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BOARD OF TRUSTEES

MEETING INFORMATION PACKET

FEBRUARY 28, 2018

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FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES REGULAR MEETING
FEBRUARY 28, 2018



atlanta-fulton public library system

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**Revised
Atlanta-Fulton Public Library System
Board of Trustees Meeting
Central Library, 6th Floor
February 28, 2018 – 4:00 p.m.**

AGENDA

- I. Adoption of Agenda* Doc. #18-07
- II. Approval of Verbatim Minutes from Regular Meeting of January 24, 2018* Doc. #18-06
- III. Swearing In Ceremony – Tonya Grier, Interim Clerk to the Commission
- IV. Chairman's Report
- V. Director's Reports Doc. #18-11
 - Library Bond Program – Update
 - A. Monthly Financial Report Doc. #18-09
 - B. Monthly Usage Summary Doc. #18-10
- VI. Old Business
 - A.
- VII. New Business
 - A. Agenda Review
- VIII. Executive Session
 - A. Real Estate
- IX. Adjournment

*Action is anticipated on this item.

Doc. #18-06



ATLANTA-FULTON PUBLIC LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

JANUARY 24, 2018 – 4:00 P.M.

CENTRAL LIBRARY – 6th FLOOR BOARD ROOM

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Board of Trustees Meeting, 24 January 2018



Members Present

Bailey, Phyllis D., Vice Chairman
Borders, Patricia
Joyner, D. Chip
Kaplan, Paul, Chairman
Piontek, Joe
Taylor, Josh

Absent:

Burke, Jamilica
Claxton, Zenobia – Assistant to Director’s Office

Also In Attendance

Collins, Al – Assistant Director Building Engineering Library Projects
Holloman, Gayle H. – Division Manager
Morley, Dr. Gabriel – Executive Director
Rafferty, Paula – County Attorney

Visitors Present

[No Visitors Present]

Chairman Paul Kaplan called the meeting to order at 4:00 p.m. at the Atlanta-Fulton Public Library System.

Transcript Legend

| | |
|------------|--|
| -- | Break in speech continuity |
| (sic) | Exactly as said |
| (phonetic) | Exact spelling unknown |
| ** | Inaudible |
| | Quoted material is typed as spoken. |
| . . . | Trailing in thought. Incomplete sentence |

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(MEETING BEGAN AT 4:00 P.M.)

CALL TO ORDER

CHAIRMAN PAUL KAPLAN: This is the Board of Trustees meeting, January 24, 2018 at 4:00. First of all, happy holidays, happy New Year everybody. I haven't really seen anybody in quite a while, since November actually. And so we have quite a few things to go through over here.

18-01 ADOPTION OF THE AGENDA

CHAIRMAN PAUL KAPLAN: First thing is the Adoption of the Agenda. Now, there's a couple of items that I think can go under the Director's Report on the Library Bond Program. One was the renovation process, how it works from the beginning, the Public Meetings and so on. Josh brought that up. I want to talk to you, Gabe, if you can talk a little bit about that, and also the final review as far as going to the BOC as far as the branches that are being renovated.

The only thing in here that I think -- I don't know if you're ready to talk about it now or it should be done in an Executive Session -- there are some -- the budget, library to be renovated. And there are some RFPs out right now. I am not going to talk about the budget for the library itself, except in the Executive Session. Is that something you can talk about now, Gabe, or you want to -- tell me.

DR. GABRIEL MORLEY: I don't have --

CHAIRMAN PAUL KAPLAN: I don't want to put anything out in the open where that the contractor knows what we're talking about, how much the...

DR. GABRIEL MORLEY: I mean, we could do it in Executive Session if we had the figures, but Al has all that -- those individual dollar amounts you mean?

CHAIRMAN PAUL KAPLAN: Right. Yeah.

DR. GABRIEL MORLEY: Look, Al's here, so we could --

CHAIRMAN PAUL KAPLAN: Hey, Al.

MR. AL COLLINS: Hi.

DR. GABRIEL MORLEY: Do you have the individual dollar amounts for which projects? I guess just Group I and Central, huh? We don't know --

CHAIRMAN PAUL KAPLAN: The other ones we don't have.

DR. GABRIEL MORLEY: The other ones set, Group II, Group III.

MR. AL COLLINS: I don't have that information with me. Do you -- I mean do we need to...

CHAIRMAN PAUL KAPLAN: Well, we were going to do it on a Executive Session because I don't want those figures out. We have RFPs out there still, and I don't want a contractor

starting to see what the figures -- oh, look what they got here, geez. You tell me now if you're ready for that.

DR. GABRIEL MORLEY: Well, we know Central's fifty million.

MR. AL COLLINS: Central, yeah, we know Central's is right there on budget, but the others -- I would need a little bit of time. I can send that to you, but it would --

CHAIRMAN PAUL KAPLAN: It wouldn't be for publication.

MR. AL COLLINS: I would -- yeah.

MR. JOSH TAYLOR: That'd be fine.

CHAIRMAN PAUL KAPLAN: Is that all right?

MR. JOSH TAYLOR: Yeah.

CHAIRMAN PAUL KAPLAN: And just so the board knows, it wouldn't be for public -- make sure you put it down there -- it's not for public record.

MR. AL COLLINS: I can do that.

CHAIRMAN PAUL KAPLAN: Okay. We'll do it that way.

MR. JOSH TAYLOR: Paul, while we're on that subject --

CHAIRMAN PAUL KAPLAN: Sure. Go ahead.

MR. JOSH TAYLOR: Do we have the initial budget plans for the, you know, other than Group I and Central, do we have an overall budget for each library that we're looking at for renovation? I thought we did.

CHAIRMAN PAUL KAPLAN: Not all of them.

DR. GABRIEL MORLEY: What was --

CHAIRMAN PAUL KAPLAN: He's talking about all the libraries -- all the rest -- besides Group I, he's talking about all the rest of the groups; Group II, III.

DR. GABRIEL MORLEY: No, I don't think they're -- I don't think they're parceled out. I mean, like for Group II you just have a like a twelve million three hundred and forty something thousand, because we don't even know what the scope will be on any of them.

MR. AL COLLINS: We have not started on Group III. That's out for rebid at this time.

DR. GABRIEL MORLEY: Yes.

MR. AL COLLINS: Group Two, we just had a Kickoff Meeting earlier today.

CHAIRMAN PAUL KAPLAN: Right.

MR. AL COLLINS: So they may need an opportunity to get in and start looking at it and see what the budgets for the libraries individually will be. So we gave them a lump sum, twelve million six in change to start that Group II. Group IV we're still pricing, so we'll -- we're strongly in the, you know, in the game on all of them. Group I is the furthest along.

CHAIRMAN PAUL KAPLAN: So basically you have higher prices for

Group I?

MR. AL COLLINS: We have estimates.

CHAIRMAN PAUL KAPLAN: Estimates, okay.

MR. AL COLLINS: Schematic estimates -- schematic design estimates. So, once again, we're still early in the design process, schematic design being one of the first stages of the design, but we've got a schematic design estimate.

MR. JOE PIONTEK: But of the block of money that you've allocated, you have -- you know what you're spending on each one of those libraries?

MR. AL COLLINS: Each one of those Group I libraries.

MR. JOE PIONTEK: And that's what the --

MR. AL COLLINS: Yeah.

CHAIRMAN PAUL KAPLAN: Right.

MR. JOE PIONTEK: -- that's what you're -- got you.

CHAIRMAN PAUL KAPLAN: That you'll send to us then?

MR. AL COLLINS: Yes, I will.

CHAIRMAN PAUL KAPLAN: All right. The other thing - so you'll talk about the BOC. You'll talk about how we're going about with the Public Meetings and so on. You're going to discuss that. Okay. The only other thing here is that Josh broke down here certain things he'd like to see each meeting -- interest in him. And do I understand you're ready to talk about staffing. Is that something you can talk about?

DR. GABRIEL MORLEY: Yes. We have some of those numbers that we did last week or two weeks ago, sometime.

CHAIRMAN PAUL KAPLAN: Can we talk -- shall we put that under New Business?

DR. GABRIEL MORLEY: I can do it in my report.

CHAIRMAN PAUL KAPLAN: Huh?

DR. GABRIEL MORLEY: I can just do it in my report.

CHAIRMAN PAUL KAPLAN: You'll do it in your report?

DR. GABRIEL MORLEY: I can.

CHAIRMAN PAUL KAPLAN: Okay. All right.

MR. JOSH TAYLOR: I guess my question is to the other Board Members, are there topics that you would find interesting for us to discuss in a little bit more depth than we are able to cover in a typical monthly meeting? That's why I listed several things that I thought would be worth doing. It's part of educating us so we can hopefully better communicate with our Commissioners and better communicate with our public when we meet with them.

MR. JOE PIONTEK: I didn't feel that I know enough to put anything on that list yet, Josh, so --

MR. JOSH TAYLOR: Okay. All right.

CHAIRMAN PAUL KAPLAN: And we'll have a -- we'll have a -- probably -- well, just so everybody knows that -- it's not official yet, but Jamilica Burke has resigned from the Board. She took on several other positions and she just cannot devote any time here. And there'll be an official letter from her as soon as they ask her Commissioner -- notifies her Commissioner, talks to him directly, and we'll go from here. So is there any other additional Adoption to the Agenda? If not, can I hear an Adoption to the Agenda?

MOTION

MR. JOSH TAYLOR: So moved.

CHAIRMAN PAUL KAPLAN: Moved. Is there a second?

MRS. PRISCILLA BORDERS: Second.

CHAIRMAN PAUL KAPLAN: Any other additions or corrections? If not, all those in favor say aye.
(Whereupon, all said aye.)

CHAIRMAN PAUL KAPLAN: Any other discussion? All those in favor say aye.
(Whereupon, all said aye.)

17-67 APPROVAL OF THE VERBATIM MINUTES FOR NOVEMBER 15, 2017

CHAIRMAN PAUL KAPLAN: Approval of the Verbatim Minutes for November 15, 2017. If everybody has read it, do I hear a motion to accept?

MOTION

MRS. PHYLLIS D. BAILEY: Mr. Chairman, I move that the verbatim minutes be accepted as presented.

CHAIRMAN PAUL KAPLAN: It's been moved. Is there a second?

MR. JOE PIONTEK: I'll second.

CHAIRMAN PAUL KAPLAN: Any discussion? Any changes? If not, all those in favor say aye.
(Whereupon, all said aye.)

CHAIRMAN PAUL KAPLAN: Opposed? None.

CHAIRMAN'S REPORT

CHAIRMAN PAUL KAPLAN: Part of most of my Chairman's Report is going to be talking about renovation pretty much with Dr. Morley. But there is one thing I want to bring out. I did talk about in November concerning Collection Agency. So I had all the information. I found the name of the company. I'm going to turn all this over to -- I'm looking at Gayle, but I'll turn it over to Dr. Morley since he's right next to me. I'll just hand it over to him. It's a Collection Agency that deals only with libraries. This has a whole division of libraries. Right now, they're in five countries. They have -- you probably know their ALA corporate member. It's called Unique Library Division. And they do collections. They do not charge for it.

They get a percentage of it. It depends upon how the collection is. There's a graduation. If it's real easy, it's fifty-fifty. They get fifty percent of whatever they collect; we get fifty. It goes in graduations. But with the -- sometimes they have to send letters out; sometimes they don't.

But what I'll do is -- and I don't know how much we're talking about. Last meeting when we talked, I was asking, how much money do we have in outstanding collection from people who don't pay?

DR. GABRIEL MORLEY: Total fines and fees is probably around a million. But it -- I mean, it can fluctuate.

CHAIRMAN PAUL KAPLAN: It can fluctuate.

MR. JOSH TAYLOR: Wow.

DR. GABRIEL MORLEY: And that's -- that's --

CHAIRMAN PAUL KAPLAN: Oh, no. You'd be surprised.

DR. GABRIEL MORLEY: But that's accumulated from whenever you got SIRSI. I don't know. Gayle was probably the only one in the room here. I mean, has that been fifteen years?

MRS. GAYLE H. HOLLOMAN: Before that, so maybe close to seventeen or eighteen.

DR. GABRIEL MORLEY: That's what I mean. So that's added up over seventeen years. And, I mean, one person could come in tomorrow and pay five hundred bucks, and, you know, if ten people do that -- that's why -- CNN did a story a while back on that, and that's what we try to tell them. The number doesn't tally every year; it's cumulative --

CHAIRMAN PAUL KAPLAN: It's cumulative, right.

DR. GABRIEL MORLEY: -- for the lifetime, so...

MR. JOE PIONTEK: Wasn't there some statutory problem of doing it at all?

