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# **BOARD OF TRUSTEES**

## **MEETING INFORMATION PACKET**

**MAY 24, 2017**



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ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
BOARD OF TRUSTEES REGULAR MEETING  
MAY 24, 2017



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**Atlanta-Fulton Public Library System  
Board of Trustees Meeting  
Central Library, 6<sup>th</sup> Floor  
May 24, 2017 – 4:00 p.m.**

**AGENDA**

- |      |  |                    |
|------|--|--------------------|
| I.   | Adoption of Agenda   | Doc. #17-24 Tab #1 |
|      | Approval of Verbatim Minutes from Regular Meeting of April 26, 2017* | Doc. #17-23 Tab #2 |
| II.  | Chairman's Report  |                    |
| III. | Director's Reports   | Doc. #17-27 Tab #3 |
|      | A. Monthly Financial Report  | Doc. #17-25        |
|      | B. Monthly Usage Summary   | Doc. #17-26        |
| IV.  | Old Business   |                    |
|      | A. Library Bond Program – Update                                     |                    |
|      | B. Board of Trustees Bylaws* – Update                                |                    |
| V.   | New Business   |                    |
|      | A. Salary Savings – Update   |                    |
| IX.  | Adjournment  |                    |

\*Action is anticipated on this item.

**Doc. #17-23**



**ATLANTA-FULTON PUBLIC LIBRARY SYSTEM**

**BOARD OF TRUSTEES MEETING**

**APRIL 26, 2017 – 4:00 P.M.**

**CENTRAL LIBRARY – 6th FLOOR BOARD ROOM**

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Board of Trustees Meeting, 26 April 2017



**Members Present**

Bailey, Phyllis D., Vice Chairman  
Joyner, D. Chip  
Kaplan, Paul, Chairman  
Taylor, Josh, Secretary

**Absent:**

Borders, Patricia  
Burke, Jamilica  
Thomas, John R,

**Also In Attendance**

Claxton, Zenobia – Assistant to Director’s Office  
Holloman, Gayle H. – Division Manager  
Morley, Dr. Gabriel – Executive Director  
Rafferty, Paula – County Attorney

**Visitors Present**

Birchette, Muriel L., Patron of the East Point Library  
White, Daniel – Assistant to Commissioner Liz Hausmann

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**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:** Okay. I'm going to call the meeting to order. Fulton County Public Library System Board of Trustees Meeting, April 26, at 4 o'clock.

**17-18 ADOPTION OF THE AGENDA**

**CHAIRMAN PAUL KAPLAN:** The first thing on the agenda, the Adoption of the Agenda. Are there any additions or corrections? Is there something you want to add to it?

I'm going to put under Old Business -- we talked about it last month -- Survey Update. I just want to see where we're at on this. Anything else, anybody?

Is there a motion to accept the agenda?

**MOTION**

**MRS. PHYLLIS D. BAILEY:** Mr. Chairman, I move that the agenda be accepted as presented with the additions.

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

**MR. JOSH TAYLOR:** Second.

**CHAIRMAN PAUL KAPLAN:** All those in favor say aye.

*(Whereupon, all said aye.)*

**CHAIRMAN PAUL KAPLAN:** That was four people. It's really fast.

**17-17 APPROVAL OF THE VERBATIM MINUTES FROM REGULAR MEETING OF MARCH 22, 2017**

**CHAIRMAN PAUL KAPLAN:** Okay. Approval of the Verbatim Minutes of the Regular Meeting. You will notice now that attached to here is also what Zenobia always sends along to the BOC. Pretty much everything's self-explanatory, and talking to our attorney, this covers the open meetings - it covers the meetings that - Paula, I'm going to look to you on that. Paula?

**MRS. PAULA RAFFERTY:** Yes?

**CHAIRMAN PAUL KAPLAN:** Is that -- this is fine the way it is with this summary?

**MRS. PAULA RAFFERTY:** I'm looking at it now. Did we not take any action...

**CHAIRMAN PAUL KAPLAN:** So the summary highlights of Fulton County which is done by Zenobia, that's that first sheet in there. That is what's being sent to us. That --

**MR. JOSH TAYLOR:** But if there are actions --

**CHAIRMAN PAUL KAPLAN:** You'll see it.

**MR. JOSH TAYLOR:** -- this records it, I believe.

**DR. GABRIEL MORLEY:** Uh-huh (affirmative).

**CHAIRMAN PAUL KAPLAN:** Right.

**MRS. PAULA RAFFERTY:** Oh, I see it. I see it. Yes. That is exactly --

**CHAIRMAN PAUL KAPLAN:** Okay. All right.

**MRS. PAULA RAFFERTY:** -- right. Yes.

**CHAIRMAN PAUL KAPLAN:** All right. Do I hear a motion to accept the Verbatim Minutes of the Regular Meeting of March 22?

**MOTION**

**MRS. PHYLLIS D. BAILEY:** Mr. Chair, I move to accept the Verbatim Minutes.

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

**MR. D. CHIP JOYNER:** Second.

**CHAIRMAN PAUL KAPLAN:** Any additions or corrections to it? If not, all those in favor say aye?

*(Whereupon, all said aye.)*

**CHAIRMAN PAUL KAPLAN:** Opposed? None.

**CHAIRMAN'S REPORT**

**CHAIRMAN PAUL KAPLAN:** Chairman's Report. I'm going to hold off on this. I will be talking pretty much when we go to Executive Session, so I'm going to hold off on my report. I want to just go right into the Director's Report.

**DR. GABRIEL MORLEY:** Oh, yes. I've got a ton of things, so I'm going to try to go quickly.

**17-22 DIRECTOR'S REPORTS**

**17-19 MONTHLY FINANCIAL REPORT**

**DR. GABRIEL MORLEY:** The Financial Report is the same thing we see every month. We'll talk about Salary Savings when we move down to New Business.

**17-20 MONTHLY USAGE SUMMARY**

**DR. GABRIEL MORLEY:** The Usage Summary, I don't want this to seem complicated, but if you look at that initial page, you know, the page that has some highlighted columns, and then you look over to the far right you see some huge increases, right; Online Resources, Virtual Circ. And you know the Virtual Circ has been going up. We've talked about that month after month after month. We see that trend continuing. But the Online Resources, which is one up from there, or two up from there, you'll see went up eighty-five percent. And if you look year-to-date, we're at four hundred and eighteen thousand on Online Resources. If you look last year year-to-date, same time, two twenty-six. So you can think like I did, why in the world do we have this enormous jump?

And so I started thinking about it. And I wanted to ensure that what we're doing is accurate. So one thing we discovered is we're double counting in Online Resources. So your Virtual Circulation number is just Overdrive and Hoopla, anything with a Virtual Circulation.

The Online Resources counts all of the Virtual Circulation plus

database usage. So it is a double count.

**MR. JOSH TAYLOR:** Not really, it's just the definition of what it includes.

**DR. GABRIEL MORLEY:** Right. I just don't want you to be misled. And then the explanation for the jump -- if you remember, several months ago we were trying to get a product, a Discover product that would have pulled all of our resources into one search. Because remember, if you previously you wanted to search our catalog, you could search the catalog for books, DVDs, whatever was in the catalog. But that excluded databases. It excluded Overdrive. Anything external wasn't included in that search. So the product we got marries those two things together. So now every time somebody does a search, all of those database hits come up too. So this is an example that's not on what you see. But in March of 2016, last March, seven hundred and forty-four people used News Bank database. This March, seven thousand four hundred and four people used News Bank. And so -- and that's happening in each database because now that information is discoverable.

All those things that previously were hidden in the databases that you had to log into the databases to find, now comes up when you do that single search in the catalog. So all of our databases have seen these big jumps from, you know, seventeen hundred to forty-one hundred; thirty-seven hundred to seven thousand. So if you are looking at these numbers and with somebody else you say, wow, what accounts for this big jump?

**MR. JOSH TAYLOR:** It's the new product that you've involved.

**DR. GABRIEL MORLEY:** Yes. It's an accurate number, but it's not fair to compare it to last year because of the new product. So that's what I wanted you to understand about that percentage. And it's not just us. I mean, every library in the country -- you know, we did this in Louisiana before I left to try and just put a little asterisk that says this is when we started counting in a new way because our model changed. And that way it doesn't look year-to-year or over time like something good or bad happened. Because I think I told you before, our -- we also set up our database product so that it was easier to get and directly, which meant people bypassed the website, which meant our Web Hits went way down, which looked negative, but in reality it was a benefit to the patrons because they didn't have to make multiple steps. It was a direct shot. So it goes both ways. But I like to be clear about the stats because people see those stats; people talk about the stats, and I don't want us to get in a position that we can't get out of. So we're monitoring the stats.

**CHAIRMAN PAUL KAPLAN:** Okay.

**DR. GABRIEL MORLEY:** We talked about manager retreat. What else is on the agenda? I have a little bit of an Outreach update. And we can talk about two things that sort of blend together. Remember, part of what we've done is ask them to go out and survey the landscape and see what outreach opportunities are available.

In the first month, Oscar, who's our adult outreach librarian, had twenty-four programs that they're ranged from Business Development type programs to Parks and Rec Programs to Festival Programs, NPU's, all sorts of different things. One of the benefits of one of those meetings was there were some people in the audience who said, hey, we have a grant program that we would be willing to ask you to participate in. So he said, hey, that sounds great. So we submitted the application. We won the grant, and we're in the process. So the Atlanta Cycling Festival awarded us a two thousand dollar grant to purchase a Book Bike. And so the Book Bike, I think, is on order. We're trying to -- been working with Ed to figure out how we can get it here. But essentially it's, you know, an adult sized tricycle that has a box on the front similar to an old ice cream bike or something. So, you know, the box can fold out into shelves. It can fold out for pop-up Storytime. And our intent is to take it on the Beltline, take it to festivals, take it to Farmer's Markets, as another advertising venue and as a way to push our resources, because we actually can carry material in the box. So it'll be a very interesting project.

The one thing that Oscar was adamant about is that it have a little motor attached because of the --

**MRS. PHYLLIS D. BAILEY:** I was just going to ask that question as to how you were going to --

**DR. GABRIEL MORLEY:** -- the hills in Atlanta are a little bit too much.

**MRS. PHYLLIS D. BAILEY:** -- propel this. That was going to be my next question as to how you were going to propel this.

