



**FULTON  
COUNTY**  
LIBRARY  
SYSTEM

# **BOARD OF TRUSTEES**

MEETING  
INFORMATION PACKET

OCTOBER 26, 2022



**FULTON  
COUNTY  
LIBRARY  
SYSTEM**

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FULTON COUNTY LIBRARY SYSTEM  
BOARD OF TRUSTEES VIRTUAL MEETING  
OCTOBER 26, 2022



**REVISED**

**VIRTUAL MEETING**

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

**FULTON COUNTY LIBRARY SYSTEM  
BOARD OF TRUSTEES VIRTUAL MEETING  
OCTOBER 26, 2022 – 4:00 P.M.  
AGENDA**

- I. Call to Order
- II. Public Comments
- III. Adoption of Agenda\* Doc. #22-51
- IV. Approval of Minutes - September 28, 2022\* Doc. #22-50
- V. Chairman's Report
- VI. Work Orders Report - Paul Kaplan
- VII. Director's Reports Doc. #22-54
  - Library Services and Trends
  - Monthly Financial Report Doc. #22-52
  - Monthly Usage Summary Doc. #22-53
  - Library Closure Report - Quarterly
- VIII. Unfinished Business
  - A. Central Library - Update
  - B. Strategic Plan Overview - Update
  - C. Building Maintenance Manager Position – Update
  - D. Social Services Program Manager Position - Update
- IX. New Business
  - A. Library's Impact Plan - Discussion
  - B. 2023 Library Board of Trustees Meeting Schedule\* Doc. #22-55
- X. Executive Session
- XI. Adjournment

\*Action is anticipated on this item

Doc. #22-50



**FULTON COUNTY LIBRARY SYSTEM BOARD  
OF TRUSTEES VIRTUAL MEETING  
SEPTEMBER 28, 2022 – 4:00 P.M.**



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

Members Absent: Jordan, Linda

Also In Attendance: Holloman, Gayle H. - Executive Director  
Claxton, Zenobia - Assistant to the Director's Office  
Culler, Jennifer – Supervising County Counsel  
Dodds, Kiura – Paralegal, County Attorney

Guests: 3 Virtual Attendees

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Chairman D. Chip Joyner called the meeting to order at 4:00 p.m.

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**CALL TO ORDER****PUBLIC COMMENTS**

**CHAIRMAN D. CHIP JOYNER:** Good afternoon. So, we're calling to order the Fulton County Library System Board of Trustees Virtual meeting dated September 28<sup>th</sup>. It is now 4:00 p.m. Are there any public comments?

**MRS. ZENOBIA CLAXTON:** There are no public comments as of today. Thank you.

**CHAIRMAN D. CHIP JOYNER:** Thank you, Mrs. Claxton.

**MRS. ZENOBIA CLAXTON:** You're welcome.

**22-46 ADOPTION OF THE AGENDA****MOTION**

**CHAIRMAN D. CHIP JOYNER:** All right. Are there any comments on the agenda and is there a motion to adopt the agenda dated September 28, 2022? Is there a motion?

**MR. JOE PIONTEK:** The agenda looks fine. I'll move that we adopt the agenda.

**CHAIRMAN D. CHIP JOYNER:** There's a motion by Mr. Piontek, seconded by Mrs. Kimbrough. The approval of the minutes dated August 24<sup>th</sup> -- I mean, the adoption of the agenda September 28<sup>th</sup>. All those in favor say aye.

**TRUSTEES:** Aye.

**22-45 APPROVAL OF MINUTES - AUGUST 24, 2022****MOTION**

**CHAIRMAN D. CHIP JOYNER:** Any nay? Hearing none, the agenda is adopted. Is there a motion to approve the minutes dated August 24, 2022?

**MRS. PRISCILLA BORDERS:** I so move.

**CHAIRMAN D. CHIP JOYNER:** There's a motion by Vice Chair Borders. Is there a second?

**MR. DAMIAN J. DENSON:** I second.

**CHAIRMAN D. CHIP JOYNER:** There's a second by Mr. Denson. All those in favor say aye.

**TRUSTEES:** Aye.

**CHAIRMAN'S REPORT**

**CHAIRMAN D. CHIP JOYNER:** Hearing none, the minutes are approved. Thank you. All right. There's nothing to report right now on the chairman's report. Other than I have one question to Mrs. Claxton. Is Ms. Greenway signing on today?

**MRS. ZENOBIA CLAXTON:** Excuse me?

**CHAIRMAN D. CHIP JOYNER:** Do you know? Is Miss Greenway signing on today?

**MRS. ZENOBIA CLAXTON:** No, she is not.

**CHAIRMAN D. CHIP JOYNER:** Oh, she's not? Okay. Okay.

**MRS. ZENOBIA CLAXTON:** She's out of town, I believe Gayle is coming on. Mrs. Holloman's coming on. She just having a little technical problem.

**CHAIRMAN D. CHIP JOYNER:** Okay. All right. Well, we don't have Mr. Kaplan on yet, and we don't have the Director on. So, we'll give them a few more minutes. But the Director is pretty critical for the reports and unfinished business. So, we will just give them a couple of minutes. As we're waiting for that, did everyone get a final copy of the strategic plan?

**MRS. MARJORIE KIMBROUGH:** Yes.

**CHAIRMAN D. CHIP JOYNER:** Yes? Okay. Very good. Considering we voted to approve that at the last meeting. We just want to make sure everyone has that final copy for review.

Vice Chair Borders, as we're waiting, are there any housekeeping items that we want to alert the Board or to contemplate for the next meeting?

**MRS. PRISCILLA BORDERS:** I will be sending up follow-up emails for any outstanding things that we need to consider for the next board meeting. So, I will make sure to follow up with you to make sure everything's covered in the emails that we have to be sent out to the board.

**CHAIRMAN D. CHIP JOYNER:** Outstanding?

**MRS. PRISCILLA BORDERS:** Yeah, outstanding. Give me not today, probably tomorrow you'll get the email from me.

**CHAIRMAN D. CHIP JOYNER:** Outstanding. Thank you. So please, please look out for that email and we might have one or two emails to send out in preparation for next month's meeting, which we may do in person. Then just have an opportunity to spend some time together. If everyone reserved maybe an hour after the meeting just to sit down and formally and spend some time in advance of the holidays if that's okay with everyone.

**MRS. NINA RADAKOVICH:** As long as we're talking about meetings. I don't think we mentioned this. This came up at the foundation meeting about the strategic plan. I believe it's going to be presented to them on Wednesday, October 19<sup>th</sup>, for their approval because the library really can't go ahead with it until they vote yes on it. I may have mentioned this at this last meeting. I don't think so, but it would be very, very helpful if any or all of us could attend that meeting and we can find out. The meeting starts at 10:00 a.m. But generally, if you have something on the agenda, they will let you know approximately what time to be there so that we don't have to spend all day there. But any of you that could make time in your schedules to come on the 19th, it would be wonderful. You won't have to say anything. We would just stand up, maybe go down front.

**CHAIRMAN D. CHIP JOYNER:** Great. Thank you, Judge Nina. That's a great idea. It would be great if everyone can attend. Unfortunately, I'll be out of town. I'll be in D.C. that week. But I would definitely appeal to everyone to attend. That would be great. That would be a great showing because again, the strategic plan, there's so much work put into it. We really want to show our support following our resolution so that the commissioners can really give it great consideration.

**MRS. MARJORIE KIMBROUGH:** Where is the meeting held?

**MRS. NINA RADAKOVICH:** It's the Fulton County Administration Building Assembly Room. So, it's where they have their regular meetings. When you go in the door and you go through security and then you take a left and go all the way down the hall, the first left that you can take. And it's got signs that direct you.

**CHAIRMAN D. CHIP JOYNER:** Generally. What time does the meeting start?

**MRS. NINA RADAKOVICH:** I think 10:00.

**CHAIRMAN D. CHIP JOYNER:** 10:00 am? I believe one of the trustees is going to make an effort to see if we can get the resolution read into the record at that meeting. Perhaps they'll share that today if they had any luck that they could report back on today. Are there any updates from the Foundation?

**MRS. NINA RADAKOVICH:** I don't believe so. There were a lot of things at the last meeting, but I think that the trustees are up to date on them. They passed that resolution, the same one we did. The only difference was that our resolution adopted the strategic plan, and their resolution endorsed the strategic plan. Since we're the governing body of the library system, we should have a definitive say in whether it's used or not and adopt



represents that definitive authority. But other than that, the resolutions are identical, and the foundation was very happy to do it because they're so happy about the plan and that we've finally gotten to the end of the beginning with it.

**CHAIRMAN D. CHIP JOYNER:** Very good. Great. Thank you so much.

**MRS. NINA RADAKOVICH:** The other thing I brought up at the foundation was they want to have an event after their December meeting, which is their annual meeting. I think it's December 6<sup>th</sup>. They want to have a social hour afterward and invite the Board of Trustees and possibly the Board of Commissioners. I know it's a busy time for everybody. It would be December 6th, which is a Tuesday. It would probably be at 5:00, something like that. Cocktails.

**CHAIRMAN D. CHIP JOYNER:** Okay. Thank you. Is that business casual?

**MRS. NINA RADAKOVICH:** Yes. You could wear whatever you wanted, and it would be fine.

**CHAIRMAN D. CHIP JOYNER:** Okay. Thank you. Thank you. Does anyone else have anything to report? Okay. If we all look at the director's report, are there any questions on the monthly financial report or the monthly usage? Okay. All right. We'll just take a moment. Mrs. Claxton, can you check on Mrs. Holloman and Mr. Kaplan and see how they're coming along? Not sure if you responded Mrs. Claxton. You're on mute.

**MRS. ZENOBIA CLAXTON:** I'm sorry. I'm multitasking over here. Gayle is fine. She just has to unmute, and she could speak. Go ahead, Gayle.

**CHAIRMAN D. CHIP JOYNER:** Okay. We can't hear.

**MRS. ZENOBIA CLAXTON:** I believe she just dropped off again.

**CHAIRMAN D. CHIP JOYNER:** Okay. Then how about Mr. Kaplan?

**MRS. ZENOBIA CLAXTON:** He didn't make it on. He was having problems also.

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

**MRS. ZENOBIA CLAXTON:** I do set it up month to month the same. I'm not sure what is happening with Zoom and their security protocols.

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

**MRS. ZENOBIA CLAXTON:** My apologies.

**CHAIRMAN D. CHIP JOYNER:** It happens. Just some housekeeping. Mrs. Claxton, are there any terms coming to end with the appointees in the New Year? Anything we need to be aware of?

**MRS. ZENOBIA CLAXTON:** Let me check and I'll get back to you in a second.

**CHAIRMAN D. CHIP JOYNER:** Okay. You can always just send it to us via email following the meeting.

**MRS. ZENOBIA CLAXTON:** Okay.

**MRS. MARJORIE KIMBROUGH:** Let me raise a question about that. It appears that the districts have changed or the areas. Because I noticed that Marvin Arrington was not the Commissioner that I was under before, but he's the only one on my ballot. So, he's the -- it's at 5 now. I thought I was in 6 and we already have two or three people in 5. Linda Jordan lives down the street from me. So, I mean, none of this makes sense to me and I'm concerned about that. I did raise it with Mrs. Holloman, and she said after the elections, but nothing's changing in the election. She said it would affect us.

**CHAIRMAN D. CHIP JOYNER:** Okay. Perhaps maybe the county attorney might have a comment.

**MS. JENNIFER CULLER:** All right. Hello? Can you hear me?

**MRS. MARJORIE KIMBROUGH:** Yes.

**MS. JENNIFER CULLER:** Okay, I can look into that for you. Are you asking whether your current board positions have already changed or whether they will change after elections?

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

**MS. JENNIFER CULLER:** Okay. Let me take a look at that. I'm not exactly sure if the appointments would change at the moment that the lines were changed. So, I will look at that and get back to you as soon as I'm able.

**CHAIRMAN D. CHIP JOYNER:** Thank you. Thank you. One other question for the county attorney. Is there any information that you can share with the trustees on the open meeting records rule or where we can get a copy of the rule?

**MS. JENNIFER CULLER:** Are you referring to the question about executive session?

**CHAIRMAN D. CHIP JOYNER:** I believe so.

**MS. JENNIFER CULLER:** Yes, we identified a couple of different guides, practice guides that we might recommend for you all to read but they're a little bit lengthy. One is actually specifically addressing libraries. We wanted to sort of excerpt that since it was so lengthy. So, we could quickly send over the entire thing if you're interested. They're just sort of practice guides and highlight the areas, or we could do a more targeted memo, whichever is your preference, or both. You know, we could do both if you want.

