



**FULTON
COUNTY**
LIBRARY
SYSTEM

BOARD OF TRUSTEES

MEETING
INFORMATION PACKET

MARCH 22, 2023



**FULTON
COUNTY
LIBRARY
SYSTEM**

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FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES VIRTUAL MEETING
MARCH 22, 2023



REVISED

**FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING
MARCH 22, 2023 - 4:00 P.M.**

AGENDA

- I. Call to Order
- II. Public Comments
- III. Adoption of Agenda* Doc. #23-13
- IV. Approval of Minutes - February 22, 2023* Doc. #23-12
- V. Chairman's Report
- VI. Work Orders Report - Paul Kaplan
- VII. Director's Reports Doc. #23-16
 - Library Services and Trends
 - Monthly Financial Report Doc. #23-14
 - Monthly Usage Summary Doc. #23-15
- VIII. AFPL Foundation Update - Peter Pearson
- IX. Unfinished Business
 - A. Central Library - Update
 - B. Library Security - Update
 - C. Library's Impact Plan - Update
 - D. 2023 One Book, One Read Event - Update
- X. New Business
 - A. Children's Book Festival 2023
 - B. Remaining Capital Improvement Projects
 - C. 32nd Annual Volunteers Recognition Reception Program -
Saturday, April 15, 2023, at the Central Library 1:00 p.m. - 3:00 p.m., 5th floor
 - D. 2023 Key Performance Indicators (KPI) (including Library Card Initiative)
- XI. Adjournment

*Action is anticipated on this item

Doc. #23-12



**FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES REGULAR MEETING
FEBRUARY 22, 2023 – 4:00 P.M.**



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

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

Guests: Grier, Tonya, Clerk to the Commission
8 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. Calling to order the Fulton County Library System Board of Trustees meeting dated February 22, 2023. It's now exactly 4:00 p.m. Call to order. We first like to make a couple of introductions Director Holloman, care to make the introduction, please.

MRS. GAYLE H. HOLLOMAN: Yes. Good afternoon, everybody. I want to introduce you to Mr. Quintard Isler -- we know him as Quinn. He just joined us as our library -- as our Administrative Coordinator II, in my office. So, Zenobia and he are working together very closely and we're very excited to have him here.

CHAIRMAN D. CHIP JOYNER: Thank you, Welcome. Our first action item is Swearing in Ceremony, and we have Ms. Tonya Grier, Clerk to the Commission joining us.

SWEARING IN CEREMONY

MS. TONYA GRIER: Good afternoon. We have three the reappointments as well as the new member. So, if you would, raise your right hand and repeat after me.

CHAIRMAN D. CHIP JOYNER: Would you like for all of us stand?

MS. LINDA JORDAN: What about all of us?

MS. TONYA GRIER: Oh, you don't have to. Yes, please. Since you've been reappointed. I, state your name, [*Linda Jordan, D. Chip Joyner, Joe Piontek, Nina Radakovich and Beverly R. Rice all repeated in unison*], do solemnly swear or affirm that I will well and truly discharge the duties as a member of the Library Board of Trustees in all matters which require my official action, to the best of my knowledge and skill, and I will so act as in my judgment will be most conducive to the welfare and best interests of the entire County. I do further solemnly swear or affirm that I am not the holder of any unaccounted-for public money due this State; and that I am otherwise qualified to hold said office, according to the Constitution of the United States of America. Thank you so much. Congratulations. I only brought the one copy, and I will get the other oaths for you all. Zenobia So you have a copy.

MS. LINDA JORDAN: So, everyone else has been reappointed. Are we done? Okay. Thank you.

CHAIRMAN D. CHIP JOYNER: Well, we'd like to welcome our new member. First, we're going to welcome again two members that have been reappointed with new commissioners. We first have Mr. Piontek, who's been reappointed by Commissioner Bridget Thorne. Welcome again. Mr. Piontek.

MR. JOE PIONTEK: Thanks.

CHAIRMAN D. CHIP JOYNER: Then we also have Mrs. Nina Radakovich, who we call and affectionately called Judge Nina, reappointed by Commissioner Dana Barrett. Welcome again. We're so happy to have you. We have a new appointee, a new member of the Board, Ms. Beverly R. Rice. She is appointed by Commissioner Khadijah Abdur-Rahman.

MS. BEVERLY R. RICE: Thank you.

MS. LINDA JORDAN: I was reappointed by the Chairman Pitts.

CHAIRMAN D. CHIP JOYNER: Yes, but these were new commissioners.

MS. LINDA JORDAN: Got it.

CHAIRMAN D. CHIP JOYNER: I'm going to read a little background. Ms. Rice, this being your first meeting and we're going to read some background into the record.

Ms. Rice is a retired Educator who has served as English teacher, Reading Specialist, Teaching and Learning Specialist, Academy Leader, Instructional Facilitator and School Administrator, throughout a span of over 35 years in education. She was born in Little Rock, Arkansas where she attended the infamous Little Rock Central High School graduating in 1975. She has a B.S. degree from Bishop College in Dallas, Texas, in English and Government, a Master's degree in Educational Leadership from Harding University in Searcy, Arkansas with numerous certifications and awards. In addition, Beverly has completed a program of study at California State University in Teacher Certification and also, Yale University, in Curriculum Writing.

Beverly's gift to successfully improve students' reading ability spread widely in Dallas, Texas; Baton Rouge, Louisiana; Compton, California; Little Rock, Arkansas; and Atlanta, Georgia; allowing her to facilitate workshops, while training beginning and veteran teachers *the art of teaching*.

Until her retirement in December 2022, Beverly's reading students made the most progress among all of Atlanta Public Schools for several years. She has received numerous awards including *Project Grad Teacher of the Year* in 2004. Beverly also excelled as an Entrepreneurship teacher, motivating students to start their own business, and partnering with Operation Hope to provide financial assistance.

Beverly has written several professional educational journals, curriculum for churches and has written and published three books: *The Man Behind the Mantle, Shhh, Somebody's Praying, and CALLED*.

She is a member of Delta Sigma Theta Sorority, National Council of Negro Women, Professional Association of Georgia Educators, Georgia Association of Educators, Atlanta Federation of Teachers, and National Education Association. Beverly's work in the community expands throughout Atlanta. She is actively involved in her community in addition to numerous civic organizations. She currently serves on the committee for neighborhood beautification for NPU-I. Beverly is an active member of the National Democratic Party, the Fulton County Democrats, a Post-Seat Holder, and District 10 Community Captain. She has volunteered on numerous campaigns, local and national, and financially contributes to many candidates.

Beverly is the Director and Founder of *RICE Inc. Literacy*, a nonprofit literacy program, teaching adults reading skills and strategies. Her focus is on low-income communities to bridge the gap in the economic and educational inequities.

She formerly served as Board Chair of Quest Community Development Corporation, providing services for formerly homeless residents. She currently serves on the Fulton County Coalition Committee, a member of Women for Atlanta, and most recently appointed to the Fulton County Library Board of Trustees.

Philosophy on Life: Every great dream begins with a dreamer. Always remember, you have within you the strength, the patience, and the passion to reach the stars to change the world. – Harriet Tubman.

Ms. Philosophy on life is "Every great dream begins with a dreamer. Always remember you have within you the strength, the patience, and the passion to reach the stars, to change the world." Thank you. Welcome again. All right, Mrs. Claxton, are there any public comments?

PUBLIC COMMENTS

MRS. ZENOBIA CLAXTON: No. There are no public comments.

23-07 ADOPTION OF AGENDA**MOTION**

CHAIRMAN D. CHIP JOYNER: Is there a motion for the adoption of the agenda dated February 22, 2023.

MR. PAUL KAPLAN: So, moved.

CHAIRMAN D. CHIP JOYNER: The motion by Mr. Kaplan. Is there a second?

MS. LINDA JORDAN: I second.

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

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: Any opposed? Hearing none. The agenda is adopted.

23-08 APPROVAL OF MINUTES – JANUARY 25, 2023**MOTION**

Is there a motion to approve the minutes dated January 25, 2023?

MRS. PRISCILLA BORDERS: So, moved.

MR. PAUL KAPLAN: Second.

CHAIRMAN D. CHIP JOYNER: The motion by Vice Chair Borders and seconded by Mr. Kaplan.

MS. JENNIFER CULLER: Just to the point of order is that she is participating virtually, she won't be able to vote. Okay.

CHAIRMAN D. CHIP JOYNER: Okay. Okay. We will announce again. Is there a motion to approve?

MS. LINDA JORDAN: I move that we approve the minutes of the January 25, 2023, meeting.

CHAIRMAN D. CHIP JOYNER: Thank you. The motion by Ms. Jordan. Is there a second?

MR. PAUL KAPLAN: Second.

CHAIRMAN D. CHIP JOYNER: Seconded by Mr. Kaplan. All those in favor say aye.

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: Any opposed? Hearing none. The minutes are approved. Skipping the chairman's report for today. We're going to go straight into Work Orders Report. Mr. Kaplan.

WORK ORDERS REPORT

MR. PAUL KAPLAN: The Work Orders from January 1st to the end of January, we had 219 Work Orders, which is high. -- But the good news is 74% of it was completed. Nothing really outstanding except no one is really starting to worry. It seems like every month I'm always having problems with security. Both cameras are down, something is broken, fire alarms, even the fire lines. I'm wondering why that's happening, especially with some of this equipment. Security for cameras and stuff is really brand new, especially in the --. So, I'm looking for an answer. I don't know what the answer is. Do you have any answers?

MRS. GAYLE H. HOLLOMAN: I don't know what the answer is either. I just found out yesterday that we had a person, or somebody get in the stairwell again here. We've got cameras. We just don't know why. They can't get out once they get in. But the problem is they shouldn't have been able to get in like that. So, we're looking at all sorts of things to figure out what's happening, camera angles and all of that. Fire alarms going off that shouldn't be going off. It's just very interesting. We just don't know what's causing this malfunction. But it seems that could be happening at different places. It's just very weird.

It seems like it would be happening at the same place. Then, I don't know, then you narrow it down, perhaps, but we're looking into it.

CHAIRMAN D. CHIP JOYNER: Will, DREAM has comments on that?

MR. PAUL KAPLAN: No, I really, really struggled with this. I'm going to really focus on IT. as far as the security part.

MRS. GAYLE H. HOLLOMAN: But the cameras.

MR. PAUL KAPLAN: But the cameras and stuff. You know, I'm worried about it. I'm worried about our director. You're about one of the last people to leave the building. You go down the stairwell, and there's a guy sitting in the stairwell, and you're all alone. You can scream and holla, and nobody in the building. We don't have 24-hour service. We have nobody overnight in the library.

MRS. GAYLE H. HOLLOMAN: But we do at Central. We do 24/7. That just happened a week ago that I was in the last one here. Person didn't come in at 3:00. So, nobody said anything until this morning. So, I was in the building for about an hour without knowing I was the only one in the building.

MR. PAUL KAPLAN: Something has to change. I don't like it.

CHAIRMAN D. CHIP JOYNER: Can you really –

MR. PAUL KAPLAN: Can we have two people -- somebody stay around with you?

MRS. GAYLE H. HOLLOMAN: Well, we're supposed to have two people in security now at night. That was happening very nicely. Now for some reason, it's kind of been willy nilly. That day, no one came. So, we don't know what happened. The problem was that no one made us aware of anything that the person who was leaving the shift knows that no one had come in before they left the shift. They just left. So that's something we're working on, making sure that that doesn't happen. So at least we can be told and I'm working on not staying late because that's not a good thing.

MR. PAUL KAPLAN: So, the question I have -- so if this happens like this, who do you call? You call the County captain? The County police who are handling?

MRS. GAYLE H. HOLLOMAN: We have a security office that we call the county, and we can call the police.

MR. PAUL KAPLAN: They're 24 hours.

