



**FULTON
COUNTY**
LIBRARY
SYSTEM

BOARD OF TRUSTEES

MEETING
INFORMATION PACKET

JANUARY 25, 2023



**FULTON
COUNTY**
**LIBRARY
SYSTEM**

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FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES VIRTUAL MEETING
JANUARY 25, 2023



REVISED

**FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING
JANUARY 25, 2023 - 4:00 P.M.**

AGENDA

- I. Call to Order
- II. Public Comments
- III. Adoption of Agenda* Doc. #23-02
- IV. Approval of Minutes – December 21, 2022* Doc. #23-01
- V. Chairman’s Report
- VI. Work Orders Report - Paul Kaplan
- VII. Director’s Reports Doc. #23-05
 - Library Services and Trends
 - Monthly Financial Report Doc. #23-03
 - Monthly Usage Summary Doc. #23-04
 - Library Closure Report - Quarterly
- VIII. Unfinished Business
 - A. Central Library - Update
 - B. Library’s Impact Plan - Update
 - C. 2023 One Book, One Read Event - Update
- IX. New Business Doc. #23-06
 - A. Naming Recommendation*
 - B. Board of Trustees Officers – Discussion
 - C. Memorandum of Understanding with the AFPL Foundation - Discussion
- X. Adjournment

*Action is anticipated on this item

Doc. #23-01



FULTON COUNTY LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

DECEMBER 21, 2022 – 4:00 P.M.



Members Present: Borders, Priscilla - Vice Chair
Denson, Damian J.
Jordan, Linda
Joyner, D. Chip, Chairman
Kaplan, Paul
Piontek, Joe (attended virtually)
Radakovich, Nina

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

Guests: 2 Virtual Attendees

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

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CALL TO ORDER

CHAIRMAN D. CHIP JOYNER: Okay. It's now five minutes after four. December 21, 2022, calling to order the Fulton County Library System Board of Trustees meeting. Mrs. Claxton are there any public comments?

PUBLIC COMMENTS

MRS. ZENOBIA CLAXTON: There are no public comments.

CHAIRMAN D. CHIP JOYNER: Everyone has had the opportunity to read either via email or mail at its last meeting, November 16, 2022. Motion to approve the minutes. I'm sorry I skipped the adoption of the agenda. My apologies. Okay, is their motion to adopt the agenda?

22-62 ADOPTION OF AGENDA**MOTION**

MS. LINDA JORDAN: So, move.

MR. DAMIAN DENSON: Seconded.

CHAIRMAN D. CHIP JOYNER: Motion by Ms. Jordan, seconded by Mr. Denson. All those in favor say aye.

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: All right. Any nays? Hearing none, the agenda is adopted. Moving on to the approval of Minutes for November 16, 2022. Is there a motion to approve the minutes?

22-61 APPROVAL OF MINUTES – NOVEMBER 16, 2022**MOTION**

MS. PRISCILLA BORDERS: I so move.

CHAIRMAN D. CHIP JOYNER: A motion by Vice Chair Borders. Is there a second?

MRS. NINA RADAKOVICH: Second.

CHAIRMAN D. CHIP JOYNER: Seconded by Mrs. Radakovich. All those in favor, say aye.

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: Any oppose?

MS. LINDA JORDAN: Abstention. I wasn't here. I abstained.

CHAIRMAN D. CHIP JOYNER: Okay. Hearing none. The approval of minutes is passed. Okay. We're going to skip the chairman's report today. Mr. Kaplan who is in traffic right now. He'll be here shortly. We'll move over directly to the director's report.

22-65 DIRECTOR'S REPORTS**LIBRARY SERVICES AND TRENDS****22-63 MONTHLY FINANCIAL REPORT****22-64 MONTHLY USAGE SUMMARY**

MRS. GAYLE H. HOLLOMAN: Okay. Thank you so much, Mr. Joyner. Good afternoon, everybody. We've been busy, and this is an end of the year that we finally got to -- as you know, we've made it through so much over these last -- this year, last year, and even before that. It's been a good year. We're ending up in a good place, I think, in so many ways. I'll make mention of -- you will notice that our financial reports are there, and I don't know if anyone has questions about them or not. Our monthly usage is going up in the sense of number of programs offered. Our goal in 2023, though, is that we will improve upon our ability to reach people to come into our libraries again and actually attend programs. That has been a concern that we've had because, of course, with the continued

emergence or continuation of COVID-19, people have been hesitant. So, we're not getting the active participants within the buildings that we once had. So, we need to greatly improve upon that. So, that's part of our goals as we go through our strategic planning process to help us to increase that. So, I'm very excited about the possibilities for making that happen as we go forward. This doesn't come until later and unfinished business. But anyway, that's where we are right now. Our trends -- we are on trend with the fact that our continued response to security issues, our continued responses to all of those things that people expect from us. We're keeping this up in our approach to what we do as far as our service level goes. We have asked for extended funds or additional funds to enhance our security detail, so we look forward to that in the budget, the 2023 budget, as it goes underway to be approved in January, the first or second meeting of the Board of Commissioners. So, that is -- that's another area of opportunity for us. I believe I'm feeling very confident that it's going to be looked at very, very positively and that we will be able to remedy some of the problems that we found with the security details. So, that's going to be a real situation for us there that will make an improvement of what we're doing.

MS. LINDA JORDAN: So, you're saying the security portion has already been included in the upcoming budget for the Commission to look at it?

MRS. GAYLE H. HOLLOMAN: Yes, to look at and hopefully approve. So, I'm feeling confident that's going to help us a lot. I don't anticipate a great cut. We basically know what we're getting is basically in alignment with what our previous budget has been. But we do want to make sure that we stay on target with all of our expenses, as we have right now, we're at 79% of our funding has been expended. So, that's always a positive. But as I said earlier, our biggest thing right now is to try to increase the number of people who actually come to our programs in person, and that's a real challenge for us. So, I'll speak more about some of that as we go into the unfinished business.

CHAIRMAN D. CHIP JOYNER: There should be a surplus in salaries considering the availability of salary funding remains.

MRS. GAYLE H. HOLLOMAN: The budget will continue. Yes, it will remain in that. It won't be -- if we didn't designate the funds roll over. In a sense, it's not exactly a well -- it's not like we're going to have extra dollars added to our 2023 too. It doesn't work quite like that. But they look at how we are spending our budgets for different things and part of that salary. So, if you get what's called salary savings, we're not able to utilize it like we've been able to do in the past. So, a lot of that would be put on hold. We've been instructed that for next year with regard to salaries is that we try to stagger hiring because of the decision that was made with regard to the millage rate so that we're not impacting it as greatly all at once. So, we'll spread it out over the months a little bit more. In our case, we've been really working diligently these last three or four months to try to have our interviews, to try and get people hired. We've got two people coming on board on January 4th. So, that's going to help us a lot so that we won't run into some of that situation where we're not able to use those funds. But it's a little bit different in some ways now that they're kind of asking us to hold on to those salary savings and we're not able to just use them independently as we were able to in some regard in the past.

CHAIRMAN D. CHIP JOYNER: So, because we didn't use those funds in 2022, was that the assumption that we don't need those funds?

MRS. GAYLE H. HOLLOMAN: Oh, no, there's no assumption in that. We know full well that we need that. Constantly communicating that to HR, to the county leadership as a

whole so that they are fully aware of what we need. Then, we're continuing to have staff resign for various reasons. A lot of people are retiring, so we had that going on for about the last month. I have some that are anticipating retirement at the end of January. So, that's going to impact us again. We sort of think we're down to a fairly -- fairly usual level or average level of vacancies and then continue to rise because here, you go start to get more and more people that are getting their resignations. Some of it has to do with the fact that people are saying that they -- for some of the positions that we have that are comparable in other library systems in this area, that we're not competitive. At one time we were very competitive and now we're finding that we're not. But we started to address some of that, and we're trying to make a difference as much as we can. We end up losing some people because they want to make more. We can't always give them a higher than the minimum. That's some -- in some cases we're able to do some of that. But then there's a caveat with that in the sense that if you do too much of that, then you're going to run out of those dollars that you're talking about that have been unused because the positions stay vacant. So, that's how you're able to create it in a position to stay vacant. Then we've got to be very careful how we expend those unused funds of what we call salary savings.

CHAIRMAN D. CHIP JOYNER: How long has it taken in this past year to fill a position, a salary position?

MRS. GAYLE H. HOLLOMAN: Well, it's been a little unusual this year. We had a setback. That was -- it was an administrative setback that I had to take because of some things that went wrong in our integrated process. So, when things happen like that, sometimes you'd have to readjust. So, we did. It put us back by about two months and we had to get it together. We had to have some- somewhat training and some input, more and more input that we have to seek and receive from HR. We were able to get the playing field leveled again, but that didn't hold us up. I would hate that it did, but it was standard we had to take -- to address the issue and then to resolve it.

CHAIRMAN D. CHIP JOYNER: So, when -- so we're looking at two months to fill a position now?

MRS. GAYLE H. HOLLOMAN: What was taken about -- that was a two-month delay. So, it takes about a good -- a good three weeks at least, sometimes four, to actually fill a position.

CHAIRMAN D. CHIP JOYNER: Where are we with vacancies now which our number?

MRS. GAYLE H. HOLLOMAN: Well, we were a few days ago a little bit better. Right now, we're at about 64.

CHAIRMAN D. CHIP JOYNER: 64. It stayed around 64 all year long. Correct?

MRS. GAYLE H. HOLLOMAN: It averaged about probably about 62 in average.

CHAIRMAN D. CHIP JOYNER: The 64, they -- with the new retirement's coming up. How many is that? So, we look at getting close to 66 vacancies?

MRS. GAYLE H. HOLLOMAN: At one point we had 72. So, we're down from where we were, but we may very well go back and we've got people starting on the fourth, as I said. There are quite a number of people starting that day more than we have in a long time. Because they were really trying to make sure we hit that target date. So, I think you start to level off at some point. But we just don't know where and when. But this great resignation has really affected us.

CHAIRMAN D. CHIP JOYNER: The other libraries too in metro area?

MRS. GAYLE H. HOLLOMAN: It has to some degree. But there again, some of them have been competing, but we're paying more than we were paying. So, we've tried to find ways to meet that gap. As I said, we had to be very careful. It's a delicate balance because you don't want to start affecting your other funding because you're meeting people's requests for higher pay. So, you've got to really discern whether or not that position warrants it.

CHAIRMAN D. CHIP JOYNER: The other libraries that can pay more because they're smaller systems that don't have as many personnel or whatever?

MRS. GAYLE H. HOLLOMAN: Well, that's probably what it is about, because they are small businesses, we are the largest. But there again, they've been able to -- we used to have the handle on that, but we were the ones paying more money. But we have since found out that there are at least two library systems that are fairly major in the metro area that have been outpacing us with the -- with their salary adjustments.

CHAIRMAN D. CHIP JOYNER: There's no agreement to not poach.

MRS. GAYLE H. HOLLOMAN: No, that's not a -- they -- they've been poaching to. So -- but we kind of got back -- we got a couple of people that are coming from somewhere else on January 4th. So, we're kind of getting back in on the playing field.

CHAIRMAN D. CHIP JOYNER: Any other questions on the director's report? The Financial Report and Usage Summary. You got unfinished Business?