**CHAIRMAN D. CHIP JOYNER:** If you could share both, that'd be great. Again, this is a library board. We don't mind reading.

**MS. JENNIFER CULLER:** Okay, will do.

**CHAIRMAN D. CHIP JOYNER:** But thank you. Thank you so much.

**MS. JENNIFER CULLER:** Certainly.

**CHAIRMAN D. CHIP JOYNER:** Okay. Thank you, everyone, for their patience. We now have the Executive Director and Mr. Kaplan. We will start off with Mr. Kaplan on the work orders report. Just to update, we went through the financial report and the monthly usage summary. There was just no comment. If at any time you want to add comments to the Director, that would be great. But Mr. Kaplan.

#### **WORK ORDERS REPORT - PAUL KAPLAN**

**MR. PAUL KAPLAN:** I'm basically coming in a little bit later each time, and the meeting just rolls right along. You guys are this far along. That's great. Glad to hear it. As far as the work orders report, we had 162 work orders reports from last month. Sorry, and basically, I'll tell you it's just normal stuff that's going on every day. 65 percent of it has already been completed. We have some leftovers from other months, but they're working on those things. Basically, it's moving along. It's going okay. So, I'm happy to report that there's really nothing major. First, I guess is there any questions about that. I'll go into something else briefly.

**CHAIRMAN D. CHIP JOYNER:** Okay. In the last meeting, there was a work orders report being consolidated that was about 65 pages.

**MR. PAUL KAPLAN:** Yes, I have the pages here I received a couple of days ago. It took a while to put this all together. Thanks, Zenobia, for putting that together. I got all the pages. I'm sitting here I have to go over it. It's going to give me a while to get over this.

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

**MR. PAUL KAPLAN:** This covers everything from some work orders that have not been completed. Also, briefly, things that they've been waiting for months to get. So, these are the things I'm going to have to go over. I have to prioritize it, put it together, and talk to

our Executive Director and also to our DREAM Team and see what they can come up with and then get back to the board and give them a complete report on it.

**CHAIRMAN D. CHIP JOYNER:** Okay. Are there any things that we have to pay for in this fiscal year? So, we don't have to use next year's money on things that should have been fixed this year.

**MR. PAUL KAPLAN:** I think the one thing that -- probably Roswell Library. We have a problem with the lights that have been going on since the construction time. Believe me, the lights belong to Georgia Power and Georgia Power comes out there and checks it out and says it's not his problem. It was the contractor's problem, somebody cut the wires. They're going back and forth, back, and forth, I finally made some phone calls. We're going to try to get that together as fast as we can, the cost of that. That should hopefully, by the time the next meeting or even before the next meeting come up with some kind of cost on it. Whatever it takes because as far as I'm concerned, it's a life safety issue. People who leave at night, that place is not well lit up to start off with. They are missing the three lights, I think is -- I'll try to push along and see what we can do.

**CHAIRMAN D. CHIP JOYNER:** Thank you, Mr. Kaplan.

**MR. JOE PIONTEK:** Just a note on the Roswell library, since I happen to live right across from it. There's a huge development going in right now, almost directly across the street from the library. They have torn up the road. They tear it up and then repave it and then tear the paving up again. It's the craziest thing you've ever seen. But it seems like they tear it up, cut a few lines, and then repave it before they realize what they've done. I know that's got to be affecting the library at some point because it certainly affects the place where I live. Anyway, just to note that Roswell has got its other problems going on right in the same vicinity.

**MR. PAUL KAPLAN:** Yes, but the only thing is this has been going on for a year-and-a-half, two years. And I think that construction just started recently. But that doesn't mean they haven't cut something up that we don't know about. I have no idea. Well, we'll check it out, see what we got going on.

**CHAIRMAN D. CHIP JOYNER:** All right. Thank you for that feedback, Joe. Mr. Kaplan, last thing. Light bulbs in Central. The light bulbs that we couldn't find that were out of stock. Are we making any progress there?

**MR. PAUL KAPLAN:** As far as I know, no. I don't believe we have. I haven't. I have to talk to DREAM Team to find out. I don't know that at this time unless our director has heard something other than that.

**MRS. GAYLE H. HOLLOMAN:** No, I have not regarding that.

**MR. PAUL KAPLAN:** So that's something else that's going to be addressed. But I'll try to get through it as quickly as I can. If we need some money, we're getting close to the end where they kind of cut off for a while. We'll see what we can do.

**CHAIRMAN D. CHIP JOYNER:** All right. Thank you.

**MR. PAUL KAPLAN:** Sorry I'm late going on here. I get to a point that I get so frustrated. I did so well. Everything was all set up. I went out for a cup of coffee. Each time I come back, my screen went blank, and I said, I've got to start again. I knew this is going to happen. I did this three hours ago, people. I just let you know how I try to get ahead of this game, but it didn't work that way.

**22-49 DIRECTOR'S REPORTS**  
**LIBRARY SERVICES AND TRENDS**  
**22-47 MONTHLY FINANCIAL REPORT**  
**22-48 MONTHLY USAGE SUMMARY**

**CHAIRMAN D. CHIP JOYNER:** So, thank you. Thank you. That's not a problem. Okay. All right, Mrs. Holloman. The Director's Report.

**MRS. GAYLE H. HOLLOMAN:** Good afternoon, everyone. I too, apologize for not being on. Something just kept happening. I tried to get on by phone and it wouldn't let me. Anyway, it was just really interesting. But I'm glad I'm here. Good to see all of you. I just want to add a couple of things to what Mr. Kaplan was saying. We do have switches that continue to fail at some of our libraries. The main library that had that problem was Northwest Library, at Scotts Crossing. So, they've worked on that one because the switches were failing really badly. There are about three or four other libraries that are having that problem. We're going to have it probably at all of them at some point, but IT is on it. They're aware of it. They actually financed some of that. We're going to have to allow funding in our budget for it next year. So, we don't know exactly when they'll fail or when they'll get close to failing. But that is something to think about and to know about. The magnetometer for the Central Library will be installed around mid-October. So, I just want you to know that that's still in progress. That would be at the security desk. So now looking at library services and trends, just wanted to let you know our summer reading program ended on August 1, but it was extremely successful with 900 programs offered and over 15,000 participants of all ages. We really were very proud of this year's summer reading program because we had a bit of a decline because of the pandemic. With people not being able to come in and us not being able to provide in-person programming, especially for summer reading for children, that really set us back over the last two years. So that was a real plus for us. Does anyone have any questions about any of that as you read over it? With the financial report.

**CHAIRMAN D. CHIP JOYNER:** That total. How does that compare to our last year before the pandemic?

**MRS. GAYLE H. HOLLOMAN:** Less than 5,000.

**CHAIRMAN D. CHIP JOYNER:** So, we went from 5,000 to 15,000?

**MRS. GAYLE H. HOLLOMAN:** Yes, we had started to drop a little bit. I think it was about 5,000. I have to get the actual number. But yes. Then during the pandemic, people did participate very much in virtual programs. But overall programming, of course, declined because of not being able to come in person, and all the fun things that we do, particularly for children when they're able to, you know, to come in. So that really increased this year.

**CHAIRMAN D. CHIP JOYNER:** That's outstanding. That's a great number to celebrate.

**MRS. GAYLE H. HOLLOMAN:** Yeah, it was great. Everybody was really happy about it. Do you want me to move on?

**CHAIRMAN D. CHIP JOYNER:** Any other trends outstanding or of note?

**MRS. GAYLE H. HOLLOMAN:** We're having a lot of programming going on at the Central Library in particular. It has just been very well received by the public. We have several art exhibits. When you have a chance to stop in going on in the basement level. We've got other programs and musical events that are coming up in October. So, I think that's at noon. So those things would be advertised. People are really, really coming in now, and I think that's a real plus for us. We've got a lot more usage of our computers on the second

floor. That's the location that has over a hundred computers and that's being well used now. So, we go through every day and we're beginning to pick up the pace of where we were before. That's a real plus, and all around the library system, we're seeing a real uptick in participation from the public and in visitations, and in the use of our resources for check-out. Circulation is up, and that's always a real plus for us. Print materials as well as, of course, those items online. So, we're really beginning to come back to ourselves. I just think that that's a wonderful thing. The public has just been so positive and so responsive, I think, to just what we're trying to do. We were afraid that it wouldn't go back the way we wanted it to go back. But it really has surfaced back around, and I guess everything somewhat comes back around at some point. So, I'm thinking that's what's happened.

**CHAIRMAN D. CHIP JOYNER:** Are we finding a lot of new users at Central or are they many of the same users returning?

**MRS. GAYLE H. HOLLOMAN:** No, we have quite a lot of new users that are discovering us, people in the downtown area who are discovering us and coming in. We have researchers coming in a bit more to go to the third-floor special collections and genealogy department, local history. Lots of that going on now. So that's a real plus.

**CHAIRMAN D. CHIP JOYNER:** I don't need the answer today but if somehow, we could -- If there is a way to measure how many new users we have -- not library cards but just really new users that have come into the library since the remodel. It'd be really nice to see what kind of impact the refurbished libraries have had on usage and new users.

**MRS. GAYLE H. HOLLOMAN:** We have a lot of GSU students who come in. That's been a real positive thing for us to, you know. Every year, of course, they get new students and so they fill out the downtown area, particularly during the day, and they come in. So, we'll have to do that. Last night, there was a program here. It was not actually ours. We hosted it, but it was a program about the jail overcrowding and we had quite a large number of people that attended. We had the sheriff, Sheriff Labat, Commissioner Hall, and several of the judges. One of the judges being the judge of the magistrate court, Judge Kirk. So, it was very well attended. So, people are finding us and they're coming to the programs that we're offering and that others are wanting to present here. So that's a positive. The fifth floor stays busy with lots of things going on, training programs and things like that for county departments. So, a lot of that's in use and that has really increased.

**CHAIRMAN D. CHIP JOYNER:** Excellent. Excellent. In the restaurant business, when a restaurant just does remodel, usually they have a 20 percent bump. Same location and sales just bumped by 20 percent just with the refresh. So, I'm wondering if the libraries, I'd imagine we've had the same success. At least I hope so.

**MRS. GAYLE H. HOLLOMAN:** I hope it's 20 percent. That sounds good. But, you know, you give me food, you're selling food. So that makes a difference. I don't know if they always want to read a book or not. I don't know what they do. But great point.

**MR. JOE PIONTEK:** I was struck by the number of computer sessions as well. But unfortunately, it's compared to a period last year when we were kind of closed. So, we can be up 500 percent. But to Chip's point, I think it's going to be very difficult to say which ones are the new users and which ones are the old users just coming back to us. But those new computers are so fantastic and there's so many of them that it's got to be a big rise.

**MRS. GAYLE H. HOLLOMAN:** Right. It is a big rise. But I don't know how exactly we capture new users because oftentimes we don't interact with them enough to know, you know, anything much about them. And we do our people counter. But that's just coming. Anybody that comes in and goes out. So, you know you can't tell if they're old or new. So, we'll have to see how we can figure that one out.

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

**MRS. GAYLE H. HOLLOMAN:** I do want to make you aware of something that's coming up that you may see as you go through the libraries. You probably heard about it at the last Board of Commissioners meeting. The county has been donated or rather a donation has been made to the county of a portrait of the former first lady, Mrs. Michelle Obama. It's going to circulate around the libraries, starting with an unveiling event and reception for the donor, as well as for the portrait itself. We have a steward and we're going to have an event. It will take place, we hope, in October. It could be in November, but we've got to get the dates together. So, you'll be made aware of that and of course invited to it. Then the idea is that it was circulated throughout the library system and end at the Auburn Avenue Research Library, where it would remain in its final place. So just wanted to make you aware of that.

**CHAIRMAN D. CHIP JOYNER:** Thank you. Okay. Is that for the Directors Report?

**MRS. GAYLE H. HOLLOMAN:** Well, I didn't know if you want me to go around. Do you have any questions about the financial report or the monthly usage summary?

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

**MRS. GAYLE H. HOLLOMAN:** Okay.

**CHAIRMAN D. CHIP JOYNER:** Okay, hearing none --

**MRS. GAYLE H. HOLLOMAN:** That's it for that section.

### **UNFINISHED BUSINESS**

#### **CENTRAL LIBRARY - UPDATE**

**CHAIRMAN D. CHIP JOYNER:** Unfinished business.

**MRS. GAYLE H. HOLLOMAN:** Well, we talked about Central a bit. As I said, it's just really taking off. We've got a lot of people coming in and a lot of things that people can come to from all ages. It's just a lot of good programming and a lot more adult programming. I think that people are really responding to that for Central. So that's a real plus for us.