MRS. GAYLE H. HOLLOMAN: Yes. So, we call them. We have to know that there's a problem because they're way downstairs. So, if I don't have an idea that no one's there, and then even when I start calling sometimes to see who's downstairs, no one's there because they're going around the building. Even though they're here, they're checking the building. You go in with different floors, so they may not know that I call them in the security office. Then, there are different people on different nights. Sometimes the person who is supposed to be here is not the person. So, you may be calling that person's cell phone, but they're not the person who's in that day. So, send in a substitute. So, there's a lot of communication needs that we're working on, and I've been working very closely with Captain Schierle. He has a new Allied Security Supervisor who is collaborating with us. We had a meeting about a week and a half or so ago here and talked about some things we're trying to work through. But then again, we continue to have other things come up that we didn't expect.

MR. PAUL KAPLAN: So, the end of the day, what time does the place, we close?

MRS. GAYLE H. HOLLOMAN: We close Mondays and Tuesdays at 8:00.

MR. PAUL KAPLAN: Okay. At 8:00 when we close, do they do a sweep of the building? Check the bathrooms and stairways and all that?

MRS. GAYLE H. HOLLOMAN: Yes, that's part of the protocol.

MR. PAUL KAPLAN: Then you're -- right. There's no check where you know that the guard was there or something? That they actually went through it and check -- just keep walking. I just bring it up because I'm really worried about it.

CHAIRMAN D. CHIP JOYNER: You know, they require that the security personnel shift change. Come check with you first. But before they leave, they can't --

MRS. GAYLE H. HOLLOMAN: Well, they're supposed to report to the head of security almost every day he's here. Then if there's a problem, then he should be making Dr. Small aware, she's a Central Library Administrator. But, of course, if they know she's not in and she makes the rounds when she's here all the time, so they should know but they haven't seen her, then they can always contact me.

CHAIRMAN D. CHIP JOYNER: Is there a two-way radio you can use?

MRS. GAYLE H. HOLLOMAN: Well, I don't have one, but they have. I think they have a two-way radio.

CHAIRMAN D. CHIP JOYNER: Or radio in your office?

MRS. GAYLE H. HOLLOMAN: That's a good idea. We could do that.

CHAIRMAN D. CHIP JOYNER: Then also, we shouldn't go home until we check with the administration, make sure everything's okay and everyone's home.

MRS. GAYLE H. HOLLOMAN: Well, even when Dr. Small leaves, there's someone in charge, there's always an SOP, someone who's a supervisor on premises. But there really is a -- big gap, and people are running to catch the train and the busses and things. So, it's not always this transition. But we are working very closely to make it understood that we've got to a --

CHAIRMAN D. CHIP JOYNER: What --. Then you have a conversation because that's something -- and they shouldn't go home until they know that it was clear that every other provider of transportation makes sure that the car is safe too.

MR. PAUL KAPLAN: But also, in security and other libraries where the cameras are not working. Something happens. I don't know what's going on. I'll do some calling. I'm sorry.

CHAIRMAN D. CHIP JOYNER: It's just a thought that they're being tampered with?

MR. PAUL KAPLAN: No, I don't. I don't think so. It's just not working. I don't know.

MRS. GAYLE H. HOLLOMAN: But we also have to -- administrators have to be told. That there's a problem. A lot of times you're not told till we get to a meeting, or until we get to a 30-day report. Then it's on the report that the cameras are down for six months, or computers have been down for three weeks. That's not the way it should be done. It should be that we put in the work request. We wait a couple of days. We don't get a response. You let your administrator know, then the administrator is supposed to let me know if they are getting resolutions or whatever the case may be. That's why I'm at work late sometimes, because I'm sitting there, sending all these emails, or calling people about the problems. So, technically the way the process is supposed to work. we call IT. They are very responsive. We've got two guys we know by name, and they know all of us. They go out to the branches. Zenobia will tell you; they spend days here working out all our needs -- camera angles and problems that we have with PA systems and other things. It's just amazing the time that they spend here. There are two of them. Usually, they're together when they come. If we've got a commissioner or someone having a

meeting or training or whatever here, they come before the date of the event, because for some reason it seems that we can have something last week and everything working and then go back to that same room, and this week it's no longer working. So, they spend a lot of time. So, it's not like they're not responsive. It's just that we get some sort of surge situation going on or just what's happening when it comes down to those type of IT issues.

MR. PAUL KAPLAN: The other thing is, just to give you a follow up on the local library - director concerning a gas leak and the library was shut down with the gas leak behind the meter. So that could be taken care of before we were able to turn the gas back on. Had to do a pressure test to find out if the gas line that feeds the other part of the building went under the building. One entity other than gas line, which was built in gas, to look that up and find out when Roswell was built. So was it --

MRS. GAYLE H. HOLLOMAN: '76?

MR. PAUL KAPLAN: 30 or 40 years ago. Well, the line didn't have the pressure test, so we only had -- we fixed the meter. There is a one portion of it. So, we're asking the gas company. I'm asking --, we're asking for you a new -- and have another meter on the other side of the building. But they haven't got an answer at this point. Luckily, the weather is decent up there, we can keep the library open. If it got cold, we wouldn't be able to keep it open. So, they're working on it. The library is open.

MRS. GAYLE H. HOLLOMAN: Right, we reopen the next day, but there is concern if the weather changes.

MR. PAUL KAPLAN: Yes.

CHAIRMAN D. CHIP JOYNER: But keep us updated.

MR. PAUL KAPLAN: We'll keep you updated. I brought this up because I want the board to know what goes on, if there's any problems -- I'm very concerned about security here with our Director.

CHAIRMAN D. CHIP JOYNER: Let's make sure we have a line item on the agenda moving forward to talk about security. Keep track of your progress and any gaps that we have to address. Thank you, Mr. Kaplan. Next, Director's Reports.

23-11 DIRECTOR'S REPORTS

23-09 MONTHLY FINANCIAL REPORT

23-10 MONTHLY USAGE SUMMARY

LIBRARY SERVICES AND TRENDS

MRS. GAYLE H. HOLLOMAN: Yes. Well, staff is continuing to work very hard with programming and having thematic programming. As you know, this month has been focused on Black History Month. Next month is going to be Women's History Month. You all should have received a copy of the new Library Access, in fact Mr. Kaplan has been featured in it. Along with some of our members of the foundation featured in this. We're very proud of Access because we had it many, many years ago, it was very different. It was hard to keep up with the measures to try to put all this programming in. By the time it got published, some of it was already passed as well as the dates for performances and programs. So, now it's a little bit different, we pick out certain programming and that type of thing. Then we now go into 16 pages, which is really great. Next month is going to cover the summer and so that one is going to be 20 pages, 20 to 21 pages. So, we're very proud of that. It'll be devoted primarily to the summer reading program. It will include the Children's Book Festival, which we're very excited that we'll have that again this year and in May. It's also going to include the information about the One Book, One Read. So,

I'll talk about that a little bit later. But we're just very excited about all of this because it's really an opportunity for us to put ourselves on the stage, so to speak. You also have a copy of the 2022 Year-End Review. I hope that you have a chance to look over it because it really -- it encapsulates the hard work that's being done. We've come back from COVID, and I think we've come back strong. There are still a few areas of -- everything is always a work in progress, but we have really been able to stay for the people who are with us. They were with us when we closed. They were with us when we started curbside service and they're back with us again, coming into the buildings, coming into the different programs, asking for all kinds of materials and what have you. They've been very, very responsive. Our best sellers are doing really well. We got that \$1 million extra in order to buy. That's coming along very well. So, it's just been very rewarding to know that the public has not lost its support of the libraries. I get comments all the time. We get lots of kids in and other ages, of people telling us how much the library means to them. Our seniors, we're doing a lot more work with the seniors now and we're working with senior services in the county. I just was on a call this morning about the work that we're trying to do it with senior services. It's going to help the community of Chattahoochee Hills. So, you hear more about that as we get it together. But that's part of the Health and Human Services cluster, of which Dr. Pamela Roshell is our lead. You want me to go into the other financial reports that are --?

CHAIRMAN D. CHIP JOYNER: One thing I want to say is, this is outstanding. This is a perfect baseline for the team to reach, to improve every number by 20% next year.

MRS. GAYLE H. HOLLOMAN: Exactly --

CHAIRMAN D. CHIP JOYNER: But also, that magazine is so well done. Trustees have an introduction. Mr. Kaplan, previously Vice Chair Borders just for everyone. But it's really well done. Thank Claudia and your team for that.

MRS. GAYLE H. HOLLOMAN: Yes. Every year, Claudia and Brazos get together and get the statistics out for us so that Claudia can create this Year-End Review. She has one of her team members Minna Pritchard, who worked to put it together and make it real pretty for us. She's a graphic designer, so it really helps us to be able to show that a lot is going on. It may seem like a lot is not going on, but there are 34 locations and something's going on everywhere. It might not look the same but is going on and it's helping people. That's the important thing. So, we're going to be doing much more outreach with the Book Mobile, and we've got some plans and help with all of that. So just when you have a chance to look over all of this information, all of us doing well, it's just fascinating the work that gets done. People don't understand it. We really don't sit and read books all day. We really don't. Everybody says when you're working the library, "Oh, it's so great. It's quiet and you get to read books all day." That's not quite exactly right. Maybe collection management to an extent, but not really. So anyway, any questions about that?

MS. LINDA JORDAN: I just want to add that I'm impressed of the numbers. Looking at some of them, the number of programs offered per team, the increase in the number of programs for those 18 and over, also the number of people visiting the library from year to date compared to last year that's up 145%. So great job.

MRS. GAYLE H. HOLLOMAN: That has been so exciting because we were worried about that for a while, those statistics. But you know, things do turn back around. It's all cyclical. So, that's what we have to remember too. Sometimes, as you look at those

numbers, "Oh my goodness, what are we not doing?" But the staff is really dedicated and that's what we're really happy about, although we still recognize that we've got to work very hard to -- continue to work very hard on our staffing levels because they are still not where we want them to be. It seems like every time we think we move the needle, as I say, more people start retiring or leave for other personal reasons. We had several people leave over the last two weeks that obviously say, "Oh my, I just can't believe it." I just -- people -- we just cannot afford to lose. But they make choices. So, these are things that will continue to happen. So, we're hoping to slow it down. Lots of interviews are going to start again. We worked through that whole process. I mentioned last month at the meeting about how we have to hire now. We have to do the staggered hire of this year for the budget, and that was kind of tricky and kind of I didn't quite understand it, but now, we do. We've been able to get our financial systems manager to really work closely with Jamar Parker. So, that we have a clear understanding as to just how to do that. It really does make sense. I think in the long run, probably by the end of the year, we will see that it really was more beneficial than we thought it was. So, it's this hiring plan where you just hire people at different stages of the year based on how the money is -- how the money is worked. So, we'll see. We'll see how it goes. But I think we've got a good understanding of it, and we should be able to hire quite a few people over the next month at least.

CHAIRMAN D. CHIP JOYNER: The libraries hired some volunteers?

MRS. GAYLE H. HOLLOMAN: There are some volunteers who were actually hired, I think it was six of them last month that were featured. That was exciting to know that they came in as volunteers and now they're actually hired. A lot of them are library assistants or library associates, and at full-time positions. So that's really good -- benefits, all of that. So that's really good. I started out as a volunteer. Auburn Avenue Research Library was open, I was an associate, taking people on tours in the building. Then I heard about an opening and rest is history. So, I know it works. Being a volunteer really does work. I'm proud of that. Any more questions about anything? Usage or --?

CHAIRMAN D. CHIP JOYNER: Any questions about the financial report or usage summary? Okay. Unfinished Business, Central Library - Update.

