



atlanta-fulton public library system

Take your dreams off the shelf.™

BOARD OF TRUSTEES

MEETING INFORMATION PACKET

FEBRUARY 22, 2017



atlanta-fulton public library system

Take your dreams off the shelf.™

TABLE OF CONTENTS

| TOPIC | PAGE # |
|--|---------------|
| BOT MEETING AGENDA | 3 |
| SUMMARY MINUTES | 4-7 |
| VERBATIM MINUTES | 8-52 |
| DIRECTOR'S REPORT | 53 |
| MONTHLY FINANCIAL REPORT – TOTAL LIBRARY | 56 |
| MONTHLY FINANCIAL REPORT – BY ORG TYPE | 57-58 |
| MONTHLY USAGE SUMMARY | 59 |
| MONTHLY SYSTEM STATS AT-A-GLANCE | 60 |
| MONTHLY CIRCULATION REPORT | 61 |

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES REGULAR MEETING
FEBRUARY 22, 2017



atlanta-fulton public library system

*Take your dreams off the shelf.™***Revised**

**Atlanta-Fulton Public Library System
Board of Trustees Meeting
Central Library, 6th Floor
February 22, 2017 – 4:00 p.m.**

AGENDA

- | | | |
|------|---|--|
| I. | Adoption of Agenda* | Doc. #17-09 Tab #1 |
| II. | Approval of Summary Minutes from Regular Meeting of January 25, 2017* Approval of Verbatim Minutes from Regular Meeting of January 25, 2017* | Doc. #17-08 Tab #2 |
| III. | Chairman's Report | |
| IV. | Director's Reports A. Financial Report B. Monthly Usage Summary | Doc. #17-12 Tab #3 Doc. #17-10 Doc. #17-11 |
| V. | Old Business A. Library Bond Program – Library RFP Schedule Update B. Facilities – Update C. Strategic Plan – Update on objectives and measures of performance D. Meeting Room Policy – Political Activity Discussion* E. Update on Positions we are currently planning to fill, open positions – current status. F. Develop plan for 2017 capital expenditures based on TAD funds availability. G. Update on county process for applying for TAD funds. | Doc. #17-07 |
| VI. | New Business A. Board of Trustees Bylaws* – Update B. County MOU for friends and use of facilities C. Director Review | Doc. #17-13 |
| VII. | Adjournment | |

*Action is anticipated on this item.



atlanta-fulton public library system

Take your dreams off the shelf.™

FULTON COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
MINUTES FOR January 25, 2017 MEETING – 4:00 PM CENTRAL LIBRARY

Members Present:

Bailey, Phyllis D. – Vice Chairman
Borders, Priscilla
Burke, Jamilica
Joyner, D. Chip
Kaplan, Paul – Chairman
Taylor, Josh
Thomas, John R.

Also In Attendance

Claxton, Zenobia – Assistant to Director's Office
Holloman, Gayle H. – Division Manager
Kessler, Kyle – Friends of Central Library
Morley, Gabriel Dr. – Executive Director
Rafferty, Paula – Staff County Attorney
Thomas, Harriet – Chief of Staff to Commissioner Lee Morris
White, Daniel – Assistant to Commissioner Liz Hausmann

A. PRELIMINARY BUSINESS:

Motion made by John R. Thomas and seconded by Phyllis D. Bailey to accept the agenda as presented.

B. GRANT OPPORTUNITY FOR STEAM PROGRAM:

Ms. Tiffany Ray presented a slide presentation on the 21 Century Grant of the STEAM program. The program is the Generation InFocus program which essentially will allow the program to provide an afterschool program for the South Fulton Library system and the Ison Springs Elementary School. The grant for \$350,000 is designed to serve the students who really needed support. This particular grant is going to cover 3rd through 5th, the testing grades. So we'll start in July and then it will pick up in August. And the grant itself is renewable for up to five years.

C. APPROVAL OF MINUTES:

Motion made by John R. Thomas and seconded by Jamilica Burke to approve the December 21, 2016 summary minutes. Motion made by Phyllis D. Bailey and seconded by John R. Thomas to approve the December 21, 2016 verbatim minutes.

D. DIRECTOR'S REPORTS:

1. Monthly Financial Report: Dr. Morley reported that 2016 is closed out. We essentially left a million-eight hundred thousand in under spending vs budget that reverts back into the County's General Fund.
2. Monthly Usage Summary: Dr. Morley provided some highlights, three million circulated in 2016, which is three percent increase over 2015; reflects about two hundred and fifty thousand items per month. In August we lost ten days' worth of data. If we look historically at our regular August Circulation Totals, the addition of those ten days would push us to what we set as our goal with the County. Also, library visits were up twenty-five percent, we saw 3.8 million people. The online resources accessed more than a million times in 2016. The biggest gain is virtual circulation; the eBooks, eAudio went up fifty-two percent from 2015-2016.
3. Customer Service Report: Three hundred thousand people a month coming through the Library System and we had thirty complaints over a three-month period. So maybe ten a month out of three hundred thousand people. All in all this is a pretty good mark.

The County is focused on Customer Service for sure. Kennesaw just finished doing a study for the county, and we're that model department for the County. Our Customer Service scores are hovering around the four while the others are in the two ranges. As the County continues to push Customer Service, you know, that's our sweet spot.

4. LIBRARY CLOSURE REPORT: Several closures due to weather and HVAC issues: Northeast Spruill Oaks' boiler. Milton was closed after the storm because the parking lot was iced over; Roswell, Sandy Springs. So not a lot of building issues. Truthfully, some of the building issues at this point we're letting slide because we know those renovations are coming.
5. Organization staffing: We just interviewed to fill eight Librarian Senior positions; three of those would be Assistant Manager Positions. The others are Managers positions and two Outreach Manager positions, so we're very excited about being able to have the Outreach Services; one for Adult Services and one for Youth Services. So that's going to allow us to have the Assistant Manager for Roswell, Wolf Creek, and Milton; for the Manager at Northside and Ponce; the two Outreach Managers; and for the Manager at Palmetto. This leaves six positions to fill: two Group Managers, two regular Librarian Senior, the Trainer, & the Tech Services Administrator.
6. Compensation: With our Archer Study, it caused us to kind of go below what we used to offer. We used to be the top dog with the salaries and now we're not.
7. Strategic Plan: We looked at leaving the sheet we passed out last time as is as sort of our one pager and then creating a separate document that would have more specific objectives and goals and timelines as a whole separate sheet that we can then put together as part of the total Strategic Plan. We're going to use the Foundation's plan as a model because essentially it compels them annually to look at what they've done and adjust those goals for subsequent years.
8. TAD Funds: No response yet from County on process for requesting and allocating these to new capital projects

9. CIP Book Money: About \$4million has been allocated to various Phase 2 Capital projects

Phase 1 - Spend Down

| <u>Project</u> | Projected Encumbrance Schedule <u>Apr-17</u> |
|---|---|
| L010 South Fulton - Existing Collection Move | \$ 15,000.00 |
| Demo of Existing Libraries in Phase 1 (Thomasville & Stewart-Lakewood) | \$ 116,644.68 |
| Phase 2 - Assett Inventory Manager | \$ 75,000.00 |
| Monumental Signs @ Phase 2 Projects | \$ 575,000.00 |
| South Fulton (L010) - Road Replacement | \$ 125,000.00 |
| Parking Lot CCTV Surveillance | \$ 672,000.00 |
| Dumpster Pads at Phase 1 Libraries | \$ 450,000.00 |
| NW Atlanta (L004) - Irrigation under Canopy | \$ 7,500.00 |
| Palmetto (L005) - Fence around detention pond | \$ 15,000.00 |
| Palmetto (L005) - Upgraded Landscaping | \$ 30,000.00 |
| Miscellaneous Projects | \$ 13,248.04 |
| Phase 2 - Space Programming / Bridging Documents | \$ 2,000,000.00 |
| | \$ 4,094,392.72 |

10. Juror book money: When you serve on the jury you can donate your money to the Foundation or Library system. Currently there is about \$71,000 earmarked in accumulated county funds. It's dedicated for books and materials only. And so we just apparently have to draw down on it whenever we want to through the usual procurement process.
11. Code of Conduct: we will wait until we have the other two Branch Group Managers so they can participate
12. Future Discussion on Improving the Procurement Process: The Board of Commissioners has included in their legislative reform package some purchasing reform that will streamline the process; so we should wait and see if that passes.

E. FOUNDATION UPDATE:

John R. Thomas provided an update from the Foundation meeting on the approval of the Foundation in support of Tiffany Ray Group, Generation InFocus. The 2017 Foundation Strategic plan was approved. Mr. Thomas also shared that the Foundation's Annual Fund Campaign was very successful for 2016. Mr. Thomas also announced that Mrs. Nina Radakovich is now the new Foundation Chair. The Foundation will also support those Friends' Group who does not or have not applied for 501C3 status. The Foundation will handle their financials as it relates to the 501C3.

Cara Haynie, our Executive Director, has resigned back in and will be leaving the Foundation February 28th, but will continue until we have a replacement. We have a search committee and are in the process of looking for a new director.

F. LIBRARY BOND UPDATE:

The bond money has been raised and must be spent by December 2019. We are very concerned about the continued delays in the RFP schedule. At some point, we're going to have twelve to twenty libraries being renovated at the same time. There's no way to avoid it because we're just out of months in the year.

The first seven libraries will be on the February 1st agenda. A contractor has been selected and needs to be approved by the Board of Commissioners. The project has been separated into three groups; Hapeville, East Point and Fairburn are now separate projects making it five projects.

G. SECURITY UPDATE:

Dr. Morley reported on the cars that were stolen from the South Fulton Library. A security guard was stationed at the South Fulton Library for three months while the security needs were assessed.

H. MEETING ROOM POLICY – POLITICAL ACTIVITY DISCUSSION:

Dr. Morley wants to amend the meeting policy to add verbiage that is in-line with the Fulton County's policy relating to meeting room and political activities. The board agreed to table it and bring to back to the February meeting for voting. Dr. Morley will revise the policy for the Board of Trustees approval.

I. IMMEDIATE ACTION ITEMS:

1. Library RFP Schedule
2. Update on Positions we are currently planning to fill, open positions – current status.
3. Strategic Plan – Update on objectives and measures of performance
4. Develop plan for 2017 capital expenditures based on TAD funds availability.
5. Update on county process for applying for TAD funds.

J. Future Action Items:

1. Meeting Room Policy Revision
2. Board of Trustees Bylaws - Update
3. Code of Conduct:
4. Future Discussion on Improving the Procurement Process
5. Security Plan update

The meeting was adjourned at 5:35 p.m.

Doc. #17-08



ATLANTA-FULTON PUBLIC LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

JANUARY 25, 2017 – 4:00 P.M.

CENTRAL LIBRARY – 6th FLOOR BOARD ROOM

Cormier Court Reporting, LLC

Snellville, Georgia 30039

Tel: 404.695.1923 Fax: 855.4141.CCR

cormiercourtereporting.com

Competitive, Committed, Reliable

Board of Trustees Meeting, 25 January 2017



Members Present

Bailey, Phyllis D., Vice Chairman
Borders, Patricia
Burke, Jamilica
Joyner, D. Chip
Kaplan, Paul, Chairman
Taylor, Josh, Secretary
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

Kessler, Kyle – Friends of Central Library
Thomas, Harriet – Chief of Staff to Commissioner Lee Morris
White, Daniel – Assistant to Commission Vice-Chairman Liz Hausmann

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 |

TABLE OF CONTENTS

CALL TO ORDER..... 5

17-02 ADOPTION OF AGENDA..... 5

MOTION..... 5

GRANT OPPORTUNITY FOR STEAM PROGRAM..... 6

17-01 APPROVAL OF SUMMARY MINUTES FROM REGULAR MEETING OF DECEMBER 21, 2016.....11

MOTION.....11

17-01 APPROVAL OF VERBATIM MINUTES FROM REGULAR MEETING OF DECEMBER 21, 2016.....11

MOTION.....12

CHAIRMAN’S REPORT.....12

17-06 DIRECTOR’S REPORTS.....12

17-03 MONTHLY FINANCIAL REPORT.....12

17-04 MONTHLY USAGE SUMMARY.....13

17-05 CUSTOMER SERVICE REPORT.....15

LIBRARY CLOSURE REPORT.....17

FOUNDATION REPORT – UPDATE.....27

OLD BUSINESS.....29

LIBRARY BOND PROGRAM – UPDATE.....29

SECURITY – UPDATE.....34

NEW BUSINESS.....38

MEETING ROOM POLICY – POLITICAL ACTIVITY DISCUSSION.....38

ADJOURNMENT.....44

MOTION.....44

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

CALL TO ORDER

CHAIRMAN PAUL KAPLAN: I'm going to call to order the Board of Trustees meeting, Central Library, January 25, 2017 at 4 o'clock.

17-02 ADOPTION OF THE AGENDA

CHAIRMAN PAUL KAPLAN: Okay. Adoption of the Agenda. Any additions to it? Hearing none? All those in favor --

MR. JOSH TAYLOR: Is there an extra book?

MS. ZENOBIA CLAXTON: Yes.

CHAIRMAN PAUL KAPLAN: Hearing no -- without any additions to the agenda, all those in favor say aye?

(Whereupon, all said aye.)

CHAIRMAN PAUL KAPLAN: Opposed, none.

DR. GABRIEL MORLEY: Who made the motion?

CHAIRMAN PAUL KAPLAN: Who -- they made the motion. Somebody made the motion. Or did I --

MOTION

MR. JOHN R. THOMAS: I'll make -- I made the motion. I made the motion for myself.

MRS. PHYLLIS D. BAILEY: I'll second it.

CHAIRMAN PAUL KAPLAN: It actually works better that way.

MRS. PHYLLIS D. BAILEY: And I'll second it.

CHAIRMAN PAUL KAPLAN: It's been moved and second. All those in favor, again, say aye?

(Whereupon, all said aye.)

CHAIRMAN PAUL KAPLAN: All right. A little bit different. We have an opportunity -- well, tell you what. I'm going to have John introduce this portion of it.

MR. JOHN R. THOMAS: Okay. Thank you, Paul.

Yes. We -- indeed, we have the distinct pleasure of having a guest speaker, Tiffany Ray. Tiffany is the Executive Director of Generation InFocus. And the Foundation and Generation INFOCUS co-applicants -- and you -- this I'm sure is summarizing verbally what you -- what I sent in the mail to you -- but it's a three hundred and fifty thousand dollar grant that is primarily for afterschool learning and reading programs, tutoring, and a whole host of other things. But it's a very successful -- those who've had it in the past have been very successful. And we hope to achieve the same results.

It is for three hundred and fifty thousand dollars. And I can tell you that this afternoon at the Foundation meeting we approved all this. The hard work is done, and all you need to do is -- this is just for information, because it is going to

involve our library, some of our library branches, and I just wanted you to be aware of what's going on.

So without any further ado, Tiffany, welcome.

GRANT OPPORTUNITY FOR STEAM PROGRAM

MS. TIFFANY RAY: Thank you.

MR. JOHN R. THOMAS: And thank you for joining us.

MS. TIFFANY RAY: Thank you.

MR. JOHN R. THOMAS: But the hard work is done --

MS. TIFFANY RAY: Yes, it is.

MR. JOHN R. THOMAS: Tiffany?

MS. TIFFANY RAY: Yes, it is.

Well, thank you. I appreciate being here with you all here this afternoon to speak to the program that we recently applied to. It is the 21 Century Grant. And it is in partnership with the Atlanta-Fulton Library Foundation as well as the System. And so we are calling it STEAM in Communities.

And so essentially what this program will do is it will allow us to be able to provide an afterschool -- a full afterschool program for the South Fulton Library System as well as Ison Springs Elementary School, which is in Sandy Springs.