DR. GABRIEL MORLEY: No. The County went through a process. When I talked to Sharon, she said the County went through a process a couple of years ago and specifically excluded the library. They didn't want to aggravate people and pressure people. And in some cases, truly, the late fees are not anything we counted on. You know, it's just a penalty, so they never pursued it from the County perspective. And she sort of acted like it wasn't as lucrative as they had hoped with what the County was doing. But I don't know specifically, you know, what they were trying to recoup from the County.

CHAIRMAN PAUL KAPLAN: Well, I'll turn this over to you. This is the pamphlet. I put a phone number up above it. You can certainly give them a call whenever you want to do it, and you'll find out more information. I didn't want to call for

you, but I'll let you guys do the phone call for that, see what you need to do.

MR. JOSH TAYLOR: Do we need a motion that we would like to see a report on this?

CHAIRMAN PAUL KAPLAN: No, I don't need a motion. I just need a report back.

MR. JOSH TAYLOR: Okay.

MRS. GAYLE H. HOLLOMAN: We had Unique Management before. I don't know if it's been renamed or something.

CHAIRMAN PAUL KAPLAN: It might have been -- it's been around for a long time and --

MRS. GAYLE H. HOLLOMAN: Right. Well, we used the Unique Management, but we were paying.

CHAIRMAN PAUL KAPLAN: They've changed. Apparently, there's enough money in this business to keep them going, but they're in five countries. They're all over the -- they have a lot of clients. I forgot the -- what it said -- they had close to, I want to say nine thousand -- nineteen thousand clients. There's a lot. So something to look at.

MR. D. CHIP JOYNER: What are the fees for? It's not just late book fees?

CHAIRMAN PAUL KAPLAN: Late fees --

DR. GABRIEL MORLEY: Late, lost, damaged.

CHAIRMAN PAUL KAPLAN: -- Books that don't come back, all of it. And they'll send -- it depends what you want to do. They'll send letters out to collect, and they say they nudge them. They don't threaten them. They're not like a typical Collection Agency. They nudge them because they know these are your patrons and they don't want them upset. So they -- this is strictly the library division. Now, they might have another division where they are really hard, but not the Library System. And ALA, they're one of the main sponsors for ALA, so apparently we'll see what they have to do, see what they can do.

MRS. PHYLLIS D. BAILEY: Well, with the number of -- the amount that you're talking about, I would think that it would be a rather lucrative venture for us.

DR. GABRIEL MORLEY: Yes. I bet, though, when they start looking, a lot of these people are gone; their addresses isn't any good.

CHAIRMAN PAUL KAPLAN: Oh, could be.

MRS. PHYLLIS D. BAILEY: That's true.

DR. GABRIEL MORLEY: I mean, a lot of it is one person will come in, get a card, check out three, four hundred dollars worth of material and disappear. You know, we never hear from them, because we notify them two or three times after materials are

late, you know. It's just been like history that that's what happens. People get arrested, you know. They -- all the materials they have checked out, gone. Family moves, gone. But, I mean, we can look into it and see. But remember, too, the library doesn't get the money, right. So whatever we're going through, whatever they recover goes to the County General Fund. So don't hang your hat on all this extra money coming into the library coffers.

CHAIRMAN PAUL KAPLAN: I really --

MR. JOSH TAYLOR: So we need to speak to our Commissioners about having that as a reserve.

DR. GABRIEL MORLEY: We just talked to Kyle about that before the meeting started.

CHAIRMAN PAUL KAPLAN: That has to be changed. That's got to change. Okay. I'm going to --

17-71 DIRECTOR'S REPORTS - NOVEMBER

18-02 DIRECTOR'S REPORTS - DECEMBER

CHAIRMAN PAUL KAPLAN: Let's get into the Director's Reports. First one, let's go through November. I know it's been awhile. I did have some questions. Well, we can talk about that, but -- well, if we're going to talk about renovation, I'm going to talk about Group III and stuff. But I'm going to hold off until you get to talk about renovation. I have some questions on that.

DR. GABRIEL MORLEY: Okay. We can do that.

CHAIRMAN PAUL KAPLAN: I will have to say something. You know, I -- since I was so much involved in that MOU, Memorandum of Understanding, and back and forth, and I know it's with the attorneys now to make a change. But here I'm sitting there looking at Volunteer Services. We have -- I forgot -- I have it on the other figure. The amount of volunteers that we have, I would hate to discourage volunteers. Here it is. Back in -- it's in 2017, there was 2562 volunteers. That ends up being sixty-two thousand hours of volunteer work.

And, again, I'll go back to the same thing. We have to thank them for what they do, and we do that at the thing. But to treat them anything other than a volunteer and somebody helping and treat them as a contractor, I'm absolutely against it. And that's what we talked about at the MOU, went back and forth on that. I'm looking at all the things they do for us. If they weren't here, how many people would you have to hire? How would you get this stuff done at the library? That's the question. I mean, how much do they help you, the volunteers?

DR. GABRIEL MORLEY: It's hard to quantify because they're doing different activities too. You know, it's not -- because Gayle will tell you, too, I mean, we can't get them to do a lot of

real library work because of privacy rules. So they can do some shelving, but they do a lot of program activity. Lately, we've been doing some weeding. You've done some of that, but prior to recently, there wasn't a ton of weeding. You know, they participate in programs that we put together. They come to the book sales. They'll run book sales and different things that Heather has. It is a significant amount of time. I mean, it totals up. If you divide that sixty into two thousand, you know, you end up with maybe thirty full-time employees is the equivalent. So, you know, we appreciate it, but --

CHAIRMAN PAUL KAPLAN: To me, they're very important, so I have to thank them for what they do. They do a great job and they really help out a lot. And the other question I have, let's talk about East Point just for a second. East Point, South Fulton, any of these libraries, if they need extra help, what do you do?

In other words, here we have a -- I thought this was great -- a youth also learn by having a dog, and these kids read to the dog. It's trained to come in and --

MRS. GAYLE H. HOLLOMAN: A therapy dog.

CHAIRMAN PAUL KAPLAN: I think it's terrific. You know, I talk about everything negative, but when you start reading it and things that get done, what they're doing in these individual libraries, it's fantastic. It really is. And to say if they need extra help, do they contact you, the Branch Manager, and ask, say, hey, can you get some more feedback bringing -- if they need something to help these people out in the area. Do we do things for them like that, any other outreach, and if they ask for some additional help?

MRS. GAYLE H. HOLLOMAN: Like staffing?

CHAIRMAN PAUL KAPLAN: In other words, do we have the finances? Can we do that? If they want something additional, can we do -- say South Fulton needs more work -- or more -- I don't know how else to say it -- different programs, additional programs, is it something that we can do pretty readily that you know about?

DR. GABRIEL MORLEY: Yes. I mean, they -- each branch gets a specific amount of money, the Branch Manager has each year to put on programs and do those things. Then we have Summer Reading Programs that some of them get supplemental money for. Three or four of them are applying for a grant. Several of them got mini grants from the Foundation.

And as we get closer to the end of year, I mean, I think you all realize this, if money isn't spent one place, we try to spend in another place.

CHAIRMAN PAUL KAPLAN: Yes. We don't leave anything left out. Okay.

MR. JOSH TAYLOR: So there is a budget for programs --

DR. GABRIEL MORLEY: No.

MR. JOSH TAYLOR: -- because I've been told there isn't.

DR. GABRIEL MORLEY: No. The budget is for supplies.

MR. JOSH TAYLOR: Suppliers. Okay. Just --

DR. GABRIEL MORLEY: But we use the budget for supplies for the programs.

MR. JOSH TAYLOR: Got it.

DR. GABRIEL MORLEY: So --

MR. JOSH TAYLOR: Because, you know, the Friends and the Foundation are the ones that are funding programs.

DR. GABRIEL MORLEY: Right. That's what I mean. We would love to have dedicated program money, but instead we're using the supply money to fortify the programs. But Gayle can tell you, I mean, for a long period, I mean, since we've been here, we've been trying to find money because we are precluded in some ways, not by the amount, but by the level. We could never get a ten thousand dollar author to come because we don't have ten thousand dollars, but we could get a five hundred dollars author to come. So in some ways, not the quality, but the level of the programming is affected by the dollar amount more so than the number, you know, the amount of programs.

CHAIRMAN PAUL KAPLAN: Well, a lot of things go on, and the Outreach seems to be doing well. He's getting out there with his --

DR. GABRIEL MORLEY: That's what I mean.

CHAIRMAN PAUL KAPLAN: It's really helping out.

DR. GABRIEL MORLEY: It's going better than we expected. I expect that we'll grow this year as well.

MRS. PHYLLIS D. BAILEY: I have a question.

CHAIRMAN PAUL KAPLAN: Yes, Phyllis?

MRS. PHYLLIS D. BAILEY: Concerning the South Fulton Branch, will it ever be designated as The Gladys Dennard's Library or will it continue to be referred to as South Fulton branch, will it ever be designated as Gladys Dennard Library or will it continue to be referred to as South Fulton?

DR. GABRIEL MORLEY: Where do you mean?

MRS. PHYLLIS D. BAILEY: In the naming. Remember, the name South Fulton, was changed to Gladys Dennard.

DR. GABRIEL MORLEY: Yes.

MRS. PHYLLIS D. BAILEY: I'm just wondering, when I see this here, the designation is everywhere you read -- Gladys Dennard - or will it continue to be South Fulton?

DR. GABRIEL MORLEY: Oh, I just use South Fulton. I mean, abbreviate all of them. I mean, I think our official name on the -- you talking about on the website and on the --

MRS. PHYLLIS D. BAILEY: No. I'm talking about references in places like this.

DR. GABRIEL MORLEY: Yes. We don't refer to any of them by their proper names because --

MRS. PHYLLIS D. BAILEY: Okay. Okay.

DR. GABRIEL MORLEY: -- yes, I mean, because there's I think seven or eight more that are named after people and --

MRS. GAYLE H. HOLLOMAN: There are others that are named after people. We just call it -- like, Alpharetta is really the Gertrude and her husband --

MRS. PHYLLIS D. BAILEY: Okay. That's what I was trying to hear.

MRS. GAYLE H. HOLLOMAN: We don't call it that. We just call it the Alpharetta Library.

MRS. PHYLLIS D. BAILEY: Okay. That's all I wanted to know.

MRS. GAYLE H. HOLLOMAN: Northeast Spruill Oaks is named for the former Commissioner, Robert Fulton, but we don't refer to it as Robert Fulton. We refer to it as Northeast or Spruill Oaks or NESO.

MRS. PHYLLIS D. BAILEY: Okay. Thank you.

DR. GABRIEL MORLEY: Yes. I didn't even think that.

CHAIRMAN PAUL KAPLAN: Okay. Any other questions on that?

LIBRARY BOND PROGRAM - UPDATE

CHAIRMAN PAUL KAPLAN: Okay. Library Bond Program -- Renovation. I'll let you speak on that.

DR. GABRIEL MORLEY: I am so excited, man -- Al, don't listen to this part -- but we're finally getting started. Gayle and I had a great conversation the other day after we had a meeting. We were just so thankful that we're finally getting to that point -- because remember we thought this same time last year we'd be ready February and March. We were ready to go. And now we're a whole year into it, but you know we got the -- I'll try to go in order so I can keep up.

You got the anticipated closure dates for Group I. So you saw that was staggered. There's no overlap. We made some adjustments to keep nearby libraries opened and not closed at the same time. BOC has seen that schedule.

Gayle, one day this week will probably release to managers and then at that point everybody ought to be able to know what's going on. So that process should move fairly smoothly. I mean, Al and them have gotten us to this point. We're ready. We're setting the Public Meetings, I think in every week in February.

Forrest sent the email today while I was at the meeting. We'll have one more Public Meeting for each group 6:30 to 8:30 or 6 to 8 --

MRS. GAYLE H. HOLLOMAN: 6:30 to 8:00

DR. GABRIEL MORLEY: -- something like that. And we'll come back, present the design, see what people say. The BOC will have already seen that that's our primary goal is to get it to them first so they can see what's available and see if they want to make any comments about that.

CHAIRMAN PAUL KAPLAN: When will that happen? When will it go will it go in front of the BOC?

DR. GABRIEL MORLEY: Al has been working on that yesterday and today trying to schedule those individual meetings with them. I think we meet with Rob next week and Natalie the week after.

MR. AL COLLINS: Yes. So we're setting up those dates now. I don't have a whole series of dates to...

CHAIRMAN PAUL KAPLAN: But it'll probably be soon.

MR. AL COLLINS: Oh, absolutely.

DR. GABRIEL MORLEY: Yes.

MR. AL COLLINS: It's in the next well, week to week and a half period.

DR. GABRIEL MORLEY: Yes. Before we got the Public Meeting. So that's great news because that gets us started on Group 1. And so we can start making some plans for that. We also had some other good news about Central. Remember the -- Cooper-Carry had seven months to put together their whole project, so we're getting close to the project completion. They're at fifty percent design document submission, so --

MR. AL COLLINS: Schematic design.