#### **STRATEGIC PLAN OVERVIEW**

**MRS. GAYLE H. HOLLOMAN:** The Strategic Plan Overview. Ms. Greenway, this was an error. She's not here today but will be at the meeting on October 19<sup>th</sup> of the Board of Commissioners. It's looking very good. We've been able to identify those areas, top three areas that we believe the strategic plan have led us to, that we need to pay particular attention and we are just very excited about it. You'll be hearing more about that. We want to make sure that now that you have given you a resolution, the foundation gave a resolution for it, we are hoping that the Commission will find it interesting, and we don't know what questions they may have that may come out of it. But that's what we will hope to be able to answer. Then be able to put out what you usually do after you do a strategic plan is you do an action plan. I'm calling it an impact plan so that we can take what we've learned and where we feel that this plan tells us we need to go and then put those things together that will make those top three things doable. We realize that money may not be as available to make some things happen that we prefer to have happen, but we do know

that there are some things that we can do that don't require a lot of money or that is already within our budget that we can make some changes with regard to and then we can put some of those three things in action. So, I'm very excited about it. We'll plan to get that information to you at the November meeting because the October 19<sup>th</sup> meeting will be before your next meeting. So, we will get that to you and have a presentation so that you can see exactly how we're looking at going forward with that strategic plan. I think it's going to be an exciting time.

**CHAIRMAN D. CHIP JOYNER:** Excellent. Excellent. That's exciting. That's exciting.

**MRS. GAYLE H. HOLLOMAN:** Does anyone have any questions or comments on that?

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

**MR. PAUL KAPLAN:** Will the BOC receive a copy of the proclamation to each one of them so they can read it? What we voted upon or approved. Or is that something that we could read out loud to the commissioners?

**MRS. GAYLE H. HOLLOMAN:** Do you mean the actual strategic plan?

**MR. PAUL KAPLAN:** Yes. The actual --.

**MRS. GAYLE H. HOLLOMAN:** I believe so. Once the Commissioners see it, I believe --

**MR. PAUL KAPLAN:** They have seen it.

**MRS. GAYLE H. HOLLOMAN:** -- Is when they do that.

**MR. PAUL KAPLAN:** Right.

**MRS. GAYLE H. HOLLOMAN:** I think you would do that after the Commissioners have received it.

**MRS. NINA RADAKOVICH:** Director Holloman, before you came on to the meeting. I brought up something that we talked about at the foundation meeting last month, and that is that the presence of any foundation members would be great. I told everybody here we would love to have any of them that can come. I think it's -- Is it a Wednesday?

**MRS. GAYLE H. HOLLOMAN:** It's a Wednesday. October 19<sup>th</sup>.

**MRS. NINA RADAKOVICH:** So, I hope everybody will think about trying to come because just being there shows our support and I think would be encouraging to the Commissioners.

**MRS. GAYLE H. HOLLOMAN:** Yes, I think so. Mr. Kaplan, did I answer your question?

**MR. PAUL KAPLAN:** Yes.

**MRS. GAYLE H. HOLLOMAN:** Okay. Yes, I agree, Nina. That would be so wonderful, and of course, I've got to be there anyway. So come join us.

**CHAIRMAN D. CHIP JOYNER:** Excellent.

**MR. PAUL KAPLAN:** Is that 10:00?

**MRS. GAYLE H. HOLLOMAN:** 10:00 a.m. in the assembly hall.

**MR. PAUL KAPLAN:** On October 19<sup>th</sup>.

**MRS. GAYLE H. HOLLOMAN:** Yes, 10:00 a.m. But we just don't know what time we'll come up. I'll try to send something that tells you around about when we think we may be up. But, you know, sometimes those things change. You just don't really know. But we can sort of gauge it. So, we'll look at the final agenda, and see where we think we might fall.

**CHAIRMAN D. CHIP JOYNER:** What time does the meeting typically adjourn?

**MRS. GAYLE H. HOLLOMAN:** My goodness. Sometimes it's going to 7:00, 8:00 at night, depending upon how much they have to cover. I've waited all day sometimes. A meeting or so ago, it was 5:00 before Al and I got up, and then they just went ahead and passed

it. We didn't even have to say anything. We had to stay there in case they had questions. So, you just don't really know.

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

**MRS. GAYLE H. HOLLOMAN:** Then I was at one meeting where they moved me up. And so, you know, I was able to leave. So, you just don't ever know.

**CHAIRMAN D. CHIP JOYNER:** Very good. Okay. Thank you.

**BUILDING MAINTENANCE MANAGER POSITION - UPDATE**

**MRS. GAYLE H. HOLLOMAN:** You're welcome. The next thing is the building maintenance manager position update. This is an interesting thing here. You always choose at least three -- the top three applicants that you feel would be good for the job. One, two, and three. The first one turned it down. Salary negotiation was what that person wanted. It didn't work out. The second one, we couldn't find any references. One reference -- the people said they never worked there and the other one said they didn't know him. So, that was really weird. So now we've gone to the third candidate, and I have not heard anything yet. So, I am waiting to find out what happens with the third candidate and then we'll see if we have to do whatever. I don't know what we'll do next. But that's where we are with that one.

**SOCIAL SERVICES PROGRAM MANAGER POSITION - UPDATE**

**MRS. GAYLE H. HOLLOMAN:** The Social Services Program Manager position update is that we are starting those interviews next week. There were 69 applicants and so we're narrowing it down and we will be inviting them to come and see where that takes us. We're very excited about all of it. We just want to get it done. We do have quite a few teams in place right now that are either interviewing, just finished interviewing, or that will be interviewing starting next week to fill the rest of these vacancies because we have quite a few. So, we're really working hard to get that done.

**CHAIRMAN D. CHIP JOYNER:** Are we still at about 50 vacancies?

**MRS. GAYLE H. HOLLOMAN:** We're at a little over sixty now.

**CHAIRMAN D. CHIP JOYNER:** Has there been any feedback from the county on what we can do?

**MRS. GAYLE H. HOLLOMAN:** Well, I received some very interesting information yesterday about the budgeting for positions that we never knew in all these years. So that's, I think, going to propel us into some other ways of offering our positions and posting them. So, I'm excited about that and we're starting it this week. So hopefully, that will at least allow us to attract and retain people, at least attract people to the salaries. Because that's what we're facing a lot, is that they're telling us that they can find a job where they don't have to work nights and weekends or where they can make more money. So, the only thing about that, the only caveat about giving more money than the minimum is that if you have other people who are working in that same position, they have to also be brought up to whatever that position amount is if they're not already making that or more. So, then that means in order to do that, oftentimes you have to borrow money from the budget that would normally pay for other positions. You have to take that funding and use it for the ones you want to fund and therefore you lose those positions. So, if I had 18 positions, but I've got to take four of those, and their dollars to fund six others or eight others, then I'm going to lose those first four. I needed those first four. So that's the dilemma that we face is the juggling. It's something you don't want to do, particularly when you're in a state of not having enough employees, to begin with, particularly our front-line



staff. We really need them. We need to make sure that we are cognizant of how we do it so that we're not being unfair to anybody. So, that's always what you have to consider. But I think we've got a better understanding now. There are some new things that HR is trying to address, not just our department's situation with regard to the great resignation, but throughout the entire county. That is a real problem. So, I think that's why they've now been able to develop some unique and innovative ways of approaching it. So, I was made aware of it yesterday and I'm going to try and put some of those things in place and hopefully it will make a huge difference.

**CHAIRMAN D. CHIP JOYNER:** Do all the positions have to be on-site or are there remote positions at the library?

**MRS. GAYLE H. HOLLOMAN:** We have some staff who work remotely, or at least during the week they may work three days remotely or two days remotely. We do have that, but that doesn't affect the salaries.

**CHAIRMAN D. CHIP JOYNER:** Okay. Well, thank you. Thank you. Just a couple of other items. So, we got an update on the maintenance manager position, the social services program manager position, and then we still have vacancies that remain unfilled. But are we getting a decent amount of applications?

**MRS. GAYLE H. HOLLOMAN:** Are we getting what? I'm sorry.

**CHAIRMAN D. CHIP JOYNER:** Are we getting a decent amount of applications?

**MRS. GAYLE H. HOLLOMAN:** Yes. In one position, we've got 187 applications.

**CHAIRMAN D. CHIP JOYNER:** Great. Great.

**MRS. GAYLE H. HOLLOMAN:** So, yes, we get some applications. In some of our positions, we're not getting as many applications as we were used to receiving, say, two years ago, especially at our professional level positions. We used to get that many for Librarian I and we're not getting anything like that now. We may get 30. So that's a concern.

**CHAIRMAN D. CHIP JOYNER:** So that 187, that's all for one position? They won't consider other positions that might be available typically.

**MRS. GAYLE H. HOLLOMAN:** No, that's for one position.

**CHAIRMAN D. CHIP JOYNER:** That's for one position.

**MRS. GAYLE H. HOLLOMAN:** One position, name, or type.

**CHAIRMAN D. CHIP JOYNER:** Okay. So, if a person applies and say they meet all the criteria, how long does it take to get them on-boarded?

**MRS. GAYLE H. HOLLOMAN:** Usually it's about two weeks. But now also, it depends upon what position it is, if they have to come from out of town, or if they say they could start right away. But they may be working and have to give notice, or they may be moving as well as having to give notice. So, it just depends.

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

**MRS. GAYLE H. HOLLOMAN:** We try to work with people because we want to get them hired.

**CHAIRMAN D. CHIP JOYNER:** Okay. GED participation and completion rates. How's that coming along?

**MRS. GAYLE H. HOLLOMAN:** I don't have the completion rate. You know, we've just started back with the classes, and we just started back with the testing. So, I don't think we've got anybody back at the point now where they've actually completed. Because they're taking the subject classes and they're actually being tested in the subject areas.

So, the completion rate has not started. We started that back with the testing here at Central, but not at Southeast Atlanta yet. So that's a little bit different.

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

**MRS. GAYLE H. HOLLOMAN:** We did start the ESL classes though, and that's been very well attended. We can get numbers on that. On both of those actually. The number of people attending as well as in ESL.

**CHAIRMAN D. CHIP JOYNER:** That'd be great. We'd love to see those numbers and keep track of those.

**MRS. GAYLE H. HOLLOMAN:** Okay.

**CHAIRMAN D. CHIP JOYNER:** And then also, what's the status of the Virtual Staff Development Day?

**MRS. GAYLE H. HOLLOMAN:** Virtual Staff Development Day is coming along. Our marketing department has to do a lot of work with that because what they do is they go out, they interview staff, they're going to be involved with the staff that's been around the longest, going and taking pictures of the staff within their own environment, interviewing people, that type of thing. Some of you, particularly you, Mr. Joyner, might be interviewed to be a part of that and you and Mrs. Borders. So that's the type of thing that they do when we do it virtually and we're just trying to make sure we capture people. So, it's a fun-filled event that they can look at their leisure. That's what we did two years ago. So, it takes a lot of work and they've started working on it already. But it's probably going to go up to almost the last week of October before they get it completed. But I just spoke to Claudia Strange about it yesterday and they're working on moving forward with it. It'll be informational, it'll be fun. There'll be some historical parts to it. Then going forward, talks about how we go forward, what the plans are for the future. Things like that is what we're looking for. We just hope that next year we can finally get back in person.

## **NEW BUSINESS**

### **RENTAL AGREEMENT POLICY - DISCUSSION**

**CHAIRMAN D. CHIP JOYNER:** Very good. Thank you. Thank you. Any other questions from the trustees? Okay. Hearing none. All right. Moving on to new business.

**MRS. GAYLE H. HOLLOMAN:** The rental agreement policy is not ready yet. There's so much to consider. It's amazing how that goes. But we are working with DREAM on not the actual rental policy that we will have that's ours that we have to put together. There's going to be some software that will allow us and others in the county to be able to look at all of the locations that the county owns that are part of this whole rental thing and be able to schedule on your own. So, you can go to the website, you can actually schedule yourself to use a room or whatever, or to rent a space. So that's what our piece will be a part of as well. Then the plan is that they could be -- even though our meeting rooms and our study rooms are not part of something we would charge for, but they would be able to look on the website and schedule a study room or a meeting room. So, that's what they're trying to do. I just got information about a meeting that we're going to have upcoming to just go through that process, figure out where we're headed, and there'll probably be several meetings and everything about it. Then they'll probably have to do an RFP in order to get the software that's needed because I don't think it's been purchased yet. But that is something that they wanted to do for a long time at the county level, and it will involve the libraries as well as this rental agreement policy that we need to put forth. So that's something that we're excited about because that will keep Zenobia,

for instance, from having to spend so much time scheduling people for the 5th floor. There's a lot of time and effort that goes into that. She's done a yeoman's job of it, but it's getting to a point where -- once we make it to where people can actually rent those spaces, it's going to be even busier. Just hard to keep track of everything. So many people will be interested in it. So, we will get that agreement policy with you to you, I hope, in the October meeting so that you can actually take it and then maybe the November meeting when we're all together with -- even if we're able to bring all of my admin team as well, we can all talk about it.