One thing to note is what was really important within this grant was that we served students who really needed the support. So we went with students who were -- their particular schools were eighty percent free reduced lunch, as well as looking at the test scores at the schools. And so we will provide academic support as well as STEAM education support.

In the libraries themselves, we'll be able to provide programming to all thirty-four library branches as a result of this grant. And so every semester we will have two hour classes that will run within the Library System. So we'll have seventeen/seventeen. And then we'll also have the parent workshops. And so parent workshops will be an opportunity for parents to learn about STEAM education, for them to be able to do hands-on activities with their children as well.

And so we'll have two that are for the parents and then two that are collective for the children to be a part of with their parents.

We are also going to have educators from Atlanta Public Schools and Fulton County Schools to be able to have a four hour workshop that will be free of cost. And essentially what that will allow is for teachers who work in the education field they'll be able to take that STEAM educational learning opportunity that they've had and take it back to their schools, which will impact a larger number of students as opposed to just the twenty-five and seventy students that we'll have every day.

So that is the short of it, essentially. I know time is of the essence, but I wanted to touch on the highlights for you all.

MR. JOHN R. THOMAS: I think I scared Tiffany off.

DR. GABRIEL MORLEY: Well, the high points are that the library doesn't have to do anything. If the Foundation gets this grant, then the Foundation hires Generation InFocus to run these programs. We've worked with Generation InFocus in the past. They've done Summer Reading Programs for us. We're familiar with what they do, who they are.

The other advantages that -- what we're doing with these afterschool programs is you're getting some meaningful impact because those same twenty-five to thirty students get twelve hours of STEAM instruction after school every week for nine or ten months. So we're having a very deep, meaningful impact on a small group of students. And then the extra seventeen classes will go around and rotate at branches. So we're also getting the scope that we want to get because now we're reaching out into different communities to offer the same kind of STEAM workshop.

Generation InFocus is doing all of it. We're providing the space. We're getting all the goodies out of it. We get to say, hey, look what the library's doing; look what the Foundation has helped support. So the other advantage to this over some other traditional afterschool programs is this is aligned with school curriculum. So whatever they're studying in the schools, whatever the areas of need are in the schools, is exactly what these programs will focus on. So from a parent's perspective, they can either send their kid to an afterschool daycare or they can allow their kid to come to an educational program that's really a tutoring program for what they're doing in school. So there are multiple benefits here; a lot of them for the library; a lot of them for the Foundation publicity-wide. Tiffany and Generation InFocus have done this in the School System and the County. They're also partnered with the City of Atlanta, with Atlanta Public Schools. This is something they've been doing for nine years, ten years. So they know what they're doing. All the teachers are certified. There shouldn't be any issues. And the reason we partnered with South Fulton is because the school was right at the library. So we don't have a lot of transportation issues. It's -- and I don't remember if you mentioned, but it's -- the grant specifically targets students with a high percentage of free reduced lunch. So I think this is an eighty percent area for Banneker. Isn't it Banneker?

MS. JAMILICA BURKE: Banneker is the high school and then

Liberty Elementary School.

DR. GABRIEL MORLEY: Liberty. So it's a great benefit for us. It's a great benefit for the Foundation. We'll see how it goes. You know, it's federal money flowing through the Department of Education in Georgia. So the Georgia Department of Education will make the decision. It would start in July. And I think she said it's renewable for several years.

And part of the plan that I think we forgot to mention for the Foundation is that we create some kind of sustainable activity that would support this beyond the five years. And so when Tiffany and I first talked, she had the idea of creating sort of a STEAM carnival at a park where vendors would pay to get a booth and then that money every year would just be recycled back into keeping the program alive. So it would be a self-sustaining program for as long as it was valuable.

MS. TIFFANY RAY: Yes, exactly.

DR. GABRIEL MORLEY: Did I leave out anything?

MS. TIFFANY RAY: And so that's essentially a model, if you will, of what we are looking to do. We're looking to do it in Centennial Park. And so essentially we'll be able to set up different booths for the children to have multiple learning experiences that they're able to walk around and participate in. And then the vendors themselves will essentially be the ones that support the financial piece for the Foundation. So all of the money that comes in through the STEAM carnival goes back to the Foundation so that they are able to continue with programs.

DR. GABRIEL MORLEY: And the programs vary. I mean, she's got other slides. We're just trying to keep this concise. But the programs vary from creating clothes out of recycled materials to creating robots doing different things with circuitry. They do dance --

MR. JOHN R. THOMAS: Dancing, yes.

DR. GABRIEL MORLEY: They build, if you remember the old Operation game. One of the things I thought was cool, they build their own Operation game with the circuits. And so you can put whatever kind of character you want on the front. And you can, you know, dip in and try to remove the parts. So you're learning about science, technology, engineering, math, art, all of these different things as you participate in these classes. Yes, you can see some of the Operation things there.

MS. TIFFANY RAY: This is an example. The last meeting I was -- I think I was a little longer. So I definitely tried to cut back significantly this time. But this is just a sample of our lesson. And this is the Operation game that the kids created. But we do wearable technology, wearable technology/fashion

design, computer coding, pre-med. They'll be an opportunity where we're partnering with the Fulton County Animal Shelter. And so essentially what they do is they bring animals out that they have, and we're able to do a pre-med live program with the kids as a part of our pre-med classes that we offer.

So we have a multitude of offerings, absolutely.

Any questions?

MR. JOSH TAYLOR: Tiffany, do you have any way to measure the impact of it?

MS. TIFFANY RAY: Absolutely. I'm glad you asked. So essentially what we do is we look at the School Improvement Plan to see how we're able to connect the standards with what actually needs to take place. We're looking at math, ELA, and English language and reading. And so a part of that we do common core, next generation science standards, and Georgia milestones.

And what we do -- and this is just a sample -- we complete reports that show where the students had gains in those particular areas. You can see here, this is pre-med computer coding, fashion design. And so we do pre and post assessments for our lesson plans so that you can see the impact. A great piece to this grant as well is that we have an evaluator outside of our program from Georgia State who will be coming in to evaluate the program. So not only will you get our evaluation, but you'll also get an outside evaluation as well.

MS. JAMILICA BURKE: For this program, you said it's at Liberty. So that's the only age group it's covering is K-5?

MS. TIFFANY RAY: This particular grant is going to cover 3rd through 5th, the testing grades.

MS. JAMILICA BURKE: Third through fifth, okay.

MS. TIFFANY RAY: Yes. That's going to be our target. And it will be --

DR. GABRIEL MORLEY: I wanted the high school, but we couldn't make it happen.

MS. TIFFANY RAY: Yes. Yes.

DR. GABRIEL MORLEY: Yes. We wanted almost like a workforce training type program for high school, you know, where you can prep people for movie jobs or for a sound stage job, so for something different. But, you know, we just have so much we can do with what we have.

MS. JAMILICA BURKE: Any of the opportunities for the future?

MS. TIFFANY RAY: Yes.

MRS. PHYLLIS D. BAILEY: Is this program being done at any other state other than Georgia?

MS. TIFFANY RAY: Right now, we do it in Georgia. We have done

workshops over the summer in California and New York, but as far as year round, this is the only state that we do it year round, yes. But we -- we potential may expand in the future, but we love Georgia.

CHAIRMAN PAUL KAPLAN: It's a great opportunity for kids who have never had this open up to them. I think it's great.

MR. JOHN R. THOMAS: It really is, Paul. It got my attention.

CHAIRMAN PAUL KAPLAN: I don't know how you did it. How the Foundation got all this together, but my hat off to you guys.

MR. JOHN R. THOMAS: Well, it took a lot of work, but Tiffany was right at the -- leading us through it all. So it really is exciting. It really is exciting.

MS. TIFFANY RAY: I think it's a great opportunity, especially with students who will be a part of the program. They're on eighty percent free reduced lunch, as Dr. Morley said, and so these are students who their parents under general circumstances may not be able to afford it. And so this is a plus, real plus because it's free.

MRS. PHYLLIS D. BAILEY: Will that in itself be for parents who are not financially able? Will they be working such as they wouldn't be able to attend? That was a concern of mine.

MS. TIFFANY RAY: Great question. Thank you, Mrs. Bailey. And so we will have workshops on Saturdays.

MRS. PHYLLIS D. BAILEY: Okay.

MS. TIFFANY RAY: So the parent workshops are going to be on Saturdays so that -- yeah, absolutely -- a lot of parents are working two jobs. You know, you have a night job. You can't just necessarily get off your job and come. And that's, you know, wherein, we try to make sure that we have parent involvement. And so it'll be on Saturdays.

CHAIRMAN PAUL KAPLAN: Anybody else have any other questions? Well, was this faster than your other meeting?

MS. TIFFANY RAY: Say it again?

CHAIRMAN PAUL KAPLAN: Was this faster than your other meeting?

MS. TIFFANY RAY: Oh, yes.

MR. JOHN R. THOMAS: And less gruesome and grilling and...

MS. JAMILICA BURKE: What's the estimated time of implementation?

MS. TIFFANY RAY: So we'll start in July. And then it will pick up in August. And the grant itself is renewable for up to five years. And it's a competitive grant. So hundreds of people do apply, but I think we have a really great chance to get it.

MS. JAMILICA BURKE: Okay.

MR. JOHN R. THOMAS: Yes. That's the other thing: We're ninety-nine percent sure we're going to get this, per Tiffany.

So I'm taking it to the bank already, so...

MS. TIFFANY RAY: Yes. We're hopeful, you know, that it will work for sure, so...

MR. JOSH TAYLOR: So when will you find out if it's a hundred percent?

MS. TIFFANY RAY: So hopefully we'll find out April/May. Sooner will be great, but you know... It's federal money that is provided on the state level, so all of the states in the U.S. have this pocket of money that's offered to them through the 21st Century Grant.

MRS. PHYLLIS D. BAILEY: Is there in place thus that it cannot be changed at this point?

MS. TIFFANY RAY: Can't -- I'm sorry -- what?

MRS. PHYLLIS D. BAILEY: The appropriation, is it in such a place that it cannot be revoked at this point?

MS. TIFFANY RAY: The grant itself?

DR. GABRIEL MORLEY: By Trump?

MRS. PHYLLIS D. BAILEY: Yes.

MS. JAMILICA BURKE: By Executive Action?

MS. TIFFANY RAY: Well, you know, there's always that possibility. Because there used to be a program before called Supplemental Educational Services and that was here, you know, and when Administration changed, that's something that did go away. So although we can't guarantee it, we really hope that, you know, the Administration sees the value in the program.

MS. JAMILICA BURKE: Absolutely.

CHAIRMAN PAUL KAPLAN: Okay. Thank you.

MR. JOHN R. THOMAS: Thank you, Tiffany. Well done.

MS. TIFFANY RAY: Thank you.

17-01 APPROVAL OF THE SUMMARY MINUTES FROM REGULAR MEETING OF DECEMBER 21, 2016

CHAIRMAN PAUL KAPLAN: Okay. I'm going to go back to the agenda. Need approval for the Summary Minutes of the Regular Meeting of December 21. I believe everybody should have that in front of them. Is there a motion to accept?

MOTION

MR. JOHN R. THOMAS: So moved.

MS. JAMILICA BURKE: Second.

CHAIRMAN PAUL KAPLAN: Moved and second. Any discussion? All those in favor say aye?

MRS. PHYLLIS D. BAILEY: Abstain.

(Whereupon, there was one abstain.)

17-01 APPROVAL OF THE VERBATIM MINUTES FROM REGULAR MEETING OF DECEMBER 21, 2016

CHAIRMAN PAUL KAPLAN: Okay. Everybody has the -- motion for

Approval of the Minutes of the Regular Meeting of December 21, 2016.

MOTION

MRS. PHYLLIS D. BAILEY: I move for approval.

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

MR. JOHN R. THOMAS: Second.

CHAIRMAN PAUL KAPLAN: Any corrections or additions to that Verbatim Minutes? Hearing none, all those in favor say aye? *(Whereupon, all said aye.)*

CHAIRMAN PAUL KAPLAN: Opposed?

CHAIRMAN'S REPORT

CHAIRMAN PAUL KAPLAN: Chairman's Report. I'm going to hold off on this because I think Dr. Morley has a little bit more information than I do at this point. The construction thing is so fluid right now that I'm going to have Dr. Morley explain it to you, and I'll add a few things to it. I will tell you that one thing for sure, I think it's Ocee Library, finally got their broiler, a brand new one.

DR. GABRIEL MORLEY: NESO, Northeast Spruill Oaks.

CHAIRMAN PAUL KAPLAN: Northeast Spruill Oaks, and it's up and running. So we've got something that can provide us heat.

MR. JOHN R. THOMAS: I didn't hear that, Paul. What's going on there? That's my library.

CHAIRMAN PAUL KAPLAN: They put a new boiler in. They finished it up.

MR. JOHN R. THOMAS: I went in there yesterday and it was much warmer, so --

CHAIRMAN PAUL KAPLAN: Yes. It should be.

MR. JOHN R. THOMAS: -- I knew something had changed.

CHAIRMAN PAUL KAPLAN: Well, I hope it is. You know, I got a picture of the diagram of the flow chart and it looked pretty good. So that was all right. Okay.

MR. JOHN R. THOMAS: If I may ask, how much was that; do you know?

CHAIRMAN PAUL KAPLAN: I have no idea.

17-06 DIRECTOR'S REPORT

17-03 MONTHLY FINANCIAL REPORT

CHAIRMAN PAUL KAPLAN: Okay. Director's Report, Monthly Financial Report.

DR. GABRIEL MORLEY: Yes. This is going to close out the year. This closes out our 2016 year. I mean, I think everybody already knew what it was. The only difference from last time is some salary money that we paid out in December. You know, we stopped all of our purchasing. If you look at that committed line you'll see we're within range of where we needed to be for

the majority.

Our Salary Savings, though, came from these low part-time -- you see that sixty-three percent in the committed -- that's where all that Salary Savings was. So that's why that one was -- is lower.

MR. D. CHIP JOYNER: That was from vacancies?

DR. GABRIEL MORLEY: Yes.

So nothing out of the ordinary on the Financial Report. Nothing exciting like extra money rolled into 2017.

MR. JOSH TAYLOR: Well, is it correct then that we essentially left a million-eight that reverts back to the County?

DR. GABRIEL MORLEY: Yes. It just went back into the County's General Fund.

MR. D. CHIP JOYNER: Are you able to use those funds in another category before the year is over now?

DR. GABRIEL MORLEY: No. That's what we were hoping, but they shut us down remember in October. We had that plan to spend about seven hundred thousand, eight hundred thousand, and they just told us we couldn't do it. So it went right back to their coffer. And I suspect, I mean, you know, that's -- in a way that's how they're helping to sustain their savings too, because they've set up earmark for how much they want to save every year, and so when that can flow back -- for example, in 2017, we've set our expenses at twenty-five million over what we projected as our income. So that twenty-five million, hopefully, is going to decrease and be more in line with the revenues as 2017 goes on.

But from our standpoint, from the library's standpoint, we should be a lot better off this year, you know what I mean. We'll spend down a lot more of that 1.8 million and be closer to where we need to be because now we know it's going to stop in October. We've got to spend everything in August.

CHAIRMAN PAUL KAPLAN: And leave yourself a month leeway. You never know what they're going to do. They could make a change on it.

17-04 MONTHLY USAGE SUMMARY

CHAIRMAN PAUL KAPLAN: Anything else on the Financial Report? If not, let's go to Usage Summary.

DR. GABRIEL MORLEY: Yes. I'm not really going to go over the Usage Summary. I'm just going to hit some of the highlights though. I told the Foundation this today, and these are some talking points you could use when you're in the community too. We circulated over three million items in 2016, which is a three percent increase over what we did in 2015. That's about two hundred and fifty thousand items a month.

