



**FULTON
COUNTY**
LIBRARY
SYSTEM

BOARD OF TRUSTEES

MEETING
INFORMATION PACKET

JANUARY 24, 2024



**FULTON
COUNTY
LIBRARY
SYSTEM**

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**FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING
JANUARY 24, 2024 - 4:00 P.M.
AGENDA**

- I. Call to Order
- II. Public Comments
- III. Adoption of Agenda* Doc. #24-02
- IV. Approval of Minutes - December 20, 2023* Doc. #24-01
- V. Chairman's Report
- VI. Work Orders Report - Paul Kaplan
- VII. Director's Reports Doc. #24-05
 - Library Services and Trends
 - Monthly Financial Report Doc. #24-03
 - Monthly Usage Summary Doc. #24-04
 - Library Closure Report - Quarterly
 - FCLS Look Ahead Events/Programs
- VIII. Unfinished Business Doc. #24-06
 - A. Central Library - Update
 - B. AFPL Foundation M.O.U. - Update
 - C. Dress Code Policy* - Discussion
 - D. Boston Library Loan Policy - Discussion
 - E. Code of Conduct* - Discussion
 - F. Rental Policy - Discussion
- IX. New Business
- X. Adjournment

*Action is anticipated on this item

Doc. #24-01



**FULTON
COUNTY
LIBRARY
SYSTEM**

FULTON COUNTY LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

DECEMBER 20, 2023 – 4:00 P.M.



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

Also In Attendance: Holloman, Gayle H. - Executive Director
Clary, Audrey - Assistant to the Director's Office
Claxton, Zenobia - Assistant to the Director's Office
Culler, Jennifer - Supervising County Counsel - via Zoom

Guest: Schierle, Kenneth, Captain - Fulton County Police
Weems Kevin, Sergeant - Fulton County Police

Webinar: None

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

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CALL TO ORDER

CHAIR PRISCILLA BORDERS: Good afternoon, everyone. Its 4:01, we're going to start today's Board of Trustees Meeting. My name is Priscilla Borders, I'm Chair of the Trustees. Mrs. Zenobia, any public comments today?

PUBLIC COMMENTS

MRS. ZENOBIA CLAXTON: There are no public comments at this time.

23-63 ADOPTION OF AGENDA**MOTION**

CHAIR PRISCILLA BORDERS: Thank you so much for that update. So Trustees, I hope you had the opportunity to review the agenda for today. Are any additions or changes or comments regarding the agenda?

MR. PAUL KAPLAN: I'll make a motion that we adopt the agenda as presented.

MS. BEVERLY RICE: Second.

CHAIR PRISCILLA BORDERS: All those in favor of the agenda, please, by signifying -- by saying aye.

TRUSTEES: Aye.

CHAIR PRISCILLA BORDERS: Thank you. All those opposed? Thank you. So the agenda is adopted.

23-62 APPROVAL OF MINUTES - NOVEMBER 15, 2023**MOTION**

CHAIR PRISCILLA BORDERS: I hope you had the opportunity to review the November 15th, 2023 minutes. Please let me know if there's any corrections that have to be made at this time. Hearing none, I'll entertain a motion to adopt the minutes of November 15th 2023.

MR. PAUL KAPLAN: So moved.

CHAIR PRISCILLA BORDERS: Thank you. Do I have a second?

MS. BEVERLY RICE: Second.

CHAIR PRISCILLA BORDERS: Beverly, you said second? Thank you.

MS. BEVERLY RICE: I did.

CHAIR PRISCILLA BORDERS: Thank you so much. All those in favor of adopting the minutes, please signify by saying aye.

TRUSTEES: Aye.

CHAIR PRISCILLA BORDERS: Any opposed? Thank you. The minutes have been approved. So now, I would like to give the opportunity for our next topic on the agenda is -- and I'd like to introduce Captain Kenneth Schierle and Chief William Wade and provide us some security updates.

CAPTAIN KENNETH SCHIERLE & SERGEANT KEVIN WEEMS - SECURITY UPDATE

CAPTAIN KENNETH SCHIERLE: Sure. Hey.

CHAIR PRISCILLA BORDERS: Thank you so much.

CAPTAIN KENNETH SCHIERLE: Captain Schierle. The Chief was unable to attend.

CHAIR PRISCILLA BORDERS: Oh, okay.

CAPTAIN KENNETH SCHIERLE: But this is Kevin Weems, he's a Sergeant that works in the Security Division. He's been doing a lot of work within the Library System. I'm trying to think where we left off the last time. But I think we were -- I can -- there is good news. Out of the 34 libraries, we have security coverage in all, in different aspects. So 14 of the most needed libraries now have armed guards there, Central Library, you know, has a full -- a full team here. The other, the remaining libraries have an armed patrol route, Northside, Central, and South. So you have, basically, an armed Patrol Officer that responds to those. He stops to each one, but then responds if there's an incident. Now, depending on the incident, there

could be a police response from us and the local jurisdiction. So we do have coverage in all the libraries. We did put in the budget because there has been an uptick in pretty serious security incidents that have been going on in the library, especially here in Central, to add two police officers to be based out of Central. One would be a supervisor, one would be an officer. The supervisor basically, would also manage the needs in all the libraries, but they would be based out of this location. So, I think that's about where we left off the last time, I think, when the Chief spoke to everybody.

CHAIR PRISCILLA BORDERS: So, question.

CAPTAIN KENNETH SCHIERLE: Sure.

CHAIR PRISCILLA BORDERS: So for those -- I'm just summarizing, you said there are 14 libraries where there are officers?

CAPTAIN KENNETH SCHIERLE: Armed -- so, armed security officers.

CHAIR PRISCILLA BORDERS: Okay.

CAPTAIN KENNETH SCHIERLE: Yes.

CHAIR PRISCILLA BORDERS: To what extent? Are they there all day or --

CAPTAIN KENNETH SCHIERLE: Yes, during the hours of operation.

CHAIR PRISCILLA BORDERS: The two that are going to be housed here in Central, the plan depending on the budget --

CAPTAIN KENNETH SCHIERLE: Right.

CHAIR PRISCILLA BORDERS: --So, am I assuming Executive Director Holloman, their space, and everything has been allocated for that?

MRS. GAYLE H. HOLLOMAN: Oh, yes.

CHAIR PRISCILLA BORDERS: Okay.

MRS. GAYLE H. HOLLOMAN: Yes, and they pretty much patrol.

CHAIR PRISCILLA BORDERS: Okay.

MRS. GAYLE H. HOLLOMAN: But yes, we have a security officer as well.

CHAIR PRISCILLA BORDERS: So how does that work so far in terms of having the on-site officers?

MRS. GAYLE H. HOLLOMAN: It makes a huge difference.

CHAIR PRISCILLA BORDERS: Does anybody have any questions? Because that was one of our really serious concerns in that, yes, there has been an uptick in security issues that we have become aware of. We just wanted to make sure we're doing everything we can to be proactive because it's kind of -- it doesn't work when we're reacting to every situation.

CAPTAIN KENNETH SCHIERLE: Even though we don't have a permanent, you know, police officer here that's been allocated through the budget, we've been -- a lot of extra presence has been included at Central. You know, if they're not on anything crucial, usually you'll find a Fulton County Police Officer in the building.

MR. PAUL KAPLAN: I got a question.

CAPTAIN KENNETH SCHIERLE: Sure.

MR. PAUL KAPLAN: The armed security officers that we have, it's a company that comes from a company, the training of the officers, of the guards, is that provided by the company they're working for, or do we oversee how the training is? I'm very concerned about the training of some of the guards.

CAPTAIN KENNETH SCHIERLE: So it's provided by the company. But they have -- so basically, they have to get their armed license through the state. So they have to -- the state has mandated training that you have to have. I don't have that exact training, but it's basically straight across the board, pretty much, if you're going to be an armed security officer in the state of Georgia. Then, of course, there are different needs that happen within the library, could be, you know, we try to give them de-escalation techniques, and along those needs,

they're CPR certified, and along those lines. But as far as the exact training, it is mandated by the state because they have to apply to, you know, through Allied. Allied's the company we -- that use. They have to apply through the state for that.

MR. PAUL KAPLAN: So, if we have a problem with a guard in one of the libraries, does our director then call Allied? Or do we call you -- I'm trying and find out where it connects together.

CAPTAIN KENNETH SCHIERLE: Right. So usually, if we have a problem with a guard, usually, they want to call me, and then I would talk with Allied. Depending on the extent of what the complaint is, I mean, it could be removal if it, you know, we'll -- or we could counsel the person depending on, you know, or they could retrain them, just depending on what the, you know, what the complaint is exactly.

MR. PAUL KAPLAN: Just as long as the lines of communication are open, that's the only thing I'm concerned with.

CAPTAIN KENNETH SCHIERLE: Oh, yes.

MR. PAUL KAPLAN: Because I know of a couple of incidents that happened here at Central.

CAPTAIN KENNETH SCHIERLE: Right.

MR. PAUL KAPLAN: It's nice to have -- you have a Lieutenant or something? You have one of the supervisors that work here, there's the police here.

CAPTAIN KENNETH SCHIERLE: Right.

MR. PAUL KAPLAN: One or two.

CAPTAIN KENNETH SCHIERLE: Yes, we try to get them there -- here as much as we can, and hopefully, you know, as long as the budget passes, then we'll have, you know, permanent police officers here.

CHAIR PRISCILLA BORDERS: So, let me ask you, what do you need from the Board to hopefully get that passed?

CAPTAIN KENNETH SCHIERLE: Just your support, which you all -- you all have. Which, you know, you've already given us support, so I appreciate that.

CHAIR PRISCILLA BORDERS: Know that's an item that's much supported by this Board. Because security, not only for the patrons, but the employees, for everyone that comes in and out of this building is paramount.

CAPTAIN KENNETH SCHIERLE: Right.

CHAIR PRISCILLA BORDERS: So most definitely, we'll give you our support.

CAPTAIN KENNETH SCHIERLE: I appreciate that.

CHAIR PRISCILLA BORDERS: So, any other questions or comments?

MR. PAUL KAPLAN: I'd like to -- I would just say that since all of us are really appointed by some Commissioner, and if we ever talk to our Commissioner, and how about some extra money for security? I mean, we could do that. So, I really implore some of our Board Members, maybe, if you talk to your commissioner, and it maybe something, tell them, hey, we really can use additional money.

CAPTAIN KENNETH SCHIERLE: Right.

MR. PAUL KAPLAN: Additional funding.

CAPTAIN KENNETH SCHIERLE: Yes, and they did give us the funding for the extra armed officers that we asked for, for the identified libraries that were having an uptick in security issues. So, they've given us support probably, you know, through -- through the support, you know, you pass it on to them, so I appreciate that.

MR. PAUL KAPLAN: Thank you.

CHAIR PRISCILLA BORDERS: So, one more question. In terms of the officers that are here in Central, do they actual patrol, or just -- what are -- do they stay at one place, or are they actually patrolling the entire building?

CAPTAIN KENNETH SCHIERLE: So, there's different -- and I don't want to get too in depth, just because it's a public forum. Again, we could always talk --

CHAIR PRISCILLA BORDERS: Okay.

CAPTAIN KENNETH SCHIERLE: -- get into the real deep part in Executive Session. But you obviously have different floors, so there would always be an officer on each floor. You'd have a bit more presence at the entrance because, you know, where the, you know, you have people coming in and they're going to screen them. So, there are patrols of the onside too.

CHAIR PRISCILLA BORDERS: I understand.

CAPTAIN KENNETH SCHIERLE: Okay.

CHAIR PRISCILLA BORDERS: So, in terms of security, I just want to make sure that in terms of putting on the record, our magnetometers are working.

MRS. GAYLE H. HOLLOMAN: Yes.

CHAIR PRISCILLA BORDERS: Okay. All the security, the cameras, and everything are --

MRS. GAYLE H. HOLLOMAN: Yes.

CHAIR PRISCILLA BORDERS: -- working? Perfect. So does anybody else have any questions?

MR. PAUL KAPLAN: The only thing I'm concerned with is, our director here that at the -- at the end of the day, and she's about the last person in the building, maybe two, that there is some guard on duty when she leaves.

CAPTAIN KENNETH SCHIERLE: 24/7 in this building.

MR. PAUL KAPLAN: Okay. All right. Thank you.

MRS. GAYLE H. HOLLOMAN: Thank you, Mr. Kaplan.

CHAIR PRISCILLA BORDERS: I appreciate it.

CAPTAIN KENNETH SCHIERLE: All right.

CHAIR PRISCILLA BORDERS: Thank you so much.

CAPTAIN KENNETH SCHIERLE: Thank you.

CHAIR PRISCILLA BORDERS: Anything else? No, but this is good news. I'm glad we do have the situation sort of handled in terms of we have the needed security on site where we need.

CAPTAIN KENNETH SCHIERLE: All right.

CHAIR PRISCILLA BORDERS: So, thank you.

CAPTAIN KENNETH SCHIERLE: I appreciate it. You all have a good holiday.

MRS. GAYLE H. HOLLOMAN: Thank you.

TRUSTEES: Thank you.

CHAIR PRISCILLA BORDERS: Thank you, you too.

MS. BEVERLY RICE: Be safe out there.

CAPTAIN KENNETH SCHIERLE: All right, thank you.

MRS. GAYLE H. HOLLOMAN: Thank you. Thank you, Sergeant Weems. Thank you, Captain.

CHAIR PRISCILLA BORDERS: So, thank you. For Chairman's report, I do not have anything to add at this time beyond what's already stated in the agenda. So, I will ask Mr. Kaplan to proceed with his work orders report.

WORK ORDERS REPORT

MR. PAUL KAPLAN: Okay. We have only 178 work orders for the month. Doesn't seem like -- I know that when I say 178, it just sounds like that's a lot. But if you divide them by 34 libraries, it's not as much as you think. But I don't know of anything major that happened during the month. Out of that 178, they completed 147 of the work orders, completely done. So it's almost immediately, especially it comes to security problems or break -- or fire alarm systems or any of that kind of stuff. But other than that, it's going along very well. HVAC,

there's only 26 of them, plumbing there was 33. A lot more plumbing than there was the last couple of months. But other than that, I don't know of any, unless our Director Holloman, do you know anything that was major that went on?

MRS. GAYLE H. HOLLOMAN: Nothing major. We've had a few HVAC problems at Roswell. But other than that, they've been kind of back and forth, north -- Westside had one last week. They were able to go out and fix that, so those are basically the ones that we've had some dealings with. But otherwise, things are going on fairly well. We had to get people used to going in the side door at Northside because right now, there's some work being done, and there's a side entrance that they have to take. So the public is getting kind of used to that, and some didn't understand how it was working. It's a little bit, I think, a little bit hard to maneuver. But hopefully that won't go on much longer so they can get inside. But we're open for business there.

MR. PAUL KAPLAN: Great. Any other questions? I can tell you, it's going along real well, and I thank the DREAM team for the work that they've been doing for these last couple of months, two or three months. We had one that was one that was 100 percent completed, and I think it's going well. I think security is now starting to come up a little bit, and that was my concern. So I'm happy with it.

CHAIR PRISCILLA BORDERS: I'm happy you're happy.

MR. PAUL KAPLAN: Yes.

CHAIR PRISCILLA BORDERS: So, thank you so much for keeping us updated with all of the work orders. We'll proceed to the Director's Report.