**DR. GABRIEL MORLEY:** So we hope we can -- they do this at the Atlanta Cycling Festival festival, which is in June. But part of it is it's a custom made bike. And we want to get some kind of custom, either paint or wrap for the box, that has our logo that says we want to brand our image. So we're hoping to debut it there. We will definitely have it for the Georgia 400 Road Race thing where they shut down Georgia 400 and people can ride. So we'll have over a thousand bicycling enthusiastic right in the spot where we can show it off. So that would be pretty interesting. It was a fun project. He's excited about

it and we're excited about it.

Tied to that is a way to transport that bike. And so one of the things that we've been talking about with the Bookmobile is -- what we're planning is to use some of the money to get an ordinary transit van that fits in our parking garage. So we have no issues about security or parking but that's big enough to carry the bike around, to carry their tents around, to carry their tables around, all those things that they just need to throw in a vehicle and go. And then they're both planning to get a Bookmobile of this size for each of their separate activities. You know, one's doing youth; ones doing adult. And so Oscar's will be outfit with some different kinds of technology. He'll have more reading materials inside. He's got some other ideas for some solar generators, stuff like that. And then Christina's is more oriented towards kids. She'll have a place she can do puppet shows. She'll have different places to store technology and pull that technology out for the kids wherever she goes. If she's at a festival, a park, a school parking lot, whatever, so...

**MR. JOSH TAYLOR:** How long will it be before we have these?

**DR. GABRIEL MORLEY:** That's -- that's the part we're trying to figure out now. You know our goal was to try and do it before we started construction on some of these renovations. But Ed feels like these are not on state contract, which means we're going to have to put out an RFP. So we are working up these specifications. We're meeting with the Farber people to sort of get some guidance about what things work; what thing don't work. And then we'll have our specific guidelines that we can put in the RFP. Then we can put it out to bid. And I think I've told you all before there's five or six companies in the country that do this. So I expect three or four of them will bid if they have the kind of vehicles that we're looking for. Because some of them do giant RVs, some do school buses. And so this size and this kind of functionality may be only suited to two or three of them.

And then once they bid, we just have to say yes or no and then start that acquisitions process. The only other component to this, and this bleeds into a third issue, remember we appropriated TAD money to pay for these. And this will -- each one of these will -- I mean, this one I think is forty thousand, the transit van. And I think these two are around a hundred. They may be a little bit over depending on what we add. Because our goal is to add as much as we can to the vehicle so we don't have to purchase that stuff separately, you know. If we can get the TV mounted to the vehicle, then we don't have to buy the TV

by itself later on. We can just roll it all up into one invoice.

We have four hundred and fifty thousand dollars in Salary Savings. So, technically, Ed and I feel like this would be a one-time purchase. We could potentially use that Salary Savings to purchase these if we can get the design, the bus, and invoice before October when the County shuts us down, and if Finance doesn't say that this isn't a one-time purchase because it will still have maintenance and gas costs ongoing. So depending on Finance's definition of whether or not this is a one-time purchase. And so I guess what I'm asking all of you is if you - - would you prefer if we spent Salary Savings to get these vehicles if it's an option for us?

**MR. JOSH TAYLOR:** Can you outline other options that if we didn't do Salary Savings for this, are there either programs or expenditures that are on your 'A' list?

**DR. GABRIEL MORLEY:** For the Salary Savings?

**MR. JOSH TAYLOR:** Yes.

**DR. GABRIEL MORLEY:** That's what we're trying to add up now, you know. And, obviously, this would take up, you know, the majority of it. So we didn't want to come up with a huge list. But we probably have three hundred thousand dollars worth of other stuff, including materials. I mean, we could get two hundred fifty thousand dollars worth of eBooks easily.

**MR. JOSH TAYLOR:** Well, if you use this for the vans, how do you fund these other things?

**DR. GABRIEL MORLEY:** We wouldn't. They're just not on our list. They're all just gravy. Because all this was initially salary, so we never planned for it. But these won't eat it up anyway. Because by the time we approve all the Salary Savings, there'll be more in there.

**MR. JOSH TAYLOR:** Right.

**DR. GABRIEL MORLEY:** And then by the time we get to August, we'll have accumulated some more. But -- for example, Oscar and Christina are making a list of items that they need for Outreach, too, that aren't associated with the van. And that's around thirty thousand now. So we could get those items with the Salary Saving, probably not with TAD money, because the TAD money had those capital restrictions with it.

So there are some advantages both ways. But while we had this opportunity, if you're more incline to spend the Salary Savings on the vehicles, then we could do that and reserve that TAD money for what I'm calling "pet projects" at some of these library renovations that may happen.

Because, remember, the TAD money is totally separate. The

contractors don't know about any of that TAD money. So when we get to the end of these renovations, if we don't have everything we need, then potentially we pull over that TAD money and say, hey, what about 'x', 'y', 'z'. So it's a benefit to have it.

**MR. JOSH TAYLOR:** If they're very good about doing their research, they'll find out about it.

**DR. GABRIEL MORLEY:** Well --

**MR. JOSH TAYLOR:** It's in the record.

**DR. GABRIEL MORLEY:** -- I don't even bring it up to Al anymore, you know. I want people to forget about it.

**MR. JOSH TAYLOR:** Oh, okay.

**DR. GABRIEL MORLEY:** But that's what I mean --

**CHAIRMAN PAUL KAPLAN:** I would use the Salary Savings because we need that TAD money for the libraries.

**DR. GABRIEL MORLEY:** I'm just --

**CHAIRMAN PAUL KAPLAN:** We really need it.

**DR. GABRIEL MORLEY:** It's an unknown to renovate these twenty-two buildings and get to the end. And we'll still accumulate some more TAD money, you know. We'll end up with maybe seven million TAD money by the time we're ready to spend it.

**MR. JOSH TAYLOR:** My only concern is let's don't leave money on the table as far as the Salary Savings.

**DR. GABRIEL MORLEY:** Yes, we --

**MR. JOSH TAYLOR:** So you have to watch it very carefully.

**DR. GABRIEL MORLEY:** That was another reason we thought of these, because it would take the bulk of it so it wouldn't be left there again. But I think the real decision point is the timing. Because if we can't get this and get it invoiced before October and Fulton County closes the books on us, then just what you said. That money's left there on the table because we were planning to spend it here. So I think we will know more once we talk to some of these companies. Because if they have a base model, and in ninety days they could roll out whatever kind of customizations you want and deliver it to us and bill us, that's an easy set.

**CHAIRMAN PAUL KAPLAN:** I would think they'll do it. If they know that's the deadline, they'll do it.

**MRS. PHYLLIS D. BAILEY:** I think that's a good idea too.

**DR. GABRIEL MORLEY:** So if you're inclined that way, Ed and I will work toward that. We'll put together a formal proposal for you all to vote on next month, and that gives us that month too in the interim to figure out from these companies is this a doable request or are you backlogged, you know, and we're six months from now. Because if they say that, you know, then we have to use the TAD money; otherwise, the Bookmobiles are a no-

go for this year.

**CHAIRMAN PAUL KAPLAN:** And this is the year we need to get it going.

**DR. GABRIEL MORLEY:** And they chose these -- I think I said this. And if I have, just tell me to hush. -- but they chose these because they can operate them themselves. Don't need any kind of special license or driver. They're not gigantic vehicles, so they can maneuver through the streets of the city. They have backup cameras. And they provide the flexibility they need for the things they're doing now. And so once we do this, we do this for twelve or eighteen months and discover, hey, we need something else, then we can always go back, you know, and look for something else. But day-to-day, this is the size and type of vehicle that they feel like is going to work, you know, for what they're doing.

**CHAIRMAN PAUL KAPLAN:** Who would handle the fuel costs? When they want to fill up with gas, they get a credit card or a card or?

**DR. GABRIEL MORLEY:** We would have to -- I mean, the library would have to budget for it.

**CHAIRMAN PAUL KAPLAN:** We'd have to budget for it.

**DR. GABRIEL MORLEY:** Which we didn't do this year --

**CHAIRMAN PAUL KAPLAN:** Right.

**DR. GABRIEL MORLEY:** -- but by the time these came in, this year would be almost over anyway.

**CHAIRMAN PAUL KAPLAN:** Right.

**DR. GABRIEL MORLEY:** And we have some -- Ed budget's travel money.

**CHAIRMAN PAUL KAPLAN:** Right.

**DR. GABRIEL MORLEY:** So there's -- I think there's five thousand bucks in there. And we'll usually spend maybe one, maybe two just on other people charging mileage, so... And the other thing was, Ed did tell me we could potentially get a maintenance contract with someone other than Fulton County for if these vehicles go down. Because we can make the argument that these are specialty vehicles. Ful-Co doesn't have somebody to work on them. So that way it doesn't go to Ful-Co motor pool and gets stuck there for months and months and months. And we have the leverage to say, can you fix this? If it goes to Paul's Auto Shop, we can call Paul every day saying, hey, you know, where is it; where is it? So that will factor into that cost too. If we can get that maintenance built in, we'll lump that in to those costs.

**MR. D. CHIP JOYNER:** How often do you think the vehicle is used?

**DR. GABRIEL MORLEY:** Every day.

**MR. D. CHIP JOYNER:** Every day?

**DR. GABRIEL MORLEY:** I mean, the small one, the transit vehicle they're thinking of -- for if they're just going to a festival and they can't park. Like, if they go to Dogwood Festival, they can't drive the vehicle up to where all the displays are, so they have to unload a table. And so the vehicles themselves would be more suited for going to a school parking lot and having kids coming outside; going to an event where people can actually get to the vehicle. And there will be some of those. But primarily the ones they've gone to now have been -- they did an Easter Egg Hunt in Milton, you know. So people park in a parking lot and then walked out into a field. And I think they will -- as people get more familiar with what we're doing, too, I think we'll get a little more grace from people. And in some cases they will allow us to bring those vehicles.

**MR. D. CHIP JOYNER:** Does the city provide any kind of specialty permit where you can pull up onto Piedmont Park and park without any issue or pull up to the curb and not have to worry about meters or anything?

**DR. GABRIEL MORLEY:** Probably if we -- because that's what we're going to do for Summer Reading Kickoff, you know. We got the permit from the city to go and park the old Bookmobile over there at Woodruff Park. And so I suspect as these things come up, they can go and do that.