UNFINISHED BUSINESS

CENTRAL LIBRARY - UPDATE

MRS. GAYLE H. HOLLOMAN: The Central Library has -- is really coming into its own. Central is so fascinating. We get so many requests for tours all the time we're going to put together. Now that we have Quinn here, we've got to put together some tours and information about how we tour the building, information about the building. There's a lot that we could do. Of course, you're down one person in marketing, but we've got to do some of those things because we get so many requests. We have some funding to hopefully hire an event coordinator because the idea behind that was the event person would be the one who would actually go out and solicit people, who may want to use these facilities. Personally, I don't think it'll take a lot of solicitation, though, because so many people know now what we're doing and we'll be filled up all the time, even where we are now. So, we'll have to see how that goes when we have that problem. But that's going to -- that's really propelled us a lot. We have a lot of great work. The artistic exhibits are just awesome. If you get a chance to walk around the building, particularly on the lower level and the basement. It's just fantastic. You've got a lot of big high-profile events here lately, where we've had over 200 people down in the auditorium which holds 330 or

we've had them on the fifth floor. It's just fascinating to see people come and see the building, especially people who are from Atlanta or people who remember the building and its other looks. To come in and just have one yesterday came in and said, "I just hadn't been here so long, and I just can't believe how it looks." So, they're just so amazed. The same thing happens in the branches where people are just amazed at how they turned out, the renovations and everything. So, I'm very excited about what Central is doing. Even though we're down, quite a few people here in Central, as far as the hiring needs, Dr. Small has done really an amazing job of keeping us on track, keeping people informed of the programming and doing some things a little bit outside the box. We've got to feature some more jazz programs and other musical formats. We're going to have, in fact, I think it's Saturday, maybe Friday or Saturday of this week that we're having -- it's an outside event on the patio. I think it's Saturday and that's going to be fun they tell me, and a lot of music and I can get by and see it. So just a lot of innovative things that things we haven't done and we're bringing back things that we want to start and see how they go, because our biggest thing is trying to maintain and be able to sustain our program and that's going to do really good. The foundation has enabled us with the funding that they are giving us to make a lot of that happen. So, that's why we're very excited about the potentials for this year.

CHAIRMAN D. CHIP JOYNER: So, if somebody wants to rent the space, what's the process?

MRS. GAYLE H. HOLLOMAN: Well, the rental -- all the rental stuff is still not set up yet. We're still working with a rental policy that the County has implemented or is implementing. We got a little off track when somebody who was working on that left the County. So, now we're back on track. That's going to be where people can look online and hopefully be able to register for a room, to use a room, not a study room, but meeting rooms. Then we're going to have Central be a part of that to some extent. But we've got to just work through it, and we'll work it -- we'll be working very closely even closer with Dream on all of that. It takes a lot to run that operation, envision it, and we worked very closely with him and with Dr. Roshell, with Joe Davis and Dr. Roshell about just how that's going to look and work.

CHAIRMAN D. CHIP JOYNER: Do they have a timeline?

MRS. GAYLE H. HOLLOMAN: Well, not really, but we're hoping that we can have it started at least by the fall. That's soon. But we --

CHAIRMAN D. CHIP JOYNER: Then, how many vacancies do we have now?

MRS. GAYLE H. HOLLOMAN: 68.

CHAIRMAN D. CHIP JOYNER: So, it's up now from 61?

MRS. GAYLE H. HOLLOMAN: Oh, yes. It gone up to seventy.

CHAIRMAN D. CHIP JOYNER: These are all full-time salary commissions?

MRS. GAYLE H. HOLLOMAN: Full-time.

MS. BEVERLY R. RICE: This is at various libraries? Various level in the system.

CHAIRMAN D. CHIP JOYNER: So at least two fulltime at each library.

MRS. GAYLE H. HOLLOMAN: Well, that's one way to look at it. Again, that's not exactly what is happening. We have some libraries now only have three people. So, what we do is we send people to the cluster because there are four clusters, and we just move people around to fill in and all that type of stuff. It's been working, but now it's getting slim pickings. So, we're able to start back and we finally got that. I'm sorry?

MR. JOE PIONTEK: It's just a constant problem?

MRS. GAYLE H. HOLLOMAN: It has because we've never been this long standing before. It's because of so many reasons. But it's just amazing. People are just making other decisions. We found that we were not competitive, particularly in the front facing positions. Library Assistant, Library Associate. Then we decided that we would have to figure out how to make that work. So, we worked very closely with HR. We addressed that. So now we're able to make a difference, we're able to be competitive against our biggest competitors at that time. Started out being Gwinnett and Cobb. So now we've come to match their salaries and so we're finding that we're able to hire and maintain. But it took a while. It was just about three or four months that we were behind.

CHAIRMAN D. CHIP JOYNER: So, when you're short like that, what's the process of trying to make sure the County understands the urgency --

MRS. GAYLE H. HOLLOMAN: They know it's not just the library, it's almost every department which is suffering all over. The great resignation really hit us; I know if you watched some of the comments that have been made. This is some of the comments made at the commissioner meetings, but all the way from the sheriff's department, we're the largest department of staffing behind the courts, I believe it is. So, it makes a difference. We, at one point, had 330 employees. So, you can see now how much of a difference there is in that. We're trying to get back there, and I think we will.

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

MS. BEVERLY R. RICE: I have one. Other than the Fulton County website, how -- what other ways do you use to advertise your vacancies?

MRS. GAYLE H. HOLLOMAN: Well, we use the Fulton County website primarily. That's it. Except that the positions that we do get to put on the Georgia Library Association's website are free to us and then some of our upper-level positions where we have vacancies, which we have a few but not many, we can go out, but we have to pay for those. So, we don't want to spend a lot of money on those things if we could help it. But we are trying to find other avenues in which to do that. In fact, Georgia Library Association is one that's very new and we found out about it and we're going to be using. It does make a difference with other sources or resources. The American Library Association is one that we use to and post our positions, and those are free tools.

MR. JOE PIONTEK: But we're not considering going to something like an Indeed?

MRS. GAYLE H. HOLLOMAN: I think we used Indeed in the past and it didn't quite seem to yield much for us. Yes. But we're always open to suggestions.

CHAIRMAN D. CHIP JOYNER: The universities have master's students. Do they look for positions or work-study positions?

MRS. GAYLE H. HOLLOMAN: Every now and then we don't really do a work study because we don't have financing for that. But we are -- Valdosta State and now has an MLS program and so we get people from there. We get people still from Florida State University, a lot of people that go there for that master's program. Our biggest problem with regard to the professional level positions is the hiring of Children's Librarian. We did a lot of interviews recently and everybody wants to be an adult services librarian. Children services is very unique, and you have to really like it or at least want to give it a chance. Just to give you an example of my own story about that. I was a student librarian for almost four years in Cleveland Avenue library. But when I got my volunteer services position, I went to interview, and I remember distinctly telling the administrator that I would

-- I am not a children's librarian. I am in reference library. She looked at me like, "Well, honey, I guess you just won't have a job." So, then I went home, and I thought about it, and I said, "You know, you need a job." So, I went back, called her, and I said, "You know, I'll take the job." That's how I got to Cleveland Avenue library. You know, I love -- I actually came to love it, because what you do is you become a child again. Children don't care if you can sing. They don't care. They just want people that will be fun and interesting. I learned how to do that again. It made all the difference. Actually, I believe how I didn't want to do it and then how I came to love it. So, it's something that a lot of people just really don't want to do, and they don't have a disposition for it. But if you allow yourself to be a little bit on the moderate side about it, it can be a great career. Some people do it as a career. They never change from children services or teen services. But you have to find those unique people who want to do that kind of work and it does make a difference. So, if people tell us they don't, then we pretty much agree and don't try to talk them into it. But every now and then you find someone who really wants to give it a shot or who actually love it. So, that's what we're looking for. We've talked about getting with some of the colleges now and seeing if we can work with them on some sort of training of children's librarians, because we found that a lot of the curriculum tends to lean toward technology, and everything is technology-based, and that's great. But we need the old-fashioned person who can do a story time, and that takes talent. It really does take talent. I can do it without thinking about it. But there are people who just don't want to do that, and they don't see themselves doing that. So, we have to respect that. But there is a talent to it. So, you have to be able to be vulnerable and childlike and all those things, some people just don't see themselves doing.

LIBRARY'S IMPACT PLAN - UPDATE

CHAIRMAN D. CHIP JOYNER: Okay. Library's Impact Plan.

MRS. GAYLE H. HOLLOMAN: The Impact Plan is going very well, and I'm so proud to report. It is our response to the strategic plan, as you know, that was developed in November -- completed in November of last year. We are very fortunate to have the complete cooperation and support and underwriting of the funds by the Library Foundation, and they pay for it to be done. It was a great study, as you know, working with the public and the staff to determine just what our direction ought to be. So, as serving as our blueprint, the Impact Plan is going well in the sense that we've had two workshops now. On February 8th, we had the first workshop for the Impact Plan with the administrators, 10 of us, and we met, and we had a facilitator, Mr. Jeffrey Dinkins, who is an employee development specialist, the Fulton County personnel. He was the moderator -- the facilitator of it. Then, again on the 21st, which was yesterday, we had the big meeting with the managers and the administrators. The purpose of those two workshops, they were two-hour workshops each, was to go ahead and talk to them about the Impact Plan and where do we go from here? What are their thoughts? How do we implement it? What can they personally do? What can we do as a group? What can we do as a team? For some of the things that came out of it were we need better communications up, down, sideways, and in a good way, so that we can -- people can know what we're doing so that staff can have much more buy in. We have a lot of IT issues that were brought up that some of it we did not know and had not heard about that kind of prohibit some of the work being done. That we need to return to relationship building with our partners, particularly with schools, senior centers, and art centers that we already have in the county, that

there's a lot of momentum that we lost when we were uncovered during COVID. We were not able to get across to the schools. Once COVID sort of ended, it's been kind of slow to get back into the schools. Then they have all of these rules and regulations about who can come and when you can come and things like that. So, it's been difficult to go into the schools like we used to do, where we would do story times with small children and daycare centers, what we would do, what we call book talks and all of those things. We had them set up on a regular basis and it's just kind of difficult. Some principals don't let us get into it like they used to. Some schools have lost their meeting specialists, so we don't have those relationships anymore. So, we talked a lot about what we could do, how we could impact the educational system. We work very closely with APS, but it's been very, very hard to kind of get in with Fulton County Schools. We have a youth service coordinator, Marcia Divack works very hard to try to keep those relationships going, but we've got to do a better job. We think part of it also has to do with PR and Marketing. So, we're going to be working real closely with external affairs over the county level and with our own PR and Marketing Department to really increase what we're doing and put more focus on what we have to offer, whether it's online digital resources or whether it's book resources. We can never forget the digital divide. We think everybody's got a phone and everybody's online. Not everybody can afford it. Not everybody can pay for all of this Internet stuff. So, we've got to do more -- hotspots came up in the discussions about the need for more funding for hotspots. The \$32 a month for each spot. So, we have Chromebooks we give away. We try to package them with a hotspot, but sometimes it's very difficult to pay that cost every month. Well, of 1,000 Chromebooks that we had to give away. So those are some of the things that came out of the discussion. We'll be doing more to create some standard operating procedures, that we will be making sure all the staff are aware of just what we need to do and how we're going to go forward. The whole idea is to start the implementation of the impact plan by the end of the first month in the second quarter. So, we've got a real deadline there and I think we had a lot of great discussion. Mr. Dinkins was just really an awesome person to facilitate it and I was very glad I could sit back and just be a part of the discussion and hear what everyone else thought. Any questions about it?

CHAIRMAN D. CHIP JOYNER: Do you think of the other -- at the next meeting? Do you think you can share an additional update and let us know how we can support the team? So, we're all in alignment with the Board of Trustees. Even our communication with our external partner, the Foundation for their support. Then, as we continue with our commissioner's stand there, we're all in sync. Same goal in your strategic plan.

MRS. GAYLE H. HOLLOMAN: Exactly.

CHAIRMAN D. CHIP JOYNER: Thank you.

MRS. GAYLE H. HOLLOMAN: Sure.

2023 ONE BOOK, ONE READ EVENT - UPDATE

CHAIRMAN D. CHIP JOYNER: Any other questions? Okay. The 2023 One Book, One Read.

