



**FULTON
COUNTY
LIBRARY
SYSTEM**

BOARD OF TRUSTEES

**MEETING
INFORMATION PACKET**

JULY 27, 2022



**FULTON
COUNTY
LIBRARY
SYSTEM**

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FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES VIRTUAL MEETING
JULY 27, 2022



REVISED

VIRTUAL MEETING

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

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

- I. Call to Order
- II. Public Comments
- III. Adoption of Agenda* Doc. #22-34
- IV. Approval of Minutes - June 22, 2022* Doc. #22-35
- V. Library Program Update - Alfred Collins, Administrator, Bond Construction
- VI. Chairman's Report
- VII. Work Orders Report - Paul Kaplan
- VIII. Director's Reports Doc. #22-38
 - Monthly Financial Report Doc. #22-36
 - Monthly Usage Summary Doc. #22-37
 - Customer Service Comments - *(current format under construction, the report will be available for 3rd quarter)*
 - Library Closure Report - 2nd Quarter
- IX. Unfinished Business
 - A. Central Library - Update
 - B. Strategic Plan Overview - Martha Greenway, President, Greenway Strategy Group
- X. New Business
- XI. Executive Session
- XII. Adjournment

*Action is anticipated on this item

Doc. #22-35



**FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES VIRTUAL MEETING
JUNE 22, 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

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

Guests: 1 Virtual Attendee

Vice-Chair Priscilla Borders called the meeting to order at 4:01 p.m.

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CALL TO ORDER

MRS. PRISCILLA BORDERS: Good afternoon, everyone. It is 4:01. Chairman Joyner is having technical difficulties logging on. So, until he comes on, I will go ahead and proceed with facilitating this meeting, and once he comes on, I will defer to him as Chairman. Again, my name is Priscilla Borders. I am the vice-chair. So let's begin with Zenobia. Are there any public comments?

PUBLIC COMMENTS

MRS. ZENOBIA CLAXTON: There are no public comments. Thank you.

MRS. PRISCILLA BORDERS: Thank you so much for that update. So before you -- I hope you guys had the opportunity to look at the agenda for today. May I have a motion to adopt the agenda?

22-29 ADOPTION OF AGENDA**MOTION**

MR. JOE PIONTEK: I so move.

MRS. PRISCILLA BORDERS: Thank you so much. Do I have a second?

MS. LINDA JORDAN: Second. Linda Jordan.

MRS. PRISCILLA BORDERS: Thank you so much. All those in favor of adopting the agenda signify by saying aye.

TRUSTEES: Aye.

MRS. PRISCILLA BORDERS: Any nays? Thank you. The next topic is approval of the minutes of May 25, 2022. I hope you had the opportunity to review it and let us know if there are any corrections that need to be made. Otherwise, may I have a motion to adopt the minutes of May 25, 2022.

22-30 APPROVAL OF MINUTES – MAY 25, 2022**MOTION**

MR. PAUL KAPLAN: I so move.

MRS. PRISCILLA BORDERS: Thank you, Mr. Kaplan. Do I have a second?

MR. JOE PIONTEK: I second.

MRS. PRISCILLA BORDERS: Thank you, Mr. Piontek. All those in favor of adopting the minutes signify by saying aye.

TRUSTEES: Aye.

MRS. PRISCILLA BORDERS: Thank you. Any nays? Okay. The Chairman's report will be deferred at this -- there he is. Hey, Mr. Joyner -- Chairman Joyner, thank you for joining us. On the agenda, we're at Chairman's report, so I'll defer to you to proceed.

CHAIRMAN'S REPORT

CHAIRMAN D. CHIP JOYNER: Thank you. At this time, I don't have anything to report, but I do want to say thank you so much, Mrs. Borders, for starting the meeting right on time, because I hate to delay anyone. Zenobia, my apologies that I was trying to get into the wrong link, but welcome everyone and so glad to join. Where are we now? The chairman's report?

MRS. PRISCILLA BORDERS: Yes.

CHAIRMAN D. CHIP JOYNER: I don't have any report at this time. Moving on to the next agenda item.

WORK ORDERS REPORT – PAUL KAPLAN

MR. PAUL KAPLAN: Work orders.

CHAIRMAN D. CHIP JOYNER: Work orders. Okay.

MR. PAUL KAPLAN: I would tell you, it's been a quiet month. However, we had about 190 work orders that we generated during the month of May. But I would be happy to say that almost 60 percent of it has already been completed by the DREAM Team. I don't know of anything major other than the normal stuff that went on during that month. Maybe our executive director might be able to add something to it. But other than a couple of chillers that went down or something with controls, but other than that, there really was nothing major that I know of. I'll talk to our executive director. Do you have anything else to say on that?

MRS. GAYLE H. HOLLOMAN: There were just a few HVAC concerns, but they were able to get those worked through in May. In this month, we have had some situations at the South Fulton Library, but they are working through that as well, so. Although we've had a lot of work orders, the things have not been so major as to be a great concern.

MR. PAUL KAPLAN: You can correct me. I understand that you're trying to work on getting the grounds in better shape. I don't know if they hired somebody or hired another company out there that's doing it. I'm not sure where we are at that point.

MRS. GAYLE H. HOLLOMAN: I haven't received any specifics on that. But they are looking to try and build a team or hire some outside concerns. I have not gotten the final word on just how they're going to approach it, but that has happened. We do have some Friends Groups who have been petitioning to be allowed to help with some grounds work.

MR. PAUL KAPLAN: Okay. I don't know. Where is that going? Over the years I've been on the board and that never went anywhere.

MRS. GAYLE H. HOLLOMAN: Well, it usually has to be approved by the Board of Commissioners.

MR. PAUL KAPLAN: Right.

MRS. GAYLE H. HOLLOMAN: It has to go through legal. So, Mr. Batalon can tell you about all these requests we're having on all sorts of lawn considerations.

MR. PAUL KAPLAN: Okay. All right. A reason why just everybody knows when I first got on the board, there was a lot of Friends Group, who wanted to do a lot of things to the outside. What the problem was is, they had to go through the attorneys had to go through the Board of Commissioners. If somebody got hurt, then the responsibility falls on the county. That was one of the biggest problems we had. So unless times have changed, I think -- I got a feeling it might not go any place at this point.

MRS. GAYLE H. HOLLOMAN: I don't know that it will because of what you just said. Yeah. Using equipment, power tools, that's just not good.

MR. PAUL KAPLAN: No. They want to get things done. I appreciate what they're trying to do, and they like to make the grounds look good, but right now they're working on it. Then we're also working on hiring a manager of the facilities. Gayle, you're talking about the one you're doing, you're doing some interviews now for trying to get somebody for maintenance.

MRS. GAYLE H. HOLLOMAN: Yes. We just started the interviews this past Friday for the building maintenance manager. That person would be housed in Central Library, and we're very excited about it. Mr. Joseph Davis, who is the director of the Department of Real Estate and Asset Management we call DREAM is assisting me with those interviews and we're very excited. We've got some great candidates and we should finish up with those interviews in the first or second week of July. So we're very excited about that.

MR. PAUL KAPLAN: That'll be good. That'll work out well. Any questions from anybody?

CHAIRMAN D. CHIP JOYNER: Is there any update on any of those outstanding construction items or light bulb replacements?

MR. PAUL KAPLAN: Not at this point. I haven't heard anything at all. You know, they're trying to assess everything that they have. I know that Joe Davis is working with Al Collins because Al knows a lot of the stuff that's going on, and at this point, I have nothing. Nothing's gone by me at this point.

CHAIRMAN D. CHIP JOYNER: Well, can you give us a picture of the scope of that problem? Is it just a few light fixtures or is this something throughout the system?

MR. PAUL KAPLAN: There are two or three libraries I know, but throughout the system, I don't know. I don't have a handle on it. I don't know how many -- because every library was designed specifically for the area they were at and trying to make it part of the neighborhood. So I really don't know. I don't have a good idea. I don't know if our executive director has -- on her talking to you about it at all. Gayle, nothing?

MRS. GAYLE H. HOLLOMAN: No, not at this point.

CHAIRMAN D. CHIP JOYNER: Okay. Do we remember when that last meeting Mr. Collins attended? Is it a good time for us to have him come back and just give us an update? It's been probably six months or so.

MRS. GAYLE H. HOLLOMAN: It has been. We can certainly invite him. Yes.

CHAIRMAN D. CHIP JOYNER: That would be great. We have a lot of good things to say, so it should be a good invite. I received a note with regard to the enhancements. What is the process for really moving this forward with either getting an RFP or getting some kind of answer to enhance the exterior of these properties? I'm kind of at a loss because if the Board of Commissioners have not given us the money, then we might not be able to use TAD funds for this and we might not be able to use volunteers, what's our next step?

MRS. GAYLE H. HOLLOMAN: Are you speaking about for the grounds and things of that nature?

CHAIRMAN D. CHIP JOYNER: Yes.

MRS. GAYLE H. HOLLOMAN: Well, Joe Davis is very much looking into it and looking for allocations in his own budget to make those things happen. That was the last conversation we had. He's very much aware of some of those problems that we're experiencing. We're looking at what can we do in the 2023 budget to address it. But it's a problem not just with our buildings, but with buildings throughout the county.

CHAIRMAN D. CHIP JOYNER: Okay. Because maybe even if there's some kind of hardscape where it doesn't require a lot of maintenance, but something to move us forward because we've done so much on the inside and we should just finish it with the appropriate exterior.

MRS. GAYLE H. HOLLOMAN: Right. Some of that was done for a somewhat different reason. But at the Auburn Avenue Research Library, to use some different shrubberies and what have you, that would be easier for the maintenance. So, I'm sure that those things can be looked at as well in other locations.

CHAIRMAN D. CHIP JOYNER: Okay. Any board member or anyone from the county, any recommendation on how we could proceed to try to move this forward. Our goal with these meetings is to always move the needle just a little bit, every meeting. So, any advice that anyone has and many of you were -- pretty much all of you are close with your commissioners -- if we can get some feedback on what we can do. So we're not also

beating a dead horse, but we are serving the public. We welcome that. All right. Mr. Kaplan, how did the HVAC go this past month?

MR. PAUL KAPLAN: Actually, it went very well. As a matter of fact, we didn't have that many problems.

CHAIRMAN D. CHIP JOYNER: That's --

MR. PAUL KAPLAN: A lot of it is being controlled by a master area now. They know when things go down before everybody else knows it. Sometimes they make the change at the main area that they oversee it. But it so far is going all right. I don't think Central came down. Central has always been the main one that's been a problem. I mean, there are times you get in Central, it might be about 85 degrees in there. But I think last month things worked out pretty well.

MRS. GAYLE H. HOLLOMAN: They did.

MR. PAUL KAPLAN: Things went well this time. I called up and I thought in the middle of this heat that we would have air conditioning problems. But basically, I don't know that we did have. If it was, it was only for a short time.

MRS. GAYLE H. HOLLOMAN: It was only for a short time. Right now, it was the South Fulton Library in recent days. But in the month of May, we really didn't have major ones.

CHAIRMAN D. CHIP JOYNER: That's excellent.

MR. PAUL KAPLAN: So things are working.

CHAIRMAN D. CHIP JOYNER: Good. Then with regards to technology. Joe, have you heard of anything with technology or Director Holloman. Any challenges with our computer systems? Are we keeping them up?

MRS. GAYLE H. HOLLOMAN: They seem to be doing well. We've had some switch situations, so switching problems. But we have some funding that we received through the grant process, I think it was with ARPA, (American Rescue Plan Act) that we're going to be able to address it and some funding from IT. They have a list and a schedule of those switches that are failing and the Northwest Library is at the top. So they're going to be working to restore those and get those in place. As I said, there is a list now. So they're going down that list to address the ones that they know are failing the quickest. So, that's been the biggest IT concern right now.

MR. JOE PIONTEK: It's amazing. Obviously, I haven't heard anything about it. But no matter how robust you make those stacks, you still get a failure in a brand new item. Chairman, they bought the best stuff. It's not like they need an excuse for it because this was a robust stack that they put in there.