UNFINISHED BUSINESS

CENTRAL LIBRARY - UPDATE

MRS. GAYLE H. HOLLOMAN: The Central Library update is a -- we're doing well. We haven't had any -- we've escaped the rain. We've had some people to be very proactive here at the Central Library. With regard to some water issues, we would tend to have whatever. There was a heavy rain, that didn't happen. Most recent heavy rain. So, I've read reports, Mr. Kaplan, that the water didn't come down well. So that's been really good. We were very glad to know that whatever took place as far as the repairs before actually worked in hell. So, that's really good. Central has been really, really busy with a lot of people using the event center, using -- we had a very big program last week with Hampton Institute -- Hampton University. The former dean there was featured a film presentation and we had at least a good 75 to 100 people turned out for the event to meet him because he flew in and to actually be a participant in the Washington screening of the film. So, that was really positive. Then, we've had the unveiling of the portrait of Former First Lady Michelle Obama on the first floor. You might have seen it when you walked in. It's the one that's going to be -- the plan is to have it featured at several of our other libraries, and it will have its final residing place, it will be at the Auburn Avenue Research Library. So, we were very excited about that. We had good attendance. Some of you attended. We were very pleased to see you there and it was a very, very good program. So, we're doing a lot of programming here in Central and I think that its letting people know who are in the area, people who are in the county, and especially at the government center to know what's going on here and to come and attend the programs. That's been very exciting and positive for us, too. So, I'm excited about all of that. But just busy, just very busy and a lot of activity.

MS. LINDA JORDAN: Question, Mr. Chairman, I want to know, Gayle, as far as the -- excuse me. As far as the marketing of the opportunity to have something here, how is that going? Not just the Atlanta community surrounding area all know. How's it going?

MRS. GAYLE H. HOLLOMAN: Well, I'm working with Dr. Cheryl Small, and I are on a rental reservation committee. We've done it for a number of years. It's kind of come in various iterations. But we are still on that committee and we're working at least once a month -- once a week we are meeting to discuss what that's going to look like is, that's going to be a rental reservation system so that the public or anyone would be able to look on -- there be a link. They will be able to go to and be able to actually reserve a rental space, a meeting room or a study room. So, that's very positive and that at some point now we're planning still to push out what will be the types of -- what would be the types of events that would be allowed in a meeting room other than what we're doing now. Currently, we primarily only have meetings like NPU groups, business meetings, that type of thing in our meeting rooms. Of course, the study rooms are a little different in that an individual or a group could come in and if they've got a library card, can go in and into a study room. But the meeting room space is people have wanted to use it for various things of their own personal nature. So, we've got to go before the Board of Commissioners and find out what that should look like, what will they agree to, because people want to do all kinds of things. Baby showers and children's parties and just how much -- how far will we go? Right? You know, the library staff, we're very excited about the possibilities because that'll bring people in to see what we're doing and other things we have to offer that we can market to them. But do we -- can we hold -- can we -- we anticipate that that's going to open up a lot of possibilities, a lot of people having a lot of interest. So then where do you stop? So, this Board may have to make some policies to offset what may be the case, but we don't know what it's going to look like yet. So that's how we're doing it now. As soon as we know all that, then we can get back to you. The main library that would be a part of this rental agreement situation that the public can take part of will be the Central Library, particularly with the event space that we have and perhaps Auburn to some extent since they have an auditorium, and the Alpharetta Library is it also has an auditorium.

CHAIRMAN D. CHIP JOYNER: What's the backstory on the portrait? How did that come to you?

MRS. GAYLE H. HOLLOMAN: The backstory of the portrait. There's a gentleman who is a philanthropist and he owns a -- I understand, different maybe restaurants and other things at the Atlanta airport, Mack Wilbourn. He had the portrait that he commissioned an artist to do for him. In fact, I think he had three of them. So, I don't know if the same artist did all of them. But anyway, he decided that he was interested in giving it away and donating it. David Manuel, who is the Director of Arts and Culture for Fulton County, knows Mr. Manuel -- Mr. --

CHAIRMAN D. CHIP JOYNER: Wilbourn.

MRS. GAYLE H. HOLLOMAN: Wilbourn and Manuel. They started talking about it. He says, "Well, what do you think? I'd like to donate this to you all." So, the word got to Commissioner Hall, and she supported it, and then she brought it to the rest of the group, and it was adopted. We decided that we would house it at the library. It was donated to the county as a whole. So then, it was decided that the library would start as a first point of display. Then as we looked further into it, we got concerned about having to move it, transport it. It could get damaged if you move it 34 times. So, do we really want to do that or not with 34 libraries? So, at this point, it looks like we're going to put it in this library for three months at Central, and then from here it'll go to maybe one or two others. Then, at the end of it, it will end up being reside -- to end up residing at the Auburn Avenue

Research Library. So, we think that's probably the best so that we don't damage it. Arts and Culture, though, did transport it here to here and they held it for us. So, that was really good on their part and we're very excited about it. Lots of folks have had a lot of conversations about it and like it. You know, so Mr. Wilbourn was here, and we were able to thank him, and we unveiled it and people responded very well to it.

CHAIRMAN D. CHIP JOYNER: I see him in the photo on the cover.

MRS. GAYLE H. HOLLOMAN: Right.

CHAIRMAN D. CHIP JOYNER: He's been a mentor for so many people in the community.

MRS. GAYLE H. HOLLOMAN: But that's something.

CHAIRMAN D. CHIP JOYNER: He's a legend.

MRS. NINA RADAKOVICH: I think he's been a partner of the city of Atlanta at the airport. He was the original concessionaire for food things. For him to donate this and come in person and speak to why libraries are important to him. He was obviously excited about this and really happy to do it. It's another library champion we have that we didn't know about. Hopefully we have an ongoing relationship with him because he's a library person. Who knew?

MRS. GAYLE H. HOLLOMAN: Right.

CHAIRMAN D. CHIP JOYNER: That's great.

MS. LINDA JORDAN: I think he was recently recognized by the Atlanta Convention and Visitors Bureau. If I'm not mistaken. Mack Wilbourn very well known in the city, in the county. So, I know him pretty well, too.

MRS. GAYLE H. HOLLOMAN: Judge Nina was with us, along with Laurie Kilberg, Chairperson of the Library Foundation. Were you with us? Okay. I thought I saw you. Okay. Was anyone else? Okay. But anyway, we had a very good turnout and I think people really enjoyed it. We invited everybody we could think of, and a lot of people have responded. So, I think our marketing effort is going to be what we also have as a goal and a challenge into next year. That we want to make sure we can beef that up. People will respond and we found that out with numerous programs that we've had of late, here at Central in particular.

MRS. NINA RADAKOVICH: He loves the art. He said he loves the artists so much that he -- I think he said he got one for his home, one for his office, and one for the library. So, it was a surprise. Okay.

CHAIRMAN D. CHIP JOYNER: Great.

MRS. GAYLE H. HOLLOMAN: I know I'd say he had three of them.

MRS. NINA RADAKOVICH: He made a joke about how he was with President Obama, and he made a remark. He said, "I get to look at your wife every morning."

CHAIRMAN D. CHIP JOYNER: Any other questions on the Central Library? Library Impact Plan?

LIBRARY IMPACT PLAN - UPDATE

MRS. GAYLE H. HOLLOMAN: Okay. I'm calling it the impact plan, because normally when you have a strategic plan, what we do in libraries is that you develop an action plan. So, we're calling it the impact plan. All three major areas are, as you know, literacy in action, partnerships in action, and digital inclusion in action. We serve -- just to sort of give you a background, Atlanta Public Schools, we have 87 of them. Serving 55,000 students, Fulton County schools, 108 -- serving 94,000 students. There are 23 youth

services librarians and 32 adult services librarians throughout the library system, serving the communities throughout the county. So, what we want to do is we want to be able to call upon them to structure it better than what we've been doing of late because of -- the pandemic really set us back. We have senior centers, we have arts centers, and we have schools that are all in various communities where our libraries exist. So, what the plan has always been far as schools go, is that the librarians have schools that are actually assigned to them and that those are the schools that are within the range of the mileage near the closest library. So, we're expecting that the staff will again return to where they visit, and they go out on a regular basis. The teachers, the media specialists, everyone knows who the librarians are from the public library. Then we go back and develop that relationship. Having programs, having book talks, doing story times within the schools. So, we want to get back on pace for that. Some of that has kept on pace, but it hasn't been at the level because of the pandemic. We weren't going out. We were telling the staff that they shouldn't go in because of the hazard that we had with staff going out like that. Then, of course, the schools were not allowing it. So, the schools can't always come back to us because they lost a lot of that funding for transportation. But we want to make ourselves much more visible. Also, our outreach will be including -- we'll also include the bookmobile so that it goes to particular routes and people will know to expect it on a given day. So, those are some of the components that will help us in this literacy approach. When we start talking about our partnerships, we want to continue partnering with behavioral health with the senior services department within the county. We want to continue to partner with the schools throughout the APS, through the CLASSPASS project that we have so that students link their library card with their student card, and it becomes just one card that they can use and get and have access online and to check out materials. We want to go and try again to introduce that the Fulton County schools. We have a remote logger that we ordered and arrive. It's at the government center. We're going to put it in place so that people in that building can come down and receive the items -- the items they put on hold and go there and get that in from the locker. So that's another point of access that they will have to meet to get their materials from the library. So, there are a lot of things that we're trying to move forward with. The next thing being there is this thing called kin -- they call the Kinless Care for seniors. There are a lot of people that's been brought to my attention. I never really thought about it. But there are people who are kinless. They have no children. They have no relatives anywhere, still living or near them. A lot of their friends have moved on. So, they're essentially alone. So, we want to make sure that in our approaches to seniors that we also look at those who are kinless and that we do have programs around that, that we're going out and having some outreach to them. So, we're not quite sure how that's -- what that's going to look like. But we do know that that is a goal and that is something that we believe is achievable. That's with regard to some of the outreach opportunities and then other partnerships that we have will be through our relationships with, of course, the Library Foundation Board. They have just been so instrumental this year and just agreeing to host so many activities for us. So, it is a One Book, One Read program, the Children's Book Festival, and we're going to continue those things into the new year. So, those are great opportunities. When we talk about digital inclusion, we want to make sure that we are able to help people who don't have access to laptops and don't have access to hotspots. So, we're trying to start a hotspot learning program again to bundle it with laptops. We have 1,000 laptops that