And if you remember, we didn't quite hit our target that we aimed for with the County, but if you remember, in August we lost ten days worth of data. And if we look historically at our regular August Circulation Totals, the addition of that ten days would push us to what we set as our goal with the County. So it's really an asterisk. I made that note on the reports we sent to the County so it doesn't look like we were under our goal.

Library Visits were up by twenty-five percent year-to-year. And so we saw 3.8 million people. So what does that come out to, about three hundred thousand people a month in and out of these libraries?

Online Resources accessed more than a million times in 2016. That's a good number. I hope that continues to go up. The biggest gain that we've been talking about over and over is Virtual Circ. The eBooks, eAudios, that went up fifty-two percent from 2015 to 2016. But if you look at the total, the percentage, it's a nice increase in percentage. But if you look at the total, we only circulated two hundred thirty thousand eBooks, so twenty thousand a month, which is less than ten percent of our total Print Material Circ, which was two hundred fifty thousand a month.

So there's huge potential for growth there in that Virtual Circ category. And you all know we've earmarked a little bit more money this year for eMaterials. We also have as part of the Strategic Plan to increase programming around Virtual Resources and marketing materials around Virtual Resources. So I expect that number will grow at a hefty rate for the next two, three, four years, especially as more people become accustomed to getting their material that way.

And the other thing I was going to point out, two hundred thousand people attended our programs last year. We offered about eight thousand five hundred programs. I don't think I would be worried about it. I think I've changed my mind since I've been here. This isn't a program heavy library. And I don't know that we would ever really be a program heavy library. There's a lot going on in the city. And at some point we would reach a tipping point where it wouldn't be worth our time and effort to keep developing programs for people not to show up. So part of our Strategic Plan, though, remember is to figure out what is important to us and then to focus our attention on those specific programs.

So I expect we'll stay around that number. I think historically you're around that number. And I've said before, you know, we - when I left Calcasieu, we had about two hundred forty thousand

people. But we were programming heavy. You know, we were always pushing programs, doing programs. And so, like I said, I wouldn't be worried about it. I don't think it's our focus, especially for the next couple of years while we're doing that construction. Pushing people into our programs just isn't going to be our top priority. But it's still a healthy number, you know, fifteen, eighteen thousand people a month coming to library programs with zero dollars from the County. So that's a real money maker. What else?

17-05 CUSTOMER SERVICE REPORT

CHAIRMAN PAUL KAPLAN: Customer Service Report.

DR. GABRIEL MORLEY: Customer Service Report. This is the quarterly Customer Service Report. Remember, we moved that to every three months or every four months. And so what you're seeing is October, November, and December for 2016. And just for, John, we included some comments on the next page so you can see the quantitative on one page or the qualitative on the other page.

MR. JOHN R. THOMAS: I love my library. I love that. Helpful staff and excellent service. Great.

MR. JOSH TAYLOR: Well, what is your take-away from this Customer Service Report?

DR. GABRIEL MORLEY: Well, like I've said before, I mean, think about what we just said. Three hundred thousand people a month coming through the Library System and we had thirty complaints over a three-month period. So maybe ten a month out of three hundred thousand people, you know. So --

CHAIRMAN PAUL KAPLAN: That's nothing

DR. GABRIEL MORLEY: -- right -- I mean, so it puts things in perspective. And some of those reports are -- I mean, some of those complaints are, you know, legitimate things. You know, somebody had a poor experience. But some of the time, you know, it's just an annoyance. You know, I'm sick of the elevator. You know, so and so was bothering me and you all wouldn't do anything about it, you know. So it's still -- even discounting the ones that I think are not really worthwhile -- thirty is not a lot of complaints --

MR. JOHN R. THOMAS: I agree.

DR. GABRIEL MORLEY: -- when you're talking about three hundred thousand people a month. And then think of the transactions, because that's just people through the door. But if you start calculating how many times we interacted with people, signed them up for a computer, checked out a material for them, and for all of those things to add up too, you're talking about hundreds of thousands of interactions with people off the street who

could be anybody. And to only have, you know, thirty complaints is a pretty good mark.

MR. JOSH TAYLOR: Gabe, my memory may be wrong on this, but I think it was the reverse. I think we had more complaints than compliments six to nine months ago. It'd be interesting to go back and look at that. So I agree with you. I think this is a --

MR. JOHN R. THOMAS: Oh, this is much improved.

MR. JOSH TAYLOR: -- much improved.

MR. JOHN R. THOMAS: Yes.

DR. GABRIEL MORLEY: Well, I mean, you know, the County is focused on Customer Service for sure. And I told you all last time, you know, we -- we're that model department for the County. You know, our Customer Service scores are hovering around the four while the others are in the two range. So -- and as the County continues to push Customer Service, you know, that's our sweet spot.

MR. JOSH TAYLOR: How are they measuring that?

DR. GABRIEL MORLEY: They've done some different studies. Kennesaw just finished doing a study to sort of get their baseline data. And then Kennesaw will come back later. I don't remember when, eighteen months or a year, two years maybe, and do it again to see how it's progressed County wide. And now it'll be skewed a little bit because South Fulton will be its own city, so it'll be -- have its own set of services. And that was part of the difficulty in the assessment was trying to figure out how do we measure police and fire when sometimes it overlaps with the City of Atlanta, you know, because we didn't -- we didn't exclude people from that Kennesaw survey. So if you lived in Atlanta and you answered the question about what's your feelings about the fire department, were they talking about Fulton County Fire Department or were they talking about Atlanta Fire Department? And so that was one of the flaws in the original assessment tool.

Luckily, we were one hundred percent County, so our results are perfect. We just need to get over four. But I think that will increase, you know, as we do some of these things. And you all know me. Some of our difficulties, some of our complaints are because we don't have the capacity to do something. We don't have a self-check at Ponce. So people who want to self-check are going to gripe.

MR. JOSH TAYLOR: Yes.

DR. GABRIEL MORLEY: You know, some people are going to gripe because the ceiling tiles at Southwest are nasty. Well, I mean, we're trying, but it's out of our control. Once the building's

renovated, some of these will go down too. So I think we're doing fine Customer Service wise. That would not be a concern of mine.

MRS. GAYLE H. HOLLOMAN: Our Wi-Fi was a big problem before --

DR. GABRIEL MORLEY: That's right.

MRS. GAYLE H. HOLLOMAN: -- now, we don't have the Wi-Fi complaints that we used to have back in two thousand -- between 2012 and 2015. We had an enormous amount of Wi-Fi issues.

DR. GABRIEL MORLEY: That's right. And all of that should be improved by the renovations. We met with I.T. yesterday and specifically talked about building that infrastructure at everyone of these renovations.

CHAIRMAN PAUL KAPLAN: And, also, you had a meeting with your managers, and you're stressing service to all your managers at all the branches. And that probably reflects against employees and reflects back to the consumer that comes in. But that's good.

LIBRARY CLOSURE REPORT

CHAIRMAN PAUL KAPLAN: What about the Closure Report?

DR. GABRIEL MORLEY: Yes. You can see the Closure Report's in here. Paul mentioned one, Northeast Spruill Oak's boiler. They were closed for a few days. Milton was closed after the storm because the parking lot was iced over. People couldn't get into the parking lot. And we just had some regular HVAC issues. Adams Park was -- it's not on here -- Adams Park was -- well, maybe she didn't close for the day. Maybe she just closed a few hours for her heater. And then you can see some of these others are all heater issues; Roswell, Sandy Springs. And it was all the same day. I think I called Paul that day and said, you know, three libraries are out of heat. And one other one just emailed us. I said, what in the world? So not a lot of building issues. And, truthfully, some of the building issues at this point we're letting slide because we know those renovations are coming. They're no reason to go fix the sheetrock at Southwest when we know in seven or eight months it's going to start renovations. So Ellis and the DREAM team are trying to prioritize what's really important and what isn't on some of these.

CHAIRMAN PAUL KAPLAN: Except for the new libraries. Those may have to -- was there some issue at Southwest? Was there something at Southwest? There was something I heard from somebody. I can't remember.

DR. GABRIEL MORLEY: South Fulton?

CHAIRMAN PAUL KAPLAN: Yes. It may have been South -- maybe it's Fulton. It could be the one at South Fulton.

MRS. PHYLLIS D. BAILEY: Southwest, probably.

DR. GABRIEL MORLEY: Southwest has building issues. That's not a new one.

MRS. PHYLLIS D. BAILEY: Southwest has issues.

CHAIRMAN PAUL KAPLAN: Yes.

DR. GABRIEL MORLEY: I don't know. I don't remember.

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

MR. JOHN R. THOMAS: I do, Paul.

Hey, Gabe, I know we had the computer glitch on the impact of Circulation. Do you have a -- just as a frame of reference -- do you happen to have what the Circulation was up nationwide?

DR. GABRIEL MORLEY: For 2016?

MR. JOHN R. THOMAS: Yes.

DR. GABRIEL MORLEY: I can look it up. I mean, I'm sure it's somewhere.

MR. JOHN R. THOMAS: Okay. I'd like to know that just as a frame of reference.

DR. GABRIEL MORLEY: Yes. ALA will usually present a report.

MR. JOHN R. THOMAS: Yes, that's why I was asking.

DR. GABRIEL MORLEY: It might not be until closer in the summer.

MR. JOHN R. THOMAS: Okay. Okay.

DR. GABRIEL MORLEY: Because they're going to have to compile all those results from everyone. Or maybe -- not ALA --

MRS. GAYLE H. HOLLOMAN: PLDS.

DR. GABRIEL MORLEY: Yes. And there's the group that will -- oh, shoot -- say the name of the Washington, D.C. Think Tank that -- Pew.

MR. JOHN R. THOMAS: Pew, Pew Research.

DR. GABRIEL MORLEY: Pew will do a wrap up too to say, you know, readership's up; computer usage, down; readership, down; computer use, up; whatever it is.

MR. JOHN R. THOMAS: Okay. The second question: We've had a rash of police incidents. Are you going to talk about that later on or is that just -- is that something --

DR. GABRIEL MORLEY: Yes.

MR. JOHN R. THOMAS: Okay. All right. I won't get ahead of it.

DR. GABRIEL MORLEY: I'll pass it out while I'm talking.

MR. JOHN R. THOMAS: Okay.

DR. GABRIEL MORLEY: You want me to do the next one?

CHAIRMAN PAUL KAPLAN: Yes. Let's --

DR. GABRIEL MORLEY: Well, Gayle can do the next one for positions. We just interviewed to fill five or six --

MRS. GAYLE H. HOLLOMAN: We just interviewed to fill eight Librarian Senior positions. Let's see, one, two, three of those would be Assistant Manager positions. The others are Managers

positions and two Outreach Manager positions, so we're very excited about being able to have the Outreach Services; one for Adult Services and one for Youth Services. They all fall under Librarian Senior title -- overall official title. So that's going to allow us to have the Assistant Manager for Roswell, Wolf Creek, and Milton; for the Manager at Northside and Ponce; the two Outreach Managers; and for the Manager at Palmetto. So we're very excited to be able to do that. And then we're going to move into about four positions that are still vacant; the Library Associate, which is our second level paraprofessional position. So that would be some promotional opportunities perhaps for some as well as outsiders being able to interview for those.

DR. GABRIEL MORLEY: And we'll have all those new ones for 2017. And since we moved the two Outreach up, they'll just come open on the back end for two more regular Librarian Seniors. So all of that will be coming up. And we -- I don't know -- probably this week we'll make the offer to those people Gayle was just talking about. We've already interviewed them. You know, we're trying to finalize. Because as we promote somebody, that leaves a hole behind them. So we're trying to fill everything at once.

MR. JOHN R. THOMAS: Good Glad to hear that.

CHAIRMAN PAUL KAPLAN: How many more positions do we need to fill? I mean, are we pretty much -- I know you had a whole --

MRS. GAYLE H. HOLLOMAN: The four Librarian Associate positions and that's going to basically do it because we just finished hiring eight Library Assistants. And all of these were fulltime positions.

CHAIRMAN PAUL KAPLAN: Okay.

DR. GABRIEL MORLEY: And I'm sure we'll have a few more come and go. We did have an interesting one though. One girl quit and then decided she didn't want to quit like two days later. So that was a good one for us. We didn't have to do anything.

CHAIRMAN PAUL KAPLAN: Interesting.

Okay. Strategic Plan. Where are we -- where are we at with this?

DR. GABRIEL MORLEY: Yes. I talked to John, and we ironed out some more details, so we'll do that one next month. You know, we looked at leaving the sheet we passed out last time as is as sort of our one pager and then creating a separate document that would have more specific objectives and goals and timelines as a whole separate sheet that we can then put together as part of the total Strategic Plan. And we're going to use the Foundation's plan as a model because essentially it compels them annually to look at what they've done and adjust those goals for

subsequent years. So I think it will be helpful for us and we can just copy their formula.

CHAIRMAN PAUL KAPLAN: When do we hope to finish that up? When do you think?

DR. GABRIEL MORLEY: Oh, we'll be ready next month. I mean, I can send you something before the meeting. We can make any changes and then finalize it, you know, at the next meeting if we want to. I mean, we're already moving forward with some of them. We know we're going to do the Outreach things. We know we're going to hire the tech services. You know, we made these plans all along in 2016 leading up to some of these. So we're already in the process day-to-day of accomplishing some of those goals.

MR. JOSH TAYLOR: Have you filled the top level positions at this point?

DR. GABRIEL MORLEY: No. Those are the ones that we -- will be after these four because we got to get the number --

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: -- from the County. And so the County has to create those numbers before we can advertise for it.

MR. JOSH TAYLOR: And those are which two positions, the Group Manager or the...

DR. GABRIEL MORLEY: Yes. It will be two Group Managers, two regular Librarian Senior, the Trainer, the Tech Services Administrator.

MR. JOSH TAYLOR: And what do you think the timing --

DR. GABRIEL MORLEY: That's it. That's six.

MR. JOSH TAYLOR: -- on filling those would be?

DR. GABRIEL MORLEY: They'll probably be internals. So I would --

MR. JOSH TAYLOR: That's what I was thinking.

DR. GABRIEL MORLEY: -- I would suspect that, I mean, as soon as we post the job, it ends, we interview them, and they say yes. That way it doesn't disrupt what we're doing. I mean, we're not going to pull somebody from somewhere immediately and then leave them in a lurch.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: And that's probably what we'll end up doing on some of these we're about to hire. Say, look, can you do this part of the time and the new one part of the time while we fill behind you, because some of them are Branch Manager positions. So we don't want to leave them in a lurch. But that should be -- I was thinking of that this morning. I mean, if the County will create those numbers and we advertise for a week or two weeks and then call people and have them come in, I mean,

we should be ready by February, the end of February, you know, to have them come on. And we've been telling the managers too. People know what's coming, so...

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: And we've had some informal conversations with people about these positions, so whoever's interested ought to know they're interested. And we haven't had a lot of luck externally. We talked about that last week.

MRS. GAYLE H. HOLLOMAN: We haven't.

DR. GABRIEL MORLEY: We had maybe four or five external applicants this last time for Librarian Senior --

MR. JOHN R. THOMAS: Really?

DR. GABRIEL MORLEY: -- which was a pretty, you know, high job for us. Two people from the neighboring county in the south; two people from Cobb maybe; and --

MRS. GAYLE H. HOLLOMAN: Two from Clayton.

DR. GABRIEL MORLEY: Yes, the woman who was a professor. I forget where she was from -- Gwinnett maybe? -- but just not a lot of external applicants. Oh, one school librarian from Decatur. None, really, from far, far away. You know, nobody from Tennessee or from Florida or anything like that, so I don't know. We'll see on the next round though. You know, a couple on the next round are the manager level. So maybe we'll have a little more interest.