23-66 DIRECTOR'S REPORTS

LIBRARY SERVICES AND TRENDS

23-64 MONTHLY FINANCIAL REPORT

23-65 MONTHLY USAGE SUMMARY

FCLS LOOK AHEAD EVENTS/PROGRAMS

MRS. GAYLE H. HOLLOMAN: Okay. Good afternoon, everybody. It's good to see you. We've had lots of activity going on around the whole library system. The patrons are coming in, they're visiting us, they're going to programs, they're using our meeting rooms very much so. We continue to have a lot of programs here at the Central Library, which I'll talk about a little bit later. The partnerships have gone quite well over the last month. We've had dealings with the Magistrate Court. They put on a Magistrate Court 101 Session teaching people about all sorts of things that they need to know about it. We had a lot of participation there. Over the last six months or so, the Behavioral Health Department, as well as Public Works, have been putting our programs around with our staff. So, these things really help to engage the public in not just what we have to offer but what all the other departments within the county have to offer. We found a lot of synergy by working with the other departments. We're going to continue that, as always, as we go into 2024, in fact, even more so. We do have at the current moment, a slow set of computers all over the system. We've had it since about the middle part of last week, where we're just kind of, the public computers and the staff computers are just really just not working well. We're not able to make transactions, they sit in our outbox forever. They're working on it. It's an AT&T problem. They isolated it a few days ago to where it's not internal with us. But it is IT, I mean, AT&T, so I'm just hoping that tonight -- when we close, they're supposed to do another test and have two or three people on board to try and figure out just what's going on. So we'll keep you posted if there's anything urgent that we find out. We do still currently have the Cleveland Avenue Library closed, and that's because of the fire that happened in July. It's still -- there was a lot more to repair than we expected, and so it still remains closed. The East Point Library is closed for the enhancement and renovation project there, they probably won't reopen until after the first

quarter of 2024. The Peachtree Library and M.L.King Libraries are, as you know, our last two libraries to be renovated. They are leased libraries, so we can only do the interior spaces. But right now, they have not received -- when I say they I mean, the design team, the building team, have not yet received the permits to close. So, until we receive that, we're not able to do so. We hoped we would have them closed by the end of the year. But it looks as though we could very well go into the early part of next year with them still open. But I'll keep you informed as to when they actually close. Our Social Services staff are just doing a phenomenal job. It's amazing the people who come in every day, asking for their assistance and the referrals that they've been able to make, the partnership opportunities they've been able to make with people so that they can have referrals. They're able to refer to get a place for someone to stay during the night, to get clothes, to get transportation back to wherever they may want to go back to their home or back to their parents' or whatever. It's a phenomenal job that they're doing. What they tend to do is to try and create a plan of action for each person that they encounter so that they can see in which ways they can make decisions or may help them make decisions about their future. Oftentimes, it's just two or three steps, and then they're ready to go. A few times, they've had people who just, after they outline the plan for them, they don't want to go any further, they just somehow want to come in for conversation. So, that is something that they have to really kind of be very stern about. You know, we've directed you, we've given you all we can give you, and we've made contacts for you. But if you don't go that step further, then there's not much more that the team can do. But they're doing a phenomenal job. People have really well received them, and we're just very excited. In fact, our own staff have benefited from their being here. Because what they've done is, they've taught them a lot of things about de-escalation techniques, the Captain mentioned it briefly, and those things help a lot, being able to just kind of know how to calm yourself so that you can deal with the public when maybe they're a little bit perturbed about something. So it has made a huge difference, and I'm very glad that we were able to finance those positions. We really need more in that field, but we'll see what we can do in the future. Are there any questions about any of the things regarding that?

MS. LINDA JORDAN: I just want to add that I attended the Peachtree Village International Film Festival, which was a great turnout. I went to the Central location for that piece. A lot of filmmakers that are trying to become more known. We had, like, Keshia Knight-Pulliam, that you guys know from the Cosby Show. She and her husband were part of it too. I want to thank Zenobia and the other colleague from the Library for all they did to make sure things ran smoothly. But I stayed there entire day, and I thought it was a great event. So I don't know if, Zenobia, you want to speak to that? I don't know if anybody else attended it. But it was great.

MRS. ZENOBIA CLAXTON: No. It was well attended.

It was very well attended, but thank you.

MRS. GAYLE H. HOLLOMAN: Oh, we appreciate it. I heard that you attended, and we were very glad that you were able to be here. Any other questions or comments about the trends and services?

CHAIR PRISCILLA BORDERS: One question, in terms of the stats, the stats definitely reflects the uptake -- the uptick in people coming to the library. The only one that's still a little bit down is programs offered for children birth to 12. Is there a plan for this coming year?

MRS. GAYLE H. HOLLOMAN: Yes, there is, and that has suffered quite a bit because we had a real problem of being able to hire librarians who do children's work. We have a lot of the librarians who want to do adult services, but not necessarily children's work. It takes a certain temperament and a certain type of person who's really passionate about that, or who's willing to come out of themselves and be a child again, which is what I had to learn to do

when I was a children's librarian. So it makes a difference, and so we've had some trouble with that. As you know, I have reported early on that we were having difficulty with not being competitive, so that's been a problem for us. But we made some strides in being able to challenge ourselves with that and bring in more people. So we're still working on it, and we look forward to many more programs for all ages in the New Year.

CHAIR PRISCILLA BORDERS: Thank you. Anyone else has any comments or questions regarding Director's Reports?

MRS. GAYLE H. HOLLOMAN: Do you want me to go to the financial report?

CHAIR PRISCILLA BORDERS: Yes.

MRS. GAYLE H. HOLLOMAN: Our financial is that we are at 81 percent committed. As you probably know, the bulk of the money that we have in our budget will go for November and December and be counted in probably January. So, that we will pretty much expend all of that money because it's basically salaries and benefits. So that is just a reality that we deal with all the time. Any questions about the financial reports? We touched on the monthly usage summary a bit. So the look ahead is, I want you to be aware of the fact that today, just today at the Board of Commissioners meeting, we got -- we received approval of the Career Online High School. That project is sponsored by the Library Foundation. We're very excited to report that we're going to be able to give 12 students or 12 people the opportunity to apply to be students under the Career Online High School. It's through a group called -- company called Smart Horizons. We're starting out with 12. Some people may say that seems small. But we want to make sure that we can garner the attention. There are some other libraries around the nation that are doing it and offering it to people. It's going to be where they can obtain their high school diploma within the subject areas of language arts, mathematics, science, and social studies. But they can also get certificates in things like retail customer service, commercial driving, security personnel, hospitality and leisure. So, those are some things that will give people an opportunity to actually be ready for jobs that do not require a college degree. They can also though, going forward and pursue a college degree if they want to once they get that diploma. So we're very excited it's going to be at a cost of \$1,095 per student, which comes to a little over \$13,000 for those 12. And we will be putting that information out in the early part of the year so that people will know the process to sign up. It'll be on the website and very much promoted so that people will know. It will continue to be a real offering and facet of our literacy component of our Strategic Plan. We just believe that this will put us forward to be able to show people that we not only have GED, GED testing, GED classes, ESL classes, but now we've got it where you can earn your diploma in the old-fashioned way, so to speak. So I think this going to be a real plus for us.

MS. LINDA JORDAN: So Gayle, I want to commend you guys on when I was at the Peachtree Village event, how we have the rolling screen that has all the events that we have, all of the opportunities that we have at the library. What is was rolling, you have the scans that you can scan and see what's going on. We got a lot of compliments about that from people knowing what's going on that the library has to offer. So I want to commend you on that and say we -- hopefully, we can keep it going. Any event that we have, I don't know if it's just at the Central Library. But any library that we can put that, I think would be a great idea.

MRS. GAYLE H. HOLLOMAN: That's very good. Thank you so much for pointing that out. We have the digital screens in the lobbies of all of our libraries. So that is why we insisted upon having those as part of the renovation, the overall renovation program. That allows people to do what you've just said, to get information. That's what's going to make the difference; people respond very well to that. So thank you for pointing that out

MR. D. CHIP JOYNER: Question about with high schools.

MRS. GAYLE H. HOLLOMAN: I'm sorry, yes.

MR. D. CHIP JOYNER: How do people find out about it, and how do they apply and what's the criteria to get in?

MRS. GAYLE H. HOLLOMAN: Well, we got all that we got to iron out and put out to them by brochure, and by flyers. We're going to have it at every one of our libraries. It'll be held here at Central, is where it will be, all of that will be done as far as any sign ups and all of that. But then the sign-up information that's gathered from other libraries, will be sent down here to Central so that our staff will be able to get in touch with the people who are interested. So we've got some processes to work through. But we're going to get that out, and as I said, through the website and through other information through our partners, we'll be able to make people aware of it. Because we've got a real situation with people who age out in some situations with foster care, and they come out not skilled. They also, some -- most of the time, a lot of times, they've dropped out of high school. So this, we think, is going to make a huge difference. The Foundation has assured us that if we get a lot of activity with this that they are willing and ready to assist with getting even more people the opportunity. So I think that's it for me with that.

CHAIR PRISCILLA BORDERS: Anyone else have any questions or comments? If not, let's proceed to unfinished business, the Central Library.

UNFINISHED BUSINESS

CENTRAL LIBRARY - UPDATE

MRS. GAYLE H. HOLLOMAN: Okay. The Central Library has been offering a lot of programming and what have you. We are also, of course, like all of those other libraries in the system, affected by the problem with the IT situation that I mentioned earlier. But lots of programs are going on here, as was pointed out earlier. We have a lot of activities going on in the -- different meeting rooms, especially on the fifth floor, there's a lot of programming going on. Just the other day, we hosted the IT holiday gathering. They had a lot of people to speak and a lot of people to want to share end-of-the-year details as well as having a little lunch, so it was very nice. We get a lot of those requests for use of those spaces. We're getting ready, we think, to have even more of those in the coming year. So we're putting together plans to kind of work through all of that, because it does take a lot. It takes a lot of work on the part of Zenobia, and now, with our new hire here, Ms. Clary, Audrey. It takes a lot of work. It takes even a team of people, really more than the two of them, to do all that's being asked for with this Event Center. It's really taken off, and it's amazing. So, and I am working on the rental agreement policy again with the county. So we're trying to work through that, and the Central Library's event space and auditorium will be a part of that. So once we get it worked through, we'll put that, get that information out, and talk a little bit more about that later. But Central is coming along, we're doing much better here with the security issue, as was brought up earlier. I think that people are becoming more aware of us, the people who are downtown, downtown visitors as well as downtown workers. The business community has been very much active in coming over, and talking about various things that -- or getting more information about what we offer, and just being more involved, getting library cards and all that. We see a lot more of that activity. So that's been really positive. The Georgia State University students now have a dorm that's not far from here, and the staff has really made it their business to go over and interact with them and make them more aware of what we have to offer and get them involved in some of the upcoming activities, so it's been a real positive in so many ways. We've also had a partnership with the parking garage behind us, so they've allowed us discounts on parking for some of our activities and are willing to continue that. One member of the Library Foundation is a, I guess you would call him, one of the high-level leaders of that building or company, that company in that

building. So, he has been very instrumental in making those spaces available to us and is willing to do so even more, especially on those days that they don't have as much activity as they normally would. So that's been a real positive for us, and we're very delighted that we've got people on the Foundation Board that are so in -- so much involved in a lot of the day-to-day that we're trying to do and that we've been wanting so much to do, like to be able to offer better parking, and at least reduced parking, if not free, so that has made a difference. A lot of people have talked about how that made them -- made it available for them to come to the various things that we've had, such as our One Book, One Read event. Speaking of that, we are working very closely to come up with the announcement for the next book and the author of the next book. -- We hope to have it announced by the end of this month. It will probably now be the first of the year. But we do have a title that we're working with, and we're working through the new Executive Administrator for the Foundation, Erin Dreiling, and with her help, we're going to secure that author. Once we get that done, then we will be able to make the announcement. So that's -- that's the big holdup right now, making sure we get the contract before we go too far, and you know, not know that we have that in place. Any questions about any of that?

MS. BEVERLY RICE: I do have a question about the meeting spaces that are being utilized now, are they offered for free?

MRS. GAYLE H. HOLLOMAN: Right now, they're offered or free.

MS. BEVERLY RICE: Okay.

MRS. GAYLE H. HOLLOMAN: The primary users are our Commissioners, Commissioner partnerships that they have, and other partnerships that we have within the county. But once we get the rental agreement policy in place, there will be -- others will be able to go in and register to use these spaces. We figured then they'll get even more booked up than usual. Right now, we do still have at all of our library's meeting rooms that come on a first-come first-serve basis, and that will continue. We don't expect that to be a part of any kind of rental agreement. We expect that they will remain free to whoever needs to use them, just as they are right now, as well as the study rooms. The only thing we're contemplating that the county has been kind of back and forth on, is having an online registration so that you can register for a study room or a meeting room online. You can quickly look and see who has one. So it may not be just your community branch where you'd find one, they may be all booked up. But you'd be able to look right ahead on the website and see where you might could find an opening. They've been kind of waffling about that a little bit because we're not quite sure how that's going to rollout. But I have a feeling it'll be just fine, and the library could benefit from that. Because we -- we get a lot of requests for the use of those study rooms and meeting rooms. But right now, we don't see putting them as part of the rental plan.

MS. BEVERLY RICE: Thank you.

MRS. GAYLE H. HOLLOMAN: You're welcome.

CHAIR PRISCILLA BORDERS: So I have a question regarding when we do implement the rental plan. I foresee more things happening at Central. I remember one time we discussed having an Events Coordinator. Is that still the plan?

MRS. GAYLE H. HOLLOMAN: Well, that's still the plan, the funding has been the problem.

CHAIR PRISCILLA BORDERS: Okay.

MRS. GAYLE H. HOLLOMAN: We don't -- if we don't own a position, we have to create it, and in order to create it, you got to fund it, and you got to put the -- find the funding. So, so far, we haven't found the funding. But that's a goal in the early part of the year in the first quarter, is to identify funding so that we can hire an Event Planner. Part of it also has to do with that need for the rental policy agreement to be in place. Because you want to have enough --

CHAIR PRISCILLA BORDERS: Right.

MRS. GAYLE H. HOLLOWAN: -- work for that person to be busy.

CHAIR PRISCILLA BORDERS: So is there -- I know that there was a committee one time for the rental policy. -- Has that reconvened, or what's the status of that?

MRS. GAYLE H. HOLLOWAN: It's reconvened. I'm still on that committee. I've been on it now for three years, almost four, and that's been off and on. So, we brought it back into fruition. It's being led by the head of DREAM.

CHAIR PRISCILLA BORDERS: Okay.

MRS. GAYLE H. HOLLOWAN: Joe Davis. So, we've had three meetings now, we just had one this week. So we're hoping to get it together, it takes a lot. It's amazing the work that it takes to come together with that, and especially the Library being different from the other departments. Other departments, of course, being different from the Library. So, you're trying to figure out do you, you know, do you have one flat fee for this type of a building? You know, if we've got meeting rooms and somebody else has meeting rooms, should they be the same meeting, or a meeting space or auditorium, should be the same? So, it brings out a lot of trying to get some continuity there or not, and it may not be that everything can be the same.

CHAIR PRISCILLA BORDERS: Okay.

MR. D. CHIP JOYNER: Director Holloman, do you expect the position to be full-time? Would that be for all libraries or just Central?

MRS. GAYLE H. HOLLOWAN: It would be full-time. If we put it in that rental policy thing, it may be that it would be for all libraries, but particularly for Central because of the event space. They want someone to be able to go out and solicit people to come in, like people who need to have training rooms, training spaces for maybe their whole organization or something. So, they actually want someone who can go out and solicit that. I don't really know that we will need that once people get the word.

MR. DAMIEN DENSON: You won't.

MRS. GAYLE H. HOLLOWAN: I don't think -- I think it's going to stay so busy and full. So, that's the other thing, you know, can you keep someone busy, and not to actually warrant having a full position for it.

MS. BEVERLY RICE: Sure.

CHAIR PRISCILLA BORDERS: Any other question?

MR. D. CHIP JOYNER: One last thing with Central. Maybe I should have asked this of Mr. Kaplan. That light fixture, where we were waiting for light bulbs, has that ever been -- it's still -- still can't --

MR. PAUL KAPLAN: Light fixtures, that's the difficulty thing. They're working on it, but I don't know where we are. I'll get you up to date on that. I don't know.

MR. D. CHIP JOYNER: All right, thank you.

MR. PAUL KAPLAN: Probably not good, but all I can tell you.

23-56 2024 FULTON LIBRARY SYSTEM HOLIDAY/CLOSING CALENDAR - REVISED MOTION

CHAIR PRISCILLA BORDERS: Thank you. So let's move on to the 2024 -- 2024 Fulton County Library System Holiday Closing Calendar. I know in the last meeting, we had a calendar that was presented. There apparently, is a -- an edit that needed to be made, and it's going to be brought to us today for correction and for an action item. So -- and this is the case. The calendar --

MR. D. CHIP JOYNER: The holiday --

CHAIR PRISCILLA BORDERS: In the back of today's booklet is the revised calendar.

MR. D. CHIP JOYNER: Do you need a motion?

CHAIR PRISCILLA BORDERS: Yes. I need a motion to adopt this revised calendar.

MR. DAMIEN DENSON: What was the revision?

CHAIR PRISCILLA BORDERS: Which date was it?

MRS. GAYLE H. HOLLOMAN: The change is, the county is not closed on January 2nd. So, the one that you voted on previously showed January 1st and 2nd. It's just January 1st that we're closed.

CHAIR PRISCILLA BORDERS: Okay.