we will be able to put in use -- put into the collection so that people can check them out. It's free to them. They will be able to check it out for a number of days and along with that just the hotspot bundle. Again, that's very costly. So, we are seeking to get more funding for that, that really costs -- it costs quite a bit of money. In fact, it's about \$480,000 a year just to keep the hotspots in operation for 1,000 laptops. So, that's going to be a real challenge and a goal of ours. The Best Buy Teen Tech Center is ongoing and has been well-received by the teams. They come here any time. School's out, they're here. If they're -- one wants to get out of school at 3:00, they come down and it's a good learning opportunity for them because it's self-directed. So, they're able to come in and whatever is on the table that interests them, or they already know about and want to find out more, they're able to be trained on it or to work with it if they already know how to work on it. So, we want to also build our job skills training. We're trying to find some partnerships that would allow us to do that, particularly on our second floor of this Central Library. Because we've got about over 100 computers there and we could actually have at least a morning event, ongoing and weekly basis where we have computer training classes and we're hoping to partner with some company or group that really is into training and getting people ready for actual jobs. So, that would be the motivation behind that. Then of course, our GED classes have resumed. Those classes are taught by APS, retired teachers, and we still have it here at Central and we also have it at the Southeast Atlanta library. We're starting back up with a testing and that's a real great opportunity for us that we've done for a good probably 12 to 15 years that we've had GED testing here at the Central Library. That is done through the approvals and under the auspices of a Technical College System of Georgia. So, they have to approve the rooms and to approve the process and they have done so now. So, we're back ready for Central to resume the testing. So, senior citizens -- senior services within the county that staff and the department manager have just been very, very positive in the fact that they want to work with us closely and do whatever they can for us to collaborate on those things that we can do within the senior center. To have our staff come out as a liaison to train seniors on various things that they can -- they can do, such as computer training. We've got to do the same thing with arts - - the arts centers. The county operates several arts centers, and we're planning on having craft programs and other things like that that we're going out and doing onsite at those art centers. So, there's a lot of opportunity for us. There's going to be -- we want to take the first quarter of 2023 and actually have meetings with the staff, the managers and the other staff have committees that actually work on certain specifics. That we could put all of those things together so that on the second quarter we are ready to really go and get everything pushed out and everybody hopefully will know what we're doing, how we're doing it and where we're doing it, because that is the key. I've been in talks with our manager of PR and Marketing, Claudia Strange. She and her staff are just poised to really jump into that whole process with increasing our marketing. We work closely with external affairs, Jessica Corbitt staff with a lot of our marketing and things like that. So, we're planning on enhancing that and they're actually soliciting our input as to how they can help us more. IT talked to me yesterday, the IT Interim Director, about how we go forward in the New Year, wanting our ideas of how they can better help us. I think those things are very positive. It's all being led by the County Manager, Dick Anderson, who is actually asking us and requiring of us that we do more partnering and that we see how we can share ideas and make things happen. Then, sometimes we maybe even share funding in

order to make things happen, particularly with senior services. So, I'm very excited. I think we've got a lot of things going. I think strategic plan is doing exactly what we intended it to do and that is to be the roadmap for us. I think it's a great point that we found ourselves of opportunity. A lot of staff have told me how they're interested. I just think it's going to motivate the staff as a whole. We've got some training opportunities that we're going to put forth more and more for the staff and really push that. Hopefully, we will push it to the point where they get training and leave us. But that often happens. But people, I think, are getting very excited and I think the strategic plan has a lot to do with it.

CHAIRMAN D. CHIP JOYNER: It's very -- what's your timeline? Is there a calendar that you have? Is there anything that may be routine to present at the next meeting? January, say this is the rollout plan looks like.

MRS. GAYLE H. HOLLOMAN: Well, we hope that we could do that, at least with some of that. We're going to be setting up our meetings and doing all that in the first in January. So, that's what we hope to do for the first quarter, really. But I think we can have something to present. We don't have a calendar as such right now because we have not really met to get going with it. But that's what we need to do. So, we'll look forward to doing that at the next meeting.

CHAIRMAN D. CHIP JOYNER: Okay, great.

MRS. PRISCILLA BORDERS: To the extent that calendar could be specific with the different libraries, so we know what the libraries are actually doing or plan to do aligned with the strategic plan.

MRS. GAYLE H. HOLLOMAN: Okay.

CHAIRMAN D. CHIP JOYNER: Also shared the meeting in January, and also to help our partnership with the foundation and see how they set up the plan. So, that's great.

MRS. GAYLE H. HOLLOMAN: Thank you.

CHAIRMAN D. CHIP JOYNER: Any other questions on unfinished business for the Director? Okay. We have Mr. Kaplan here. Thank you, Mr. Kaplan. We skipped over the work orders report, but --

WORK ORDERS REPORT - PAUL KAPLAN

MR. PAUL KAPLAN: I figured you already finished it. All right, I come in a little bit later each time I come in.

CHAIRMAN D. CHIP JOYNER: I also recall you -- I think you brought a guest with me today.

MR. PAUL KAPLAN: Yes. The young lady sitting there is my granddaughter. That's Stephanie Albright, and that's my driver. I'm not allowed to drive at night, so there she is.

CHAIRMAN D. CHIP JOYNER: Okay.

MR. PAUL KAPLAN: Well. Work orders. Well, things are really looking good. Maybe Mr. Ayers is up on top of things. We only had 131 work orders this month, last month, in November. Out of that, 81 of them are completed. Over 62% has been completed already. If you asked me what's the problem? Basically, it's miscellaneous. It's things that you need a handyman over. Move chairs. Move this. Some woodwork to be done. Other than that, the other thing is electrical. Quite a few things. Electrical, plumbing. About the same 14 light safety, only one pest control. We had three of them that might bother some people in some libraries --

MRS. GAYLE H. HOLLOMAN: Well, the pest control has to come up as a challenge for us lately, but we have to do our due diligence also, so we don't leave things in desk drawers and food in desk drawers, crackers, and things. So.

MR. PAUL KAPLAN: If I'm -- and I have very positive things about the landscaping, they're really starting to turn things around. We talked about that and talked that for years with landscaping and it's starting to come around. The only thing I could see when we get the windows wash, I said, "Well, one thing at a time." You know, we can only do so much. Let's get the landscaping done. We can get to the windows. But I think all in all, it's going well. We got a big cold snap coming this weekend. We'll see how good the heating system goes anyway. We'll just see what -- we'll see what happens in the next three or four days. But things are looking positive. Really is they're getting it done. They're still working on trying to compile things that need to be completed that was not completed during the construction and Mr. Davis and his group are looking at it. I think Mr. Ayers is going to be involved too. So, once we get all that together, we'll see how much money we're looking for, -- and go from there. So, we're keeping on top of it. It's not getting out of hand anymore.

MRS. GAYLE H. HOLLOMAN: Mr. Ayers has been working real close with Dream.

MR. PAUL KAPLAN: Of -- I don't know everybody. They know him.

MRS. GAYLE H. HOLLOMAN: But he got in and started it happening.

MR. PAUL KAPLAN: Yes. So, it's great to have him here. It's terrific.

CHAIRMAN D. CHIP JOYNER: The staffing levels with maintenance and dream issues there.

MR. PAUL KAPLAN: Yes. They're moving along. They're getting it done. Mr. Davis, I've talked to him several times.

CHAIRMAN D. CHIP JOYNER: Then most of the issues is just basic maintenance.

MR. PAUL KAPLAN: It's basic. You know. Its maintenance, electrical, miscellaneous, the plumbing. You're going to have plumbing problems. You've got this many buildings. There's going to be something going on that's wrong. Light safety was only one and that was alarm system and that was repaired right away. Other than that there's really isn't anything that big.

CHAIRMAN D. CHIP JOYNER: Well, we'll just thank you again for keeping track of this all year long. Never missed a meeting and never missed a report. I think you've helped the dream team be more accountable to.

MR. PAUL KAPLAN: I think they're tired of me calling them all the time. Mr. Davis doesn't take my phone calls anymore. But it's going -- it's working. It's getting it done.

CHAIRMAN D. CHIP JOYNER: That's excellent.

MR. PAUL KAPLAN: He's determined to get it done. So, there's great cooperation.

CHAIRMAN D. CHIP JOYNER: Great. That's greatly appreciated. But then also moving up to new business. There are actually two items I'd like to add to the business. Agenda to add two items to new business.

MS. LINDA JORDAN: So, move.

MRS. GAYLE H. HOLLOMAN: We can -- yes.

MS. LINDA JORDAN: Yes. So, I think -- well, he made the motion. Can he do the motion? I'll do the second. Okay. So, he -- so, I accept your motion.

CHAIRMAN D. CHIP JOYNER: Okay.

MS. LINDA JORDAN: Is that okay?

CHAIRMAN D. CHIP JOYNER: All right. The second the agenda can be adopted; we're adding two items under the business. One is a brief discussion on nominations for this next year. We're looking at holding elections for Library Board Offices in January, the January meeting. Then second, we're going to go into a brief Executive Session for HR matters. Let's start with new business. Director Holloman or Mrs. Claxton, Fulton County Library System Holiday/Closing Calendar.

NEW BUSINESS

22-66 2023 FULTON COUNTY LIBRARY SYSTEM HOLIDAY/CLOSING CALENDAR

MRS. GAYLE H. HOLLOMAN: So, this is the calendar -- suggested closing calendar for next year. As always, you all have to take a vote, if you will. I want to look over it and rewrite it. Always make sure that you see which holidays are Fulton County ones and then the ones where the library is closed or closing early in some cases.

CHAIRMAN D. CHIP JOYNER: Are there any questions from any board member?

MRS. PRISCILLA BORDERS: So, clarification. I thought we voted on the calendar already. It's just -- is that a different calendar?

MRS. GAYLE H. HOLLOMAN: No, you bought it --

CHAIRMAN D. CHIP JOYNER: You might be wondering, this is the meeting calendar

MRS. PRISCILLA BORDERS: Oh, the meetings.

MRS. GAYLE H. HOLLOMAN: The meetings calendar.

MOTION

MR. PAUL KAPLAN: All right. I'll make a motion that we accept the calendar for 2023. Motion to accept the calendar was made by. Any second?

MS. LINDA JORDAN: I second it.

CHAIRMAN D. CHIP JOYNER: Seconded by Ms. Jordan. All those in favor say aye.

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: Those opposed to --

MR. DAMIAN DENSON: Aye. That was the delay. All right. That was -- that was me late with the microphone. Yes, it wasn't. I mean.

CHAIRMAN D. CHIP JOYNER: We're hearing that opposed the motion passes and the closing calendar is adopted for 2023. Right, before it went into executive session. We'll start off with nominations and only a brief discussion on the election process. Yes, Judge Radakovich, if she can update us with the reading of the terms of the elections.

MRS. NINA RADAKOVICH: Our bylaws, Article 1 state the duties of our officers. We have three officers, a chairperson, a vice chairperson, and a secretary. The secretary is held by Director Holloman as a -- by virtue of her position as Library Executive Director. She's non-voting of the Board. At least the chair and vice chair that we need to elect. Article 2 provides procedure for election of officers. It doesn't state specifically the term, but it says that elections will be held each June. So, I think we can conclude from that that the term is one year for officers because of COVID, we extended terms from two or maybe more chairs --

MR. PAUL KAPLAN: We started a couple of times.

MRS. NINA RADAKOVICH: Of course, the governor had declared an emergency. So, I think that would be okay for us to do. Since everybody agreed and the Board would have the authority to amend the bylaws, it was quicker than that. But because of the emergency, everything was speeded up. So, now what we have is a little bit of confusion about where we are in the terms. Because we staggered terms around June, not at two.

But the bylaws also state that in the event of a vacancy in any office for any reason, election by the Board to complete the unexpired term will occur at the first board meeting held at which the trustees received notice of the existence of the vacancy. So, I think we all agree that this is too long. We've gone over a year. But I think we'll be in the clear if at the January meeting. The current officers resign. Then we're in a position to elect new officers. Those new officers would take their office at the end of the meeting. Does anybody have any questions or thoughts about that?

MS. JENNIFER CULLER: I'll just say we can take a close look at that for you. I think that what I'm hearing is -- what you were saying is there were -- there's probably some elections that may have needed to occur, but they were postponed because of the COVID situation. So that is probably a situation where the vacancy mechanically been in place. But there was a holdover of board members due to the extreme circumstances. So, at this point, you know, it -- I'm thinking that maybe in the holdover situation, at which point then the bylaws provision that you announce would be triggered in order to hold the elections. We'll take a look at that for you before the next meeting, just to make sure that the procedure, the way it comes forward.

MRS. NINA RADAKOVICH: Okay.

CHAIRMAN D. CHIP JOYNER: Thank you. Then, if in the bylaws, it says the elections are held in June, what you mean is to say the start -- the point starting in January?