MRS. GAYLE H. HOLLOMAN: Well, part of what's happening is DeKalb and Gwinnett are interviewing at the same time. And they're paying a little bit better than we are now.

CHAIRMAN PAUL KAPLAN: So it's competition. How much better?

MRS. GAYLE H. HOLLOMAN: Well, in some cases, quite a bit.

MR. D. CHIP JOYNER: Is it more?

MRS. GAYLE H. HOLLOMAN: Yes, in some cases. With our Archer Study, it caused us to kind of go below what we used to offer. We used to be the top dog with the salaries and now we're not.

DR. GABRIEL MORLEY: Didn't they have a Branch Manager recently for sixty-nine maybe?

MRS. GAYLE H. HOLLOMAN: I think that was one of them. So it's become competitive.

MR. JOHN R. THOMAS: Yes.

What do we pay a Branch Manager about?

MRS. GAYLE H. HOLLOMAN: What did it drop it to now?

DR. GABRIEL MORLEY: I don't know. Sixty-three?

MRS. GAYLE H. HOLLOMAN: I don't --

DR. GABRIEL MORLEY: Is that right? That's Librarian Senior.

MRS. GAYLE H. HOLLOMAN: Librarian Senior is sixty-three; Librarian is forty-seven, forty-six.

DR. GABRIEL MORLEY: Yes.

MR. JOHN R. THOMAS: Oh, we are paying a good bit lower then.

DR. GABRIEL MORLEY: Yes. But it was the reverse. Because Gayle told me years ago this was higher. With the Archer Study --

MR. JOHN R. THOMAS: Yes. That was my recollection too.

CHAIRMAN PAUL KAPLAN: So it used to be higher? It used to be higher?

DR. GABRIEL MORLEY: It's dropped down.

MR. JOHN R. THOMAS: We were the top -- as you said -- top dog, yes.

CHAIRMAN PAUL KAPLAN: Okay. TAD Funds. What's happening with that? Where are we at?

DR. GABRIEL MORLEY: TAD Funds, good question. There's, one, there are two people in the County who know something about the TAB Funds, and I asked, Paula asked, Todd asked, and no response.

CHAIRMAN PAUL KAPLAN: No response?

DR. GABRIEL MORLEY: No. Paula asked nicely twice, even in a nice, non-threatening attorney way.

MR. JOSH TAYLOR: Who is the person who needs to answer this?

MRS. PAULA RAFFERTY: I'm going to suggest that Todd set up a meeting for some of the members who would be interested -- and Dr. Morley -- to sit down and get the answer. I mean, that would -- that would be the most straightforward way to do it.

DR. GABRIEL MORLEY: Yes. I think it just hasn't been their priority. They were working on 2017 Budget. You know, they had a lot of last minute adjustments they were trying to do. And I think this was just far down the radar. If you watched the last BOC Meeting, you saw them. They spent hours talking about how to move five hundred thousand dollars. And so I'm sure they were working on that.

The bonds also, they worked out all the bond stuff. It was approved at the last BOC Meeting, and those bonds should be issued on January 31st. So I'm sure this is way down their list, you know, of priorities. But from what Sharon told us originally, they just have to create that line item so that it's a separate line in the budget. And then it'll just be the regular procurement process. That may be Akeem's list of things to do now that the budget was approved.

CHAIRMAN PAUL KAPLAN: So you think maybe next month we'll have an idea? What are we talking about? How much money is in that TAD Fund? What are we -- what are we --

DR. GABRIEL MORLEY: Right now, I think there's about four or five million.

MR. JOSH TAYLOR: No. It was more than that. I think it's like six or seven.

CHAIRMAN PAUL KAPLAN: Was it six to seven million?

DR. GABRIEL MORLEY: Maybe there's six or seven.

MR. JOSH TAYLOR: That's what Lee told me when --

DR. GABRIEL MORLEY: Well, maybe that's --

MR. JOSH TAYLOR: Unless they've tapped it for something.

DR. GABRIEL MORLEY: No. It was earmarked. I mean, they did that in a separate meeting months ago. And so we could use it on any Capital Project.

MR. JOSH TAYLOR: Yes. It'll cover more than what we need to spend.

CHAIRMAN PAUL KAPLAN: Right.

MR. JOSH TAYLOR: We just need to come up with a plan this time.

CHAIRMAN PAUL KAPLAN: And to get it.

MR. JOSH TAYLOR: And then a process.

CHAIRMAN PAUL KAPLAN: Well, as long as we keep at it and it doesn't kind of disappear to something else, to another --

DR. GABRIEL MORLEY: No. It's -- they've got it. It's on record now. I mean --

CHAIRMAN PAUL KAPLAN: Okay.

DR. GABRIEL MORLEY: -- they've made up their mind.

MR. JOSH TAYLOR: Can you develop a plan for, you know, the capital usage?

DR. GABRIEL MORLEY: Yes. I was going to say, I -- we want to do that, and we talked with both of the candidates that interviewed for the Outreach position. And I told them that's one of their top priorities, you know. For them to sit down and say, hey, what are some of the things we think we'll need? Like those vehicles. And so that can be part of that plan. But we just didn't want to get started until they came onboard.

MR. JOSH TAYLOR: Okay.

CHAIRMAN PAUL KAPLAN: Okay. CIP Book Money?

DR. GABRIEL MORLEY: Oh, yes. I ended up with the wrong one. And I don't know if Al intended for me to pass this out or not, so don't spread this around, but... And this obviously isn't final. This is just Al's estimate. Remember, we had the extra money that was CIP money that we had been holding for books. And so we stopped holding it for books, and Al proportioned it this way. And -- yes, this is the remaining spend down of all the money from -- the spend down of the remaining Phase I money. Remember, we had the extra --

MR. JOHN R. THOMAS: Right.

DR. GABRIEL MORLEY: -- twenty million from the Savings. And then we have -- we are going to spend thirteen or fourteen

million on the renovations of the first seven. We accelerated that. And then these are some other little ancillary projects that got picked up in that money. And you can see some of these things we've already done; like, large format scanner moved. That's done. South Fulton existing Collection move, we still have to do that.

MR. JOSH TAYLOR: So it's that last column?

DR. GABRIEL MORLEY: Yes. All of this stuff in here. Like, East Roswell Library tree removal --

MR. JOSH TAYLOR: Uh-huh (affirmative).

DR. GABRIEL MORLEY: -- you know, each one of these little things are projects that we discovered after those other projects were complete. And so Al used some of that money that was saved to take care of these little things. And like I said, some of these may change. Like, it's not specified on the security report, but some kids have cut the fence at South Fulton so they can cut through from Dollar General and go right up to the parking garage and never be on camera anywhere. So they can go right up the back. So Al's going to use some of this money to put up a higher aluminum fence that can't be cut with snips. So as things pop up, you know, we've got -- if you've been to Metropolitan, a tree fell on part of the chain linked fence and damaged the fence. It's -- there's no warranty, so this can pay for that.

One of the things we wanted to do and didn't get to do was pave that road from Flat Shoals to the parking garage. You know what I'm talking about?

CHAIRMAN PAUL KAPLAN: I know that road.

DR. GABRIEL MORLEY: It's all pot holed and torn up.

MRS. PHYLLIS D. BAILEY: Yes, it is.

DR. GABRIEL MORLEY: But that's over a hundred thousand, and we just didn't have it. So this is where all that book money went, you know, to finish off all these projects.

MRS. PAULA RAFFERTY: Now, there is a difference between the juror book money and the CIP money?

DR. GABRIEL MORLEY: Yes.

MRS. PAULA RAFFERTY: Okay. So you've got roughly seventy thousand dollars in book money, ear marked book money from the juror funds?

DR. GABRIEL MORLEY: Yes. That was the separate issue. Remember, last time we talked about when you serve on the jury you can donate your money to the Foundation. And then we found out it does go to County.

CHAIRMAN PAUL KAPLAN: Right.

DR. GABRIEL MORLEY: But the County is keeping it in a separate

fund.

CHAIRMAN PAUL KAPLAN: They are. Okay.

DR. GABRIEL MORLEY: And it's totaled up to seventy-one thousand dollars. So -- but it's dedicated for books and materials only. And so we just apparently have to draw down on it whenever we want to.

MRS. PAULA RAFFERTY: Through the usual procurement process?

DR. GABRIEL MORLEY: Yes. So I don't know, maybe Cara didn't know she could do that, because it's been accumulating. It was forty-eight thousand for awhile. And now it's up to seventy-one.

MRS. PAULA RAFFERTY: The last time there was an expenditure from it, as I understand, it was 2010.

DR. GABRIEL MORLEY: Yes. That's what I suspect. Cara got over there, just didn't know it was available. So we can use that, and...

CHAIRMAN PAUL KAPLAN: The only reason I brought it up is because my daughter was on the Grand Jury and she said, you know, I'm taking that money and I'm sending it to the library. I said, you are? Oh, really. Gee, I didn't know that had a line item for that. And that's how this kind of generated now that I know it. So at least we accumulated some money in there, so...

MR. JOSH TAYLOR: Yes. It's real money.

CHAIRMAN PAUL KAPLAN: Yes, it is.

DR. GABRIEL MORLEY: I forgot to tell Cara that. But I'll send her an email.

MR. JOHN R. THOMAS: Okay, please. I was just thinking that same thing.

DR. GABRIEL MORLEY: Because we also added this year on United Way people could donate money to the Foundation through United Way. I'm not sure if she ever got that set up. But since she's leaving --

MR. JOHN R. THOMAS: She hasn't mentioned that.

DR. GABRIEL MORLEY: -- we ought to check on that --

MR. JOHN R. THOMAS: Right.

DR. GABRIEL MORLEY: -- before she goes and we forget about it and it's 2010 again before we think about it.

CHAIRMAN PAUL KAPLAN: Okay. Code of Conduct.

MR. JOHN R. THOMAS: Were you going to comment on the incident -- the security incident --

CHAIRMAN PAUL KAPLAN: That's down here.

MR. JOHN R. THOMAS: Oh, where?

CHAIRMAN PAUL KAPLAN: Number seven.

DR. GABRIEL MORLEY: Yes, 7c.

MR. JOHN R. THOMAS: Where is it?

MR. JOSH TAYLOR: 7c of the agenda.

CHAIRMAN PAUL KAPLAN: The agenda, Old Business.

MR. JOSH TAYLOR: Security.

CHAIRMAN PAUL KAPLAN: Security.

MR. JOHN R. THOMAS: Okay. I'm sorry.

CHAIRMAN PAUL KAPLAN: You're all right.

MR. JOHN R. THOMAS: I was looking for something else. And so it's right in front of me. I apologize.

CHAIRMAN PAUL KAPLAN: Code of Conduct.

DR. GABRIEL MORLEY: Yes, Code of Conduct. I mean, I don't suspect we will do that until we have the other two Branch Group Managers, you know, so they can participate. So, I mean, we still got time. It's first quarter. This is just January. We'll have it done by then. But we will be doing, in a minute -- isn't it on here? -- yes, number eight. We'll sort of be talking about Code of Conduct.

CHAIRMAN PAUL KAPLAN: Future Discussion on Improving the Procurement Process. I kind of laugh at that a little bit because --

DR. GABRIEL MORLEY: Yes. I talked to Felicia yesterday. We sat beside each other for six straight hours, and she said, I don't have anything to tell you. There is no other procurement process. This is it. This is what you have to do.

MRS. PAULA RAFFERTY: Actually, I can deliver some good news, okay. The Board of Commissioners has included in their legislative reform package some purchasing reform. And so they are moving forward asking the legislature to change the purchasing code from what we have to work with. We have the comply with the state law --

CHAIRMAN PAUL KAPLAN: Right.

MRS. PAULA RAFFERTY: -- in order to be able to change anything here. We're asking for them to repeal existing -- the existing population bill that requires us to have a higher degree of complication, should we call it. And if they do that, then we can have new approval thresholds so that we can lower the amount of -- pass factor at lower amounts. And streamlining to procure the pay cycle to provide is part of the overall Strategic Plan for 2017. So it's something that's definitely at the forefront of your Board of Commissioners. And that is moving forward in the way it needs to move forward. And we hope that the legislature listens and we get the authority to do that. And so it's possible that we'll have the kind of reform that we need to have to loosen up the kinds of regulations that are in place that are impeding the system access.

MR. JOSH TAYLOR: Is there a library day for meeting with the legislature?

DR. GABRIEL MORLEY: Yes, February 8th, I think is hotdog day. I will be over there serving Varsity hotdogs to legislators. You're welcome to come there.

CHAIRMAN PAUL KAPLAN: February 8th. What time are we talking about and where are we at? We're going to be at the...

DR. GABRIEL MORLEY: It's in the -- well, I don't remember what room it is. But the way it works is GPLS will have people there who will find some legislators, escort them to our room for their hotdogs so we can talk to them while they eat.

CHAIRMAN PAUL KAPLAN: Okay.

MS. JAMILICA BURKE: What time?

DR. GABRIEL MORLEY: I don't remember. I'll see it to you. I have it on my calendar. I don't have my phone with me right now. But it's in the morning. Because I think it has to be set up by 11:30 or 11:15, the vendor has to be done with set up.

FOUNDATION REPORT - UPDATE

CHAIRMAN PAUL KAPLAN: All right. The Foundation Update. Do you have anything?

MR. JOHN R. THOMAS: Oh, yes. Real quickly, Paul, the most important thing that happened today was the approval that -- that co-application with Tiffany Ray Group, Generation InFocus. And we also approved our 2017 Strategic Plan. I just want to add parenthetically that is over any document. This is something that we review every time we meet. And it's really paying off. Because the second item I wanted to mention was we just completed a very, very successful Annual Fund Campaign. We were up over twenty percent in individual giving last year. And it -- I mean, it's hard to say it's because of this. But this has certainly got us focused on what we're -- who we are. So I'm a great believer in Strategic Planning. And then -- oh, the artwork for the Auburn Avenue Research Library, just a little background -- back twenty years ago there was a grant for a million dollars from the Federal Government for special Collections. About a quarter of a million of that money -- a quarter of a million dollars of that money was never spent. We've been carrying on our books. It is restricted for Auburn Avenue. We're going to start spending it. And we're going to kick it off at the fifteen thousand dollar three hundred -- fifteen thousand three hundred dollar purchase of beautiful, beautiful African-American art for the Auburn Avenue Research Library. It's just, it's beautiful. It's very appropriate. So we are up and running on spending our restricted money for Auburn Avenue.

And that's it, Paul.

CHAIRMAN PAUL KAPLAN: Okay.

MR. JOSH TAYLOR: Yes. But you also approved the procedure and the policy for the 501c3.

MR. JOHN R. THOMAS: Okay. There were a lot of things we had today. I didn't know where to draw the line. But I'm glad Josh mentioned that. You know, many of our branches, many of our Friends Groups are small enough, but they don't have their -- don't want to extend the money to apply for a 501c3 status. So they'll come back to us and ask if we would handle it for them, and we have said, yes, we will. And we have -- we approved a policy and a procedure today that I gave -- Josh has really helping us -- bringing us along on this. So I gave my copy to him. But it's a great program. And it's one that we hope will begin to -- the Friends Groups and the Foundation have never been at loggerhead, but we really haven't been united. And we're trying to bring us together. And I think this will go a long way to say we're here to help you. So -- yes, Phyllis?

MRS. PHYLLIS D. BAILEY: Is it possible I could get some copies of that?

MR. JOHN R. THOMAS: Of that agreement?

MRS. PHYLLIS D. BAILEY: Yes. Because there are several libraries in District 6 that lack Friends Group for that particular reason.

MR. JOHN R. THOMAS: Okay.

