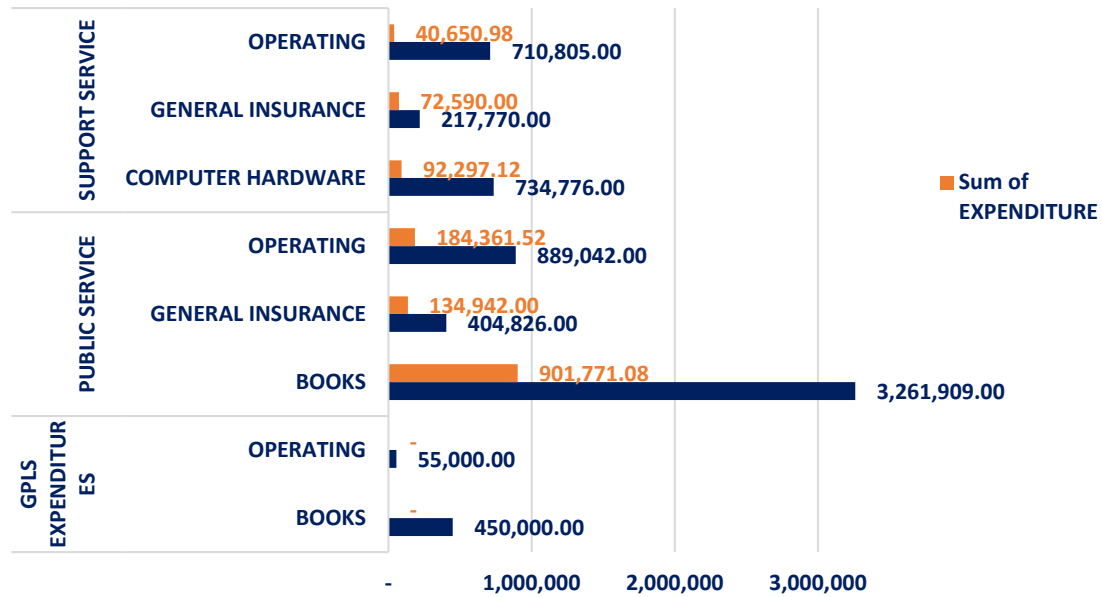
ORGANIZATION	SERVICE	2022 BUDGET	APRIL	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURE	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
GPLS EXPENDITURES	REG SALARY	1,328,474	119,960	422,458	-	422,458	32%	906,016
	BENEFITS	612,598	52,905	191,824	-	191,824	31%	420,774
	BOOKS	450,000	-	-	-	-	0%	450,000
	CONTINGENCY	55,000	-	-	-	-	0%	55,000
Total		2,446,072	172,866	614,281	-	614,281	25%	1,831,791