MS. JENNIFER CULLER: You can amend your bylaws, or you could simply appoint people to officially serve out the remainder of the term, January through June, and then do it again in June to get back on that schedule.

MRS. NINA RADAKOVICH: I think that June may reflect the fact that the Commissioners are elected in. So, it depends if there's a runoff, doesn't it?

MS. JENNIFER CULLER: The Board of Commissioners?

MRS. NINA RADAKOVICH: Yes.

MS. JENNIFER CULLER: Their fiscal year is January through December.

MRS. NINA RADAKOVICH: So, we might I'm not sure of that reason. Right.

MS. LINDA JORDAN: That's what I'm saying. I agree with that point.

MS. JENNIFER CULLER: So, we can also clarify for you the process for amending the bylaws just so it's clearly established. That's probably going to require some public notice and all of that.

CHAIRMAN D. CHIP JOYNER: One question. Does the appointee from the city, can they hold in office? Maybe is it a non-voting position?

MS. JENNIFER CULLER: I don't know off the top of my head, but we can try to take a look quickly or we can also put that into the set of legal memorandums to you to also answer that question.

MR. DAMIAN DENSON: Because I don't know.

MRS. NINA RADAKOVICH: I think in the state, the most recent state law that changed a little bit the function of the trustees, I think it says City of Atlanta has a representative who is not voting, but that's a local law. So, we wouldn't -- we wouldn't be able to change that, right?

MS. JENNIFER CULLER: Right. Not at the Board of Trustees level.

MR. PAUL KAPLAN: We really like to change that. That's something that we talked about. Prior to this meeting a couple times elected really changed that so that he can't be a voting member. I don't see what the reason was in the first place that he did. I -- there

are things I do understand in the background that I don't talk about. I think that really needs to be changed. He shows up here at the meeting. Why not? I just don't understand why somebody in Atlanta can't vote.

MS. JENNIFER CULLER: Right.

CHAIRMAN D. CHIP JOYNER: I think that's concerning.

MR. PAUL KAPLAN: As it is, we're short one board member as it is.

MS. JENNIFER CULLER: So, how to amend the bylaws to potentially look at the January appointment of officers -- election of officers to look into why the city representative is not a voting member and what the process would be to change that. That will recommend it's change. We have a third thing.

MRS. NINA RADAKOVICH: That last one should be in House Bill 595.

MS. JENNIFER CULLER: Okay.

MRS. NINA RADAKOVICH: Which was signed by the Governor. May 12, 2015. But I don't have a Georgia Law cite for that.

MS. JENNIFER CULLER: Okay, that's good.

MR. CARLOS VILELA: That's more than enough to get there.

CHAIRMAN D. CHIP JOYNER: Also, we have expired terms for some members that have not been reappointed, is their expected date that the incoming Commissioners will make their appointments? If not, do the current members continue to serve until that's decided by the appointed commissioner?

MS. JENNIFER CULLER: That's generally going to be the holdover term. So, yes, they would continue to serve.

CHAIRMAN D. CHIP JOYNER: Okay. Would that make those persons until they were reappointed be eligible to be an officer?

MS. JENNIFER CULLER: I would not think so, but we'll double check for you.

MR. PAUL KAPLAN: Can I give a little background? But when I got on the board. I mean, it changed. I'm the one who wrote up, read, and I -- we did some changes on it because we had past officers that, let's say to say the Chairman of the Board of Trustees, they can be there five or ten years and never changed the office. I said, "No, we can't have that." So, we said that the office will serve one year. He will serve a second year if the Board of Trustees go ahead and do it and ask the person to stay an extra year. But that was it. That's all I did, can only serve no more than two years. So, they keep rotating it. As far as the secret ballot is concerned, I come from a board that, you know something, you're on the board, you take turns. You know, do you want to be -- I mean, if you're on the board and you want to be an officer in the board site, just go around the table. Some people don't want to be officers. They like to be on the board, but not an officer, because it requires a lot of time. I just feel everybody needs an opportunity. I've always felt that way. That's the reason I made that change when I came here. You know, Chip, as well as I do, there's some people on board for a long time, and I think it was time to make a change. So, we changed things. Things change. Things move around.

CHAIRMAN D. CHIP JOYNER: Is that a good move?

MR. PAUL KAPLAN: I thought it was. I think it worked out fine.

CHAIRMAN D. CHIP JOYNER: Thank you, Mr. Kaplan. Any other questions or comments? Would the board like to make nominations for the officers today or at the January meeting? We can make nominations and vote at the same time.

MRS. PRISCILLA BORDERS: I couldn't make a recommendation that we do everything in January because there's quite a number of things that you need verification on.

CHAIRMAN D. CHIP JOYNER: Okay, good.

MRS. PRISCILLA BORDERS: So, my question is for those who have not been reappointed yet. If they are nominated and get elected to a position as the person who in the event they're not reappointed again. The person who comes in automatically takes that position.

MS. JENNIFER CULLER: I didn't hear. I'm sorry.

MRS. PRISCILLA BORDERS: So, we got a few people who are waiting for reappointment. So, in the event they are nominated and elected to a position, and they're not reappointed, the person that's appointed, do they automatically take that position?

MS. JENNIFER CULLER: To the officer position? They do not.

MRS. PRISCILLA BORDERS: Okay. So, we still have to have another election.

MS. JENNIFER CULLER: Right.

CHAIRMAN D. CHIP JOYNER: We'll looking forward to hearing from everyone the next meeting. The positions is a lot of responsibility, does a lot of --, and come across a lot of great information in the library team is excellent to work with. So, the next person holding the position is going to enjoy it thoroughly and look forward to pushing that person. The law is going to be rolling out the new strategic plan. So, it's going to be pretty intense. Which makes it fun. Which makes it fun. All right. If there -- I'd like to make a motion or make a motion to go into executive session.

EXECUTIVE SESSION

MOTION

MS. LINDA JORDAN: I make a motion we go into executive session.

CHAIRMAN D. CHIP JOYNER: Okay. The motion by Ms. Jordan.

MS. PRISCILLA BORDERS: I second.

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

TRUSTESS: Aye.

CHAIRMAN D. CHIP JOYNER: Any oppose? Hearing none. We go into executive session.

MS. JENNIFER CULLER: We will have to ask her to leave. I'm sorry.

MR. JOE PIONTEK: Yes, Chip. I'm here.

CHAIRMAN D. CHIP JOYNER: Okay, great.

ADJOURNMENT

MOTION

(Whereupon the Regular Board of Trustees Meeting concluded at 4:57 p.m. Whereupon, the Executive Session of the Board of Trustees Meeting began at 4:58 p.m. Whereupon the Executive Session ended at 5:24 p.m.)

Library Board of Trustees Regular Meeting ended without conducting formal business or any actions taken. Regular meeting motion to adjourn by Priscilla Borders and seconded by Nina Radakovich and Joe Piontek. Motion carried. Adjourned 5:29 p.m.

(Whereupon the Board of Trustees Meeting concluded at 5:29 p.m.)

Fulton County Library System (FCLS)

Gayle H. Holloman

December 2022

December began with many of the libraries serving as voting sites for the senatorial runoff election. It continued with College Park Library staff, and others, writing book reviews for the website; to the presentation of storytime and craft programs at numerous libraries; to one staff member at the Milton Library serving as the host and word caller at the annual Spelling Bee at Mimosa Elementary School!

Programming

There were programs in the branches specifically for preschoolers. Additionally, no age range was left out of programming around the System. Fitness programs were held for older adults at the East Atlanta Library. The staff at the Northwest Library at Scotts Crossing presented the Children of Music and Song (COMAS) who performed holiday jazz tunes for patrons.

The programs continued with Lego Club every Thursday at the Adams Park Library and M. L. King, Jr. Library staff made holiday cards for the residents of the A. G. Rhodes Nursing Home. The Buckhead Library staff presented a fun holiday scavenger hunt and the Wolf Creek Library staff partnered with the Magistrate R.E.A.C.H. clinic facilitated by Fulton County's Magistrate Court Judge, Cassandra Kirk. Judge Kirk shed light on legal questions asked by participants in the clinic.

Displays were in abundance all around the Library System. They featured holiday books on Diwali, Hanukkah, Christmas, and Kwanza.

A re-dedication program was held at the Mechanicsville Library to honor Mr. Edward Moody, a long-time activist, community worker, and philanthropist in the area. The event was well attended by family members of Mr. Moody, as well as by Library staff, Program Management Team members; Commissioner Marvin Arrington, Jr; and Commissioner Natalie Hall.

Public Comments

A few patrons of the Alpharetta Library commented on the following:

- *Multiple parents mentioned how much they liked and appreciated the children's programs at that branch*
- *One young man said that this was an amazing library, and he loved the books and crafts*
- *A lady told staff how helpful they were acclimating her to digital resources (Libby.)*
- *Another lady stated that she delivers mail and listens to Libby and Hoopla all day long and loves them! She said, "Thanks to the library for providing these resources."*

Other

Staff continued to participate in the County's Certified Public Manager training classes.

Management staff continued to conduct interviews to fill critical vacancies.

Volunteers Services staff reported that 27 libraries hosted volunteer orientations and projects. The Office of Volunteer Services recorded 398 volunteers who served 2,511 hours assisting with shelving, programs and planning book sales or meetings with the Friends of the Library in December. Staff processed 84 volunteer applications and six letters confirming the total number of volunteer hours for court and school requirements.

Strategic Plan

The Library's Impact Plan continues to be developed as a response to the 2022-2025 Strategic Plan. It will be fine-tuned during the first quarter of 2023. The initial areas of focus will be on initiatives that address Early Learning; Collaborative Learning; and Digital Literacy and Inclusion.

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF DECEMBER 31, 2022

Doc. #23-03

SERVICE TYPE	2022 BUDGET	DECEMBER	YTD EXPENDITURE	ENCUMBRANCES	YTD COMMITTED	YTD % COMMITTED	BUDGET BALANCE
REG SALARY	14,764,518	1,442,558	12,887,171	-	12,887,171	87%	1,877,347
SALARIES-OVERTIME	200	-	198	-	198	99%	2
PART TIME SALARY	466,112	18,685	203,341	-	203,341	44%	262,771
BENEFITS	7,915,293	1,581,212	7,454,197	-	7,454,197	94%	461,096
BOOKS	3,601,605	790,454	3,362,384	-	3,362,384	93%	239,221
OFFICE EQUIP. REPAIR	20,000	2,082	13,759	-	13,759	69%	6,241
EQUIPMENT	65,104	720	51,867	-	51,867	80%	13,237
OFFICE FURNITURE	1,250	-	1,157	-	1,157	93%	93
PROFESSIONAL SERV	27,337	1,523	11,757	-	11,757	43%	15,580
COPIER MACHINE	215,000	18,100	208,960	-	208,960	97%	6,040
SUPPLIES	95,916	15,021	82,684	-	82,684	86%	13,232
COMPUTER HARDWARE	708,395	-	708,395	-	708,395	100%	0
RENT	231,246	16,874	197,826	-	197,826	86%	33,420
OTHER SERVICES	675,808	65,429	506,479	-	506,479	75%	169,329
TRAVEL/CONFERENCE	19,500	2,558	18,230	-	18,230	93%	1,270
HOPITALITY	13,500	-	1,089	-	1,089	8%	12,411
VEHICLE MAINTENANCE	40,850	7,906	39,002	-	39,002	95%	1,848
GENERAL INSURANCE	622,596	-	622,596	-	622,596	100%	-
CONTINGENCY	369,693	-	-	-	-	0%	369,693
TRANSFER OUT CP	1,176	1,176	1,176	-	1,176	100%	-
TOTAL	29,855,099	3,964,299	26,372,266	-	26,372,266	88%	3,482,833