**CHAIRMAN D. CHIP JOYNER:** Okay, very good. That'd be great. That'd be great. Okay. All right. Questions from any trustee?

**MR. PAUL KAPLAN:** The question I have is just about security. Is that working better now? The guards, a better team now as far as what we had before?

**MRS. GAYLE H. HOLLOMAN:** I think it's working much better. Over the last two weeks, I have heard very little. I have not banned anybody in the last two weeks, which is amazing. We don't want to ban people. I'm not making light of it, but that's a good thing that we haven't because we want people to come to the library. We don't want it to be a place where people feel like they can't come, but we do have to have some order to it. We do know that the Central Library seems to really have come full circle in the sense that our guards seem more acclimated to the space. We also have a supervisor that seems to be well respected and that has made a huge difference. So, he's a calming influence. I really think that that has made a difference. When I say that, I mean with the guards themselves, a calming influence. I think that we're seeing a change in the demeanor of how that relationship happens when someone walks through the door and encounters one of our guards. So, I've noticed that. It's been talked about, but I noticed by a few others here who work in this building on a regular basis. I do think that's a real positive. So, we're happy with that. The security is an ongoing concern, and we still would like to have a guard at every single location. Right now, it's a rotational situation, as you know. But we're working hard to try and better that. But of course, it costs more dollars to make that happen.

**MR. PAUL KAPLAN:** There's an improvement than what we had before.

**MRS. GAYLE H. HOLLOMAN:** There's definitely an improvement and the response from the police is always very good. We've got the Security Operation Center at the county. They're very heavily involved, so we do get a lot of response when we call them and that's been a real -- sometimes we get a police officer from the city of Atlanta or from Fulton County, as well as our guards coming over, an extra guard from somewhere else when something occurs. So, the response time has been great.

**MR. PAUL KAPLAN:** Great. Good to hear.

**CHAIRMAN D. CHIP JOYNER:** Any updates on new challenges to the Code of Conduct? Are we clear on how that's going?

**MRS. GAYLE H. HOLLOMAN:** Well, the biggest thing that we seem to have a conflict with -- or concern more than a conflict has to do with animals in the library. That keeps coming up every now and then. I don't quite know why it's a problem. But the other thing is, the biggest thing that we're having concerns about right now, are people wanting to come in and photograph people. They want to take the picture of a staff member, or they want to take a picture of a patron. It plainly states in the code that if a person refuses it, you're supposed to back away and not do it. We get a lot of people that we've had to ban

for it, or we've had to put them out by telling them that you can't do that. You can't just walk in and take pictures. There's some sort of action toward the First Amendment that people are spouting and talking about that it's their First Amendment right. So, I don't know if, you know, our legal team needs to look into that. But that's what we're getting from people is that they feel it's their legal right to do so. Of course, they don't take pictures of children. We know we've got that in the policy. That's what the policy piece talks about first, and then it talks about anyone else. So, everyone else. So, that's a concern. That's not happening just with us. It's around the nation that people for some reason seem to be wanting to take pictures of other people. I don't know what they do with them.

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

**MRS. GAYLE H. HOLLOMAN:** That's happening.

**CHAIRMAN D. CHIP JOYNER:** Does the county attorney want to chime in or share any thoughts?

**MS. JENNIFER CULLER:** Yes, we have looked at this issue and generally believe that your code of conduct is fine. Libraries are not under the law considered to be fully open forums where you have to allow all expression and free speech. They're somewhere in the middle where, you know, they're probably considered limited public spaces under the law. So, we would say that if somebody comes in to try to film, you know, if they're just filming each other, maybe that's not a problem. If they're disruptive, certainly that's something that you can ask them to leave because that's diminishing the purpose of the library for others. Certainly, if they're trying to film patrons without their permission, you can ask them to leave. But you know, sometimes if someone's coming in to try to test or be a First Amendment auditor, so to speak, you may want to have staff remember to be patient. There may be a protection for the First Amendment auditors to film the government employees and their regular course of business, where it's not in a private area when there's no other expectation of privacy attached. It's sort of a complicated area of law. So, I would just say, when I reviewed your code of conduct, you do have the ability to put those reasonable restrictions in there, as long as it's not impacting different people differently or as long as it's not related to the type of speech -- that you're treating different types of speech differently. Right? So, I hope that was helpful.

**CHAIRMAN D. CHIP JOYNER:** I think so. Then what about the animals in the library?

**MS. JENNIFER CULLER:** You know, I think that right before I joined your legal team, I think that previous Council had made a comment on that that I saw and let me look so that I don't -- because he did that research on there, Peter Batalon. So let me look that up for you. I think that there was also the issue of whether a service animal could only be a dog and whether people had to -- that they could not be asked to produce any sort of license or proof that it was a service animal. But I will have to look back at the extent of his research on that.

**MRS. GAYLE H. HOLLOMAN:** Part of our concern about it has been staff thinking that there ought to be some way to be assured that the dog is. I think we told them that it has to be a dog and then they want to be able to ask them to produce something that shows it's a service animal. I thought my memory is that you can't do that. So, that's where we're a little bit conflicted. The staff itself, we're not quite sure. Can you require that or not?

**MRS. NINA RADAKOVICH:** I think the attorney was pretty clear on it, and didn't we actually change the code of conduct to eliminate the requirement allowing library personnel to ask for certification of a support animal? So, I think we fixed that problem.

**MRS. GAYLE H. HOLLOMAN:** I think so, too.

**MRS. NINA RADAKOVICH:** For the code of conduct. But as far as lizards and turtles and nondogs.

**MR. JOE PIONTEK:** Or comfort animals.

**MRS. GAYLE H. HOLLOMAN:** See, that's the thing. We're getting a lot of comfort animal statements. So, we're like, "Well, you know, what do you do?" It's a delicate situation, but you don't want to be indifferent to the people. But that's what we're being taught. Comfort animals -- and they're usually dogs. But the problem becomes, can you require that? And the staff wants to be able to require it. We're saying, "No, you can't." So that becomes kind of interesting.

**CHAIRMAN D. CHIP JOYNER:** Okay. It remains a grey area. I think you're right, Judge. I think we did modify the language, but it just still seems -- still kind of hard to wrap our arms around to be respectful of everyone attending the library.

**MRS. GAYLE H. HOLLOMAN:** I think part of it, too Mr. Joyner has to do with the way people perceive certain dogs. They just say, "That can't be a service dog." You know, it's how they look at it because they think this dog's reputation has preceded them. So, they're thinking that that has to be some vicious dog. It may not be that vicious because the person doesn't find it that way. The dog could be a comfort, or it could be a support dog. So, we just don't know. I don't know that that's for us. I keep trying to tell staff that that determination can't be made by us unless the dog is out of order, out of control, that type of thing. They're supposed to -- and so long as the patron is with the animal. I think you've covered that as Judge Nina said. So, I don't know what else we can do.

**CHAIRMAN D. CHIP JOYNER:** Okay. All right. Well, thank you. Thank you. All right. I think.

**MR. JOE PIONTEK:** I have a quick question.

**CHAIRMAN D. CHIP JOYNER:** Yes, Mr. Piontek.

**MR. JOE PIONTEK:** Poll workers. I've been seeing a lot of advertising about poll workers and whatnot. Not a whole lot more than 30 days out from the house. Is that not our responsibility, or is it your responsibility, Director?

**MRS. GAYLE H. HOLLOMAN:** Well, Mr. Piontek, this is what's happening this year. We will have early voting, of course, at those libraries that are polling places. But on November 8<sup>th</sup>, 24 of our libraries will be open just for polling, just for voting, not for library services. They will be closed to the public for library services. All of the staff who normally work in that branch or those 24 branches will be assigned to work elections. Election's training starts next week. So, they will be going to training. Some people have done it before, but some things may have changed. So, they would be assigned to go to some training classes starting next week through the 10<sup>th</sup>, I believe it is, of October. The 4<sup>th</sup> or the 10<sup>th</sup>. Then at that point, they should be ready. On November 8<sup>th</sup>, as I said, that's how it will be handled this year. That does mean that they won't have to travel any further than they normally would travel. Signage and information will be sent out in time so that people know that library services will be suspended for that day. The polling, as you know, the voting day starts at 7:00 a.m. and ends at 7:00 p.m. So, it will be a long day. Anything over 8 hours is compensated for as well. So, staff have been notified already. They've been sent a letter to let them know that they are part of that group. If for some reason they are -- it doesn't get real busy at that location, but another library is real busy, they can be asked to go to another library that is a voting site and work there.

**MR. JOE PIONTEK:** They're compensated separately by Fulton County, though, right?

**MRS. GAYLE H. HOLLOMAN:** Yes. Yes. Registrations and elections pays it.

**MR. JOE PIONTEK:** Even though they use our employees, the employees will be paid by the county.

**MRS. GAYLE H. HOLLOMAN:** Well, they're paid by the -- our county dollars are part of our budget for the eight hours. Then anything over that is paid for out of Registrations and Elections.

**MR. JOE PIONTEK:** Great. Awesome.

**CHAIRMAN D. CHIP JOYNER:** Great question. Thank you. Thank you. Any other questions or comments from any member of the trustees? Okay. Hearing none. Thank you, Director Holloman. Is there a motion to adjourn?

### **ADJOURNMENT**

#### **MOTION**

**MR. JOE PIONTEK:** So, move.

**CHAIRMAN D. CHIP JOYNER:** There's a motion to adjourn by Mr. Piontek. 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.

**CHAIRMAN D. CHIP JOYNER:** Any opposed? Hearing none. The meeting is adjourned. Thank you, everyone.

**(Whereupon the Regular Virtual Board of Trustees Meeting concluded at 4:58 p.m.)**

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

**September 2022**

Annual Library Card Sign-Up Month was observed in September. At some locations around the Library System, patrons submitted library card designs as a friendly art competition, with some of them selected by staff as best in show. Entries confirmed that patrons have a lot of artistic talent.

Hispanic Heritage Month was observed from September 15<sup>th</sup> to October 15<sup>th</sup> with programs, displays and book talks.

Banned Books Week, September 18<sup>th</sup> through September 24<sup>th</sup> was observed with displays at various libraries.

Collections Management staff worked to expend the mid-year funding by the Board of Commissioners of \$1million for the purchase of bestselling books. Those funds are meeting the plans to help reduce the number of holds; as well as being a response to patrons' requests to find more available bestsellers in print and on the shelves when they walk into the libraries.

The Administrative Team continued to work closely with Greenway Strategy Group's completion of a Library Strategic Plan, commissioned and funded by the Atlanta-Fulton Public Library Foundation. The Foundation and the Library Board of Trustees formalized the process with each Board drafting and approving resolutions for the Plan. The Plan will be presented to the Board of Commissioners at their October 19<sup>th</sup> meeting. Following the commissioners' review, comments and acknowledgements, the Library's Administrative Team will work to develop an Impact Plan that will establish the implementation of the Strategic Plan. The Impact Plan will identify those things that can begin almost immediately and funding needs that may require further discussion and approvals. The Strategic Plan will serve as a blueprint for the direction of the Library System for the next five years.