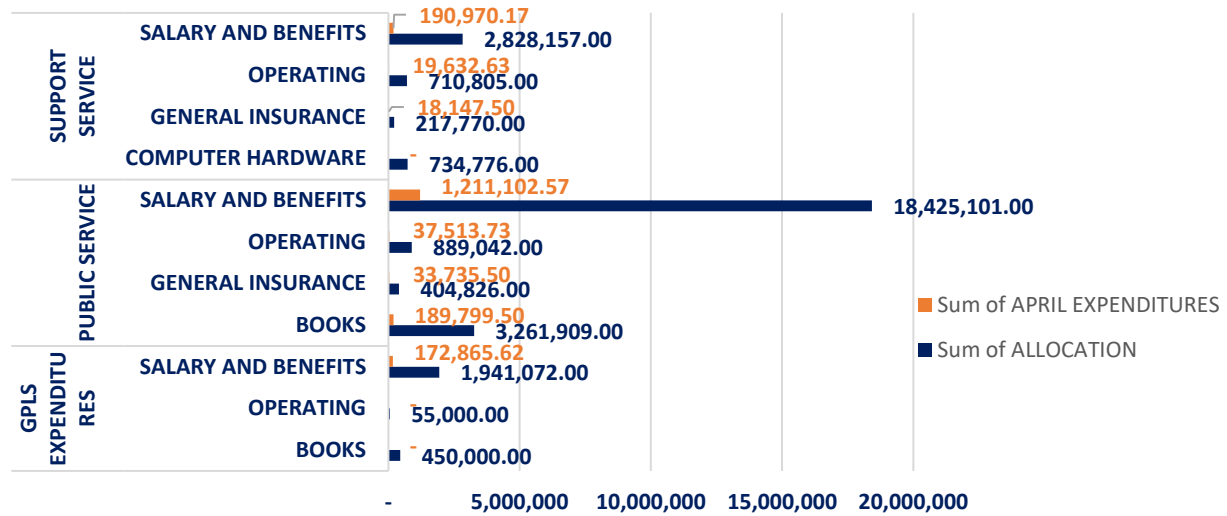
April Operating Expenditures



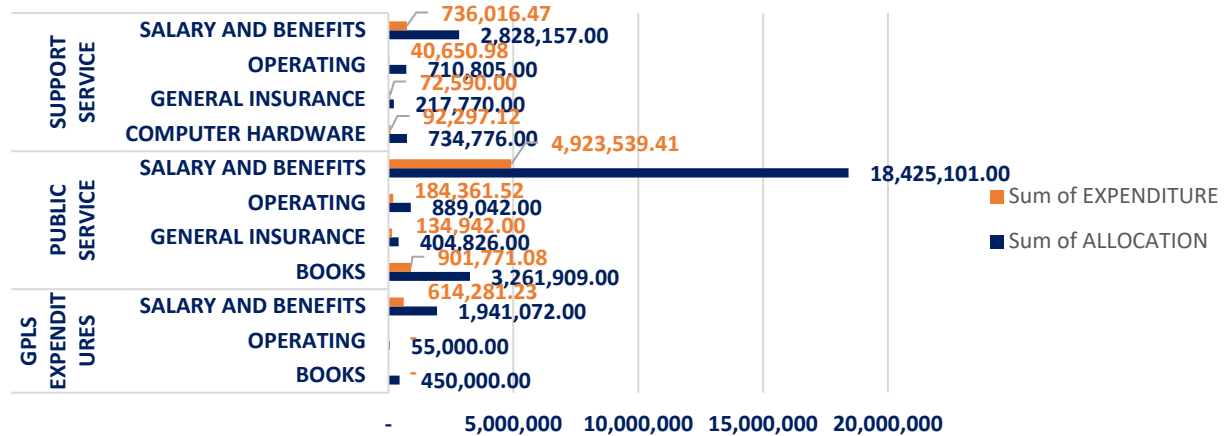
Year-To-Date Operating Expenditures



April Grand Total Expenditures



Year to Date Grand Total Expenditures



Monthly Usage Summary - April 2022

Doc. #22-27

	2022		2021		
Activity and Description	April	YTD	April	YTD	YTD % +/-
Circulation					
Total number of items checked out of the library	172,433	675,069	81,955	340,042	99%
Holds					
Number of requests by patrons	40,450	175,988	54,092	237,727	-26%
Visits					
Number of people entering a library for any reason	149,906	585,115	0	0	N/A
Computer/Internet Usage					
Number of computer sessions (Internet access and office software)	44,975	145,690	0	0	N/A
Number of hours of computer use	19,685	66,652	0	0	N/A
Web Page Visits					
Number of times people have visited the library's websites	809,376	3,455,864	691,909	2,992,448	15%
Web Visitors					
Number of people who visited the library's websites	122,145	514,307	94,382	406,638	26%
Virtual Circulation					
Number of materials downloaded or streamed	108,316	*433827	107,619	445,145	-3%
Virtual Circulation Users					
Number of people who downloaded or streamed	22,760	91,286	23,655	96,494	-5%
Children's programs					
Library sponsored programs offered for children (birth - 12)	322	1298	6	660	97%
Number of people attending programs	4255	14844	4651	23667	-37%
Teen Programs					
Library sponsored programs offered for teens (13 - 17)	64	147	4	133	11%
Number of people attending programs	372	825	28	2109	-61%
Adult Programs					
Library sponsored programs offered for adults (18 +)	255	880	19	1112	-21%
Number of people attending programs	3,540	9,829	2390	34822	-72%
Programs - Total					
Library sponsored programs offered (includes all-ages not counted above)	723	2665	198	1035	157%
Number of people attending programs	9,726	31,102	2,345	12363	152%
Meeting Rooms					
Non-library sponsored meetings or activities scheduled	232	427	0	0	N/A
Number of people attending meetings or activities	2,113	4,509	0	0	N/A