DR. GABRIEL MORLEY: So we expect having a Public Meeting first or second week of February to show that design, and then they'll just do the architect part, right, to do the bridging documents and all the technical pieces. The design part will be over with.

MR. AL COLLINS: That's correct.

DR. GABRIEL MORLEY: That's great news for that. We haven't anticipated date of closure. That will be in the summer. And so, as we discovered the other day, one little thing can push it a month, so I'm not going to give you a date.

MR. JOSH TAYLOR: Do we have a plan for where some of the departments are going to be going? I just spent some time on the Special Collections Department. Seems like that -- we really need to find a place where the public has access to that.

DR. GABRIEL MORLEY: We will not. I mean, we will have access to the city directories --

MR. JOSH TAYLOR: Why not at Auburn? Auburn is a research library.

DR. GABRIEL MORLEY: Call me on the phone.

MR. JOSH TAYLOR: Okay.

DR. GABRIEL MORLEY: This isn't the place to have that discussion.

MR. JOSH TAYLOR: Okay. Okay.

DR. GABRIEL MORLEY: But, yes, I mean, we considered that for a long time and decided that was not a good option for what we want to do. But some of that material is planned to be moved over there. And we know some of it will be stored there because they have a storage facility, and some of it will be accessible over there because we have the city directories and we have a couple of other things that people use on a daily basis.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: And so we want to continue to make that stuff available. But they're -- and part of this is a language argument. Special Collections includes a lot of different things, and some of those things are treated differently. And everybody knows, you know, Floyd left a couple of months ago to go run Birmingham's library, so we got interrupted in where we were because he was handling that. So now Cheryl's come into the middle and we're back on it. But we have not told any staff where they'll be going yet.

MR. JOSH TAYLOR: I guess when will you have a plan to discuss with us about where staff will be going and how -- kind of the process.

DR. GABRIEL MORLEY: Today right now I can tell you for those first four or five that are closing in April, we have those numbers.

MR. JOSH TAYLOR: I'm talking about Central, though.

DR. GABRIEL MORLEY: For Central, I don't know. Maybe two or three months, because if they can finish some of these first four or first five quickly enough, then potentially we could divert some Central people there. Because remember the process was we told every staff member, give us your top five choices. So part of what we're trying to do is accommodate where people want to go and where we feel like they'll do well. So let's use an example 'x' library closes in April and is renovated for four months. If it reopens, now somebody who works at Central, if that was number one on their list, they could potentially go there. If we assign them now, assuming it's going to be closed, then they might have their fourth choice. So we're trying to be fluid with it to accommodate as many people as possible with the changing nature of what's

happening. But Gayle has a -- I mean, all that's in a spreadsheet; all of it's ready to go. It doesn't take long. We just need more concrete information.

And we know, too, we found out from talking to Evan the other day, part of what we did to get the moving bid back in line with our budget was say that we would not move the books out of this building. We'll just move them up to a floor that's not going to be renovated. So that's going to save us money in the moving bid, but it also means we've got to have staff here to supervise that move so things stay in order and everything flows the way it needs to be. So even though Central may close, there may still be overlap where people need to be here in the building. So all of those things, that's what I'm saying, all those things are fluid. I think we're ready to attack those issues as they present themselves.

MR. JOSH TAYLOR: So are you saying then by next month you'll be able to lay out the plan that you have for the Central?

DR. GABRIEL MORLEY: I don't think next month. I would say April or May, you know, as it gets much closer, maybe before that. But it shouldn't be that complicated. I mean, we're only talking about fifty people.

MR. JOSH TAYLOR: Yes. I'm not concerned with, you know, where individuals go. I'm just interested in what are the departments that need to still operate. Where will they go? And --

DR. GABRIEL MORLEY: None. Only Inter-Library Loan. Oh, well, no. I mean, the couriers and Collection Development.

MR. JOSH TAYLOR: Yes.

DR. GABRIEL MORLEY: Yes, I mean, they'll be at Auburn because we have to have the dock, you know what I mean.

MR. JOSH TAYLOR: Right. Okay.

DR. GABRIEL MORLEY: We know that. That was our big holdup looking for lease space. Remember, we could never find a spot that had a dock to accommodate all of our trucks and our whole rigmarole. So Evan and Al's group and Gayle got together and figured out a way they could tandem the dock at Auburn.

And, of course, we haven't told anyone at Auburn this, so now that it's going to go on the record, they're going to find out we're going to have a big surprise.

But that's one of the challenges of talking about these things in this meeting, why they're better as a phone call and not as a group.

But, nevertheless, I mean, we have that plan. And I think at least by April or May we ought to know for certain what Central is going to look like, because some of it is depending on other FulCo departments. If we can't get things advertised or if the

bids don't come back, then that pushes the whole schedule back. And so that's the reason one little thing may take us one, two months out, so we're being cautious with that closure date. Group II, Al said they had the meeting today. I didn't go. I was at BOC. It was just the Kickoff Meeting. You know, we give them the contract. We tell them how they're supposed to submit their invoices, and then they start making plans to have all their regular design meetings and all that stuff. Group Three, we still have to advertise that project again. Group Four, they are working on the final design cost back and forth with that contractor. Group Five, Hapeville, we had their Kickoff Meeting. We gave them their contract and told them we didn't want to talk to them again until they assess the building and told us if it's a total rebuild or if it's a renovation. And I think Ellis gave them four to six weeks maybe or sixty days maybe.

MR. AL COLLINS: Well, in a month they should be able to come back and start to do the work.

CHAIRMAN PAUL KAPLAN: About a month -

DR. GABRIEL MORLEY: So then that would give us some idea about whether we're rebuilding or whether, you know, we're going to renovate. Because if we rebuild, what the County wants to do is knock down the existing building and build on a different site on that same plot and then turn the -- I don't think I should say all that in an open meeting.

CHAIRMAN PAUL KAPLAN: Be careful.

DR. GABRIEL MORLEY: I mean, that may be a real estate issue for us. But the County has a separate plan. If we want to rebuild, it will involve us partnering with the City of Hapeville. So it's not just as easy as looking at it saying, yes, we're doing this because now we've got to pull in other governmental entities to see can we come up with these agreements and make this work or not. So that one may still take a little finagling once we get there.

MRS. PHYLLIS D. BAILEY: I'm particularly interested in that one, so...

DR. GABRIEL MORLEY: Yes. That's what I mean. That one is going to be tricky until we can figure out what's happened. But -- and I don't think we -- I mean, I don't know if there's anything on my schedule before the next BOT meeting, so it might be March before we know what the recommendation is from Albia. But they know what we're trying to do. We're clear and honest with them, so they'll come back and give us both of those things so we can look at it and figure out what we want to do and then,

you know, try to work with the County and see what they want to do, and then the County will negotiate with whoever they need to negotiate with.

CHAIRMAN PAUL KAPLAN: Al, I've got a question. So -- Josh brought up a good question -- so we had two Public Meetings. We had our first Public Meeting.

MR. AL COLLINS: Correct.

CHAIRMAN PAUL KAPLAN: And we had everybody there and what they'd like to see in their library. We have made the design. We're about ninety-nine percent completed. Now, we have our second meeting -- second Public Meeting; am I correct? My question is: At that point, what changes could we make? How much -- what can the public -- well, you know, I don't like this. I'd like another extra room. We know we can't do it. I mean, it'll blow the budget right out. We'd be starting over from scratch again.

MR. AL COLLINS: Yes. And the whole intent is to show them what it is that they requested. Give them a feel for the kinds of changes they'd like to see, the kinds of spaces they'd like to incorporate in the project, and to show them, as much as the budget will support it, we've been able to accomplish those things. And here they are. Here's what's been accomplished: study rooms, remodeled bathrooms, you know, all new carpet, all new paint. Just give them an understanding of what that is that they can expect to see.

It's not an opportunity to hear again new design ideas or new programming requests, but rather to show them, we heard -- here are the things that we heard from you guys. And we can list those. Here is then what came out of that that does fit the budget, does fit the footprint of the building, is in keeping with what it is that we're trying to accomplish.

CHAIRMAN PAUL KAPLAN: Is your plan on having some kind of -- print something up there so they can look at it?

MR. AL COLLINS: Yes. We'll have a floor plan, for example. We may have an easel. We haven't quite decided if we wanted to project it. Likely is we can have a projector and we can project it. Everybody can see what it is. We can compare it to an existing floor plan so that they can see then the changes. They know what was, what is, as they are standing in the space and what to expect. So that's kind of the intent. That's the method that we used for Group 1, for the Phase I libraries.

CHAIRMAN PAUL KAPLAN: Yes.

MR. AL COLLINS: And it worked fairly -- pretty well.

MR. JOSH TAYLOR: I think my question is why is it happening this late in the process? Why didn't we have --

MR. AL COLLINS: Well, it's not late. We're still early in the process. We're still in design -- we're still in schematic design. And, you know, design has a couple of processes -- or a couple of steps. There's first kind of programming. What did you say? Okay, I hear that. So you get the number of spaces that you want, get a list of those things that you really want to accomplish. And then you start to see how those things might fit together, for example. So that's preliminary. And then it starts to fit together kind of nicely, and then you can start to really develop a floor plan showing some furniture locations, testing spaces so that the size is correct, testing the circulation, making certain that it works reasonably well with the mechanical systems or as well as it possibly can. So, I mean, and then -- and so that's kind of early schematic. You haven't detailed it, you know. You've shown a door, but you don't know how to really put that in the wall yet. It hasn't been detailed. None of the colors have been selected. We're talking in general about materials. So they still have material selections to make, final colors. All of that still has to take place, and that's what we call design development. Not that we understand we have a conference room with sixteen chairs. Now, we can really focus in on what that table wants to be and what the chairs and what color and what the walls -- we focus in on all of that. That's the next step in the design. So there's still some more design. And then that has to be recorded in documents and drawings and special mentions so that that's what the contractor goes to the market with.

So there's still -- we're still early in the process. But what we can say at this point is, here is the floor plan. It's fixed. This is what we're going to work to achieve. It shows you it has a conference room here and a study room here and here's a circ desk. You know that -- it has all the elements that you would expect to see shown: seating and things of that nature. So you get a real sense and feel for what the space can become.

We don't talk about things like whether that wall is red or blue or orange. We don't know that just yet.

MR. JOSH TAYLOR: Well, this is the first time that that's been explained in that detail, and I appreciate you doing that.

MR. AL COLLINS: Sure.

MR. JOSH TAYLOR: I really think it will be good for us to have somewhat of a more detailed description that we can share with some of our, you know, Friends Groups and people that we talk to in terms of what the process is, so they -

MR. AL COLLINS: I'm happy to do that and outline kind of what that process is and -

CHAIRMAN PAUL KAPLAN: The thing -- you know, the thing I'm worried about, Al, is time.

MR. AL COLLINS: Well --

CHAIRMAN PAUL KAPLAN: You know, Al, we're getting shorter and shorter on time. And the end of 2019 is starting to -- I start seeing it coming, and we haven't really even started anything yet. I know we're going -- we're on track with Group 1. But it takes time. And you know there's always going to be some problems. I haven't seen any construction -- I haven't been on a construction where something is coming up or a delay in material. Are you -- are you -- I don't want to get detailed. I don't want to bother everybody here. Do they have to material onsite before they start on long lead items?

MR. AL COLLINS: We are going to look at the materials for each of these groups. For example, if glass is a big concern --

CHAIRMAN PAUL KAPLAN: Yes.

MR. AL COLLINS: -- then maybe that's a long lead item that we need to go ahead and do as a early release package so that the contractor can go ahead and get the drawings, get the shop drawings for that approved by the architect and we can blow and go when ordering that material.

CHAIRMAN PAUL KAPLAN: Okay.

MR. AL COLLINS: And so we'll look at those kinds of things. For these, we haven't -- at least up to this point, we haven't really -- we're not looking at a lot of materials that are hard to get. We're starting to see some of these big projects that have been claiming and sucking up a lot of drywall and things of that nature, they're starting to be completed now. So I'm not hearing of any shortages of material, but we will certainly look at and talk about and decide if we need any early release packages on these.

CHAIRMAN PAUL KAPLAN: Okay. It just concerns me. I think it concerns our whole Board.

MR. AL COLLINS: Well, we -- it is concerning. And, I mean...

CHAIRMAN PAUL KAPLAN: In the last couple of months, I'm going to take a vacation and get away from... They'll be a lot of screaming and hollering.

I'm looking at Chip. You know. You've been in business, restaurants and stuff. People don't have it done and so on and so...

Anybody else have any other questions on renovation and what's going on and what's happening since Al is here.

Joe, you got any concerns at all?