MR. D. CHIP JOYNER: Okay. I'll make a motion for the edited Fulton County Library System Holiday Closing Calendar, as presented per Director Holloman's comment on the libraries being open on Monday, January 2nd.

MS. BEVERLY RICE: Tuesday.

MRS. GAYLE H. HOLLOMAN: It'll be Tuesday.

CHAIR PRISCILLA BORDERS: Tuesday.

MR. D. CHIP JOYNER: Or Tuesday, I'm sorry, Tuesday, January 2nd.

CHAIR PRISCILLA BORDERS: Is that -- that Tuesday is not -- is no longer here, correct?

MRS. GAYLE H. HOLLOMAN: Right, it's only that Monday, the 1st.

CHAIR PRISCILLA BORDERS: The first one, it was Tuesday -- right.

MRS. GAYLE H. HOLLOMAN: You had, before, you had the Tuesday as well.

CHAIR PRISCILLA BORDERS: Okay. So, does everybody understand that correction? Okay. So I'm going to adopt -- I'm going to take your first motion. Now, can I have a second?

MS. BEVERLY RICE: Second.

MR. DAMIEN DENSON: Well, I don't -- one second.

CHAIR PRISCILLA BORDERS: Okay.

MR. DAMIEN DENSON: Because I see January 2nd as a Monday.

MS. BEVERLY RICE: The first is Monday.

MRS. NINA RADAKOVICH: The sheet says --

MR. DAMIEN DENSON: The sheet says Monday.

MRS. NINA RADAKOVICH: -- Sunday is January 1st and Monday is January 2nd.

MRS. ZENOBIA CLAXTON: I'm sorry. On that, there has been a correction if you look at the soft copy that I sent, that's the corrected one.

MR. DAMIEN DENSON: Okay.

MRS. NINA RADAKOVICH: So this is not the latest version.

MRS. GAYLE H. HOLLOMAN: This one?

MRS. ZENOBIA CLAXTON: No, yours is right. Mr. Kaplan's is right as well.

MR. PAUL KAPLAN: Yes. What you're talking about, I had it printed out.

MRS. ZENOBIA CLAXTON: The one that's online is correct, the one that I emailed you.

CHAIR PRISCILLA BORDERS: Okay. The corrected version, December 31, 2023, is Sunday. That's New Year's Day, that's closed. January 1, 2024, is a Monday that is closed. The new version does not have a January 2nd on it. So they're open January 2nd.

MS. LINDA JORDAN: So with that being said with the new version then Chip's motion needs to be taken off the table, right, because it's already corrected; is that correct?

CHAIR PRISCILLA BORDERS: No, no, no. Chip, you should go back and --

MRS. NINA RADAKOVICH: We can friendly -- offer a friendly amendment.

CHAIR PRISCILLA BORDERS: Yes.

MR. D. CHIP JOYNER: Okay, okay. All right, thank you.

CHAIR PRISCILLA BORDERS: So does everybody understand the correction?

MR. D. CHIP JOYNER: Yes.

CHAIR PRISCILLA BORDERS: The one that you have in the book is not the right one. The right one removes any reference to January 2nd. There's no reference to January 2nd. It's not

closed. January 2nd is indeed open. Any questions regarding the change, the updated calendar?

MR. JOE PIONTEK: Mine is right.

CHAIR PRISCILLA BORDERS: Everybody good?

TRUSTEES: Yes.

CHAIR PRISCILLA BORDERS: Okay. Just wanted to make sure because everybody have different versions, I just wanted to make sure, so everybody knows what they're voting on.

MS. BEVERLY RICE: Yes.

CHAIR PRISCILLA BORDERS: Okay. So, the library is open on January 2nd.

MR. PAUL KAPLAN: Right.

CHAIR PRISCILLA BORDERS: All right. So with that correction, Chip has first --

MR. D. CHIP JOYNER: Made the motion.

CHAIR PRISCILLA BORDERS: -- motioned, first motion. Do I have a second on the table?

MS. BEVERLY RICE: Second.

CHAIR PRISCILLA BORDERS: All those in favor of adopting the revised 2024 Holiday Closing Calendar, signify by saying aye.

TRUSTEES: Aye.

CHAIR PRISCILLA BORDERS: Any opposed? Thank you. So we're going to get the new one in the next book, appreciate it so much.

AFPL FOUNDATION M.O.U. - UPDATE

CHAIR PRISCILLA BORDERS: So the next item for business is the Foundation MOU. We're still working on it. So Chip, myself, the Executive Director of the Foundation and Commissioner Arrington met. There's still issues with it. So the next step we're going to do is we're going to have ongoing meetings with the key team, trying to come up with a draft with language that -- included language, particularly about specificity as to amounts. So we're going to try to come up with some language that will sort of make everybody happy, and you get a draft to come out of the key team and present it once again for review. The ultimate goal is to have a draft presented to the County Attorney for review and for her opinion. But right now, we're still working. The -- our intent is to have a meeting sometime in January with the key team to go over another draft. So we do not have the final draft to present to you. I'm not going to give you a date. It's an ongoing process, so we are being sort of -- going back to the drawing board with an MOU. Any questions with that?

MR. DAMIEN DENSON: Is there a point of contention that we should be aware of?

CHAIR PRISCILLA BORDERS: It's not a point of contention, it's specificity of language that we really don't -- let's see, specific --

MRS. NINA RADAKOVICH: How detailed do we --

CHAIR PRISCILLA BORDERS: Yes, it's --

MRS. NINA RADAKOVICH: -- need to be.

CHAIR PRISCILLA BORDERS: Yes, it's how detailed we want to be. Because I know my - my point of view is that when we were first approached with an MOU, we thought it was going to be a strict sort of delineation of the relationship. Well, we've had several iterations of the MOU, and it looks like a contract. There's a lot of language in there people want and, you know, so it's -- we want an MOU that's workable for everybody, but it's not so specific that it sort of hinders anybody's work. So that's where we are. So I know -- so if Nina or Chip wants to add anything to that, I'll be happy to listen to that. But we're going to -- we're still working on it. The key team is still working on it, and we want to make sure that we have language in there that sort of lets everybody do their work and maintain the partnership, and most definitely, the Executive Director is part of the key team. So she's been there the entire process. But she, you know, I will make sure that we'll always have her guidance and opinion

regarding the MOU. Other than that, nothing else, so we're not going to give a date, though. I'll let you -- I'll keep you guys informed as to how the meetings go. Without any questions, I'll move to the dress code.

DRESS CODE - DISCUSSION

CHAIR PRISCILLA BORDERS: Now, we need to review the dress code. I know you guys got a hard copy of the last dress code we've had. That's a policy, it's 2004. I know the Board in 2021 had the opportunity to discuss this, but it was never formalized by the Board in terms of a vote. Last night, I sent you a copy of the 2021 proposed language. So what I would like the members of this Board to do is to look at that 2021 version, and send me any questions or concerns you may have, so I can gather all of that so we can look at an updated dress code and get Gayle and her team's sort of input and comments and so we could come up with a -- that newer draft version to present to the County Attorney for her opinion before we bring it to the Board for a vote. So, yes, the last time was 19 -- I mean, 2004, so it's been a while. So, we need to come up with a dress code. Because my understanding from the Executive Director, there has been some complaints in some libraries in terms of --

MRS. GAYLE H. HOLLOMAN: Yes, we've had a Commissioner complaint that after visiting some of our libraries, the feeling is and thought is that staff are not dressed appropriately. They can't tell whose staff and who's the public and various thoughts like that.

MR. PAUL KAPLAN: I really have -- this is my pet peeve, this dress code thing. I got a question to ask you. So if I'm coming in here and I'm applying for a job at the library, I fill out an application, at this point, can we attach the dress code to the application, if you can't apply to this dress code, then you can't get hired? I mean, I'm at a point because -- I'm not mentioning names. It's just been going on and on, and at one time, it was said to me by the Director, I'm not going to say the name, that we don't have a dress code here in Fulton County. We don't need a dress code because everybody comes from different areas of the country, they dress differently, and so on and so forth, and we don't need a dress code. That was said to me because the Commissioner jumped on me about the way somebody was dressed. I went to -- I went to Human Resources, it was the same person, still there, I know he is. He said, well, he explained to me that we don't have a dress code. Now, we have a dress code that has started. This has been going on too much. Now we have a Commissioner that apparently doesn't like the way somebody dresses. I don't even know how our Director even handles some of these things. But --

MRS. GAYLE H. HOLLOMAN: Well, what happens a lot of times, Mr. Kaplan, is that we will get these complaints, and they may tell us who the person actually happens to be. We, depending upon the situation, may go and actually mentioned to the person, what's been said. I've done that only a few times in my career. But usually, people take it fairly well, depending upon how you say it. But people do dress differently, all in various places. So it gets a little bit -- it gets a little bit touchy when you start telling people what to dress, how to dress and all that. I mean, everybody's different, and everything's changed now --

MS. BEVERLY RICE: Right.

MRS. GAYLE H. HOLLOMAN: -- then just ten years ago. So we don't want people to go out and think they've got to spend a fortune on wardrobe or anything.

MR. PAUL KAPLAN: Right.

MRS. GAYLE H. HOLLOMAN: But you know, just -- then what I call business class or whatever, might be something different to someone else. So it's just kind of hard to say, but we've had this complaint, and I sort of understand what was being said. But I don't know how you can all the time, get it across to everybody. But I think that updating it from 2004, would at least bring us into today and say something and let people know that we do have something. Like, what the county has fairly, pretty much done is that they have said, they

leave it to the departments. They don't really have an overall dress code for the county as such. But each department has that opportunity to put one together, which is why we had this one back years ago, so.

MR. D. CHIP JOYNER: So once we take action on a dress code, what would be the progressive discipline for a person who doesn't abide by it?

MRS. GAYLE H. HOLLOWAN: See that's the great -- the great question. I think that it would -- it would be like anything else that we address as a pattern. That's how we deal with human behavior that we start out with, we've noticed that there is a pattern, it seems to be that you're always late on every Monday, you know, every Monday, you're always late. So, we would do it the same way, it seems like every day, you come in and bla, bla, bla, and we need to address that. We've had some people to make comments about it, just want to make you aware. I mean, to my knowledge, we've never dismissed anybody over it. But we have, on occasion, sent someone -- years ago someone home to change. One person who with whom we did that was not very happy, another one understood, so it just depends, it depends upon how you handle it. It's a very -- it's a very touch-and-go type of thing in some cases.

MS. BEVERLY RICE: There would be two concerns I would have. One is, does the salary dictate, you know, them coming to work dressed a certain way? I mean, -- are they being paid enough money to buy clothes to come to work? Or are you looking at their professionalism? Because you can be a professional and come to work with, jeans and a jacket or jeans and a sweater. My other concern is, as you stated, things have changed, and people are not dressing like they used to dress anymore, going to church and, you know, they don't require you to look -- you know, dress up. But I think what it is, we can say, I mean, that you know, a nice, neat, appropriate, professional appearance, you know. But people now, wearing jeans and tennis shoes and preaching and going everywhere and doing everything. So I think we have to be considerate too.

MRS. GAYLE H. HOLLOWAN: Well, I agree, and that's so noted. We've just had people who come in and -- well, what I did one time many years ago was, I had ten phone calls, if I had any, on a certain person one morning when I was Central Library Administrator, and people calling me right and left saying, this person didn't look appropriately dressed. I thought about it for a while and decided I was going to ignore it at first, and then I actually saw the person. I was like, well, no, this really won't work. So I ended up just calling the person in, and just indicated what had been said, you know, I didn't say it, someone told me. However, I do tend to agree that this is a bit much today. So the person ended up agreeing and went home and changed clothes. But it's just in the way that you handle it --

MS. BEVERLY RICE: Right.

MRS. GAYLE H. HOLLOWAN: -- I think, in some ways, and it's not everybody all the time. But sometimes, it's just kind of difficult to tell who's a patron and who's a staff member. But we can't require people to be all dressed up and dolled up every day. I mean, you know, if you wear a nice, neat outfit like you just described, there's no problem with that. So it's hard to -- it's just hard to mandate that and, you know, like I said, we never written anybody up to a great extent or let anybody go because of it. That's just not the way it's been. I haven't seen anybody that was drastically dressed to the point that it warrant that type of response.

CHAIR PRISCILLA BORDERS: Let me just -- in terms of the 2004 policy, the disciplinary action states: Disciplinary action for violations of this policy and procedure may be taken by the appointing authority concerned, pursuant to, it's the article on insubordination. So how they deal with that, according to this 2004, so.

MRS. GAYLE H. HOLLOWAN: Right. That's how we dealt with it.

CHAIR PRISCILLA BORDERS: Yes, so, but most definitely, any kind of policy we come from the dress code will go to the County Attorney because, you know, once again, if you're

too strict, you can run into problems. So we want to make sure we're -- we're addressing the problem, but have a happy medium. Yes.

MR. DAMIEN DENSON: So my read of the 2004 seems reasonable. So are the recent offenses more subjective? Because this seems pretty clear. Are the recent offenses in this not acceptable column, were they easy to identify why it was objectionable?

MRS. GAYLE H. HOLLOMAN: Well, the thought was that almost everybody on that particular day, or those particular days were just inappropriately dressed, you know, not looking like they were at work, looking like they were more, you know, at ease at home, you know, that type of thing. But that was this one person's vision. So, you know, I didn't hear from but one person --

MR. DAMIEN DENSON: Okay.

MRS. GAYLE H. HOLLOMAN: -- at that particular time, and --

MR. DAMIEN DENSON: There wouldn't be any way to clearly to point to a violation?

MRS. GAYLE H. HOLLOMAN: It's hard to say, yes, because I didn't see, so therefore I don't know.

MR. DAMIEN DENSON: Okay.

MRS. GAYLE H. HOLLOMAN: It was just somewhat described to me as being appropriate. I mean, you don't want to show a lot of skin and things like that, I guess. I think it does talk a little bit about that in here, midribs and bare backs and exposed shoulders and things like that. But aside from that, I just don't know what more we can say.

MR. DAMIEN DENSON: Right. That's the point I was leading to, like, what would an update look like if it's subjective?

MS. BEVERLY RICE: So a sleeveless dress wouldn't be appropriate?

MRS. GAYLE H. HOLLOMAN: Well, it used to not be. It was considered inappropriate, but --

MS. BEVERLY RICE: But times have changed.

MRS. GAYLE H. HOLLOMAN: -- nowadays, times have changed so, you know.

MS. BEVERLY RICE: With Michelle Obama.

MRS. GAYLE H. HOLLOMAN: With Michelle Obama.

CHAIR PRISCILLA BORDERS: But we have a -- this dress code actually has pictures. What happens when you're wearing something that's not on this picture, you're going to run it --

MRS. GAYLE H. HOLLOMAN: Do we still want pictures?

CHAIR PRISCILLA BORDERS: That -- well, I think, you know --

MS. BEVERLY RICE: It's on here being not acceptable.

MR. DAMIEN DENSON: It is.

MRS. GAYLE H. HOLLOMAN: Do we still want pictures?

CHAIR PRISCILLA BORDERS: But these pictures are very 2004.

MRS. GAYLE H. HOLLOMAN: They are.

MS. BEVERLY RICE: Yes.

CHAIR PRISCILLA BORDERS: They're not 2024.

MS. BEVERLY RICE: They don't sell that anymore.

MRS. GAYLE H. HOLLOMAN: They're very 2004, so that's a good enough reason to update it.

CHAIR PRISCILLA BORDERS: Right.

MS. BEVERLY RICE: Yes.

CHAIR PRISCILLA BORDERS: So, Yes.

MRS. GAYLE H. HOLLOMAN: If we're going to have one.

MS. BEVERLY RICE: Yes, they don't sell that.

CHAIR PRISCILLA BORDERS: No, but --

MRS. GAYLE H. HOLLOMAN: Unless you decide against it.

CHAIR PRISCILLA BORDERS: But I, you know, I -- with the 2021 version that I gave you, you know, I really, really would like your comments or suggestions, so at least we can get them together and move forward with a draft that we could possibly deal with at the beginning of next year, and get that draft to the County Attorney for review. But I just wanted to make sure that for the record that we, you know, let everybody know we're going to contend with the dress code, and hopefully come up with a final draft sometime next year. Anything else, questions or comments on the dress code?

MRS. NINA RADAKOVICH: Could we get a printed copy of the recent one?

CHAIR PRISCILLA BORDERS: Yes. The 20 -- I'll send it to you.

MRS. ZENOBIA CLAXTON: Okay.

CHAIR PRISCILLA BORDERS: Send, and then I'll make sure -- do you just send it to us?