MRS. GAYLE H. HOLLOMAN: Well, I'm so happy to announce to you all that the book is the Personal Library. That's what I was trying to hint last month. The Personal Library. We're very excited about it. It's a wonderful book. It's not that many pages. Nothing like the last one, which was quite a time. But we were very excited about the opportunities for us. Again, the foundation is sponsoring it and we're just -- we just met a few days ago

about it. We'll be having numerous meetings, committee set up and all that. The big event will be here at the Central Library and other events will be taking place and other things that we're working through don't have it all worked out yet, but Peter Pearson, who's the Executive Director of the Foundation, is working real closely with us on it. We're going to have a little bit of an event to correspond it -- at some of our libraries to correspond with it, and we think people will be very excited about it. I'm not going to tell you all about the book. You have to go get it and read it, check it out, download it. I think that you'll enjoy it. But that's very exciting to us. It's going to be on September 30th, and we'll give you more about the time and all that. As I said, that may -- it will be at Central. We hope to stream it and all that. Both authors could come on that date. We originally may have told you; I think we were really trying to have it in October or November, but this was the date that they could all be in town, the two authors. So, we're excited about that. Very, very happy to announce it.

CHAIRMAN D. CHIP JOYNER: Tell us, particularly for our new member, about the success you had last year, the One Book, One Read background.

MRS. GAYLE H. HOLLOWAN: Sure. The One Book, One Read program was something we had wanted to do for a number of years and is being done by numerous library systems around the nation. Mainly it started with the -- was much larger than us. Seattle Public started at first, I think. Seattle's always doing stuff, but anyway, we chased out of Seattle. But last year's book, our first inaugural event, was *Cast* by Isabel Wilkerson. It was a phenomenal book. She was a Pulitzer prize-winning author, and she wrote the other books. *The Warmth of Other Suns*, and she was known for that book and then she came back with *Cast*. It's a phenomenal book in the sense that it traces the history of what she determined to be different things about the black people in America primarily, and the history of all sorts of things regarding that. It was a bestseller, and we were very fortunate to be able to get that -- to get her from Random Penguin House because she's in such demand. So, she came to us because of COVID. She came to us via Zoom. But we had over 900 participants on Zoom, and it was just a wonderful undertaking in collaboration with Auburn Avenue Research Library. It was just really something new for us. We never ventured into anything quite like it, so it taught us a lot. We learned a lot in the process and the book was a little difficult, but people really warmed up to it and ended up with great discussion points. We had lots of book clubs. We have about eight to 10 book clubs throughout the system, and they really took the book on, and it was just amazing. We were kind of a little leery at first -- about a little leery, I should say, about it at first as to how well it would be received. But it was wonderfully received, and it would make for a great discussion. So, we are looking forward to this book on the second year and for this being an ongoing event. That's something that this library system has been needing for a long time, are those ongoing events that we've become known for. So, we're looking forward to the Children's Book Festival again. We're looking forward to the One Book, One Read again. There's another little something that we're going to start working on before the year is over to hopefully put us on the map next year and we'll start working on it this year. So, we'll tell you more about that as we move forward. Of course, the Foundation is backing us and that's just a wonderful thing to have that kind of support, that kind of encouragement. That's just something we've needed for so long, so I'm just really glad to be a part of it.

MEMORANDUM OF UNDERSTANDING WITH THE AFPL FOUNDATION - UPDATE

CHAIRMAN D. CHIP JOYNER: Thank you. Right. Memorandum of Understanding with the Atlanta-Fulton Public Library Foundation – Update that we did receive from the county attorney a Memorandum of Understanding, but just received it today. Haven't been able to go through it in detail. So, we'll probably just add it to the agenda for the next meeting where we can come back with comments. But in the meantime, I'll open the floor for any comments relative to --

MR. PAUL KAPLAN: I have a question. You find a grant -- you have to act on it right away. Then, it has to go through the BOC to okay it.

MRS. GAYLE H. HOLLOMAN: It has to, yes. We just have one as an example. We just had one \$2 million from the Millner Foundation. The Millner Foundation sent me an email and asked us to apply for it. So, we did. Then, they sent us something saying that we had got awarded it. We were one of four of five libraries that got awarded it. It is to digitize collections at Auburn Avenue Research Library. So, I immediately put everything together, submitted through the process to go to the Board of Commissioners for approval. I've never known them not to approved one, but it has to go through that process. So, they approved it and we had to rush it through because Millner was kind of pushing it. It didn't quite get through as quickly as they wanted it to. But that is the process we have to -- we cannot accept. I cannot sign off on anything on my own. It has to always go through the Board of Commissioners. But now, when we do things with the Foundation that's different, because the Foundation is a sole entity.

MS. LINDA JORDAN: So, the Foundation kind -- the Foundation, you go out the grants as well, right? So, it would be two entities, it would be the Foundation going out for grants, but also the library itself going out for grants, correct?

MRS. GAYLE H. HOLLOMAN: Well, we don't normally go out that often for things like that one fell into our lap. There have been times we used to have a development office and we get used to actually go out for our own grants, but we lost that position. We never got it funded again. I don't know that -- I don't know what we want to do about that for the future, but usually we don't do too much of that. But every now and then we might see something. We know about something. Primarily we try to go through the Foundation, but if we do, it has to go to the BOC.

CHAIRMAN D. CHIP JOYNER: So, if the Foundation successfully wins the grant for \$2 million, they have the funds available to cover any expenses needed, even up to \$2 million that the library incurs. That purpose. Correct? So, what --?

MRS. GAYLE H. HOLLOMAN: I don't know that that's the case. The money would go to the Foundation.

CHAIRMAN D. CHIP JOYNER: So, they needed something for the library. They order it within the invoice, go to the Foundation for that purpose. Could that be covered by the Foundation?

MRS. NINA RADAKOVICH: Yes, it's within the Foundation, our mission. But what's concerning is that this does happen. I remember Director Morley applied for a grant from Google for Chromebooks. There was confusion and he didn't tell the foundation about it. So, then, he needed help. It got all messed up. But there are times when entities will approach the library and offer something because it's tailored to them. At that point, sometimes the Foundation can be brought in to be the agent for the money. Sometimes they want the money to go straight to the County, but the County would prefer, I think, the

money go through the Foundation because the County has a lot of requirements as far as accepting money. We already have this set up relationship, which this MOU will further confirm that allows the Foundation to handle money that will go to the library system. So, this is kind of an unusual situation that does happen. The problem is the timing. It takes so long to get the approval from the Board of Commissioners. If there was some way to fast track this type of request, but then you have all kinds of other people wanting their things fast tracked. So, I think all we can do is hope for good communication among the Commissioners, the Library system, and the Foundation, so that the Foundation can step in, if possible, to make things facilitate a little bit.

MRS. GAYLE H. HOLLOMAN: Well, once we get involved with the library system, in most cases, it has to end up with the BOC. The problem with that is it has to go to legal and sometimes it gets stuck in legal because they've got -- not just the library, but they've got all of us and they've got everybody else in the County. So, it gets stuck and then it just gets stuck. Right now, we've got one stuck on the county attorney's desk at least we had. It may have resolved itself today. But that holds us up or it's stuck with the Chairman. Chairman Pitts, he's going to get it when he gets to it. So, we don't always have the ability to say kind of hurry it up. So that kind of gets us a little bit delayed on some of them, but they don't usually get too extremely delayed. I've seen some that go a little bit, but not that much because we've got -- the attorneys we have here now have just been so amazing. I mean, they have just gone through just working on this MOU, it's been fantastic, the discussions we've had, the emails we've had. So, I just think that things have gotten a lot better, and I think people understand the library a lot more now, that has happened over the last few years, I think much more than the years past, and that has made a huge difference. I think they understand more about how we work, how we do things, because libraries are different, they're very different. I think that even legally speaking is different. So, they're trying to keep us on track, so we don't make any mistakes. I think that's important, and it's been a good relationship. Jennifer, you want to say anything.

MS. JENNIFER CULLER: Well, thank you. I'm glad that we're moving things along for you. I will say that if we do want to look at this in terms of something closer to fiscal agent of opportunity, that would be something that we didn't put directly into this proposal for the MOU. Depending on the type of grant and whatever requirements there may be, so maybe ending up before the Board of Commissioners to accept a donation of certain things. So, I think just keep in mind that we would have to look at these on a case-by-case basis. So, what kind of obligations, any kind of funding would have attached to it? What this MOU is attempting to do is take some of the ideas that were presented and from a couple of different iterations and touch on the relationship between the Foundation and the Board of Trustees in terms of fundraising, the publicity obligations, the ability of the director to ensure that programming dollars that are provided can be handled throughout the County for equity purposes and things of that nature. So, see what you think about this version. If it needs what you all have in mind in terms of your goals for the relationship with the foundation. We have other concepts in.

CHAIRMAN D. CHIP JOYNER: So, what would be the next step for us? Would it be going through this, making comments, or making edits or resubmitting it to your office? I'm waiting for feedback.

MS. JENNIFER CULLER: You all could maybe work with Gayle, or you could send me ideas or thoughts that you have for the contract itself. We could come back next month or for the next iteration of it if that's how you --.

CHAIRMAN D. CHIP JOYNER: Thanks. Vice Chair Borders, do you have any comments?

MRS. PRISCILLA BORDERS: Very quickly, I want to thank the county attorney's office for all the work on this. I know it's not an easy task with all the details that I've seen during a cursory review. I think it's important we give the Foundation, Peter, the opportunity to review this as well. I think I agree the next course is for us to take a review of this as a Board and then come together and make common comments on it. Then I guess we'll share our comments with the county attorney after that.

CHAIRMAN D. CHIP JOYNER: Can we try to schedule action no later than in the meeting of April Report? Because we do not want to give this to the Commissioner. Again, it has been requested.

MRS. PRISCILLA BORDERS: I think that's doable. I think, because, you know, you want to get the foundation, the opportunity to review it as well. So -- and get their questions answered. So, I think that's a doable time frame.

BOARD OF TRUSTEES OFFICERS - ELECTIONS

CHAIRMAN D. CHIP JOYNER: Thank you. Vice Chair Borders. Any additional comments from the Trustees? Seeing none. Thank you. All right. Board of Trustees Officers - Elections. I think we -- Vice Chair Borders and I met with the county attorney, and we are going to have the elections at the June meeting.

MS. JENNIFER CULLER: Yes.

CHAIRMAN D. CHIP JOYNER: Yes. We're going to have elections at the June meeting the date had been moved, but that will be the standard date for Officers Elections moving forward. We look forward for a new person wanting to volunteer to run for an office. But thank you so much. Right. New business. Libraries Year-End Review.

NEW BUSINESS

LIBRARY'S YEAR-END REVIEW

MRS. GAYLE H. HOLLOMAN: We discussed it a little bit earlier. Are there any other questions or thoughts about it?

CHAIRMAN D. CHIP JOYNER: Great graphics with the Year-End, how do you communicate with your team on what you look forward to as far as improvements or the numbers or ranking code or any targets based on this baseline?

MRS. GAYLE H. HOLLOMAN: Well, that's where all of this goes together with the Impact Plan. That's what we're going to do is take what we've done in those two workshops I talked about earlier and move that into some SOPs and into some job expectations. We've got to increase our job expectations. Just as an example, when I was the children's librarian, it was required that you do at least three-story times or programs a month. It's just 36 a year. Although we have staffing issues and all that, no one is on the desk eight hours a day. So, therefore, we have time to reschedule it. We should be able to have two people who might be at the desk, and you still could go in and do your story time for 45 minutes or 30 minutes or whatever. So those are the things, the expectations of what the administrators and I are going to be setting so that people know what we're expecting and then we'll move forward from there. That would move the needle up on all of these areas when we set those expectations again. We kind of lost that because the County right now

does not have a formal evaluation tool, but we kind of become a little lax in that realization. So, we've got to make sure we say, yes, that's true, but still there is expectation. So, I think we'll be able to do it. I've always told the staff that I don't expect us to do 100 things. I do expect two or three things and to do well. So, that's why our areas are three areas of the Impact Plan, because those -- and those three areas we can make a difference. We will do everything we could. We'll do things that will move the needle. One of those things has come out and came out in a strategic plan back in November, is that we do need to have a technology plan. So, we'll be looking into that to see just where we're going and where we're headed. Because it keeps coming up, things keep breaking, and stuff keeps happening. We've got to work with IT, and IT just got a new CIO. So that has happened over a couple of years now. So, I've got to meet with that person and start this discussion all over again about what we need, where we think we're headed, and then talk to the Foundation.