MR. JOE PIONTEK: God willing, we get Amazon here. It's going to create all the more trouble for you to get anything.

MR. AL COLLINS: If they start construction right away, that would be another concern, but I think they would have a little time to get going.

MR. JOSH TAYLOR: That's a happy problem, though.

CHAIRMAN PAUL KAPLAN: Chip, do you have anything at all? Any concerns you have with what's going on with renovation?

MR. D. CHIP JOYNER: Just have we even taken steps with regard to technology or security systems to improve security at the new facilities?

MR. AL COLLINS: Well, we -- that was one of the items that just got approved by the Board today as a matter of fact: our technology, which includes all of our RFID book theft security systems, things of that nature. We are putting cameras in all the buildings as we have. We're going to step it up and look at some additional cameras in the parking lot and around the building. So we're taking all that under advisement, in consideration, and getting it included in our pricing.

CHAIRMAN PAUL KAPLAN: Okay.

MR. JOSH TAYLOR: One other question I have is that we've talked about the concept of a either no circulation desk or a much smaller, more compact circulation desk concept. Is that being included in these initial plans?

DR. GABRIEL MORLEY: Yes. Don't ask Gayle, though, because she's the hammer. Every drawing they give us with that big desk, she's on it to remind them. Because, theoretically, we want it to be a piece of furniture --

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: -- that we can move around and not be a built in anyway. So it behooves us for it to be smaller. And we've been laying the groundwork, I mean, little by little with the managers to let them know. And we've identified a couple of branches that are willing to go no desk at all. They're going to try and push and serve as a model. So you know, like I said, be prepared for some grumbling.

CHAIRMAN PAUL KAPLAN: I know this.

DR. GABRIEL MORLEY: Everything's not going to be smooth and peachy. Some staff are not going to like these things and some patrons are not going to like these things. We're here for one million people, not for one or two or ten or a hundred complainers. You know, a hundred people doesn't mean anything in a county of a million people. So I mean, I think we're confident in what we're doing. The staff is coming around for that, and the majority of people that we talk to too are ready

for that, if it works. And that's part of what we're working on now too is trying to make sure the technology that we put into Phase 1 is doing its job and really helping us and not becoming a burden or a hindrance.

MRS. PRISCILLA BORDERS: Is there resistance because it's new or --

MRS. GAYLE H. HOLLOMAN: Because it's changed.

DR. GABRIEL MORLEY: A lot of different reasons.

CHAIRMAN PAUL KAPLAN: Priscilla, do you have any other -- anything in renovation?

MRS. PRISCILLA BORDERS: I just want to see it work.

CHAIRMAN PAUL KAPLAN: Phyllis?

MRS. PHYLLIS D. BAILEY: Of course, my big complaint is Hapeville, my pet. I am concerned that each of the libraries gets an equal opportunity, for lack of a better word, and that's my main concern.

DR. GABRIEL MORLEY: Yes. I mean, I think everyone's committed to the Hapeville project now, now that we've gone forward and said it's either a rebuild or a renovation. We made a lot of progress in the last year on that, you know. And it'll be the same footprint, though, because the money is finite. That's what we tried to tell Marquitta, too, is it's not -- anything we rebuild isn't a different size; it's just in a different location. But the majority of the things that are there now are the things that will be there in the rebuild.

MR. JOSH TAYLOR: But the internal space will be significantly different.

DR. GABRIEL MORLEY: Correct. I mean, it will be completely --

MR. JOSH TAYLOR: That'll be the real plus.

MRS. PHYLLIS D. BAILEY: Yes. Because I wanted it --

DR. GABRIEL MORLEY: That'll help it -

MRS. PHYLLIS D. BAILEY: -- to be much more friendly to the employees and the participants.

DR. GABRIEL MORLEY: That's what I mean. That one -- I don't know if you all have ever been in the back, but it's --

MRS. PHYLLIS D. BAILEY: Yes.

DR. GABRIEL MORLEY: -- it's like this.

MRS. PHYLLIS D. BAILEY: That's one of my major concerns.

DR. GABRIEL MORLEY: But that's another advantage of building new is we start fresh with that footprint and design and it how we want rather than trying to fit in. That's been the challenge at Sandy Springs inn trying to fit into that existing footprint.

MR. JOSH TAYLOR: Right.

MRS. PRISCILLA BORDERS: So Hapeville would be more conducive to furniture that moves? Is that what you're --

DR. GABRIEL MORLEY: They're all conducive to that. I mean, we've tried to do that. We've looked at movable walls. We've tried to figure out ways to make each space versatile enough that it can accommodate whatever's going on today and five years from now. So -- and we haven't met with the furniture people. Like Al said, we haven't gotten to that stage of any of the processes yet, but that's always been our intent. Shorter shelving so we can face some the materials out, promote the collection, try to make things a lot more user friendly. Like you said, where they can be mobile, we can move them around, push this out of the way, have a bigger Story Time space. And -- because we -- it's not just Hapeville. Every small one has these same challenges. When we would go to the Public Meetings -- Joe came to some -- and people say, we want twenty more computers? Where? But we also went to ones where people said, you should never let kids in the library. So we've tried to balance everyone's -- we went to one and the woman wanted giant tables.

MRS. GAYLE H. HOLLOMAN: Tables to do projects.

DR. GABRIEL MORLEY: So we were trying to figure out, you know, how do we meet everyone's needs but not all the time that it inhibits something else? So, you know, how do we make a space where you can have a big table for your project, but then the big table goes away? How do you make a big space for Story Time but then it converts back to shelf space?

MR. JOSH TAYLOR: I think this is a great story to tell. And certainly the Phase 1 libraries are going to be examples of that, so I hope that you've got some plans to help us tell that story, but tell it to the community as well.

DR. GABRIEL MORLEY: Yes. I think that's part of when we go out in these Public Meetings coming up is to help explain that, you know, because there's already some resistance. Some people are already aggravated that they haven't been part and parcel of the entire design process. But, remember, we're doing it for the community based on our experience, the data and evidence we've collected about our usage. There are a lot of factors besides what one person thinks. And so we've tried to -- and I think in every case, you know, we've managed to squeeze out the things people wanted, even under duress in some of those places, to find a corner or a closet to change into something. Dogwood was exceptionally difficult. I mean, it was just so tiny, but we worked on it several different times and ended up making a wall shorter, moving some tables to the front, and repositioning the children's section so it created more space and will be more functional for what they're doing now.

MR. JOSH TAYLOR: Well, certainly Accent is a vehicle by which you can communicate that as well.

DR. GABRIEL MORLEY: ACCESS?

MR. JOSH TAYLOR: Yes, ACCESS. ACCESS.

DR. GABRIEL MORLEY: I thought you meant my accent.

CHAIRMAN PAUL KAPLAN: Let's go on to staffing plan, so I'm looking at Gayle. I don't know if you're having -- so the first, we have about four libraries closing to April, if they go right. You just move the people around to other libraries? How are we doing -- what are we going to do with staff?

MRS. GAYLE H. HOLLOMAN: Well, you know, we asked all of the staff that would be affected to give us their five choices. And we put that in a spreadsheet, and we're trying to give everybody their first choice. We're looking at what are the staffing levels currently and where are the needs because we do still have some of those. We never really were able to get back to some of the staffing levels we had some years ago and we gave many positions to the budget. So that's how we're doing. If somebody says they want to go to -- we'll just say Northeast Spruill Oaks. Then if that's doable, then we're looking at the list and that's where that person will be assigned.

Now, they also have the choice of a library that's going to also be renovated with the idea that you do have to move more than once because if that other one doesn't reopen and that one is closing, then now we're going to have to put you in another library. So they already knew that going into the process. So that's how we're looking at it, and so the first group of seven, that's what we're going to do. We're going to take all those staff members and assign them to other locations to work.

CHAIRMAN PAUL KAPLAN: Okay.

DR. GABRIEL MORLEY: And all the group administrators have participated. I mean, we --

CHAIRMAN PAUL KAPLAN: I was going to say that they're --

MRS. GAYLE H. HOLLOMAN: Talked it over.

DR. GABRIEL MORLEY: Yes. We tried to get participation from all of the key decision makers and not just the people saying, we want more staff so we don't have to do as much work. I mean, and in some cases, you know, I mean, part of what we're doing is also putting pressure on people. You need to be teaching people to self-check; not saying, well I'm not going to teach somebody to self-check. I need more staff. And so some of this is helping get us where we want to be when we reopen and everybody is renovated and we have the technology.

MR. JOSH TAYLOR: Do you have a plan for -- you know, self-check is in all of the new -- brand new facilities, right?

DR. GABRIEL MORLEY: Yes.

MR. JOSH TAYLOR: But the percentage of self-check is lower than you would like. So what is the plan for these -- to bring them up?

DR. GABRIEL MORLEY: Yes. We've been working with Brazos who set an internal goal himself to get it to seventy-five, which sounds great. I think that's a little aggressive, but part of that is -- and remember, I sent you the email about my new firm persona for 2018. And I've met with Gayle before I've sent that out to say part of what I'm going to do is step away from some of these day-to-day activities to focus more on those kinds of broader objectives. And that's one of them where we're going to meet much more periodically and assess what's happening, how it's happening.

And Al knows, too, in some cases, part of what happened in that first phase was we deferred utility for design. So instead of putting things where they potentially could have been used better, we moved them somewhere to facilitate the design. And if you've been in Alpharetta, you know there's one buried in the back corner in Alpharetta that's never used.

So my objective is to get them as close to the front door as possible, as close to the Holds as possible so that it's more convenient for someone to do that than to go to the desk and do something else.

We do have internal things that are somewhat beyond our control that we're trying to manage as well. For example, if you go to the library and you pick up Paul's book that he has on hold and you try to check it out self-check, it won't let you. If you go and you want to get a book on tape that has twelve cassettes, then if it's missing a cassette or if the cassettes are out of order, it could say, this won't work. See a staff member. So there are some challenges that make it not as user friendly as you would want it to be for it to be a full operation.

But part of what we don't do now is have someone stand beside the machine and help people. And so we had that discussion one day this week or last week about Central, you know, because we're trying to get the majority of people at Central to self-check. So how do we -- where do we put the machine so that a person is near enough so that when there's a problem, the person can accommodate the problem. And all of those are issues that we're addressing now as we move into this space. So I would say our plan is more focused attention on those things on a regular basis to try and encourage some participation.

And we know, too, part of our training plan behind the scenes is as these people transfer from legacy branches to new branches,

while their branch is being renovated, they get trained up on the new equipment already. So if Phyllis has been working at West End and she gets assigned to Alpharetta, she can train on the new equipment while her branch is being renovated. So when she goes back, she's ready. And so our goal of that case is to try and encourage people, hey, while you're getting the training, you know when you go back, push it, you know, stay on it.

MR. JOSH TAYLOR: Yes.

DR. GABRIEL MORLEY: And it's comprehensive, though. You mentioned the smaller desk. I mean, it's a whole philosophy that's coming along. My preference -- this goes to Priscilla's -- my preference would have been just to rip the Band-Aid off and just say, look, there's no service desk. It's a hundred percent self-check. If you don't like it, go to Cobb County. Cobb County's is getting to be the same way, so if you don't like it, go to Gwinnett.

CHAIRMAN PAUL KAPLAN: Keep going.

MRS. GAYLE H. HOLLOMAN: And Gwinnett's the same way.

DR. GABRIEL MORLEY: Right. Because --

MRS. GAYLE H. HOLLOMAN: It's right around the corner from it.

DR. GABRIEL MORLEY: -- you're going to encounter some resistance from people who say, I want to talk to a human. I want to go to the desk. Well, you also don't want to pay higher taxes. You know, everything affects everything else, so I'm willing to listen to those gripes and complaints, but I'm also willing to prioritize those gripes and complaints.

It's just like anything else. Who here has used a travel agent in the last couple of years? I mean, are you making your own travel arrangements, booking your own flights? Who would have thought that you could get rid of a travel agent?

And I know you look at Wall Street Journal. For the rest of you, if you don't -- Chip you may -- Amazon Go store now is totally cashier-less, totally line-less. We have that technology for the library. They're doing it at three or four hundred libraries in Norway. We just can't get that technology into our equipment yet, but ultimately that's the most effective use of our resources, right, is not to have humans doing automated tasks, but to have humans doing human-to-human tasks.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: We're headed in that direction. It just takes so long and it's complicated and the technology for the budget we have and the procurement process we have is definitely not suited for it.

MR. JOSH TAYLOR: Well, you know, from your own prior experience of being an educator that you have to tell people often, two, three times, and frequently in order for change to happen.

DR. GABRIEL MORLEY: Yeah, I mean --

MR. JOSH TAYLOR: So that's what I'm saying is I think now is the time to start that process through the public communications as well as with the branches. You know, we've got -- since there's so many branches coming.