MRS. ZENOBIA CLAXTON: I'll email it and put it in the packet.

CHAIR PRISCILLA BORDERS: Okay.

MRS. NINA RADAKOVICH: Yes, that would be good.

MRS. GAYLE H. HOLLOMAN: Yes, people do get offended, though, sometimes when you tell them things like that, they get very upset. Because even -- even with the person that I told you told me that they were okay with it and went home and changed, I heard later that she just said that, oh, she's just jealous because she can't wear this.

MS. BEVERLY RICE: Of course you are. Of course, you are.

MRS. GAYLE H. HOLLOMAN: I was like, you know when I was 21 years old and 115 pounds, I wouldn't have worn that.

CHAIR PRISCILLA BORDERS: The dress code is going to be -- it's going to be interesting to tackle. But we will get through that, so for --

MR. D. CHIP JOYNER: I think the Atlanta Public Schools, they got rid of the dress code because of the challenges; is that correct?

MS. BEVERLY RICE: Yes.

MRS. GAYLE H. HOLLOMAN: Did they?

CHAIR PRISCILLA BORDERS: The Atlanta Public Schools?

MR. JOE PIONTEK: Is that right?

MR. D. CHIP JOYNER: It think --

MS. BEVERLY RICE: There was a time you could not wear jeans, now jeans is the norm. You know, there was a time that you couldn't wear -- your tattoos couldn't show. Now, they show tattoos. There was -- you know, so times have really changed. I remember getting written up for wearing a linen-denim suit, I was written up in APS. Now, you wear jeans every day, t-shirts whatever, so times have really changed.

CHAIR PRISCILLA BORDERS: Times have -- and they're going to continue to change.

MS. BEVERLY RICE: It's going to continue to change.

MR. PAUL KAPLAN: The question I had to me was, well, the person that you're complaining about, who complained about, do they do their job? I said, sure.

MRS. GAYLE H. HOLLOMAN: Do they, what?

MR. PAUL KAPLAN: That's it, no complaints.

CHAIR PRISCILLA BORDERS: Right.

MR. PAUL KAPLAN: That was the end of it. Are they doing their job, are they managing the job well? I said, yes, they are. Well, that's it, and it ended there, so.

NEW BUSINESS

CODE OF CONDUCT - DISCUSSION

RENTAL POLICY - DISCUSSION

BOSTON LIBRARY LOAN POLICY - DISCUSSION

CHAIR PRISCILLA BORDERS: Yes. It's going to be an interesting topic. So under new business, we have the code of conduct. So I know you guys received in your packet, the code of conduct. This is the newest version, and I just wanted to bring to your attention, the newest version includes the updated language regarding the service animals. So I wanted to make sure everybody knew that. Based upon our prior vote, that is language is in here not only the updated language about the service animals, but that fact that it also includes the miniature horse and the correct definition for the miniature horse. So I want to make sure everybody knew about that. But aligned with the code of conduct, I want to make everybody aware that I also sent you some information about recent First Amendment issues. So I just -- just making sure that everybody was aware that that's -- it's not unique to us. But it's happening regarding people who go to the libraries and start videotaping on the grounds, that they had a First Amendment right to do so. I had the opportunity to discuss the issue with the Executive Director, and there are plans to have a First Amendment training. Can you update on that?

MRS. GAYLE H. HOLLOMAN: Yes.

CHAIR PRISCILLA BORDERS: Provide an update regarding that.

MRS. GAYLE H. HOLLOMAN: Yes. We have had some concerns about that. So the thing we had to do was to reiterate the staff, the code of conduct part, which is 4.25, I believe, on page four, that talks about the photography. The public can be photographed. It says that they cannot be if they object. However, staff somewhat misinterpreted it to mean staff as well. But we are public servants and because of that, we can be photographed. So we made sure that we reiterated that. I sent it out to everyone by email, and made them aware to be sure to understand that aspect of it. But we are going to have -- there are several opportunities for us to have different instructors come and talk to the staff about the First Amendment audit process. We -- Captain Schierle is planning to put one together because he's very much aware. The police are very much involved whenever we have things happen, and the staff call the police or whatever. In one case that's what happened. We want to make sure that everybody on every side, the police as well the staff of the library, understand just what -- how we're supposed to respond or not, and so we'll have that. Then we have the opportunity to get with the Georgia Public Library Service with what they have to say about it. It's all along the same lines as what we've already described in our code of conduct. So we'll be doing those classes starting in the first of the year in January.

CHAIR PRISCILLA BORDERS: Then I've asked Director Holloman to the extent that space available, to extend an invitation to Trustees if want to attend those trainings regarding First Amendment audits. Any questions regarding the code of conduct?

MS. BEVERLY RICE: I have one. 4.11 and 4.12, leaving children in the library unattended. My question is, are children allowed to be in the library during school hours?

MRS. GAYLE H. HOLLOMAN: Normally, we do not -- years ago when I was a children's librarian, we would call the school and report them, and the truant officer would come and get them. I don't know if they still have truant officers.

MS. BEVERLY RICE: They don't.

MRS. GAYLE H. HOLLOMAN: But that's how it would work. Usually, we would ask questions. The children's librarian or the manager might ask the child if they're alone, you know, what's happening, why are you out of school today? We don't make a big issue of it, we just kind of go along with what it said here. But to my knowledge, we don't do what we used to do about it.

MS. BEVERLY RICE: Right.

MRS. GAYLE H. HOLLOMAN: But we inquire about children who seem to be unattended as regards to this policy.

MS. BEVERLY RICE: So it doesn't matter that they should be in school and they're in the library?

MRS. GAYLE H. HOLLOMAN: We have not reported as such any more.

MS. BEVERLY RICE: Okay.

MRS. GAYLE H. HOLLOMAN: I'm not really quite sure why we dropped, but we did.

MS. BEVERLY RICE: And 4.18, playing games all day on the computers.

MRS. GAYLE H. HOLLOMAN: We don't -- there were two things, two or three things that happened. Some years back, when we first renovated, we had some computers that we actually put games on ourselves, and we determined that that was not the way we wanted to go. It was not part of the focus or our mission. So we took them off and didn't put any more on. Normally, we don't advise that anyone allow anybody to sit and play games. But we do know that some adults sometimes will do that. For the most part, IT has set it up to where those cannot be -- you can't access them. There are some firewalls against a lot of the ones that they know about. So sometimes people do get into them, though.

MS. BEVERLY RICE: Oh, Yes.

MRS. GAYLE H. HOLLOMAN: So we don't -- we don't usually make too much of an issue with it. But it hasn't been something prominent, and I think it's because of the firewalls. So we don't get as much of that as we once did.

MR. D. CHIP JOYNER: Does the code of conduct policy, does it contemplate another pandemic happening and mask? Or is there anywhere where -- where we would know in advance how best to handle such an incident or policy?

MRS. GAYLE H. HOLLOMAN: No, we don't have anything. We have talked about that with DREAM. In fact, the whole idea of the evacuation processes and things like that, it's been under review because of the pandemic and other things that some doomsday people talk about might happen. So it hasn't gone too far, but that is something that we want to get more versed on. It's hard to say how -- well, what happened is HR. put out how we are to respond if we are personally affected by it. When those of us were -- who were personally affected by COVID. But as far as an overall process, right now, it's been kind of left to, when it happens, then they'll develop the process and the policy. Because we kind of developed it before the County Manager and his staff developed it as an ongoing process. I think now, if something were to occur, they'd be in a better place to add on or to remove those things that they feel we might need to look at. But nothing has been formalized yet.

MR. D. CHIP JOYNER: Should we reference that this is a policy subject to any directive from the County Manager or something like that?

MRS. GAYLE H. HOLLOMAN: Oh, that might be a good idea that might be good, yes.

CHAIR PRISCILLA BORDERS: Because that's --

MRS. GAYLE H. HOLLOMAN: Because -- Yes.

CHAIR PRISCILLA BORDERS: Yes, because everything that we went through is directed by the county.

MRS. GAYLE H. HOLLOMAN: Right.

CHAIR PRISCILLA BORDERS: Yes.

MRS. GAYLE H. HOLLOMAN: Yes, that could be great.

CHAIR PRISCILLA BORDERS: In the state of emergency.

MRS. GAYLE H. HOLLOMAN: But Yes, Emergency Management works very closely with this stuff too. In fact, they had, I think early in the year, started asking some questions and talking about putting together a committee to talk about Emergency Management procedures. So far, it hasn't formed, but I think that's something they'll be looking into.

CHAIR PRISCILLA BORDERS: So for clarity, Chip, your question is to add language in here in the event, there's an emergency that will fall back to what's already in existence?

MR. D. CHIP JOYNER: Yes, so --

CHAIR PRISCILLA BORDERS: Okay.

MR. D. CHIP JOYNER: -- if someone challenges any person of the library, at least there's an overriding rule that says, should there be an announcement from the County Manager or a directive, it's already in our policy that we'll follow that directive or enforce it.

MRS. GAYLE H. HOLLOMAN: Do you want to add severe weather to that too?

CHAIR PRISCILLA BORDERS: Severe weather?

MRS. GAYLE H. HOLLOMAN: Severe weather. The reason I say that is, we used to have our own severe weather policy. We've gotten away from that now because we go by what the county tells us to do. If we can close the libraries, or when we can close them, things of that nature. So it may be good, since we're saying that, to add severe weather as well.

CHAIR PRISCILLA BORDERS: Okay.

MRS. GAYLE H. HOLLOMAN: Because oftentimes -- now we can't close any branch or anything unless we get permission. It used to be that the Library Director could make those decisions. Now, we have to wait and follow the chain up to the County Manager at least, about even closing one library for whatever might be happening.

CHAIR PRISCILLA BORDERS: Okay. We'll look into some language for that. So we have other updates to the code of conduct coming, so we can't put this away. So thank you for that insight. So anything else on the code of conduct? Rental policy, I think we've discussed that already.

MRS. GAYLE H. HOLLOMAN: We did.

CHAIR PRISCILLA BORDERS: Anything else?

MRS. GAYLE H. HOLLOMAN: I don't have anything else.

CHAIR PRISCILLA BORDERS: Okay. The Boston Library loan policy. So I know that in your packets, you have a copy of the Boston Library. This is the suggested sort of format we're going to utilize to adopt a policy for Central Library, or for the Library System in general. So I'm going to ask, as well as to everything else you guys got to review, review the Boston Library policy, and provide me with any questions or ideas or anything that you think needs to be added or edited from this so we can go ahead and have a draft. So we can make sure we have the draft for the County Attorney to review so we can tackle this in forthcoming meetings. So I just wanted to make sure everybody had the ability -- had the Boston Library loan policy so you can review that. We're going to go back and add language regarding emergency situations. So to the code of conduct, the rental policy, we're still working on it. The MOU, we're still working on it. The dress code, please provide me with any comments or additions or anything you have so we can tackle the dress code next year as well. So anything else? I will send everybody an email with all this stuff, so we can remember. Anything else? If nothing, I'll entertain a motion to adjourn.

ADJOURNMENT

MOTION

MS. BEVERLY RICE: I'd like to make a motion that we adjourn.

MR. D. CHIP JOYNER: Second.

CHAIR PRISCILLA BORDERS: Thank you, everyone. Oh, and see you next year.

(Whereupon, the Regular Meeting of the Board of Trustees concluded at 5:06 p.m.)

Fulton County Library System (FCLS)

Gayle H. Holloman, Executive Director

December 2023

Monthly Highlights

Any organization is as great as its employees and all employees are most appreciated.

It is amazing to know the FCLS has staff members with a lot of longevity. To that end, several Fulton County employees were recognized for their years of service on Monday, December 11th. The Department of Human Resources Management hosted the Quarterly Service Awards.

Fulton County honored more than three-dozen employees celebrating between 15 to 40 years of service, including the Library System staff listed below:

- Shirelle Atkins - 15 Years
- Virginia Collier - 15 Years
- Marcia Divack - 15 Years
- Hensley Roberts - 15 Years
- Stephanie Bottom - 15 Years
- Andrea Cappelli - 20 Years
- Michael Salpeter - 25 Years
- Walvella Bell - 25 Years
- Terra Cribbs - 30 Years
- Okezie Amalaha - 30 Years
- David Bailey - 30 Years
- Deidre Barron Reese - 35 Years
- Veronica Pillette - 35 Years
- Mai Le - 35 Years
- Lan Le - 35 Years
- Peggie Watson - 35 Years
- Gloria Strong - 40 Years

Staff facilitated numerous holiday programs, events, storytimes; book talks, Yoga Club, Lego Club and Photography Club meetings; as well as they created a lot of displays, many of which received compliments from patrons visiting the libraries.

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF DECEMBER 31, 2023

Doc. #24-03

SERVICE	2023 BUDGET	DECEMBER	2023 YTD	2023 YTD	2023 YTD	2023 YTD	BUDGET
DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURE	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
REG SALARY	14,683,205	1,669,674	13,862,759	-	13,862,759	94%	820,446
SALARIES-OVERTIME	1,180	-	1,133	-	1,133	96%	47
PART TIME SALARY	456,408	20,389	214,252	-	214,252	47%	242,156
BENEFITS	8,222,405	1,866,567	7,666,340	-	7,666,340	93%	556,065
BOOKS	3,690,453	593,387	3,417,080	-	3,417,080	93%	273,373
OFFICE EQUIP. REPAIR	35,500	2,278	22,756	-	22,756	64%	12,744
EQUIPMENT	48,115	1,709	27,107	-	27,107	56%	21,008
OFFICE FURNITURE	2,950	436	2,587	-	2,587	88%	363
PROFESSIONAL SERV	34,035	5,950	31,381	-	31,381	92%	2,654
COPIER MACHINE	226,000	20,822	116,339	-	116,339	51%	109,661
COPIER PAPER	500	-	-	-	-	0%	500
SUPPLIES	106,822	15,137	95,402	-	95,402	89%	11,420
COMPUTER HARDWARE	650,000	-	641,168	-	641,168	99%	8,832
RENT	225,850	13,658	210,413	-	210,413	93%	15,437
OTHER SERVICES	564,392	26,024	412,937	-	412,937	73%	151,455
TRAVEL/CONFERENCE	6,900	2,771	3,650	-	3,650	53%	1,650
HOPITALITY	8,439	532	1,168	-	1,168	14%	7,271
VEHICLE MAINTENANCE	43,511	245	42,600	-	42,600	98%	911
GENERAL INSURANCE	622,596	51,883	622,596	-	622,596	100%	-
ARTS-CFS	750	-	-	-	-	0%	750
CONTINGENCY	201,425	-	-	-	-	0%	201,425
TOTAL	29,831,436	4,291,462	27,391,668	-	27,391,668	92%	2,438,168

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

AS OF DECEMBER 31, 2023

ORGANIZATION	SERVICE	2023 BUDGET	DECEMBER	2023 YTD	2023 YTD	2023 YTD	2023 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
PUBLIC SERVICES	REG SALARY	10,863,936	1,246,588	10,332,382	-	10,332,382	95%	531,554
	SALARIES-OVERTIME	540	-	534	-	534	99%	6
	PART TIME SALARY	456,408	20,389	214,252	-	214,252	47%	242,156
	BENEFITS	6,299,544	1,477,363	5,875,500	-	5,875,500	93%	424,044
	BOOKS	2,956,253	593,387	2,682,894	-	2,682,894	91%	273,359
	OFFICE EQUIP. REPAIR	32,000	2,278	22,756	-	22,756	71%	9,244
	EQUIPMENT	21,115	400	17,248	-	17,248	82%	3,867
	OFFICE FURNITURE	1,950	436	1,941	-	1,941	100%	9
	PROFESSIONAL SERV	28,085	-	25,431	-	25,431	91%	2,654
	COPIER MACHINE	225,000	20,822	116,339	-	116,339	52%	108,661
	SUPPLIES	29,934	4,155	25,493	-	25,493	85%	4,441
	RENT	225,850	13,658	210,413	-	210,413	93%	15,437
	OTHER SERVICES	302,146	13,661	207,643	-	207,643	69%	94,503
	VEHICLE MAINTENANCE	1,000	-	527	-	527	53%	473
	GENERAL INSURANCE	404,826	33,736	404,826	-	404,826	100%	-
	ARTS-CFS	750	-	-	-	-	0%	750
	CONTINGENCY	69,304	-	-	-	-	0%	69,304
	CONTINGENCY	-	-	-	-	-	0%	-
Total		21,918,641	3,426,873	20,138,178	-	20,138,178	92%	1,780,463