CHAIRMAN D. CHIP JOYNER: Can we get IT to the meeting?

MRS. GAYLE H. HOLLOMAN: Certainly, I would think so. As I said, he came on board about a week and a half ago.

CHAIRMAN D. CHIP JOYNER: We can get on early, but --.

MRS. GAYLE H. HOLLOMAN: We can do it early. We'll see what his schedule is like, and we'll see if we can make that happen.

CHAIRMAN D. CHIP JOYNER: We have our tech lead here on the Trustees, Joe Piontek, he's interpreting the tech language for us.

MRS. GAYLE H. HOLLOMAN: So, we do need that time to time.

CHAIRMAN D. CHIP JOYNER: Thank you. That's good. Are there any other questions? On the New Business. Anything that we're missing? Right. Well, hearing no further comment. Is there a motion to adjourn?

ADJOURNMENT

MOTION

MS. LINDA JORDAN: So, moved.

CHAIRMAN D. CHIP JOYNER: The motion by Ms. Jordan. Is there a second?

MS. BEVERLY R. RICE: Second.

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

TRUSTEES: Aye.

CHAIRMAN D. CHIP JOYNER: Any opposed? Hearing none. Meeting is adjourned.

(Whereupon the Regular Virtual Board of Trustees Meeting concluded at 5:02 p.m.)

Fulton County Library System (FCLS)

Gayle H. Holloman
February 2023

Overview

The month of February is always a busy one in libraries. Programs, displays and book checkouts focused on Valentines Day and Black History Month. In fact, 16 libraries partnered with the office of Commissioner Marvin S. Arrington, Jr. to present his annual Black Film Festival that included six movie titles. There was huge attendance at the kickoff event held at the Central Library, featuring a screening of the movie, “Bo Legs: Marvin Arrington, Sr., An Atlanta Story”. It is a documentary highlighting the life and legacy of retired Judge Marvin S. Arrington, Sr. It featured his numerous contributions to improvements in the City of Atlanta and with civil and human rights.

Partnerships

Partnerships continued with the return of AARP Tax Aide assistance and with the AARP senior internship programs at several branches. Seniors in the program are hired to work 18 hours each week, funded by AARP, to gain on the job training as they work to build skills that will make it possible for them to seek other job opportunities.

Prime Time Family Reading will run every Tuesday, 6:00-7:45 pm, February 28th, through April 4th at the Mechanicsville Library. Participating families are given free books. A meal is served. Storytime is provided by a professional storyteller. Discussion is focused on topics in the humanities: history, philosophy, languages and literature, the arts, and cultural studies. It is a grant program created by Louisiana Endowment for the Humanities.

Collections

Collection Development Department staff processed 198 Chromebooks for patrons to checkout. That staff also processed and sent Caldecott and Newbery Award winning books to libraries, which were great replacements for old and worn titles; as well as they served as an influx of titles that have been widely popular for children.

Patron Appreciation

A positive patron interaction was when a staff member was able to show LinkedIn Learning to a woman coming in for help setting up her own cleaning business. Staff set her up with her library card and then asked if she was familiar with the library's online resources. She was familiar with LinkedIn Learning, but she felt that she would never have been able to pay for the courses. She was so excited to know that now she can go home and take free online courses in bookkeeping, setting up a business plan and successful small business planning.

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF FEBRUARY 28, 2023

Doc. #23-14

SERVICE	2023 BUDGET	FEBRUARY	2023 YTD	2023 YTD	2023 YTD	2023 YTD	BUDGET
TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
REG SALARY	14,727,005	1,013,433	1,992,049	-	1,992,049	14%	12,734,956
SALARIES-OVERTIME	1,180	-	1,133	-	1,133	96%	47
PART TIME SALARY	456,408	16,344	28,992	-	28,992	6%	427,416
BENEFITS	8,222,678	526,474	1,046,385	-	1,046,385	13%	7,176,293
BOOKS	3,373,337	-	-	2,459,853	2,459,853	73%	913,484
OFFICE EQUIP. REPAIR	33,500	-	-	3,500	3,500	10%	30,000
EQUIPMENT	57,000	-	161	5,514	5,675	10%	51,325
OFFICE FURNITURE	3,000	-	-	-	-	0%	3,000
PROFESSIONAL SERV	25,800	3,500	3,500	3,375	6,875	27%	18,925
COPIER MACHINE	226,000	-	-	-	-	0%	226,000
COPIER PAPER	500	-	-	-	-	0%	500
SUPPLIES	76,300	2,069	3,571	4,370	7,941	10%	68,359
COMPUTER HARDWARE	735,000	-	-	639,443	639,443	87%	95,557
RENT	245,250	4,753	4,753	216,266	221,019	90%	24,231
OTHER SERVICES	604,429	23,211	42,196	8,901	51,096	8%	553,333
HOPITALITY	10,000	-	-	-	-	0%	10,000
VEHICLE MAINTENANCE	22,850	9,094	9,094	-	9,094	40%	13,756
GENERAL INSURANCE	622,596	51,883	103,766	-	103,766	17%	518,830
CONTINGENCY	387,033	-	-	-	-	0%	387,033
TOTAL	29,829,866	1,650,761	3,235,600	3,341,221	6,576,821	22%	23,253,045

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

AS OF FEBRUARY 28, 2023

ORGANIZATION	SERVICE	2023 BUDGET	FEBRUARY	2023 YTD	2023 YTD	2023 YTD	2023 YTD	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
ADMINISTRATION	CONTINGENCY	300,000	-	-	-	-	0%	300,000
Total		300,000	-	-	-	-	0%	300,000

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

AS OF FEBRUARY 28, 2023

ORGANIZATION	SERVICE	2023 BUDGET	FEBRUARY	2023 YTD	2023 YTD	2023 YTD	2023 YTD	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
PUBLIC SERVICE	REG SALARY	10,970,228	768,419	1,501,769	-	1,501,769	14%	9,468,459
	SALARIES-OVERTIME	540	-	534	-	534	99%	6
	PART TIME SALARY	456,408	16,344	28,992	-	28,992	6%	427,416
	BENEFITS	6,286,444	403,159	797,264	-	797,264	13%	5,489,180
	BOOKS	2,873,337	-	-	2,459,853	2,459,853	86%	413,484
	OFFICE EQUIP. REPAIR	30,000	-	-	-	-	0%	30,000
	EQUIPMENT	25,000	-	-	1,299	1,299	5%	23,701
	OFFICE FURNITURE	1,000	-	-	-	-	0%	1,000
	PROFESSIONAL SERV	16,000	3,500	3,500	3,375	6,875	43%	9,125
	COPIER MACHINE	225,000	-	-	-	-	0%	225,000
	SUPPLIES	18,700	-	-	-	-	0%	18,700
	RENT	245,250	4,753	4,753	216,266	221,019	90%	24,231
	OTHER SERVICES	361,782	13,437	27,408	1,159	28,567	8%	333,215
	VEHICLE MAINTENANCE	3,000	-	-	-	-	0%	3,000
	GENERAL INSURANCE	404,826	33,736	67,471	-	67,471	17%	337,355
	CONTINGENCY	87,033	-	-	-	-	0%	87,033
Total		22,004,548	1,243,346	2,431,691	2,681,953	5,113,644	23%	16,890,904

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

AS OF FEBRUARY 28, 2023

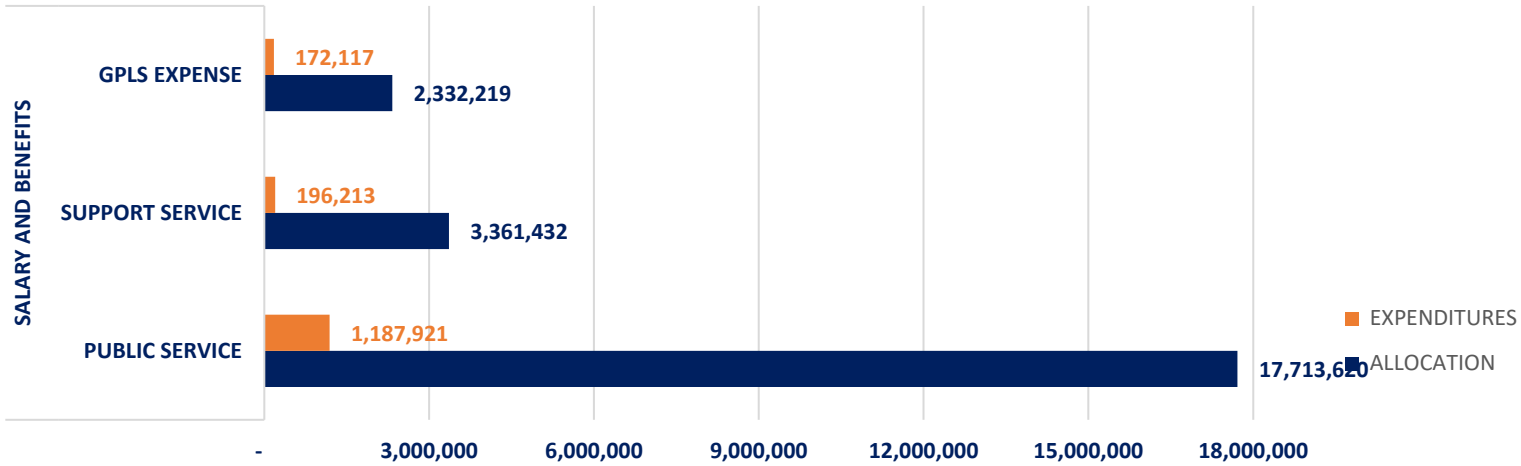
ORGANIZATION	SERVICE	2023 BUDGET	FEBRUARY	2023 YTD	2023 YTD	2023 YTD	2023 YTD	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
SUPPORT SERVICE	REG SALARY	2,131,531	127,444	249,049	-	249,049	12%	1,882,482
	SALARIES-OVERTIME	100	-	60	-	60	60%	40
	BENEFITS	1,229,801	68,768	136,950	-	136,950	11%	1,092,851
	OFFICE EQUIP. REPAIR	3,500	-	-	3,500	3,500	100%	-
	EQUIPMENT	32,000	-	161	4,214	4,375	14%	27,625
	OFFICE FURNITURE	2,000	-	-	-	-	0%	2,000
	PROFESSIONAL SERV	9,800	-	-	-	-	0%	9,800
	COPIER MACHINE	1,000	-	-	-	-	0%	1,000
	COPIER PAPER	500	-	-	-	-	0%	500
	SUPPLIES	57,600	2,069	3,571	4,370	7,941	14%	49,659
	COMPUTER HARDWARE	735,000	-	-	639,443	639,443	87%	95,557
	OTHER SERVICES	242,647	9,774	14,788	7,741	22,529	9%	220,118
	HOPITALITY	10,000	-	-	-	-	0%	10,000
	VEHICLE MAINTENANCE	19,850	9,094	9,094	-	9,094	46%	10,756
	GENERAL INSURANCE	217,770	18,148	36,295	-	36,295	17%	181,475
Total		4,693,099	235,298	449,969	659,268	1,109,237	24%	3,583,862