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

AS OF SEPTEMBER 30, 2022

Doc. #22-52

SERVICE	2022 BUDGET	SEPTEMBER	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
SALARY	14,788,158	981,410	9,531,524	-	9,531,524	64%	5,256,634
PART TIME SALARY	466,312	15,544	155,363	-	155,363	33%	310,949
BENEFITS	7,935,816	506,596	4,848,859	-	4,848,859	61%	3,086,957
BOOKS	3,646,904	250,236	1,652,701	902,247	2,554,949	70%	1,091,955
OFFICE EQUIP. REPAIR	23,930	-	3,120	12,716	15,836	66%	8,094
EQUIPMENT	65,104	6,861	36,350	21,265	57,616	88%	7,488
OFFICE FURNITURE	2,750	1,157	1,157	-	1,157	42%	1,593
PROFESSIONAL SERV	23,907	-	6,690	4,042	10,731	45%	13,176
COPIER MACHINE	226,000	21,309	158,055	-	158,055	70%	67,945
COPIER PAPER	1,000	-	-	-	-	0%	1,000
SUPPLIES	80,516	13,028	47,853	7,811	55,664	69%	24,852
COMPUTER HARDWARE	726,776	-	708,395	0	708,395	97%	18,381
RENT	231,246	14,174	143,922	67,702	211,623	92%	19,623
OTHER SERVICES	646,534	46,423	352,276	28,504	380,780	59%	265,754
TRAVEL	9,900	2,300	3,320	-	3,320	34%	6,580
HOPITALITY	10,000	77	594	-	594	6%	9,406
VEHICLE MAINTENANCE	22,850	1,320	20,901	-	20,901	91%	1,949
GENERAL INSURANCE	622,596	51,883	466,947	-	466,947	75%	155,649
TRAVEL CONFERENCE	10,000	-	6,963	-	6,963	70%	3,037
CONTINGENCY	318,610	-	-	-	-	0%	318,610
<b>TOTAL</b>	<b>29,858,909</b>	<b>1,912,317</b>	<b>18,144,988</b>	<b>1,044,287</b>	<b>19,189,275</b>	<b>64%</b>	<b>10,669,634</b>



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

AS OF SEPTEMBER 30, 2022

ORGANIZATION	SERVICE	2022 BUDGET	SEPTEMBER	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	COMMITTED	BALANCE
PUBLIC SERVICE	REG SALARY	11,578,236	754,010	7,384,918	-	7,384,918	64%	4,193,318
	PART TIME SALARY	466,312	15,544	155,363	-	155,363	33%	310,949
	BENEFITS	6,324,651	393,660	3,796,134	-	3,796,134	60%	2,528,517
	BOOKS	3,146,904	250,236	1,152,701	902,247	2,054,949	65%	1,091,955
	OFFICE EQUIP. REPAIR	20,000	-	3,120	12,716	15,836	79%	4,164
	EQUIPMENT	33,500	5,457	15,752	13,000	28,752	86%	4,748
	OFFICE FURNITURE	2,000	467	467	-	467	23%	1,533
	PROFESSIONAL SERV	14,159	-	4,238	3,175	7,413	52%	6,746
	COPIER MACHINE	225,000	21,309	158,055	-	158,055	70%	66,945
	SUPPLIES	22,000	6,937	10,945	-	10,945	50%	11,055
	RENT	231,246	14,174	143,922	67,702	211,623	92%	19,623
	OTHER SERVICES	387,388	27,124	227,465	8,746	236,211	61%	151,177
	VEHICLE MAINTENANCE	3,000	1,320	1,812	-	1,812	60%	1,188
	GENERAL INSURANCE	404,826	33,736	303,620	-	303,620	75%	101,207
	TRAVEL CONFERENCE	10,000	-	6,963	-	6,963	70%	3,037
	CONTINGENCY	16,775	-	-	-	-	0%	16,775
<b>Total</b>		<b>22,885,997</b>	<b>1,523,973</b>	<b>13,365,475</b>	<b>1,007,586</b>	<b>14,373,061</b>	<b>63%</b>	<b>8,512,936</b>

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

AS OF SEPTEMBER 30, 2022

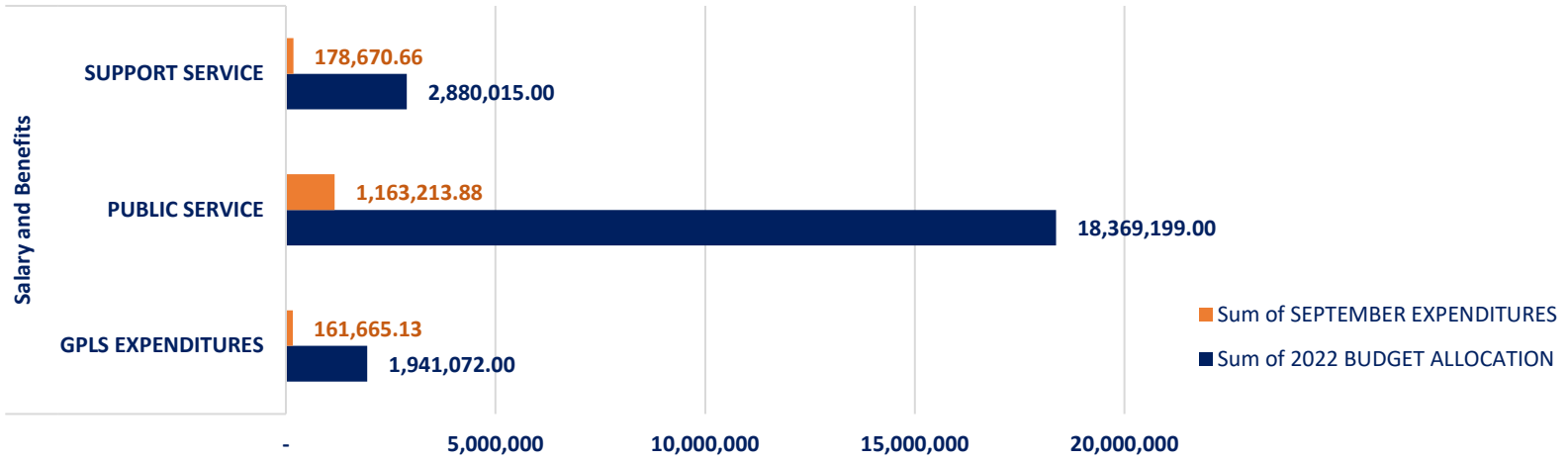
ORGANIZATION	SERVICE	2022 BUDGET	SEPTEMBER	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	COMMITTED	BALANCE
SUPPORT SERVICE	REG SALARY	1,881,448	116,401	1,128,731	-	1,128,731	60%	752,717
	BENEFITS	998,567	62,269	596,585	-	596,585	60%	401,982
	OFFICE EQUIP. REPAIR	3,930	-	-	-	-	0%	3,930
	EQUIPMENT	31,604	1,404	20,599	8,265	28,864	91%	2,740
	OFFICE FURNITURE	750	690	690	-	690	92%	60
	PROFESSIONAL SERV	9,748	-	2,452	867	3,318	34%	6,430
	COPIER MACHINE	1,000	-	-	-	-	0%	1,000
	COPIER PAPER	1,000	-	-	-	-	0%	1,000
	SUPPLIES	58,516	6,091	36,908	7,811	44,719	76%	13,797
	COMPUTER HARDWARE	726,776	-	708,395	0	708,395	97%	18,381
	OTHER SERVICES	259,146	19,298	124,811	19,758	144,569	56%	114,577
	TRAVEL	9,900	2,300	3,320	-	3,320	34%	6,580
	HOPITALITY	10,000	77	594	-	594	6%	9,406
	VEHICLE MAINTENANCE	19,850	-	19,088	-	19,088	96%	762
	GENERAL INSURANCE	217,770	18,148	163,328	-	163,328	75%	54,443
	CONTINGENCY	301,835	-	-	-	-	0%	301,835
<b>Total</b>		<b>4,531,840</b>	<b>226,679</b>	<b>2,805,499</b>	<b>36,701</b>	<b>2,842,200</b>	<b>63%</b>	<b>1,689,640</b>

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

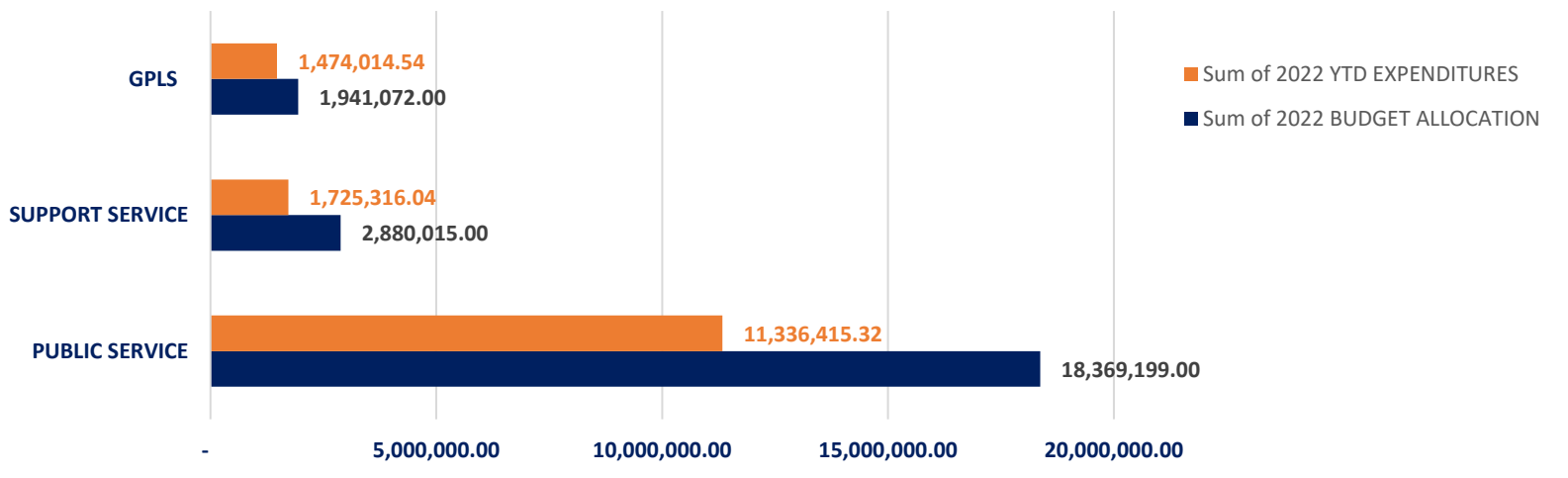
AS OF SEPTEMBER 30, 2022

ORGANIZATION	SERVICE	2022 BUDGET	SEPTEMBER	2022 YTD	2022 YTD	2022 YTD	2022 YTD	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	COMMITTED	BALANCE
GPLS EXPENDITURES	REG SALARY	1,328,474	110,998	1,017,874	-	1,017,874	77%	310,600
6585	BENEFITS	612,598	50,667	456,140	-	456,140	74%	156,458
6585	BOOKS	500,000	-	500,000	-	500,000	100%	-
<b>Total</b>		<b>2,441,072</b>	<b>161,665</b>	<b>1,974,015</b>	<b>-</b>	<b>1,974,015</b>	<b>81%</b>	<b>467,057</b>

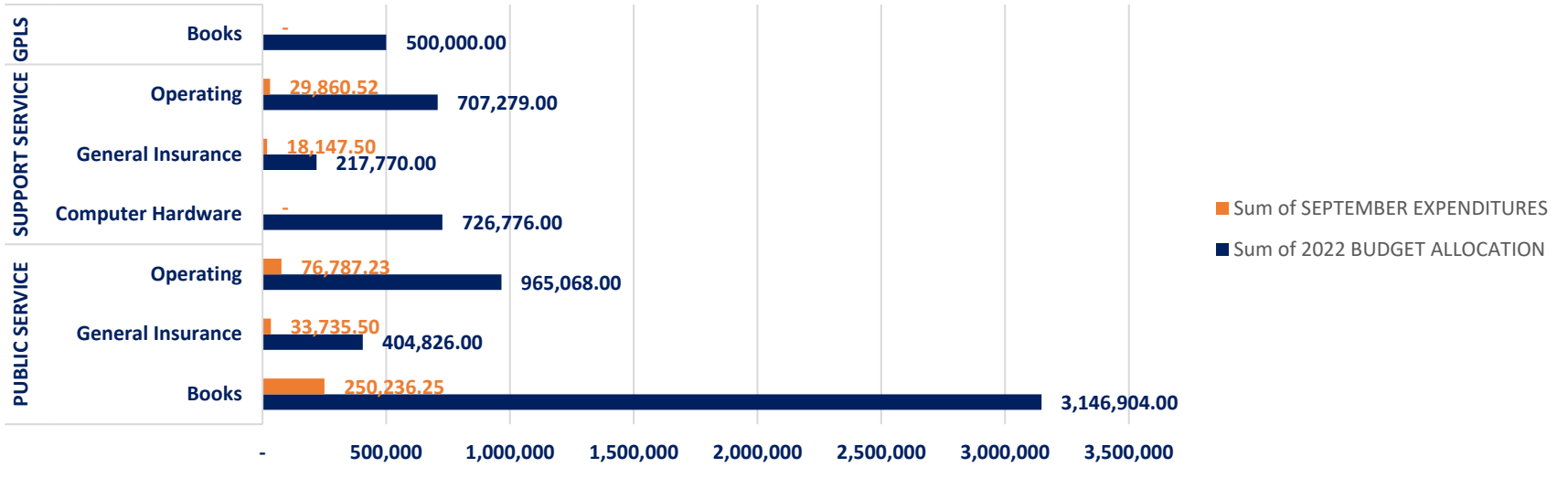
### September Salary and Benefits by Program