DR. GABRIEL MORLEY: It is. It's a good time for us too because we're focused on a lot of digital experiences this year. So that's an extension of that. And Gayle and I and the Group Managers have talked about, too, it's also capturing the kids, because they're developing their habits now. So if their habit is to come to the library and self-check, then ten years from now, it's not even a thought for them. They go in and self-check. We don't have to even fool with it.

So, you know, we have some different strategies as we've been haphazard, though, half-and-half -- because that's another issue that happens now if your book is an RFID because it's from another branch and you try to check it out on the machine, you know, it's a no go.

MR. JOSH TAYLOR: So all the new branches do have RFID in the books?

DR. GABRIEL MORLEY: Yes.

MR. JOSH TAYLOR: That's good.

DR. GABRIEL MORLEY: And the ones that are closing are weeding and tagging now.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: So, I mean, they'll all be ready when they reopen.

CHAIRMAN PAUL KAPLAN: Just to move on, but real quick, Summer Reading Program and the branches are closed. Were we just going to move people over to the other branches and handle it that way?

MRS. GAYLE H. HOLLOMAN: Well, we're planning to have some outreach continuing in those communities where branches have closed. We expect that the manager and/or assistant managers will be going out to the public. They'll be creating opportunities and excitement and programs and all that in daycare centers and senior centers in other locations within the community, and really continue that process throughout the renovation phase. And so when they get back and they are open again, it's just geared it all back up again. Now, we've got a lot of Boys and Girls Clubs and other places like where they already do those types of things. So we just

want to beef it up and continue with it so that we don't lose the momentum.

MR. JOSH TAYLOR: What about a place like Sandy Springs, which is going to be closed for Summer Reading if it's scheduled this fall?

DR. GABRIEL MORLEY: She's working on that location for probably the last couple of months. I mean, all of them knew these things were coming.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: They've all been looking for different spaces. Roswell's had a tough time finding the space, but we're continuing to push in different areas. But we also have -- if the BOC approved our budget today, we have the online Summer Reading Program that we'll roll out to.

MR. JOSH TAYLOR: Okay.

DR. GABRIEL MORLEY: It'll be a whole new way to capture those people that are disenfranchised while their library is renovated, and those people who have said, hey, I just don't want to do it because it's not cool. Now, potentially they will participate because we have this online program. And then subsequently the advantage of the online program is it can continue throughout the year. So even though we have the big push in the summer, it's still available year-round, so it will coincide with our other school project.

CHAIRMAN PAUL KAPLAN: Go ahead, Chip.

MR. D. CHIP JOYNER: Just one other question. With the cold weather we've seen, how did it go with the bags from some of our patrons? People coming in, bringing in their large bags and not wanting to leave it outside. We talked about that at a couple of previous meetings.

DR. GABRIEL MORLEY: I haven't heard anything. The County changed security companies again, so January 1 or January 2, we had half of a new crew, maybe, of security guards and so that's helped some to have some different faces down there. And, again, I don't think it's a secret, I think we've talked about this before, but part of our redesign at Central eliminates that confrontational barrier there. When people come in the door, they won't be confronted with security anymore. We'll still have a security presence on the floor, but it won't be that in your face, let me search through all your stuff greeting. You know, it'll be a much more welcoming and friendly greeting at the lobby area. And so we're hoping that also cuts down on the frustration throughout the building, because if you don't start off with that bad experience getting in the door, maybe you're not aggravated when you get upstairs.

So we'll see how it goes. But I didn't hear anything about --

MRS. GAYLE H. HOLLOMAN: I didn't hear anything about that.

DR. GABRIEL MORLEY: -- extra bags. And, truly, we were closed for a couple of snow days and some of the really cold days, the city opened shelters that may have taken some of the people, too, but I don't know that we had any instance at any branch, snow-related.

CHAIRMAN PAUL KAPLAN: Okay. None of our libraries are considered shelters, correct?

MRS. GAYLE H. HOLLOMAN: No.

CHAIRMAN PAUL KAPLAN: Okay. All right. Anything else on renovation? And, thanks, Josh, for some of the questions. We still have some more, but I want to carry on. We'll go on to those.

MR. JOSH TAYLOR: Yes.

CHAIRMAN PAUL KAPLAN: I haven't forgotten them.

17-69 MONTHLY FINANCIAL REPORT - NOVEMBER

18-03 MONTHLY FINANCIAL REPORT - DECEMBER

CHAIRMAN PAUL KAPLAN: Okay. The next thing is the Monthly Financial Report for November and December. Let's go to November first. Anybody have any questions?

MR. JOSH TAYLOR: I think since December's representing the year we should --

CHAIRMAN PAUL KAPLAN: Yes. We should go to December.

MR. JOSH TAYLOR: -- we should go to December. And so my interpretation of this is that we underspent the budget by a million-eight; is that correct?

DR. GABRIEL MORLEY: Maybe. We may have had a little carryover, because some of the salary stuff, because of the way the pay periods flow, some of that salary stuff could have flowed in to January. You know, like when we -- when Ed budgets he knows we've got to pay out one or two checks in January that are based on December work, so...

MR. JOSH TAYLOR: So this isn't the final?

DR. GABRIEL MORLEY: I would say somewhere in that 1.5 to two million range we were under budget, but the specifics I don't know.

MR. JOSH TAYLOR: So when do we get a final year-end set of numbers?

DR. GABRIEL MORLEY: I don't know. That's an interesting question, because the County will reconcile their budget at some point. Maybe then we would know the definitive 2017, because I suspect Ed's next report will be the January totals.

MR. JOSH TAYLOR: Right. Right.

DR. GABRIEL MORLEY: I don't know. That's a good question. Do

you remember when the County reconciles? Is it March?

MRS. GAYLE H. HOLLOMAN: Sounds about right.

DR. GABRIEL MORLEY: 'Cause I know they -- I mean, some of the things that carry over, that have been encumbered, they're waiting to pay those off in January, February, March. Ed may know. I can ask him. I'm sure he's depending on the County to close out the books.

CHAIRMAN PAUL KAPLAN: Any other questions on the Financial Reports?

17-70 MONTHLY USAGE SUMMARY - NOVEMBER

18-04 MONTHLY USAGE SUMMARY - DECEMBER

CHAIRMAN PAUL KAPLAN: Go right into the Monthly Usage Summary.

DR. GABRIEL MORLEY: The only general comment I have for the stats is I think they're just following a trend that we're also following. You know, we know that digital Circ is increasing; we're making arrangements to attack that.

MR. JOSH TAYLOR: My sense is that there's still a lack of awareness of the availability of it.

DR. GABRIEL MORLEY: Oh, yeah.

MR. JOSH TAYLOR: When I talk to -- even people and -- the Friends, you know, oh, how do you do this? And Madigan has been doing a very interesting presentation at the Senior Centers. You know, she's the Sandy Springs Branch Manager. It seems like the Friends need to have this orientation.

DR. GABRIEL MORLEY: Yeah, we're -- Debbie Mack is the Digital Resources Librarian, technically everybody has a Fulton County title.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: Debbie's been doing a ton more promotion. We've been trying to get her to curate some Collections, you know, doing -- which would essentially be a physical display. Like, she put together a David Bowie Collection, because there's now a David Bowie Book Club. So when things happen, you know, she'll try to curate a digital Collection that we can push.

MR. JOSH TAYLOR: Could we ask for her to be at one of these Friends meetings just to --

DR. GABRIEL MORLEY: Yes. Yes. I mean, anytime --

MR. JOSH TAYLOR: ... present it?

DR. GABRIEL MORLEY: -- she can do it. We're -- and remember we've bulked up that department too. We've added two new catalogers. Brazos is up there, and so this is part of his tech plan, is to try and push these things out in a new way. So he's got a couple of people, he's divided some of their duties to spread out some of the marketing elements of this. And I suspect you will see a big ramp up, because even the County

believes in this. Everybody is supportive of what is happening. And as more people get involved then it spreads incrementally.

MR. JOSH TAYLOR: Right.

CHAIRMAN PAUL KAPLAN: Okay. Any other questions on the Monthly Usage Summary?

18-05 CUSTOMER SERVICE REPORT - QUARTERLY

LIBRARY CLOSURE REPORT - QUARTERLY

CHAIRMAN PAUL KAPLAN: How about the Customer Service Report and the Library Closure Report.

DR. GABRIEL MORLEY: You all know the closures were not necessarily mechanical this year. They were weather related and we did just have one a couple of days ago that was...

CHAIRMAN PAUL KAPLAN: Was it Adams?

DR. GABRIEL MORLEY: Mechanical. Yeah, Adams.

CHAIRMAN PAUL KAPLAN: Adams. Needs a lot of work.

DR. GABRIEL MORLEY: The spot heaters just couldn't --

CHAIRMAN PAUL KAPLAN: Can't keep up.

DR. GABRIEL MORLEY: -- heat the building enough. But Ellis and Al have also worked out a deal for one branch. I don't remember which one, but to go ahead and try and work on the mechanical equipment before the renovation, because it's just in terrible shape and we're still eight months, twelve months, fourteen months out. So, you know, the things that...

MR. AL COLLINS: I think that's Adams.

CHAIRMAN PAUL KAPLAN: Huh?

MR. AL COLLINS: That's Adam's too.

CHAIRMAN PAUL KAPLAN: It is Adams Park?

MR. AL COLLINS: Right. Adams Park.

DR. GABRIEL MORLEY: I mean, some of them are just limping --

CHAIRMAN PAUL KAPLAN: Terrible issues.

DR. GABRIEL MORLEY: -- just limping along. I mean, another summer at Fairburn and it's going to be tough. We've got to get that one under construction, too, because the electrical load just doesn't have enough capacity. It's not a matter of bringing in more spot coolers, it can't take it; the building can't do it.

MR. JOSH TAYLOR: I thought it was very interesting that this year-to-date comparison on Customer Service Comments. It's up 60 percent compared to last year.

DR. GABRIEL MORLEY: Yes. Well, we made the big push too for all the renovations. I mean, everything we did on the computer. I mean, we're trying to attract more good attention, so that in return gets more people commenting about what we're doing. So it's still -- I mean, I think the numbers are in a good spot. I mean, we're still primarily getting good feedback from people as opposed to the complaints.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: But we are cognizant of the fact that we're about to close a lot of libraries, so that number could flip-flop very easily. Because despite what we do people are still going to say, I didn't know it was going to be close or I dropped off my books on your front porch, why didn't the construction worker pick it up? I put it in the book drop six months ago or something, so we still -- there's still going to be some issues, but we've tried to tell the staff, be overly generous. There's no reason to try and put people under your thumb. Just let some of these things go as the cost of doing business and make it as smooth a transition and as easy as possible. So I think they're getting that message; they're just sometimes hesitant because they fear some kind of retribution.

So we're trying to explain to them, bend over backwards for people, encourage them to take out more materials, because you'll be closed. Remind them ahead of time. We've got a whole marketing plan that Claudia's putting together, so we'll have the phone line people can call for updates; we'll have bookmarks to hand out that advise them where they can go, when the dates are. All those kinds of things that could become issues, we want to try and head off.

But we know there will still be people who will drive into the parking lot, walk in the building with construction workers and say, is the library closed? And we'll say, yes, the library's closed. And they'll say, why?

CHAIRMAN PAUL KAPLAN: That always happens.

DR. GABRIEL MORLEY: That's what I mean, it's just -- you know, that's part of it, we expect it. So we're trying to deal with it in a positive way.

MR. JOSH TAYLOR: So do you have plans to do a Customer Survey this year?

DR. GABRIEL MORLEY: Yes. I talked to Claudia about it yesterday and we have a meeting next week, maybe.

MRS. GAYLE H. HOLLOMAN: I think it is.

DR. GABRIEL MORLEY: Because our thought is to do it before the renovations, you know, to try and squeeze it in on the last week of March, maybe, before we shut down some of these libraries. Because we don't want to artificially influence the survey because of one thing that happened that we just can't really control. And our bonus is tied to it, so we don't want a low Customer Service rating because, you know, someone got on Facebook and said, email these people and tell them how sorry they are because they closed our library for Summer Reading. Right. We should have just closed them all for a day and

magically fixed everything.

But we're trying to think ahead. Inevitably, we'll miss things, things are going to happen, but Gayle and I are well-prepared for that. We're trying to get the Group Administrators prepared for that. And the Branch Managers will come along. They'll be ready by the time we're there.

MR. JOE PIONTEK: I know you mentioned Claudia a couple of times now, and I remember she was going to set up -- you had some contacts with the DEA and they were going to have some business leaders that were -- you were talking about getting more input here. In the last meeting you heard crickets, and then you were moved to 7:30, maybe a dawn-breaker's meeting, get them in here?

MRS. GAYLE H. HOLLOMAN: Yes.

MR. JOE PIONTEK: Did any -- is that still going on?