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

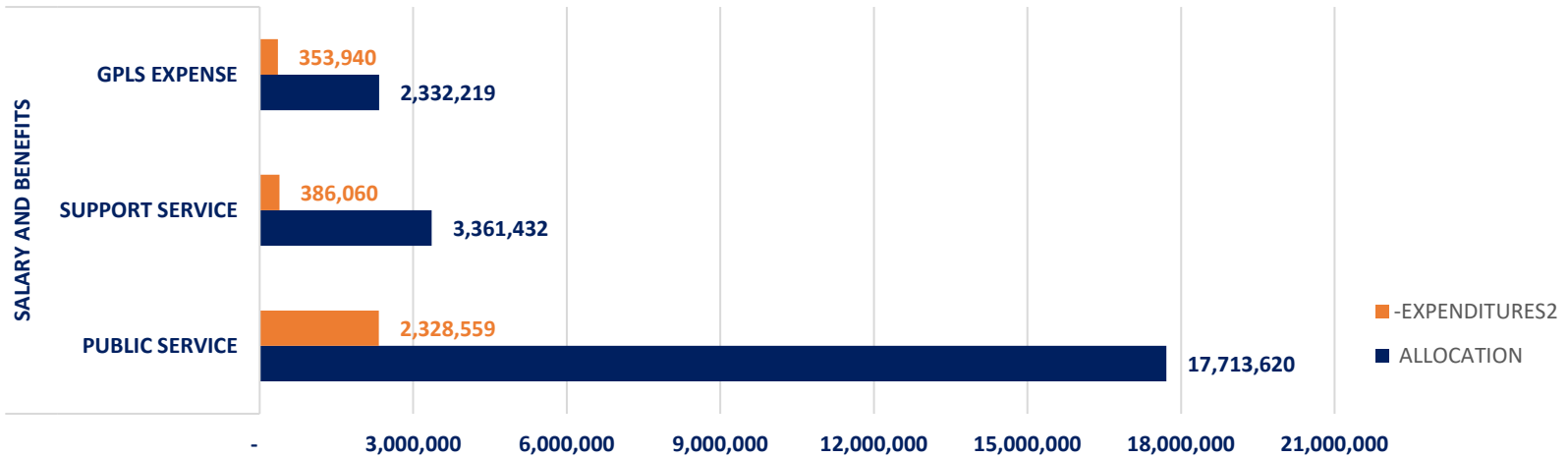
AS OF FEBRUARY 28, 2023

ORGANIZATION	SERVICE	2023 BUDGET	FEBRUARY	2023 YTD	2023 YTD	2023 YTD	2023 YTD	BUDGET
TYPE	TYPE	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
GPLS EXPENDITURES	REG SALARY	1,625,246	117,570	241,230	-	241,230	15%	1,384,016
	SALARIES-OVERTIME	540	-	539	-	539	100%	1
	BENEFITS	706,433	54,547	112,170	-	112,170	16%	594,263
	BOOKS	500,000	-	-	-	-	0%	500,000
Total		2,832,219	172,117	353,940	-	353,940	12%	2,478,279

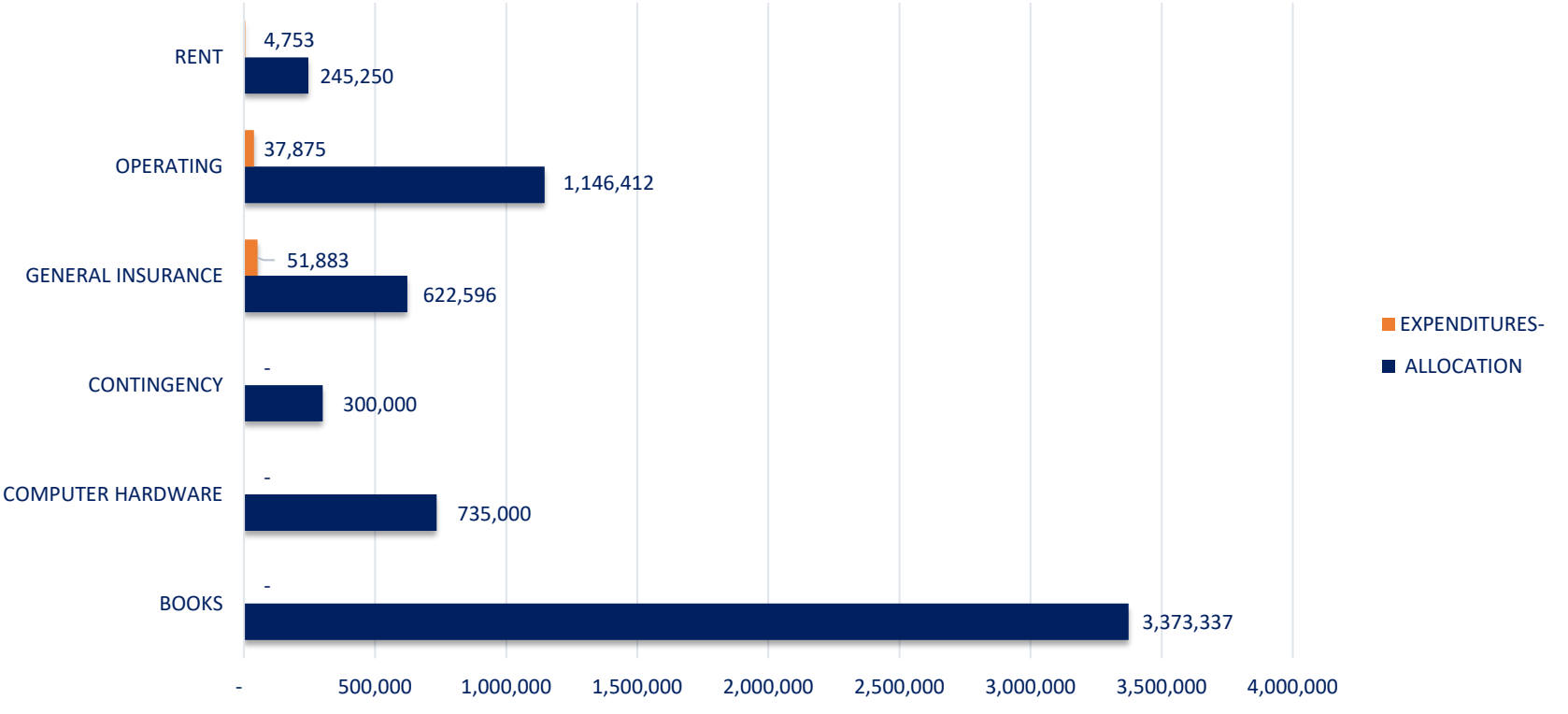
2023 FEBURARY SALARY AND BENEFITS BY PROGRAM



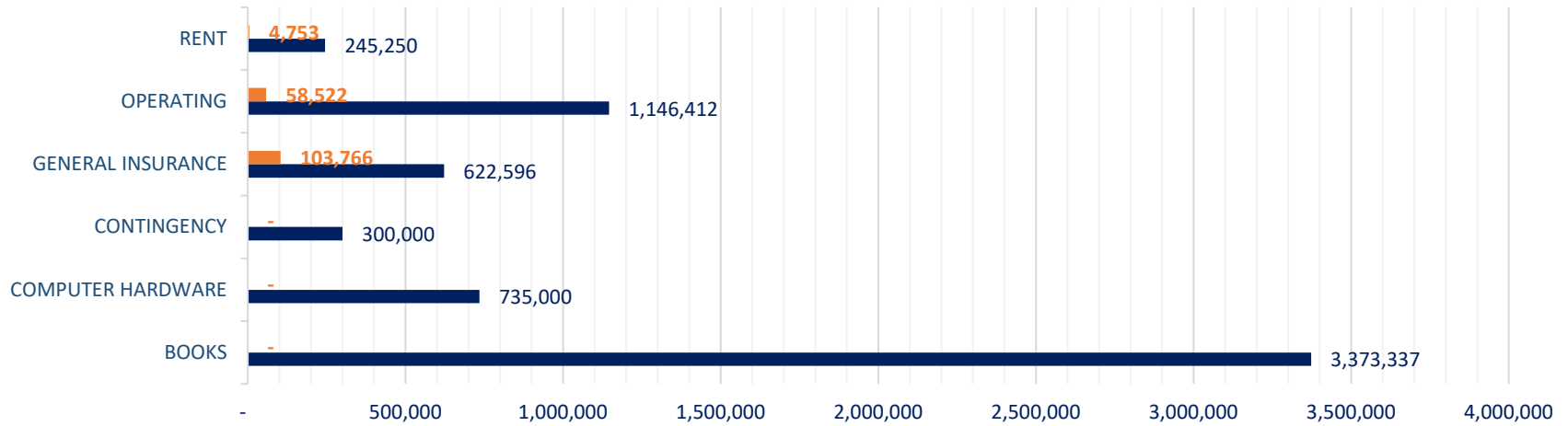
2023 YEAR-TO-DATE SALARY AND BENEFITS BY PROGRAM