And they're learning, too, you know. They're trying to navigate. Sometimes they call people and that person says, no, and then I talk to somebody later and they say, yes. So they're figuring out, too, where they can pushback and how to sell it, you know. It's difficult now to tell people who don't know what we're doing. Why are you here; you know, what are you coming here for? And they say, we want you to pay six hundred dollars for a table. But we're the library. Why would we pay six hundred dollars, you know? Let us come for free. And they say, oh, well, let me ask the committee or whoever. And they say, okay, don't worry about the fee. So it's a learning process for the two Outreach people as well.

But they'll be good visual tools for us. Because we'll wrap them, you know, so everywhere they're driving. When they're sitting in traffic, people will see that. And it'll be a positive marketing tactic for us to have that and for people to recognize what it is and to start calling for it.

Oscar told me the other day he's already had to start telling people, no, because he's so busy and so overbooked, which is exactly what I want. I don't know if that's what you all are

wanting. But that's what I was wanting. So I told him, you know, that means we grow that department. The need is there. There's a demand for what we're offering. We grow that department. And so that'll give us another option, too, you know. We'll have that vehicle so if somebody needs to take the transit van somewhere they can. And the other people can take the other van and we're not constricted.

**MR. D. CHIP JOYNER:** Can it come equipped with a HotSpot?

**DR. GABRIEL MORLEY:** Oh, yeah. They'll have the HotSpots. He's looking at getting some solar generators. Because part of what he wants to do is be able to charge people's phones and promote different kinds of technology.

Christina's going to get some virtual reality stuff. So different things based on the demographic they're trying to serve. And the -- and if you -- we're finished with that, that sort of segways into another exciting project.

But last month, I think, or maybe two months ago, I applied for a grant with Google. And we got seventy-five thousand bucks to buy laptops and HotSpots to circulate.

**MR. JOSH TAYLOR:** Oh, great.

**DR. GABRIEL MORLEY:** So they sent us the check this week. And we talked to the I.T. Department, and so what we'll do is we'll buy as many Chrome books as we can, as many HotSpots as we can, package them together in a little case and then send those cases out to the branches. So then you come in as a patron, we can scan the case and you check out the device and the mobile HotSpot.

And the grant also included money for tracking software or either a tracking device. So if they don't come back, we have a way to try and locate it. And Google's good for it. I mean, they understood there was going to be some theft, you know. They understood what we were trying to do to push out these mobile technologies and get these HotSpots into people's hands. So they were excited about the project and acted like if it went well there was some more money there for us to try some other things, so... And both of these things already went through the BOC Agenda. So we don't have to worry about them getting cleared. So as soon as we get the money on the grant for the Book Bike and the laptops, we'll be good to go.

**MR. D. CHIP JOYNER:** Are there -- is there any word about libraries receiving any money for 3-D printers or anything like that? I saw on TV there's a show where some libraries are -- had 3-D printers that people can come in and use.

**DR. GABRIEL MORLEY:** Yes. I think Oscar put one on his list to put into his van to go and demonstrate. We had one in

Calcasieu. I mean, I think -- I think the fad has sort of come and gone in a lot of places, too, you know. It was an interesting thing for awhile. Some people jumped in, and then the interest kind of faded. And I think there's some success -- Chattanooga, I think, has a successful program.

**MRS. GAYLE H. HOLLOMAN:** Nashville, I think.

**DR. GABRIEL MORLEY:** But what Gayle and I also have been telling people - because the staff has requested it a lot. But do we have the capacity, you know? Who on the staff is going to take this on? When they say now they don't have time to do the basic core services. So we've been hesitant just to throw something else in that we're not capable of really deploying. And...

**MR. JOSH TAYLOR:** We've had a volunteer do a series of programs on this at the Buckhead Branch.

**DR. GABRIEL MORLEY:** He brings his own?

**MR. JOSH TAYLOR:** Yes.

**DR. GABRIEL MORLEY:** I mean, the cost has gone way down too. Staples sells them now for eight or nine hundred dollars. But there's all kinds of different ones, too, you know. We had a -- we had a plastic one. And we were in the process of buying a fabric one for people who wanted to try and make things with fabric. But when we looked, there's also chocolate. You know, you can do food. Yes. There's all kinds of sophisticated CAD programs that will carve different things, you know. But I think we'll -- you know, to me, the advantage is being able to take it to someone and demonstrate it, you know. I don't know that the -- the demand is there for people off the street to come in and actually make something with it. We just never found that in Louisiana. And I think some other places hit that wall, too, you know. After that initial buzz is gone, you know, it just wasn't there.

**CHAIRMAN PAUL KAPLAN:** So the vans, if it goes through and everything works out fine, the vans still belong to -- Fulton County will pick up the insurance? At least pick up the insurance for the equipment, for the vans and stuff? Is that something that's going to come from our budget?

**DR. GABRIEL MORLEY:** I don't know now that you say. I think Fulton County pays the insurance on all the vehicles.

**MRS. GAYLE H. HOLLOMAN:** I think they pay the insurance. We have to put in our budget the maintenance for it.

**DR. GABRIEL MORLEY:** Yes. Because I don't think -- I mean, we've got three or four cars now, but we're not paying the insurance.

**CHAIRMAN PAUL KAPLAN:** Okay. So it doesn't come off of our budget?

**MRS. GAYLE H. HOLLOMAN:** I don't think so.

**CHAIRMAN PAUL KAPLAN:** Okay.

**DR. GABRIEL MORLEY:** Unless they're just taking it out of our money without telling, you know what I mean? If they just --

**MRS. GAYLE H. HOLLOMAN:** Well, yes.

**DR. GABRIEL MORLEY:** -- reduce what they give us by whatever our amount is.

**CHAIRMAN PAUL KAPLAN:** Yes. Sounds good.

**DR. GABRIEL MORLEY:** What else did I have? I have this thing charging in my office. Let me grab it. I don't know if it's going to come on, but remember we got about a hundred and fifty thousand dollars from the State, and it was for technology. And so what we decided to do is buy as many Launchpads as we could. And so these Launchpads are for kids. They come with preloaded literacy software, games, different thing. And so -- do you remember how many we got, Gayle? Over a hundred?

**MRS. GAYLE H. HOLLOMAN:** I thought it was a hundred and fifty.

**DR. GABRIEL MORLEY:** Yes. We got a ton of them. And they circulate like crazy, you know. Kids love to get it and fool with it. So I just wanted to bring a sample so you can see.

**CHAIRMAN PAUL KAPLAN:** How many did we get?

**DR. GABRIEL MORLEY:** Over a hundred.

**CHAIRMAN PAUL KAPLAN:** Over a hundred?

**DR. GABRIEL MORLEY:** Yes. We got a ton of them. And we've been cataloging them because they check out, you know, just like anything else. I mean, it comes in a little box, and we scan the barcode and everything and they can take it home. And they're virtually indestructible.

**CHAIRMAN PAUL KAPLAN:** Yes. It feels like it. Yes. It does.

**DR. GABRIEL MORLEY:** When they debuted three years ago at ALA, we spent twenty-seven thousand bucks and bought a ton of them. And the day we got them they were all gone and would never come back on the shelf. They were steadily checked out. So we ended up buying another hundred. It was just one of those phenomenons, you know. As adults, I don't suspect our first inclination is to run into the library and grab the bikes, you know. We're there for the books. But kids have just gravitated to those.

**MR. JOSH TAYLOR:** Who makes it?

**DR. GABRIEL MORLEY:** Playaway. If you remember when we first started getting audio books, Playaway entered the market and had these little MP3 things that you could listen to books on tape. So that's sort of their space. But I thought you might like to see that.

**CHAIRMAN PAUL KAPLAN:** That's nice.

**DR. GABRIEL MORLEY:** And I think that was all I really had for things that were not already on the agenda.

**CHAIRMAN PAUL KAPLAN:** Any questions on Monthly Financial Report?

**DR. GABRIEL MORLEY:** And I'll pass this around too. Remember, we won those Library's Awards.

**CHAIRMAN PAUL KAPLAN:** Yes.

**DR. GABRIEL MORLEY:** Well, the ones that didn't win got put into the Passport. And you all know this magnificent building was an Honorable Mention.

**CHAIRMAN PAUL KAPLAN:** It was Honorable Mention.

**DR. GABRIEL MORLEY:** So it made it into the Passport. So if you just wanted to see.

**MRS. PHYLLIS D. BAILEY:** Great.

**DR. GABRIEL MORLEY:** So if you just wanted to see it. It's just a little picture and a write-up.

**CHAIRMAN PAUL KAPLAN:** Yes. I see.

**DR. GABRIEL MORLEY:** And I think they're distributing those around the state. So if anybody ever asked you or mentioned it you could say, yes, we saw that.

**CHAIRMAN PAUL KAPLAN:** Okay.

**MR. JOSH TAYLOR:** Gabe, with all these new initiatives, I guess I'm thinking, I'm not sure our community understands and when I talk to people, the full range of services that we currently offer. So do you plan to address that in any fashion? I mean, is there some common signage that we could have at all the branches or some other approach to that?

**DR. GABRIEL MORLEY:** Yes. We've thought of it. And Gayle and I talked about it actually on the way over here, you know, telling our story. And we -- I talked to Claudia earlier this week as sort of a check-up. And, remember, we hired Claudia four or five months ago, you know, so the marketing department is real still relatively new. But they've been absorbed in this day-to-day stuff. And that's exactly what you're saying is what occurred to me a couple of weeks ago. We're not telling our comprehensive story, you know. We're doing single events, one-offs over and over. But there's no consistency. And so that was one of the things we talked about. And we have that plan, remember, for the construction.

We've got posters, radio, TV, you know. We got a whole communications plans for the construction. But I'm like you. I think for the rest of the things we have we need that same kind of plan. And she just hasn't been focused on that. But I suspect after the summer, once Summer Reading is over, you know, that will be one of our big projects because it doesn't involve

money. And we won't have to worry about Ful-Co taking off that deadline. And Summer Reading will be over, which she'll be heavily in promoting Summer Reading, so...