MRS. GAYLE H. HOLLOMAN: We did. It was awesome.

MR. JOE PIONTEK: Good.

MRS. GAYLE H. HOLLOMAN: It wasn't here. You want to talk about that?

DR. GABRIEL MORLEY: No, you can go.

MRS. GAYLE H. HOLLOMAN: It was held at the office of Cooper Carry. We had probably, what, ten, twelve --

MR. AL COLLINS: Sounds right.

MRS. GAYLE H. HOLLOMAN: -- business people --

MR. AL COLLINS: Yeah, easily.

MRS. GAYLE H. HOLLOMAN: and -- from representatives all over, from CAP to Georgia State University. Lots of interest, lots of activity as far as they were concerned with wanting to look at tenant spaces and things like that, possible ways that they could work with us with regard to that. And then some suggestions, a few suggestions, about some of the things we were talking about, what we want to do with Central.

So it was a very, very good meeting I thought, overall, and very well attended. And it was at 7:30 in the morning, but they were there --

MR. JOE PIONTEK: Excellent.

MRS. GAYLE H. HOLLOMAN: -- and we were there and I think it was really a good way to do it. Yes.

MR. JOE PIONTEK: Great.

DR. GABRIEL MORLEY: Yes. Because our goal all along too was for them to go out and proselytize for us. You know, for them to go back in to the community and say, hey, the library's doing a good thing. We went and listened to their plan. It's right on target. And so like Gayle said, I think we were very satisfied after that meeting with what they felt like we were doing.

FOUNDATION REPORT - UPDATE

CHAIRMAN PAUL KAPLAN: Okay. Well, Gayle, while you're there Gayle, how about Foundation Report. I think you were at the meeting today?

MRS. GAYLE H. HOLLOMAN: Yes, I was at that meeting today. We had a presentation -- we have five Bill Fox Mini-Grants that were awarded to our staff members who applied. Four of them made presentations today and they were well-received. Also, they talked about the Books for Babies program. They've got some -- they've had some ongoing conversations with Comer Yates of the Atlanta Speech School. And he's really wanting to take it up another level, because he's got a lot of literacy-type activities that we think book, they think will boost our Books for Babies program. And so they want to work closer with our staff, primarily with Christina Rand, who is our Outreach Coordinator for Children's Services. And so they really want to use some educational tools that they think will take us to a higher level with that process and that program, so we should hear more about that soon.

They talked a lot about planning their retreat that is going to take place in February. They also would like to have a Wish List. And they kept talking and going around about that. A Wish List about what sorts of things they could provide funding. And so I spoke up and said, well, we can always give you a Wish List. I don't know if they can always fund what we want, but we started talking about things like Author Programs and having festivals, such as a Children's Fairytale Festival or having some other type of festival that we've known that other Library Systems around the country do from time to time.

So they showed a lot of interest in that, because they're feeling that -- several members expressed the idea of, maybe if you go out looking for the money you need to know what it is you want to try and get money for. And I mean, I really think we can be a catalyst for that. So they kind of laughed about it, but I think they want to really explore more about that.

And, primarily, that was it. They talked about the retreat a whole lot and then they talked about trying to get more people involved, more members to that Board, to the Foundation, and that's basically it.

I brought them up to speed a little bit as to where we are, just a few words about where we are right now at Group 1 of the renovation project, so they were excited about that.

They are still wanting very much to try and find some way of assisting us with the relocation effort that we're trying to make with non-public service staff when we close Central. So they mentioned that at their last meeting, and they still want to

make some connections and hope -- think that they've got some relationships.

I actually received an email and some other information from one of them at the end of the meeting, so we're going to follow up and follow through on that and see where it leads us.

CHAIRMAN PAUL KAPLAN: Did they also pass their budget for the year too at the meeting; do you know?

MRS. GAYLE H. HOLLOMAN: They did.

CHAIRMAN PAUL KAPLAN: They did pass it. Okay. Where's the retreat going to be? Where are they planning it?

MRS. GAYLE H. HOLLOMAN: It's going to be at the Capital City Club in Brookhaven.

CHAIRMAN PAUL KAPLAN: Capital City Club.

MRS. GAYLE H. HOLLOMAN: On February 24th.

CHAIRMAN PAUL KAPLAN: When is it?

MRS. GAYLE H. HOLLOMAN: February 24th.

CHAIRMAN PAUL KAPLAN: February 24th.

MRS. GAYLE H. HOLLOMAN: I don't know the time, though. I think Penni was going to send that out to everyone.

CHAIRMAN PAUL KAPLAN: Okay. Any other questions about Foundation?

OLD BUSINESS

CHAIRMAN PAUL KAPLAN: Old business. Are we on target for the budget? Any rumors? They're not taking anything forward? We're pretty much where we're going to be? They're not making any changes? Suggesting any changes?

DR. GABRIEL MORLEY: Yes. They were making them when I left at 3:45. I mean --

CHAIRMAN PAUL KAPLAN: So they're going the opposite direction?

DR. GABRIEL MORLEY: I don't know that they'll take it from us, but, I mean, part of what was happening was, some Commissioners are wanting to fund additional projects, and the County is saying, well, where is that money going to come from? And the Commissioners say, well that's your job to figure out where the money comes from. So we may not know that 'til -- I mean, if they approve 'x' number of projects for 'x' dollars, those dollars have to come from somewhere. So I don't expect that they'll pull them from us, but I don't want to say they won't either.

CHAIRMAN PAUL KAPLAN: Did they approve -- do they go through it tonight or are they -- it's something they're thinking about doing? Or do they get --

DR. GABRIEL MORLEY: I thought they were going to vote today.

CHAIRMAN PAUL KAPLAN: They were voting today.

MR. JOSH TAYLOR: They'd better vote. We need to get on with

life.

DR. GABRIEL MORLEY: I mean, I thought it was a done deal today and then different people started lining up, saying they wanted to change and make amendments and do other things and then I had to leave. They're probably still going. You want to go over there?

MR. JOSH TAYLOR: No.

CHAIRMAN PAUL KAPLAN: I just want the Board to be aware. We still don't know.

MR. JOSH TAYLOR: But the budget as submitted, that we approved, was cut, is my understanding. You had to take out some vacant, positions?

DR. GABRIEL MORLEY: Yes. Yes. They cut it by those number of positions.

MR. JOSH TAYLOR: How many positions was it?

DR. GABRIEL MORLEY: Six or seven.

MRS. GAYLE H. HOLLOMAN: It was seven.

CHAIRMAN PAUL KAPLAN: Seven. I thing he said seven.

MRS. GAYLE H. HOLLOMAN: Seven.

MR. JOSH TAYLOR: And what level of staff was it?

MRS. GAYLE H. HOLLOMAN: Librarian 1.

MR. JOSH TAYLOR: Librarian 1. Okay. So no managers, no...

DR. GABRIEL MORLEY: Yes, we just didn't fill those.

CHAIRMAN PAUL KAPLAN: He didn't fill them. He left them vacant.

MRS. GAYLE H. HOLLOMAN: Well, they were vacancies where people left and we needed to fill them, but we gave them up.

CHAIRMAN PAUL KAPLAN: Right.

DR. GABRIEL MORLEY: Yes. That way no one got terminated.

CHAIRMAN PAUL KAPLAN: I'm just worried about anything additional. Something kind of came up today and they say, library you got to take some more out. It would get to be -- well, you'll know -- you'll know probably later tonight.

DR. GABRIEL MORLEY: We'll see.

CHAIRMAN PAUL KAPLAN: You'll see. Anything else out of Old Business?

NEW BUSINESS

CHAIRMAN PAUL KAPLAN: How about New Business? All right. Well, that's it. And we covered a lot of stuff; we got a lot of things done. And the renovation process going.

Al, thank you very much for stopping by. I appreciate it.

MR. AL COLLINS: Thank you.

CHAIRMAN PAUL KAPLAN: You can meet -- so every month now we're going to expect you to walk in?

MR. AL COLLINS: Yes.

CHAIRMAN PAUL KAPLAN: Okay. I want to make sure that's down in

the minutes. I'll come knock on your door.

MR. AL COLLINS: Yes, please.

ADJOURNMENT

CHAIRMAN PAUL KAPLAN: Well, if there's nothing else, do I hear a motion to adjourn?

MOTION

MR. JOE PIONTEK: Move we adjourn.

CHAIRMAN PAUL KAPLAN: Moved. Second?

MR. D. CHIP JOYNER: Second.

CHAIRMAN PAUL KAPLAN: All those in favor, say I.

(Whereupon, all said aye.)

CHAIRMAN PAUL KAPLAN: Thank you. Thank you, everybody. I appreciate it.

*(Whereupon, the Board of Trustees Meeting
concluded at 5:12 p.m.)*

Doc. #18-12

Fulton County Library System

Director's Report

Dr. Gabriel Morley, Executive Director

February 2018

Summary of January 2018 Activities

Personnel

- No major personnel actions.

Bond Update

- CooperCarry will submit schematic design drawings for Central Library on Feb. 23. (Please arrive early to the Feb. 28 BOT meeting if you would like to review the submission in my office.)
- Group 1 (Roswell, Sandy Springs, Kirkwood, Southwest, Dogwood, Washington Park, West End) – The second round of public meetings are underway to unveil the design proposals for each branch in the group. Renovations will begin at four libraries in April 2018 (Sandy Springs, Southwest, Kirkwood, and West End).
- Group 2 (Ocee, NESO, Northside, Mechanicsville, Buckhead) – Staff input sessions are being held to gather information about possible renovation ideas. Public input sessions are being finalized this week.
- Group 3 (Adams Park, Adamsville, Cleveland Ave., Ponce, College Park, East Atlanta) – Bids are due for this project on Feb. 26.
- Group 4 (East Point and Fairburn) – Proposed designs are being finalized with the project management team. Once finalized, we will update the BOC and BOT before scheduling the second round of public meetings.
- The Hapeville project was awarded to Albion. We will have our first public meeting on February 26 at 6:30 at the Hapeville Library.

Maintenance Update

- The Alpharetta Library was closed for several days in order to repair a plumbing issue.
- The Adams Park Library was closed for several days in order to repair a plumbing issue, along with water damage to carpet, tile, walls etc.

VOLUNTEER SERVICES

- The Office of Volunteer Services recorded 4,228 hours performed at 32 locations, including 5 departments at Central
- 605 volunteers, 83 of which were new to the system, served at 20 different branches.
- Branches with the top hours of 328, 218 and 202 included Roswell, Northeast/Spruill Oaks and Ocee. (The same three branches had the top number of volunteers with Northeast/Spruill Oaks at 66, Ocee with 64 and Roswell with 31.)
- Roswell, Alpharetta and Sandy Springs had the top number of Friends' hours with 506, 372 and 254 hours respectively.
- The Friends of Northeast/Spruill Oaks, Sandy Springs and Roswell had the most volunteers with 47, 35 and 32 respectively.

CENTRAL

- For January, General Collections created displays for Martin Luther King Day, New Year's Resolutions, David Bowie, and Ursula K. Le Guin. The Martin Luther King Day display included pictures of MLK throughout his life including King at important moments in the Civil Rights Movement such as the March on Washington, Selma, and the March Against Fear. The display also included the full transcript of King's iconic "I have a dream" speech given at the March on Washington.



METROPOLITAN

- The New Year has started off busy at the branch, despite the several snow days we have had. We greeted 9,241 patrons this month and they were met with several attractive displays on various topics. A New Year's Resolution display on health and fitness has proved very popular, as well as a colorful gospel music display. We also featured teen series fiction and books related to the upcoming Super Bowl and Olympic Games. We look forward to seeing how many of these items circulated when the next Collection HQ Experimental Placement report comes out.
- The library participated and hosted a Zone 3 Community Resource Fair hosted by the Office of the Fulton County District Attorney. This event had representatives from a large number of organizations that provide resources on Housing, Children/Youth Services, Mental Health, Education, Employment, Senior Services, and other local organizations that provide a wide-range of low-cost or free services. The Branch Manager set up a table as well and provided information about our digital resources, registered people for library cards, and had the opportunity to network with other organizations to try to secure future programming for the branch.
- In total, 31 programs were presented this month for our community with a total attendance of 578 children, teens, and adults. Meeting rooms were used by various groups 45 times and accommodated 612 patrons. Our two study rooms were used a total of 117 times this month and accommodated 136 patrons.