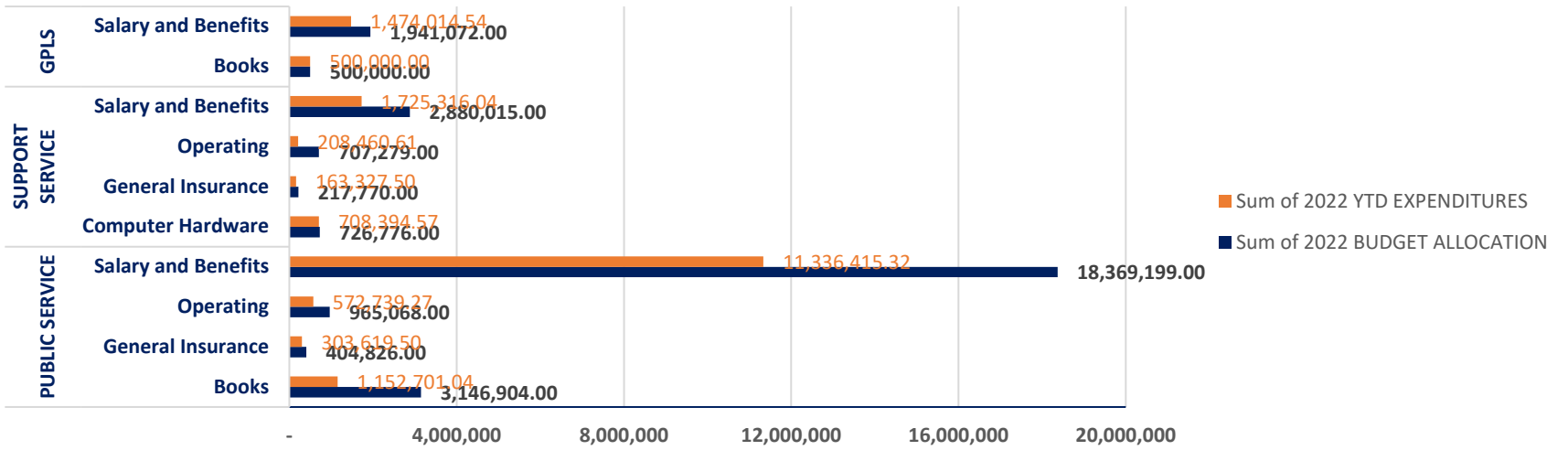
### September Salary and Benefits by Program



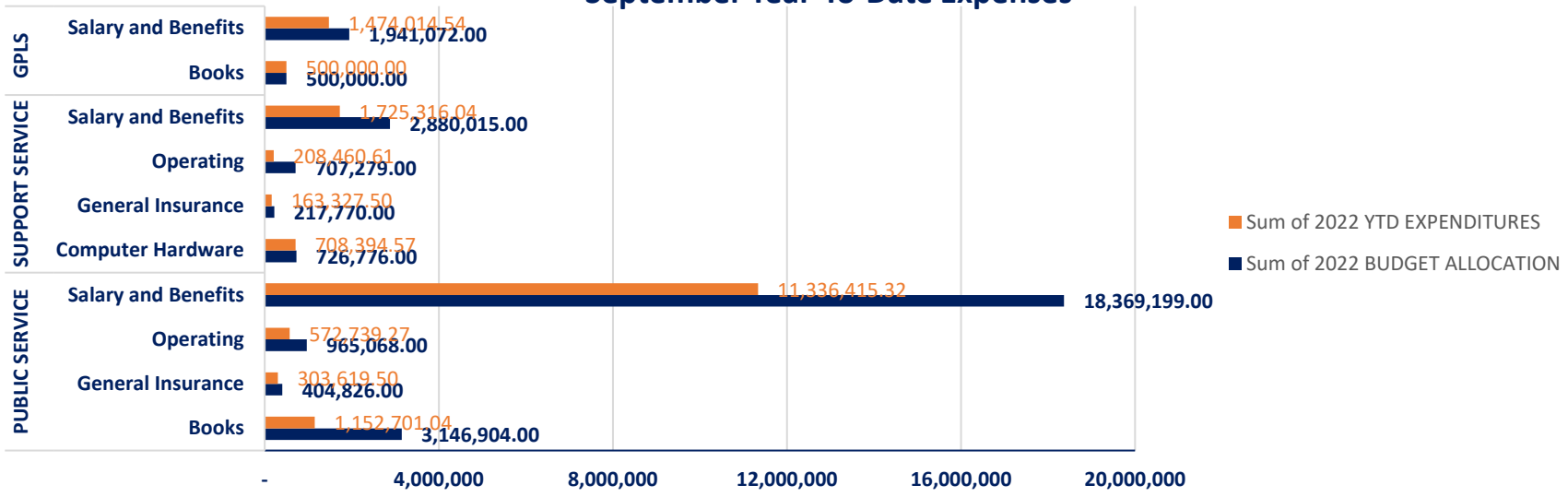
### September Operating Expenses by Program



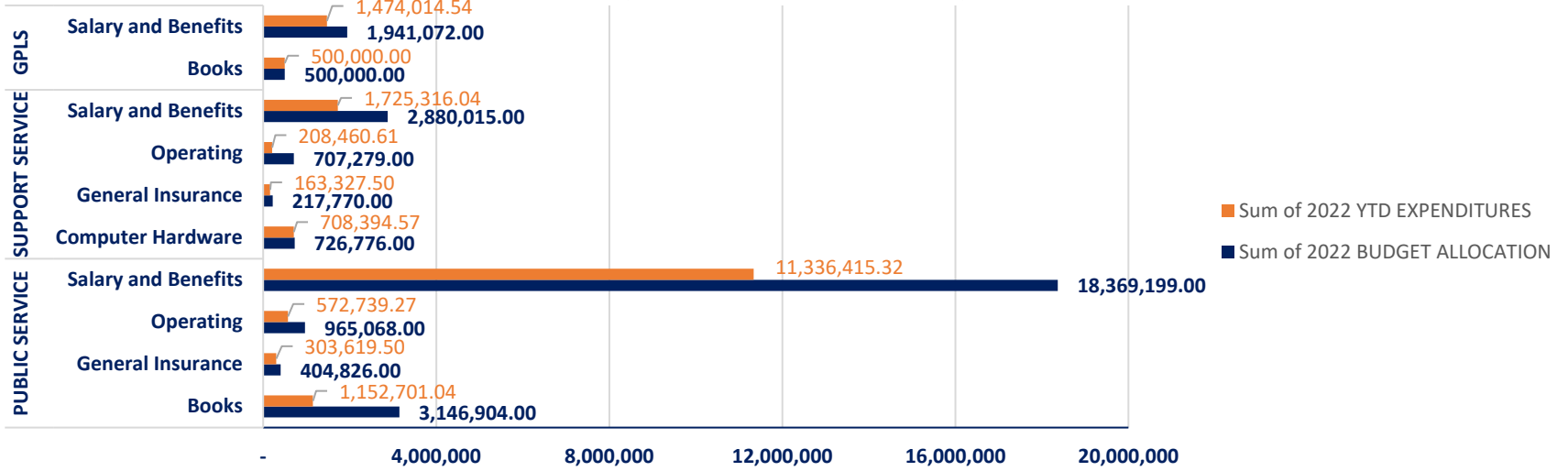
### September Year-To-Date Operating Expenses by Program



### September Year-To-Date Expenses



## September Grand Total Expenses



## Monthly Usage Summary - September 2022

Doc. #22-53

Activity and Description	2022		2021		YTD % +/-
	September	YTD	September	YTD	
<b>Circulation</b>					
Total number of items checked out of the library	187,345	1,671,917	177,520	1,225,083	36%
<b>Holds</b>					
Number of requests by patrons	46,600	418,422	44,727	476,482	-12%
<b>Visits</b>					
Number of people entering a library for any reason	310,207	1,671,544	126,373	564,434	196%
<b>Computer/Internet Usage</b>					
Number of computer sessions (Internet access and office software)	71,041	454,989	22,564	83,218	447%
Number of hours of computer use	24,835	186,798	10,690	39,978	367%
<b>Web Page Visits</b>					
Number of times people have visited the library's websites	960,884	8,353,639	825,138	7,077,594	18%
<b>Web Visitors</b>					
Number of people who visited the library's websites	148,425	1,250,273	125,476	1,024,183	22%
<b>Web Visitors</b>					
Number of people who visited the library's websites	158,195	1,101,848	136,048	898,707	23%
<b>Virtual Circulation</b>					
Number of materials downloaded or streamed	119,208	1,035,431	83,482	962,440	8%
<b>Virtual Circulation Users</b>					
Number of people who downloaded or streamed	20,027	210,437	20,805	210,697	0%
<b>Children's programs</b>					
Library sponsored programs offered for children (birth - 12)	295	2754	102	1073	157%
Number of people attending programs	4490	46611	1392	46242	1%
<b>Teen Programs</b>					
Library sponsored programs offered for teens (13 - 17)	35	313	9	262	19%
Number of people attending programs	462	2376	90	6059	-61%
<b>Adult Programs</b>					
Library sponsored programs offered for adults (18 + )	197	1922	48	1412	36%
Number of people attending programs	1,819	20,128	1478	129198	-84%
<b>Programs - Total</b>					
Library sponsored programs offered (includes all-ages not counted above)	575	5706	178	2205	159%
Number of people attending programs	7,483	83,511	3,457	31559	165%



## Fulton County Library System Circulation Stats - September 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	506	541	41	2	1,090	994	96	9.66%	9,080	5,502	3,578	65.03%
ADAMSVILLE/COLLIER HEIGHTS	614	599	60		1,273	933	340	36.44%	9,783	6,369	3,414	53.60%
ALPHARETTA	6,386	13,299	573	8	20,266	19,860	406	2.04%	185,784	138,645	47,139	34.00%
BUCKHEAD	3,926	5,295	193	3	9,417	8,216	1,201	14.62%	80,758	53,879	26,879	49.89%
CLEVELAND AVE	425	372	71		868	595	273	45.88%	7,647	9,764	-2,117	-21.68%
COLLEGE PARK	524	861	66	1	1,452	1,230	222	18.05%	12,066	7,323	4,743	64.77%
DOGWOOD	452	492	71		1,015	950	65	6.84%	9,882	4,529	5,353	118.19%
EAST ATLANTA	1,975	3,574	139	2	5,690	5,677	13	0.23%	48,834	34,619	14,215	41.06%
EAST POINT	553	193	48	1	795	898	-103	-11.47%	7,397	8,752	-1,355	-15.48%
EAST ROSWELL	4,532	6,359	221	11	11,123	11,205	-82	-0.73%	103,898	85,788	18,110	21.11%
EVELYN G. LOWERY @ CASCADE	1,052	844	87		1,983	1,853	130	7.02%	16,500	10,086	6,414	63.59%
FAIRBURN	634	918	61	3	1,616	1,362	254	18.65%	11,665	7,381	4,284	58.04%
GLADYS S. DENNARD @ SOUTH FULTON	1,057	1,580	102	1	2,740	2,710	30	1.11%	22,557	13,762	8,795	63.91%
HAPEVILLE	390	761	96	6	1,253	943	310	32.87%	7,940	5,469	2,471	45.18%
JOAN P. GARNER @ PONCE DE LEON	4,342	5,477	314	11	10,144	9,683	461	4.76%	86,189	63,606	22,583	35.50%
KIRKWOOD	1,365	3,493	132	9	4,999	5,167	-168	-3.25%	44,723	31,326	13,397	42.77%
LOUISE WATLEY @ SOUTHEAST ATLANTA	476	1,518	76		2,070	2,445	-375	-15.34%	16,574	15,736	838	5.33%
MARTIN LUTHER KING, JR	596	534	66		1,196	1,064	132	12.41%	10,722	8,313	2,409	28.98%
MECHANICSVILLE	309	236	20		565	430	135	31.40%	4,520	3,517	1,003	28.52%
METROPOLITAN	1,456	3,375	131	7	4,969	3,857	1,112	28.83%	38,950	23,677	15,273	64.51%
MILTON	4,609	10,355	461	15	15,440	14,809	631	4.26%	141,226	108,503	32,723	30.16%
NORTHEAST/SPRUILL OAKS	2,601	6,808	407	3	9,819	9,287	532	5.73%	86,470	69,564	16,906	24.30%
NORTHSIDE	3,130	5,973	215	3	9,321	8,181	1,140	13.93%	76,256	49,968	26,288	52.61%
NORTHWEST @ SCOTTS CROSSING	1,019	2,123	122	1	3,265	3,157	108	3.42%	30,233	21,886	8,347	38.14%
OCEE	4,808	12,522	848	9	18,187	14,615	3,572	24.44%	152,755	110,038	42,717	38.82%
PALMETTO	444	906	25		1,375	1,054	321	30.46%	11,090	6,935	4,155	59.91%
PEACHTREE	2,681	2,004	129	18	4,832	5,895	-1,063	-18.03%	44,669	37,161	7,508	20.20%
ROSWELL	5,944	8,612	363	12	14,931	13,817	1,114	8.06%	132,004	101,333	30,671	30.27%
SANDY SPRINGS	7,147	10,238	509	7	17,901	17,871	30	0.17%	162,345	126,080	36,265	28.76%
WASHINGTON PARK	527	670	58		1,255	1,577	-322	-20.42%	11,214	8,199	3,015	36.77%
WEST END	391	587	49	1	1,028	1,252	-224	-17.89%	11,250	9,674	1,576	16.29%
WOLFCREEK	1,208	1,769	157	13	3,147	2,832	315	11.12%	29,977	20,073	9,904	49.34%
<b>BRANCHES TOTAL</b>	<b>66,079</b>	<b>112,888</b>	<b>5,911</b>	<b>147</b>	<b>185,025</b>	<b>174,419</b>	<b>10,606</b>	<b>6.08%</b>	<b>1,624,958</b>	<b>1,207,457</b>	<b>417,501</b>	<b>34.58%</b>
CENTRAL	1,706	387	134	10	2,237	1,695	542	31.98%	25,177	5,133	20,044	390.49%
OUTREACH SERVICES	3				3	6	-3	-50.00%	28	61	-33	-54.10%
AUBURN AVENUE RESEARCH	80				80	1,400	-1,320	-94.29%	21,754	12,432	9,322	74.98%
<b>SYSTEM TOTAL</b>	<b>67,868</b>	<b>113,275</b>	<b>6,045</b>	<b>157</b>	<b>187,345</b>	<b>177,520</b>	<b>9,825</b>	<b>5.53%</b>	<b>1,671,917</b>	<b>1,225,083</b>	<b>446,834</b>	<b>36.47%</b>