CHAIRMAN D. CHIP JOYNER: So excellent. Excellent.

MR. JOE PIONTEK: It just happens.

MRS. GAYLE H. HOLLOMAN: Right.

CHAIRMAN D. CHIP JOYNER: And for everyone on the call or in the meeting, Mrs. Holloman, if you can kind of share a perspective and Mr. Kaplan, you as well, where we are today versus where we were last year with regards to HVAC issues, computer issues, Wi-Fi issues. If we have some good news, let's share it, and let's get it on the record.

MRS. GAYLE H. HOLLOMAN: Yes.

MR. PAUL KAPLAN: It's hard to even compare from last year, compare what we were before the renovation. I mean, if you're talking about -- since the renovation, things are really at an upswing. But before the renovation, you're lucky if you can get a Wi-Fi connection when you walk into the library. Now I think -- some of the patrons I've talked

to in a couple of libraries are very happy with the way things are working right now. They can get connected together. They've got things going. They like our website. I mean, they're very positive. I think if you took a poll of some of the patrons coming and going, I would think we will probably hear very good things about what we have done in this last year-and-a-half, two years. Other than COVID, everything else has been working fine.

MRS. GAYLE H. HOLLOMAN: One thing that I can say about the IT department, they have lost a lot of staff and they've done a lot of interviewing and filled some -- a lot of them. But I can say that they have made some strides toward the redirection or the redeployment of the staff they already have, adding maybe in some cases duties to them that perhaps they didn't already have or buildings that they may not have already had. So, that's really helping us a lot because we've been able to call them. They've been able to send people over sometimes on a moment's notice to help us when we've had things that go wrong in our buildings, with our podiums, and different things of that nature, things here at Central when people have used the 5th-floor event center. So, they're really very quick in their response now. I think that's been very helpful to us even when we find things that are down. A few days ago we discovered that some of our machines are a little bit slower than they really ought to be at one of our larger branches, and they jumped right on it. So they're still working on it, but they jumped right on. It used to be it would take weeks sometimes for people to come out and just to troubleshoot. So, we're getting a lot of very, very good response. I can say that I've been working very closely with Glenn Melendez, who is the Director of IT, and his staff. They've sent teams of people who've been here for days sitting around on various floors to make sure our equipment gets fixed and gets troubleshoot so that they know what's going on and what should be going on. So that's been a real positive.

CHAIRMAN D. CHIP JOYNER: Excellent. That's good news. Thank you so much. Mr. Kaplan, is that the full report on work orders?

MR. PAUL KAPLAN: Yes. Just to run this by. Everybody here has been nominated to a chairman when one of the Board of Commissioners has put you in the position on the Library Board of Trustees. Every once in a while, call them up, give them a report, and tell them how things are going. I try to talk to my commissioner once a month, once every two months. "Hello. How are you doing? Let me tell you what we're doing and where we are." Because you know something? It's out in the front. Then at least you know that you're doing something and what's going on in the library. It really does help a lot. It really does. I think sometimes we get complacent. We sit here, we have our meetings, we have our commissioner who appointed us, but don't talk to them for a whole year. He or she really doesn't know what's happening. So I think it really pays to communicate a little bit with them and talk to them and tell them, "Hey, I'm here, or this is what we're doing, this is how the library's going." Just so they're aware of what's happening.

CHAIRMAN D. CHIP JOYNER: Good advice. Very good advice. We welcome that. Thank you, Paul. All right. Moving on to the Director's Report.

22-33 DIRECTOR'S REPORTS

22-31 MONTHLY FINANCIAL REPORT

22-32 MONTHLY USAGE SUMMARY

MRS. GAYLE H. HOLLOMAN: Yes. Well, good afternoon again, everyone. We have expended or committed 38 percent of our budget thus far. That's on pace and looking good for us. When we look at our usage summary, things are going up. The reason that's

happening is because first of all, we're in the middle of summer reading. As you know, that started June 1st and goes through August 1st. We now have programming being done inside the buildings and people are really gravitating to that. That brings our numbers up. That brings up the numbers of program attendance. It also increases our number of checkouts of circulation materials. So those things are greatly improving as well. We are going back out now to the YMCA, the Boys and Girls Clubs, going to other centers and senior centers, as a matter of fact, to present programs. That's something that, because of COVID, we put on hold. Then after we put it on hold, we were kind of hesitant and gradually doing it. Now we're able to be more robust in it because it seems that we've sort of taken a turn with regard to how serious COVID was in most cases. So, the staff is very, very much involved and engaged, particularly our youth services librarians at this time of year. I do want to make mention of the Children's Book Festival that took place in May. It was a phenomenal undertaking. It worked very beautifully. We had a lot of great attendance. The foundation, of course, supported it, funded it through its partnerships with PNC Bank, the major partner, as well as other partners. It was just a wonderful day. It was a beautiful day we had from the plaza on the outside of the Central Library, all the way through various floors: the first floor, of course, the second floor, the fifth-floor event center. It was just wonderful. We had a mini-presentation of *The Pirates of Penzance* put on by the opera, the Atlanta Opera. We had a ballerina from a ballet company. We had a group of harpists that were just magnificent. So, it was just really a wonderful day for children to experience all sorts of things. Lots of sensory perception going on there. We had a wonderful reading by the Mayor of Atlanta who came and read books to the children. We also had our own Commissioner Hall, who came and read a book to the children. Those things all just added to a very festive day. If you've been in the Central Library lately, you can see that the balloons that we had, paid for, of course, through the foundation are still up. It's amazing. It's like they're balloons on steroids and they're lining the monumental staircase. So if you ever get a chance to come by before long, you really ought to see them. It's amazing that those balloons are still up and they're kind of unique. They're extremely round. But the way they cluster them, I mean, the whole monumental staircase is just a festive place. So we're very excited about that. Everybody speaks about it. I mean, patrons and staff, it just seems like it has lifted people's mood. So I just wanted you to know that it's the small things sometimes that make all the difference, but we're very excited about all of that. So basically that's all I have unless you've got some questions about any of those things.

CHAIRMAN D. CHIP JOYNER: Okay. Any questions?

MS. LINDA JORDAN: I have a question for Gayle. Can you explain again how the partnership offering will work? It sounds exciting.

MRS. GAYLE H. HOLLOMAN: How what works? I'm sorry.

MS. LINDA JORDAN: The great partnership offering with the Georgia Public Library Service. The partnership with The Alliance Theater. So the Alliance Theater.

MRS. GAYLE H. HOLLOMAN: Okay. We have always had what we call partnership passes. It started years and years ago at the zoo. So you can come into the library and you can get a zoo pass. But this is the same thing basically. You come in and it's through Georgia Public Library Service that you could get passes for free tickets to certain performances that are being put on by the Alliance Theater. So, you get your passes, you get your four tickets, and you could go to the Coca-Cola Soundstage or the Hertz Stage

and see these various performances. So the libraries, I can't tell you because I don't have it before me, but they have the actual passes and they will know which performances are available to the public, and you get four tickets so that you can attend them. It's a really fine opportunity and we were just really glad to be able to add the Alliance Theater to that. Because the Georgia Public Library Service has worked that partnership out for all of the libraries in the state. Our state service is the Georgia Public Library Service. They do a lot of things, and they don't leave us out, even though we are larger. Fulton, DeKalb, Gwinnett, some of the other bigger counties. But they don't leave us out. They tend to spend more of their attention with the smaller library systems because the funding is so much less. But they don't leave us out when it comes to these big things like that. So we were very, very fortunate to be able to get that. People really love it.

MS. LINDA JORDAN: That's awesome. That's great to hear. Thank you.

MRS. GAYLE H. HOLLOMAN: The only thing you can't put them on hold, you know, that's it. That's the only thing about it. You have to come and get them. But other than that, it's a good deal. Saves a lot of money.

CHAIRMAN D. CHIP JOYNER: Very good. Very good. Okay. Is that the Director's Report?

MRS. GAYLE H. HOLLOMAN: Yes.

CHAIRMAN D. CHIP JOYNER: Okay. All right. With those balloons, be sure Claudia uploads those photos so we can capture them.

MRS. GAYLE H. HOLLOMAN: Okay, we'll do that and get her to send them out.

CHAIRMAN D. CHIP JOYNER: That'd be great. All right. Now moving to Unfinished Business. Central Library update.

UNFINISHED BUSINESS

CENTRAL LIBRARY UPDATE

MRS. GAYLE H. HOLLOMAN: The major thing I want to say about Central is that we are, of course, as I mentioned, about to hire the building maintenance manager. We've had no great building issues. We are still sharing the building, of course, with the Georgia Library Service for the Blind and Print Disabled. They are doing very well. We coexist very well and have for a good ten years or more. They're doing quite well there. We're still looking for a partnership opportunity on that first floor if we can get someone interested in having a coffee shop there or whatever. Volunteer services still work very collaboratively throughout the library system with our Friends Groups and with getting volunteers as they did during the Children's Book Festival. So things are looking very good here at Central and we're just glad that we're able to operate in such a way that things are not a detriment to us. We've got our systems in place, as we mentioned earlier, and that's not just HVAC and all of those things, but it's the technology that I mentioned earlier. They have really worked well with us whenever we've had programs here lately. Our programs, of course, until we get our rental agreement policy in place, have been limited to those persons in the county who are like our commissioners and the chairman's office, the county manager's office, and all those persons who may want to use the facility on the fifth floor. But we are also allowing our partners -- our long-term partners have been able to come and use some of those spaces. So that's been very good. As soon as we get into the rental agreement policy, the public will be able to have access to apply for those services. So it's a wonderful time right now for us and we're really looking forward to a lot of great things. I also understand that a few days ago we had some wonderful jazz

performances here at the Central Library, and they're going to hopefully start having them every weekend on Saturdays, and that's very exciting for us. So lots of things, trying to get it activated more. That's the biggest thing with Central is getting it activated again and getting people coming down. So that's what the staff is working toward very, very much so.

CHAIRMAN D. CHIP JOYNER: Okay. On the rental policy and again on the adult beverage license. Is there anything that we're doing to slow this down or speed this up? Is there anything that we need to do that we haven't done to get this rolling?

MRS. GAYLE H. HOLLOMAN: No. The thing is, right now, until we bring something to you to review, there isn't anything at the moment. The hold-up is the coordination of our schedules, my schedule, and my staff's schedule with the schedule of Mr. Davis and DREAM because he and his staff have to be a major part of this. It's a collaborative process. At one point it was going to be county-wide and now the library is going to be the pilot for it. But we have to work very closely with him because his staff will be called upon to work with us, to set things up, to make sure we have everything in place for how that whole thing will work. It's not just the cost of space, but it's going to be the process. How do we set up tables? How do we take them down? Is that going to be a factor? He has more experience with that because of the usage and the rental of the atrium in the past. So that's why we need to have that involvement.

CHAIRMAN D. CHIP JOYNER: Okay. All right. Is there anything we could do to try to help speed that up? The board?

MRS. GAYLE H. HOLLOMAN: I don't think so. We've talked about it just last week when we were starting the interviews that we're going to be doing that over the next few weeks. So I feel good that we'll get it done. We had a couple of people out on -- my staff who need to be a part of that too, so they're back. So it's just a coordination of scheduling and then we can get something to you hopefully by the next meeting or the one after that.

CHAIRMAN D. CHIP JOYNER: Okay. Can we set a goal to have this done by Labor Day so we can start taking holiday party bookings?

MRS. GAYLE H. HOLLOMAN: Certainly.

CHAIRMAN D. CHIP JOYNER: Okay. So because Thanksgiving, Christmas, let's max it out. Also, any revenue that comes in, does that go to the general fund?

MRS. GAYLE H. HOLLOMAN: It goes to the general fund.

CHAIRMAN D. CHIP JOYNER: Okay. But nothing goes back to the library. Is that correct?

MRS. GAYLE H. HOLLOMAN: No, it doesn't go directly. It's not a dollar for dollar. I'm sure that at some point those things cross with what our budget turns out to be, maybe just like anything else would contribute to the budget. But we've already been told. In fact, I was told two weeks ago I brought up this whole policy thing that we will not be allowed to put the money in our coffers. It would go into the general fund.