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

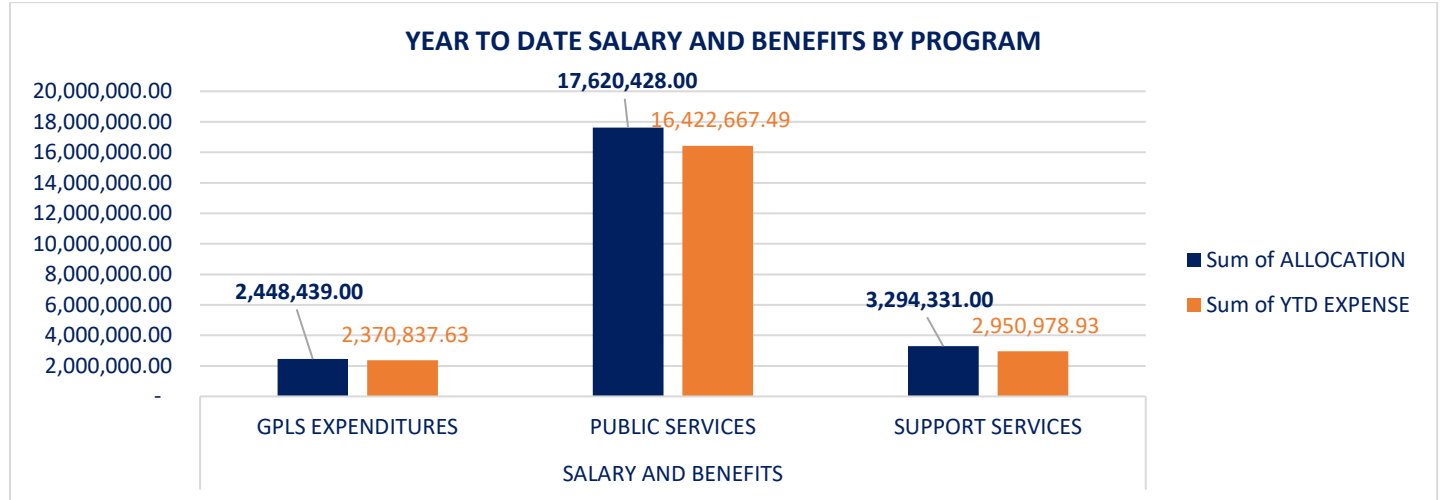
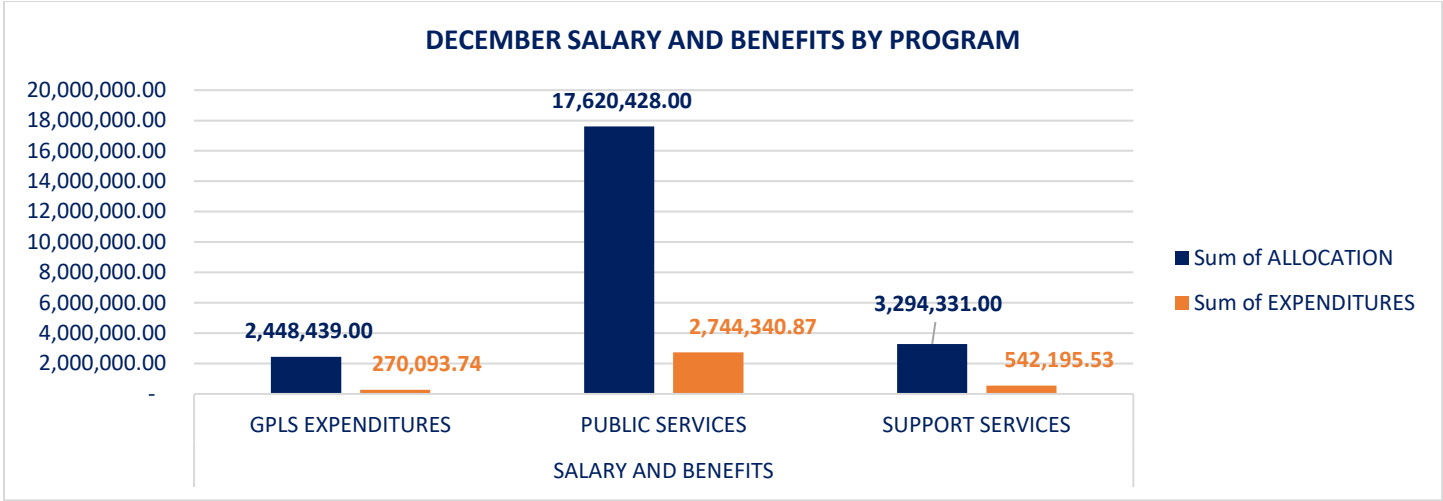
AS OF DECEMBER 31, 2023

ORGANIZATION	SERVICE	2023 BUDGET	DECEMBER	2023 YTD	2023 YTD	2023 YTD	2023 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
SUPPORT SERVICES	REG SALARY	2,080,704	232,070	1,848,971	-	1,848,971	89%	231,733
	SALARIES-OVERTIME	100	-	60	-	60	60%	40
	BENEFITS	1,213,527	310,125	1,101,948	-	1,101,948	91%	111,579
	OFFICE EQUIP. REPAIR	3,500	-	-	-	-	0%	3,500
	EQUIPMENT	27,000	1,310	9,858	-	9,858	37%	17,142
	OFFICE FURNITURE	1,000	-	647	-	647	65%	353
	PROFESSIONAL SERV	5,950	5,950	5,950	-	5,950	100%	-
	COPIER MACHINE	1,000	-	-	-	-	0%	1,000
	COPIER PAPER	500	-	-	-	-	0%	500
	SUPPLIES	76,888	10,981	69,909	-	69,909	91%	6,979
	COMPUTER HARDWARE	650,000	-	641,168	-	641,168	99%	8,832
	OTHER SERVICES	260,436	12,363	203,485	-	203,485	78%	56,951
	TRAVEL/CONFERENCE	4,500	1,981	2,859	-	2,859	64%	1,641
	HOPITALITY	8,439	532	1,168	-	1,168	14%	7,271
	VEHICLE MAINTENANCE	42,511	245	42,073	-	42,073	99%	438
	GENERAL INSURANCE	217,770	18,148	217,770	-	217,770	100%	-
	CONTINGENCY	96,701	-	-	-	-	0%	96,701
Total		4,690,526	593,704	4,145,867	-	4,145,867	88%	544,659

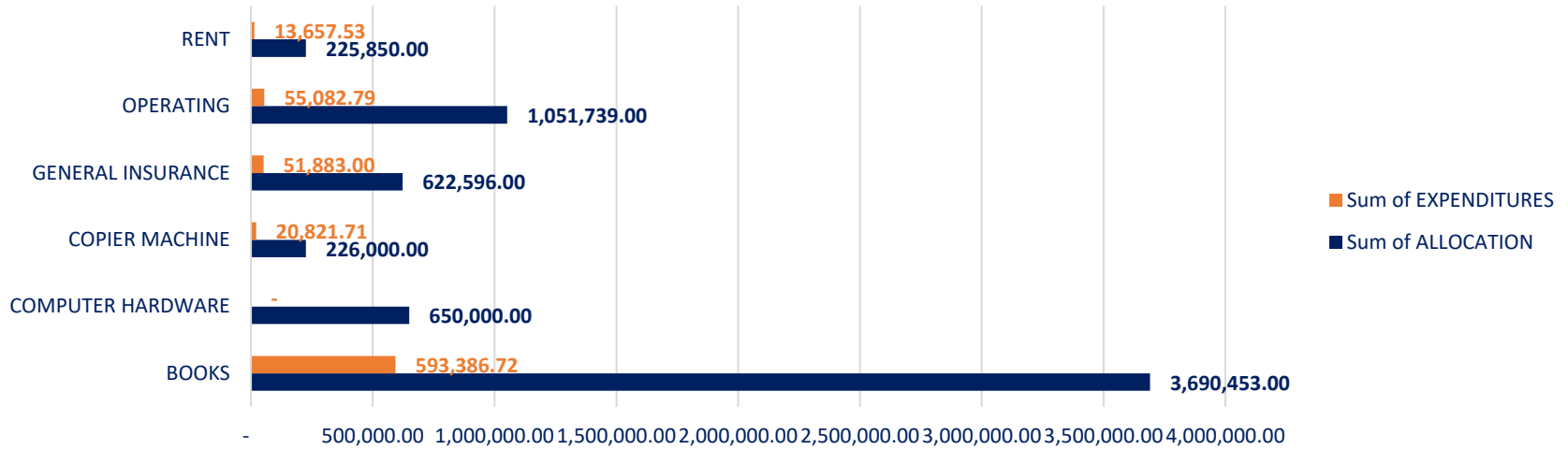
FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - DECEMBER BY ORG TYPE

AS OF DECEMBER 31, 2023

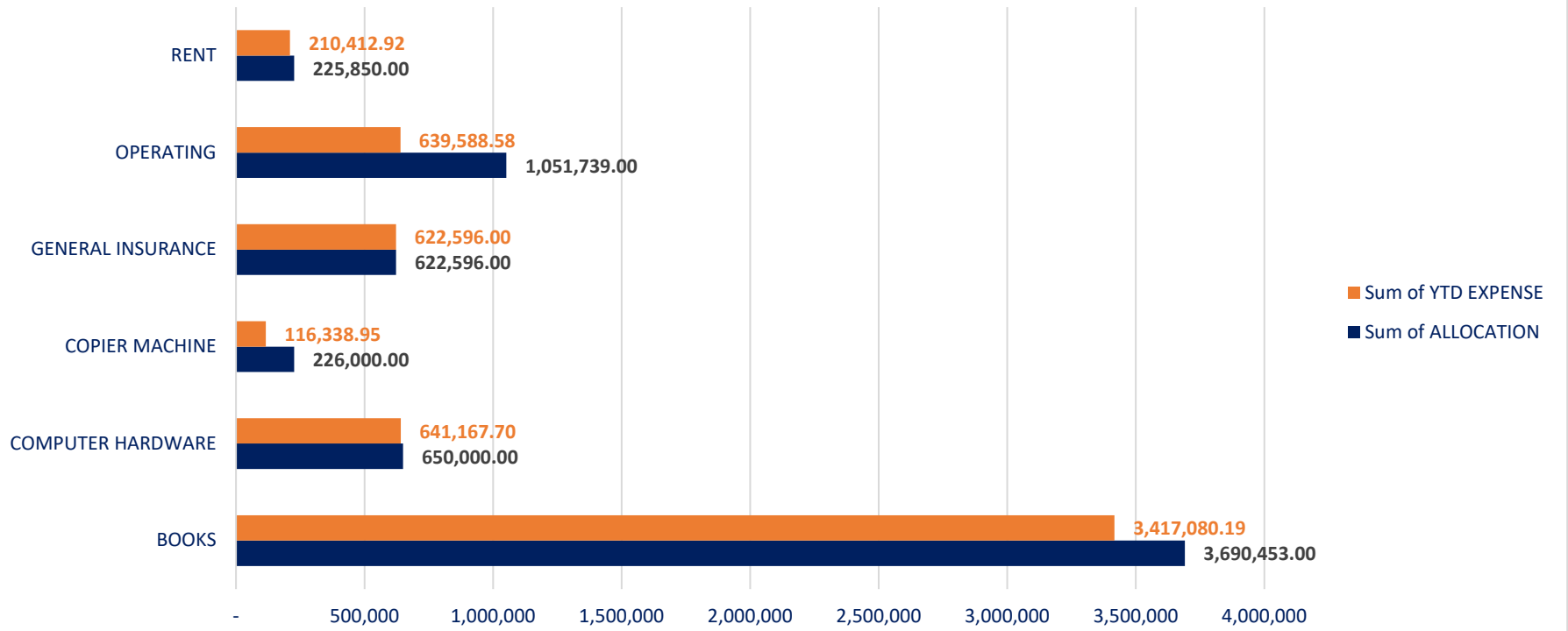
ORGANIZATION	SERVICE	2023 BUDGET	DECEMBER	2023 YTD	2023 YTD	2023 YTD	2023 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
GPLS EXPENDITURES	REG SALARY	1,738,565	191,015	1,681,406	-	1,681,406	97%	57,159
	SALARIES-OVERTIME	540	-	539	-	539	100%	1
	BENEFITS	709,334	79,078	688,892	-	688,892	97%	20,442
	BOOKS	734,200	-	734,186	-	734,186	100%	14
	OTHER SERVICES	1,810	-	1,809	-	1,809	100%	1
	TRAVEL/CONFERENCE	800	790	790	-	790	99%	10
	CONTINGENCY	35,420	-	-	-	-	0%	35,420
Total		3,220,669	270,884	3,107,623	-	3,107,623	96%	113,046