**CHAIRMAN PAUL KAPLAN:** What we did in Illinois is exactly the same thing you're talking about, that you said Josh. The Board did it. The Board of Trustees did it. We had fifteen on our Board. We give PowerPoint demonstrations. We went from every library. You did the training. You went to the training. They trained the Board of Trustees. We had a projector. We had everything set. We did PowerPoint. We went around -- because we were the trustees. First of all, to get to meet you and an opportunity to say, this is what we're doing for you. And it worked great. It took awhile to get everybody trained. It took about -- for us it took over a year, a year and a half. And we had a sign-up sheet. And it worked great. We had an I.T. person went with us, because most of us screwed up the equipment trying to get the -- trying to get a projector. But we did a PowerPoint, and it really worked out well. That's something to think about.

**DR. GABRIEL MORLEY:** Yes. We talked --

**CHAIRMAN PAUL KAPLAN:** Because I think something like that would work.

**DR. GABRIEL MORLEY:** At one of our SIP meetings we talked about having a menu of our services, you know. People are accustomed to walking up to the counter and then looking for their menu. And we thought, you know, we could promo new things, regular things if we had a consistent space. And some of those, if you -- well, you go into the new ones a lot, right --

**MRS. PHYLLIS D. BAILEY:** Some I do.

**DR. GABRIEL MORLEY:** -- the new libraries?

**MRS. PHYLLIS D. BAILEY:** South Fulton and so forth, yes.

**DR. GABRIEL MORLEY:** Do you ever look at that sign, that digital sign?

**MRS. PHYLLIS D. BAILEY:** Sometimes, but not carefully.

**DR. GABRIEL MORLEY:** That's what I think too.

**MRS. PHYLLIS D. BAILEY:** It's seeing it in passing.

**DR. GABRIEL MORLEY:** That's exactly -- we did that sign in Louisiana. No one ever looked at it. And when I got here they were doing them. And we talked to Taw and James, our tech consultants for the next phase of the project, and we're saying that's one of the things we don't know if that really works. But I think that was -- that was the goal for what you're talking about -- to have that fire sign that could pro programs, promo our services. But I just don't think people are trained. I don't think it's visible.

**MR. JOSH TAYLOR:** Well, the thing that I noticed going to the branches -- and these are not the new branches, but the older ones -- is that it's a cluttered look.

**MRS. PHYLLIS D. BAILEY:** Yes.

**DR. GABRIEL MORLEY:** Oh, yes.

**MR. JOSH TAYLOR:** And there's no signage that kind of help present the story. And that to me would be valuable to do.

**DR. GABRIEL MORLEY:** Yes. And you think, too, though, what's happened is all this technology really has just been sort of an avalanche over the last ten or fifteen years, because prior to that, there was none of that. So all these buildings and facilities were built under that old model. And as we've added these things, we're just trying to find a place to cram them in. And we talked about the signage several weeks ago, how we wanted to try and dedicate space for things. This is the Circulation area, you know. This is the Digital Services area. And I think people are onboard with that. I mean, I think that's -- I think that's reasonable, you know, for people. It's just breaking them out of the mindset that this is the Circ Desk. It's going to be right here by the front door. It's going to be this big. We're going to have this many people standing there and so...

**MRS. PHYLLIS D. BAILEY:** In addition to what you're saying, I think that Paul's idea is really something that we need to do because it would serve two purposes. It would give a person a physically feeling to a person coming to you saying these are the services that we're offering. And it would introduce us to the very people that we are attempting to serve. We're sitting here representing them and certainly we should know. And to me, that would be an excellent way to do those two things in one.

**DR. GABRIEL MORLEY:** Yes. I mean, we could put together -- how many slides did you all have, maybe fifteen slides?

**CHAIRMAN PAUL KAPLAN:** About twenty. But we would talk about each --

**DR. GABRIEL MORLEY:** One two minute per slide?

**CHAIRMAN PAUL KAPLAN:** Yes. And then we had questions at the end.

**DR. GABRIEL MORLEY:** We could probably put together a PowerPoint that you all could pull down whenever -- you know, if you went to the Senior Center.

**CHAIRMAN PAUL KAPLAN:** And what's nice about it, they can sit down and they talk to you. They don't feel like they're being hindered. In other words, it's not a staff member. It's one of the Board of Trustees coming in here talking. This is what we do. You got any questions? Just wanted to tell you. I think

it's a personal way of connecting with people.

**MRS. PHYLLIS D. BAILEY:** I agree.

**CHAIRMAN PAUL KAPLAN:** It gets advertised first at the library. Come see. So and so is going to be here. We're going to tell you what the library can do for you. It takes time to get this developed. Once it's all developed right, you train the Board. And then go through it and you sign up and you take your list and you go to your own territory and go on through. We had -- we had over two hundred and thirty libraries. So we each took one portion of Illinois. Well, it took awhile. But, you know, we had a lot of libraries. And it's just something to think about. I think it'll work out well. Take the burden off of you a little bit and just put the burden on us. I'm fine with that.

**MRS. PHYLLIS D. BAILEY:** Yes.

**DR. GABRIEL MORLEY:** Yes. I think it'll be good too. You all may not know, but I talk about the money part of it, you know. A lot of times it's the tax part of it. It's not just this is the service. But this is what your money is paying for.

**CHAIRMAN PAUL KAPLAN:** Yes.

**DR. GABRIEL MORLEY:** This is how much of your money pays for this.

**MRS. PHYLLIS D. BAILEY:** That makes a difference too.

**DR. GABRIEL MORLEY:** Because that's what people constantly challenge us about is where's my money going? Why is Kirkwood paying this amount of money to be part of this Library System? Well, here's those dollars and cents. We'll work on that.

**CHAIRMAN PAUL KAPLAN:** It's something to think about.

**DR. GABRIEL MORLEY:** I think we can put together something that's simple enough and broad enough --

**CHAIRMAN PAUL KAPLAN:** Right.

**DR. GABRIEL MORLEY:** -- to talk about.

**CHAIRMAN PAUL KAPLAN:** Okay. Monthly Financial Report, anybody have any questions or anything?

How about Monthly Usage Summary?

**DR. GABRIEL MORLEY:** No. I went over that.

**CHAIRMAN PAUL KAPLAN:** You went over it pretty much.

#### **17-21 QUARTERLY CUSTOMER SERVICE REPORT**

**CHAIRMAN PAUL KAPLAN:** Quarterly Customer Service Report.

**DR. GABRIEL MORLEY:** Yes. I'm sorry John's not here. He loves the Customer Service Report.

**CHAIRMAN PAUL KAPLAN:** Yes, he does.

**DR. GABRIEL MORLEY:** You know there are some good comments on there again. And I think most of the negative comments were things we couldn't really control: copy machine malfunctions,

power outages.

**CHAIRMAN PAUL KAPLAN:** Yes. I --

**DR. GABRIEL MORLEY:** They're sort of out of our hands, but...

**CHAIRMAN PAUL KAPLAN:** Right.

**MR. JOSH TAYLOR:** Well, I think if you go back a year it seems to me the negatives were much larger. I don't know if they were more than the positives, but they were -- I mean, this is a pretty significant difference between positives and negatives.

**CHAIRMAN PAUL KAPLAN:** Absolutely.

**MR. JOSH TAYLOR:** So I don't know if we have a way to go back and look at what it was a year or so ago.

**MRS. GAYLE H. HOLLOMAN:** Well, we had a lot of Wi-Fi issues back then.

**CHAIRMAN PAUL KAPLAN:** Yes, we did.

**MR. JOSH TAYLOR:** But it'd be interesting just to say: A year ago we had this situation. Now, we have this situation, you know. Take a three-months stats on it; something like that.

**DR. GABRIEL MORLEY:** Well, it should be in the old Board books?

**MR. JOSH TAYLOR:** Yes. It's available.

**DR. GABRIEL MORLEY:** I mean, we can do that.

**CHAIRMAN PAUL KAPLAN:** Okay.

#### QUARTERLY LIBRARY CLOSURE REPORT

**CHAIRMAN PAUL KAPLAN:** Quarterly Library Closure Report, anything on that? I mean, you didn't really have much this time around.

**DR. GABRIEL MORLEY:** No. There was the -- one of those days we closed for weather. That's why everybody had that eight hour hit on there. And Sandy Springs closed the other day that DREAM went and sprayed some stuff on the roof to stop it from leaking.

**CHAIRMAN PAUL KAPLAN:** I know all about it.

**DR. GABRIEL MORLEY:** And the smell --

**CHAIRMAN PAUL KAPLAN:** They thought it was...

**DR. GABRIEL MORLEY:** -- got in and...

**CHAIRMAN PAUL KAPLAN:** It's one of those things.

**DR. GABRIEL MORLEY:** And there's some air out at the typical places, you know, East Point, Adams Park. And Ellis is constantly working on those, you know, putting spot coolers in just trying to keep them patched until we can totally replace them.

**CHAIRMAN PAUL KAPLAN:** Okay.

#### OLD BUSINESS

#### LIBRARY BOND PROGRAM - UPDATE

**CHAIRMAN PAUL KAPLAN:** We'll go into Old Business. Library Bond Program - Update.

**DR. GABRIEL MORLEY:** Yes. I told you a little bit. For the

first seven, the timeline hasn't been set, you know. We're waiting for those designs to come in so we know what the full scope of work is on each branch before they try and figure out what they want to do.

The second group of libraries, we turned in those reviews. We had three bidders. Two of those bidders were repeat bidders who bid on the first group and didn't get it. And then there was one new group. And so we turned that in. Purchasing has that. And they will be meeting with us next week, I think, to finalize the decision. Because, remember, we don't see the cost when we review. We just review on their qualifications and then later we come back and add the cost after we've seen the qualifications.

On the Central, bridging documents and design bids came back and there were eleven bidders for that. And we just got that stuff at three o'clock today. So next Friday we'll turn in -- or next Thursday we'll turn in our reviews on -- or our score sheet, you know, on ranking those eleven companies. They were all local. All eleven companies were local companies.

We had only one bidder for Group IV. Remember, Group IV was the pullout project of East Point and Fairburn. And -- so there was one bidder. And Purchasing is going through the process of finding out why other people didn't bid to see if that one bid can stand alone or if we'll have to rebid or try some other tactic to get more participation.