CHAIRMAN D. CHIP JOYNER: Okay.

MRS. GAYLE H. HOLLOMAN: So that's just a procedure that they really want to keep in place. And we have debated it and debated it over and over through the years. But there are a lot of reasons for that.

CHAIRMAN D. CHIP JOYNER: Okay. Well, let's max it out, and let's do our best.

MS. LINDA JORDAN: Chairman, I have a question.

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

MS. LINDA JORDAN: What's the capacity of the Central Library as far as hosting an event?

MRS. GAYLE H. HOLLOMAN: Well, it depends upon where it's happening. If you're on the 5th floor event space, the large meeting room there can hold up to 150 people. We can have about 300 people on the entire floor. We have five meeting rooms there and two of them hold 50 people. So it just depends upon what you're having. If you're having a training class or if you're having a conference. If you're having a full-blown meeting, that's got to have a reception following, we have a large auditorium. We also have the rooftop space that combines with the new space, the old and the new together by the lifting of the hangar door. So quite a few people could be accommodated on that floor. Then in our lower-level basement auditorium, it holds 330 people. But that's just the regular auditorium. It was renovated, as you probably remember.

CHAIRMAN D. CHIP JOYNER: That's great. Those are good numbers.

MRS. GAYLE H. HOLLOMAN: Then down on the first floor of the main level, the lobby, we've been able to get 100 people or more in that space. It's a beautiful space. That's where we had our soft opening of the Central Library. So, there's a possibility there to do all kinds of things, too.

CHAIRMAN D. CHIP JOYNER: Excellent. Now, question. If say, for example, Friends of the Library hosted an event or they hosted a fundraiser there, can they keep the money?

MRS. GAYLE H. HOLLOMAN: I think if the Friends raise things, they keep their own money because they raised it. But they raised funds in order to help our libraries. So, that's how we get it back. So that doesn't go into the general fund. That's the Friends raising that money.

CHAIRMAN D. CHIP JOYNER: So if they're –

MRS. GAYLE H. HOLLOMAN: They direct it back.

CHAIRMAN D. CHIP JOYNER: I'm sorry, I didn't mean to interrupt. So if they're the host of the event, they get to keep the money.

MRS. GAYLE H. HOLLOMAN: That's my understanding that if it's their affair and Mr. Batalon, am I wrong or Miss Culler? Yeah, because they raised it. If they raised it as theirs.

CHAIRMAN D. CHIP JOYNER: Okay. Okay. All right. Very interesting. So we'll have the deadline for Labor Day. And then maybe in September, if Claudia could be on the agenda where she can share collateral or how we're going to announce and promote the opportunity. Also, to encourage the Friends Groups of the availability to perhaps do more fundraisers where they can use the facility. Just a thought.

MRS. GAYLE H. HOLLOMAN: We will bring it to you all, and then, of course, it has to go before the Board of Commissioners for final approval.

CHAIRMAN D. CHIP JOYNER: Okay. Very good.

MRS. GAYLE H. HOLLOMAN: So, we have to do all that.

CHAIRMAN D. CHIP JOYNER: Any comments from the other board members? Any questions? Any thoughts?

MR. DAMIAN J. DENSON: I just had to follow up on the current events because I know events have been taking place. Is that library-specific events only?

MRS. GAYLE H. HOLLOMAN: You mean in the spaces, the use of the spaces?

MR. DAMIAN J. DENSON: In the central library, the events that have been occurring to date?

MRS. GAYLE H. HOLLOMAN: No, they're not all library specific.

MR. DAMIAN J. DENSON: Okay. I was just curious. If we haven't started the rental process yet, what process did they undertake?

MRS. GAYLE H. HOLLOMAN: Okay. What we've been doing there is we've been having those people who have been some long-term partners.

MR. DAMIAN J. DENSON: Okay.

MRS. GAYLE H. HOLLOMAN: Primarily, the use has been by county level.

MR. DAMIAN J. DENSON: County. Okay.

MRS. GAYLE H. HOLLOMAN: Yes. Our commissioners have used the spaces quite a bit. We had a wonderful event. It was sponsored by all of the commissioners. But Commissioner Hausmann led it for those students and to honor those students who had graduated as valedictorians and salutatorians. We've had the technology summit here that was sponsored by Chairman Pitts. We've had our commissioners use the spaces for various events. Other Commissioners such as Commissioner Hall. So lots of things have taken place here, but they've been within the county.

MR. DAMIAN J. DENSON: Got it. Got it.

MRS. GAYLE H. HOLLOMAN: And no one was charged for any of that.

MR. DAMIAN J. DENSON: Thank you.

TAD FUND DISCUSSION

CHAIRMAN D. CHIP JOYNER: Thank you. All right. Hearing no other questions. If we can move on to the TAD Fund discussion, which we got a lot of information at the last meeting. But, any updates on TAD funds usage? And how we want to plan or make a wish list for those things to go before the board.

MR. PETER BATALON: After the meeting I was wondering if anybody had any other questions, but also if -- I think, Mr. Kaplan, perhaps you were going to wait till Al Collins provided an update of what things needed to be fixed, and we could identify which of those items could be paid by the TAD funds. Is that sort of what we were planning on doing?

MR. PAUL KAPLAN: Right. But I have nothing at all, Peter, at this point. I can't update anybody. We still don't have it all together yet. We still got to talk to Joe Davis. I got to talk to Al Collins and sit down and discuss it with them and come up with something. But I don't have anything at this point. And if I'm correct in saying so, whatever we ask for, say we come up with X amount of dollars, we then bring it to the Board of Commissioners? How does that work?

MR. PETER BATALON: My understanding is once you've identified what you wanted to use the money for on certain expenses, that you would create an action item in this meeting to make a recommendation which would then go to the Board that could vote on it and approve it.

MR. PAUL KAPLAN: You know, the only way to get this thing off base is I'm just going to have to push it. Here we are in June. Let's just shoot for the end of July. I would have something for you. I'm just going to push it through, make some phone calls, and see what we can come up with. I'll put a date at it because otherwise, it'll just keep going. We won't get any funds at all. That's about the only way I'm going to get it pushed up.

CHAIRMAN D. CHIP JOYNER: That'd be great. Mr. Kaplan, if there's anything I could do to help, just let me know, call me anytime.

MR. PAUL KAPLAN: I might be calling you.

CHAIRMAN D. CHIP JOYNER: That'd be great.

MR. PAUL KAPLAN: I'll see what I can do.

MR. JOE PIONTEK: I don't know what the appetite is for these kind of projects, Paul. So I'm behind you, too. I think that's a good idea. We pick an item and decide that's something we're going to do, put a time limit on it and push for it and find out what the appetite is.

MR. PAUL KAPLAN: That's the only way you can do it. If I don't put a date on like you said, Joe, it'll never get through. They'll just keep following up month after month. Next thing you know, nobody said, well, the library's doing so well. They don't even need any TAD funds for anything and no one wants that to happen. So I'll work on it.

CHAIRMAN D. CHIP JOYNER: Joe, if you have any clues on the temperament of things that could get approved, feel free to share those with the Board or with Paul and I as we work on this.

MR. JOE PIONTEK: I just had a very brief conversation -- and just in passing -- and it was that there wasn't a whole lot of appetite for those kinds of projects. Like I said I think Paul's got the right attitude on this. We find an appropriate project. Put a number on it, put a date on it, and push. Then if there is no appetite, well, then we know that that's what the answer is. Don't we?

CHAIRMAN D. CHIP JOYNER: Yeah. Understood. Okay. All great minds think alike. Well, thank you. Okay. Moving on. One last thing I forgot to ask on the Central Library update, Mrs. Holloman. Any update on the social worker being on-site and any progress on collateral for the unhoused or resources there?

MRS. GAYLE H. HOLLOMAN: Well, we're still working along with our Behavioral Health Department, as well as diversity and civil rights compliance with all of those things. In fact, we have a collaboration going on right now at the West End Library that's going to take place this coming Saturday, where they're going to have vendors and others there. We'll have participation from those departments and the library itself, of course, to hand out information with regard to all sorts of things -- needs for those who are experiencing homelessness. So, that was a very good project for us. The social worker interviews will begin within the next two to three weeks. We've been waiting for the staff who also needed to get back on board so that we could start those interviews. We do have the register for it. We will be sending out interview notices to come and interview if you're interested. So, we're very excited about being able to get that in place. We have, I think, quite a few names on the register for that. So, we really think we've got a good cross-section of people who have shown an interest in it. So that person will be on board. The plan is to have these people on board by the end of July, 1st of August.

CHAIRMAN D. CHIP JOYNER: Okay. Very good. Very good. Thank you. Moving on to New Business. Policy updates.

NEW BUSINESS **POLICY UPDATES**

MRS. GAYLE H. HOLLOMAN: The reason I wanted to have that on there is that, again, we want to bring back the code of conduct to you. There are some things that the managers have indicated they need some clarity on. So we'll be putting together a list of things from managers and administrators that we want to ask you to review with regard to what's already there. Some things to add, some things we've discovered from other library systems that we think need to be of consideration. We want to bring the dress code, which you all know that we were talking about that a while back. There may need

to be some policy with regard to benches because we get a whole lot of requests for people to put benches at facilities. In fact, we've got one library now that if we keep putting benches. The whole front area is going to be full of them. We may need to figure out some way to address that. It's not that we don't want them. It's just it's going to be very cluttered if we don't watch it. We know why people are asking, they have good intentions. We have the Boy Scouts or Girl Scouts that want to have memorialized those benches and things of that nature. We have others who have ideas about why we need them in the spaces under the trees and all that so people can sit and read. So we do get that, but it's getting to be that we get the request not from a multitude of libraries, but from oftentimes the same ones. So, therefore it's going to end up being sort of a cluttered situation. We have to run that through legal. In fact, Mr. Batalon has probably three or four of them right now. We have to put it on the BOC agenda to get it approved. So we need to find some way to address it so that it doesn't become problematic because of so many of them more than anything. So I wanted to make you aware of that. Service animals, though, is something that we do need to respond. I think Nina has something about that that she wanted to mention. Then Mr. Batalon, I think, had some statement to make toward that.

CHAIRMAN D. CHIP JOYNER: Thank you. Judge Nina.

MS. NINA RADAKOVICH: Sorry. Actually, all I have is Mr. Batalon's language that he sent in the email. If this is not controversial, then I think we could amend that part of it, the service dog part of it right now, since it's inconsistent with the ADA. We need to be in compliance with that. But Mr. Batalon, what were you going to say?

MR. PETER BATALON: I was just going to speak and give some background to it that we can't really ask for any documentation whether a service animal is certified. In fact, I don't think that there is really a certification process that the ADA recognizes. So, our code of conduct just has that language that says to ask for verifiable documentation, and I think that needs to be removed. Additionally, I don't think this was in my email, but I do realize that it probably needs to be consistent to say service animals rather than service dogs, just because that's the language that the ADA uses as well. So for Section 4, just to make sure that all statements of service dogs say service animals and then with the language striking out verifiable documentation. If you guys want, I can send an updated version of what would be stricken out and then what would be added to that as well.

CHAIRMAN D. CHIP JOYNER: Thank you very much for that. Just a question in general. At what point does someone's desire to have their dog or their pet present when it's at the expense of the comfort, whether allergies or something else, to another patron. I just know that this area is getting very gray. I'm in the restaurant space and people are now wanting to bring their dogs and sit them at tables and they're saying they have the right because it's a service animal. But then it might clear out a whole section of the restaurant, then the business loses. Can you share some background on what's happening in the space legally and how to balance the interests of the public or everyone?

MR. PETER BATALON: Yes. So the ADA, I don't necessarily think it speaks to that. I may have to do some research on that portion as far as whether the animals pose any allergies to a patron in the library. But I think the code of conduct really kind of restricts staff from asking that person -- because you're not supposed to ask for another person's disability when they're trying to seek accommodations at the library. But what you can ask is whether or not this service animal is directly related to your disability. There are exceptions to it, the animal is not house-trained or is causing issues in the library. I'm

trying to look at the factors here. Whether the person has sufficient control over the animal, whether the service animal compromises the specific facility's safety requirements for safe operation, and whether the service animal is immunized against rabies. There's a list of things that I think could be covered if there was a situation. But again, I think the code of conduct speaks more towards us telling that patron, you can't bring this animal in or we need further documentation.