* The 2022 YTD virtual circulation number was revised upward 167 in January, 79 in February, 4 in March due to Hoopla Vendor Statistic Error.

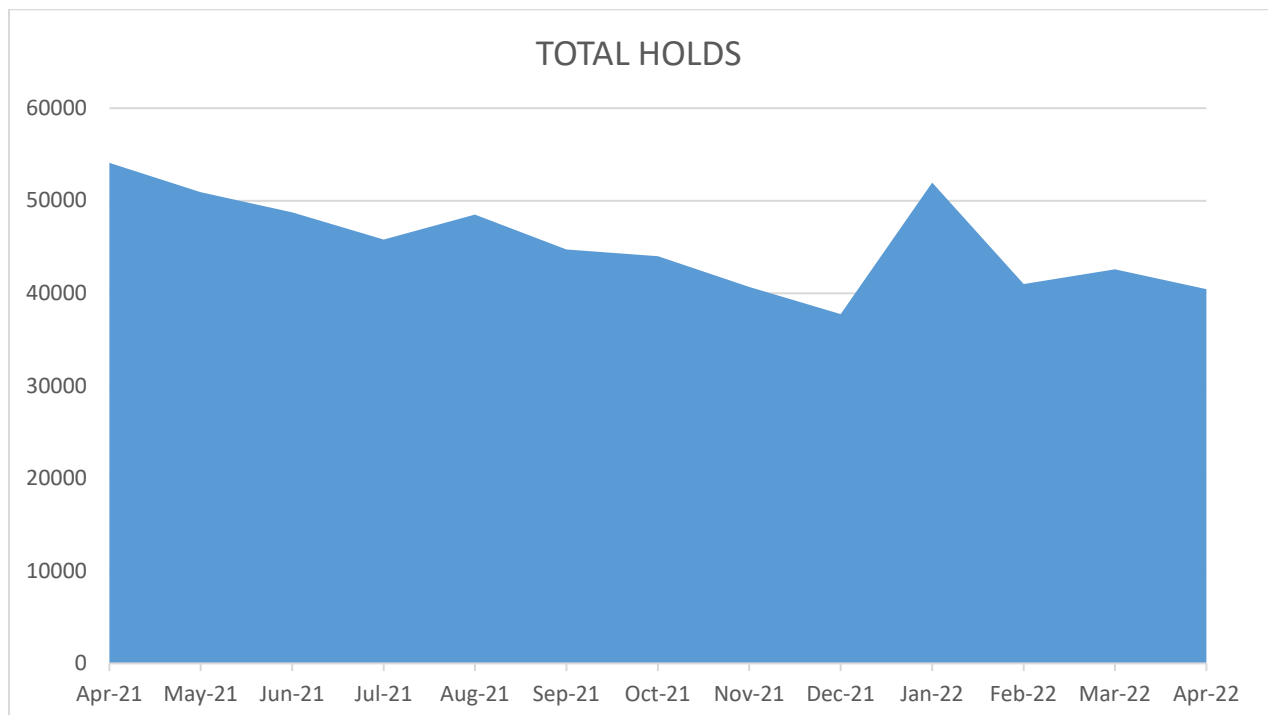
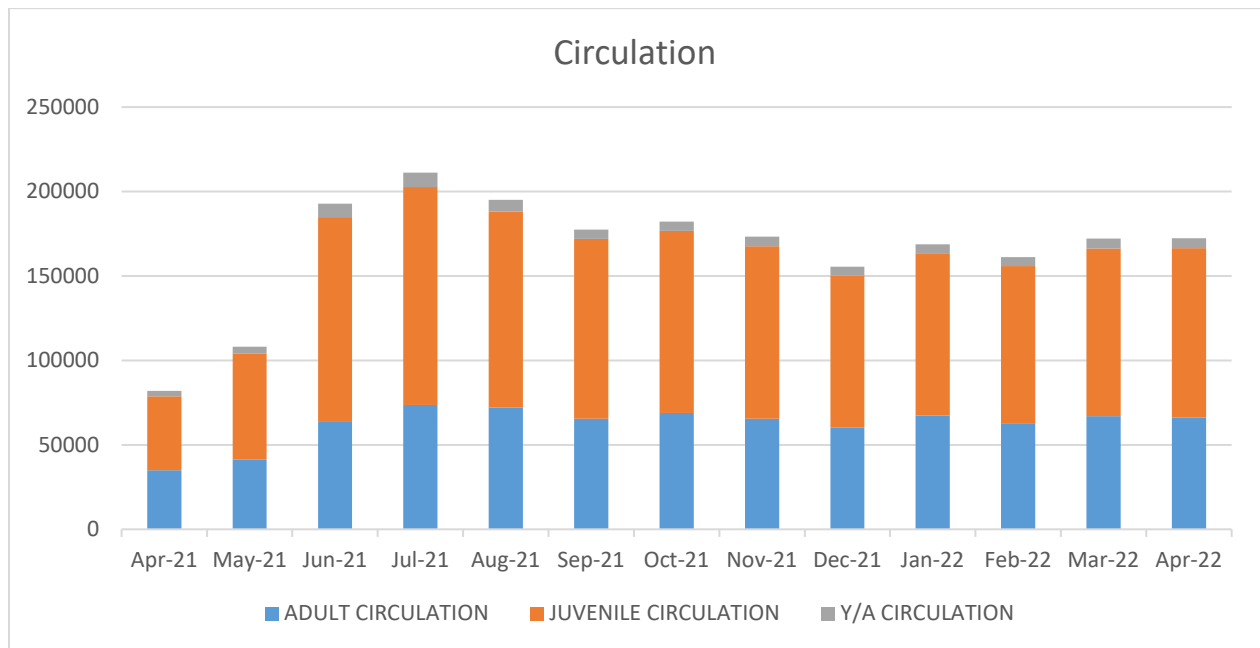
Fulton County Library System Circulation Stats - April 2022