**MRS. PHYLLIS D. BAILEY:** Is that the one in, I think it's Hapeville?

**DR. GABRIEL MORLEY:** No. Hapeville is by itself.

**CHAIRMAN PAUL KAPLAN:** Hapeville is all by itself.

**MRS. PHYLLIS D. BAILEY:** When you mentioned by itself, that's why I asked.

**DR. GABRIEL MORLEY:** But potentially if combining it with East Point and Fairburn could encourage more bidders, that may be an option. But one of the reasons we pulled those out was to make the costs lower so more small people could bid. And what we found was no small people could bid. So we'll see how that goes. Purchasing does all that. We have no part in it. We also, we had five bids for geotechnical type work. If there's any kinds of, you know, boring or anything that somebody would need to do, we have to have a company that does that. So we've submitted all that, made our selections. Purchasing is going to handle that, the last little bit of that. And on one of the June agendas, or maybe May -- maybe we got another May agenda -- Heery/Russell was the only bidder for project management.

Remember, Heery's contract expires May 31.

**CHAIRMAN PAUL KAPLAN:** Right.

**DR. GABRIEL MORLEY:** And so we had to have another round of bids for a project management team. Heery was the only bidder and the winning bidder. So that will be on the BOC agenda --

**CHAIRMAN PAUL KAPLAN:** Which is very -- is a plus for us.

**DR. GABRIEL MORLEY:** -- in May.

**CHAIRMAN PAUL KAPLAN:** That's a plus.

**DR. GABRIEL MORLEY:** It helps us maintain our continuity, you know. They've been involved since the beginning. And that's mostly what people said why they didn't bid. They didn't want to walk into the middle of a project, try to get caught up to speed, and there wasn't enough meat on the bone. There just wasn't enough profit for them to jump in. So that's all of our bonding projects.

Hapeville's RFP is not out. And the Central construction RFP is not out. Those will go out later in the summer after we clear out some of these other projects.

**CHAIRMAN PAUL KAPLAN:** We spoke before. I know we weren't on the tape at that time. You mentioned to me or one of them mentioned, too, they didn't realize the HVAC, plumbing, and all that stuff had to be included. I think all of them were able to get the engineering report that was first put out, you know, with all the deficiencies that they found. Did they -- didn't they look at any of this stuff when they went ahead and did the bidding, because that was obvious things had to go out?

**DR. GABRIEL MORLEY:** They did. But they didn't know to what extent, you know. Some of the things weren't specific. And so when we had that first meeting with them they questioned a lot of those things, you know. Did you really mean it would be for all of them, you know? Is there going to be an upgrade? Is it a split system, you know? Different questions that just weren't as obvious. And some of those were just recommendations truly, because we talked about some with Al.

Some of them had an air conditioner that's five years old. But he said go ahead and replace it, you know. Even though it's five years, you know, we're going to do it. So in some cases, what they went and looked at in the library compared to the engineering statement left some question marks.

And I think they believed, their impression was these library modifications not necessarily facilities' modifications. I think they were planning on more of like eighty percent in the library -- library stuff reno and we were thinking opposite.

**CHAIRMAN PAUL KAPLAN:** Yes. And they had to do everything with the environment that they live in. That's -- that's --

**DR. GABRIEL MORLEY:** And we've told them that. I mean, we will be prepared to work with them, you know. They need to draw up what they believe the scope is based on what we've told them. And then we'll go through and try to start scratching things off that are less important to get us where we need to be.

**CHAIRMAN PAUL KAPLAN:** Okay. All right.

**BOARDS OF TRUSTEES BYLAWS - UPDATE**

**CHAIRMAN PAUL KAPLAN:** Board of Trustees Bylaws. I'm looking at Paula. We're working on it. It's now with -- it's another group. We're going to make sure this thing is done correctly before we give it to you to talk about it, hopefully, by next month's meeting.

**MRS. PAULA RAFFERTY:** Well, you'll certainly get them before then.

**CHAIRMAN PAUL KAPLAN:** And I want to give it to my committee so they can look at it --

**MRS. PAULA RAFFERTY:** Yes.

**CHAIRMAN PAUL KAPLAN:** -- just to -- and then to the rest of the Board.

**MRS. PAULA RAFFERTY:** And then you can distribute them after you've made whatever comments you'd like to make.

**CHAIRMAN PAUL KAPLAN:** Okay. All right. So we're working on it. We're just not there yet.

**SURVEY**

**CHAIRMAN PAUL KAPLAN:** We talked about a survey last month. Did you start that? You were going to give us kind of a...

**DR. GABRIEL MORLEY:** Well, we were ready to. And we thought I.T. was ready to. And then it just didn't work, you know. Because, remember, part of what we're trying to do is get the survey to be the Home page. So every time someone logs onto one of our computers it's there, and they've got to click through, you know, to get access to the Internet.

And so Claudia's been working with them, I don't know, three or four days in a row while they try to figure out how to get it on there. And I think they're close though. I talked to her Monday, and she -- she gave -- I don't know if she sent it to Gayle -- but I did a test so I could click through. And then once you hit submit, it passed you on to the real Home page, you know, through the --

**MR. JOSH TAYLOR:** Did you make any changes from what you had earlier sent out to us?

**DR. GABRIEL MORLEY:** I think we just changed the way people could answer.

**CHAIRMAN PAUL KAPLAN:** Answer it?

**DR. GABRIEL MORLEY:** Yes. Because when we clicked on some, it

wouldn't give you the dropdown.

**MRS. GAYLE H. HOLLOMAN:** And when you get the dropdown, it wouldn't let you choose multiple -- like how many -- which branches do you go to a month? You could only choose one instead of multiple ones. But it got worked out. So other than that, I don't know of anything else we changed.

**DR. GABRIEL MORLEY:** The questions were all the same.

**MRS. GAYLE H. HOLLOMAN:** Yes.

**CHAIRMAN PAUL KAPLAN:** All right.

**MR. JOSH TAYLOR:** And other than an online survey, do you have any thoughts in terms of -- and I think you addressed this last month -- to try to get higher participation?

**DR. GABRIEL MORLEY:** Yes. I --

**CHAIRMAN PAUL KAPLAN:** I think Chip mentioned something on Facebook or something. Do you remember, Chip? You talked about it last month.

**DR. GABRIEL MORLEY:** Yes. Claudia and I talked about it. She said she's got that in her budget, you know. She can roll that out for those Facebook ads. And --

**MR. D. CHIP JOYNER:** Oh, very good.

**DR. GABRIEL MORLEY:** And we'll have paper copies, obviously, if somebody absolutely has to have a paper copy.

**MR. D. CHIP JOYNER:** And you have Survey Monkey also which is a good one.

**DR. GABRIEL MORLEY:** I think that's what -- what it's in.

**MR. D. CHIP JOYNER:** Okay.

**DR. GABRIEL MORLEY:** I think it's a Survey Monkey tool.

**MRS. GAYLE H. HOLLOMAN:** I think it's Survey Monkey. Last time it was Counting Opinions. But I think it's Survey Monkey.

**DR. GABRIEL MORLEY:** I don't remember now. Either way. I mean, we'll be ready for it, you know, when it's -- when I.T.'s ready, we're ready. And that's what we're waiting on. We want to get that month long -- from their start date not halfway through.

**CHAIRMAN PAUL KAPLAN:** Okay. Any other questions? If not...

#### **NEW BUSINESS**

#### **SALARY SAVINGS AND POTENTIAL AREAS FOR BUDGET CHANGES -UPDATE**

**CHAIRMAN PAUL KAPLAN:** New Business, we've talked about already. We already --

**DR. GABRIEL MORLEY:** Yes.

**CHAIRMAN PAUL KAPLAN:** -- pretty much --

**DR. GABRIEL MORLEY:** We'll be ready.

**CHAIRMAN PAUL KAPLAN:** I'm going to -- I'm going to -- this is something a little different. Normally, we hear speakers in the very beginning. But, however, I'm going to let you, so... You're -- explain. Go ahead. I'll give you a couple of

minutes. You want to talk. She talking about the -- she'll explain to.

**PUBLIC COMMENT**

**MS. L. MURIEL BIRCHETTE:** Okay. Thank you. I'm Muriel Birchette. I'm a member of the Friends of East Point Library. And I don't know if you all got the letters I hand delivered to the administrative person who -- I had letters for -- for you --

**MR. JOSH TAYLOR:** Gayle Holloman.

**MS. L. MURIEL BIRCHETTE:** Thank you.

**MRS. GAYLE H. HOLLOMAN:** Oh, I'm sorry. I didn't know you were talking to me.

**MS. L. MURIEL BIRCHETTE:** -- and Paul Kaplan and Dr. Morley, but this is about the conditions of the East Point Library. They are deteriorating rapidly. The welfare of both the patrons and the staff are at risk. I detailed particulars in the letter. It's addressed to Ms. Holloman because I've had positive experience with her response and so -- and I know that Dr. Morley was busy and that he would probably refer it to her, so I just wrote it to her and copied it to you all.

But, basically, in two words as the Friends say, the security issues are still a concern. Definitely, there have been problems with break-ins and robberies. And so the security issues in terms of installation of cameras and alarms, that's of critical importance.

The HVAC -- I heard you talking about the HVAC system. The HVAC system is going out so repeatedly. It happened several -- last year a lot until the library has to be closed. It was closed for at least a couple of times in the last two weeks. There was a power outage and the library had to close spontaneously. The air condition unit went out, so it's bad for the patrons as well as the staff. And so it's really becoming a problem because the library has to close. And that's detrimental for everyone. So those are some issues that are particularly of concern.

And last but not least is cleaning. Now, I think some of you are aware that East Point made it to the Internet because of complaints about the state of our physical plant, although the library, I think most people would say has been well-maintained, although it's old.

But the cleaning staff that we -- that's on hire is inadequate. And the library staff has been having to go in after the cleaning staff to clean up. And when we were -- the Friends were running a Book Sale -- I think it was last month -- I was horrified to see one of the staff, female staff members with a mop and bucket, plastic gloves, mask, going into the men's room to clean up a horrible mess. And I suggested afterwards to Mr.

Wilson that they should just close the restroom, you know, and just say, you know, out of order.

But that should not happen. They should not have to go and clean up after the cleaning staff. And Mr. Wilson says that -- Mr. Wilson is the librarian at -- East Point librarian -- and he says that basically they just have to do that. They have to in after the staff because the staff is just inadequate. So those are some major issues that I have highlighted in my letters to you all.

And I would appreciate your immediate consideration and prompt response. That's why I sent it to you.