MRS. PHYLLIS D. BAILEY: And I'd like to be able to share that information.

MR. JOHN R. THOMAS: I'll do this, Phyllis: What we didn't talk about today is how -- who's going to get the word around. Let me follow up on that.

MRS. PHYLLIS D. BAILEY: Okay.

MR. JOHN R. THOMAS: Okay. I did give Josh my copy only because he's been --

MRS. PHYLLIS D. BAILEY: Involved.

MR. JOHN R. THOMAS: -- a real supporter of this program. But, I'll tell you what, can you send Phyllis an advanced -- give her a copy of that, okay. But we have to -- we have yet to decide how we're going to get the word out.

MRS. PHYLLIS D. BAILEY: I'll wait on you --

MR. JOHN R. THOMAS: Okay.

MRS. PHYLLIS D. BAILEY: -- then to give the go.

MR. JOHN R. THOMAS: Okay. Great.

MRS. PHYLLIS D. BAILEY: Thank you.

CHAIRMAN PAUL KAPLAN: Great.

We talked about it at Council several times over the last

several months, but, 501, they don't have the money.

MRS. PHYLLIS D. BAILEY: Yes. That's the problem.

CHAIRMAN PAUL KAPLAN: They don't have the money to -- and, you know, there's some of these Friends Groups that are three people, that's it.

MR. JOHN R. THOMAS: That's right. Yes.

CHAIRMAN PAUL KAPLAN: They're lucky they make a hundred dollars on book sale. So it's a --

MR. JOHN R. THOMAS: Yes. We don't need them spending money on a 501c3.

CHAIRMAN PAUL KAPLAN: They couldn't. Well, if they have to do that then they might as well disband.

MR. JOHN R. THOMAS: Well, they can't do it. But now they can solicit contributions and we'll handle it for them.

CHAIRMAN PAUL KAPLAN: That's great.

MR. JOSH TAYLOR: How are you coming on the search for a replacement of Cara?

MR. JOHN R. THOMAS: Slow. Cara Haynie, our Executive Director, is -- resigned back in December. She'll be leaving the Foundation February 28th. So we have a search committee. We're in the process. No names yet. But the good news is Cara has already said she's not going to leave us high and dry. So she'll continue on, so no news yet.

DR. GABRIEL MORLEY: And I didn't hear, but Nina is the new president, right? Did you mention that?

MR. JOHN R. THOMAS: I don't think I mentioned that today. Nina Radakovich is our new Chairman. And she did an outstanding job on her first day, and so - we really have a winner in Nina.

DR. GABRIEL MORLEY: They also committed to revamping the Books for Babies Program, you know, which funnels through them. And we participate as well. They also talk about creating a discretion account for the library to have some money, some flexibility to spend some Foundation money through the Foundation Director without having to go through the full Foundation Board. So it's a benefit for the library.

CHAIRMAN PAUL KAPLAN: That's terrific.

MR. JOHN R. THOMAS: Gabe wanted to know if they could use that money to go to Jamaica.

DR. GABRIEL MORLEY: There's some rare books down there. You know, I should go.

OLD BUSINESS

LIBRARY BOND PROGRAM - UPDATE

CHAIRMAN PAUL KAPLAN: Library Bond Program. You want to give us an update?

DR. GABRIEL MORLEY: Yes. The Bond Program on February 1st, we

will have on the agenda the item for the first seven libraries. We'll -- we've selected that contractor in our committee, and we just need the BOC to approve that contractor. Once we sign the contract with them, then they can begin their design phase, their information gathering phase and be ready to start construction.

The other projects have gone a little wonky. They -- and we may have mentioned last time, they've separated the three groups we had into two more groups. They've withdrawn Hapeville totally and made it its own separate project. They've also pulled East Point and Fairburn and made them their own separate project. So instead of three groups, we now have five groups. We've also opted to do more pre-planning to encourage better participation from contractors. And so instead of just rolling the RFPs out, we've been having some information sessions for contractors. We're emailing different contractors that are on the County's procurement list. We're trying to go above and beyond to get to a point where it will be more difficult to challenge us later on about how we went through the process. So that's delayed some of what we had hoped to have already done this early in the year. Because remember, the Central RFP is ready. It was ready before Christmas. And we've been holding and holding and holding. And now we also believe that what we ought to do is issue an RFP, wait 'til we get our responses, wait 'til we select the winning bidder so that the people who don't win will know they weren't the winner and that then frees them up to bid on the next RFP.

MR. JOHN R. THOMAS: What a process.

DR. GABRIEL MORLEY: So instead of just putting them all out there, we're going to try and do what's best for the contractors.

CHAIRMAN PAUL KAPLAN: I just want to say it's really going to delay our processes.

MR. JOHN R. THOMAS: Really?

CHAIRMAN PAUL KAPLAN: I mean, we have -- we have a -- we have to be -- by the end of 2019?

DR. GABRIEL MORLEY: Yes.

CHAIRMAN PAUL KAPLAN: By the end of 2019. Now, that sounds like it's far away. It's not. I'm telling you now that we've picked -- selected a contractor for seven libraries, then you go into Design Phase. I mean, you don't start the tools. You got to go into Design Phase. Hopefully, the Design Phase does not have to go in front of the BOC. I don't think it does. They're hoping it doesn't. Otherwise, if they tweak it and say, why not put another room here or do something different, well, then we

go right back to the drawing board again. We're just trying to get the first seven and then all these other things has come about. That's why I was going to let him talk about it because I can't keep up with it anymore. Every time I call somebody, well, wait a minute. No, that's change. I said, well, so...

DR. GABRIEL MORLEY: So we have some tentative dates that we've -- actually, we went met with contractors this morning about Alpharetta. We probably had fifty or sixty people there. Monday, Gayle said the guy from Chicago came down, who is the president, I think, of the National Black Contractors Association or something, so that should get some national interest. And that was our goal, you know, to reach out to more people in different places.

There's some concern on the County level that the airport and the city are doing these eight billion dollars worth of projects that are going to suck up big contractors. So part of it is we're trying to ensure we have enough competent and capable workers for our type timeline. Because as Paul just said, you can see, if we give -- let's say we pick this person on February 1st and they take six or seven months to design, it's already the end of the year before they even start construction. So now by the time we issue Group II and Group III RFPs and stretch that out --

CHAIRMAN PAUL KAPLAN: To next year.

DR. GABRIEL MORLEY: -- yes, we're getting into, you know, summer, fall 2018. We're getting very close to that 2019 December deadline. So we're moving it along as quickly as we can. It's just that the process is very cumbersome. We think we'll have good participation on Central. I probably talked to half a dozen people this weekend during ALA that were interested. Actually, I talked to a woman -- I was telling Gayle -- Pam Sandlian-Smith, who invented the Anythink Libraries up in Colorado. Someone called her and asked her if she would be a consultant on their bid to get this job. And she told them, no, because they were too ordinary. And she's only interested in things that are extraordinary. And she also told them that she thought I was not going to be interested in ordinary. So -- but it goes to the point that people are talking about it nationally and looking around for partners trying to figure out how they can position themselves to work on this project. And we'll see how it goes, you know. I hope we will have a good number of bidders but not too many. Because Felicia told me the other day, for the Phase I projects there were over twelve hundred bidders, contractors and subs.

MR. JOHN R. THOMAS: Wow.

DR. GABRIEL MORLEY: Yes. So they had to go through every one for, what, eight new buildings and two renovations. So they picked ten contractors out of that twelve hundred. So, I mean, a huge, huge, cumbersome process.

MR. JOHN R. THOMAS: Really.

DR. GABRIEL MORLEY: So we'll see how it goes. I think that what Felicia has tried to do is put out some rough timetables like quarterly. You know, we expect these RFPs to go out at such and such quarter. And Al has that information. Because remember, we also need to replace Heery Russell --

MR. JOHN R. THOMAS: Right.

DR. GABRIEL MORLEY: -- because their contract expires at the end of May. We also need a consultant to come in and look at all of the artwork at the twenty-three libraries so we'll know, you know, what could go, what could be replaced, how do we need to store this kind of stuff? We'll have to issue a separate RFP for Hapeville. And I think they're going to try and move that forward, you know, so that it's at the front or near the front of the line. And we told them all, too, and I told the group this morning -- because remember what Gayle and I cried about all afternoon yesterday was the timeline -- because at some point, we're going to have twelve to twenty libraries being renovated at the same time. There's no way to avoid it because we're -- we're just out of months in the year. And so at some point, all of these libraries are going to be being worked on at the same time. And remember our goal is not to have huge pockets where there's no library service.

So I told all those people there this morning their goal is urgency but also quality and also keeping them open. They don't just get to win the bid and come in and close six libraries for six months and work on all of them. They've got to coordinate the schedule within their group and with all the other contractors who are doing projects so that the constituents in Fulton County are not cut off at any point from library service. Now, I moved the sun right in my eyes.

CHAIRMAN PAUL KAPLAN: Move over here.

DR. GABRIEL MORLEY: Sacrifice. So I think we'll be ready once we -- once we award this, get BOC approval on February 1, then the other three contractors who don't get this first job will know they didn't get it. Then we can issue that next RFP so they'll be eligible to apply again. And so everything, you know, another week, because next Wednesday is February 1st.

MR. JOHN R. THOMAS: Gabe, you said six months. Is that an average or a likely duration of the average?

DR. GABRIEL MORLEY: I don't know. I just made that up. I mean, I suspect some will be a lot faster, but some may be a lot longer.

MR. JOHN R. THOMAS: A lot longer, okay.

DR. GABRIEL MORLEY: And it'll -- I'm sure it will depend on the weather and partially what we want to do. I mean, I would hate to close Sandy Springs or Roswell during Summer Reading. You know, if we could push them a week or two back and at least get in the majority of a Summer Reading Program, I'd prefer to do that.

MR. JOHN R. THOMAS: Sure.

DR. GABRIEL MORLEY: So part of it -- and the contractors know this. We talked to them extensively about the timeline and how they would have to set up their schedule to work for us.

MR. JOHN R. THOMAS: Good. Good.

DR. GABRIEL MORLEY: But we're also hoping, you know, that if that TAD money can help pay for some vehicles, then we still have some mobile service in those areas, even if it's -- even if the branch is closed.

And we have a whole communications plan. You know, Gayle and I have met with Claudia several times to figure out when we put out posters; when we put out press releases; when we put up notice; how we have phone messages for people; when we update the website. So there should be plenty of communication. But don't for a second think that people aren't going to complain and gripe and, you know... So if you can think of a clever comeback to tell people, we could get it, put it on a t-shirt.

CHAIRMAN PAUL KAPLAN: There is a lot going on behind the scenes.

MR. JOHN R. THOMAS: Yes.

CHAIRMAN PAUL KAPLAN: Just to give you a sample of it. And between you and Gayle, just want a number percentage-wise, how many meetings you have a week? How often are you in meetings? Because every time I call, I know one or two of you are in a meeting or you're both in a meeting.

MRS. GAYLE H. HOLLOMAN: In a week, it's like --

DR. GABRIEL MORLEY: I haven't seen enough of them today.

CHAIRMAN PAUL KAPLAN: So there's a lot going on. And the thing with the contractors, it's really minority participation. We're looking to have minority contractors bidding. In Illinois what we did was we couldn't get them, so we had a major contractor partner with a minority contractor. And, actually, paid part of their fee and kind of worked it out with them so they wouldn't get hurt. It really worked out. They got a portion of a project that helped put all the numbers together. And then

every worker that worked in the project, all subcontractors, we had to submit their name and their Zip Code. In that Zip Code, they had to be within a two mile radius of the project that's going so that you're hiring people in the area. So it's a very complicated process. I got out of the public building. It became so complicated. We were doing paperwork constantly trying to keep up with it. But that's what they're looking for. And this is what they're doing. And it's hard. With this many things going on, and then actually controlling what's happening in all these twenty-two, and everything is being done correctly, it's going to be a real task. So we'll see what happens.

SECURITY UPDATE

CHAIRMAN PAUL KAPLAN: Security Update. We passed around a paper to everybody.

DR. GABRIEL MORLEY: Yes. I passed around the paper. Everybody knows the car was stolen and broken into at South Fulton. We put a guard out there for three months while we sort of assessed our total security needs. You know we talked about this in the past. It seems like we're always talking about security issues. We never got to put in the cameras because they spiked the Salary Savings at the County, so those cameras weren't there. They will be there for the renovation though. Remember, that's part of what we're trying to do is put up cameras in all the renovated libraries. The new ones have some cameras. Georgia Power is putting cameras in their lights in the parking lots. And so we'll have some parking lot cameras. And you can see -- I mean, some of these are ordinary things. We've had three or four break-ins where people steal the coin box. And this is going to really blow your mind -- and I didn't even say anything -- I had a small heart attack. Yesterday, Gayle asked I.T. how much it cost to replace one of the coin boxes if someone breaks in and steals it or damages it; sixteen hundred bucks.

MRS. PHYLLIS D. BAILEY: A coin box?

DR. GABRIEL MORLEY: I know. That's what we said. So we even tossed around some ideas of just getting rid of the cash and coin box and just making it all credit/debit and then have a vending machine for people that don't have a credit or debit card, you know, where they could buy a credit/debit card for two dollars or something and then they could use it to do their print job.

But it penalizes us three-fold. You know, we have building damage from where the people broke in, then we have the damage from the machine, and then as I.T. pointed out yesterday, since the coin box was stolen, we owe them the cash that was in there, so...

MR. JOHN R. THOMAS: Insult to injury.

DR. GABRIEL MORLEY: I know. That's what I thought. And so, you know, it's just - it's one of those annoying things because there's not much money in there. It's somebody breaking in, you know, stealing something for twenty or forty dollars. And so anyway, that's what some of these burglaries are. I think that was Adams Park and a couple of others have the coin machines gone.

MR. JOHN R. THOMAS: Is it Alex's opinion that this kind of thing is on the rise or on the decline or it's leveling off?

DR. GABRIEL MORLEY: Well, if you remember, we wondered if it was the same guy who worked for us who was stealing all the money from our copy machines. And we wondered if he had realized, you know, there's no cameras in these buildings or whatever and I'm just going to go get the coin machines. And -- because we never got an update on whether he was ever arrested or not. But the cops haven't -- I don't think it's a top priority, you know, for Atlanta police to go looking for this guy, so you know. And then the ones -- I think I told you all in the email -- and everybody probably realizes about the carjackings and all of that.

MR. JOHN R. THOMAS: Right.

DR. GABRIEL MORLEY: They believe the South Fulton was part of that. And I think I may have told everyone, if I didn't, I'll go ahead and say, it's not really our fault. But after this happened and we requested to see the video so we could see who the kids were we realized that the video machine wasn't recording anything in any of the cameras. And so I.T. told us the cameras had gone down like nine or ten days before the damage was done, and you know, had never come back up, or haven't been recording for however long. And they were going to have to order a part. And it was going to be however long. And so that made me ask, Al, you know, if nothing has -- let's say Metropolitan, for example, if nothing's ever happened there, we've never checked, have those ever been recording at all? Have those stopped recording six or eight months ago? Who knows?

But that's one of those other responsibilities of Shared Services that have moved down the street. So we have no control over whether or not we monitor if the building's being --

MR. JOHN R. THOMAS: So the security camera that's in place at South Fulton, that was part of the renovation, right?

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

MR. JOHN R. THOMAS: And it failed us?

DR. GABRIEL MORLEY: Well, it was recording for some period.

From September 22nd to nine or ten days before all of this happened, allegedly.

MR. D. CHIP JOYNER: Is there a subscription fee?

DR. GABRIEL MORLEY: It's all I.T. I.T. does all of it. They control the device, the whole process. We just have the software on our computer.

MRS. PHYLLIS D. BAILEY: And you don't have any way of -- they don't let you know if it's down?