CHAIRMAN D. CHIP JOYNER: I'm just trying to process this, so please bear with me. Could a librarian on site maybe direct them or accommodate them in a certain area of the library? Say, maybe where there are no kids or there are no seniors or something where they can be kind of in a private space and not cause anxiety for other patrons?

MR. PETER BATALON: No, I don't believe that could be the case. Because if other members who do not have a service dog are able to go into certain areas of the library, then those with those accommodations should be able to go into the same spaces. So I don't think that we would be able to restrict it based on that, provided that the service animal isn't causing any problems that are factors that are listed under the ADA.

CHAIRMAN D. CHIP JOYNER: Interesting.

MR. PAUL KAPLAN: Sir, is there a difference between a service animal and a comfort animal? I hear these terms thrown around and Chip, I feel for you.

MR. PETER BATALON: Well, I don't think a comfort animal is something that the ADA covers. The service animal has to be something that accommodates somebody's disability to assist in someone who is disabled. A comfort animal, if it's just for emotional support, that, I'm not sure of. I may have to research that and get back to you on that one, but it doesn't seem like that just as simply a comfort animal. Although if a patron comes to the library and says, this is my service animal, but it turns out that's not true. Even then, I think there might be some action because even though that person didn't have a disability, there's a possibility that the fact that that person alerted you to that this person's being used -- because you couldn't really ask any additional verifications to find out.

MR. JOE PIONTEK: Well, we're striking the requirement for some sort of --

MR. PETER BATALON: Right. For documentation.

MR. JOE PIONTEK: For documentation. So it is whatever they say it is.

MR. PETER BATALON: Right.

MR. JOE PIONTEK: Okay.

MRS. GAYLE H. HOLLOMAN: I just want to ask a question because I thought at one point it was limited to just dogs, but it could be any animal that they say is a service animal?

MR. PETER BATALON: That's what the Code of Regulations says.

MRS. GAYLE H. HOLLOMAN: Okay.

MR. PETER BATALON: Yeah, well it says, "a public entity may not ask about the nature or extent of a person's disability but may make two inquiries to determine whether an animal qualifies as a service animal". So maybe I think I need to look at the definition of if a service animal is just limited to dogs. For the purposes of our Section 4, I think we should just make it consistent with the code of regulations.

MRS. GAYLE H. HOLLOMAN: Our biggest concern has come out at two or three of our branches has been about dogs, but it has been about breeds of dogs. For some reason we had a rash of people coming in, ladies coming in with what appear to be pit bulls. We don't know what that trend was about, and people are afraid. The pit bulls, to my

understanding, didn't do anything. They didn't cause any ruckus. One lady did kind of walk-off from hers, I'm told, and they're not supposed to do that is what I'm told is supposed to be in command of the animal. But so far the animals didn't do anything specifically. But the question from the staff became, "Well, what about these various breeds of dogs that we tend to be more afraid of than others?" So, I don't know if that matters or not, but that did come up. Then the more recent thing that came up, which was very peculiar, a person came to the library with what was said to be a service animal. For some reason came in and announced that he had a service animal, but the service animal was not present with him. The dog was in the car. So then the staff became concerned that the dog was left in the car. So, we were kind of like, "Well, do we have any place in that? Do we have any, you know, any whatever about that?" The person did not bring the dog into the building, but said it was a service animal but left him in the car. So I don't know how we're supposed to respond to that. He didn't stay very long. He ended up leaving. So it wasn't as big a situation as it could have become, but we just weren't sure what to say. They called me about it and I'm like, "Well, I don't really know what to say."

MR. PETER BATALON: Let me walk back what I just said. The service animal is a dog, according to the ADA, and that's the only animal that it includes, so. So it is a dog, according to the ADA. It's just that they use the blanket term "service animal" in their definition.

MR. JOE PIONTEK: I'm glad to hear that because you know what? If we started talking about cats, I would right out of this conversation.

MRS. GAYLE H. HOLLOMAN: Me, too.

MR. JOE PIONTEK: They don't help anything.

MRS. GAYLE H. HOLLOMAN: I'm sorry. I'm allergic to them.

CHAIRMAN D. CHIP JOYNER: So am I. Okay. All right. Well, very good. Judge, is there any action that you recommend we take today or is there any action that we need to take on the code of conduct overall today?

MS. NINA RADAKOVICH: It really doesn't matter. It's probably better not to do things piecemeal. If Peter has one more chance to go through it and see if there's any place, we didn't say service animal, it should be consistent throughout. We could hear any suggestions he has since he's familiar with the code of Federal Regulations. I didn't even look at that before we passed this. So that's probably a good idea, and unless the staff is going to get upset about this particular part.

MRS. GAYLE H. HOLLOMAN: I don't think so, Judge Nina. I don't think so. For some reason, we had, like, a rash of these questions, and then all of a sudden, now we don't. So things just kind of come. They come in numbers and they stop, and then they start back up.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you. Thank you so much. Okay. Strategic plan.

STRATEGIC PLAN

MRS. GAYLE H. HOLLOMAN: Just want to say that we just had a meeting today on the Committee for the Strategic Plan, and it's coming along very well, I think. We should have something to you, hopefully in July to look at so that they can then take it before the commissioners. I'm not exactly sure what that process is going to look like, but it's coming along very well and people are very engaged. Our staff is very engaged along with the consultants, Martha Greenway, and Greenway Strategy Group. So I think it's going to be

well worth it and we're very excited about the possibilities of what we're doing with streamlining. Today's meeting was bringing all of the different committees, independent committees together, and discussing what people have come up with as far as how we want to approach it. I really think we're going to have something fleshed out. It's going to be really well done and well received. Judge Nina, did you want to add to any of that or Chairman Joyner? I know you all have both been involved in it.

CHAIRMAN D. CHIP JOYNER: I would defer to Judge Nina right now.

MS. NINA RADAKOVICH: Thank you. I think I agree completely with Gayle. It's starting to coalesce. At the beginning, it seemed disorganized because everything was on the table. We started to pare down and pare down and recognize specific practical difficulties, financial difficulties that we might have. So, we're building the financial caution into the plan so that we're being realistic. We don't have a lot of extravagant goals that will never be satisfied. We're trying to make it realistic and practical and something that we can all live with. So I think we're making tremendous progress. I mean, even before today's meeting, I was worried that things were not specific enough. But by the end of today's meeting, we really got closer to the actual tasks that we're going to be doing, the goals. The action plan, that's the final step. We haven't done that yet, but we're getting close to that by getting narrower.

CHAIRMAN D. CHIP JOYNER: Excellent and then in summary, they are going to try to introduce a draft to the Board of Trustees at the next meeting? Is that correct?

MRS. GAYLE H. HOLLOMAN: That's my understanding.

CHAIRMAN D. CHIP JOYNER: Then following that, then introduce it to the Board of Commissioners in August or in September?

MRS. GAYLE H. HOLLOMAN: I think they're shooting for August because they're trying to get it aligned with when they start the budget prep for 2023.

CHAIRMAN D. CHIP JOYNER: That's great. That's great. Excellent. Very good. Does anyone have any questions on the strategic plan and familiar with the process and all the stakeholders and all the work that's been put into it? Okay. All right. Well, not hearing any questions. We did kind of go over proposed amendment to code of conduct. I apologize. I got a conflated policy of --

MRS. GAYLE H. HOLLOMAN: That's okay. I have nothing else.

CHAIRMAN D. CHIP JOYNER: Very good. Very good. I'm in Dallas today, so I'm looking at my clock. It's 3:54, so it's 4:44. So, we're wrapping up the meeting right on time. But I did want to introduce a few new people on the call. Like we have a new gentleman who is a new court reporter. I have his name here in my notes. But if you can introduce yourself, we'd like to welcome you to the Board. We really appreciate you being on board with us and we look forward to working with you congratulations on your recent reward of the contract. Did you want to introduce yourself?

MR. DAVID JONAS: Yes. Sorry, I did. I had my microphone muted. So my name is David Jonas. Thank you very much for the welcome. I appreciate it.

CHAIRMAN D. CHIP JOYNER: Thank you so much. Let me see. Is there a new county attorney? Ms. Culler, I don't think I've ever met you before. Online, at least. How are you?

MS. JENNIFER CULLER: All right. How are you doing?

CHAIRMAN D. CHIP JOYNER: Good, good. Well, thank you for joining us and we really appreciate having you. Peter's been great. He's gotten to know us pretty well over the last few months, but we always appreciate the support.

MS. JENNIFER CULLER: Yeah, well, you know, I hope you are okay with me stepping in. I'm sure he has been wonderful. He's a sharp attorney. I've been with the County Attorney's Office since 2016, and I currently represent the Board of Health as well, and we'll have a couple of other clients, and I'm a supervising County Council. So I'll be happy to work with you guys as we progress forward.

CHAIRMAN D. CHIP JOYNER: Excellent. So, are we going to have two of you or Peter, are you rolling out of the role?

MR. PETER BATALON: Yes, Chairman Joyner, I'm sorry. I explained it before you joined the call. Jenny is actually going to be taking over as the county attorney for these meetings. I'm on the employment and personnel team for the County Attorney's Office and we're going to be focusing more on employment litigation. The County Attorney is kind of shifting some of our clients around. So Jenny will be taking over. I will be here for the next meeting and then any other lingering issues that we have that I was in, I would be more than happy to finish and close out before I leave.

CHAIRMAN D. CHIP JOYNER: Okay.

MS. JENNIFER CULLER: There will be another attorney who will be working with you all as well. I'll have two other attorneys on my team that I'll be supervising as well. So I'll probably be the one on these meetings, but you'll have another counsel to be determined within the next week.

CHAIRMAN D. CHIP JOYNER: Okay. Great. Well, thank you so much and welcome.

MS. JENNIFER CULLER: Thank you.

CHAIRMAN D. CHIP JOYNER: I want to say again to everyone. Mr. Kaplan, what you're doing with regards to maintenance and repairs. Joe, technology. Priscilla, keeping us on point and starting the meeting on time in my absence. Thank you so much. Judge Nina, you always give us guidance. Damian, we're looking forward to you helping roll out the reservation and events program at Central. Dr. Kimbrough, we always welcome anything you have to say and we really appreciate seeing you. Everyone, it's now 3:57 and we're about to adjourn. Also, I want to say thank you to Zenobia. She's always helpful, far more than many of us realize. So, thank you again, Zenobia.

MS. ZENOBIA CLAXTON: Thank you.

ADJOURNMENT

MOTION

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

MR. PAUL KAPLAN: I so move.

CHAIRMAN D. CHIP JOYNER: There's a motion to adjourn by Mr. Kaplan. Is there a second?

MRS. MARJORIE L. KIMBROUGH: Second.

CHAIRMAN D. CHIP JOYNER: Second by Dr. Kimbrough. All those in favor say aye.

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: Any nays? Hearing none. Motion to adjourn. Thank you. Thank you, everyone.

TRUSTEES: Thank you.

CHAIRMAN D. CHIP JOYNER: So I got online kind of late. I'll do better with my technology. I'll call Joe next time.

(Whereupon the Regular Virtual Board of Trustees Meeting concluded at 4:44 p.m.)

Fulton County Library System (FCLS)

Gayle H. Holloman

June 2022

The month of June always ushers in a busy time. It is the start of the annual Summer Reading Program (SRP) and materials for all ages are checked out for pleasurable reading as well as to stay on pace with learning since kids are out of school on summer break. The Library Foundation again funded the SRP. Many more in-person storytime and craft programs were resumed, although COVID-19 has not completely left us. The 2022 SRP theme is: "Oceans of Possibilities."