The other thing is I've gotten calls at home from patrons who misunderstood your comments, Dr. Morley, in the Winter Access when you described patrons as a comments. I happened to like the philosophy of Tai Chi. But for those people who don't follow it, at the very, very end of your statement you did specify that the library was supposed to be helpful to the patrons. But that got lost. And what was heard and people were very distressed about was that you referenced patrons as opponents. So you may at some point wish to clarify that you do not consider patrons as a comments. I've gotten several calls. That's all. Thank you for letting me speak.

**CHAIRMAN PAUL KAPLAN:** I can -- I can tell you a couple of things. First of all, you know you're going to be remodeled. The whole place is going to, all the HVAC, plumbing, all that's going to be. And right now, I know they're trying to do what they can to keep the stuff going. It's very, very difficult. We just don't have the money to -- we can't jump -- you're in Group IV, which eventually will get done. We're trying to limp along as best we can.

But the cleaning, that's the first time I've heard the cleaning wasn't good. Because they changed, staff was changed several times by Fulton County. We still have a valid cleaning crew? I haven't heard --

**DR. GABRIEL MORLEY:** Oh, yes.

**MS. L. MURIEL BIRCHETTE:** Well, we've gotten complaints.

**CHAIRMAN PAUL KAPLAN:** I haven't talk to --

**MS. L. MURIEL BIRCHETTE:** -But the East Point Library, they're not doing a competent job.

**CHAIRMAN PAUL KAPLAN:** But now your manager -- who's the manager of that...

**DR. GABRIEL MORLEY:** Derek Wilson.

**CHAIRMAN PAUL KAPLAN:** Now, he talks to --

**MS. L. MURIEL BIRCHETTE:** Ms. Small, Cheryl Small.

**CHAIRMAN PAUL KAPLAN:** -- to eventually get to Ellis and they

try to send somebody over to redo it or it's still not getting...

**DR. GABRIEL MORLEY:** Gayle can tell you. I mean, sometimes they'll be in there for less than fifteen minutes.

**CHAIRMAN PAUL KAPLAN:** For both bathrooms?

**MRS. GAYLE H. HOLLOMAN:** They go in -- no, they just go in and empty the trash and then they run on out. They're not in there long enough to clean anything.

**CHAIRMAN PAUL KAPLAN:** I'll tell you what. I'll make a call.

**MS. L. MURIEL BIRCHETTE:** Thank you.

**CHAIRMAN PAUL KAPLAN:** All right. As far as the HVAC and those kinds of things, whatever they're -- are they putting units in there? What are we doing at East Point? We doing portable units?

**DR. GABRIEL MORLEY:** Yes. We were trying to get some spot coolers.

**CHAIRMAN PAUL KAPLAN:** Spot coolers in there?

**DR. GABRIEL MORLEY:** The issue for the air at East Point is the duct works run through the ground. So every time it rains --

**CHAIRMAN PAUL KAPLAN:** It an in-ground --

**DR. GABRIEL MORLEY:** -- the water clogs the --

**CHAIRMAN PAUL KAPLAN:** Clogs the system.

**DR. GABRIEL MORLEY:** -- the system and then it has to shut down. So then they have to go and pump the water out of the ductwork and then reset the unit.

**CHAIRMAN PAUL KAPLAN:** It's a down-flow system.

**MS. L. MURIEL BIRCHETTE:** Excuse me. But sometimes the problems happen when there's been no rain; it's just hot. When, you know, it's overuse, I guess.

**DR. GABRIEL MORLEY:** Yes. It may just be kicking off.

**MS. L. MURIEL BIRCHETTE:** But that was why I wrote the letter, because I know we're scheduled for renovations, hopefully, in my lifetime. But even so, 2019 is too late. We need -- they've been shutting down the library. And that sort of defeats the whole purpose. If you have to close the library because of power outages or the AC system or whatever, we can't use it. And so I just think something should be done.

Now, I should let you all know that I cc'd to Commissioner Arrington who is the Commissioner in charge of District Five, as well as Emma Darnell. And I had attended one of their meetings. And they mentioned that the health and welfare of the -- Fulton County is of paramount concern. So I thought the Commissioners should be able to do something. I believe they have an emergency fund. And maybe your library, Public Library System can talk to the Commissioners. Maybe you can do something about

creating money for safety concerns for East Point as well as the air conditioning, since money is an issue, if they have that emergency resource. But I did let everybody know that I knew might be able to help.

**CHAIRMAN PAUL KAPLAN:** Okay.

**MS. L. MURIEL BIRCHETTE:** Thank you.

**CHAIRMAN PAUL KAPLAN:** No. Thank you for telling us. As far as the cleaning is concerned, I should say it's probably nothing new because we've gone through this. I thought -- I haven't heard anything lately, so I figure it's all been...

**DR. GABRIEL MORLEY:** It's every branch. I mean, it's just a, you know...

**CHAIRMAN PAUL KAPLAN:** Okay. All right.

**MS. L. MURIEL BIRCHETTE:** Thank you.

**EXECUTIVE SESSION**

**CHAIRMAN PAUL KAPLAN:** Thank you. We'll do what we can. Okay. Anything else anybody else have before I go into Executive Session?

**MOTION**

**CHAIRMAN PAUL KAPLAN:** All right. Do I hear a motion to go into Executive Session?

**MR. JOSH TAYLOR:** So moved.

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

**MRS. PHYLLIS D. BAILEY:** Second.

**CHAIRMAN PAUL KAPLAN:** All in favor say aye.

*(Whereupon, all said aye.)*

**CHAIRMAN PAUL KAPLAN:** Opposed? None.

*(Whereupon, the Board of Trustees Meeting concluded to go into Executive Session at 5:00 p.m.)*

Fulton County Library System

Director's Report

Dr. Gabriel Morley, Executive Director

May 24, 2017

**Summary of April 2017 Activities**

**Personnel**

- Three of our new positions still have not been advertised by the county (trainer, catalogers).
- We are in the process of setting up interviews to replace the branch managers at Alpharetta and Milton who were promoted recently to group administrators.
- We have hired eight new entry-level librarians to replace individuals who left AFPLS.

**Bond Update**

- We interviewed the three bidders for Group 2 and selected a finalist. Final approval should be on a June BOC agenda.
- We interviewed the sole bidder for Group 4 (East Point and Fairburn). Final approval should be on a June BOC agenda.
- We are doing interviews for the top four Central Library Programming/Bridge Document bidders on May 24, the day of the BOT meeting. We had 11 total bidders.
- The Artwork Appraisal bids are being finalized by purchasing. We had two bidders, one of whom worked on Phase I of the library projects. Final BOC approval could be as soon as June or July.
- Group 3 has not been advertised. Purchasing wants to wait until we have awarded Group 2 in order to give the losing bidders an opportunity to bid on Group 3.
- Hapeville has not been bid. It is scheduled for later in the year.
- The RFP for the Central Library Design/Build project is being crafted.
- We learned recently construction at Central likely will not start until August 2018. Gayle and I would like to expedite that start date; however, many challenges remain. The bridging documents are scheduled to be completed by February 2018.
- Heery/Russel projects closing the Central Library to the public in April 2018. Gayle and I are considering proposing to the BOT that we close Feb. 1.
- Site visits have been done to all seven of the libraries in the first group. Public meetings are now being scheduled for each branch.

**Volunteer Services Report**

- The Office of Volunteer Services recorded 6,628 hours performed at 31 locations, including 8 departments at Central, by 620 volunteers, 31 of which were new to the System. Branches with the top hours included Buckhead, Northeast/Spruill Oaks and Roswell and branches with the top number of volunteers included Ocee, NESO and

Sandy Springs, Roswell, Alpharetta and Sandy Springs had the top number of Friends' hours with 695, 439 and 310 hours respectively.

- Over 115 volunteers, staff and guests participated in the 27th Annual Volunteer Recognition Award Program titled, "Hands Down! Our Volunteers are the Best." Board of Trustees Chairman Mr. Paul Kaplan gave a speech and thanked each award winner. He was joined by Vice Chairman Mrs. Phyllis D. Bailey for the presentation of a check representing the \$1,733,945.32 donated by volunteer hours in 2016. Gifts and raffle prizes were awarded from 19 different Atlanta organizations. We celebrated the 120 volunteers who donated between 100-199 hours, the 56 volunteers who donated between 200-999 hours and the three volunteers served over 1,100 hours in one year. 10 young adults, 10 teens and two kids won the President's Volunteer Service Award. Southwest Library teen volunteer Gigi Mitchell won the Youth Volunteer of the Year Award because of her work ethic, positive attitude, teamwork, and diligence.
- The adult award was renamed the Harriet Macklin Adult Volunteer of the Year Award after our dedicated library advocate, Friend's President and volunteer who served over 2,000 hours at the Auburn Avenue Research Library and at the Central Library from 2008 through her untimely death in 2016. Ms. Macklin's three sisters and friends joined us for the presentation. Our review committee felt that two adult volunteers were deserving of this recognition and Joyce Kramar for her 300 hours served at the Milton Library and Dr. Maria Mickens for her leadership as the President of the Friends of the Adamsville-Collier Heights Library. Volunteers from across the county completed nominations for the staff award for effective work with volunteers which was awarded to Karen Swenson from the Northeast/Spruill Oaks Library.

## **SOUTH FULTON**

- In April 2017, there was increase in foot traffic in the branch. There were over 7,000 visits noted.
- The library received 20 Launchpads. Each pad is preloaded with 10 learning apps with various subjects. Some of subjects are math and science, reading and critical thinking, and the target audience is pre-K to 6 graders. Some staff members assembled an exhibit to promote the pads, resulting in the pads quickly circulating. Some reviews are "these are really great learning tools", and "kids got bored after two days."
- The monthly jazz concert featuring Rosemary Rainey and John Robertson continues to grow. One of the attendees celebrated her birthday by attending the concert after a brunch celebration. Some of the reviews were, "Splendid opportunity to hear jazz in this area. I'm looking forward to more in the future" and "Jazz Excellent!"
- In collaboration with Kirkwood Branch Manager Andaiye Reeves, the branch hosted of Shenanigans, a therapeutic theatrical program for Autistic children and adults. Clients from Christ the King, a rehabilitation center, attended and actively participated in the program. The program was funded through a Fox Mini grant awarded to Reeves. For the three sessions held, there were 44 attendees - 7 females, 37 males.