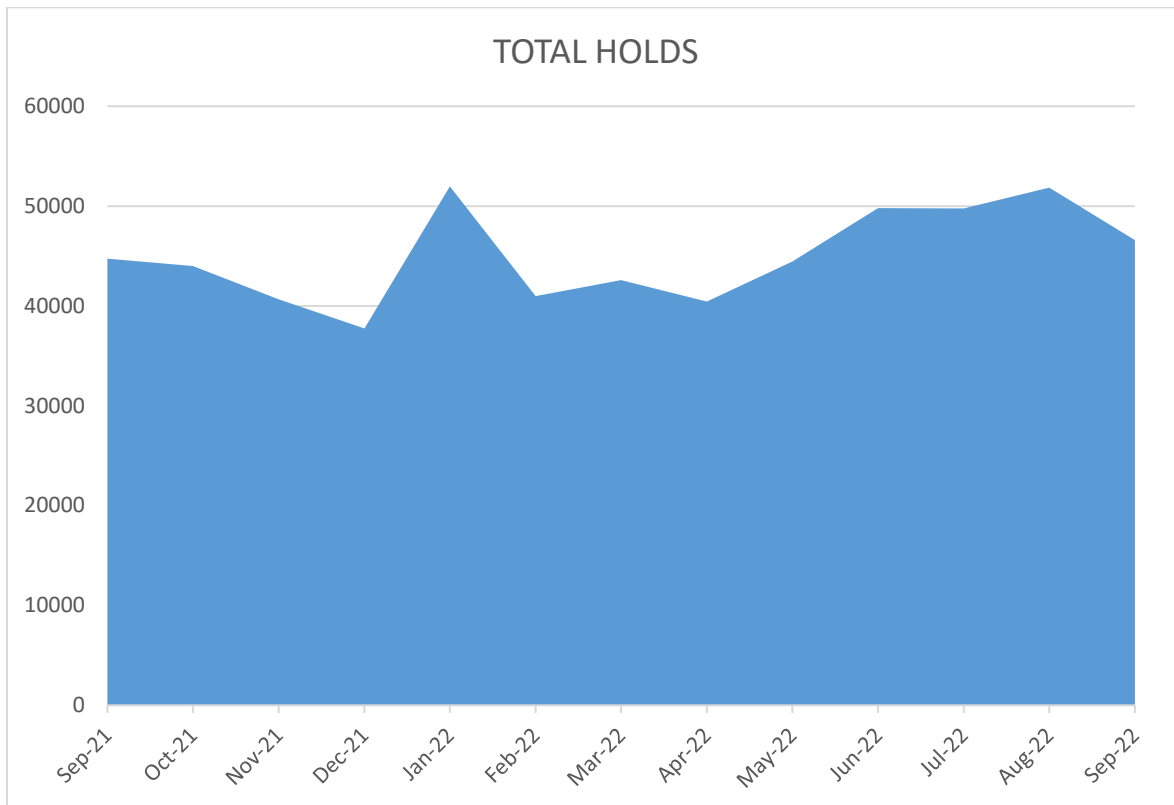
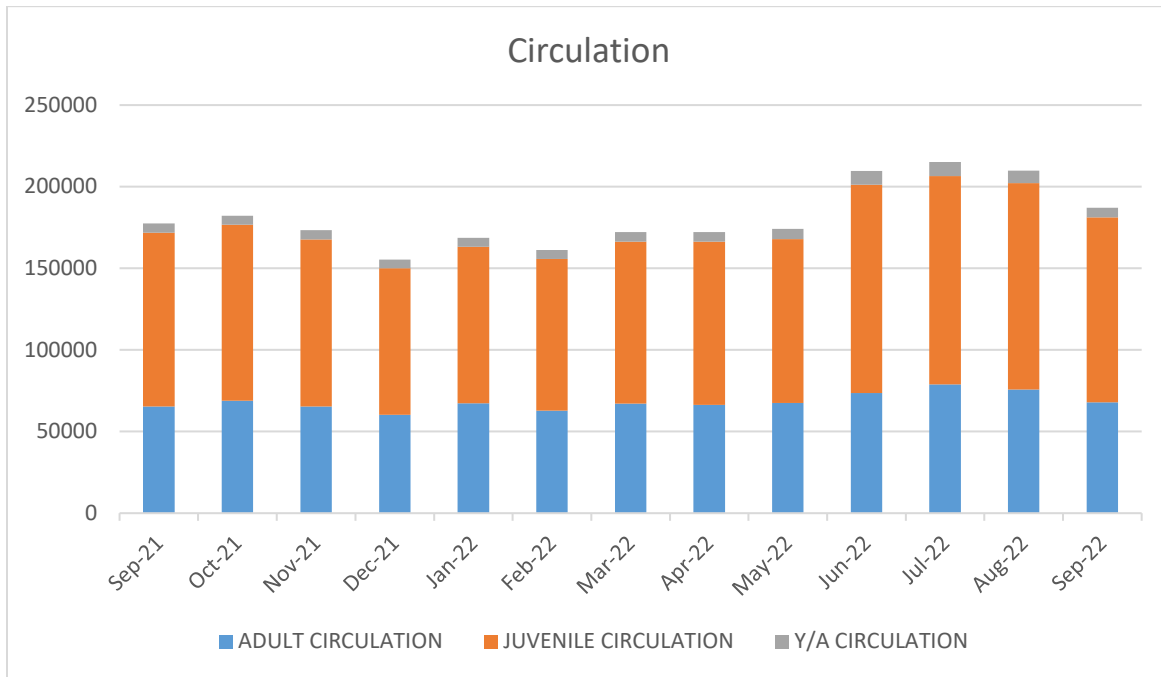
## FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE - September 2022

AGENCY NAME	CIRCULATION	REGISTRATIONS	USAGE	VISITS	PROGRAMS	ATTENDANCE	MEETINGS	ATTENDANCE	REGISTRATIONS
ADAMS PARK	1,090	72	1,392	79,698	16	53			
ADAMSVILLE/COLLIER HEIGHTS	1,273	91	2,125	3,385	19	220	1	5	1
ALPHARETTA	20,266	729	1,623	9,512	55	819	28	569	8
BUCKHEAD	9,417	565	2,750	7,388	13	312	21	302	3
CLEVELAND AVE	868	45	954	2,632	18	66	9	71	0
COLLEGE PARK	1,452	122	2,422	4,037	22	178	0	0	0
DOGWOOD	1,015	60	894	5,126	14	62	12	48	0
EAST ATLANTA	5,690	250	1,513	24,697	0	0	10	99	0
EAST POINT	795	172	3,127	4,738	17	83	4	34	0
EAST ROSWELL	11,123	270	1,154	9,832	20	306	8	80	5
EVELYN G. LOWERY @ CASCADE	1,983	170	1,728	4,632	7	73	11	131	2
FAIRBURN	1,616	173	1,050	2,779	7	305	2	12	5
GLADYS S. DENNARD LIBRARY @ SOUTH FULTON	2,740	188	2,522	2,640	9	623	10	182	0
HAPEVILLE	1,253	77	1,945	3,055	14	144	17	172	0
JOAN P. GARNER @ PONCE DE LEON	10,144	435	5,959	5,805	7	67	1	10	1
KIRKWOOD	4,999	190	617	3,979	12	269	3	30	4
LOUISE WATLEY LIBRARY @ SOUTHEAST ATLANTA	2,070	54	1,827	1,839	9	282			
MARTIN LUTHER KING, JR	1,196	88	753	0	6	18	6	0	0
MECHANICSVILLE	565	47	1,616	1,467	3	79	5	48	2
METROPOLITAN	4,969	166	3,157	5,612	22	546	45	310	0
MILTON	15,440	334	1,283	5,472	38	516	8	148	9
NORTHEAST/SPRUILL OAKS	9,819	190	423	4,304	21	277	4	63	2
NORTHSIDE	9,321	242	524	7,205	19	226	3	55	0
NORTHWEST @ SCOTTS CROSSING	3,265	138	2,284	7,881	14	186	5	70	2
OCEE	18,187	480	482	8,145	25	431	4	48	4
PALMETTO	1,375	69	320	4,926	12	166	8	258	6
PEACHTREE	4,832	353	1,611	4,610	0	0			
ROSWELL	14,931	393	1,788	9,132	52	173	3	37	5
SANDY SPRINGS	17,901	564	2,644	15,513	43	587	8	88	15
WASHINGTON PARK	1,255	41	1,994	3,507	9	47	1	4	2
WEST END	1,028	114	1,166	3,744	31	150	3	28	0
WOLFCREEK	3,147	202	1,005	2,180	0	0	8	361	0
<b>BRANCHES TOTAL</b>	<b>185,025</b>	<b>7,084</b>	<b>54,652</b>	<b>259,472</b>	<b>554</b>	<b>7,264</b>	<b>246</b>	<b>3,263</b>	<b>76</b>
CENTRAL	2,237	701	16,358	13,011	5	24	31	940	0
VIRTUAL PROGRAMS					6	0			
OUTREACH VIRTUAL PROGRAMS	3				0	0			
AUBURN AVENUE RESEARCH	80	2	31	37,724	9	195	7	281	0
<b>SYSTEM TOTAL</b>	<b>187,345</b>	<b>7,787</b>	<b>71,041</b>	<b>310,207</b>	<b>574</b>	<b>7,483</b>	<b>284</b>	<b>4,484</b>	<b>76</b>