All around the Library System there were displays, booklists, flyers, and decorations observing the following, as was especially the case at the Dogwood Library:

1. Pride Month- fiction and non-fiction
2. "Oceans of Possibilities" Summer Reading Theme - Children's and Adult non-fiction
3. World Ocean's Day - Children's non-fiction
4. Father's Day- Children's picture books and easy readers
5. Georgia Children's Book Award Nominees- Children's picture books
6. African American Author/Illustrators' Celebration- Children's picture books
7. New Books- Adult Fiction and Children's titles (tabletop displays)
8. June Birthdays of Authors- Adult fiction and adult poetry titles
9. Blind Date with a Book- Adult fiction (books covered in newspaper with hints and clues about subject headings to entice patrons to pick a book without seeing the cover)
10. Let's Go Camping Titles- Children's nonfiction and picture books
11. Juneteenth Observance

Workshops were held to continue developing the Library's strategic plan, with heavy participation from the Administrative Team. It requires detailed planning and many meetings; and is expected to greatly benefit the long-term direction of the Library System. Next steps include presentation to the Library Board of Trustees and County leadership. Thereafter, it will be shared with managers and staff for additional input in preparation of the final document.

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF JUNE 30, 2022

Doc #22-36

SERVICE	2022 BUDGET	JUNE	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
REG SALARY	14,747,597	997,228	6,092,354	-	6,092,354	41%	8,655,243
PART TIME SALARY	466,312	16,787	99,240	-	99,240	21%	367,072
BENEFITS	7,922,592	527,960	3,171,002	-	3,171,002	40%	4,751,590
BOOKS	3,741,909	63,241	1,157,072	898,350	2,055,422	55%	1,686,487
OFFICE EQUIP. REPAIR	23,930	-	3,120	12,716	15,836	66%	8,094
EQUIPMENT	44,104	181	236	31,087	31,323	71%	12,781
OFFICE FURNITURE	2,000	-	-	-	-	0%	2,000
PROFESSIONAL SERV	30,907	3,552	4,002	5,482	9,484	31%	21,424
COPIER MACHINE	226,000	21,941	101,726	-	101,726	45%	124,274
COPIER PAPER	1,000	-	-	-	-	0%	1,000
SUPPLIES	69,116	6,962	21,234	7,600	28,834	42%	40,282
COMPUTER HARDWARE	734,776	-	683,520	-	683,520	93%	51,256
RENT	230,246	13,483	85,071	125,861	210,933	92%	19,314
OTHER SERVICES	621,184	22,027	179,501	93,476	272,978	44%	348,206
TRAVEL CONFERENCE	19,900	-	7,578	-	7,578	38%	12,322
HOPITALITY	10,000	-	-	-	-	0%	10,000
VEHICLE MAINTENANCE	22,850	15,729	17,905	-	17,905	78%	4,945
GENERAL INSURANCE	622,596	51,883	311,298	-	311,298	50%	311,298
CONTINGENCY	323,610	-	-	-	-	0%	323,610
TOTAL	29,537,019	1,740,973	11,934,859	1,174,572	13,109,431	44%	16,427,588

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF JUNE 30, 2022

ORGANIZATION	SERVICE	2022 BUDGET	JUNE	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
PUBLIC SERVICE	REG SALARY	11,577,066	769,939	4,738,490	-	4,738,490	41%	6,838,576
	PART TIME SALARY	466,312	16,787	99,240	-	99,240	21%	367,072
	BENEFITS	6,323,894	411,747	2,490,872	-	2,490,872	39%	3,833,022
	BOOKS	3,241,909	(436,759)	657,072	898,350	1,555,422	48%	1,686,487
	OFFICE EQUIP. REPAIR	20,000	-	3,120	12,716	15,836	79%	4,164
	EQUIPMENT	20,500	-	55	10,240	10,295	50%	10,205
	OFFICE FURNITURE	2,000	-	-	-	-	0%	2,000
	PROFESSIONAL SERV	16,159	1,100	1,550	5,413	6,963	43%	9,196
	COPIER MACHINE	225,000	21,941	101,726	-	101,726	45%	123,274
	SUPPLIES	16,700	1,696	3,251	-	3,251	19%	13,449
	RENT	230,246	13,483	85,071	125,861	210,933	92%	19,314
	OTHER SERVICES	350,038	14,025	100,931	72,700	173,631	50%	176,407
	TRAVEL CONFERENCE	10,000	-	6,963	-	6,963	70%	3,037
	VEHICLE MAINTENANCE	3,000	50	154	-	154	5%	2,846
	GENERAL INSURANCE	404,826	33,736	202,413	-	202,413	50%	202,413
	CONTINGENCY	16,775	-	-	-	-	0%	16,775
Total		22,924,425	847,745	8,490,908	1,125,280	9,616,188	42%	13,308,237

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF JUNE 30, 2022

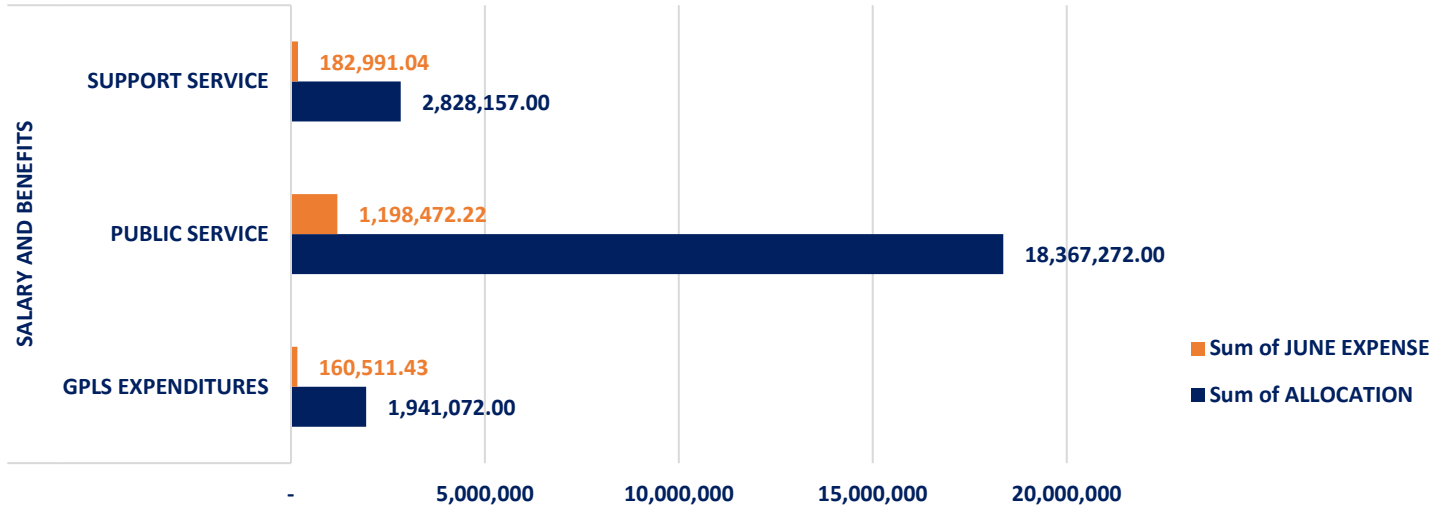
ORGANIZATION	SERVICE	2022 BUDGET	JUNE	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
SUPPORT SERVICE	REG SALARY	1,842,057	118,066	718,455	-	718,455	39%	1,123,602
	BENEFITS	986,100	64,925	389,997	-	389,997	40%	596,103
	OFFICE EQUIP. REPAIR	3,930	-	-	-	-	0%	3,930
	EQUIPMENT	23,604	181	181	20,847	21,028	89%	2,576
	PROFESSIONAL SERV	14,748	2,452	2,452	69	2,521	17%	12,228
	COPIER MACHINE	1,000	-	-	-	-	0%	1,000
	COPIER PAPER	1,000	-	-	-	-	0%	1,000
	SUPPLIES	52,416	5,265	17,983	7,600	25,583	49%	26,833
	COMPUTER HARDWARE	734,776	-	683,520	-	683,520	93%	51,256
	OTHER SERVICES	271,146	8,002	78,570	20,777	99,346	37%	171,799
	TRAVEL/CONFERENCE	9,900	-	615	-	615	6%	9,285
	HOPITALITY	10,000	-	-	-	-	0%	10,000
	VEHICLE MAINTENANCE	19,850	15,678	17,751	-	17,751	89%	2,099
	GENERAL INSURANCE	217,770	18,148	108,885	-	108,885	50%	108,885
	CONTINGENCY	301,835	-	-	-	-	0%	301,835
Total		4,490,132	232,717	2,018,408	49,292	2,067,700	46%	2,422,432

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

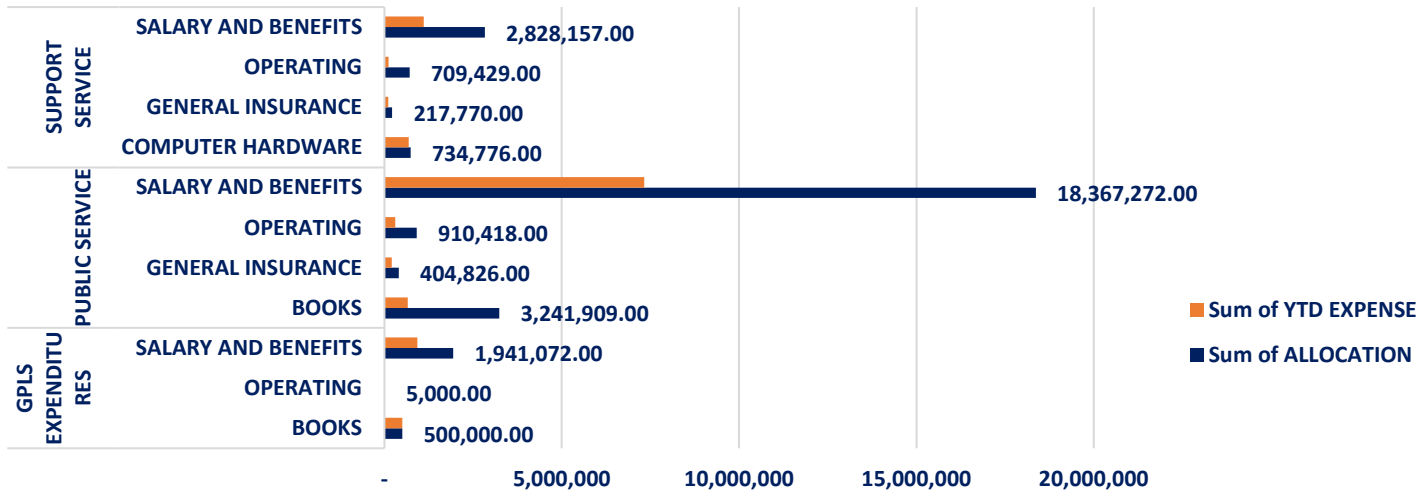
AS OF JUNE 30, 2022

ORGANIZATION	SERVICE	2022 BUDGET	JUNE	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
GPLS EXPENDITURES	REG SALARY	1,328,474	109,223	635,410	-	635,410	48%	693,064
	BENEFITS	612,598	51,288	290,133	-	290,133	47%	322,465
	BOOKS	500,000	500,000	500,000	-	500,000	100%	-
	CONTINGENCY	5,000	-	-	-	-	0%	5,000
Total		2,446,072	660,511	1,425,543	-	1,425,543	58%	1,020,529