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF DECEMBER 31, 2022

ORGANIZATION	SERVICE	2022 BUDGET	DECEMBER	2022 YTD		2022 YTD	2022 YTD %	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	COMMITTED	BALANCE
PUBLIC SERVICE	REG SALARY	11,438,126	1,074,863	9,922,015	-	9,922,015	87%	1,516,111
	SALARIES-OVERTIME	200	-	198	-	198	99%	2
	PART TIME SALARY	466,112	18,685	203,341	-	203,341	44%	262,771
	BENEFITS	6,294,625	1,319,559	5,910,436	-	5,910,436	94%	384,189
	BOOKS	3,101,605	790,454	2,862,384	-	2,862,384	92%	239,221
	OFFICE EQUIP. REPAIR	20,000	2,082	13,759	-	13,759	69%	6,241
	EQUIPMENT	33,500	-	26,670	-	26,670	80%	6,830
	OFFICE FURNITURE	500	-	467	-	467	93%	33
	PROFESSIONAL SERV	17,589	725	8,508	-	8,508	48%	9,081
	COPIER MACHINE	215,000	18,100	208,960	-	208,960	97%	6,040
	SUPPLIES	34,100	3,474	25,190	-	25,190	74%	8,910
	RENT	231,246	16,874	197,826	-	197,826	86%	33,420
	OTHER SERVICES	452,962	65,147	344,230	-	344,230	76%	108,732
	TRAVEL CONFERENCE	13,000	2,558	12,046	-	12,046	93%	954
	VEHICLE MAINTENANCE	11,000	7,906	9,719	-	9,719	88%	1,281
	GENERAL INSURANCE	404,826	-	404,826	-	404,826	100%	-
	CONTINGENCY	67,858	-	-	-	-	0%	67,858
	TRANSFER OUT CP	1,176	1,176	1,176	-	1,176	100%	-
Total		22,803,425	3,321,604	20,151,750	-	20,151,750	88%	2,651,675

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF DECEMBER 31, 2022

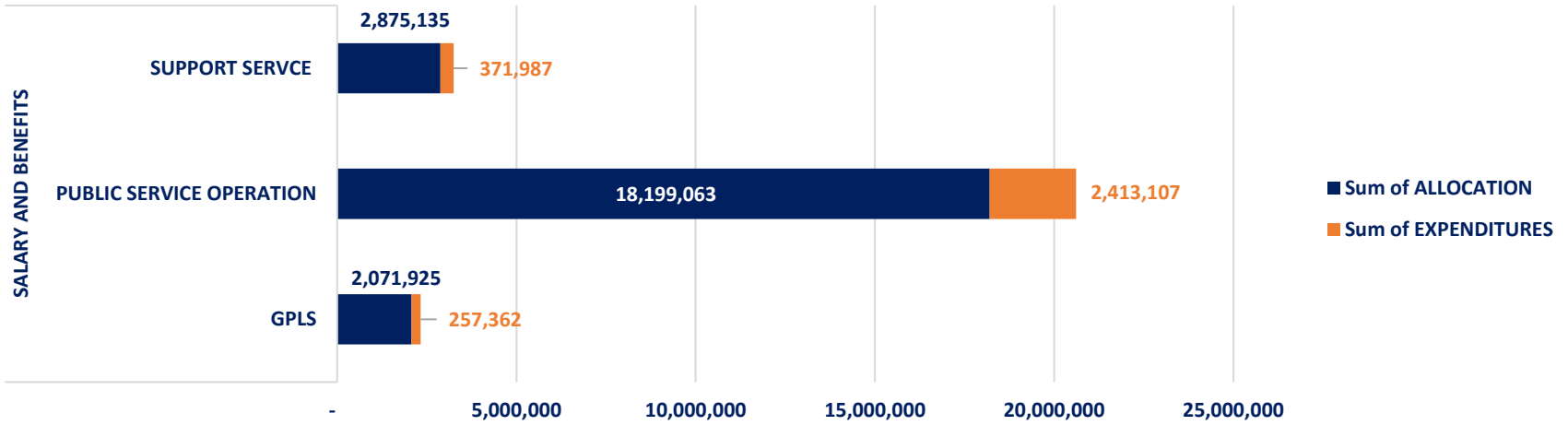
ORGANIZATION	SERVICE	2022 BUDGET	DECEMBER	2022 YTD		2022 YTD	2022 YTD %	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	COMMITTED	BALANCE
SUPPORT SERVICE	REG SALARY	1,898,457	186,378	1,537,254	-	1,537,254	81%	361,203
	BENEFITS	976,678	185,608	905,207	-	905,207	93%	71,471
	EQUIPMENT	31,604	720	25,197	-	25,197	80%	6,407
	OFFICE FURNITURE	750	-	690	-	690	92%	60
	PROFESSIONAL SERV	9,748	798	3,249	-	3,249	33%	6,499
	SUPPLIES	61,816	11,547	57,494	-	57,494	93%	4,322
	COMPUTER HARDWARE	708,395	-	708,395	-	708,395	100%	0
	OTHER SERVICES	222,846	282	162,249	-	162,249	73%	60,597
	TRAVEL/CONFERENCE	6,500	-	6,184	-	6,184	95%	316
	HOPITALITY	13,500	-	1,089	-	1,089	8%	12,411
	VEHICLE MAINTENANCE	29,850	-	29,283	-	29,283	98%	567
	GENERAL INSURANCE	217,770	-	217,770	-	217,770	100%	-
	CONTINGENCY	301,835		-	-	-	0%	301,835
Total		4,479,749	385,333	3,654,060	-	3,654,060	82%	825,689

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG TYPE

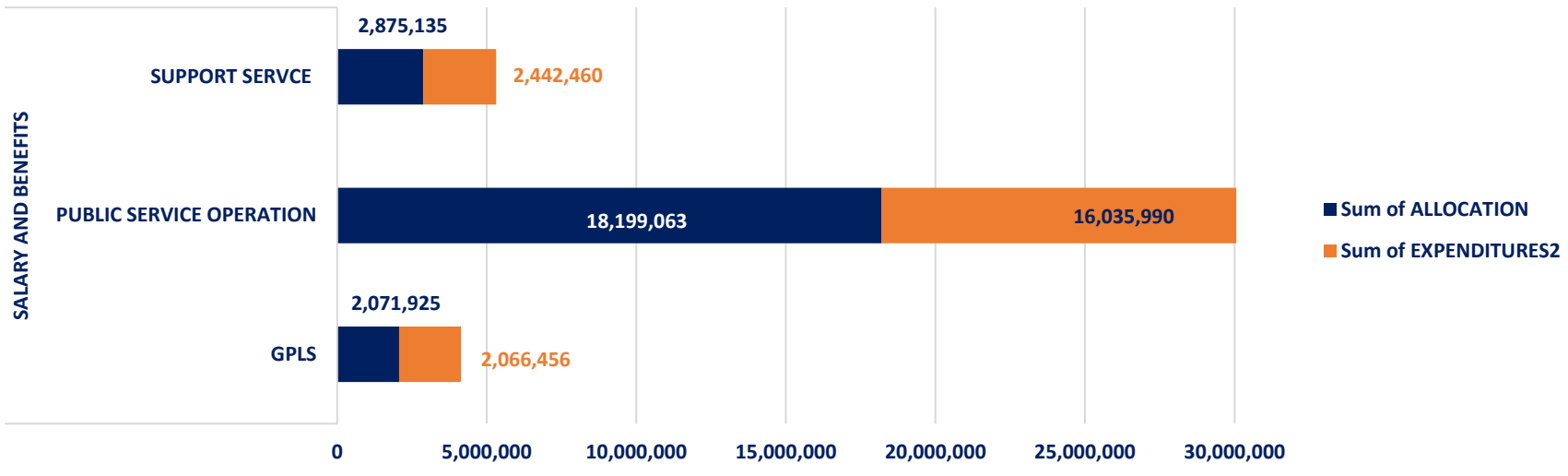
AS OF DECEMBER 31, 2022

ORGANIZATION	SERVICE	2022 BUDGET	DECEMBER	2022 YTD		2022 YTD	2022 YTD %	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	COMMITTED	BALANCE
GPLS	REG SALARY	1,427,935	181,317	1,427,902	-	1,427,902	100%	33
	BENEFITS	643,990	76,045	638,554	-	638,554	99%	5,436
	BOOKS	500,000	-	500,000	-	500,000	100%	-
Total		2,571,925	257,362	2,566,456	-	2,566,456	100%	5,469

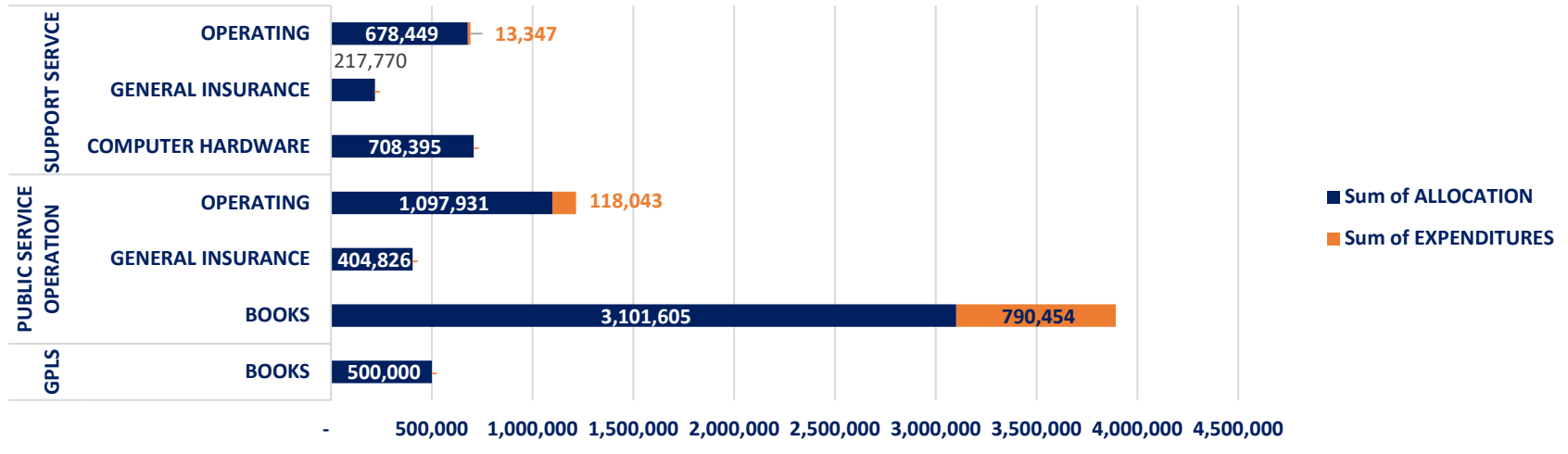
December Salary and Benefits Expenses by Program