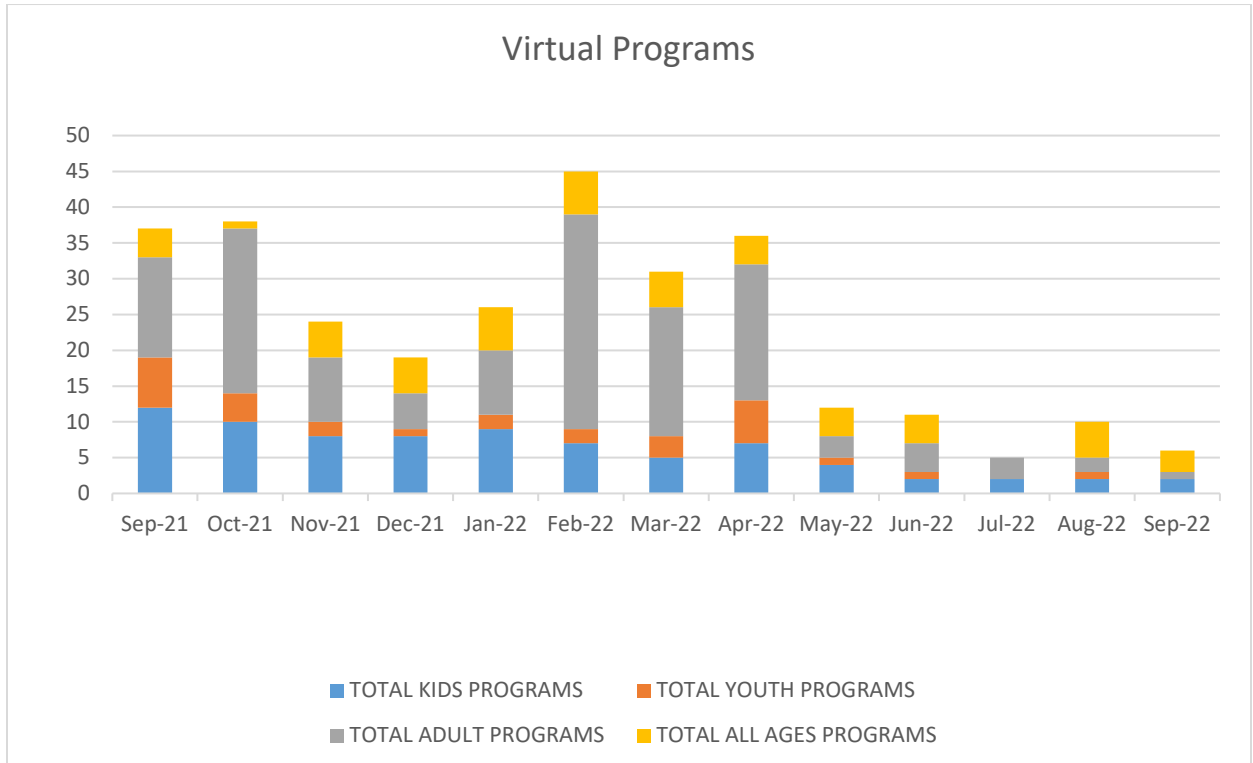
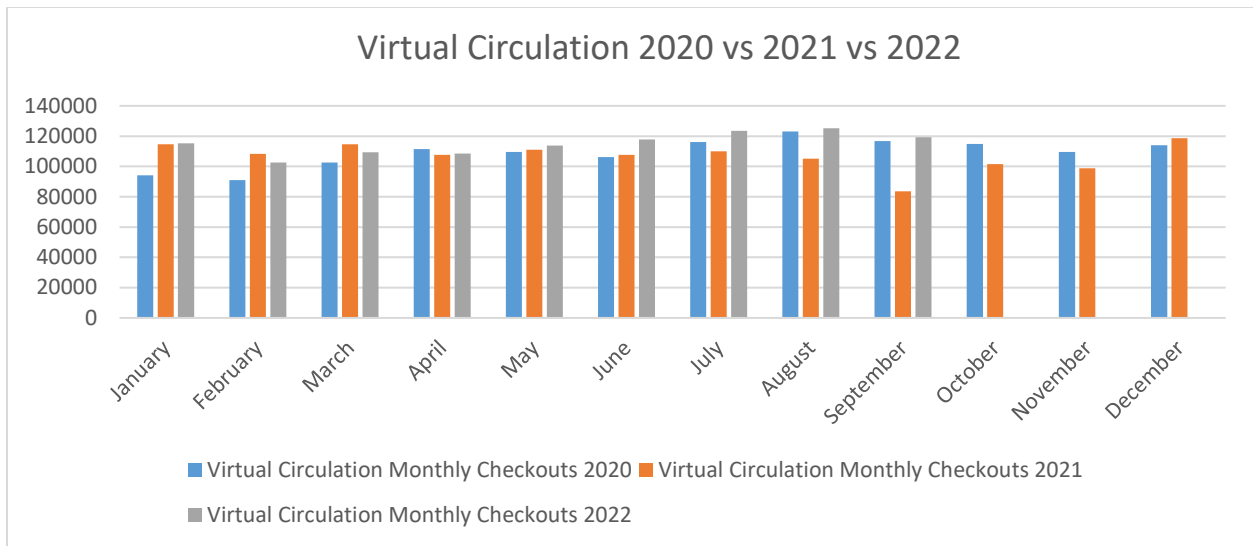
## FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE - Q3, 2022

AGENCY NAME	TOTAL CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	3,538	227	5,517	87,355	33	287	1	14	0
ADAMSVILLE/COLLIER HEIGHTS	3,870	243	6,454	10,268	32	335	4	49	4
ALPHARETTA	68,515	2,092	5,283	34,933	137	2,684	54	1,501	39
BUCKHEAD	29,862	1,809	7,111	22,962	48	1,432	53	930	5
CLEVELAND AVE	2,838	147	2,725	7,233	31	153	30	238	0
COLLEGE PARK	4,257	313	7,511	11,139	51	468	8	51	34
DOGWOOD	3,272	144	2,693	8,734	46	415	37	229	12
EAST ATLANTA	17,736	804	4,086	41,932	10	259	20	226	0
EAST POINT	2,562	591	9,424	16,164	40	331	12	137	1
EAST ROSWELL	37,004	945	2,867	21,406	77	1,311	16	162	5
EVELYN G. LOWERY @ CASCADE	5,882	509	5,664	16,006	23	347	66	896	2
FAIRBURN	4,614	408	2,630	8,070	10	325	13	33	13
GLADYS S. DENNARD @ SOUTH FULTON	8,463	580	7,143	15,584	26	928	25	318	0
HAPEVILLE	3,369	205	4,500	8,930	29	390	37	329	0
JOAN P. LOWERY @ PONCE DE LEON	31,186	1,314	16,166	18,415	13	249	3	21	1
KIRKWOOD	15,664	562	1,472	12,365	40	916	6	63	8
LOUISE WATLEY @ SOUTHEAST ATLANTA	6,094	193	5,636	6,903	14	336	0	0	0
MARTIN LUTHER KING, JR	3,601	290	2,550	3,272	17	47	11	26	0
MECHANICSVILLE	1,593	118	4,409	4,762	5	120	22	325	5
METROPOLITAN	14,979	486	9,289	16,124	69	1,445	124	923	0
MILTON	52,851	1,046	2,500	18,444	142	3,512	18	249	12
NORTHEAST/SPRUILL OAKS	31,442	703	1,277	15,164	81	1,963	11	169	4
NORTHSIDE	28,350	810	1,591	23,899	42	585	7	107	0
NORTHWEST @ SCOTTS CROSSING	10,572	454	6,489	18,162	40	537	15	215	5
OCEE	58,756	1,472	1,728	27,315	71	1,106	14	176	5
PALMETTO	4,304	207	1,064	6,605	28	346	28	703	10
PEACHTREE	15,615	1,056	4,898	11,874	9	50	0	0	0
ROSWELL	48,675	1,383	5,009	31,863	112	1,276	12	177	12
SANDY SPRINGS	59,090	1,823	8,411	52,365	127	2,128	25	298	37
WASHINGTON PARK	3,777	123	5,936	11,230	27	188	5	58	5
WEST END	3,782	266	4,901	12,320	95	496	4	28	0
WOLFCREEK	10,934	598	2,931	26,932	37	243	27	1,344	0
<b>BRANCHES TOTAL</b>	<b>597,047</b>	<b>21,921</b>	<b>159,865</b>	<b>628,730</b>	<b>1,562</b>	<b>25,208</b>	<b>708</b>	<b>10,045</b>	<b>219</b>
CENTRAL	7,054	1,341	42,729	37,621	25	158	75	1577	2
VIRTUAL PROGRAMS	0	0	0	0	21	97	0	0	0
OUTREACH VIRTUAL PROGRAMS	11	3	0	0	1	20	0	0	0
AUBURN AVENUE RESEARCH	8,565	5	124	37,724	13	364	18	631	0
<b>SYSTEM TOTAL</b>	<b>612,677</b>	<b>23,270</b>	<b>202,718</b>	<b>704,075</b>	<b>1,622</b>	<b>25,847</b>	<b>801</b>	<b>12,253</b>	<b>221</b>

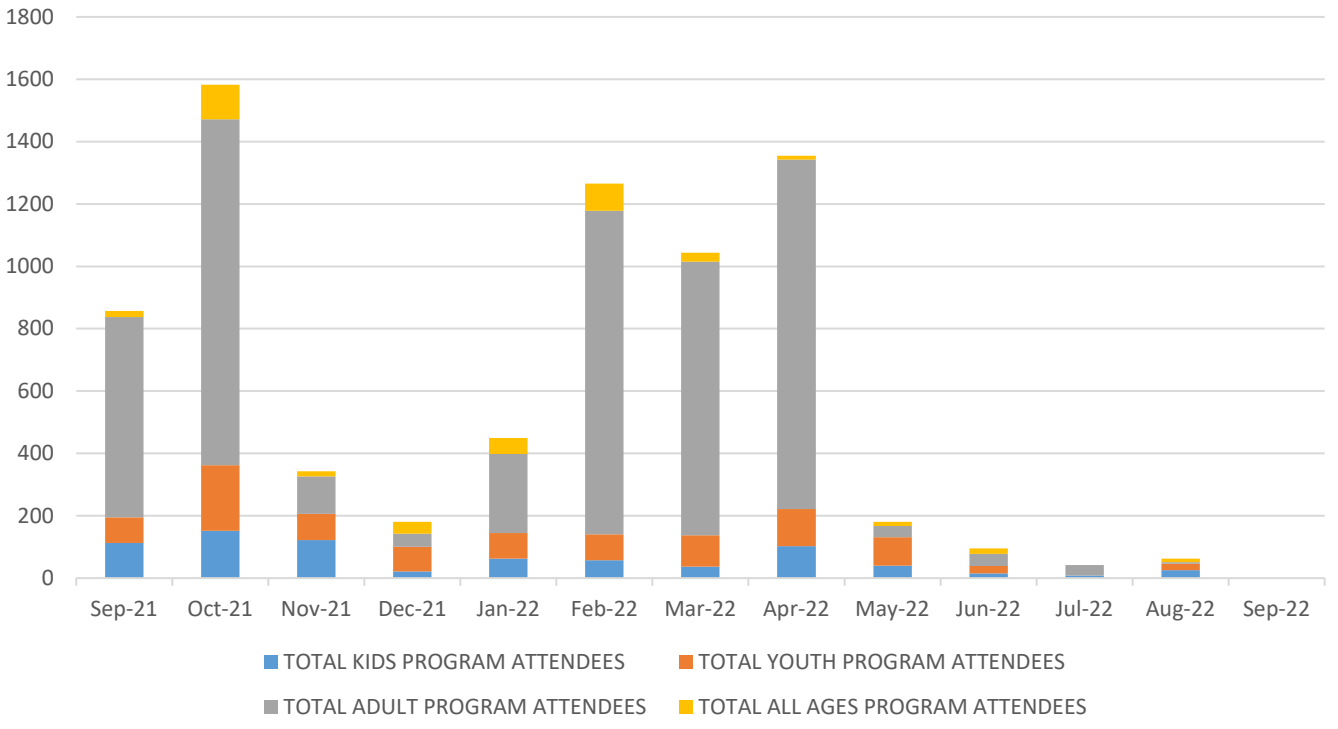
## September 2022 Executive Summary – Charts



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



## Virtual Program Attendance





## INTEROFFICE MEMORANDUM

**TO:** Board of Trustees, Fulton County Library System  
**FROM:** Gayle H. Holloman, Executive Director  
**DATE:** October 19, 2022  
**SUBJECT:** Library Board of Trustees Meeting Schedule - 2023

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Please note the following Library Board of Trustees Meeting dates for 2023. This is an action item on your October 26, 2022, agenda.

January 25, 2023

February 22, 2023

March 22, 2023

April 26, 2023

May 24, 2023

June 28, 2023

July 26, 2023

August 23, 2023

September 27, 2023

October 25, 2023

November 15, 2023\*

December 20, 2023\*

Board of Trustees meetings are held the 4<sup>th</sup> Wednesday of each month at 4:00 p.m. The \*November and \*December meeting will be held on the 3<sup>rd</sup> Wednesday at 4:00 p.m. due to the Fulton County holidays.

Thank you.

GHH/zrc