AGENCY NAME	ADULT	JUVENILE	Y/A	OTHER	Month-2022 TOTAL	Month-2021 TOTAL	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2022 CIRC	YTD 2021 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	343	644	21	1	1,009	271	738	272.32%	3,745	1,743	2,002	114.86%
ADAMSVILLE/COLLIER HEIGHTS	528	379	31		938	699	239	34.19%	3,809	1,871	1,938	103.58%
ALPHARETTA	5,743	12,546	627	19	18,935	8,423	10,512	124.80%	73,758	35,261	38,497	109.18%
BUCKHEAD	4,027	4,437	143	7	8,614	3,768	4,846	128.61%	33,160	15,611	17,549	112.41%
CLEVELAND AVE	438	407	59		904	293	611	208.53%	2,922	1,446	1,476	102.07%
COLLEGE PARK	504	741	34	6	1,285	455	830	182.42%	5,049	1,890	3,159	167.14%
DOGWOOD	345	568	73		986	312	674	216.03%	4,218	1,425	2,793	196.00%
EAST ATLANTA	1,770	3,266	165		5,201	2,212	2,989	135.13%	19,977	9,632	10,345	107.40%
EAST POINT	598	147	31	6	782	904	-122	-13.50%	3,199	3,881	-682	-17.57%
EAST ROSWELL	4,454	6,026	210	19	10,709	6,269	4,440	70.82%	42,816	26,335	16,481	62.58%
EVELYN G. LOWERY @ CASCADE	843	762	77	1	1,683	602	1,081	179.57%	6,907	2,647	4,260	160.94%
FAIRBURN	565	555	32	3	1,155	471	684	145.22%	4,386	2,126	2,260	106.30%
GLADYS S. DENNARD @ SOUTH FULTON	1,020	931	141		2,092	671	1,421	211.77%	9,253	3,051	6,202	203.28%
HAPEVILLE	352	327	26	1	706	307	399	129.97%	2,998	479	2,519	525.89%
JOAN P. GARNER @ PONCE DE LEON	3,936	4,426	213	9	8,584	4,537	4,047	89.20%	35,998	20,134	15,864	78.79%
KIRKWOOD	1,319	3,472	104	2	4,897	2,183	2,714	124.32%	19,174	9,084	10,090	111.07%
LOUISE WATLEY @ SOUTHEAST ATLANTA	403	1,009	28		1,440	1,255	185	14.74%	6,959	5,110	1,849	36.18%
MARTIN LUTHER KING, JR	647	589	62	2	1,300	756	544	71.96%	4,792	3,352	1,440	42.96%
MECHANICSVILLE	248	226	39	7	520	293	227	77.47%	1,900	1,161	739	63.65%
METROPOLITAN	1,192	2,500	162	4	3,858	1,691	2,167	128.15%	15,317	7,028	8,289	117.94%
MILTON	4,151	9,419	425	6	14,001	6,643	7,358	110.76%	53,973	27,725	26,248	94.67%
NORTHEAST/SPRUILL OAKS	2,255	6,069	351	4	8,679	3,887	4,792	123.28%	34,513	16,183	18,330	113.27%
NORTHSIDE	3,027	4,359	234	3	7,623	3,536	4,087	115.58%	30,787	14,396	16,391	113.86%
NORTHWEST @ SCOTTS CROSSING	1,015	2,124	136		3,275	1,643	1,632	99.33%	12,528	6,089	6,439	105.75%
OCEE	4,306	10,345	729	12	15,392	6,871	8,521	124.01%	59,449	29,090	30,359	104.36%
PALMETTO	386	640	28		1,054	521	533	102.30%	4,150	2,288	1,862	81.38%
PEACHTREE	2,752	1,922	149	10	4,833	4,080	753	18.46%	19,061	16,099	2,962	18.40%
ROSWELL	5,769	7,577	339	11	13,696	7,201	6,495	90.20%	52,537	28,910	23,627	81.73%
SANDY SPRINGS	6,749	9,493	517	4	16,763	8,053	8,710	108.16%	65,242	32,638	32,604	99.90%
WASHINGTON PARK	346	654	66	1	1,067	558	509	91.22%	5,289	2,027	3,262	160.93%
WEST END	550	536	53		1,139	628	511	81.37%	4,920	3,164	1,756	55.50%
WOLFCREEK	1,290	1,719	179	3	3,191	1,681	1,510	89.83%	10,809	7,006	3,803	54.28%
BRANCHES TOTAL	61,871	98,815	5,484	141	166,311	81,674	84,637	103.63%	653,595	338,882	314,713	92.87%
CENTRAL	1,548	1,238	410	11	3,207	281	2,926	1041.28%	13,167	1,118	12,049	1077.73%
OUTREACH SERVICES	4				4	0	4	N/A	8	36	-28	-77.78%
AUBURN AVENUE RESEARCH	2,911				2,911	0	2,911	N/A	8,299	6	8,293	138216.67%
SYSTEM TOTAL	66,334	100,053	5,894	152	172,433	81,955	90,478	110.40%	675,069	340,042	335,027	98.53%