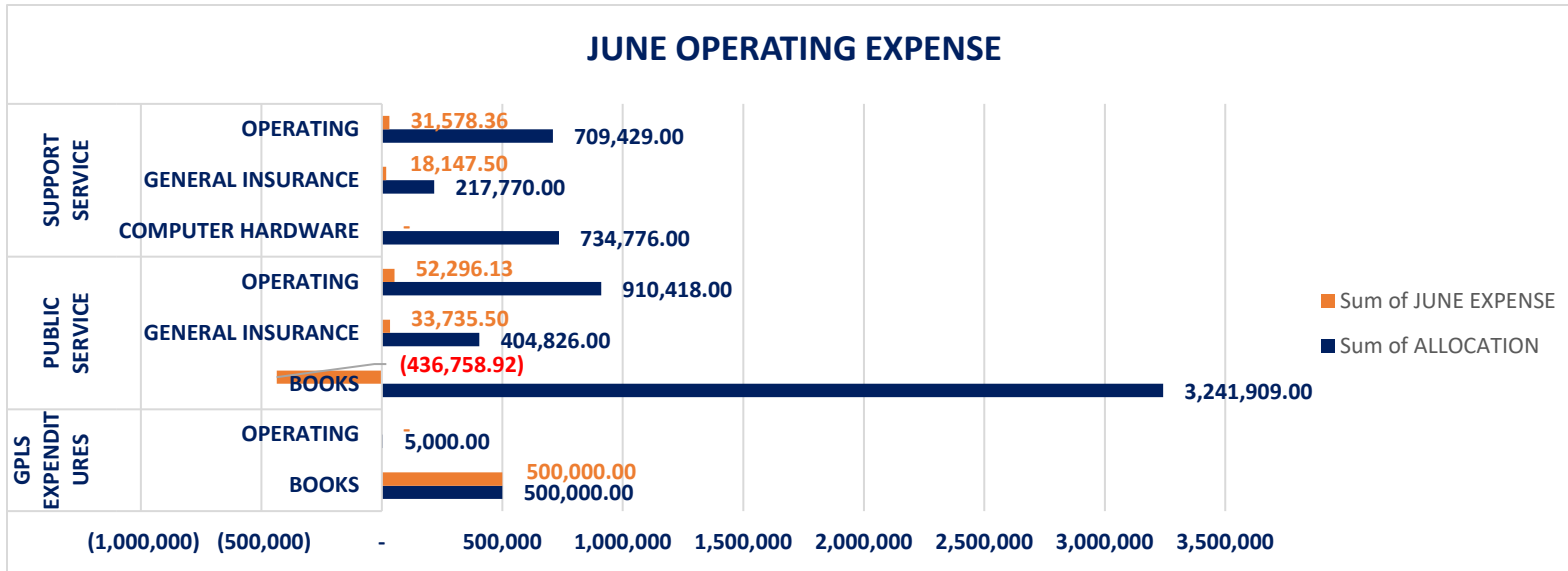
JUNE SALARY AND BENEFITS



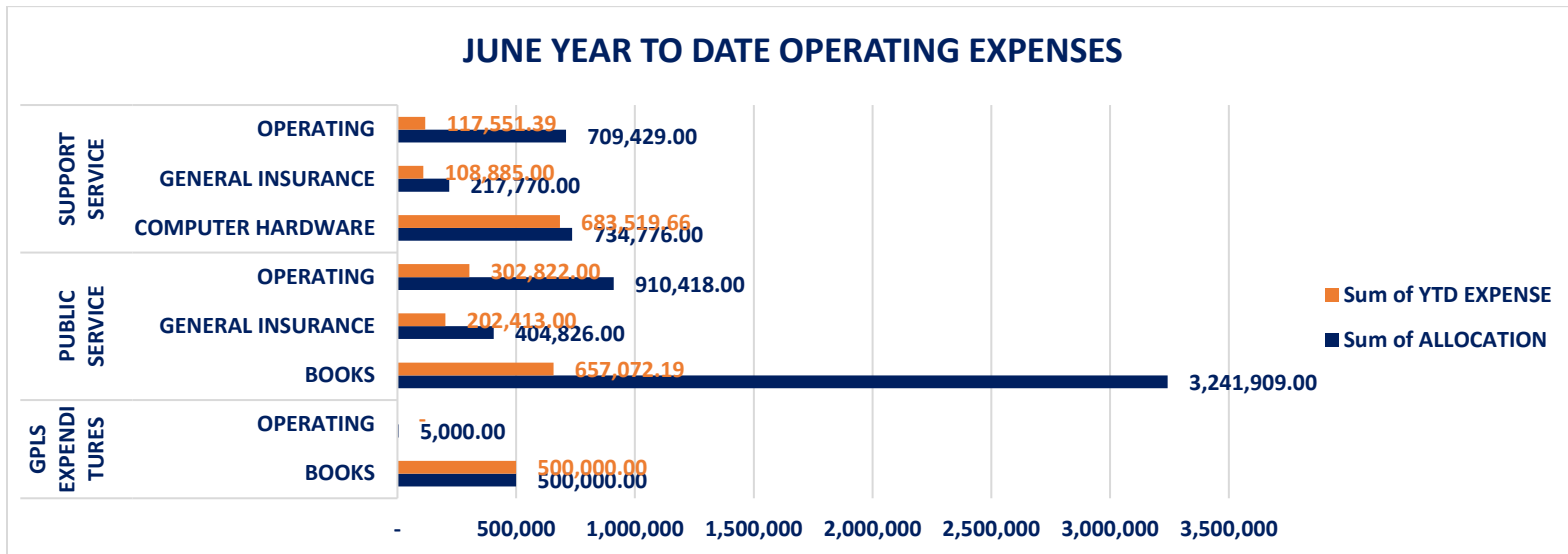
JUNE YEAR TO DATE SALARY AND BENEFITS



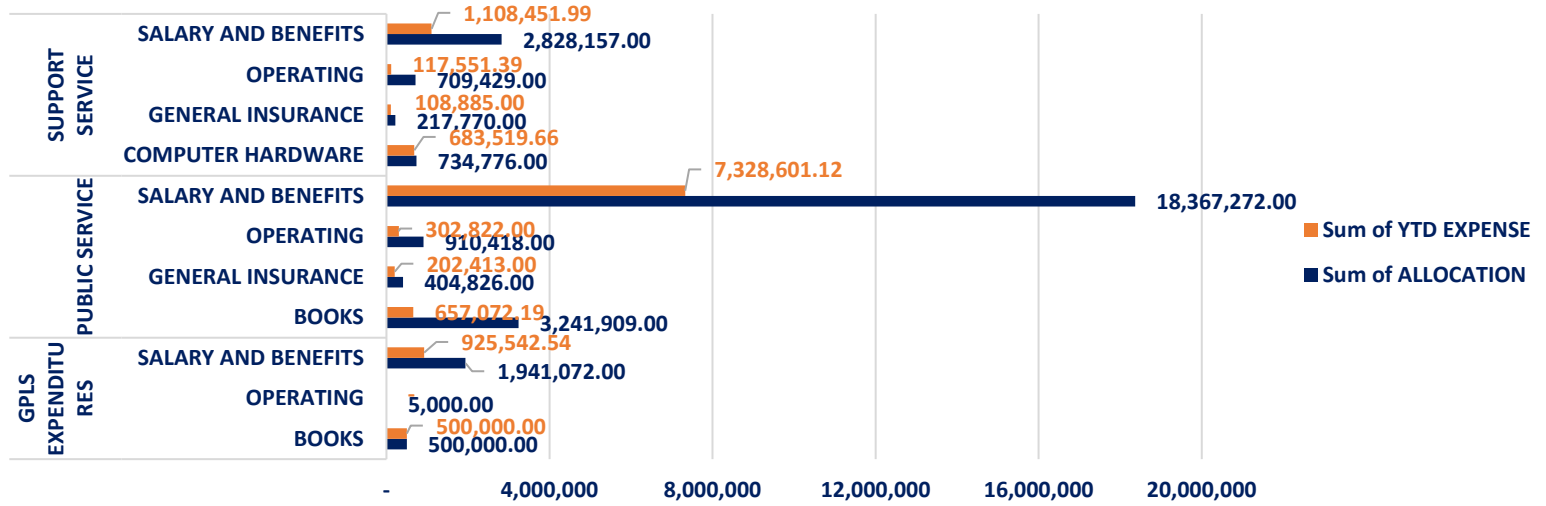
JUNE OPERATING EXPENSE



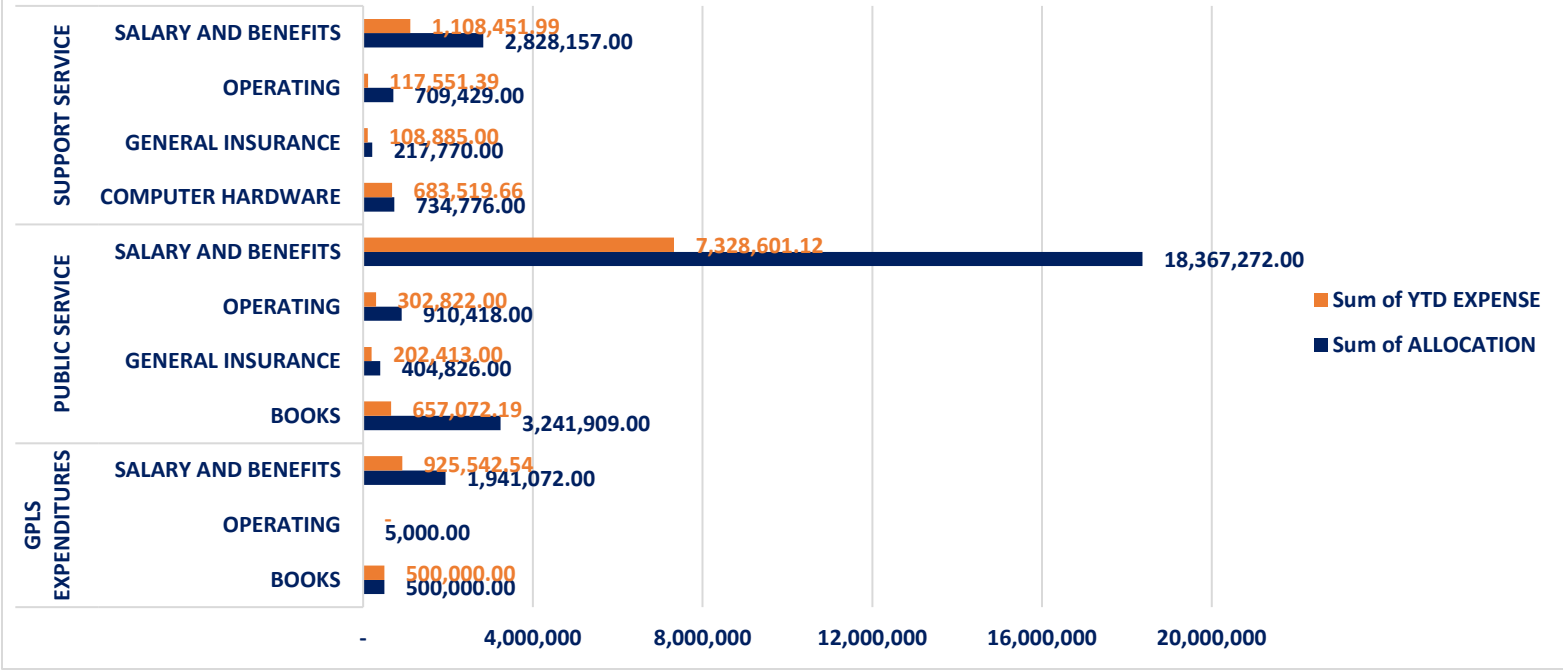
JUNE YEAR TO DATE OPERATING EXPENSES



JUNE TOTAL EXPENSES



June Grand Total Expenses



Monthly Usage Summary - June 2022

Doc. #22-37

Activity and Description	2022		2021		YTD % +/-
	June	YTD	June	YTD	
Circulation					
Total number of items checked out of the library	209,808	1,059,240	192,894	641,117	65%
Holds					
Number of requests by patrons	49,789	270,226	48,757	337,417	-20%
Visits					
Number of people entering a library for any reason	203,503	967,469	118,056	159,806	505%
Computer/Internet Usage					
Number of computer sessions (Internet access and office software)	55,153	252,271	13,506	16,630	1417%
Number of hours of computer use	22,383	109,872	6,066	7,288	1408%
Web Page Visits					
Number of times people have visited the library's websites	990,928	5,322,477	834,025	4,548,243	17%
Web Visitors					
Number of people who visited the library's websites	146,677	796,321	129,017	642,335	24%
Virtual Circulation					
Number of materials downloaded or streamed	117,406	664,811	107,595	663,870	0%
Virtual Circulation Users					
Number of people who downloaded or streamed	24,010	139,087	23,858	143,987	-3%
Children's programs					
Library sponsored programs offered for children (birth - 12)	405	1961	39	716	174%
Number of people attending programs	8772	30990	13136	39559	-22%
Teen Programs					
Library sponsored programs offered for teens (13 - 17)	40	225	17	167	35%
Number of people attending programs	296	1522	689	5089	-70%
Adult Programs					
Library sponsored programs offered for adults (18 +)	243	1327	40	1199	11%
Number of people attending programs	1,997	13,218	86046	124803	-89%
Programs - Total					
Library sponsored programs offered (includes all-ages not counted above)	803	4084	173	1407	190%
Number of people attending programs	15,053	57,664	6,995	21474	169%
Meeting Rooms					
Non-library sponsored meetings or activities scheduled	181	427	0	0	N/A
Number of people attending meetings or activities	2,309	4,509	0	0	N/A

* The 2022 YTD virtual circulation number was revised upward due to Hoopla.