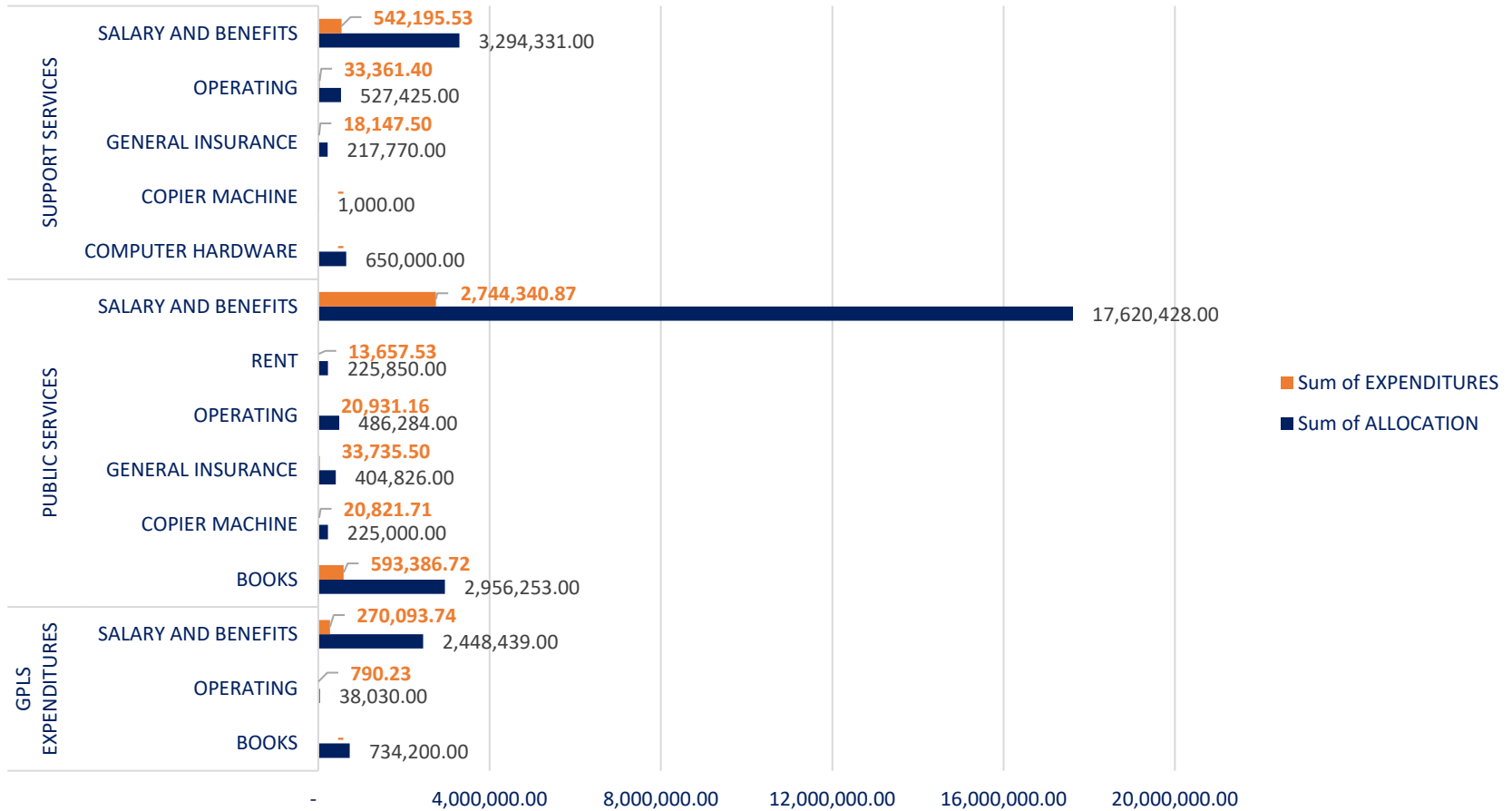
DECEMBER OPERATING EXPENSES BY PROGRAM



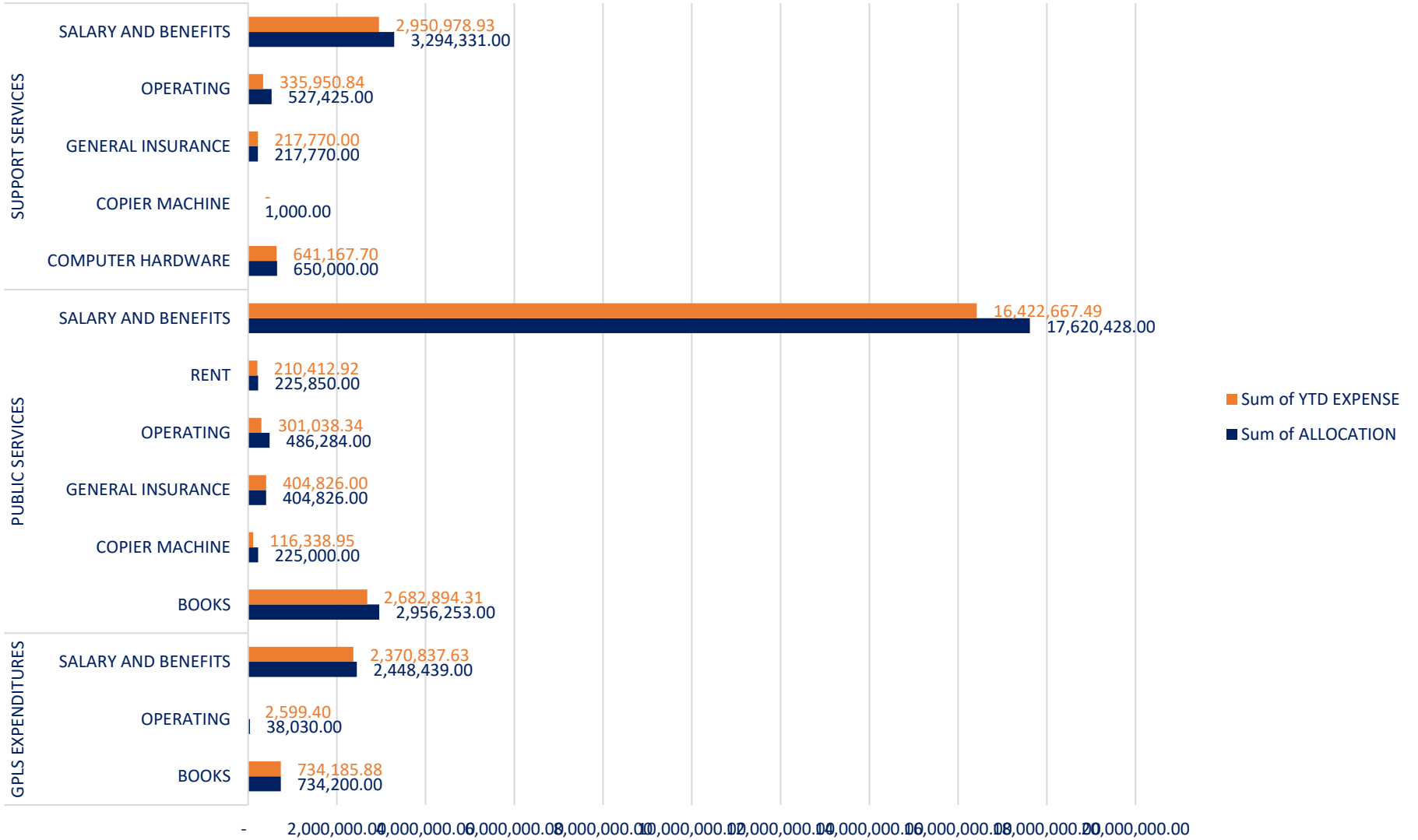
YEAR TO DATE EXPENSES BY PROGRAM



DECEMBER TOTAL EXPENSES BY PROGRAM



GRAND TOTAL EXPENSES BY PROGRAM



Monthly Usage Summary - December 2023

Doc. #24-04

	2023		2022		
Activity and Description	December	YTD	December	YTD	YTD % +/-
Circulation					
Total number of items checked out of the library	150,432	2,227,767	143,063	2,172,082	3%
Holds					
Number of requests by patrons	37,668	551,849	37,401	541,510	2%
Visits					
Number of people entering a library for any reason	114,145	3,385,166	251,994	2,488,059	36%
Computer/Internet Usage					
Number of computer sessions (Internet access and office software)	60,205	850,034	50,559	624,899	36%
Number of hours of computer use	24,152	345,615	19,378	252,073	37%
Web Page Visits					
Number of times people have visited the library's websites	1,053,483	12,746,703	758,600	10,815,352	18%
Web Visitors					
Number of people who visited the library's websites	182,539	2,210,848	146,667	1,692,361	31%
Virtual Circulation					
Number of materials downloaded or streamed	161,849	1,769,666	124,775	1,396,203	27%
Virtual Circulation Users					
Number of people who downloaded or streamed	31,501	357,681	26,443	294,295	22%
Children's programs					
Library sponsored programs offered for children (birth - 12)	207	3208	179	3414	-6%
Number of people attending programs	5666	86762	2706	55959	55%
Teen Programs					
Library sponsored programs offered for teens (13 - 17)	57	609	25	418	46%
Number of people attending programs	494	3941	134	2911	35%
Adult Programs					
Library sponsored programs offered for adults (18 +)	184	3335	164	2618	27%
Number of people attending programs	1,635	43,160	1200	24999	73%
Programs - Total					
Library sponsored programs offered (includes all-ages not counted above)	556	8470	424	7388	15%
Number of people attending programs	10,715	170,386	5,498	102234	67%
Meeting Rooms					
Non-library sponsored meetings or activities scheduled	343	3,831	172	2340	64%
Number of people attending meetings or activities	3,622	58,138	3013	31861	82%

The network connection issues the library experienced in December knocked the footfall counter offline at several branches, so they reported zero traffic for the month. Tickets with biblioteka have been submitted.

Circulation is up 3% over 2022. Program attendance is also up by more than 50%.

Fulton County Library System Circulation Stats - December 2023

AGENCY NAME	ADULT	JUVENILE	Y/A	OTHER	Month-2023 TOTAL	Month-2022 TOTAL	INCREASE/DECREASE	PERCENT CHANGE	YTD 2023 CIRC	YTD 2022 CIRC	INCREASE/DECREASE	PERCENT CHANGE
ADAMS PARK	328	474	19		821	784	37	4.72%	10,444	11,943	-1,499	-12.55%
ADAMSVILLE/COLLIER HEIGHTS	626	506	83		1,215	843	372	44.13%	13,647	13,090	557	4.26%
ALPHARETTA	4,601	11,153	539	6	16,299	16,791	-492	-2.93%	251,058	242,263	8,795	3.63%
BUCKHEAD	3,336	3,803	142	7	7,288	6,715	573	8.53%	109,819	104,630	5,189	4.96%
CLEVELAND AVE	29	1			30	770	-740	-96.10%	5,675	10,511	-4,836	-46.01%
COLLEGE PARK	546	855	57		1,458	1,014	444	43.79%	16,360	16,099	261	1.62%
DOGWOOD	421	188	50		659	1,117	-458	-41.00%	13,693	13,418	275	2.05%
EAST ATLANTA	1,760	2,551	138		4,449	4,194	255	6.08%	67,416	63,574	3,842	6.04%
EAST POINT	210	183	18		411	1,212	-801	-66.09%	20,638	10,486	10,152	96.81%
EAST ROSWELL	3,984	5,149	179	4	9,316	9,035	281	3.11%	144,208	134,891	9,317	6.91%
EVELYN G. LOWERY @ CASCADE	557	767	53		1,377	1,794	-417	-23.24%	23,390	22,123	1,267	5.73%
FAIRBURN	565	719	36		1,320	1,110	210	18.92%	18,194	15,846	2,348	14.82%
GLADYS S. DENNARD @ SOUTH FULTON	972	1,228	89		2,289	1,959	330	16.85%	33,984	30,041	3,943	13.13%
HAPEVILLE	486	721	45		1,252	1,128	124	10.99%	17,923	11,852	6,071	51.22%
JOAN P. GARNER @ PONCE DE LEON	3,696	4,126	181	5	8,008	7,943	65	0.82%	120,560	112,720	7,840	6.96%
KIRKWOOD	1,306	3,227	96	1	4,630	3,772	858	22.75%	61,883	58,598	3,285	5.61%
LOUISE WATLEY @ SOUTHEAST ATLANTA	502	943	137		1,582	1,612	-30	-1.86%	20,586	22,271	-1,685	-7.57%
MARTIN LUTHER KING, JR	405	397	19	1	822	885	-63	-7.12%	11,892	13,988	-2,096	-14.98%
MECHANICSVILLE	226	318	49		593	370	223	60.27%	6,447	5,807	640	11.02%
METROPOLITAN	1,117	2,614	109		3,840	3,355	485	14.46%	54,309	52,117	2,192	4.21%
MILTON	3,573	7,836	358	4	11,771	9,709	2,062	21.24%	165,297	179,325	-14,028	-7.82%
NORTHEAST/SPRUILL OAKS	2,061	5,477	389	5	7,932	8,048	-116	-1.44%	119,736	112,045	7,691	6.86%
NORTHSIDE	2,647	4,393	179		7,219	6,337	882	13.92%	109,501	98,971	10,530	10.64%
NORTHWEST @ SCOTTS CROSSING	997	2,079	116		3,192	2,626	566	21.55%	45,254	39,530	5,724	14.48%
OCEE	4,005	10,127	782	4	14,918	13,409	1,509	11.25%	205,716	200,683	5,033	2.51%
PALMETTO	393	801	44		1,238	1,295	-57	-4.40%	17,122	15,230	1,892	12.42%
PEACHTREE	1,935	1,528	87	5	3,555	3,878	-323	-8.33%	51,147	57,513	-6,366	-11.07%
ROSWELL	4,599	6,285	291	6	11,181	10,994	187	1.70%	171,566	170,412	1,154	0.68%
SANDY SPRINGS	5,792	8,542	327	8	14,669	13,926	743	5.34%	216,987	210,921	6,066	2.88%
WASHINGTON PARK	363	610	74	3	1,050	840	210	25.00%	18,048	14,379	3,669	25.52%
WEST END	490	553	54		1,097	987	110	11.14%	15,648	14,521	1,127	7.76%
WOLFCREEK	856	1,443	95	2	2,396	2,214	182	8.22%	37,963	38,266	-303	-0.79%
BRANCHES TOTAL	53,384	89,597	4,835	61	147,877	140,666	7,211	5.13%	2,196,111	2,118,064	78,047	3.68%
CENTRAL	1,497	872	88	11	2,468	2,141	327	15.27%	30,618	31,839	-1,221	-3.83%
OUTREACH SERVICES					0	6	-6	-100.00%	24	47	-23	-48.94%
AUBURN AVENUE RESEARCH	87				87	250	-163	-65.20%	1,014	22,132	-21,118	-95.42%
SYSTEM TOTAL	54,968	90,469	4,923	72	150,432	143,063	7,369	5.15%	2,227,767	2,172,082	55,685	2.56%

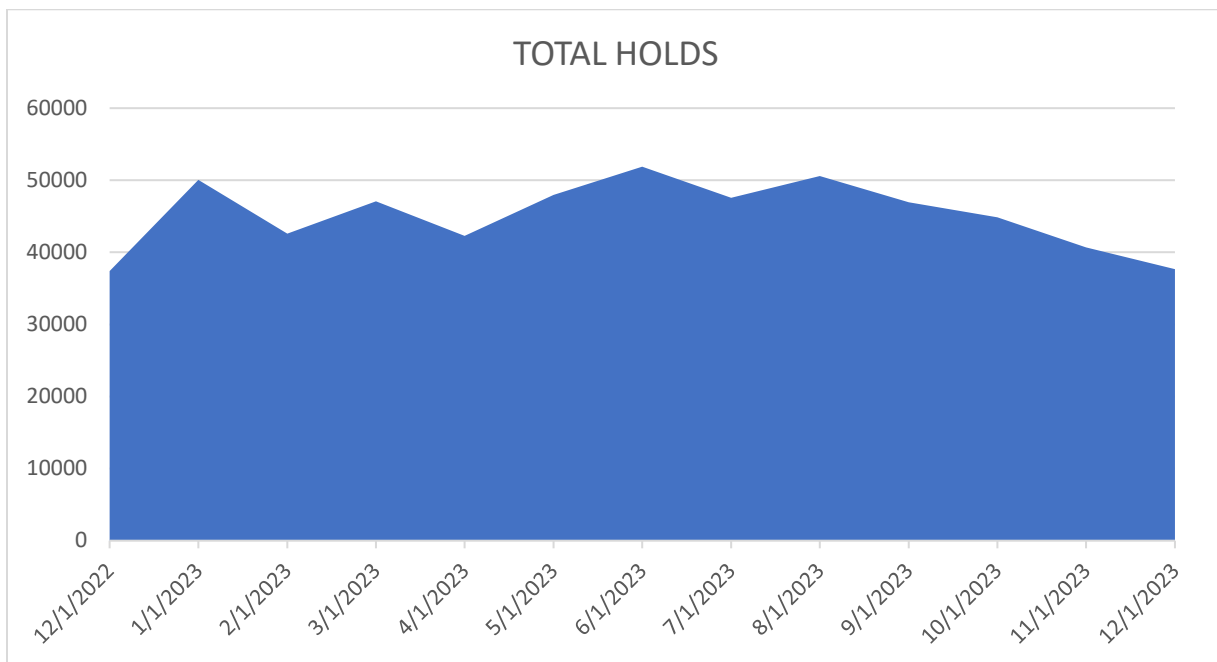
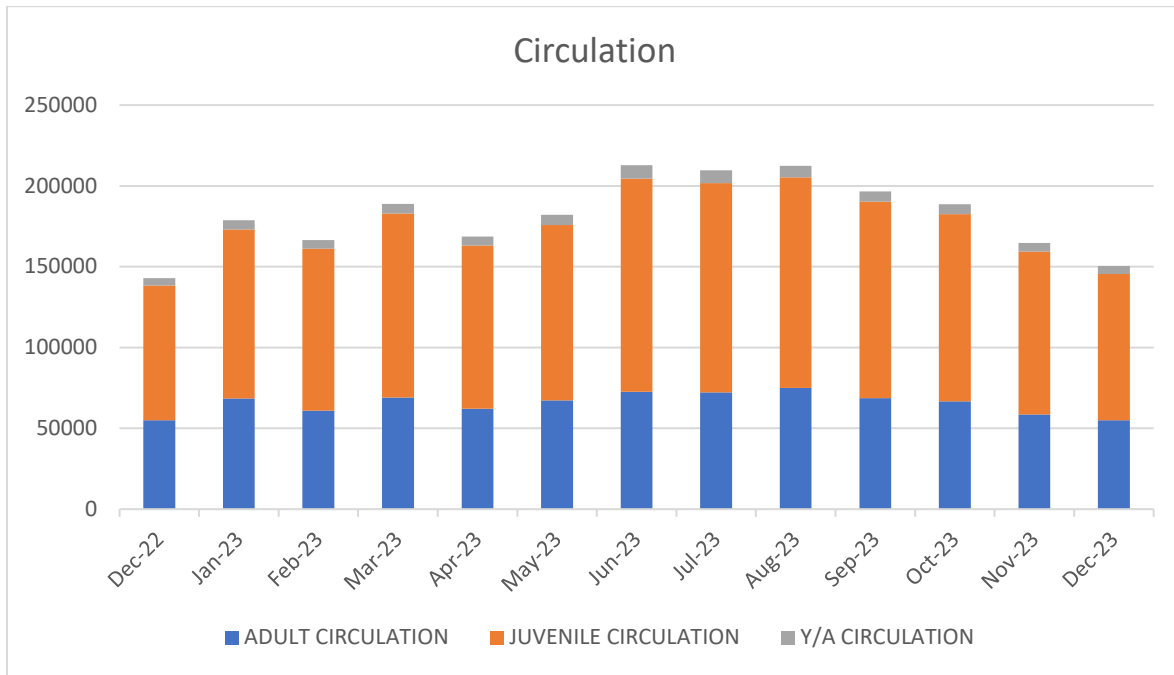
FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE - December 2023