MR. JOHN R. THOMAS: Yes.

CHAIRMAN PAUL KAPLAN: No. That's why we need -- we need an I.T. person --

MR. JOHN R. THOMAS: That's amazing.

CHAIRMAN PAUL KAPLAN: -- that works for us.

MRS. PHYLLIS D. BAILEY: That is amazing.

CHAIRMAN PAUL KAPLAN: This is ridiculous.

DR. GABRIEL MORLEY: Well, and I think Gayle told --

MRS. PAULA RAFFERTY: There's actually -

DR. GABRIEL MORLEY: -- me there was something wrong with Southeast too.

MRS. PAULA RAFFERTY: There actually is supposed to be an I.T. person dedicated to the libraries within the I.T. department.

MRS. GAYLE H. HOLLOMAN: Well, they have people assigned that come and do different things, but they're not our person. We used to have our own I.T. department here at the library. But now that was at South Fulton Library about the -- the two bulbs that go in the overhead.

DR. GABRIEL MORLEY: Yes. But I thought there was another -- there's another camera issue, maybe at Southeast or something. Oh, Southeast is recording, but the staff can't see it.

MRS. GAYLE H. HOLLOMAN: The staff can't see it.

DR. GABRIEL MORLEY: There's no visibility in the building, but it is being recorded on Pryor Street. So if something happens, at least it's recorded.

But Gayle had a great idea yesterday too. And, I mean, I guess we can feel you out and see what you think about it. But in -- because we know the cameras and the security guards are really a deterrent -- you know, the security guards can't arrest anyone. They're just a security person. Well, when we renovate these, would you all be opposed to having the giant security screen right behind the desk so as people come in the building they would immediately know they're being videoed because they would see themselves, you know, walk through the door or something. I mean, it would make more of an impact, I think, for people to know, oh, they're recording; you know, there's cameras in this building.

MR. JOHN R. THOMAS: Yes. What sense is that to keep it a secret?

MRS. PHYLLIS D. BAILEY: That's what I'd like to know.

MRS. GAYLE H. HOLLOMAN: They have that at some of the newest libraries that they built in DeKalb County. I go to the -- near the one in Tucker, DeKalb in Tucker, and it's amazing. It's right behind the Circulation Desk. So when you're standing there checking out books, you can see out in the parking lot. If you're a patron or if you're a staff member, you turn around, you can see all kinds of screens that are on this one monitor. And people -- I mean, I guess it's a maybe it's a mental thing. But at least people become aware that they're on camera and that people can see them at any time; whereas, ours are kind of down in the desk or they're back in the office under the manager's desk. But this is right center stage for everybody to know that they're being on camera -- they're on camera.

DR. GABRIEL MORLEY: And like a little cattle prod where we could just jab people.

CHAIRMAN PAUL KAPLAN: Why don't you just go ahead and do it?

MRS. PHYLLIS D. BAILEY: That's what I was really asking.

MR. JOHN R. THOMAS: Yes.

MRS. PHYLLIS D. BAILEY: I agree with that. Just do it.

DR. GABRIEL MORLEY: Well, we'll include that in the renovation, and we'll make it more visible. Because, I mean, truly, that's what it's going to be. You know, we talked with Al about putting up the signs that say, you know, these premises are being recorded. But we -- it's all in an effort to be preventative. And so...

MR. D. CHIP JOYNER: Also, it makes the people more comfortable coming in too.

DR. GABRIEL MORLEY: Well, that's what a bunch of people at South Fulton, they wrote me an email saying, you know, I'll feel better about going if there's a security guard. So even though the guard, in this case wouldn't have stopped anything, he'd have been in the building. And they were out in the parking lot smashing everything. But perception, you know, that people have is that they feel better, so... We also asked the managers -- because every branch doesn't have security -- and we've had a few issues at specific places. And so we asked all the managers if they felt like security was necessary in their branch, with the understanding that our budget may not increase. So asking for a fifty thousand dollar a year security guard means fifty thousand bucks is coming from somewhere else. And we had three or four who responded saying, you know, they felt like it would do good there. And several others said no. You know, we're

okay. We'll take care of whatever we need to. So that'll be a discussion we'll have later in the summer when we start looking at our budget for 2018 about how do we want to deal with security issues going forward.

MR. D. CHIP JOYNER: Do you know if -- I've seen this happen before -- but do you know if Atlanta P.D. like loan their cars just to park in the lot overnight? I mean, sometimes just the car sitting in the parking lot makes a difference.

DR. GABRIEL MORLEY: Well, we talked about for here trying to have a little substation in the new remodeled Central, and -- because this happens everywhere. You know, when I went to the ULC dinner Saturday night, we talked with four or five other metro Library Directors. And this is a problem everywhere, you know, dealing with these security problems. And they're in the same position, saying, you know, how do we deal with this in a place that's open to the public where we don't have a lot of control? And some of them have done similar to what you're suggesting. They'll just spend the money to pay for these other services.

St. Louis actually hired off-duty police and just paid the cost. But then they've got an armed officer --

CHAIRMAN PAUL KAPLAN: Who can arrest.

DR. GABRIEL MORLEY: -- in the building.

CHAIRMAN PAUL KAPLAN: Right.

DR. GABRIEL MORLEY: And so -- it helped in Brooklyn; it helped in New York. I mean, Victor told us when he was still working in New York they had to bring real police into the library as security in order to drive out the criminals.

So we can -- we can talk about it, you know, in the midpoint of the year. We'll be able to finesse through this year unless it gets terrible.

And, you know, part of here too, I mean, we could use another security guard or two here. But when we redesign, it may not be as necessary. So that's another consideration too. As we redesign these, we're also keeping in mind, is this a good design security wise? And so --

NEW BUSINESS

MEETING ROOM POLICY - POLITICAL ACTIVITY DISCUSSION

CHAIRMAN PAUL KAPLAN: Line of sight. So that in Circulation you're able to see almost everything.

Okay. The other one is: Did everybody receive the political -- did I give it to you? Everybody should have it out in front of them.

Apparently, there had -- I would assume that -- I think there was something going on at some of the libraries where they were

passing out literature. I'm assuming, am I right, Gayle, was there something like this going on?

MRS. GAYLE H. HOLLOMAN: Yes. Well, there were some questions about being allowed to do that. But the other thing that was happening is that people were actually booking --

CHAIRMAN PAUL KAPLAN: Booking the rooms, that's right.

MRS. GAYLE H. HOLLOMAN: -- booking the rooms for people who want to make political statements and want to, you know, campaign and type of thing. And we can't do it. Years ago - and I think many people who've been here before may have forgotten -- because years ago, we did do that. And then we took it out of the - then we put it in the policy that you can't do it, that political activity was not to be done in our library.

And then something happened as far as -- the thought process with the committee at that time was that we don't need to have all this what you can't do, what you can't do. And one of the Directors had the idea that we were too prohibitive. And it was sounding as though we were saying you can't do this; you can't do that instead of saying you can do things. So it just got out of the policy, and nobody ever put it back.

And when this thing came up and came to our attention recently, then that's when we went and Claudia called and found out and got the actual County policy. So we now need to put it back into our policy so that when people say, well, where is it written? We can, you know, we can say this is where it's written.

MR. D. CHIP JOYNER: I attended a debate for the Atlanta School Board Buckhead Library. So things like that won't take place anymore?

MRS. GAYLE H. HOLLOMAN: That was a political debate?

MR. D. CHIP JOYNER: Candidates were there.

MRS. GAYLE H. HOLLOMAN: It should not have --

MR. D. CHIP JOYNER: No political parties but they were just candidates.

MRS. GAYLE H. HOLLOMAN: Right.

DR. GABRIEL MORLEY: When was it?

MRS. GAYLE H. HOLLOMAN: At Buckhead?

MR. D. CHIP JOYNER: This was --

DR. GABRIEL MORLEY: Recently or years ago?

MR. D. CHIP JOYNER: Probably been about four years.

DR. GABRIEL MORLEY: Oh, four years ago.

MRS. GAYLE H. HOLLOMAN: Yes. Like I said, that was the time when we had it in there and then we took it out to loosen it up. And no one ever put it back.

DR. GABRIEL MORLEY: Yes. It's flared up recently. There was another one yesterday. I don't think I got to see Gayle yesterday. I was somewhere else. But another one popped up that we, you know, had not known about. And, I mean, it really makes us look bad, you know. Because now we're calling people back to say, hey, you can't meet here. But it also has the people who know they can't meet there calling to question why we're favoring some people over the other. And now we've -- there's a whole other monkey wrench, too, because I didn't tell Paula this -- I guess I should disclose everything to the attorney first -- but Donzella, who's a state senator, wanted to have a Town Hall Meeting at the library. So I asked Todd is this the same thing as a political activity, and he said no. And then yesterday in the meeting Patrice said yes. So now we're right back where we were with trying to arbitrarily decide what counts and what doesn't count. And I'm like Gayle, it's just easier to say: No political activity of any kind. And we may even want to say something -- and I'm going to be truthful -- in Calcasieu, we couldn't police this either. And people knew what the deal was. And they would call and say, hey, I'm going to have a reunion meeting. And then they'd advertise something else because they knew how to get around the policy. Because we weren't doing a background check on everybody who filled out the form or who called. So we may still run into some instances where people are not truthful about their purposes for reserving the room. But as we find out, we're cancelling them. So if you all get phone calls from people, we're trying to cancel everything. All the ones we know about so far have been canceled except Donzella's because Todd was still trying to crawfish a little bit and figure out how to work it, because, technically, she's on the Transition Committee too. So his thinking was it's not really a political thing. It's a public service. She's having a meeting about the transition, the South Fulton Cityhood, not a meeting as a political candidate. But she's -- she's helping promote specific political candidates, so...

MRS. GAYLE H. HOLLOMAN: I think it's too touchy.

DR. GABRIEL MORLEY: Yes. There's a little bit of an agenda, you know, so... But we're trying to stay out of the middle. It's County policy. And I think Gayle's right. We need to include this on our Meeting Room Policy. Because it's Fulton County policy, and we don't want to be in conflict with them. And, actually, I didn't look at the Fulton County policy. Does it state a certain distance? Because Paul was telling me theirs

said like four hundred feet. So someone could go four hundred one feet away -

CHAIRMAN PAUL KAPLAN: Yes.

DR. GABRIEL MORLEY: -- and do what they want.

MRS. GAYLE H. HOLLOMAN: I don't think we talked about it in feet. We have it here.

DR. GABRIEL MORLEY: But you realize, I mean, the reason it's an issue is because people will want to come and hand stuff out. It's not just the meeting room. They'll feel like people are congregating here, so I'll go over here and pass out my business card or shake hands and talk to people. We're trying to avoid that.

MRS. GAYLE H. HOLLOMAN: No. It doesn't say any of that.

CHAIRMAN PAUL KAPLAN: Yes. That's what we had. In our library, we had a couple of problems. First of all, they were soliciting out in front of the library, sending out brochures. And then they -- then they got a hold of the Friends Group and found of more and they were doing it. And then we finally, we just said, listen, none; none at all. You have to be four hundred feet away from the entrance in all directions. And that pretty much stopped it. So that was something we were having a lot of problems with that. So apparently this is happening, so...

DR. GABRIEL MORLEY: So I don't know. I wasn't listening to Paul on that. But so I think all you would have to do is say we want to amend our Meeting Room Policy to add the County's policy on no political activity. And then that way, you know, we just have a sentence on ours. We don't have to put the whole thing on our -- you know, you could put, Fulton County Policy and Procedure, 600-46, Resolution 96-0638. To be specific, no political activity on any Fulton County facility, including libraries.

CHAIRMAN PAUL KAPLAN: Is this something that you're going to give to all the managers? They all know about this policy or are you just --

MRS. GAYLE H. HOLLOMAN: Gabe's already sent out an email a few days back or a week or two ago. And yet something popped up that we couldn't understand why it happened.

DR. GABRIEL MORLEY: And that's what I mean. I think it's because of the arbitrariness of it. You know, if someone calls and says, I want to have a Town Hall Meeting. Is that political activity, you know? Or is that somebody just saying, I want to invite constituents to come talk to me because I'm a candidate, you know. And so I think that's what may be mixing up the staff, too, is they're not thinking of it as a political rally.

Oh, it's a debate. That's not a -- well, it is. So it -- and this precludes them from having to make any subjective judgment. No political activity of any kind.

MR. D. CHIP JOYNER: So what about an advocacy organization?

MR. JOHN R. THOMAS: What about what?

MR. D. CHIP JOYNER: An advocacy organization?

DR. GABRIEL MORLEY: I don't know. You mean like a pro -- we're pro building the wall.

MR. JOSH TAYLOR: Well, let's say an environmental group who wants to --

MR. D. CHIP JOYNER: Or a gay and lesbian group?

MS. JAMILICA BURKE: LGBT or Planned Parenthood?

DR. GABRIEL MORLEY: Yes. I mean, I think all that would be okay. I mean...

MR. JOHN R. THOMAS: It can be very gray.

CHAIRMAN PAUL KAPLAN: Well, just give it to our attorney and let the attorney figure it out.

MR. D. CHIP JOYNER: Aristotle, man, that's a political animal.

DR. GABRIEL MORLEY: I know.

MR. D. CHIP JOYNER: You can't get around it.

DR. GABRIEL MORLEY: I know. I know.

Well, I mean, Paula, do you think it's...

MRS. PAULA RAFFERTY: Well, this speaks specifically to candidacy and elections. And advocacy is one of the ways in which you educate politicians. And sometimes there's a pretty fine line between when you're a candidate and you're educating voters. And when you're an advocate, then you're educating politicians and voters.

I'm a member of the Board of Directors of Citizen Advocacy of Atlanta and DeKalb. And we support people with disabilities to be more involved in the community. That's very clearly an advocacy group. And so I would think that that's pretty also a-political. It's not -- it doesn't really have anything to do with running for public office.

And as Gayle just pointed out, in the frequently asked questions: A candidate may use a County facility if permitted for a non-political event. So, you know, if I were an elected official and a member of my organization, I could use a County facility for Citizen Advocacy of Atlanta and DeKalb to talk about people with disabilities.

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

DR. GABRIEL MORLEY: I know.

CHAIRMAN PAUL KAPLAN: I'll tell you, it's a tough -- it's a tough call.

DR. GABRIEL MORLEY: Yes. I think that was the point Marvin was

trying to make at the last meeting. You know, he was trying to have some kind of educational program about who the candidates were. And, you know, the Commissioners shut him down.

MRS. PAULA RAFFERTY: Because that is pretty personal.

MR. D. CHIP JOYNER: Meet your candidate is personal?

MS. JAMICILA BURKE: Yes.

MR. D. CHIP JOYNER: If everyone is running -- everyone registered. You're there for --

DR. GABRIEL MORLEY: That's what I mean. I think from our standpoint as an organization, we don't want to have to make any kind of judgment. We just want it to be either or.

MRS. PAULA RAFFERTY: Over and over again. Yes. It would be too difficult to be making those judgments on a daily basis.

DR. GABRIEL MORLEY: And some of these people are twenty-two years old. They're right out of high school, you know what I mean. They answer the phone at the branch, you know. If somebody says I want to reserve the room. I mean, it's not rocket science. We're just trying to reserve the room for people, so anyway could answer. It's not necessarily Branch Manager.

MRS. PAULA RAFFERTY: I'll tell you what, I can bring that one back to the County Attorney and ask her what the best way to approach this to meet the needs of the library in light of what the County's policy is.

MS. JAMILICA BURKE: And could you ask him to give specific examples of what would be considered as something we could do and what we could not do?

MRS. PAULA RAFFERTY: Okay.

DR. GABRIEL MORLEY: Attorneys hate lists, don't they?