MILTON

- Despite the weather playing hopscotch with our days we had a busy month, especially regarding groups in our community using the meeting rooms. We hosted the Fulton County Schools Principals for a day long planning session, BankSouth Mortgage Brokers for continuing education class and AARP Tax Preparation Training just to name a few. We also celebrated National Puzzle Day with a Jigsaw Puzzle Exchange. Patrons dropped off jigsaw puzzles during the month and on Jan 29, 2018 we placed all of the puzzles out for patrons to grab a puzzle to keep. Milton also welcomed Patricia Marion to the branch as a transfer employee from Northeast-Spruill Oaks.
- Milton also honored our Friends and Volunteers this month with a little recognition ceremony on Saturday, Jan 27. A short presentation by Jason Blackstock detailing the total number of hours volunteered in 2017 was noted with special "shout outs" to our top (hours) volunteers and friends.

SANDY SPRINGS

Sandy Springs staff created several displays this month:

- **New Year, Younger You** – books on healthy aging and maintaining youthfulness.
- **Yoga, Tai Chi and Meditation** materials to highlight our programs.
- 2018 **Financial Freedom**, get-out-of-debt books.
- January is **Soup Month** – Be a “*Souper*” Reader
- Featured books in the 100s section – **Self-Help**.
- Our **Staff Picks** display was very popular and challenging to keep stocked!
- Shari Speller created a bulletin board display: **Letters for the New Year**.
- Marilyn Schuster created **Curl Up with a Book**, a wintry themed bulletin board.
- We highlighted new books in the children’s and teen areas.
- Remembering **Ursula Le Guin** and Remembering **Sue Grafton** displays for two legendary writers who passed away this month.
- The colossal bulletin board display in the children’s room was submitted by **Abernathy Arts Center**. It featured a colorful array from their Summer Art Series. The pieces are titled Travel Back in Time, Doodles Meet Patterns, Painting with the Masters, Mixed Media, Creative Printing, and Stitch in Time.
- Our art display zone featured oil paintings by local artist **Ann Marshall Bailey**

WOLF CREEK

- The Wolf Creek library was exceptionally busy with exciting programs to start off the New Year. January 13, Wolf Creek hosted a College Scholarship Parent Workshop. This event had two sessions. The first was parents getting general information about the College Scholarship process. The second half focused on the students and their needs going forward in the scholarship process. There were a total of 40 people (20 teens and 20 parents).
- The Wolf Creek Library hosted an Eagle Scout Induction Ceremony celebrating a young man’s final award achievement in the Boy’s Scouts. Ms. Hunt and Mr. Coleman attended this event. Troop 1906 was sponsored by Omicron Phi Lambda Chapter of Alpha Phi Alpha Fraternity, Inc. Mayor Bill Edwards and Author Curtis Bunn who are both members of this fraternity chapter were in attendance. The President of this chapter presented the young man with high honor of achievement on the top of his Eagle Scout award. Also, the CEO of the Boy Scouts was in attendance. This was the first Eagle Scout Award in the area presented in a Scout Troop sponsored by a fraternity. There were a total of over 125 in attendance.
- The men’s book club was held on January 24th by Mr. Coleman where *March Book 1* was discussed. February 26th we will discuss *March Book 2*. The meeting had a total of four discussing plans for the club going forward. Essence bestselling author Curtis Bunn is set to join us at our next meeting to discuss how we partner with more collaborative efforts in the future.

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF JANUARY 31, 2018

Doc. #18-09

| SERVICE | 2018 BUDGET | JANUARY | YEAR-TO-DATE | YEAR-TO-DATE | YEAR-TO-DATE | YEAR-TO-DATE | BUDGET |
|----------------------|-------------------|------------------|------------------|----------------|------------------|--------------|-------------------|
| DESCRIPTION | ALLOCATION | EXPENDITURES | EXPENDITURES | COMMITTED | COMMITTED | % COMMITTED | BALANCE |
| REG SALARY | 14,243,881 | 1,064,419 | 1,064,419 | - | 1,064,419 | 7% | 13,179,462 |
| PART TIME SALARY | 755,646 | 34,467 | 34,467 | - | 34,467 | 5% | 721,179 |
| BENEFITS | 7,222,655 | 543,201 | 543,201 | - | 543,201 | 8% | 6,679,454 |
| BOOKS | 2,124,531 | - | - | 44,165 | 44,165 | 2% | 2,080,366 |
| OFFICE EQUIP. REPAIR | 19,216 | - | - | - | - | 0% | 19,216 |
| EQUIPMENT | 9,110 | - | - | - | - | 0% | 9,110 |
| OFFICE FURNITURE | 2,082 | - | - | - | - | 0% | 2,082 |
| PROFESSIONAL SERV | 100,337 | - | - | 3,915 | 3,915 | 4% | 96,422 |
| COPIER MACHINE LEASE | 281,535 | 31,520 | 31,520 | - | 31,520 | 11% | 250,015 |
| COPIER PAPER | 16,000 | - | - | 4,373 | 4,373 | 27% | 11,627 |
| SUPPLIES | 237,891 | 1,290 | 1,290 | 382 | 1,672 | 1% | 236,219 |
| SOFTWARE MAINTENANCE | 444,193 | - | - | - | - | 0% | 444,193 |
| BUILDING RENT | 203,641 | - | - | 25,249 | 25,249 | 12% | 178,392 |
| LYRASIS CHARGES | 200 | - | - | - | - | 0% | 200 |
| OTHER SERVICES | 195,511 | 6,659 | 6,659 | 1,552 | 8,211 | 4% | 187,300 |
| SECURITY SERVICES | 343,614 | 9,246 | 9,246 | 20,754 | 30,000 | 9% | 313,614 |
| TRAVEL | 31,180 | 427 | 427 | - | 427 | 1% | 30,753 |
| VEHICLE MAINTENANCE | 8,750 | 864 | 864 | - | 864 | 10% | 7,886 |
| GENERAL INSURANCE | 759,530 | 63,294 | 63,294 | - | 63,294 | 8% | 696,236 |
| CONTINGENCY | 25,000 | - | - | - | - | 0% | 25,000 |
| TOTAL | 27,024,503 | 1,755,386 | 1,755,386 | 100,390 | 1,855,776 | 7% | 25,168,727 |

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG. TYPE

AS OF JANUARY 31, 2018

| ORGANIZATION | SERVICE | 2018 BUDGET | JANUARY | YEAR-TO-DATE | YEAR-TO-DATE | YEAR-TO-DATE | YEAR-TO-DATE | BUDGET |
|---------------------------|----------------------|-------------------|------------------|------------------|---------------|------------------|--------------|-------------------|
| TYPE | DESCRIPTION | ALLOCATION | EXPENDITURES | EXPENDITURES | ENCUMBRANCES | COMMITTED | % COMMITTED | BALANCE |
| PUBLIC SERVICE OPERATIONS | REG SALARY | 11,979,505 | 907,330 | 907,330 | - | 907,330 | 8% | 11,072,175 |
| | PART TIME SALARY | 755,646 | 34,467 | 34,467 | - | 34,467 | 5% | 721,179 |
| | BENEFITS | 6,115,713 | 462,334 | 462,334 | - | 462,334 | 8% | 5,653,379 |
| | BOOKS | 2,124,531 | - | - | 44,165 | 44,165 | 2% | 2,080,366 |
| | OFFICE EQUIP. REPAIR | 18,456 | - | - | - | - | 0% | 18,456 |
| | EQUIPMENT | 4,000 | - | - | - | - | 0% | 4,000 |
| | OFFICE FURNITURE | 1,785 | - | - | - | - | 0% | 1,785 |
| | PROFESSIONAL SERV | 79,595 | - | - | 300 | 300 | 0% | 79,295 |
| | COPIER MACHINE LEASE | 256,235 | 29,571 | 29,571 | - | 29,571 | 12% | 226,664 |
| | SUPPLIES | 183,196 | - | - | - | - | 0% | 183,196 |
| | BUILDING RENT | 203,641 | - | - | 25,249 | 25,249 | 12% | 178,392 |
| | OTHER SERVICES | 60,098 | 436 | 436 | 1,300 | 1,736 | 3% | 58,362 |
| | SECURITY SERVICES | 343,614 | 9,246 | 9,246 | 20,754 | 30,000 | 9% | 313,614 |
| | GENERAL INSURANCE | 575,035 | 47,920 | 47,920 | - | 47,920 | 8% | 527,115 |
| Total | | 22,701,050 | 1,491,304 | 1,491,304 | 91,768 | 1,583,072 | 7% | 21,117,978 |

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - BY ORG. TYPE

AS OF JANUARY 31, 2018

| ORGANIZATION | SERVICE | 2018 BUDGET | JANUARY | YEAR-TO-DATE | YEAR-TO-DATE | YEAR-TO-DATE | YEAR-TO-DATE | BUDGET |
|------------------|----------------------|------------------|----------------|----------------|--------------|----------------|--------------|------------------|
| TYPE | DESCRIPTION | ALLOCATION | EXPENDITURES | EXPENDITURES | ENCUMBRANCES | COMMITTED | % COMMITTED | BALANCE |
| SUPPORT SERVICES | REG SALARY | 2,264,376 | 157,089 | 157,089 | - | 157,089 | 7% | 2,107,287 |
| | BENEFITS | 1,106,942 | 80,867 | 80,867 | - | 80,867 | 7% | 1,026,075 |
| | OFFICE EQUIP. REPAIR | 760 | - | - | - | - | 0% | 760 |
| | EQUIPMENT | 5,110 | - | - | - | - | 0% | 5,110 |
| | OFFICE FURNITURE | 297 | - | - | - | - | 0% | 297 |
| | PROFESSIONAL SERV | 20,742 | - | - | 3,615 | 3,615 | 17% | 17,127 |
| | COPIER MACHINE LEASE | 25,300 | 1,949 | 1,949 | - | 1,949 | 8% | 23,351 |
| | COPIER PAPER | 16,000 | - | - | 4,373 | 4,373 | 27% | 11,627 |
| | SUPPLIES | 54,695 | 1,290 | 1,290 | 382 | 1,672 | 3% | 53,023 |
| | SOFTWARE MAINTENANCE | 444,193 | - | - | - | - | 0% | 444,193 |
| | LYRASIS CHARGES | 200 | - | - | - | - | 0% | 200 |
| | OTHER SERVICES | 135,413 | 6,223 | 6,223 | 252 | 6,475 | 5% | 128,938 |
| | TRAVEL | 31,180 | 427 | 427 | - | 427 | 1% | 30,753 |
| | VEHICLE MAINTENANCE | 8,750 | 864 | 864 | - | 864 | 10% | 7,886 |
| | GENERAL INSURANCE | 184,495 | 15,375 | 15,375 | - | 15,375 | 8% | 169,120 |
| | CONTINGENCY | 25,000 | - | - | - | - | 0% | 25,000 |
| Total | | 4,323,453 | 264,082 | 264,082 | 8,622 | 272,704 | 6% | 4,050,749 |

Atlanta-Fulton Public Library System January 2018

| Activity and Description | 2018 | | 2017 | | YTD |
|---|---------|---------|---------|---------|-------|
| | January | YTD | January | YTD | |
| Circulation | | | | | |
| Total number of items checked out of the library | 251,326 | 251,326 | 244,181 | 244,181 | 3% |
| Holds | | | | | |
| Number of requests by patrons | 52,637 | 52,637 | 55,654 | 55,654 | -5% |
| Inter-Library Loans | | | | | |
| Number of items lent to or borrowed from another library system | 429 | 429 | 346 | 346 | 24% |
| Visits | | | | | |
| Number of people entering a library for any reason | 297,702 | 297,702 | 296,556 | 296,556 | 0% |
| Computer/Internet Usage | | | | | |
| Number of computer sessions (Internet access and office software) | 76,591 | 76,591 | 78,507 | 78,507 | -2% |
| Number of hours of computer use | 41,538 | 41,538 | 42,692 | 42,692 | -3% |
| Wireless Sessions | | | | | |
| Number of times the library's wireless network is accessed | 25,745 | 25,745 | 39,522 | 39,522 | -35% |
| Webhits | | | | | |
| Number of times people have visited the library's website | 722,255 | 722,255 | 745,883 | 745,883 | -3.2% |
| Online Resources | | | | | |
| Number of times a resource is logged into or a searched performed | 204,413 | 204,413 | 114,990 | 114,990 | 78% |
| Computer Classes | | | | | |
| Number of classes | 16 | 16 | 21 | 21 | -24% |
| Number of attendees | 144 | 144 | 131 | 131 | 10% |
| Virtual Circulation | | | | | |
| Number of e-books and e-audiobooks checked out | 42,237 | 42,237 | 26,968 | 26,968 | 57% |
| Children's programs | | | | | |
| Library sponsored programs offered for children (birth - 12) | 292 | 292 | 227 | 227 | 29% |
| Number of people attending programs | 7,749 | 7,749 | 5,261 | 5,261 | 47% |
| Teen Programs | | | | | |
| Library sponsored programs offered for teens (13 - 17) | 47 | 47 | 32 | 32 | 47% |
| Number of people attending programs | 524 | 524 | 566 | 566 | -7% |
| Adult Programs | | | | | |
| Library sponsored programs offered for adults (18 +) | 348 | 348 | 315 | 315 | 10% |
| Number of people attending programs | 4,826 | 4,826 | 3,556 | 3,556 | 36% |
| Programs - Total | | | | | |
| Library sponsored programs offered - total of all programs | 687 | 687 | 574 | 574 | 20% |
| Number of people attending programs | 13,099 | 13,099 | 9,383 | 9,383 | 40% |
| Meeting Rooms | | | | | |
| Non-library sponsored meetings or activities scheduled | 443 | 443 | 550 | 550 | -19% |
| Number of people attending meetings or activities | 7,082 | 7,082 | 6,272 | 6,272 | 13% |