2023 FEBRUARY Operating Expenditures

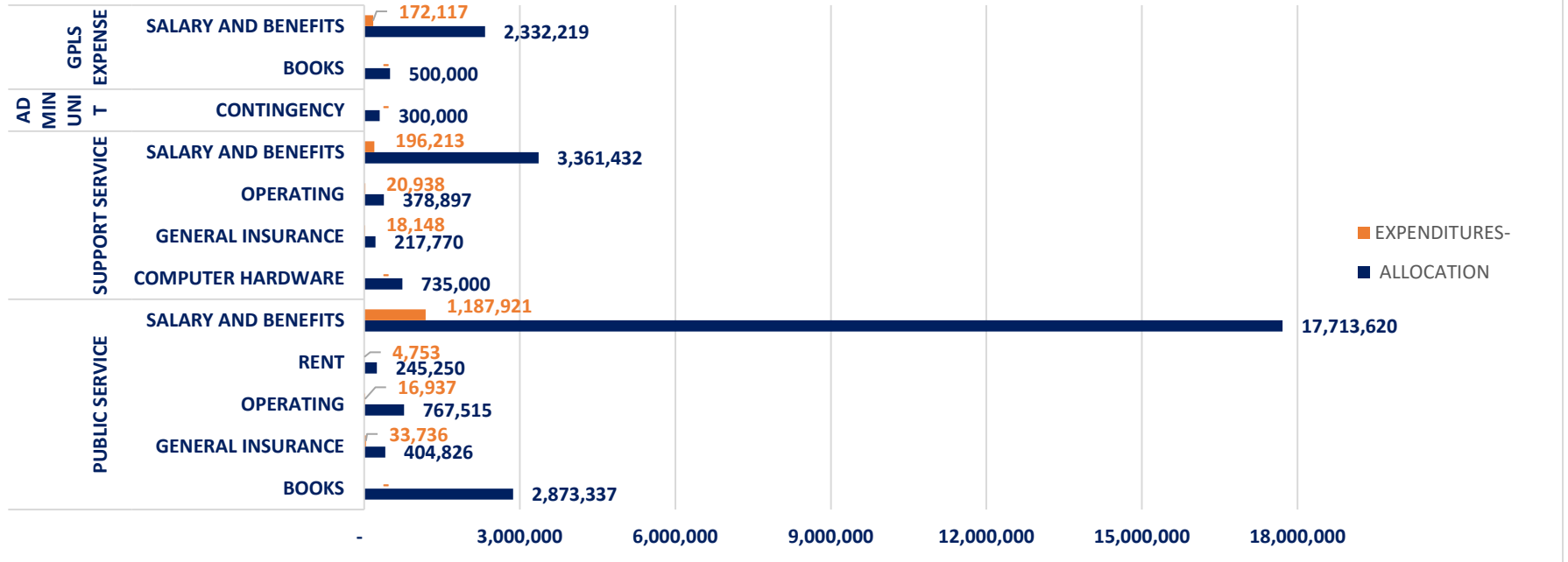


2023 YEAR-TO-DATE OPERATING COMBINED EXPENSES

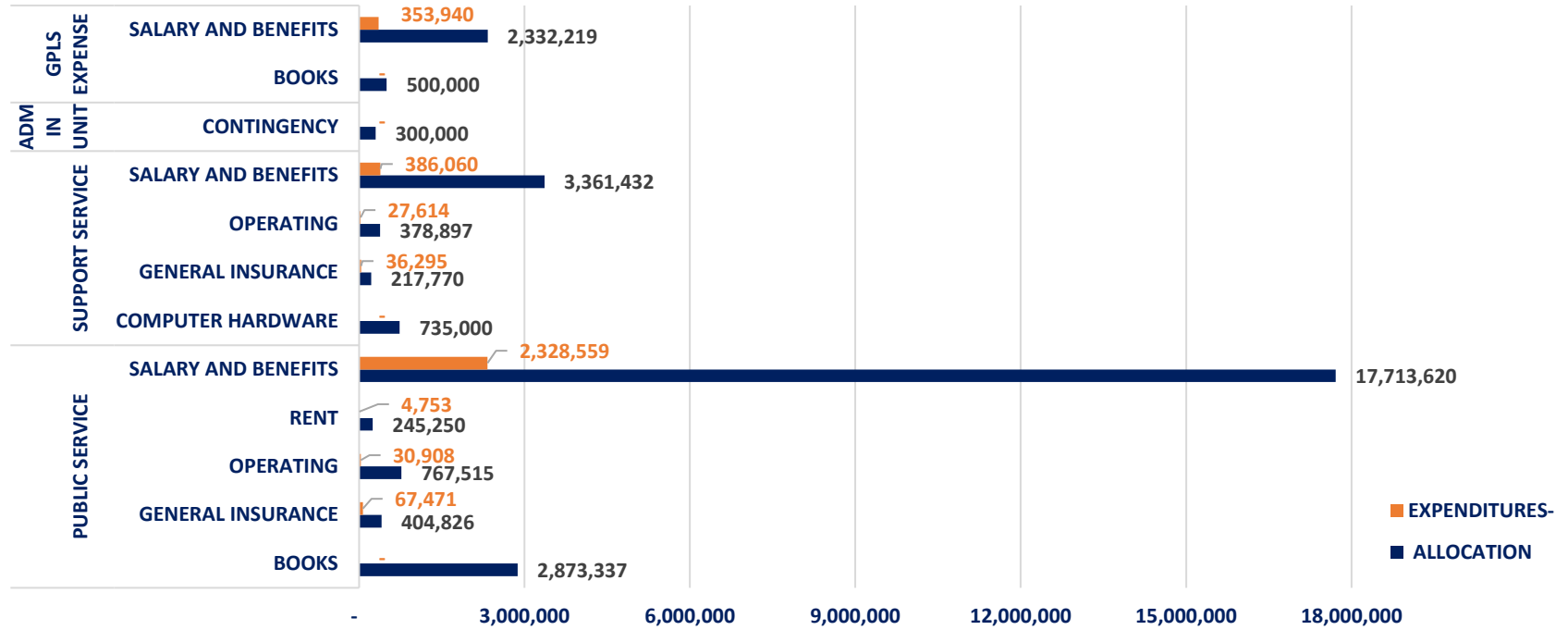


	BOOKS	COMPUTER HARDWARE	CONTINGENCY	GENERAL INSURANCE	OPERATING	RENT
-EXPENDITURES2	-	-	-	103,766	58,522	4,753
ALLOCATION	3,373,337	735,000	300,000	622,596	1,146,412	245,250

2023 Feburary Total Expenses



YEAR TO DATE GRAND TOTAL BUDGET



Monthly Usage Summary - February 2023

Doc. #23-15

Activity and Description	2023		2022		YTD % +/-
	February	YTD	February	YTD	
Circulation					
Total number of items checked out of the library	166,665	345,465	161,402	330,247	5%
Holds					
Number of requests by patrons	42,584	92,618	40,994	92,964	0%
Visits					
Number of people entering a library for any reason	232,561	566,539	132,979	269,490	110%
Computer/Internet Usage					
Number of computer sessions (Internet access and office software)	64,395	125,957	31,967	61,262	106%
Number of hours of computer use	25,852	50,635	14,748	28,646	77%
Web Page Visits					
Number of times people have visited the library's websites	861,964	1,841,649	819,352	1,762,807	4%
Web Visitors					
Number of people who visited the library's websites	164,657	349,167	124,942	260,711	34%
Virtual Circulation					
Number of materials downloaded or streamed	127,063	265,874	102,508	217,771	22%
Virtual Circulation Users					
Number of people who downloaded or streamed	29,760	61,602	22,139	45,864	34%
Children's programs					
Library sponsored programs offered for children (birth - 12)	218	428	342	599	-29%
Number of people attending programs	4993	8711	3510	5858	49%
Teen Programs					
Library sponsored programs offered for teens (13 - 17)	58	82	19	27	204%
Number of people attending programs	364	523	152	255	105%
Adult Programs					
Library sponsored programs offered for adults (18 +)	302	525	228	378	39%
Number of people attending programs	5,051	7,350	2504	3435	114%
Programs - Total					
Library sponsored programs offered (includes all-ages not counted above)	740	1242	668	1126	10%
Number of people attending programs	13,203	20,092	8,333	12286	64%
Meeting Rooms					
Non-library sponsored meetings or activities scheduled	344	617	131	239	158%
Number of people attending meetings or activities	5,872	10,937	1681	2491	339%

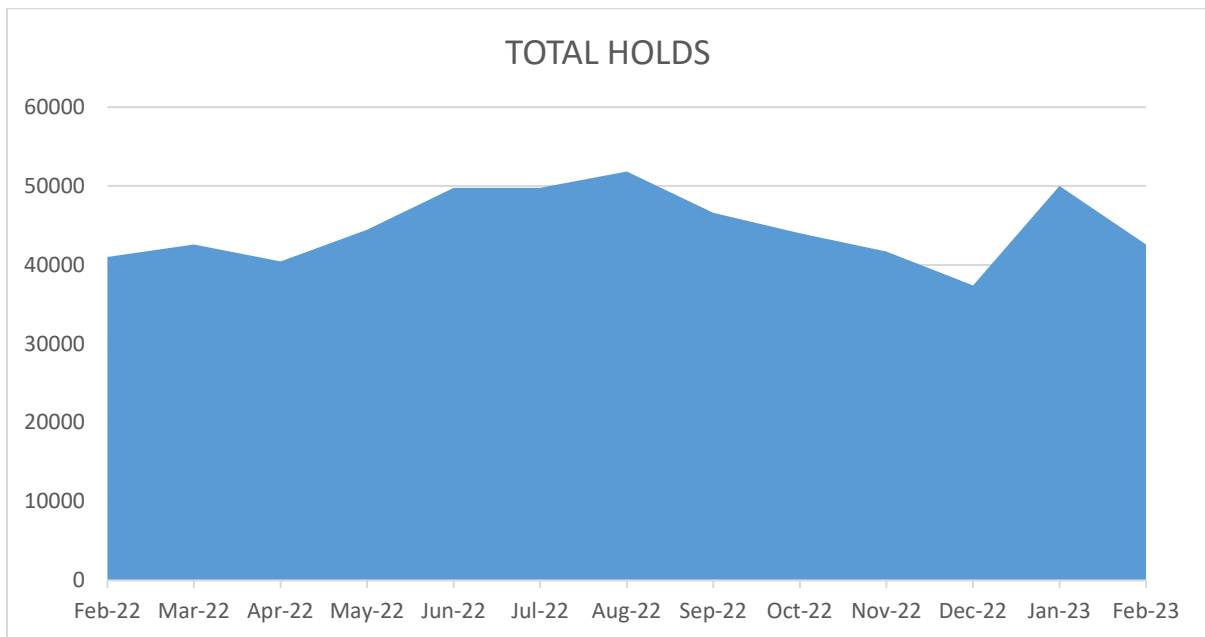
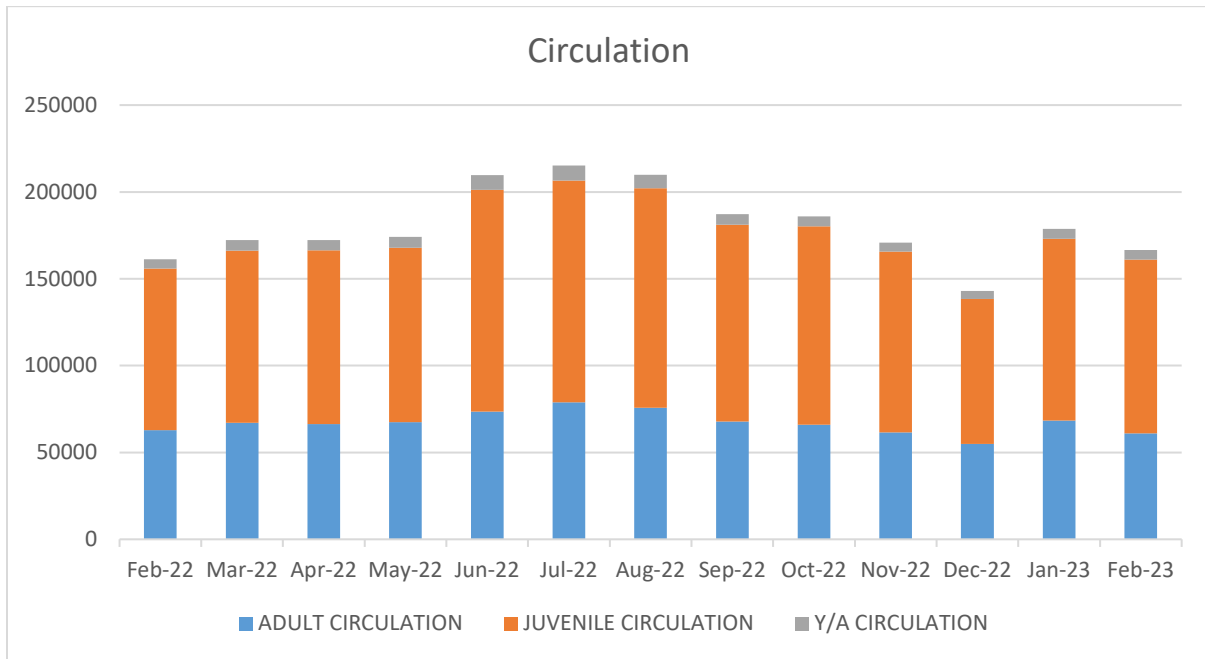
Fulton County Library System Circulation Stats - February 2023