MRS. PAULA RAFFERTY: We do.

DR. GABRIEL MORLEY: Because if it's not on the list, we're good to go.

MRS. PAULA RAFFERTY: We'll figure it out.

CHAIRMAN PAUL KAPLAN: Okay. Before I ask for an adjournment, who's -- did everybody go --

DR. GABRIEL MORLEY: Did you all make a motion and vote on this?

CHAIRMAN PAUL KAPLAN: Do you want us to make a motion on this?

DR. GABRIEL MORLEY: Oh, yes.

CHAIRMAN PAUL KAPLAN: We need it.

DR. GABRIEL MORLEY: You're going to amend the Meeting Room Policy.

MR. JOSH TAYLOR: Well, I think we'd like to see a draft of the amendment --

DR. GABRIEL MORLEY: Oh, okay.

MR. JOSH TAYLOR: -- and take it up next month.

DR. GABRIEL MORLEY: Okay.

MRS. PAULA RAFFERTY: Can I ask: Do you want the Chief Information Officer to come to your next meeting?

CHAIRMAN PAUL KAPLAN: Sure.

MRS. PAULA RAFFERTY: All right. Invite sent.

CHAIRMAN PAUL KAPLAN: Okay.

MR. JOSH TAYLOR: Get ready for bears.

MRS. PAULA RAFFERTY: I mean, she's aware of the concerns.

MR. JOSH TAYLOR: Yes.

MRS. PAULA RAFFERTY: And I think that that might be the best way to --

MR. JOSH TAYLOR: Yes. That's a good idea.

MRS. PAULA RAFFERTY: -- engage her.

CHAIRMAN PAUL KAPLAN: Hopefully, everybody made the ALA Convention as much as people could make. I know it's -- it was well worth it. And thanks, Josh, for sending your report through. I've gone to those for many, many years, and I always found them worthwhile. You learn things about the library you wouldn't know even existed. And -- but it was good. The second thing is that -- I'm -- we're going to put together some bullet points, things that maybe we need to talk to our Commissioners about. Everybody has a Commissioner that has put you on this Board. And if we want something to be pushed through, I want to put together a list of things that -- maybe not next month, maybe the month after, bullet points. Points that, you know, maybe Dr. Morley needs this, or Gayle maybe needs something, maybe help with two of the Commissioners -- because we really have a great voice. We have a direct connection to the Commissioners whereas most people don't. So I'm going to try to do something like that next month. We'll go from there.

And also next month - I think Josh had told me -- get a Nominating Committee for officers. It's coming up.

MR. JOSH TAYLOR: I think we need to address a change in the Bylaws if we want to adopt your procedure.

CHAIRMAN PAUL KAPLAN: Yes. Okay.

MR. JOSH TAYLOR: That's basically what we need.

CHAIRMAN PAUL KAPLAN: We'll talk about that.

Any other things from the Board. Does anybody have anything? None? Do I hear anything? Nothing?

ADJOURNMENT

MOTION

CHAIRMAN PAUL KAPLAN: Do I hear a motion to adjourn?

MR. JOSH TAYLOR: So moved.

CHAIRMAN PAUL KAPLAN: Is there a second?

MR. JOHN R. THOMAS: Second.

CHAIRMAN PAUL KAPLAN: I know there's no discussion. All in favor say aye.

(WHEREUPON, all said aye.)

*(Whereupon, the Board of Trustees Meeting
concluded at 5:35 p.m.)*

Doc. #17-12

Fulton County Library System

Director's Report

Dr. Gabriel Morley, Executive Director

February 22, 2017

Summary of January 2017 Activities

Auburn Avenue Research Library on African American Culture and History

- The Auburn Avenue Research Library (AARL) and Hammonds House Museum (HHM), in collaboration with GAS-ART GIFTS (Gregarious Art Statements), Little Bee Books, and Georgia State University, hosted Freedom in Congo Square, a compelling new exhibition featuring the illustrated children's literature of award winning artist R. Gregory Christie. This exhibition made possible by the generous support of the Atlanta-Fulton Public Library Foundation is on display in the AARL Children's Gallery
- The AARL, in collaboration with HHM and Take on the Arts, hosted The Highwaymen: Legacy of a Landscape. This exhibition honors the artistic contribution and historical relevance of The Highwaymen, an innovative ensemble of self-taught African American landscape painters founded by charismatic artist/entrepreneur Alfred Hair, in Fort Pierce, Florida in the 1950s. Defying Jim Crow era oppression, the Highwaymen served as the catalyst to an unprecedented arts movement with an ongoing legacy.

DATA AND STATISTICS

- **AARL Total Visitors – January 2017: 1,041**
 - Includes totals from Archives, Program, and Reference Divisions
 - Meeting Room Use : 6 Groups - Attendance - 110

Archives Division

| January Monthly Activities | Count |
|---|-------|
| Collection Boxes Processed/Work-in Progress | 31 |
| Finding Aids Completed (Work-in-Progress) | 2 |
| Online / Email Research Transactions | 11 |
| Archives Division Online Pageviews | 54 |
| In-House Research Transactions | 8 |
| Phone Calls Received/Returned Calls | 20 |
| Archives Visits | 16 |
| Photographs | 40 |
| Manuscripts used | 490 |
| Referral to other institutions | 2 |
| Staff request & other activities | 4 |
| Process Materials in Linear Feet | 24 |

Alpharetta Library

More than 80 people attended “Reflections on the Holocaust” with camp survivor Eugen Schoenfeld. Many attendees were new to the Alpharetta Library and were impressed by the auditorium and the building overall. Many more were moved by Dr. Schoenfeld’s story - a demonstration of unwavering optimism during some of the darkest days in modern history. At least one parent intended to check out Holocaust materials to further educate herself and her child.

The Alpharetta Library began a partnership with *Year Up*, an organization which trains urban young adults, ages 18 to 24, in Information Technology and helps place them in well-paying jobs in the metro Atlanta area. The Alpharetta Library is committed to promoting *Year Up* and its goals and objectives and with providing meeting spaces for information sessions.

Buckhead Branch

The library partnered with three local cigar shops that donated cigar boxes to the library’s MakerSpace that were used by the children to make “A Box for Dreams” during our celebration of Dr. Martin Luther King, Jr’s Birthday. The program was a big hit, and the caregivers and parents assisted the children in making over 80 creative boxes. We all were proud of the project’s success. The MakerSpace continues to grow. The MakeSpace gives access to quality time for caregivers, parents and children. The MakerSpace is where they can allow their imagination run free and create their masterpieces. Children service remains constant and has proven to be one the best strategic investment for public libraries.

A series of 3 technology programs began in January. 3D Printing and Drafting, Basics of Programming and Electronics, and STEAM Club for teens only. Our enthusiastic presenter, Alexander Vaughn, is dedicated to the library and has been a real gift to the branch. Alexander has received warm praise from everyone who has attended his classes. Claudia Strange and Rachel Daniels have visited to take photos and video footage to help us promote these programs and to build up awareness and momentum for Teen Tech Week in March.

Fairburn Branch

Dr. Albenny Price, Program Administrator of the Adult Learning Center for Atlanta Public Schools, continues the GED Preparation Course here at the branch. Calvin Flowers is the instructor and holds sessions throughout the week with adults that are seeking their GED. He holds sessions on Monday through Thursday and additional sessions on Tuesday and Wednesday evenings.

They have also expanded hours to include the South Fulton Branch in order to facilitate access to GED preparation for all of South Fulton.

Peachtree Branch

Patron Testimonials:

This Peachtree Library has been such a blessing to me and my wife. We recently moved to the area and the many resources, computer availability and just a quiet place to relax and plan has been life-changing. We also love the great and warm help from the staff. The book and DVD selection is the best I've seen anywhere else. Thank you, Peachtree Branch Library; you have helped our transition greatly! -- Jeremie Roberson

The staff here, from Ms. Duffy years ago to Mr. Vesey today, has always been helpful and polite. I use the library frequently to get items for both pleasure and study. The Peachtree Library is very convenient to my work and it's a necessary part of the Arts Center neighborhood. -- David Kerr

I just wanted to thank you for the yoga classes. I have several forms of arthritis and these classes have helped me more than the physical therapy sessions did. Mr. Johnson (yoga instructor) is an excellent instructor. He is courteous, helpful, and friendly and knows his job well. I really, really appreciate the benefits of this library. --

Judy Harris

I have come to the public library since I was a young child. It has always provided me a place of solitude that I can say I fully understand. A booklover to say the least, a love for life is more my reasoning. The staff have always been a part of the journey. -- Angie Liffle

Southeast Branch

Dalayah Arana, a four year old from Gainesville, Georgia who visited our branch December 10, 2016 to fulfill her wish as a Librarian for the Day was invited to the Library of Congress to serve as Librarian for the Day with Librarian of Congress Dr. Carla Hayden. Dalayah was featured on the national ABC, NBC, CBS news networks, national newspapers, and the Univision station. Pictures of our branch and staff were shown nationally on television from her December 10, 2016 visit. We are grateful to have been the first ever library to offer the Librarian for the Day opportunity to Dalayah.

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

AS JANUARY 31, 2017

Doc. #17-10

| SERVICE | 2017 BUDGET | 2017 JANUARY | 2017 YTD | 2017 YTD | 2017 YTD | 2017 YTD | BUDGET |
|----------------------|-------------------|------------------|------------------|----------------|------------------|-------------|-------------------|
| DESCRIPTION | ALLOCATION | EXPENDITURES | EXPENDITURES | ENCUMBRANCES | COMMITTED | % COMMITTED | BALANCE |
| REG SALARY | 14,185,084 | 1,038,081 | 1,038,081 | - | 1,038,081 | 7% | 13,147,003 |
| PART TIME SALARY | 1,507,557 | 47,440 | 47,440 | - | 47,440 | 3% | 1,460,117 |
| BENEFITS | 7,389,959 | 540,573 | 540,573 | - | 540,573 | 7% | 6,849,386 |
| BOOKS | 2,114,549 | - | - | 580,686 | 580,686 | 27% | 1,533,863 |
| OFFICE EQUIP. REPAIR | 58,456 | - | - | - | - | 0% | 58,456 |
| EQUIPMENT | 2,820 | - | - | - | - | 0% | 2,820 |
| OFFICE FURNITURE | 12,082 | - | - | - | - | 0% | 12,082 |
| PROFESSIONAL SERV | 55,337 | 4,000 | 4,000 | 2,500 | 6,500 | 12% | 48,837 |
| COPIER MACHINE LEASE | 336,535 | 10,707 | 10,707 | - | 10,707 | 3% | 325,828 |
| COPIER PAPER | 33,400 | - | - | - | - | 0% | 33,400 |
| SUPPLIES | 194,152 | 1,126 | 1,126 | - | 1,126 | 1% | 193,026 |
| SOFTWARE MAINTENANCE | 256,193 | - | - | 14,300 | 14,300 | 6% | 241,893 |
| BUILDING RENT | 107,001 | - | - | 5,074 | 5,074 | 5% | 101,927 |
| LYRISIS CHARGES | 1,000 | - | - | - | - | 0% | 1,000 |
| OTHER SERVICES | 162,561 | 6,329 | 6,329 | 9,912 | 16,241 | 10% | 146,320 |
| SECURITY SERVICES | 437,614 | 19,808 | 19,808 | 100,313 | 120,121 | 27% | 317,493 |
| TRAVEL | 38,176 | 8,233 | 8,233 | - | 8,233 | 22% | 29,943 |
| VEHICLE MAINTENANCE | 8,750 | 95 | 95 | - | 95 | 1% | 8,655 |
| GENERAL INSURANCE | 759,530 | 63,294 | 63,294 | - | 63,294 | 8% | 696,236 |
| TOTAL | 27,660,756 | 1,739,686 | 1,739,686 | 712,786 | 2,452,471 | 9% | 25,208,285 |

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

AS OF JANUARY 31, 2017

| ORGANIZATION | SERVICE | 2017 BUDGET | 2017 JANUARY | 2017 YTD | 2017 YTD | 2017 YTD | 2017 YTD | BUDGET |
|---------------------------|----------------------|-------------------|------------------|------------------|----------------|------------------|-------------|-------------------|
| TYPE | DESCRIPTION | ALLOCATION | EXPENDITURES | EXPENDITURES | ENCUMBRANCES | COMMITTED | % COMMITTED | BALANCE |
| PUBLIC SERVICE OPERATIONS | REG SALARY | 12,071,260 | 864,471 | 864,471 | - | 864,471 | 7% | 11,206,789 |
| | PART TIME SALARY | 1,507,557 | 47,440 | 47,440 | - | 47,440 | 3% | 1,460,117 |
| | BENEFITS | 6,338,943 | 457,326 | 457,326 | - | 457,326 | 7% | 5,881,617 |
| | BOOKS | 2,114,549 | - | - | 580,686 | 580,686 | 27% | 1,533,863 |
| | OFFICE EQUIP. REPAIR | 58,456 | - | - | - | - | 0% | 58,456 |
| | OFFICE FURNITURE | 11,785 | - | - | - | - | 0% | 11,785 |
| | PROFESSIONAL SERV | 14,595 | 4,000 | 4,000 | - | 4,000 | 27% | 10,595 |
| | COPIER MACHINE LEASE | 321,235 | 8,507 | 8,507 | - | 8,507 | 3% | 312,728 |
| | SUPPLIES | 141,607 | - | - | - | - | 0% | 141,607 |
| | BUILDING RENT | 107,001 | - | - | 5,074 | 5,074 | 5% | 101,927 |
| | OTHER SERVICES | 37,098 | 3,008 | 3,008 | 1,300 | 4,308 | 12% | 32,790 |
| | SECURITY SERVICES | 437,614 | 19,808 | 19,808 | 100,313 | 120,121 | 27% | 317,493 |
| | GENERAL INSURANCE | 575,035 | 47,920 | 47,920 | - | 47,920 | 8% | 527,115 |
| Total | | 23,736,735 | 1,452,480 | 1,452,480 | 687,373 | 2,139,853 | 9% | 21,596,882 |

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

AS OF JANUARY 31, 2017

| ORGANIZATION | SERVICE | 2017 BUDGET | 2017 JANUARY | 2017 YTD | 2017 YTD | 2017 YTD | 2017 YTD | BUDGET |
|------------------|----------------------|------------------|----------------|----------------|---------------|----------------|-------------|------------------|
| TYPE | DESCRIPTION | ALLOCATION | EXPENDITURES | EXPENDITURES | ENCUMBRANCES | COMMITTED | % COMMITTED | BALANCE |
| SUPPORT SERVICES | REG SALARY | 2,113,824 | 173,610 | 173,610 | - | 173,610 | 8% | 1,940,214 |
| | BENEFITS | 1,051,016 | 83,247 | 83,247 | - | 83,247 | 8% | 967,769 |
| | EQUIPMENT | 2,820 | - | - | - | - | 0% | 2,820 |
| | OFFICE FURNITURE | 297 | - | - | - | - | 0% | 297 |
| | PROFESSIONAL SERV | 40,742 | - | - | 2,500 | 2,500 | 6% | 38,242 |
| | COPIER MACHINE LEASE | 15,300 | 2,200 | 2,200 | - | 2,200 | 14% | 13,100 |
| | COPIER PAPER | 33,400 | - | - | - | - | 0% | 33,400 |
| | SUPPLIES | 52,545 | 1,126 | 1,126 | - | 1,126 | 2% | 51,419 |
| | SOFTWARE MAINTENANCE | 256,193 | - | - | 14,300 | 14,300 | 6% | 241,893 |
| | LYRASIS CHARGES | 1,000 | - | - | - | - | 0% | 1,000 |
| | OTHER SERVICES | 125,463 | 3,321 | 3,321 | 8,612 | 11,933 | 10% | 113,530 |
| | TRAVEL | 38,176 | 8,233 | 8,233 | - | 8,233 | 22% | 29,943 |
| | VEHICLE MAINTENANCE | 8,750 | 95 | 95 | - | 95 | 1% | 8,655 |
| | GENERAL INSURANCE | 184,495 | 15,375 | 15,375 | - | 15,375 | 8% | 169,120 |
| Total | | 3,924,021 | 287,206 | 287,206 | 25,412 | 312,618 | 8% | 3,611,403 |