## **SOUTHEAST ATLANTA**

- Joia Dinkins was invited by Commissioner Marvin Arrington to present about the Southeast Atlanta Library Branch at Commissioner Arrington's Spring District Dialogues meeting. There were over 50 plus people in attendance. I presented a power-point which provided an overview of the history of the Southeast Atlanta Branch; information about the print and electronic collections; computer technology; programs and events; meeting room information; and branch highlights.

## **ROSWELL LIBRARY**

- April had a lot of really positive things happen at the Roswell branch library. Among them were the ACRB Art Contest that brought local police officials together with the Hispanic community to explain the importance of reaching out to them and fostering a relationship between the two entities.
- *Children including Emergent Literacy & Outreach to Schools:*  
18 programs, 254 participants  
*Teens*  
8 programs, 97 participants

## **HAPEVILLE LIBRARY**

- We continued with outreach at Hapeville Senior Center. This month 50 Fiction & Non-Fiction books were delivered as well as DVD's and CD's to be checked out. We also deliver DVD's for film programs.
- Outreach was also done at Country Gardens assisted Living Facility. The participants were told story about a young girl and her Grandmother living in the South while her mother moves to Chicago to find work during WWII. This brought back memories and led to a discussion about family members who were in that war.
- Ms. Zamora did outreach in the Hispanic community to deliver flyers to promote a Spanish Storytime and tell about her ESL classes. She also did outreach to deliver flyers about the Health and Wellness program we were having.

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

AS OF APRIL 30, 2017

Doc. 17-25

SERVICE	2017 BUDGET	APRIL	2017 YTD	2017 YTD	2017 YTD	2017 YTD	BUDGET
DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
REG SALARY	14,648,364	1,013,597	4,563,466	-	4,563,466	31%	10,084,898
PART TIME SALARY	771,759	45,412	213,987	-	213,987	28%	557,773
BENEFITS	7,617,085	535,589	2,272,847	-	2,272,847	30%	5,344,238
BOOKS	2,114,549	17,959	30,058	1,049,280	1,079,338	51%	1,035,211
OFFICE EQUIP. REPAIR	43,456	-	-	3,828	3,828	9%	39,628
EQUIPMENT	2,820	-	-	-	-	0%	2,820
OFFICE FURNITURE	12,082	-	-	-	-	0%	12,082
PROFESSIONAL SERV	90,337	1,381	10,215	18,042	28,256	31%	62,081
COPIER MACHINE LEASE	336,535	20,422	77,720	-	77,720	23%	258,815
COPIER PAPER	23,400	-	-	-	-	0%	23,400
SUPPLIES	167,452	1,350	4,732	-	4,732	3%	162,720
SOFTWARE MAINTENANCE	256,193	200,717	200,717	12,324	213,041	83%	43,152
BUILDING RENT	107,001	24,021	62,300	42,774	105,074	98%	1,927
LYRASIS CHARGES	1,000	-	-	-	-	0%	1,000
OTHER SERVICES	179,261	37,612	50,081	1,626	51,707	29%	127,554
SECURITY SERVICES	437,614	-	168,396	269,218	437,614	100%	-
TRAVEL	38,176	-	10,436	-	10,436	27%	27,740
VEHICLE MAINTENANCE	8,750	-	3,287	-	3,287	38%	5,464
GENERAL INSURANCE	759,530	63,294	253,177	-	253,177	33%	506,353
<b>TOTAL</b>	<b>27,615,364</b>	<b>1,961,354</b>	<b>7,921,417</b>	<b>1,397,092</b>	<b>9,318,508</b>	<b>34%</b>	<b>18,296,856</b>

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

AS OF APRIL 30, 2017

ORGANIZATION TYPE	SERVICE DESCRIPTION	2017 BUDGET ALLOCATION	APRIL EXPENDITURES	2017 YTD EXPENDITURES	2017 YTD ENCUMBRANCES	2017 YTD COMMITTED	2017 YTD % COMMITTED	BUDGET BALANCE
PUBLIC SERVICE OPERATIONS	REG SALARY	12,534,540	857,778	3,847,855	-	3,847,855	31%	8,686,685
	PART TIME SALARY	771,759	45,412	213,987	-	213,987	28%	557,773
	BENEFITS	6,566,069	456,935	1,934,951	-	1,934,951	29%	4,631,118
	BOOKS	2,114,549	17,959	30,058	1,049,280	1,079,338	51%	1,035,211
	OFFICE EQUIP. REPAIR	43,456	-	-	3,828	3,828	9%	39,628
	OFFICE FURNITURE	11,785	-	-	-	-	0%	11,785
	PROFESSIONAL SERV	49,595	624	7,122	5,671	12,793	26%	36,802
	COPIER MACHINE LEASE	321,235	18,515	69,627	-	69,627	22%	251,608
	SUPPLIES	116,107	-	-	-	-	0%	116,107
	BUILDING RENT	107,001	24,021	62,300	42,774	105,074	98%	1,927
	OTHER SERVICES	40,098	371	4,558	814	5,371	13%	34,727
	SECURITY SERVICES	437,614	-	168,396	269,218	437,614	100%	-
	GENERAL INSURANCE	575,035	47,920	191,678	-	191,678	33%	383,357
<b>Total</b>		<b>23,688,843</b>	<b>1,469,535</b>	<b>6,530,532</b>	<b>1,371,585</b>	<b>7,902,116</b>	<b>33%</b>	<b>15,786,727</b>

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

AS OF APRIL 30, 2017

ORGANIZATION TYPE	SERVICE DESCRIPTION	2017 BUDGET ALLOCATION	APRIL EXPENDITURES	2017 YTD EXPENDITURES	2017 YTD ENCUMBRANCES	2017 YTD COMMITTED	2017 YTD % COMMITTED	BUDGET BALANCE
SUPPORT SERVICES	REG SALARY	2,113,824	155,820	715,611	-	715,611	34%	1,398,213
	BENEFITS	1,051,016	78,654	337,897	-	337,897	32%	713,119
	EQUIPMENT	2,820	-	-	-	-	0%	2,820
	OFFICE FURNITURE	297	-	-	-	-	0%	297
	PROFESSIONAL SERV	40,742	757	3,092	12,371	15,463	38%	25,279
	COPIER MACHINE LEASE	15,300	1,907	8,093	-	8,093	53%	7,207
	COPIER PAPER	23,400	-	-	-	-	0%	23,400
	SUPPLIES	51,345	1,350	4,732	-	4,732	9%	46,613
	SOFTWARE MAINTENANCE	256,193	200,717	200,717	12,324	213,041	83%	43,152
	LYRASIS CHARGES	1,000	-	-	-	-	0%	1,000
	OTHER SERVICES	139,163	37,241	45,523	812	46,335	33%	92,828
	TRAVEL	38,176	-	10,436	-	10,436	27%	27,740
	VEHICLE MAINTENANCE	8,750	-	3,287	-	3,287	38%	5,464
	GENERAL INSURANCE	184,495	15,375	61,498	-	61,498	33%	122,997
<b>Total</b>		<b>3,926,521</b>	<b>491,820</b>	<b>1,390,885</b>	<b>25,507</b>	<b>1,416,392</b>	<b>36%</b>	<b>2,510,129</b>

## Atlanta-Fulton Public Library System - April 2017

Activity and Description	2017		2016		YTD
	April	YTD	April	YTD	
<b>Circulation</b>					
Total number of items checked out of the library	231,623	966,843	255,362	1,039,059	-7%
<b>Holds</b>					
Number of requests by patrons	48,009	204,865	50,071	205,983	-1%
<b>Inter-Library Loans</b>					
Number of items lent to or borrowed from another library system	463	1,574	219	854	84%
<b>Visits</b>					
Number of people entering a library for any reason	319,061	1,208,113	273,227	1,140,235	6%
<b>Computer/Internet Usage</b>					
Number of computer sessions (Internet access and office software)	84,828	343,132	94,884	347,543	-1%
Number of hours of computer use	42,218	180,673	44,716	185,963	-3%
<b>Wireless Sessions</b>					
Number of times the library's wireless network is accessed	41,810	126,491	37,256	152,580	-17%
<b>Webhits</b>					
Number of times people have visited the library's website	663,377	2,813,427	685,261	2,825,577	-0.4%
<b>Online Resources</b>					
Number of times a resource is logged into or a searched performed	185,096	603,289	100,977	327,295	84%
<b>Computer Classes</b>					
Number of classes	24	102	20	85	20%
Number of attendees	147	634	96	497	28%
<b>Virtual Circulation</b>					
Number of e-books and e-audiobooks checked out	30,393	113,102	16,942	61,974	82%
<b>Children's programs</b>					
Library sponsored programs offered for children (birth - 12)	331	1,267	303	1,293	-2%
Number of people attending programs	11,125	37,397	7,432	35,402	6%
<b>Teen Programs</b>					
Library sponsored programs offered for teens (13 - 17)	57	198	56	186	6%
Number of people attending programs	642	2,889	1,927	4,356	-34%
<b>Adult Programs</b>					
Library sponsored programs offered for adults (18 + )	450	1,697	386	1,468	16%
Number of people attending programs	6,653	23,852	5,810	19,569	22%
<b>Programs - Total</b>					
Library sponsored programs offered - total of all programs	838	3,162	745	2,947	7%
Number of people attending programs	18,420	64,138	15,169	59,327	8%
<b>Meeting Rooms</b>					
Non-library sponsored meetings or activities scheduled	770	2,707	502	2,057	32%
Number of people attending meetings or activities	9,641	32,587	6,643	37,686	-14%

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
CIRCULATION REPORT  
APRIL 2017