AGENCY NAME	ADULT	JUVENILE	Y/A	OTHER	Month-2023 TOTAL	Month-2022 TOTAL	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2022 CIRC	YTD 2021 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	423	287	58		768	823	-55	-6.68%	1,722	1,728	-6	-0.35%
ADAMSVILLE/COLLIER HEIGHTS	446	393	42		881	1,001	-120	-11.99%	1,841	1,875	-34	-1.81%
ALPHARETTA	5,778	12,415	618	8	18,819	17,755	1,064	5.99%	42,065	36,885	5,180	14.04%
BUCKHEAD	3,779	4,503	165	6	8,453	7,870	583	7.41%	17,291	15,779	1,512	9.58%
CLEVELAND AVE	292	408	60		760	693	67	9.67%	1,511	1,369	142	10.37%
COLLEGE PARK	489	669	40	2	1,200	1,306	-106	-8.12%	2,614	2,595	19	0.73%
DOGWOOD	492	517	43		1,052	1,129	-77	-6.82%	2,150	2,064	86	4.17%
EAST ATLANTA	1,847	3,110	181	2	5,140	5,003	137	2.74%	10,722	9,846	876	8.90%
EAST POINT	744	718	55	5	1,522	775	747	96.39%	3,258	1,540	1,718	111.56%
EAST ROSWELL	4,187	6,757	207	11	11,162	10,501	661	6.29%	22,687	20,925	1,762	8.42%
EVELYN G. LOWERY @ CASCADE	696	1,104	81	1	1,882	1,714	168	9.80%	3,694	3,455	239	6.92%
FAIRBURN	452	776	47		1,275	1,008	267	26.49%	2,781	2,022	759	37.54%
GLADYS S. DENNARD @ SOUTH FULTON	983	1,361	104	4	2,452	2,250	202	8.98%	4,849	4,512	337	7.47%
HAPEVILLE	424	697	80		1,201	772	429	55.57%	2,568	1,527	1,041	68.17%
JOAN P. GARNER @ PONCE DE LEON	4,090	4,616	206	20	8,932	8,722	210	2.41%	19,130	18,091	1,039	5.74%
KIRKWOOD	1,341	3,343	122	3	4,809	4,587	222	4.84%	9,837	9,272	565	6.09%
LOUISE WATLEY @ SOUTHEAST ATLANTA	538	1,061	48	1	1,648	1,698	-50	-2.94%	3,767	3,499	268	7.66%
MARTIN LUTHER KING, JR	603	441	58	1	1,103	1,142	-39	-3.42%	2,290	2,231	59	2.64%
MECHANICSVILLE	175	309	41	1	526	388	138	35.57%	967	825	142	17.21%
METROPOLITAN	1,112	3,024	106	4	4,246	3,780	466	12.33%	8,810	7,686	1,124	14.62%
MILTON	3,755	7,773	407	6	11,941	12,463	-522	-4.19%	21,961	26,184	-4,223	-16.13%
NORTHEAST/SPRUILL OAKS	2,454	6,551	353	9	9,367	7,633	1,734	22.72%	20,404	17,003	3,401	20.00%
NORTHSIDE	2,944	4,785	215	1	7,945	7,566	379	5.01%	15,981	15,070	911	6.05%
NORTHWEST @ SCOTTS CROSSING	1,112	2,173	136		3,421	2,968	453	15.26%	6,624	6,135	489	7.97%
OCEE	4,217	10,565	683	4	15,469	14,064	1,405	9.99%	29,730	29,280	450	1.54%
PALMETTO	520	1,026	29		1,575	1,066	509	47.75%	3,032	1,995	1,037	51.98%
PEACHTREE	2,325	1,449	137	8	3,919	4,411	-492	-11.15%	8,569	9,371	-802	-8.56%
ROSWELL	4,624	6,891	369	5	11,889	12,146	-257	-2.12%	26,312	25,140	1,172	4.66%
SANDY SPRINGS	6,218	9,056	370	16	15,660	15,517	143	0.92%	32,589	32,017	572	1.79%
WASHINGTON PARK	498	859	53	3	1,413	1,546	-133	-8.60%	2,766	2,998	-232	-7.74%
WEST END	488	616	62		1,166	1,179	-13	-1.10%	2,505	2,600	-95	-3.65%
WOLFCREEK	1,016	1,551	114	4	2,685	2,464	221	8.97%	5,430	4,663	767	16.45%
BRANCHES TOTAL	59,062	99,804	5,290	125	164,281	155,940	8,341	5.35%	340,457	320,182	20,275	6.33%
CENTRAL	1,762	345	118	10	2,235	3,278	-1,043	-31.82%	4,767	6,660	-1,893	-28.42%
OUTREACH SERVICES	8				8	1	7	700.00%	8	3	5	166.67%
AUBURN AVENUE RESEARCH	141				141	2,183	-2,042	-93.54%	233	3,402	-3,169	-93.15%
SYSTEM TOTAL	60,973	100,149	5,408	135	166,665	161,402	5,263	3.26%	345,465	330,247	15,218	4.61%

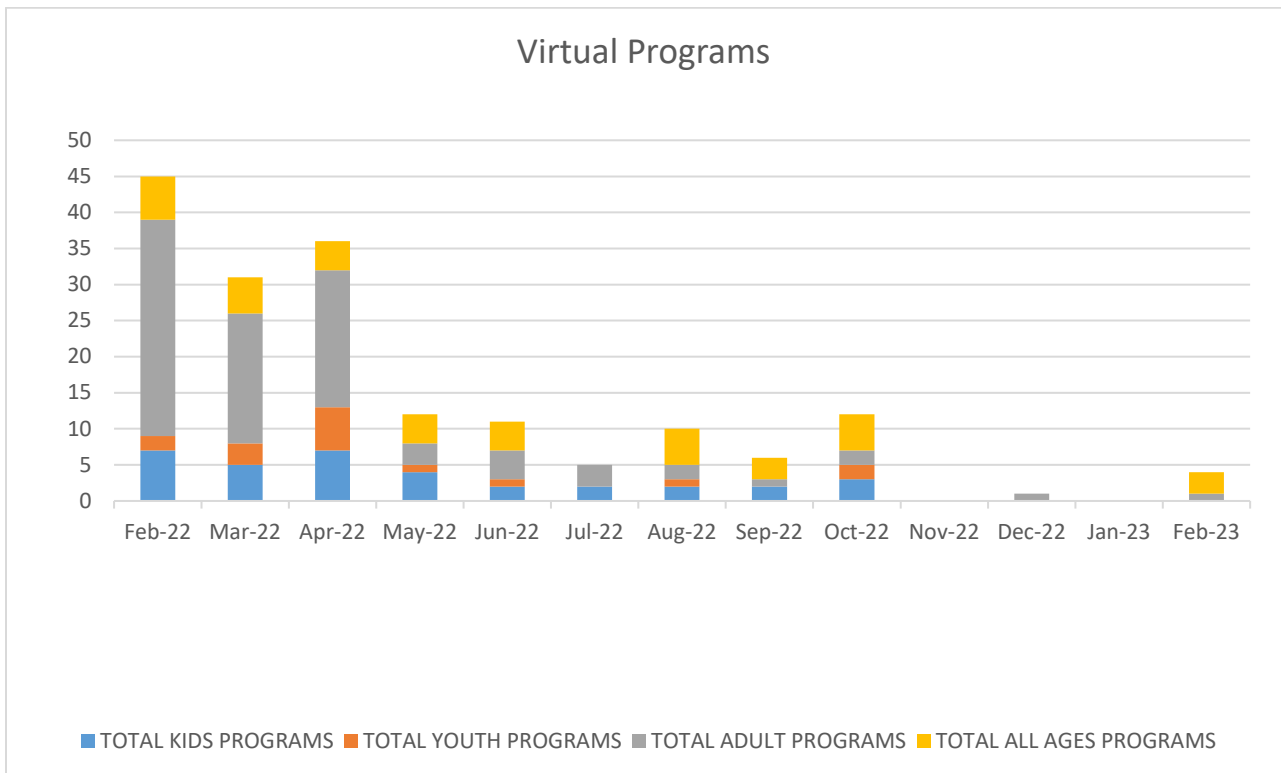
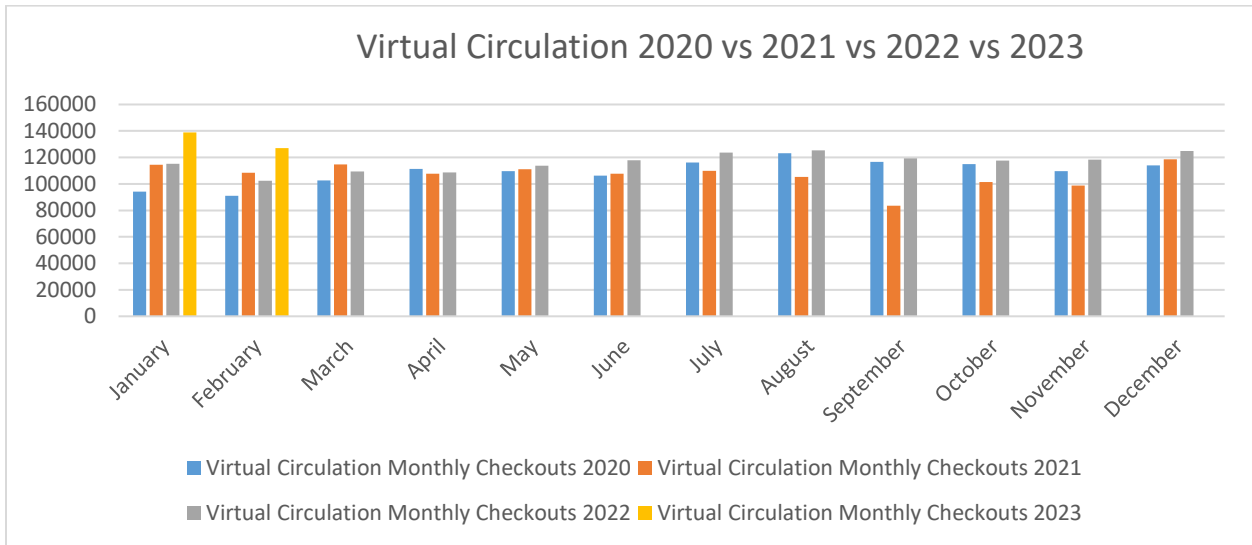
FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE - February 2023

AGENCY NAME	TOTAL CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	768	57	1,576	95,319	14	12	4	79	0
ADAMSVILLE/COLLIER HEIGHTS	881	70	2,325	3,339	37	121	6	29	1
ALPHARETTA	18,819	564	1,960	11,597	49	1,099	25	601	30
BUCKHEAD	8,453	527	2,295		27	730	44	616	0
CLEVELAND AVE	760	59	1,055	2,606	9	107	6	41	0
COLLEGE PARK	1,200	80	3,015	3,694	23	267	6	46	0
DOGWOOD	1,052	49	602		27	133	0	0	0
EAST ATLANTA	5,140	237	1,342	6,928	2	118	3	50	0
EAST POINT	1,522	126	3,982	5,860	14	164	8	129	0
EAST ROSWELL	11,162	289	703	5,394	28	431	3	50	0
EVELYN G. LOWERY @ CASCADE	1,882	128	1,932		26	473	11	662	0
FAIRBURN	1,275	116	1,154	935	6	12			
GLADYS S. DENNARD LIBRARY @ SOUTH FULTON	2,452	183	2,269	4,173	17	252	15	118	0
HAPEVILLE	1,201	58	1,079	2,406	18	162	15	165	0
JOAN P. GARNER @ PONCE DE LEON	8,932	432	5,306	6,294	10	170	4	25	0
KIRKWOOD	4,809	172	529	4,652	28	572	6	76	0
LOUISE WATLEY LIBRARY @ SOUTHEAST ATLANTA	1,648	53	1,777	0	0	0	4	44	0
MARTIN LUTHER KING, JR	1,103	70	1,003	1,813	7	20	6	94	0
MECHANICSVILLE	526	28	1,562	1,575	3	0	5	73	1
METROPOLITAN	4,246	114	2,567	4,768	27	634	25	370	0
MILTON	11,941	231	432	5,311	51	700	7	84	5
NORTHEAST/SPRUILL OAKS	9,367	233	326	4,924	29	526	16	177	3
NORTHSIDE	7,945	225	443	5,234	21	431	6	46	0
NORTHWEST @ SCOTTS CROSSING	3,421	122	1,786	4,801	12	317	7	71	0
OCEE	15,469	388	419	8,054	25	468	7	107	0
PALMETTO	1,575	64	518		14	132	10	168	2
PEACHTREE	3,919	272	1,448		6	39			
ROSWELL	11,889	341	1,392	7,914	31	582	7	88	0
SANDY SPRINGS	15,660	526	3,533	17,350	67	881	4	49	5
WASHINGTON PARK	1,413	59	1,620	3,188	8	97	1	6	5
WEST END	1,166	83	1,698	3,504	13	84	4	43	0
WOLFCREEK	2,685	165	892	3,286	19	174	15	268	0
BRANCHES TOTAL	164,281	6,121	52,540	224,919	668	9,908	310	4,375	52
CENTRAL	2,235	320	11,820	7,642	59	2,931	20	1,054	
VIRTUAL PROGRAMS					4	121			
OUTREACH VIRTUAL PROGRAMS	8	6			3	83			
AUBURN AVENUE RESEARCH	141	1	35		6	160	14	443	
SYSTEM TOTAL	166,665	6,448	64,395	232,561	740	13,203	344	5,872	52

February 2023 Executive Summary – Charts



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



Virtual Program Attendance