Atlanta-Fulton Public Library System - January 2017

| Activity and Description | 2017 | | 2016 | | YTD |
|---|---------|---------|---------|---------|------|
| | January | YTD | January | YTD | |
| Circulation | | | | | |
| Total number of items checked out of the library | 244,181 | 244,181 | 259,815 | 259,815 | -6% |
| Holds | | | | | |
| Number of requests by patrons | 55,654 | 55,654 | 55,012 | 55,012 | 1% |
| Inter-Library Loans | | | | | |
| Number of items lent to or borrowed from another library system | 346 | 346 | 210 | 210 | 65% |
| Visits | | | | | |
| Number of people entering a library for any reason | 296,556 | 296,556 | 269,443 | 269,443 | 10% |
| Computer/Internet Usage | | | | | |
| Number of computer sessions (Internet access and office software) | 78,507 | 78,507 | 80,193 | 80,193 | -2% |
| Number of hours of computer use | 42,692 | 42,692 | 44,103 | 44,103 | -3% |
| Wireless Sessions | | | | | |
| Number of times the library's wireless network is accessed | 39,522 | 39,522 | 33,495 | 33,495 | 18% |
| Webhits | | | | | |
| Number of times people have visited the library's website | 745,883 | 745,883 | 726,718 | 726,718 | 3% |
| Online Resources | | | | | |
| Number of times a resource is logged into or a searched performed | 114,990 | 114,990 | 61,799 | 61,799 | 86% |
| Computer Classes | | | | | |
| Number of classes | 21 | 21 | 19 | 19 | 11% |
| Number of attendees | 131 | 131 | 160 | 160 | -18% |
| Virtual Circulation | | | | | |
| Number of e-books and e-audiobooks checked out | 26,968 | 26,968 | 15,486 | 15,486 | 74% |
| Children's programs | | | | | |
| Library sponsored programs offered for children (birth - 12) | 227 | 227 | 244 | 244 | -7% |
| Number of people attending programs | 5,261 | 5,261 | 7,028 | 7,028 | -25% |
| Teen Programs | | | | | |
| Library sponsored programs offered for teens (13 - 17) | 32 | 32 | 23 | 23 | 39% |
| Number of people attending programs | 566 | 566 | 301 | 301 | 88% |
| Adult Programs | | | | | |
| Library sponsored programs offered for adults (18 +) | 315 | 315 | 296 | 296 | 6% |
| Number of people attending programs | 3,556 | 3,556 | 4,358 | 4,358 | -18% |
| Programs - Total | | | | | |
| Library sponsored programs offered - total of all programs | 574 | 574 | 563 | 563 | 2% |
| Number of people attending programs | 9,383 | 9,383 | 11,687 | 11,687 | -20% |
| Meeting Rooms | | | | | |
| Non-library sponsored meetings or activities scheduled | 550 | 550 | 478 | 478 | 15% |
| Number of people attending meetings or activities | 6,272 | 6,272 | 6,754 | 6,754 | -7% |

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

| AGENCY NAME | JANUARY | TOTAL | INTRA-LIBRARY | COMPUTER | LIBRARY | NUMBER OF | PROGRAM | NUMBER OF | MEETING | VOTER |
|----------------------------|----------------|---------------|---------------|---------------|----------------|------------|--------------|------------|--------------|---------------|
| | CIRCULATION | REGISTRATIONS | LOANS | USAGE | VISITS | PROGRAMS | ATTENDANCE | MEETINGS | ATTENDANCE | REGISTRATIONS |
| ADAMS PARK | 1,467 | 140 | 135 | 2,885 | 11,391 | 5 | 52 | 11 | 315 | 2 |
| ADAMSVILLE/COLLIER HEIGHTS | 1,756 | 305 | 412 | 2,093 | 4,226 | 6 | 37 | 7 | 60 | 0 |
| ALPHARETTA | 26,751 | 735 | 3,423 | 3,655 | 35,157 | 43 | 896 | 11 | 254 | 3 |
| BUCKHEAD | 10,318 | 560 | 1,059 | 1,970 | 10,790 | 17 | 411 | 36 | 352 | 2 |
| CLEVELAND AVE | 1,669 | 139 | 471 | 1,465 | 2,519 | 11 | 179 | 13 | 118 | 0 |
| COLLEGE PARK | 1,833 | 280 | 287 | 2,165 | 2,919 | 28 | 272 | 3 | 25 | 0 |
| DOGWOOD | 2,650 | 95 | 227 | 998 | 4,623 | 13 | 255 | 0 | 0 | 2 |
| EAST ATLANTA | 5,576 | 231 | 642 | 1,952 | 5,149 | 7 | 99 | 13 | 49 | 1 |
| EAST POINT | 3,892 | 310 | 560 | 4,551 | 5,241 | 9 | 104 | 16 | 176 | 0 |
| EAST ROSWELL | 13,508 | 339 | 1,633 | 1,728 | 4,116 | 31 | 454 | 13 | 141 | 5 |
| FAIRBURN | 2,073 | 244 | 350 | 810 | 3,173 | 13 | 123 | 16 | 101 | 8 |
| HAPEVILLE | 1,751 | 65 | 334 | 1,212 | 3,041 | 10 | 515 | 10 | 128 | 0 |
| KIRKWOOD | 2,992 | 147 | 388 | 1,009 | 1,988 | 14 | 149 | 16 | 208 | 2 |
| MARTIN LUTHER KING, JR | 1,080 | 90 | 252 | 1,217 | 3,689 | 20 | 406 | 0 | 0 | 6 |
| MECHANICSVILLE | 1,753 | 97 | 266 | 1,432 | 4,296 | 7 | 129 | 7 | 97 | 3 |
| METROPOLITAN | 6,347 | 313 | 4,598 | 6,086 | 10,857 | 15 | 319 | 146 | 900 | 0 |
| MILTON | 15,539 | 260 | 3,544 | 830 | 3,738 | 39 | 576 | 13 | 521 | 4 |
| NORTHEAST/SPRUILL OAKS | 15,981 | 282 | 1,880 | 746 | 19,242 | 29 | 526 | 19 | 97 | 0 |
| NORTHSIDE | 11,931 | 297 | 788 | 512 | 3,350 | 0 | 0 | 7 | 145 | 0 |
| NORTHWEST | 5,185 | 272 | 1,888 | 2,621 | 6,987 | 3 | 41 | 0 | 0 | 14 |
| OCEE | 24,899 | 502 | 1,089 | 1,222 | 19,100 | 31 | 562 | 6 | 100 | 2 |
| PALMETTO | 2,553 | 115 | 949 | 2,198 | 4,544 | 4 | 185 | 4 | 120 | 0 |
| PEACHTREE | 5,470 | 334 | 1,038 | 1,683 | 4,923 | 27 | 551 | 12 | 79 | 2 |
| PONCE DE LEON | 10,813 | 367 | 1,382 | 2,490 | 19,593 | 18 | 176 | 19 | 263 | 15 |
| ROSWELL | 18,542 | 634 | 2,379 | 1,975 | 19,150 | 1 | 7 | 7 | 101 | 11 |
| SANDY SPRINGS | 16,069 | 715 | 2,024 | 1,027 | 16,143 | 40 | 435 | 20 | 282 | 11 |
| SOUTHEAST | 3,385 | 250 | 1,419 | 2,414 | 10,060 | 13 | 145 | 7 | 134 | 1 |
| SOUTH FULTON | 7,277 | 875 | 4,576 | 1,284 | 4,206 | 4 | 76 | 39 | 176 | 1 |
| SOUTH WEST | 4,187 | 353 | 512 | 4,932 | 14,500 | 15 | 341 | 37 | 333 | 0 |
| WASHINGTON PARK | 1,663 | 151 | 522 | 1,544 | 9,822 | 3 | 36 | 5 | 63 | 29 |
| WEST END | 1,492 | 147 | 258 | 1,794 | 1,214 | 12 | 138 | 1 | 20 | 10 |
| WOLFCREEK | 9,067 | 342 | 3,530 | 2,361 | 9,876 | 16 | 271 | 19 | 604 | 12 |
| BRANCHES TOTAL | 239,469 | 9,986 | 42,815 | 64,861 | 279,623 | 504 | 8,466 | 533 | 5,962 | 146 |
| CENTRAL | 4,710 | 741 | 4,359 | 13,339 | 15,892 | 65 | 754 | 11 | 200 | 18 |
| OUTREACH SERVICES | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| AUBURN AVENUE RESEARCH | 0 | 3 | 0 | 307 | 1,041 | 5 | 163 | 6 | 110 | 0 |
| SYSTEM TOTAL | 244,181 | 10,731 | 47,175 | 78,507 | 296,556 | 574 | 9,383 | 550 | 6,272 | 164 |

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
CIRCULATION REPORT
JANUARY 2017

| ORGANIZATION NAME | ADULT | JUVENILE | Y/A | JAN 2017 DATA | JAN 2016 DATA | INCREASE/ DECREASE | PERCENT CHANGE | YTD 2017 CIRC | YTD 2016 CIRC | INCREASE/ DECREASE | PERCENT CHANGE |
|----------------------------|----------------|----------------|--------------|--|------------------|-----------------------|-------------------|------------------|------------------|-----------------------|-------------------|
| ADAMS PARK | 1,046 | 368 | 54 | 1,467 | 1,609 | (142) | -9% | 1,467 | 1,609 | (142) | -9% |
| ADAMSVILLE/COLLIER HEIGHTS | 925 | 758 | 73 | 1,756 | 2,202 | (446) | -20% | 1,756 | 2,202 | (446) | -20% |
| ALPHARETTA | 8,895 | 17,320 | 537 | 26,751 | 26,154 | 597 | 2% | 26,751 | 26,154 | 597 | 2% |
| BUCKHEAD | 6,029 | 3,968 | 322 | 10,318 | 11,013 | (695) | -6% | 10,318 | 11,013 | (695) | -6% |
| CLEVELAND AVENUE | 945 | 641 | 82 | 1,669 | 1,796 | (127) | -7% | 1,669 | 1,796 | (127) | -7% |
| COLLEGE PARK | 1,119 | 665 | 49 | 1,833 | 3,703 | (1,870) | -50% | 1,833 | 3,703 | (1,870) | -50% |
| DOGWOOD | 1,620 | 861 | 170 | 2,650 | 2,666 | (16) | -1% | 2,650 | 2,666 | (16) | -1% |
| EAST ATLANTA | 2,294 | 3,080 | 201 | 5,576 | 5,333 | 243 | 5% | 5,576 | 5,333 | 243 | 5% |
| EAST POINT | 2,523 | 1,265 | 104 | 3,892 | 4,776 | (884) | -19% | 3,892 | 4,776 | (884) | -19% |
| EAST ROSWELL | 6,269 | 6,928 | 311 | 13,508 | 15,149 | (1,641) | -11% | 13,508 | 15,149 | 0 | 0% |
| FAIRBURN | 1,337 | 668 | 68 | 2,073 | 3,599 | (1,526) | -42% | 2,073 | 3,599 | (1,526) | -42% |
| HAPEVILLE | 913 | 764 | 74 | 1,751 | 1,352 | 399 | 30% | 1,751 | 1,352 | 399 | 30% |
| KIRKWOOD | 1,237 | 1,677 | 77 | 2,992 | 2,802 | 190 | 7% | 2,992 | 2,802 | 190 | 7% |
| MARTIN LUTHER KING, JR | 715 | 320 | 45 | 1,080 | 1,075 | 5 | 0% | 1,080 | 1,075 | 5 | 0% |
| MECHANICSVILLE | 884 | 696 | 173 | 1,753 | 1,313 | 440 | 34% | 1,753 | 1,313 | 440 | 34% |
| METROPOLITAN | 3,385 | 2,766 | 196 | 6,347 | 9,125 | (2,778) | -30% | 6,347 | 9,125 | 0 | 0% |
| MILTON | 4,981 | 10,092 | 466 | 15,539 | 15,312 | 227 | 1% | 15,539 | 15,312 | 0 | 0% |
| NORTHEAST/SPRUILL OAKS | 4,833 | 10,665 | 482 | 15,981 | 16,387 | (406) | -2% | 15,981 | 16,387 | (406) | -2% |
| NORTHSIDE | 5,705 | 5,876 | 350 | 11,931 | 12,400 | (469) | -4% | 11,931 | 12,400 | (469) | -4% |
| NORTHWEST | 2,277 | 2,742 | 166 | 5,185 | 6,165 | (980) | -16% | 5,185 | 6,165 | 0 | 0% |
| OCEE | 7,333 | 16,486 | 1,080 | 24,899 | 28,316 | (3,417) | -12% | 24,899 | 28,316 | (3,417) | -12% |
| PALMETTO | 1,245 | 1,242 | 66 | 2,553 | 3,285 | (732) | -22% | 2,553 | 3,285 | (732) | -22% |
| PEACHTREE | 3,047 | 2,299 | 125 | 5,470 | 5,527 | (57) | -1% | 5,470 | 5,527 | (57) | -1% |
| PONCE DE LEON | 6,624 | 3,885 | 304 | 10,813 | 11,557 | (744) | -6% | 10,813 | 11,557 | (744) | -6% |
| ROSWELL | 9,796 | 8,190 | 556 | 18,542 | 21,653 | (3,111) | -14% | 18,542 | 21,653 | (3,111) | -14% |
| SANDY SPRINGS | 8,455 | 7,122 | 492 | 16,069 | 18,044 | (1,975) | -11% | 16,069 | 18,044 | (1,975) | -11% |
| SOUTHEAST | 1,473 | 1,746 | 166 | 3,385 | 0 | 3,385 | 100% | 3,385 | 0 | 3,385 | 100% |
| SOUTH FULTON | 3,559 | 3,474 | 243 | 7,277 | 336 | 6,941 | 2066% | 7,277 | 336 | 6,941 | 2066% |
| SOUTHWEST | 2,547 | 1,423 | 216 | 4,187 | 5,420 | (1,233) | -23% | 4,187 | 5,420 | (1,233) | -23% |
| WASHINGTON PARK | 921 | 699 | 43 | 1,663 | 2,178 | (515) | -24% | 1,663 | 2,178 | (515) | -24% |
| WEST END | 954 | 487 | 50 | 1,492 | 1,516 | (24) | -2% | 1,492 | 1,516 | (24) | -2% |
| WOLFCREEK | 5,207 | 3,680 | 180 | 9,067 | 7,635 | 1,432 | 19% | 9,067 | 7,635 | 1,432 | 19% |
| BRANCHES TOTAL | 109,095 | 122,852 | 7,522 | 239,469 | 249,398 | (11,361) | -5% | 239,469 | 249,398 | (9,929) | -4% |
| CENTRAL | 3,760 | 787 | 163 | 4,710 | 6,821 | (2,111) | -31% | 4,710 | 6,821 | (2,111) | -31% |
| OUTREACH SERVICES | 2 | | | 2 | 111 | (109) | -98% | 2 | 111 | (109) | -98% |
| AUBURN AVENUE RESEARCH | | | | Non-circulating library - please refer to other usage reports. | | | | | | | |
| SYSTEM TOTAL | 112,857 | 123,639 | 7,685 | 244,181 | 256,330 | -13,582 | -5% | 244,181 | 256,330 | -12,150 | -5% |