* The 2021 YTD web page visits reflects the updated totals from Feb-Oct.

*0 traffic reported for PCH & DOG and inflated In number for WOC. Ticket created with bibliotheca.

Fulton County Library System Circulation Stats - June 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	428	543	36		1,007	588	419	71.26%	5,542	2,730	2,812	103.00%
ADAMSVILLE/COLLIER HEIGHTS	576	431	83	1	1,091	816	275	33.70%	5,913	3,255	2,658	81.66%
ALPHARETTA	6,943	16,265	1,081	29	24,318	22,679	1,639	7.23%	117,269	70,404	46,865	66.57%
BUCKHEAD	4,109	5,135	238	8	9,490	8,018	1,472	18.36%	50,896	27,937	22,959	82.18%
CLEVELAND AVE	472	523	88	1	1,084	2,692	-1,608	-59.73%	4,809	7,377	-2,568	-34.81%
COLLEGE PARK	532	965	76	1	1,574	1,068	506	47.38%	7,809	3,553	4,256	119.79%
DOGWOOD	584	561	109		1,254	554	700	126.35%	6,610	2,336	4,274	182.96%
EAST ATLANTA	2,027	3,749	195	1	5,972	4,654	1,318	28.32%	31,098	17,458	13,640	78.13%
EAST POINT	518	230	39		787	1,090	-303	-27.80%	4,835	5,757	-922	-16.02%
EAST ROSWELL	4,818	8,011	352	21	13,202	13,535	-333	-2.46%	66,894	47,180	19,714	41.78%
EVELYN G. LOWERY @ CASCADE	972	908	92		1,972	1,408	564	40.06%	10,618	4,787	5,831	121.81%
FAIRBURN	601	832	67		1,500	987	513	51.98%	7,051	3,631	3,420	94.19%
GLADYS S. DENNARD @ SOUTH FULTON	1,068	1,394	130	2	2,594	1,876	718	38.27%	14,094	5,870	8,224	140.10%
HAPEVILLE	312	469	49	2	832	964	-132	-13.69%	4,571	2,059	2,512	122.00%
JOAN P. GARNER @ PONCE DE LEON	4,381	5,310	316	16	10,023	8,514	1,509	17.72%	55,003	34,491	20,512	59.47%
KIRKWOOD	1,392	3,444	165	2	5,003	4,354	649	14.91%	29,059	16,381	12,678	77.39%
LOUISE WATLEY @ SOUTHEAST ATLANTA	499	1,315	51		1,865	1,549	316	20.40%	10,480	7,861	2,619	33.32%
MARTIN LUTHER KING, JR	590	577	59		1,226	843	383	45.43%	7,121	5,001	2,120	42.39%
MECHANICSVILLE	271	216	38	3	528	513	15	2.92%	2,927	1,978	949	47.98%
METROPOLITAN	1,386	3,197	170	2	4,755	3,273	1,482	45.28%	23,971	12,015	11,956	99.51%
MILTON	5,084	13,448	722	5	19,259	19,010	249	1.31%	88,375	56,996	31,379	55.05%
NORTHEAST/SPRUILL OAKS	2,703	8,185	658	6	11,552	12,375	-823	-6.65%	55,028	34,943	20,085	57.48%
NORTHSIDE	3,334	5,646	433	2	9,415	6,983	2,432	34.83%	47,906	23,680	24,226	102.31%
NORTHWEST @ SCOTTS CROSSING	1,244	2,691	133		4,068	3,977	91	2.29%	19,661	12,562	7,099	56.51%
OCEE	5,116	12,983	1,031	10	19,140	19,055	85	0.45%	93,999	58,332	35,667	61.14%
PALMETTO	608	771	66		1,445	943	502	53.23%	6,786	3,764	3,022	80.29%
PEACHTREE	2,850	2,059	166	10	5,085	2,075	3,010	145.06%	29,054	21,218	7,836	36.93%
ROSWELL	6,142	10,105	591	9	16,847	15,884	963	6.06%	83,329	53,765	29,564	54.99%
SANDY SPRINGS	7,438	13,371	596	5	21,410	22,342	-932	-4.17%	103,255	66,547	36,708	55.16%
WASHINGTON PARK	448	644	78	1	1,171	1,186	-15	-1.26%	7,437	3,915	3,522	89.96%
WEST END	624	720	88		1,432	1,514	-82	-5.42%	7,468	5,399	2,069	38.32%
WOLFCREEK	1,420	2,378	372	4	4,174	2,952	1,222	41.40%	19,043	11,606	7,437	64.08%
BRANCHES TOTAL	69,490	127,076	8,368	141	205,075	188,271	16,804	8.93%	1,027,911	634,788	393,123	61.93%
CENTRAL	1,799	517	152	9	2,477	543	1,934	356.17%	18,123	2,151	15,972	742.54%
OUTREACH SERVICES	7				7	8	-1	-12.50%	17	44	-27	-61.36%
AUBURN AVENUE RESEARCH	2,247	1	1		2,249	4,072	-1,823	-44.77%	13,189	4,134	9,055	219.04%
SYSTEM TOTAL	73,543	127,594	8,521	150	209,808	192,894	16,914	8.77%	1,059,240	641,117	418,123	65.22%

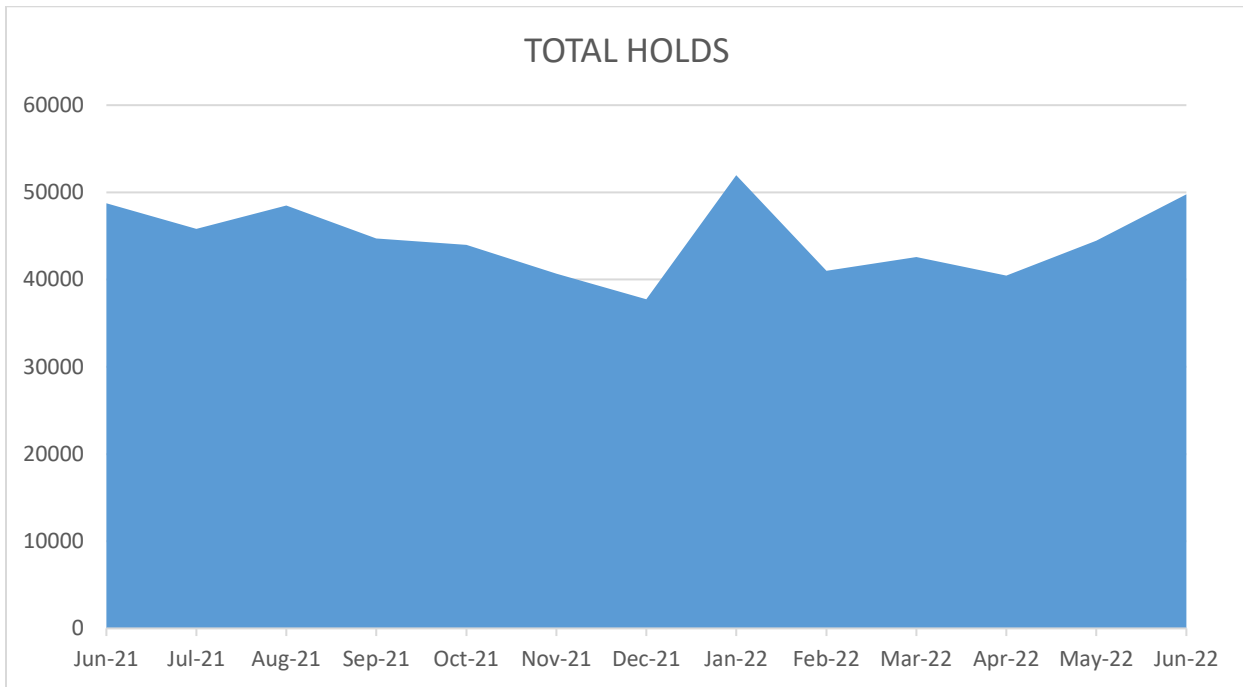
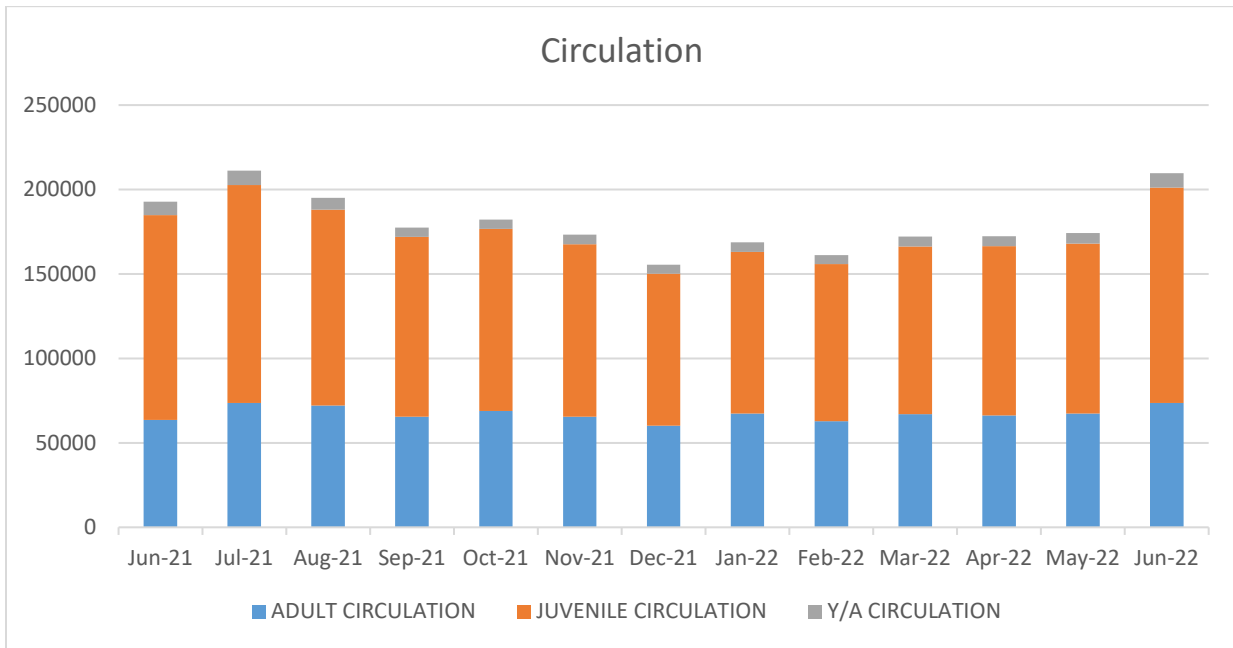
FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE - JUNE 2022