ORGANIZATION NAME	ADULT	JUVENILE	Y/A	APR 2017 DATA	APR 2016 DATA	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2017 CIRC	YTD 2016 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	865	460	26	1,351	1,925	(574)	-30%	6,099	7,288	(1,189)	-16%
ADAMSVILLE/COLLIER HEIGHTS	907	700	38	1,645	1,746	(101)	-6%	7,134	7,954	(820)	-10%
ALPHARETTA	9,026	15,706	553	25,285	25,890	(605)	-2%	104,597	104,265	332	0%
BUCKHEAD	5,860	3,401	284	9,545	11,049	(1,504)	-14%	40,624	45,036	(4,412)	-10%
CLEVELAND AVENUE	1,046	660	56	1,762	1,866	(104)	-6%	7,085	7,976	(891)	-11%
COLLEGE PARK	913	552	61	1,526	4,771	(3,245)	-68%	6,992	18,015	(11,023)	-61%
DOGWOOD	1,093	798	109	2,000	2,388	(388)	-16%	8,674	10,626	(1,952)	-18%
EAST ATLANTA	2,349	2,720	186	5,255	5,422	(167)	-3%	21,944	21,059	885	4%
EAST POINT	2,300	1,077	261	3,638	4,630	(992)	-21%	15,600	19,784	(4,184)	-21%
EAST ROSWELL	6,216	7,219	369	13,804	15,141	(1,337)	-9%	55,629	60,397	(4,768)	-8%
FAIRBURN	1,324	690	70	2,085	3,247	(1,162)	-36%	8,498	13,665	(5,167)	-38%
HAPEVILLE	630	395	33	1,059	1,445	(386)	-27%	5,663	5,812	(149)	-3%
KIRKWOOD	1,079	1,673	83	2,835	2,718	117	4%	12,219	11,546	673	6%
MARTIN LUTHER KING, JR	636	284	25	945	1,262	(317)	-25%	4,190	4,909	(719)	-15%
MECHANICSVILLE	622	605	94	1,321	1,506	(185)	-12%	6,180	6,881	(701)	-10%
METROPOLITAN	3,074	2,338	159	5,571	7,453	(1,882)	-25%	24,959	32,895	(7,936)	-24%
MILTON	4,919	10,269	468	15,656	15,171	485	3%	63,139	61,841	1,298	2%
NORTHEAST/SPRUILL OAKS	4,798	10,665	522	15,985	16,353	(368)	-2%	64,217	65,227	(1,010)	-2%
NORTHSIDE	5,657	5,400	397	11,454	12,247	(793)	-6%	48,295	50,012	(1,717)	-3%
NORTHWEST	2,010	2,733	126	4,870	5,848	(978)	-17%	20,464	23,543	(3,079)	-13%
OCEE	7,356	14,415	1,001	22,772	27,386	(4,614)	-17%	96,365	111,030	(14,665)	-13%
PALMETTO	877	1,064	63	2,004	3,289	(1,285)	-39%	9,257	13,416	(4,159)	-31%
PEACHTREE	3,070	2,468	100	5,638	5,624	14	0%	22,424	22,082	342	2%
PONCE DE LEON	5,915	4,089	307	10,311	12,413	(2,102)	-17%	44,518	48,137	(3,619)	-8%
ROSWELL	9,404	8,358	629	18,390	21,472	(3,082)	-14%	76,035	87,010	(10,975)	-13%
SANDY SPRINGS	8,121	6,960	495	15,576	17,470	(1,894)	-11%	63,925	58,007	5,918	10%
SOUTHEAST	1,184	1,551	79	2,814	0	2,814	100%	13,201	0	13,201	100%
SOUTH FULTON	2,759	2,722	203	5,685	338	5,347	1582%	26,199	18,388	7,811	42%
SOUTHWEST	2,416	1,217	143	3,777	5,196	(1,419)	-27%	16,022	16,273	(251)	-2%
WASHINGTON PARK	900	668	35	1,603	1,770	(167)	-9%	6,602	7,790	(1,188)	-15%
WEST END	896	559	54	1,509	1,760	(251)	-14%	5,913	6,801	(888)	-13%
WOLFCREEK	3,236	4,738	235	8,210	6,893	1,317	19%	33,058	29,971	3,087	10%
<b>BRANCHES TOTAL</b>	<b>101,460</b>	<b>117,154</b>	<b>7,267</b>	<b>225,881</b>	<b>245,689</b>	<b>(19,808)</b>	<b>-8%</b>	<b>945,721</b>	<b>997,636</b>	<b>(51,915)</b>	<b>-5%</b>
CENTRAL	3,857	1,646	175	5,678	6,334	(656)	-10%	21,042	26,490	(5,448)	-21%
Outreach Services	24	35	5	64	173	(109)	-63%	80	573	(493)	-86%
AUBURN AVENUE RESEARCH	Non-circulating library - please refer to other usage reports.										
<b>SYSTEM TOTAL</b>	<b>105,341</b>	<b>118,835</b>	<b>7,447</b>	<b>231,623</b>	<b>252,196</b>	<b>-20,573</b>	<b>-8%</b>	<b>966,843</b>	<b>1,024,699</b>	<b>-78,978</b>	<b>-8%</b>

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
SYSTEM STATS AT A GLANCE  
APRIL 2017

AGENCY NAME	APRIL CIRCULATION	TOTAL REGISTRATIONS	INTRA-LIBRARY LOANS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	1,351	136	109	2,727	12,073	9	233	11	183	0
ADAMSVILLE/COLLIER HEIGHTS	1,645	174	316	1,992	3,334	10	108	6	79	0
ALPHARETTA	25,285	627	2,149	3,522	16,977	42	684	22	665	10
BUCKHEAD	9,545	421	1,025	2,259	24,147	24	1,168	28	525	3
CLEVELAND AVE	1,762	166	384	1,679	4,078	14	153	12	182	0
COLLEGE PARK	1,526	198	223	2,576	2,902	24	224	9	110	0
DOGWOOD	2,000	154	199	1,007	5,021	25	264	0	0	6
EAST ATLANTA	5,255	202	449	1,974	5,344	12	215	22	135	4
EAST POINT	3,638	263	434	4,616	1,828	10	195	31	513	2
EAST ROSWELL	13,804	548	1,490	1,753	10,277	37	544	14	175	15
FAIRBURN	2,085	238	309	770	2,119	11	125	15	142	10
HAPEVILLE	1,059	56	333	1,173	3,120	12	272	5	28	0
KIRKWOOD	2,835	126	295	993	2,644	21	369	8	123	5
MARTIN LUTHER KING, JR	945	53	238	904	3,905	23	653	0	0	10
MECHANICSVILLE	1,321	76	234	1,402	4,206	16	531	8	159	1
METROPOLITAN	5,571	279	3,575	5,600	10,429	17	232	198	941	0
MILTON	15,656	359	2,940	752	4,423	37	498	6	127	5
NORTHEAST/SPRUILL OAKS	15,985	248	1,759	1,524	22,042	34	731	27	234	0
NORTHSIDE	11,454	264	761	694	12,000	8	254	11	98	0
NORTHWEST	4,870	260	2,806	2,461	6,936	10	108	26	744	8
OCEE	22,772	488	1,500	1,275	24,870	22	322	3	64	1
PALMETTO	2,004	85	830	1,717	4,082	8	275	3	77	0
PEACHTREE	5,638	240	781	1,722	5,072	37	552	10	116	4
PONCE DE LEON	10,311	378	1,418	2,580	18,745	21	275	15	157	8
ROSWELL	18,390	601	2,064	2,254	19,720	48	590	5	102	15
SANDY SPRINGS	15,576	733	1,615	2,487	17,347	64	3,240	16	1,020	5
SOUTHEAST	2,814	203	1,047	2,074	7,841	29	783	19	339	0
SOUTH FULTON	5,685	610	3,177	5,366	7,308	24	548	107	130	0
SOUTH WEST	3,777	334	440	5,076	15,500	13	498	67	1,028	0
WASHINGTON PARK	1,603	117	348	1,726	9,287	12	130	3	29	30
WEST END	1,509	174	201	540	2,936	11	180	4	79	29
WOLFCREEK	8,210	345	2,420	2,680	9,608	17	459	33	845	10
<b>BRANCHES TOTAL</b>	<b>225,881</b>	<b>9,156</b>	<b>35,869</b>	<b>69,875</b>	<b>300,121</b>	<b>702</b>	<b>15,413</b>	<b>744</b>	<b>9,149</b>	<b>181</b>
CENTRAL	5,678	766	4,946	14,639	17,000	71	1,066	23	412	11
OUTREACH SERVICES	64	228	0	0	0	47	1,179	0	0	0
AUBURN AVENUE RESEARCH			3	314	1,940	18	762	3	80	
<b>SYSTEM TOTAL</b>	<b>231,623</b>	<b>10,150</b>	<b>40,818</b>	<b>84,828</b>	<b>319,061</b>	<b>838</b>	<b>18,420</b>	<b>770</b>	<b>9,641</b>	<b>192</b>

**Proposed Purchase Request - Salary Savings**

Unit #	Object Name	Object Code	Amount	Comments / Purpose
6565	Books	1312	\$ 300,000	e-Books system wide
6565	Books	1312	\$ 100,000	New Materials Phase II locations
6565	Books	1312	\$ 146,123	Early Literacy workstations
6566	Equipment	1410	\$ 23,000	Replacement vehicle Security Manager
6565	Equipment	1410	\$ 7,000	Mondo Board
6566	Equipment (non-Capital)	1408	\$ 3,000	Supplement for one time grant from Google. Purchase of HOT spots
6565	Equipment	1410	\$ 38,000	<b>Outreach start-up</b> - Cargo Van
6566	Advertising	1342	\$ 10,000	<b>Outreach start-up cost</b> - Billboards & radio stations to advertise Outreach Programs
6565	Equipment (non-Capital)	1408	\$ 19,900	<b>Outreach start-up</b> - Laptops, iPad, Tablets and accessories
6565	Software	1113	\$ 4,000	<b>Outreach start-up</b> - Auto CAD subscription
6565	Equipment (non-Capital)	1408	\$ 2,500	<b>Outreach Start-up</b> equipment ( 3D Printers & accessories)
6565	Equipment (non-Capital)	1408	\$ 4,000	<b>Outreach Start-up</b> equipment ( Solar Generators )
6565	Equipment (non-Capital)	1408	\$ 25,000	<b>Outreach Start-up</b> equipment cameras, screens, PA systems, portable projectors, Laminators, etc.
6565	Supplies	1462	\$ 30,785	<b>Outreach start-up</b> - less than \$300 each miscellaneous durable supply items such as tables, button makers, stands poster boards, acrylic bookmarker, paper cutters, photography kits, screen printing kits, etc.
6565	Supplies	1462	\$ 11,000	<b>Outreach start-up</b> - educational & enrichment games and related supplies / accessories to be used in community events, etc.

\$ 724,308