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
ADULT/YOUNG ADULT/JUVENILE CIRCULATION REPORT
JANUARY 2018

| ORGANIZATION NAME | ADULT | JUVENILE | Y/A | JAN 2018 DATA | JAN 2017 DATA | INCREASE/ DECREASE | PERCENT CHANGE | YTD 2018 CIRC | YTD 2017 CIRC | INCREASE/ DECREASE | PERCENT CHANGE |
|----------------------------|----------------|----------------|--------------|------------------|------------------|-----------------------|-------------------|------------------|------------------|-----------------------|-------------------|
| ADAMS PARK | 891 | 679 | 31 | 1,601 | 1,467 | 134 | 9% | 1,601 | 1,467 | 134 | 9% |
| ADAMSVILLE/COLLIER HEIGHTS | 778 | 508 | 35 | 1,321 | 1,788 | (467) | -26% | 1,321 | 1,788 | (467) | -26% |
| ALPHARETTA | 7,291 | 14,007 | 526 | 21,824 | 27,287 | (5,463) | -20% | 21,824 | 27,287 | (5,463) | -20% |
| BUCKHEAD | 6,602 | 4,793 | 278 | 11,673 | 10,395 | 1,278 | 12% | 11,673 | 10,395 | 1,278 | 12% |
| CLEVELAND AVENUE | 927 | 585 | 45 | 1,557 | 1,696 | (139) | -8% | 1,557 | 1,696 | (139) | -8% |
| COLLEGE PARK | 1,191 | 526 | 58 | 1,775 | 1,848 | (73) | -4% | 1,775 | 1,848 | (73) | -4% |
| DOGWOOD | 776 | 626 | 106 | 1,508 | 2,793 | (1,285) | -46% | 1,508 | 2,793 | (1,285) | -46% |
| EAST ATLANTA | 2,418 | 2,910 | 157 | 5,485 | 5,634 | (149) | -3% | 5,485 | 5,634 | (149) | -3% |
| EAST POINT | 2,384 | 1,073 | 321 | 3,778 | 4,011 | (233) | -6% | 3,778 | 4,011 | (233) | -6% |
| EAST ROSWELL | 5,958 | 7,255 | 135 | 13,348 | 14,022 | (674) | -5% | 13,348 | 14,022 | (674) | -5% |
| FAIRBURN | 1,065 | 788 | 52 | 1,905 | 2,152 | (247) | -11% | 1,905 | 2,152 | (247) | -11% |
| HAPEVILLE | 551 | 585 | 51 | 1,187 | 1,832 | (645) | -35% | 1,187 | 1,832 | (645) | -35% |
| KIRKWOOD | 1,023 | 1,586 | 82 | 2,691 | 3,019 | (328) | -11% | 2,691 | 3,019 | (328) | -11% |
| MARTIN LUTHER KING, JR | 557 | 334 | 44 | 935 | 1,094 | (159) | -15% | 935 | 1,094 | (159) | -15% |
| MECHANICSVILLE | 1,118 | 1,501 | 250 | 2,869 | 1,800 | 1,069 | 59% | 2,869 | 1,800 | 1,069 | 59% |
| METROPOLITAN | 2,739 | 3,319 | 146 | 6,204 | 7,349 | (1,145) | -16% | 6,204 | 7,349 | (1,145) | -16% |
| MILTON | 5,042 | 11,148 | 421 | 16,611 | 16,012 | 599 | 4% | 16,611 | 16,012 | 599 | 4% |
| NORTHEAST/SPRUILL OAKS | 6,178 | 12,915 | 837 | 19,930 | 16,447 | 3,483 | 21% | 19,930 | 16,447 | 3,483 | 21% |
| NORTHSIDE | 4,396 | 5,006 | 261 | 9,663 | 11,962 | (2,299) | -19% | 9,663 | 11,962 | (2,299) | -19% |
| NORTHWEST | 1,766 | 2,797 | 196 | 4,759 | 5,229 | (470) | -9% | 4,759 | 5,229 | (470) | -9% |
| OCEE | 7,178 | 16,371 | 973 | 24,522 | 25,201 | (679) | -3% | 24,522 | 25,201 | (679) | -3% |
| PALMETTO | 639 | 991 | 41 | 1,671 | 2,605 | (934) | -36% | 1,671 | 2,605 | (934) | -36% |
| PEACHTREE | 3,962 | 3,282 | 456 | 7,700 | 5,598 | 2,102 | 38% | 7,700 | 5,598 | 2,102 | 38% |
| PONCE DE LEON | 6,188 | 4,464 | 312 | 10,964 | 10,913 | 51 | 0% | 10,964 | 10,913 | 51 | 0% |
| ROSWELL | 11,821 | 10,481 | 729 | 23,031 | 19,310 | 3,721 | 19% | 23,031 | 19,310 | 3,721 | 19% |
| SANDY SPRINGS | 9,217 | 9,361 | 699 | 19,277 | 16,626 | 2,651 | 16% | 19,277 | 16,626 | 2,651 | 16% |
| SOUTHEAST | 1,235 | 1,501 | 60 | 2,796 | 3,526 | (730) | -21% | 2,796 | 3,526 | (730) | -21% |
| SOUTH FULTON | 2,978 | 3,390 | 219 | 6,587 | 7,747 | (1,160) | -15% | 6,587 | 7,747 | (1,160) | -15% |
| SOUTHWEST | 1,952 | 1,082 | 129 | 3,163 | 4,226 | (1,063) | -25% | 3,163 | 4,226 | (1,063) | -25% |
| WASHINGTON PARK | 787 | 643 | 20 | 1,450 | 1,773 | (323) | -18% | 1,450 | 1,773 | (323) | -18% |
| WEST END | 748 | 372 | 28 | 1,148 | 1,567 | (419) | -27% | 1,148 | 1,567 | (419) | -27% |
| WOLFCREEK | 3,920 | 4,918 | 315 | 9,153 | 10,693 | (1,540) | -14% | 9,153 | 10,693 | (1,540) | -14% |
| BRANCHES TOTAL | 104,276 | 129,797 | 8,013 | 242,086 | 247,622 | (5,536) | -2% | 242,086 | 247,622 | (5,536) | -2% |
| CENTRAL | 4,323 | 1,105 | 250 | 5,678 | 5,292 | 386 | 7% | 5,678 | 5,292 | 386 | 7% |
| OUTREACH SERVICES | 400 | 118 | 12 | 530 | 2 | 528 | 26400% | 530 | 2 | 528 | 26400% |
| AUBURN AVENUE | 1,347 | 169 | 8 | 1,524 | 1,124 | 400 | 36% | 1,524 | 1,124 | 400 | 36% |
| SYSTEM TOTAL | 110,346 | 131,189 | 8,283 | 249,818 | 254,040 | -4,222 | -2% | 248,294 | 254,040 | -4,622 | -2% |

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
SYSTEM STATS AT A GLANCE
JANUARY 2018

| AGENCY NAME | JANUARY *CIRCULATION | TOTAL REGISTRATIONS | COMPUTER USAGE | LIBRARY VISITS | NUMBER OF PROGRAMS | PROGRAM ATTENDANCE | NUMBER OF MEETINGS | MEETING ATTENDANCE | VOTER REGISTRATIONS |
|------------------------|-------------------------|------------------------|-------------------|-------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| ADAMS PARK | 1,324 | 108 | 1,047 | 1,650 | 12 | 170 | 2 | 23 | 0 |
| HEIGHTS | 1,605 | 162 | 1,792 | 3,830 | 3 | 19 | 5 | 130 | 2 |
| ALPHARETTA | 21,949 | 376 | 1,937 | 11,506 | 39 | 622 | 9 | 267 | 1 |
| BUCKHEAD | 11,701 | 405 | 1,722 | 14,428 | 23 | 886 | 49 | 526 | 0 |
| CLEVELAND AVE | 1,559 | 81 | 1,692 | 2,883 | 8 | 66 | 10 | 132 | 0 |
| COLLEGE PARK | 1,777 | 117 | 2,129 | 2,742 | 20 | 212 | 5 | 40 | 0 |
| DOGWOOD | 1,513 | 60 | 1,044 | 5,991 | 10 | 168 | 7 | 42 | 9 |
| EAST ATLANTA | 5,493 | 179 | 1,382 | 4,468 | 10 | 265 | 21 | 229 | 6 |
| EAST POINT | 3,600 | 173 | 3,701 | 3,424 | 16 | 203 | 17 | 187 | 1 |
| EAST ROSWELL | 13,560 | 250 | 1,903 | 4,052 | 30 | 574 | 22 | 319 | 19 |
| FAIRBURN | 1,911 | 181 | 758 | 2,850 | 7 | 52 | 20 | 200 | 8 |
| HAPEVILLE | 1,192 | 34 | 749 | 3,102 | 14 | 180 | 0 | 0 | 0 |
| KIRKWOOD | 2,701 | 116 | 761 | 1,789 | 9 | 160 | 8 | 52 | 2 |
| MARTIN LUTHER KING, JR | 936 | 38 | 391 | 28,855 | 0 | 0 | 0 | 0 | 0 |
| MECHANICSVILLE | 2,874 | 45 | 1,132 | 4,528 | 15 | 288 | 6 | 56 | 0 |
| METROPOLITAN | 6,210 | 180 | 4,576 | 9,241 | 31 | 578 | 45 | 612 | 2 |
| MILTON | 16,653 | 298 | 813 | 4,502 | 37 | 744 | 15 | 543 | 7 |
| NORTHEAST/SPRUILL OAKS | 20,016 | 260 | 988 | 18,901 | 31 | 548 | 19 | 165 | 1 |
| NORTHSIDE | 9,746 | 204 | 646 | 6,903 | 5 | 199 | 8 | 114 | 2 |
| NORTHWEST | 4,772 | 158 | 2,032 | 5,646 | 8 | 122 | 18 | 497 | 12 |
| OCEE | 25,011 | 375 | 1,153 | 18,370 | 28 | 610 | 5 | 95 | 3 |
| PALMETTO | 1,671 | 66 | 1,348 | 4,031 | 6 | 154 | 4 | 41 | 0 |
| PEACHTREE | 7,800 | 220 | 1,393 | 5,470 | 34 | 580 | 9 | 122 | 6 |
| PONCE DE LEON | 10,997 | 317 | 2,924 | 19,079 | 24 | 349 | 9 | 121 | 4 |
| ROSWELL | 23,091 | 518 | 1,861 | 14,650 | 38 | 551 | 6 | 63 | 10 |
| SANDY SPRINGS | 19,492 | 582 | 2,184 | 16,588 | 63 | 689 | 16 | 300 | 21 |
| SOUTHEAST | 2,800 | 92 | 2,023 | 8,291 | 12 | 330 | 16 | 173 | 0 |
| SOUTH FULTON | 6,590 | 351 | 5,037 | 9,167 | 10 | 115 | 18 | 381 | 0 |
| SOUTH WEST | 3,174 | 241 | 4,592 | 14,500 | 10 | 165 | 27 | 357 | 0 |
| WASHINGTON PARK | 1,453 | 79 | 1,832 | 9,012 | 9 | 143 | 3 | 35 | 35 |
| WEST END | 1,159 | 85 | 1,573 | 2,196 | 9 | 159 | 2 | 21 | 19 |
| WOLFCREEK | 9,212 | 206 | 2,357 | 10,440 | 26 | 498 | 26 | 1,011 | 9 |
| BRANCHES TOTAL | 243,542 | 6,557 | 59,472 | 273,085 | 597 | 10,399 | 427 | 6,854 | 179 |
| CENTRAL | 5,726 | 490 | 16,701 | 22,977 | 51 | 600 | 12 | 186 | 11 |
| OUTREACH SERVICES | 532 | 5 | 0 | 0 | 26 | 1,555 | 0 | 0 | 0 |
| AUBURN AVENUE RESEARCH | 1,526 | 3 | 418 | 1,640 | 13 | 545 | 4 | 42 | 0 |
| SYSTEM TOTAL | 251,326 | 7,055 | 76,591 | 297,702 | 687 | 13,099 | 443 | 7,082 | 190 |