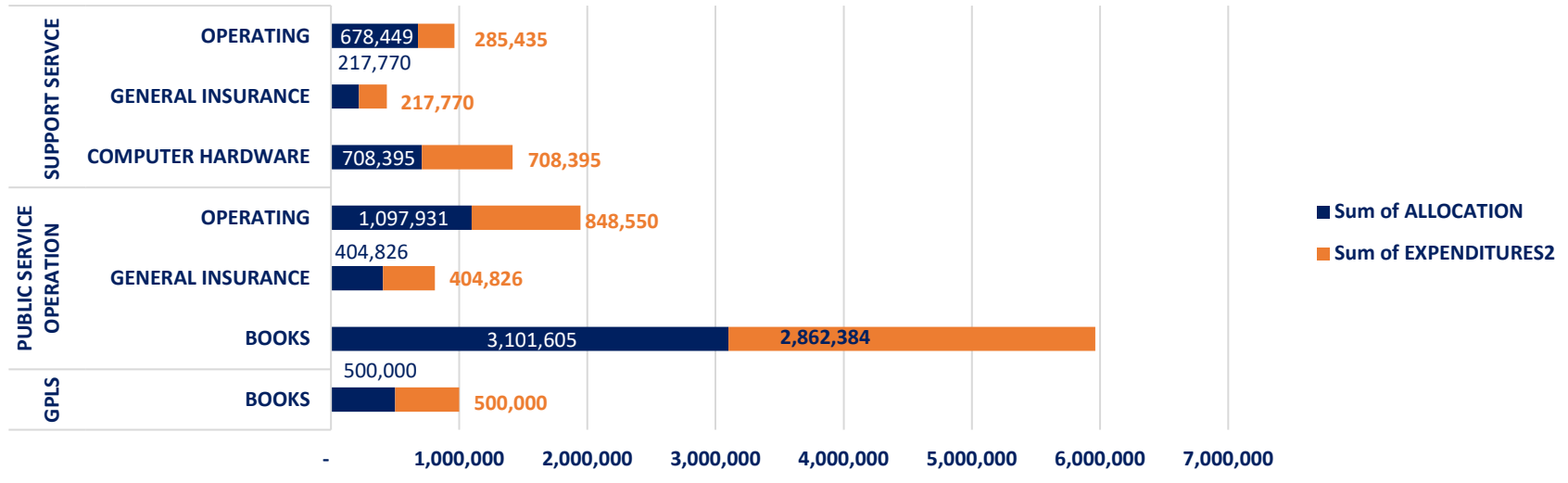
Year to Date Salary and Benefits by Program



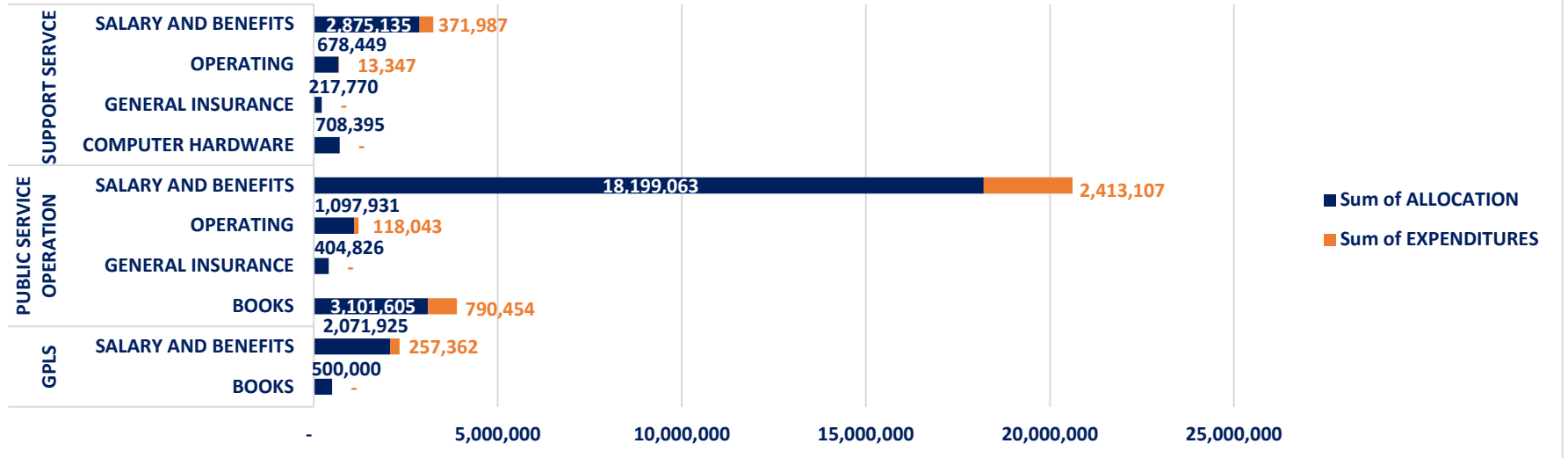
December Operating Expense by Program



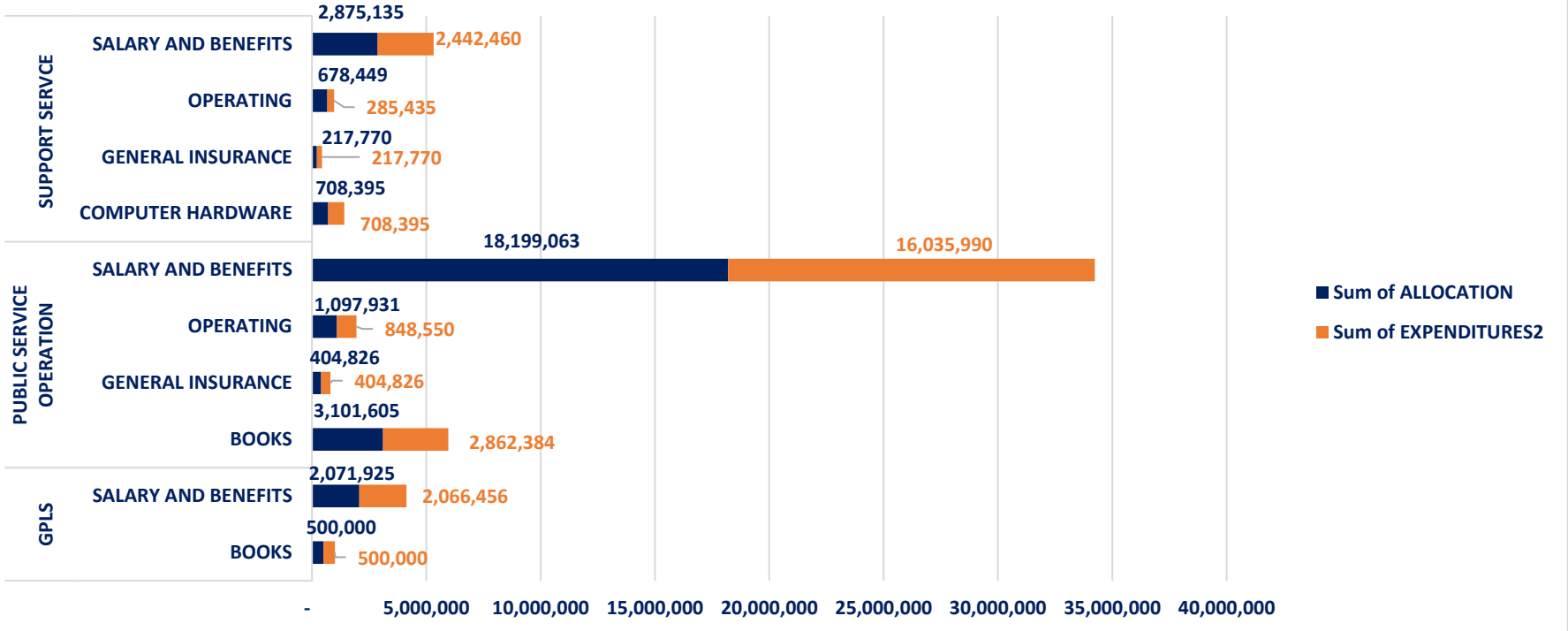
Year to Date Operating Expense by Program



December salary and benefits by program



Grand Total Expenses



Monthly Usage Summary - December 2022

Doc. #23-04

Activity and Description	2022		2021		YTD % +/-
	December	YTD	December	YTD	
Circulation					
Total number of items checked out of the library	143,063	2,172,082	155,527	1,736,383	25%
Holds					
Number of requests by patrons	37,401	541,510	37,750	598,896	-10%
Visits					
Number of people entering a library for any reason	251,994	2,488,059	121,874	972,214	156%
Computer/Internet Usage					
Number of computer sessions (Internet access and office software)	50,559	624,899	24,709	157,720	296%
Number of hours of computer use	19,378	252,073	11,807	76,414	230%
Web Page Visits					
Number of times people have visited the library's websites	758,600	10,815,352	744,758	9,392,761	15%
Web Visitors					
Number of people who visited the library's websites	146,667	1,692,361	110,483	1,366,402	24%
Virtual Circulation					
Number of materials downloaded or streamed	124,775	1,396,203	118,669	1,281,451	9%
Virtual Circulation Users					
Number of people who downloaded or streamed	26,443	294,295	21,625	275,057	7%
Children's programs					
Library sponsored programs offered for children (birth - 12)	179	3414	169	1485	130%
Number of people attending programs	2706	55959	1893	51334	9%
Teen Programs					
Library sponsored programs offered for teens (13 - 17)	25	418	6	284	47%
Number of people attending programs	134	2911	95	6492	-55%
Adult Programs					
Library sponsored programs offered for adults (18 +)	164	2618	87	1638	60%
Number of people attending programs	1,200	24,999	591	132363	-81%
Programs - Total					
Library sponsored programs offered (includes all-ages not counted above)	424	7388	290	2970	149%
Number of people attending programs	5,498	102,234	3,431	42155	143%
Meeting Rooms					
Non-library sponsored meetings or activities scheduled	172	427	0	0	N/A
Number of people attending meetings or activities	3,013	4,509	0	0	N/A