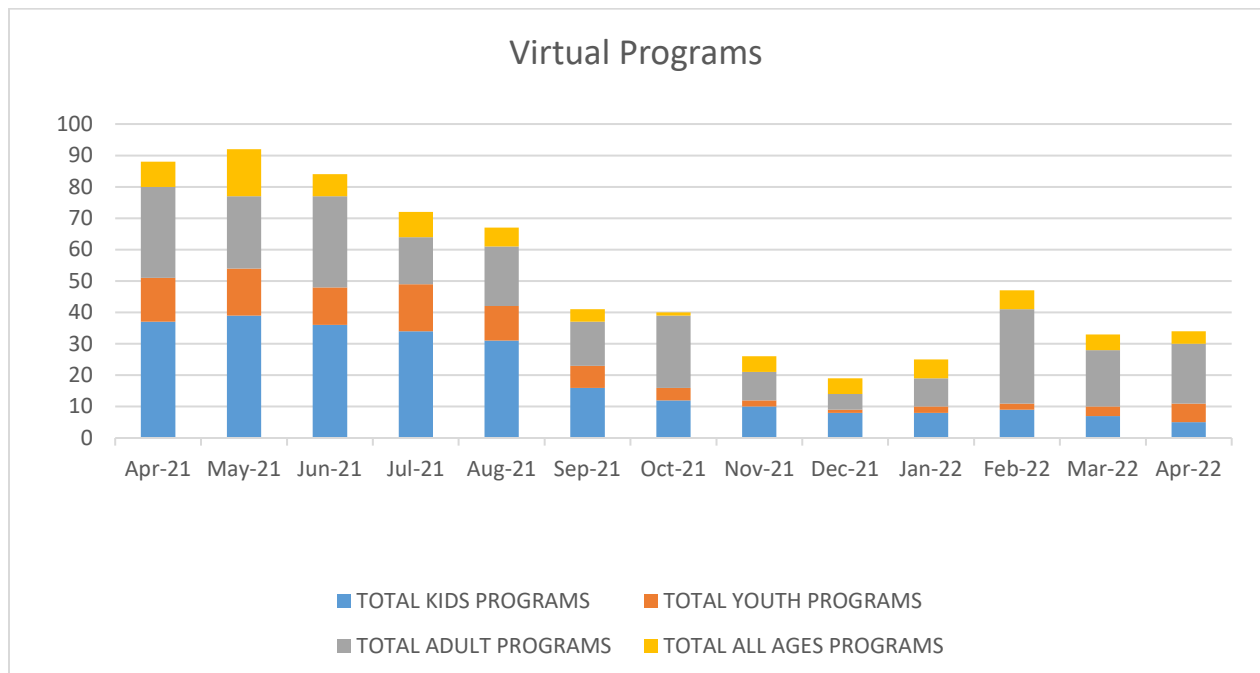
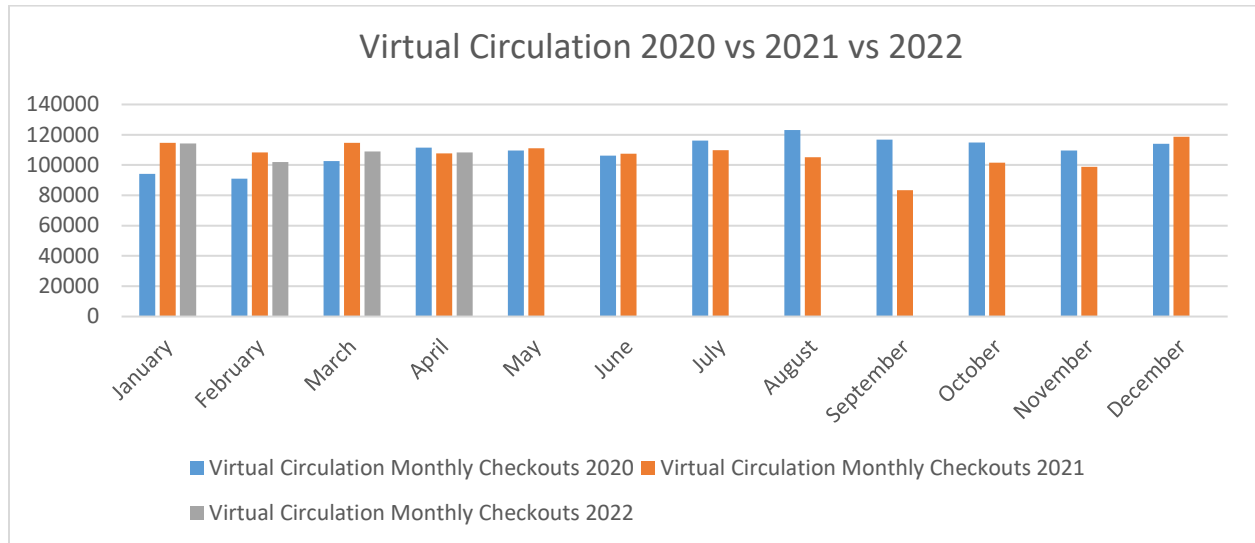
FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE - April 2022