AGENCY NAME	CIRCULATION	REGISTRATIONS	USAGE	VISITS	PROGRAMS	ATTENDANCE	MEETINGS	ATTENDANCE	REGISTRATIONS
ADAMS PARK	1,007	82	1,271	3,195	17	222			
ADAMSVILLE/COLLIER HEIGHTS	1,091	94	2,110	3,466	25	294			
ALPHARETTA	24,318	737	1,424	14,780	43	1,144	12	125	8
BUCKHEAD	9,490	603	1,824	7,086	49	546	11	274	1
CLEVELAND AVE	1,084	44	784	2,149	6	34	4	29	
COLLEGE PARK	1,574	90	2,459	3,929	16	347			
DOGWOOD	1,254	58	783	3,295	25	337	15	78	5
EAST ATLANTA	5,972	292	1,214	9,271	15	463	2	22	
EAST POINT	787	154	2,816	2,643	12	246	4	42	
EAST ROSWELL	13,202	390	743	7,441	37	791	11	15	4
EVELYN G. LOWERY @ CASCADE	1,972	191	1,881	4,410	16	286	11	145	
FAIRBURN	1,500	151	654	2,781	6	87	6	12	2
GLADYS S. DENNARD LIBRARY @ SOUTH FULTON	2,594	271	1,977	1,005	17	625	16	129	
HAPEVILLE	832	58	1,270	3,150	20	398			
JOAN P. GARNER @ PONCE DE LEON	10,023	418	4,897	6,693	3	26	1	5	
KIRKWOOD	5,003	162	496	4,033	15	460	5	55	
LOUISE WATLEY LIBRARY @ SOUTHEAST ATLANTA	1,865	64	1,798	2,679	10	164			
MARTIN LUTHER KING, JR	1,226	82	901	1,999	10	26	1	5	
MECHANICSVILLE	528	44	855	1,564	0	0	6	89	
METROPOLITAN	4,755	148	2,251	5,514	37	1,310	17	150	0
MILTON	19,259	427	449	6,782	52	707	3	13	11
NORTHEAST/SPRUILL OAKS	11,552	311	377	5,845	34	1,362	2	26	
NORTHSIDE	9,415	257	427	6,208	18	185	1	6	
NORTHWEST @ SCOTTS CROSSING	4,068	154	1,318	6,407	21	333	4	28	3
OCEE	19,140	533	701	10,676	24	352	2	23	1
PALMETTO	1,445	74	274	4,346	10	295	6	86	5
PEACHTREE	5,085	341	1,390	0	13	135			
ROSWELL	16,847	617	1,226	10,109	37	922	6	59	8
SANDY SPRINGS	21,410	700	2,732	20,813	81	1,753	7	76	7
WASHINGTON PARK	1,171	41	1,493	3,758	12	136			
WEST END	1,432	71	1,607	4,854	31	308	3	19	
WOLFCREEK	4,174	301	1,093	21,611	62	364			
BRANCHES TOTAL	205,075	7,960	45,495	192,492	774	14,658	155	1,511	55
CENTRAL	2,477	305	9,623	10,642	10	91	21	670	5
VIRTUAL PROGRAMS					11	88			
OUTREACH VIRTUAL PROGRAMS	7	1			1	40			
AUBURN AVENUE RESEARCH	2,249	0	35	369	7	176	5	128	
SYSTEM TOTAL	209,808	8,266	55,153	203,503	803	15,053	181	2,309	60

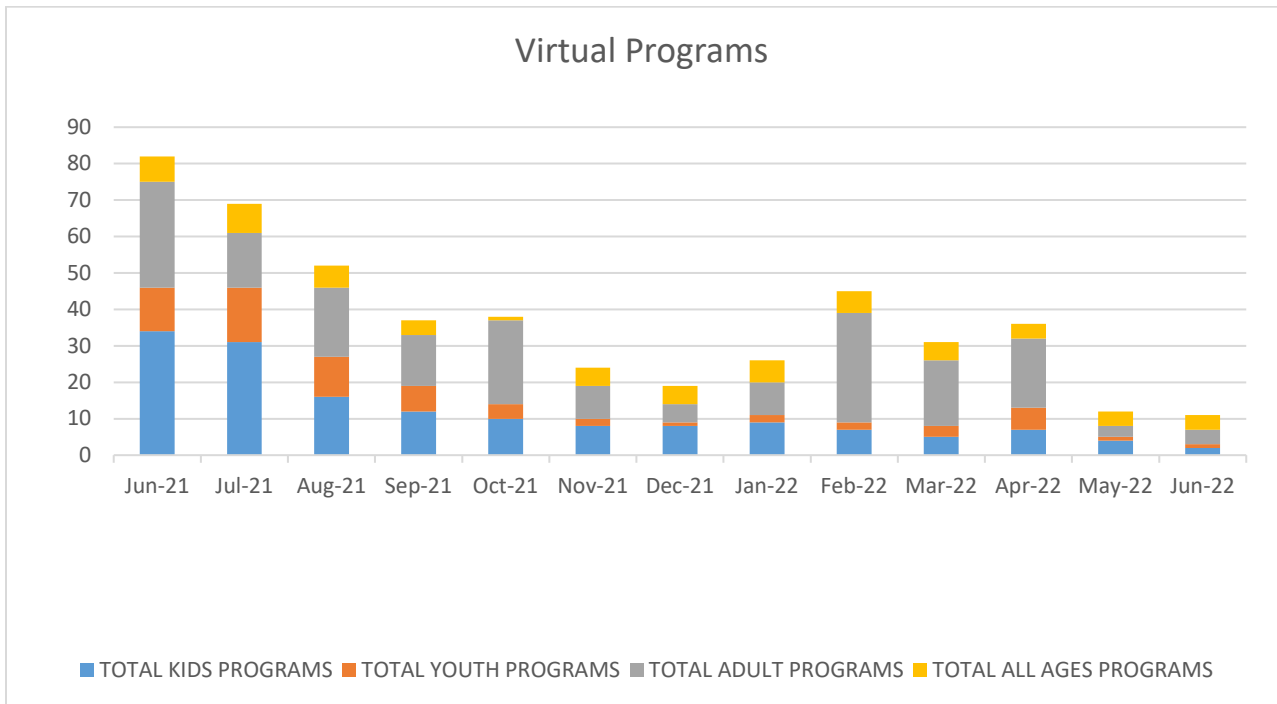
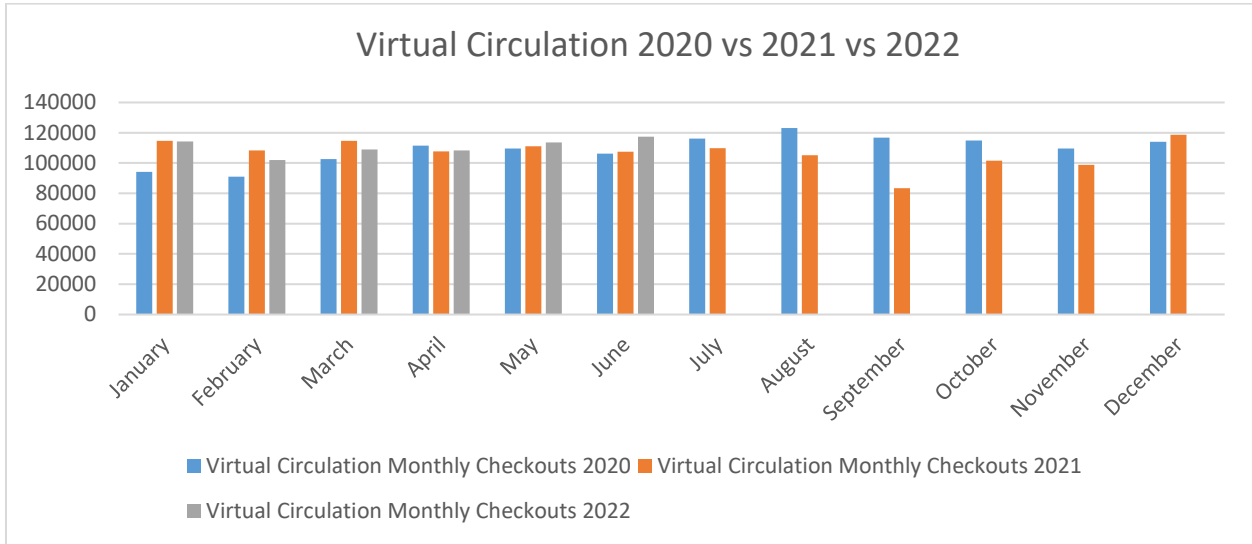
FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE 2022 - 2nd QUARTER

AGENCY NAME	TOTAL CIRCULATION	TOTAL REGISTRATIONS	TOTAL USAGE	TOTAL VISITS	TOTAL PROGRAMS	TOTAL ATTENDANCE	TOTAL MEETINGS	TOTAL ATTENDANCE	TOTAL REGISTRATIONS
ADAMS PARK	2,806	216	3,959	10,062	34	313	2	53	0
ADAMSVILLE/COLLIER HEIGHTS	3,042	239	5,825	9,383	42	383	4	25	1
ALPHARETTA	62,446	1,906	3,926	42,310	116	2,822	35	690	48
BUCKHEAD	26,350	1,541	5,243	19,480	157	1,225	76	416	6
CLEVELAND AVE	2,791	115	2,093	5,636	6	34	14	179	0
COLLEGE PARK	4,045	290	7,736	10,297	58	1,088	0	0	0
DOGWOOD	3,378	125	2,307	6,444	90	712	25	138	7
EAST ATLANTA	16,322	729	3,696	24,307	37	823	11	154	0
EAST POINT	2,418	395	7,842	8,879	23	307	12	106	2
EAST ROSWELL	34,787	918	2,144	22,586	94	1,422	23	61	7
EVELYN G. LOWERY @ CASCADE	5,394	501	5,015	12,702	51	678	37	397	0
FAIRBURN	3,820	369	1,679	7,320	17	167	13	65	7
GLADYS S. DENNARD LIBRARY @ SOUTH FULTON	6,933	696	5,613	10,140	52	990	22	247	10
HAPEVILLE	2,279	145	3,830	7,664	20	398	11	116	0
JOAN P. GARNER @ PONCE DE LEON	27,589	1,092	10,627	19,717	11	83	4	32	0
KIRKWOOD	14,782	455	1,502	10,701	33	961	12	91	0
LOUISE WATLEY LIBRARY @ SOUTHEAST ATLANTA	4,961	192	4,729	7,190	23	307	5	47	1
MARTIN LUTHER KING, JR	3,629	230	2,399	4,572	15	59	3	16	0
MECHANICSVILLE	1,547	116	2,846	4,491	2	49	11	134	3
METROPOLITAN	12,512	413	6,370	14,432	79	2,354	60	515	0
MILTON	48,403	1,126	862	16,897	135	2,007	12	251	15
NORTHEAST/SPRUILL OAKS	29,194	733	1,098	14,105	85	2,511	9	56	0
NORTHSIDE	24,742	603	1,173	18,507	37	420	1	6	0
NORTHWEST @ SCOTTS CROSSING	10,408	392	3,449	19,224	51	640	9	68	13
OCEE	49,942	1,200	1,737	25,088	66	1,046	7	167	6
PALMETTO	3,690	187	934	6,393	143	762	13	126	29
PEACHTREE	14,826	880	3,890	4,933	32	297	0	0	0
ROSWELL	44,488	1,528	3,564	26,307	120	1,874	17	128	26
SANDY SPRINGS	54,776	1,796	7,563	55,931	214	6,861	18	189	16
WASHINGTON PARK	3,215	106	4,063	9,575	25	295	1	5	13
WEST END	3,687	202	4,327	11,180	53	444	11	66	0
WOLFCREEK	11,425	641	2,664	27,762	97	723	7	219	4
BRANCHES TOTAL	540,627	20,077	124,705	494,215	2,018	33,055	485	4,786	214
CENTRAL	8,163	961	26,816	34,065	42	903	21	670	5
VIRTUAL PROGRAMS	0	0	0	0	59	1,536	0	0	0
OUTREACH VIRTUAL PROGRAMS	13	5	0	0	6	342	0	0	0
AUBURN AVENUE RESEARCH	7,801	4	35	3,980	17	452	12	266	0
SYSTEM TOTAL	556,604	21,047	151,556	532,260	2,142	36,288	518	5,722	219

June 2022 Executive Summary – Charts



January 2022 virtual circulation and virtual circulation users numbers were revised upward due to Hoopla.



Virtual Program Attendance