Fulton County Library System Circulation Stats - December 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	430	328	26		784	925	-141	-15.24%	11,943	8,714	3,229	37.06%
ADAMSVILLE/COLLIER HEIGHTS	485	330	28		843	832	11	1.32%	13,090	9,234	3,856	41.76%
ALPHARETTA	5,413	10,820	544	14	16,791	18,488	-1,697	-9.18%	242,263	196,657	45,606	23.19%
BUCKHEAD	3,085	3,515	114	1	6,715	7,028	-313	-4.45%	104,630	77,228	27,402	35.48%
CLEVELAND AVE	418	293	59		770	479	291	60.75%	10,511	11,739	-1,228	-10.46%
COLLEGE PARK	411	567	35	1	1,014	1,190	-176	-14.79%	16,099	11,194	4,905	43.82%
DOGWOOD	527	526	64		1,117	735	382	51.97%	13,418	7,406	6,012	81.18%
EAST ATLANTA	1,477	2,614	102	1	4,194	4,620	-426	-9.22%	63,574	50,028	13,546	27.08%
EAST POINT	647	513	49	3	1,212	798	414	51.88%	10,486	11,443	-957	-8.36%
EAST ROSWELL	3,647	5,192	188	8	9,035	9,706	-671	-6.91%	134,891	118,073	16,818	14.24%
EVELYN G. LOWERY @ CASCADE	800	933	61		1,794	1,505	289	19.20%	22,123	14,808	7,315	49.40%
FAIRBURN	520	544	46		1,110	1,074	36	3.35%	15,846	10,909	4,937	45.26%
GLADYS S. DENNARD @ SOUTH FULTON	856	1,027	74	2	1,959	2,409	-450	-18.68%	30,041	21,624	8,417	38.92%
HAPEVILLE	346	744	38		1,128	752	376	50.00%	11,852	8,015	3,837	47.87%
JOAN P. GARNER @ PONCE DE LEON	3,586	4,101	249	7	7,943	8,393	-450	-5.36%	112,720	90,800	21,920	24.14%
KIRKWOOD	1,013	2,666	92	1	3,772	4,109	-337	-8.20%	58,598	45,602	12,996	28.50%
LOUISE WATLEY @ SOUTHEAST ATLANTA	446	1,123	43		1,612	1,716	-104	-6.06%	22,271	21,506	765	3.56%
MARTIN LUTHER KING, JR	444	408	33		885	892	-7	-0.78%	13,988	11,243	2,745	24.42%
MECHANICSVILLE	191	146	30	3	370	392	-22	-5.61%	5,807	5,035	772	15.33%
METROPOLITAN	991	2,235	124	5	3,355	4,007	-652	-16.27%	52,117	35,906	16,211	45.15%
MILTON	3,200	6,227	277	5	9,709	11,577	-1,868	-16.14%	179,325	147,337	31,988	21.71%
NORTHEAST/SPRUILL OAKS	2,232	5,468	344	4	8,048	8,245	-197	-2.39%	112,045	95,894	16,151	16.84%
NORTHSIDE	2,508	3,660	169		6,337	7,206	-869	-12.06%	98,971	72,707	26,264	36.12%
NORTHWEST @ SCOTTS CROSSING	803	1,750	73		2,626	3,260	-634	-19.45%	39,530	32,139	7,391	23.00%
OCEE	3,907	8,851	645	6	13,409	14,331	-922	-6.43%	200,683	154,575	46,108	29.83%
PALMETTO	500	753	42		1,295	924	371	40.15%	15,230	10,464	4,766	45.55%
PEACHTREE	2,193	1,568	110	7	3,878	4,941	-1,063	-21.51%	57,513	53,158	4,355	8.19%
ROSWELL	4,766	5,912	305	11	10,994	11,518	-524	-4.55%	170,412	138,861	31,551	22.72%
SANDY SPRINGS	5,730	7,829	365	2	13,926	15,529	-1,603	-10.32%	210,921	176,547	34,374	19.47%
WASHINGTON PARK	344	452	43	1	840	1,381	-541	-39.17%	14,379	12,935	1,444	11.16%
WEST END	436	498	53		987	1,304	-317	-24.31%	14,521	13,298	1,223	9.20%
WOLFCREEK	850	1,244	114	6	2,214	2,328	-114	-4.90%	38,266	28,301	9,965	35.21%
BRANCHES TOTAL	53,202	82,837	4,539	88	140,666	152,594	-11,928	-7.82%	2,118,064	1,703,380	414,684	24.34%
CENTRAL	1,538	500	100	3	2,141	2,836	-695	-24.51%	31,839	13,494	18,345	135.95%
OUTREACH SERVICES	6				6	0	6	N/A	47	66	-19	-28.79%
AUBURN AVENUE RESEARCH	250				250	97	153	157.73%	22,132	19,443	2,689	13.83%
SYSTEM TOTAL	54,996	83,337	4,639	91	143,063	155,527	-12,464	-8.01%	2,172,082	1,736,383	435,699	25.09%

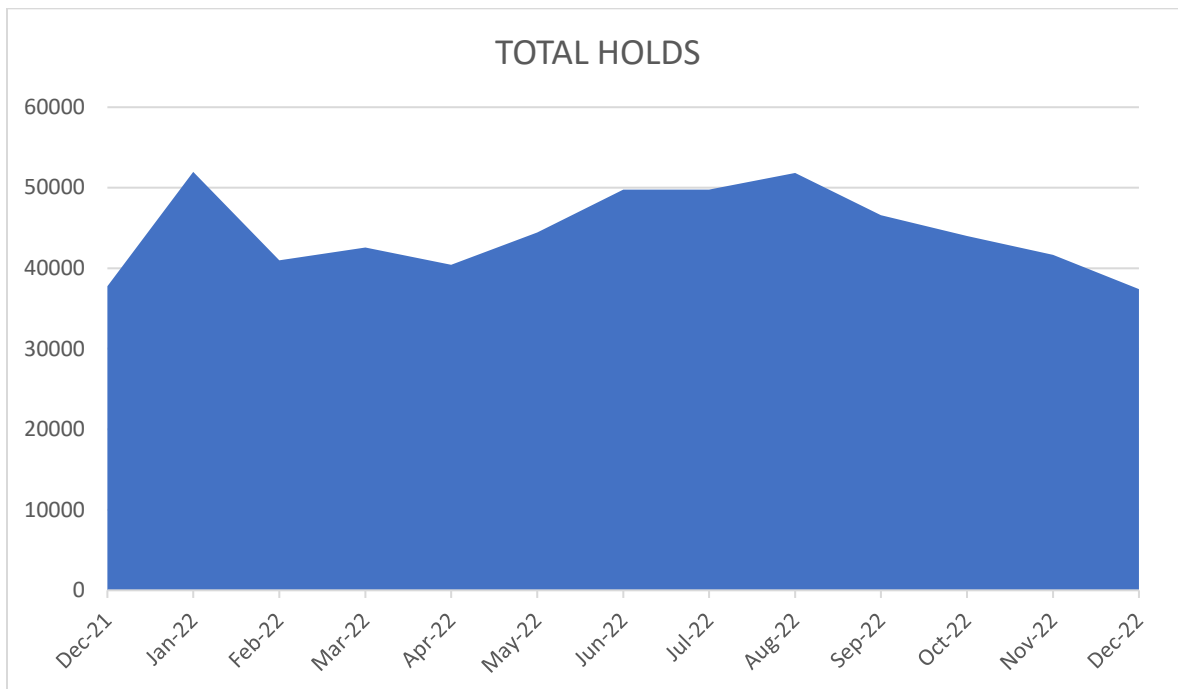
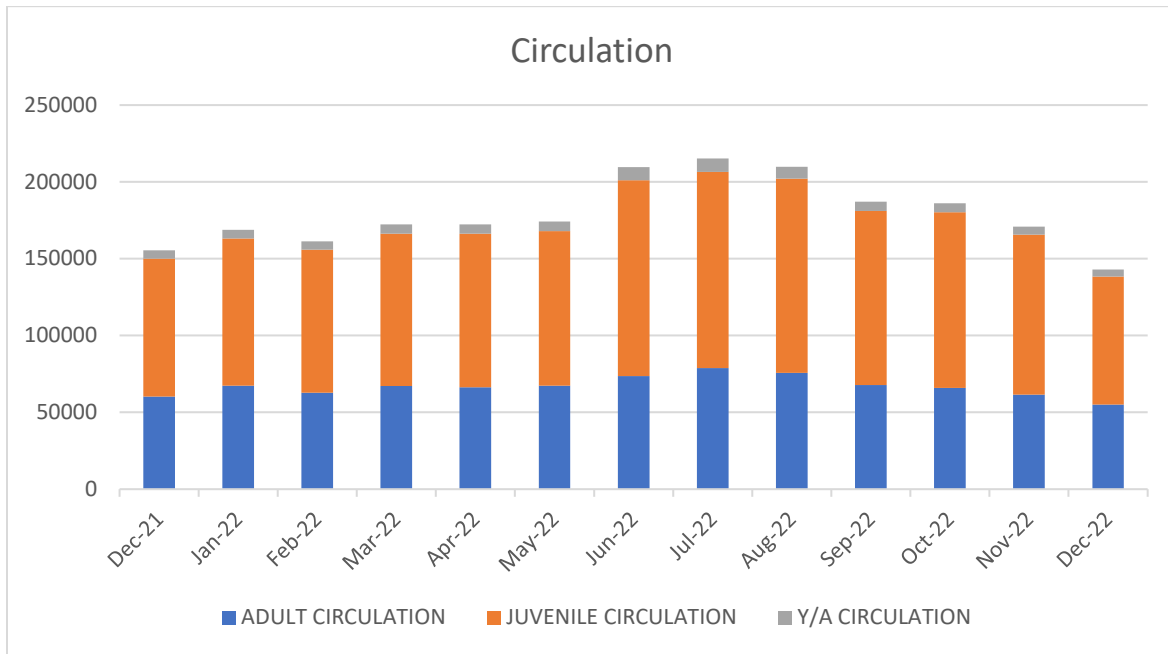
FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE - December 2022

AGENCY NAME	CIRCULATION	REGISTRATIONS	USAGE	VISITS	PROGRAMS	ATTENDANCE	MEETINGS	ATTENDANCE	REGISTRATIONS
ADAMS PARK	784	47	1,117	89,876	25	26	1	23	0
ADAMSVILLE/COLLIER HEIGHTS	843	49	1,855	2,287	5	17	3	69	1
ALPHARETTA	16,791	464	1,306	15,193	38	624	7	264	8
BUCKHEAD	6,715	431	2,099	5,597	21	213	21	211	0
CLEVELAND AVE	770	22	755	1,703	13	26	12	177	0
COLLEGE PARK	1,014	60	1,703	2,264	14	118	0	0	0
DOGWOOD	1,117	25	598	3,771	12	259	4	75	0
EAST ATLANTA	4,194	159	907	4,943	0	0	2	32	0
EAST POINT	1,212	95	3,155	4,392	9	71	7	148	0
EAST ROSWELL	9,035	210	573	14,859	14	145	3	52	0
EVELYN G. LOWERY @ CASCADE	1,794	112	1,674	3,772	12	188	11	187	0
FAIRBURN	1,110	80	461	1,359	4	10			
GLADYS S. DENNARD LIBRARY @ SOUTH FULTON	1,959	116	1,600	2,426	8	70	1	4	0
HAPEVILLE	1,128	31	996	2,538	12	124	14	115	0
JOAN P. GARNER @ PONCE DE LEON	7,943	337	4,503	6,998	4	18	8	30	0
KIRKWOOD	3,772	136	292	3,095	9	217	3	43	0
LOUISE WATLEY LIBRARY @ SOUTHEAST ATLANTA	1,612	42	1,248	0	10	252	2	6	0
MARTIN LUTHER KING, JR	885	59	640	1,071	7	28	5	30	0
MECHANICSVILLE	370	24	932	1,240	1	35	7	117	1
METROPOLITAN	3,355	89	1,760	2,901	12	370	10	63	0
MILTON	9,709	188	365	3,855	29	390	4	127	0
NORTHEAST/SPRUILL OAKS	8,048	160	284	3,617	16	206	2	36	0
NORTHSIDE	6,337	195	338	4,262	12	210	2	35	0
NORTHWEST @ SCOTTS CROSSING	2,626	88	1,127	11,470	8	85	2	16	0
OCEE	13,409	270	234	11,383	13	213	3	76	0
PALMETTO	1,295	39	244	6,058	9	184	8	127	6
PEACHTREE	3,878	236	1,195	2,165	2	0			
ROSWELL	10,994	290	1,645	6,865	17	229	2	18	3
SANDY SPRINGS	13,926	429	2,804	10,708	41	467	2	42	0
WASHINGTON PARK	840	22	1,439	2,222	3	24	0	0	0
WEST END	987	57	1,252	2,721	13	101	7	106	0
WOLFCREEK	2,214	130	578	5,984	0	0	13	590	0
BRANCHES TOTAL	140,666	4,692	39,679	241,595	393	4,920	163	2,819	19
CENTRAL	2,141	233	10,828	10,399	28	136	6	130	2
VIRTUAL PROGRAMS					1	7			
OUTREACH VIRTUAL PROGRAMS	6	4			0	0			
AUBURN AVENUE RESEARCH	250		52	0	2	435	3	64	0
SYSTEM TOTAL	143,063	4,929	50,559	251,994	424	5,498	172	3,013	21