AGENCY NAME	TOTAL CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	1,009	70	1,287	3,100	9	56	2	53	
ADAMSVILLE/COLLIER HEIGHTS	938	57	1,888	3,042	11	65	1	3	1
ALPHARETTA	18,935	516	1,131	10,304	37	600	13	342	20
BUCKHEAD	8,614	427	1,743	5,597	54	587	62	124	5
CLEVELAND AVE	904	25	653	1,645	0	0	5	30	
COLLEGE PARK	1,285	98	2,659	2,813	24	295			
DOGWOOD	986	27	718	2,565	31	143	10	60	2
EAST ATLANTA	5,201	193	1,125	7,688	13	202	4	91	
EAST POINT	782	106	2,417	3,068	7	53	4	42	2
EAST ROSWELL	10,709	237	646	4,656	30	375	6	23	
EVELYN G. LOWERY @ CASCADE	1,683	132	1,653	3,841	20	206	11	152	
FAIRBURN	1,155	112	485	2,241	3	25	5	30	0
GLADYS S. DENNARD LIBRARY @ SOUTH FULTON	2,092	199	1,722	5,381	23	212	5	117	6
HAPEVILLE	706	46	971	2,135	0	0	5	56	
JOAN P. GARNER @ PONCE DE LEON	8,584	291	2,332	4,960	7	37	3	27	
KIRKWOOD	4,897	141	488	3,322	11	269	2	2	
LOUISE WATLEY LIBRARY @ SOUTHEAST ATLANTA	1,440	58	1,622	2,887	11	139	3	30	0
MARTIN LUTHER KING, JR	1,300	70	722	1,444	1	4	1	5	
MECHANICSVILLE	520	29	1,116	1,480	0	0	2	10	3
METROPOLITAN	3,858	124	1,914	4,358	26	529	41	320	
MILTON	14,001	293	256	4,852	49	728	6	222	
NORTHEAST/SPRUILL OAKS	8,679	182	345	3,802	30	703	1	5	
NORTHSIDE	7,623	159	425	4,516	14	135	0	0	
NORTHWEST @ SCOTTS CROSSING	3,275	110	753	3,329	15	166	2	17	2
OCEE	15,392	305	480	6,642	24	523	4	98	5
PALMETTO	1,054	52	341	1,757	79	252	7	40	12
PEACHTREE	4,833	241	1,302	3,949	11	108			
ROSWELL	13,696	397	1,179	7,560	38	353	6	36	10
SANDY SPRINGS	16,763	555	2,376	15,690	42	565	5	48	
WASHINGTON PARK	1,067	34	1,105	2,636	7	38	1	5	5
WEST END	1,139	61	1,228	2,898	11	40	3	31	
WOLFCREEK	3,191	154	775	3,375	22	223	1	55	
BRANCHES TOTAL	166,311	5,501	37,857	137,533	660	7,631	229	2,074	73
CENTRAL	3,207	333	7,118	10,899	23	665			
VIRTUAL PROGRAMS					36	1,292			
OUTREACH VIRTUAL PROGRAMS	4				3	112			
AUBURN AVENUE RESEARCH	2,911	2		1,474	1	26	3	39	
SYSTEM TOTAL	172,433	5,836	44,975	149,906	723	9,726	232	2,113	73

April 2022 Executive Summary – Charts



January - March 2022 virtual circulation numbers were revised upward by 167 in January, 79 in February, 4 in March due to Hoopla Vendor Statistic Error.



Virtual Program Attendance