AGENCY NAME	TOTAL CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTERS REGISTRATIONS
ADAMS PARK	821	56	1,764	2,595	5	24	2	18	0
ADAMSVILLE/COLLIER HEIGHTS	1,215	208	2,544	3,783	20	295	4	196	1
ALPHARETTA	16,299	648	1,273	58	29	570	26	422	0
BUCKHEAD	7,288	507	2,169		28	224	17	372	0
CLEVELAND AVE	30	26			0	0			
COLLEGE PARK	1,458	98	3,959	4,047	7	43	0	0	0
DOGWOOD	659	42	848		6	20	1	2	0
EAST ATLANTA	4,449	239	1,163	6,462	3	14	8	119	0
EAST POINT	411	86			1	40			
EAST ROSWELL	9,316	308	561	5,201	27	305	7	38	3
EVELYN G. LOWERY @ CASCADE	1,377	147	1,831	989	12	271	11	318	0
FAIRBURN	1,320	115	718	2,072	10	40			
GLADYS S. DENNARD LIBRARY @ SOUTH FULTON	2,289	169	2,300	3,672	23	406	12	55	0
HAPEVILLE	1,252	49	988	9	7	117	110	0	
JOAN P. GARNER @ PONCE DE LEON	8,008	407	5,040	6,169	17	152	2	5	0
KIRKWOOD	4,630	162	326	3,718	10	261	5	65	0
LOUISE WATLEY LIBRARY @ SOUTHEAST ATLANTA	1,582	37	2,006	849	34	213	9	221	0
MARTIN LUTHER KING, JR	822	82	613	1,546	8	10	9	15	
MECHANICSVILLE	593	31	1,983	1,853	1	0	6	107	1
METROPOLITAN	3,840	107	2,772		18	486	36	315	0
MILTON	11,771	316	338	4,688	38	532	4	67	2
NORTHEAST/SPRUILL OAKS	7,932	189	418	3,802	20	330	4	28	4
NORTHSIDE	7,219	209	540	4,580	9	1,635	6	128	0
NORTHWEST @ SCOTTS CROSSING	3,192	110	1,323	5,015	11	229	4	103	0
OCEE	14,918	397	375	7,585	14	347	4	82	0
PALMETTO	1,238	41	450		6	159	10	160	0
PEACHTREE	3,555	286	707	3,857	27	188	8	60	0
ROSWELL	11,181	468	1,003	8,303	34	539	3	86	1
SANDY SPRINGS	14,669	461	2,679	14,972	50	1,507	4	78	4
WASHINGTON PARK	1,050	32	1,686	2,995	9	112	0	0	3
WEST END	1,097	77	1,470	3,688	12	78	12	125	0
WOLFCREEK	2,396	134	688	4	9	109	17	437	0
BRANCHES TOTAL	147,877	6,244	44,535	102,512	505	9,256	343	3,622	19
CENTRAL	2,468	309	15,634	11,633	48	1,189			
VIRTUAL PROGRAMS					0	0			
OUTREACH VIRTUAL PROGRAMS	0	10			3	270			
AUBURN AVENUE RESEARCH	87	0	36		0	0			
SYSTEM TOTAL	150,432	6,563	60,205	114,145	556	10,715	343	3,622	19

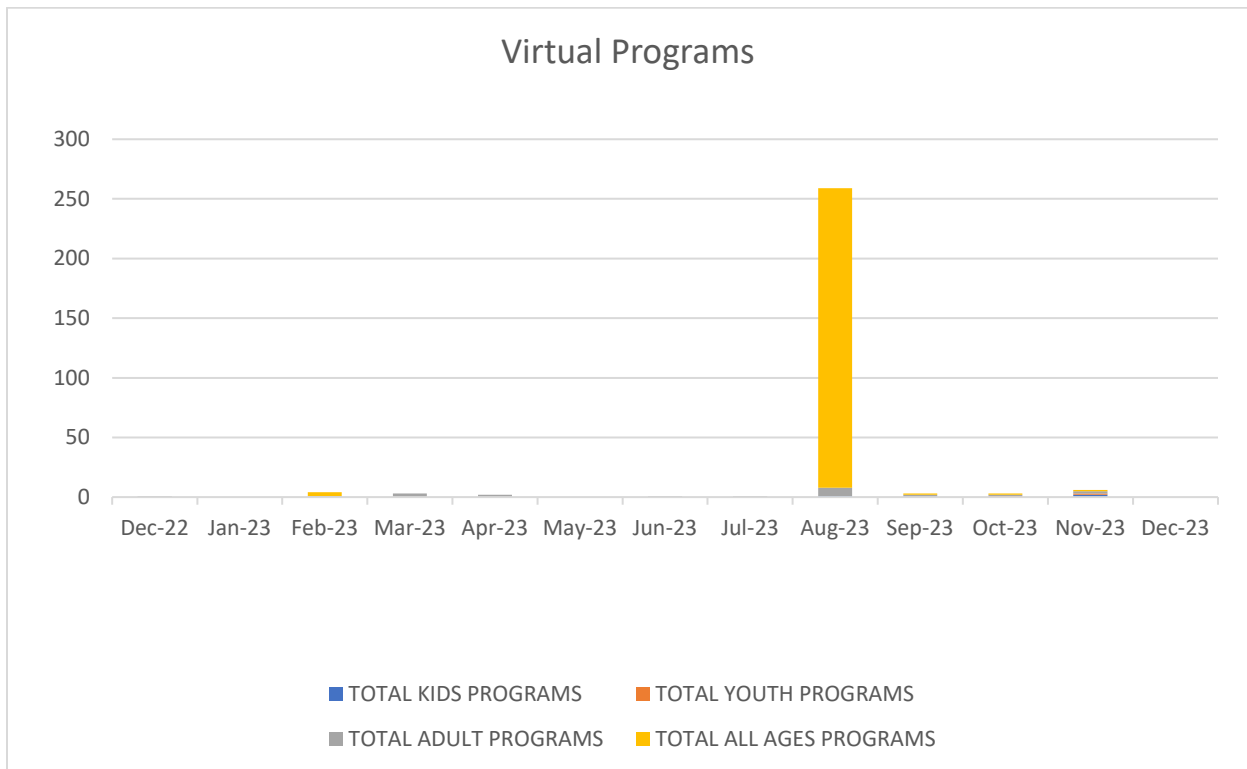
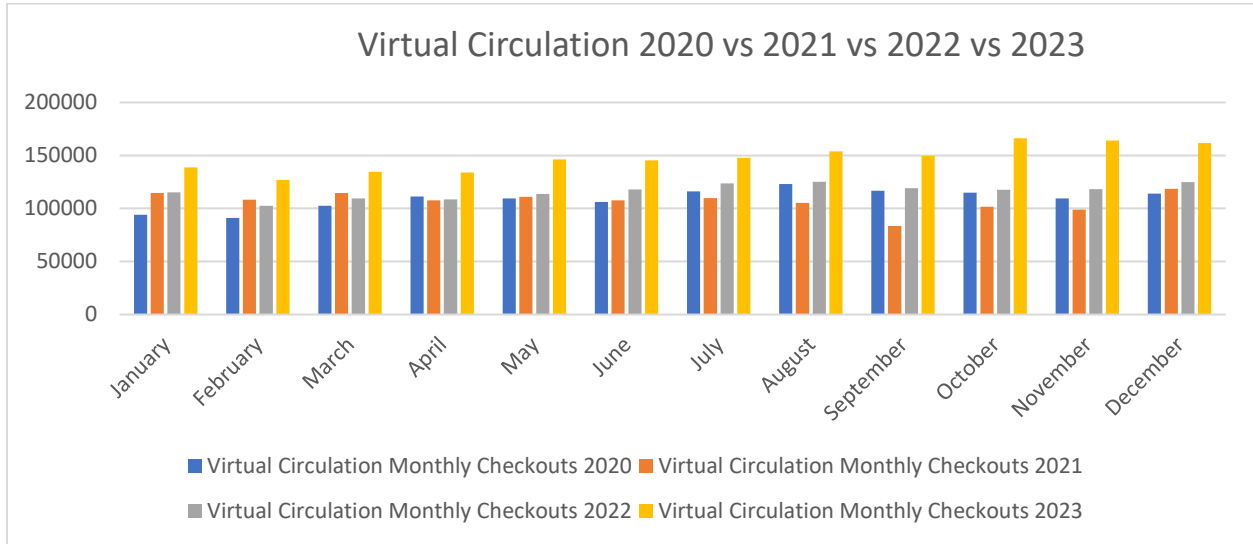
FULTON COUNTY LIBRARY SYSTEM STATS AT A GLANCE - Q4 2023

AGENCY NAME	TOTAL CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER PROGRAMS	PROGRAMS ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	3,008	284	5,872	462,435	13	71	9	133	1
ADAMSVILLE/COLLIER HEIGHTS	3,767	324	8,458	106,468	68	474	8	98	2
ALPHARETTA	63,456	2,505	5,343	43,595	147	4,216	97	1,496	0
BUCKHEAD	29,491	1,972	8,019	27,649	38	1,098	28	770	0
CLEVELAND AVE	350	80	0	0	1	3	0	0	0
COLLEGE PARK	4,561	405	12,270	13,800	40	231	7	65	0
DOGWOOD	3,705	149	3,829	4,524	33	146	0	0	0
EAST ATLANTA	18,320	933	4,610	29,035	3	335	19	229	0
EAST POINT	6,458	501	13,225	22,326	81	658	26	334	1
EAST ROSWELL	37,622	1,378	2,214	19,964	95	1,404	15	155	5
EVELYN G. LOWERY @ CASCADE	6,066	742	7,427	16,193	52	998	53	823	0
FAIRBURN	5,172	663	3,008	9,421	34	306	0	0	0
GLADYS S. DENNARD @ SOUTH FULTON	10,421	873	8,780	20,862	54	1,206	46	396	5
HAPEVILLE	5,416	427	4,396	13,032	43	550	45	497	0
JOAN P. LOWERY @ PONCE DE LEON	32,227	1,702	19,300	23,307	60	715	9	93	0
KIRKWOOD	17,053	742	1,738	14,082	36	1,099	22	235	0
LOUISE WATLEY @ SOUTHEAST ATLANTA	5,416	232	8,392	10,291	132	757	17	156	5
MARTIN LUTHER KING, JR	2,943	292	2,742	6,693	34	117	34	115	0
MECHANICSVILLE	1,840	196	5,006	6,603	14	25	27	398	3
METROPOLITAN	14,591	600	8,044	17,226	69	1,589	143	1,046	0
MILTON	47,507	1,325	2,014	20,110	138	1,942	29	507	11
NORTHEAST/SPRUILL OAKS	30,767	1,020	1,273	15,202	101	1,348	16	247	13
NORTHSIDE	29,542	1,342	2,247	18,913	53	2,846	11	136	0
NORTHWEST @ SCOTTS CROSSING	12,098	522	5,004	13,668	52	849	19	201	5
OCEE	54,618	1,846	1,749	29,071	72	1,694	20	279	0
PALMETTO	4,518	217	1,354	0	8	258	26	526	2
PEACHTREE	13,361	1,154	3,494	17,568	55	399	17	47	0
ROSWELL	45,658	2,059	4,923	34,610	120	1,941	31	443	2
SANDY SPRINGS	59,932	2,498	12,692	62,794	214	3,472	28	310	22
WASHINGTON PARK	5,117	161	7,489	12,832	25	329	12	167	4
WEST END	4,619	326	5,129	12,370	43	351	21	320	0
WOLFCREEK	10,326	815	3,518	187	43	444	55	974	0
BRANCHES TOTAL	589,946	28,285	183,559	1,104,831	1,971	31,871	890	11,369	81
CENTRAL	7,898	1,615	54,618	39,057	270	8,612	0	0	0
VIRTUAL PROGRAMS	0	0	0	0	9	1,039	0	0	0
OUTREACH VIRTUAL PROGRAMS	4	18	0	0	14	763	0	0	0
AUBURN AVENUE RESEARCH	287	9	184	0	3	233	13	806	0
SYSTEM TOTAL	598,135	29,927	238,361	1,143,888	2,267	42,518	903	12,175	81

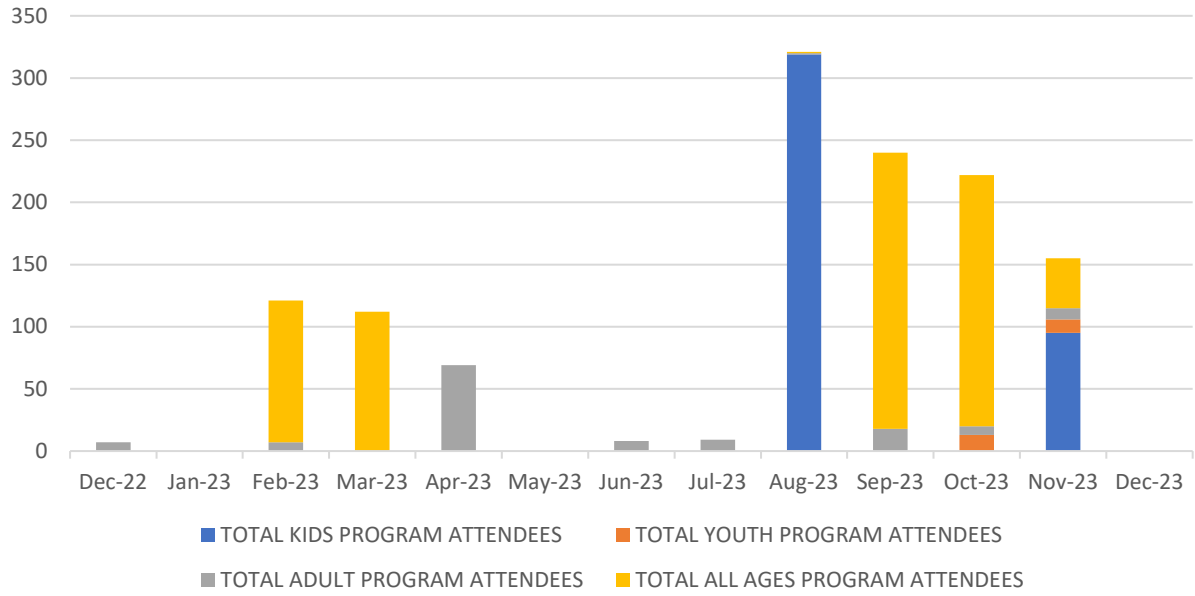
December 2023 Executive Summary – Charts



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



Virtual Program Attendance



Dress Code Policy

Updated: August 2021

Approved:

Part I: Purpose

One of the ways Fulton County Library System employees maintain an excellent reputation among the citizens of Fulton County is by presenting a professional image to the public at all times. To maintain the trust, respect and confidence of our customers, employees are to dress in a manner which will convey a professional and positive image. Employees are expected to dress in a manner appropriate to their responsibilities.

This dress code is not all inclusive. It serves as a guide to dressing for work at the Fulton County Library System. If you are uncertain about what is acceptable attire for a position, please ask a member of your management team.

Part II: Acceptable Attire

The underlying standard for this dress code is “business casual.” Acceptable attire includes, but is not limited to:

Slacks and Pants

Slacks and other business casual or dress pants (such as suit, Capri, crop, khaki) are acceptable. Shorts (any length), spandex or sweatpants/suits are unacceptable. Leggings are acceptable if worn with tops that hang down at least mid-thigh.

Jeans are permitted, if appropriate, for the work environment (couriers, maintenance, non-public service desk), for fundraising purposes, or for special events or outreach, or on casual Fridays. Jeans are not to be torn, frayed, or stained.

Skirts and Dresses

Dresses, suits and skirts that reflect a professional image are acceptable. Dresses and skirts should be at lengths at which you can sit modestly and comfortably in public.

Sun dresses, beach dresses, mini-miniskirts/dresses, spaghetti-strap dresses, and strapless dresses are unacceptable.

Shirts, Tops, Blouses, and Jackets

Dress shirts and blouses, casual shirts and blouses, sweaters, cardigans, turtlenecks, suit or sports jackets, vests and Polo or golf shirts, Fulton County Library System promotional or logo shirts are acceptable.

Any shirt with offensive pictures or words, shirts with advertising/logos (including religious or political messages) are unacceptable.

Shoes

Dress shoes/heels, loafers, flats, sandals, boots, clogs, and walking shoes are acceptable. Closed toe and heel shoes are required in the courier unit.

Flip flops, slippers, and thong-type sandals are unacceptable.

Part III: Personal Appearance and Hygiene

All employees shall dress in clean clothing, free of tears.

Perfume, Cologne, Lotion and Grooming

Perfume, cologne, lotion, and aftershave should be applied in moderation. Employees should be considerate of colleagues who may have sensitivities and allergies to certain fragrances.