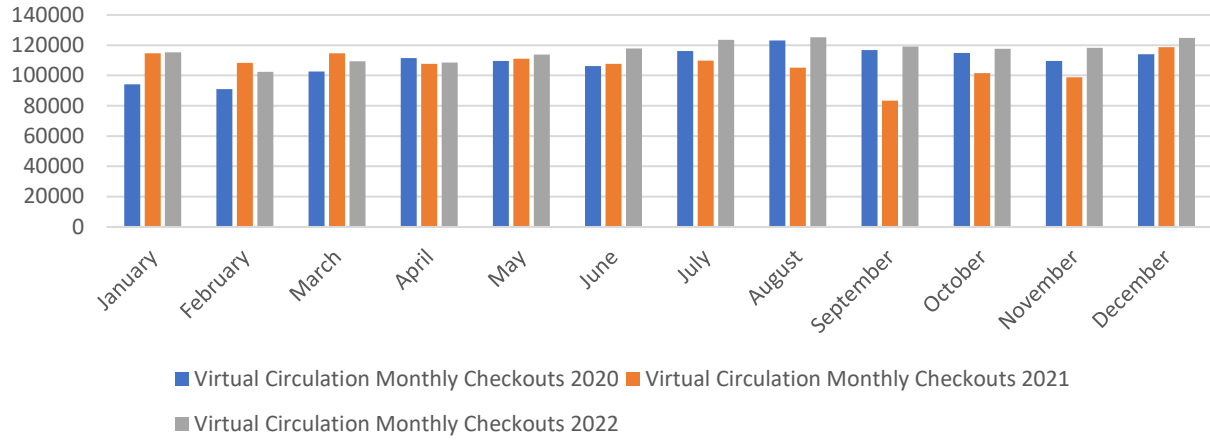
FULTON COUNTY SYSTEM STATS AT A GLANCE - Q4, 2022

AGENCY NAME	TOTAL CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	2,863	224	3,632	256,533	50	78	3	57	0
ADAMSVILLE/COLLIER HEIGHTS	3,307	229	6,062	8,730	62	365	8	95	5
ALPHARETTA	56,479	1,864	4,301	69,646	164	2,990	36	1,120	50
BUCKHEAD	23,872	1,516	7,037	19,809	52	790	55	804	8
CLEVELAND AVE	2,864	87	2,403	6,213	42	119	32	344	0
COLLEGE PARK	4,033	220	6,012	9,637	42	218	0	0	1
DOGWOOD	3,536	123	2,193	9,221	61	394	11	101	2
EAST ATLANTA	14,740	574	3,198	17,977	4	2	15	129	0
EAST POINT	3,089	379	8,681	15,252	28	198	14	224	0
EAST ROSWELL	30,993	879	2,104	51,935	52	606	14	119	0
EVELYN G. LOWERY @ CASCADE	5,623	400	5,293	12,838	31	336	25	545	0
FAIRBURN	4,181	275	2,565	5,863	15	41	7	65	8
GLADYS S. DENNARD @ SOUTH FULTON	7,484	572	5,387	11,989	30	302	15	111	2
HAPEVILLE	3,912	151	3,422	6,900	37	387	55	349	2
JOAN P. LOWERY @ PONCE DE LEON	26,531	1,336	15,479	30,548	16	157	11	49	0
KIRKWOOD	13,875	448	1,190	10,810	27	774	9	226	3
LOUISE WATLEY @ SOUTHEAST ATLANTA	5,697	152	3,836	3,288	27	426	2	6	0
MARTIN LUTHER KING, JR	3,266	188	2,386	6,318	20	107	19	157	1
MECHANICSVILLE	1,287	75	3,465	6,273	2	39	24	381	4
METROPOLITAN	13,167	426	7,075	13,163	62	1,590	38	216	0
MILTON	38,099	699	1,917	14,284	105	1,093	11	222	5
NORTHEAST/SPRUILL OAKS	25,575	666	1,215	12,661	58	786	9	126	4
NORTHSIDE	22,715	624	1,062	14,290	29	371	3	45	0
NORTHWEST @ SCOTTS CROSSING	9,297	367	4,666	42,072	37	550	9	102	11
OCEE	47,928	1,112	1,204	27,629	66	919	6	99	0
PALMETTO	4,140	180	769	6,122	31	354	22	417	18
PEACHTREE	12,844	789	4,307	6,648	3	0	0	0	0
ROSWELL	38,408	1,240	5,345	26,024	63	954	22	290	9
SANDY SPRINGS	48,576	1,552	8,876	41,893	149	2,012	12	150	17
WASHINGTON PARK	3,165	88	4,833	9,034	21	140	1	14	3
WEST END	3,271	232	3,943	9,947	57	322	16	187	0
WOLFCREEK	8,289	559	2,411	10,331	15	0	21	1,038	0
BRANCHES TOTAL	493,106	18,226	136,269	793,878	1,458	17,420	525	7,820	153
CENTRAL	6,662	936	33,507	22,216	163	580	66	1,236	2
VIRTUAL PROGRAMS	0	0	0	0	13	26	0	0	0
OUTREACH VIRTUAL PROGRAMS	19	25	0	0	8	262	0	0	0
AUBURN AVENUE RESEARCH	378	0	134	421	40	435	3	321	0
SYSTEM TOTAL	500,165	19,187	169,910	816,515	1,682	18,723	594	9,377	155

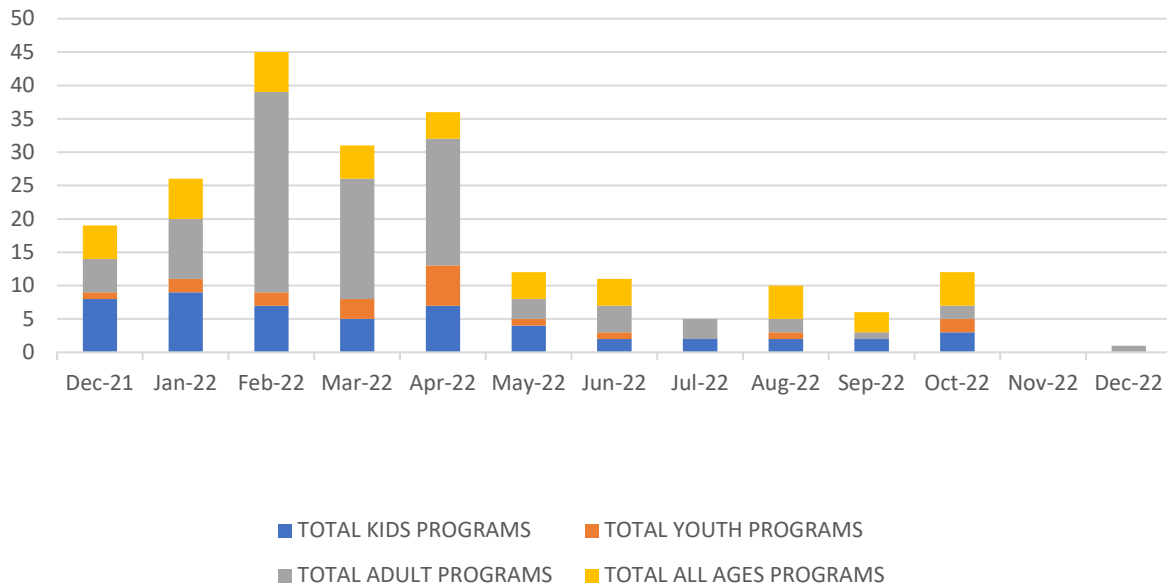
December 2022 Executive Summary – Charts



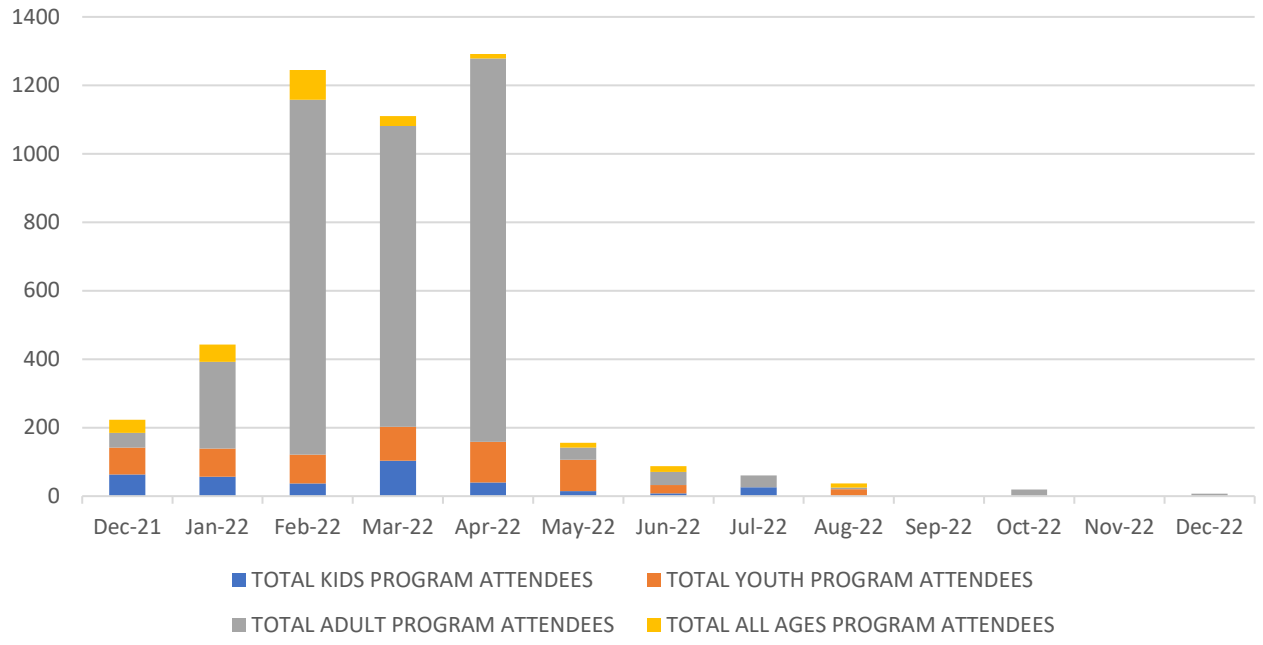
Virtual Circulation 2020 vs 2021 vs 2022



Virtual Programs



Virtual Program Attendance



Atlanta-Fulton Public Library System Naming Policy

The Atlanta-Fulton Public Library System recognizes that naming a facility is a decision of immense importance. Naming of facilities is undertaken with an appreciation for that significance.

Library buildings should to be named after the geographic area in which they are located. The geographical name may be combined with that of an individual, family, business or charitable organization whom the Board of Trustees has chosen to honor for making a very significant contribution to the Atlanta-Fulton Public Library System or community. In these instances, the geographical name should come first.

The geographical name should give those residing in the surrounding communities and service area of the library a clear indication of the general area where the library is located.

Collections, programs, services, interior and exterior spaces or other defined areas within library buildings may be named in honor of those who have made a significant gift or given extraordinary service to the Library.

The Library Director will appoint a committee to consider each naming request. The committee will be made up of representatives of the community served by the library, including local residents, library staff and, where there is a Friends group, Friends members. The Director will bring the committee's recommendation to the Library Board of Trustees. For naming of library buildings and portions thereof, the Library Board will then make a recommendation to the Fulton County Board of Commissioners, who will have final approval in those instances.

This Policy supersedes any and all previous Library policies governing naming of facilities.

Approved by the Board of Trustees

May 23, 2012