Grooming

All employees should present a neat, clean and well-groomed appearance. Clothes should be clean and pressed. Dirty, torn or frayed clothing as well as clothing with words or pictures that are offensive is unacceptable. Hairstyles, beards, moustaches, and sideburns should be well kept.

(optional) ADDED BY CLAUDIA, BASED ON OTHER COUNTY EXAMPLES

Body Art/Tattoos/Brands

Visible body art or tattoos should be suitable for a professional work environment.

The display of any unprofessional or offensive tattoo or brand is prohibited. The list includes, but is not limited to the following:

- Symbols likely to incite a strong negative reaction in any group, such as swastikas;
- Depictions of nudity or violence;
- Sexually explicit or vulgar art, words, phrases or profane language;
- Initials or acronyms that represent criminal or historically oppressive organizations, such as street gangs, SS, and KKK.
- Tattoos or branding on the face, head, neck, and scalp should be covered.

Hats and Head Covering

Hats, caps, and bandanas are not appropriate for the workplace. Head coverings required for medical, religious or cultural traditions are permitted.

Casual Friday, Saturday and Sunday

Jeans, as described in section "Slacks and Pants" are acceptable on Friday, Saturday, and Sunday. However, staff members conducting or attending outreach events, programs, meetings, trainings, and other events outside the Library on these days must wear professional, business attire. Library t-shirts or other tops as described in section "Shirts, Tops, Blouses, and Jackets" can be worn.

Part IV: EXCEPTIONS

Exceptions to these guidelines include the following or similar circumstances:

- Uniformed personnel
- Special occasions designated by the Department Director or designee
- Employees relocating offices, or performing other atypical or unusual job duties
- These guidelines establish minimum standards normally applicable. They will be reasonably applied in order to accommodate the various situations not susceptible to enumeration.

If an employee fails to meet the guidelines established, the supervisor will discuss the inappropriate attire with the employee. If needed, the supervisor may send the employee home to change. If the problem continues, the supervisor will follow the progressive disciplinary procedures.

Arbitration of definitions and intent of this policy will be made by the Director.

Fulton County Library System

CODE OF CONDUCT POLICY

SECTION 1. INTENT This code of conduct and the rules contained herein shall apply to patrons visiting all branches of the Fulton County Library System, including the Central Branch. Library patrons are expected to be engaged in activities associated with the appropriate use of public libraries while in any of the facilities, including reading, studying, using library materials and computers, and participating in library programs.

In order to ensure public safety and security and to provide a suitable environment for appropriate library use, the Fulton County Library System will require compliance with all state and local laws. Unlawful behavior will be reported to the police immediately and arrest may result. Violation of this Code of Conduct may result in the violator being banned from all Fulton County libraries for six months, one year, or permanently.

SECTION 2. PERMISSIBLE ACTIVITIES

Patrons are welcome to:

- (a)** Ask questions of staff and receive needed information in the library
- (b)** Borrow materials by using a library card through FCLS established lending procedures
- (c)** Bring children and teens to the library for materials and programs
- (d)** Comply with House Bill 60, the Safe Carry Protection Act of 2014, when visiting libraries
- (e)** Use the materials in all public areas of the library, under the following conditions: The Fulton County Public Library System is committed to ensuring the safety of all of its patrons, with a special emphasis on the safety of children in our libraries. For that reason, the materials, services, and equipment in the children's areas are intended primarily for the use of children, their parents and/or caregivers. Others needing to access materials or services specific to the children's area do so with the understanding that the library staff will determine whether or not a particular use or activity is appropriate in the children's area. Thus, patrons may be asked to use alternative areas of the library, at the discretion of the library manager or designee.
- (f)** Read, study, type, and write while using library materials

(g) Read materials held behind the desk or other off-site locations to maintain their availability and reading access for all interested patrons, who will be required to provide a valid piece of identification which will be held behind the desk until the item(s) is(are) returned

(h) Register for and use free library computers

(i) Speak quietly whenever in the library and whenever on cell phones, which should be used for calls only near restrooms and lobby areas

SECTION 3. PROHIBITED ACTIVITIES WHICH ARE CRIMINAL

Patrons are prohibited from:

3.1 Engaging in any criminal or unlawful behavior on library premises, or using any library property such as facilities, technology, or printed or digital materials to engage in such behavior, including but not limited to the following actions:

3.2 Engaging in nudity, sexual acts, or behavior, using profane language, or entering the library without proper attire. Proper attire is wearing apparel in conformance with the standards of the community for public places and includes wearing shirt and shoes and having clothing properly fastened. Indecent exposure is prohibited but this shall not prohibit the breastfeeding of a child in public which is permitted by OCGA Section 31-1-9

3.3 Bringing a weapon into any library unless explicitly authorized by law; box cutters, knives, machetes, scissors, razors, and shaving razors are prohibited

3.4 Changing clothes or washing clothes, bathing, or shaving in public restrooms, spending a prolonged length of time in, or misusing public restrooms, damaging the function of restroom fixtures, or damaging the fixtures themselves

3.5 Consuming or possessing alcohol or illegal drugs or to be intoxicated or under the influence of alcohol or illegal drugs on library premises. However, this shall not include consuming alcohol at a library-sanctioned event.

3.6 Damaging, defacing, or destroying the inside or outside of any library structure, or damaging, defacing, or destroying, stealing, or intentionally tampering with any library property, patron's property, or library staff's property

3.7 Stalking, following, or prolonged staring that could reasonably be expected to annoy, disturb, or intimidate patrons or staff

3.8 Harassing staff, employees or officials of Fulton County, volunteers, or Library Trustees in person, by telephone, by U.S. Mail or email, or otherwise violating OCGA Section 16-11-39.1, Harassing Communications

3.9 Engaging in any physically intimidating or assaultive behavior or making any threats of violence or unlawful activities. The Library System has a policy of zero tolerance for threats and acts of violence. Any person engaging in such behaviors will be required to leave the library immediately.

3.10 Committing criminal trespass by refusing to leave the library after being asked to do so by staff

SECTION 4. OTHER PROHIBITED ACTIVITIES

4.1 Bringing animals or pets into the library except housebroken service animals that have been individually trained to do work or perform tasks directly related to the owners' disability is prohibited. A: As provided in the ADA, only housebroken dogs and housebroken miniature horses may qualify as service animals. The ADA also defines miniature horses as generally ranging in height from 24 inches to 34 inches to the shoulder and weighing 70 to 100 pounds. Such service animals must be under the control of their handlers at all times. A service animal may be removed if the animal is out of control and the animal's handler fails to gain control of the animal. Animals whose function is to provide comfort or emotional support, do not qualify as service animals under the ADA, and therefore are prohibited from being brought into the library. A miniature horse may also be removed from a particular location in a library if it is determined that the facility or area cannot accommodate the miniature horse's type, size, and weight; or the miniature horse's presence compromises legitimate safety requirements necessary for safe operation of the facility. Animals authorized to be part of library-sponsored program are not subject to this prohibition.

4.2 Bringing infested personal items into the library

4.3 Bringing into the library personal items that do not fit comfortably under your chair, including bedrolls, blankets, frame backpacks and suitcases (*a maximum of two bags will be permitted, each measuring no more than 12"X 24"*)

4.4 Bringing large duffle bags, shopping carts, wagons, wheeled carts, and plastic bags larger than standard grocery bags into the library

4.5 Consuming food or carrying open food or beverage containers except in lobby vending areas or areas designated for such activity

- 4.6 Displaying disruptive behavior so as to disturb other patrons
- 4.7 Distributing or posting printed materials or literature not approved by library staff
- 4.8 Entering staff areas, offices, or supply areas unaccompanied by staff
- 4.9 Neglecting bathing hygiene to the extent that such neglect constitutes a nuisance to others
- 4.10 Interfering with another person's use of the library or with the library staff's performance of duties
- 4.11 Leaving a child under nine years of age *unattended* in the library; however, children between the ages of 9-13 cannot be unattended for more than 2 hours (Caregivers must be at least 14 years of age.)
- 4.12 Leaving a child or young adult under the age of 17 at the library *after closing time*; *Remaining* in the library after closing time
- 4.13 Leaving personal items unattended (Library staff are not responsible for the personal items of the public)
- 4.14 Loitering in any area of the library and/or on library premises
- 4.15 Monopolizing library equipment, materials, facilities, outlets, or spaces such that other patrons and staff are unable to use them; no more than two outlets may be used at a time
- 4.16 Obstructing library entrances or exits
- 4.17 Panhandling, selling, or soliciting for services, money, or items
- 4.18 Playing cards or games of any kind unless part of a FCLS sponsored or approved program
- 4.19 Unapproved arranging or disarranging library furniture or using furniture in ways not intended or for unapproved purposes
- 4.20 Riding wheeled devices such as scooters and skateboards anywhere inside or outside of library property; they must be carried
- 4.21 Sleeping in the library
- 4.22 Smoking, vaping, using e-cigarettes or using tobacco products of any kind
- 4.23 Speaking loudly on cell phones or allowing a cell phone to ring excessively or repeatedly in the library
- 4.24 Taking library materials into the restrooms or removing library materials from the premises without authorization through FCLS established lending procedures
- 4.25 Taking videos and/or photos of minors without the permission of their parent or guardian, taking videos and/or photos of any patron over said

patron's objection, or using cell phones, computers, or audio equipment that produce excessive noise or constitutes harassing behavior

4.26 Using a wheelchair, walker, or stroller to transport items or personal belongings unless such apparatus is needed because of a child or disability

4.27 Violating the directives listed in the Meeting Room Policy and/or Internet Use Policy

SECTION 5. BANNING PROCEDURE

Failure to comply with this Code of Conduct may result in an individual being banned from one or multiple Fulton County libraries. Either repeated misconduct incidents or one single severe offense may result in individuals being banned from the library.

Notwithstanding an effective ban, any conduct that threatens the life or safety of any person or that is damaging to library property, equipment or facilities may result in immediate expulsion from the library premises by staff. Staff will call the police for illegal behavior or when an individual refuses to leave when told by staff to do so.

The following process shall be followed when an individual is being banned from one or more library locations:

- (1) **Ban Letter Issued** A written letter from the Library Director or his or her designee will be sent by U.S. Certified Mail to the FCLS's last known address of the individual, notifying the individual that he or she is banned from one or more libraries of the Fulton County Library System. The ban letter will indicate the reasons for the ban, the effective date of the ban, which will be effective immediately, the length of the ban, and the process for filing an appeal. If FCLS has no address for the recipient of the ban letter, the ban letter and other notices regarding the ban will be delivered by other means such as email or posted on the library premises.
- (2) **Branch Managers Notified; Director Either Agrees with Ban, Modifies Ban or Rescinds Ban** A copy of the ban notice will be emailed to the Library Director, all branch managers, and group administrators to notify them of the ban, including a description of the underlying behavior, the name and a physical description of the banned individual, and the time period of the ban. This notification should be provided on or prior to the effective date of the ban. If the Library Director agrees with the reasons for the ban and the length

of the ban, then the Director shall take no further action. If, after consultation with staff, the Director deems it appropriate to rescind or modify the terms of the ban, the Director shall notify the banned individual in writing, as well as all branch managers and group administrators. The Director shall also notify the banned individual in writing of the process for appealing a modified ban. The ban shall remain in effect during the appeal process.

- (3) **Alternative Juvenile Banning Procedure with Discretionary Restricted Library Use for Juveniles:** As an alternative to banning a juvenile, a branch manager and a staff member may restrict a juvenile from use of a specified library site without their parent or guardian present for a period of 30 days for the first offense and 90 days for a second offense. The juvenile whose library use is restricted may use the library during the specified period only when the juvenile is accompanied by their parent or guardian who is not banned. The juvenile's parent or guardian must be notified of the restriction in writing by U.S. Certified Mail. Failure to abide by the restriction may lead to banning of the juvenile from all library premises.

SECTION 6. BANNING PENALTIES

6.1 WARNING A warning will be given for up to three violations of Section 4 which do not involve public safety or damage to property. A record shall be kept in the office of the Library Director or in a central location as determined by the Library Director of all such warnings issued.

6.2 Banned for Six Months A 6-month ban shall be imposed for:

- (a) the third violation of Section 4, Other Prohibited Activities, whether the three violations occurred on the same day or over a period of time: or
- (b) any Section 4 violation which involves public safety or damage to property: or
- (c) a single criminal violation of Section 3, Prohibited Activities Which Are Criminal

6.3 Banned for One Year or A Permanent Ban shall be imposed for:

- (a) any serious violation or violations in Section 3 which relate to public safety and security; or
- (b) multiple violations of Section 4

SECTION 7. APPEAL PROCESS FOR BEING BANNED FROM LIBRARIES

(1) Notice of Appeal

The banned patron (appellant) may appeal a ban by sending a written notice of appeal to the Fulton County Library System Board of Trustees (Library Board) within 10 days after the effective date of the ban. A copy of the written notice shall also be sent by the appellant to both the Library Director and the Chair of the Library Board, in care of Fulton County Library System, One Margaret Mitchell Square, Atlanta, GA 30303. If a modification of the ban by the Library Director does not resolve the appeal, the Library Board shall hold a hearing on the appeal at whichever of its next regularly scheduled meetings is at least 10 days following the Library Board Chair's receipt of the Notice of Appeal. Postponement of the hearing shall be granted within the discretion of the Library Board Chair for good cause only.

(2) Hearing

The hearing shall be presided over by the Chair of the Library Board and shall conclude after a reasonable amount of time as determined by the Chair of the Library Board. The appellant may present documentary information and verbal statements for the Library Board's consideration. The hearing shall be administrative in nature and strict rules of evidence shall not apply. The proceedings shall be recorded by the Library Board's official reporter.

(3) Decision

Within 30 days of the completion of the hearing, the Library Board shall issue a written recommendation to the Library Director as to whether the ban should remain, be modified, or reversed. The Library Director shall have the power to affirm the original decision to ban the appellant or follow the recommendation of the Library Board. The Library Director shall notify the Library Board in writing of the final decision within 14 days of their receipt of the Library Board's recommendation, but if the Library Director rejects the recommendation of the Library Board, s/he must include an explanation for the rejection with the notification to the Library Board. The Library Director's decision to affirm and/or follow the recommendation of the Library Board shall be final and notice of the

same shall be provided to the appellant, branch managers and group administrators.

Approved at the October 25, 2023, BOT meeting

A handwritten signature in blue ink, appearing to read "Priscilla Borders", written over a horizontal line.

Priscilla Borders, Chair, Fulton County
Library Board of Trustees



Fulton County Library System

REVISED 2024 HOLIDAY/CLOSING CALENDAR

DATE	DAY OF THE WEEK	HOLIDAY	DESCRIPTION
December 31, 2023	Sunday	New Year's Day Holiday	Holiday – Library Closed
January 1, 2024	Monday	New Year's Day Holiday	Holiday – Library Closed (Fulton County Closed)
January 15, 2024	Monday	Martin Luther King, Jr.	Holiday – Library Closed (Fulton County Closed)
February 19, 2024	Monday	President's Day	Holiday – Library Closed (Fulton County Closed)
March 31, 2024	Sunday	Easter	Holiday – Library Closed
May 27, 2024	Monday	Memorial Day	Holiday – Library Closed (Fulton County Closed)
June 19, 2024	Wednesday	Juneteenth Day	Holiday – Library Closed (Fulton County Closed)
July 4, 2024	Thursday	Independence Day	Holiday – Library Closed (Fulton County Closed)
September 2, 2024	Monday	Labor Day	Holiday – Library Closed (Fulton County Closed)
October 14, 2024	Monday	Staff Development Day	Library Closed Columbus Day
November 11, 2024	Monday	Veterans Day	Holiday – Library Closed (Fulton County Closed)
November 27, 2024	Wednesday	Thanksgiving Holiday	Library Closes at 6:00 p.m.
November 28, 2024	Thursday	Thanksgiving Day Holiday	Holiday – Library Closed (Fulton County Closed)
November 29, 2024	Friday	Thanksgiving Holiday	Holiday – Library Closed (Fulton County Closed)
December 24, 2024	Tuesday	Christmas Eve	Holiday – Library Closed (Fulton County Closed)
December 25, 2024	Wednesday	Christmas Day Holiday	Holiday – Library Closed (Fulton County Closed)
December 31, 2024	Tuesday	New Year's Eve	Holiday – Library Closed (Fulton County Closed)
January 1, 2025	Wednesday	New Year's Day Holiday	Holiday – Library Closed (Fulton County Closed)