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# **BOARD OF TRUSTEES**

## **MEETING INFORMATION PACKET**

**APRIL 27, 2016**



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ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
BOARD OF TRUSTEES REGULAR MEETING  
APRIL 27, 2016



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**Atlanta-Fulton Public Library System  
Board of Trustees Meeting  
Central Library, 6<sup>th</sup> Floor  
April 27, 2016 – 4:00 p.m.**

**AGENDA**

- |       |   |   |
|-------|---|---|
| I.    | Adoption of Agenda  | Doc. #16-20 Tab #1  |
| II.   | Special Presentation - Mrs. Stephanie Moody   |   |
| III.  | Approval of Summary Minutes from Regular Meeting of March 23, 2016*<br>Approval of Verbatim Minutes from Regular Meeting of March 23, 2016*   | Doc. #16-19 Tab #2  |
| IV.   | Chairman's Report   |   |
| V.    | Dr. Gabriel Morley, Executive Director - Welcome  |   |
| VI.   | Director's Reports<br>A. Monthly Financial Report<br>B. Monthly Usage Summary<br>C. Customer Service Report<br>D. Library Closure Report  | Doc. #16-24 Tab #3<br>Doc. #16-21<br>Doc. #16-22<br>Doc. #16-23 |
| VII.  | Old Business<br>A. Library Construction/Phase 1 – Update<br>B. Amending the Bylaws for the Expansion of the Vice Chairman's Duties<br>C. Meeting Room Policy – Update<br>D. Code of Conduct – Update                                      |   |
| VIII. | New Business<br>A. Review of Annual Statistics from 2012-2015<br>B. Responsibility and Authority of the Executive Director<br>C. Plan and Schedule for Dealing with the Bond Issue<br>D. Date for BOT off site Strategic Planning Meeting |   |
| IX.   | Executive Session<br>A. Assessment Report – Update<br>B. Central Library Options – Discussion<br>C. Approach to involve the Community in Phase II Design Requirements   |   |
| X.    | Adjournment   |   |

\*Action is anticipated on this item.



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Doc. #16-19

## FULTON COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

### MINUTES FOR March 23, 2016 MEETING – 4:00 PM CENTRAL LIBRARY

#### Members Present:

Bailey, Phyllis D.  
Burke, Jamilica  
Joyner, D. Chip  
Kaplan, Paul  
Moody, Stephanie - Chairman  
Taylor, Josh  
Thomas, John R.

#### Also In Attendance

Claxton, Zenobia – Assistant to Director's Office  
Collins, Al – Assistant Director, Building Engineering/Library Projects  
Holloman, Gayle H. – Branch Group Manager  
Robinson, Ed – Financial Systems Manager  
Small, Cheryl - Interim Branch Group Manager and Youth Services Coordinator  
Stewart, Derval – County Attorney

#### Visitors Present

Chamberlain, Jim – Architect, Smallwood, Reynolds, Stewart, Stewart  
Klessler, Kyle  
Loy, Jeffrey-Public Arts Conservator for the Arts Department  
Koskovich, Nathan - The Architecture and Design Center  
Macklan, Harriet – Friends of Auburn Avenue Research Library  
McPherson, Dr. Gregory – Friends of Central Library  
Pitt, Robb – Former Fulton County Board of Commissioner  
Sims-Alvarado, Karcheik – Friends of Central Library  
Thomas, Harriet – Chief of Staff to Commissioner Lee Morris  
White, Daniel – Assistant to Commission Vice-Chairman Liz Hausmann

- A. Preliminary Business: Motion made by John R. Thomas and seconded by Josh Taylor to amend the agenda as presented.
- B. Approval of Minutes: Motion made by Josh Taylor and seconded by John R. Thomas to approve the February 24, 2016 summary minutes. Motion made by Phyllis D. Bailey and seconded by John R. Thomas to approve the February 24, 2016 verbatim minutes.

C. Chairman's Report: Ms. Moody announced Dr. Gabriel Morley was approved by the Board of Commissioners as the new Executive Director for the Library System. Ms. Moody said the new Executive Director will be in orientation with Fulton County for two days and Georgia Public Library Service will also meet with Dr. Morley. GPLS will cover the cost for his room and board. Ms. Moody asked for a vote to approve Dr. Morley's travel to Savannah. Ms. Moody made a motion that Dr. Morley attends GPLS meetings, April and May in Savannah and Athens, GA. Seconded by Josh Taylor.

Ms. Moody talked about a Board Retreat during the Memorial Day weekend which would not work due to the Board's availability. Ms. Moody would speak with the presenter regarding another date that would be conducive with the Board's schedule and get back to the Board.

D. Best Buy Presentation: Cheryl Small, Branch Group Manager and System-wide Youth Services Coordinator. Ms. Small provided an update on the Best Buy Teen Tech Center:

- We're the second library to be granted this particular award. The others are like community centers, YMCA's, etc.
- The new center will have a total of about forty state of the art computers as well as furnishings, tables, chairs, and all kind of comfortable seating for the teens.
- It will occupy 1,500 square feet on the first floor at Central Library.
- We have asked the Foundation for their assistance in the build-out (the paint on the wall, the carpet, and some kind of secure entrance to protect this equipment.)
- Central was chosen for this because it's centrally located and it's accessible to public transportation via MARTA.
- When you look at the state of Georgia in 2015, there were over 25,000 jobs available in the computer science area, but only 1,400 students in the state of Georgia qualified and were able to apply. That's dismal. These kinds of programs are going to increase that.

E. Buckhead Coalition Offer Presentation – Jeffrey Loy, Public Arts Conservator for the Arts Department. Buckhead Coalition wishes to donate to the Buckhead Library artwork that is called the Storyteller and was located at Charlie Loudermilk Park. In addition they have proposed a landscape improvement, a new entrance to the Library, and a continuation of their use of the parking lot when the Library is closed as a location for Valet parking. The Library and County management has asked that they would put their proposal in its entirety into a document to be presented at a later date

F. Director's Reports:

1. Gayle Holloman provided a synopsis of the Director's report with :

- a. February activities and events.
- b. Financial Reports discussion covered :
  - How much of budget for books is for new openings vs regular purchases
  - Timing for review of budget changes as not all salaried positions have been filled

c. Monthly Usage Summary

- Inter-Library Loans have been down
- Problems with our GED testing and training due to computer issues.
- Computer Internet: Better, but continued problems with internet throughout the system.
- Bookmobile is out of service.

d. Customer Service Report was positive in the sense that people really love our new libraries, and have positive comments about customer service. Other Customer Service concerns discussed included:

- Wi-Fi Issues
- Printing cost color-v-black & white
- Facility Issues
- Cleaning Issues at the branches
- No Library closures for the month of February.

e. Other Discussion: The Northside Friends want to put in sprinkler systems and it violates the agreement that we have for LEED.

G. Actions:

Following the meeting, we requested that Gayle and her staff provide and complete the additional information on

- Provide security/incident report.
- Josh Taylor to Provide a Bylaws update designating the Vice Chair to attend Friends' Council meetings.
- Update Meeting Room & Code of Conduct Policies and bring to BOT for voting.
- Add to April Agenda the Southwest Library Parking - Update
- The cost of cameras at all of the library locations.

The meeting was adjourned at 6:15 p.m.

**Doc. #16-19**



**ATLANTA-FULTON PUBLIC LIBRARY SYSTEM**

**BOARD OF TRUSTEES MEETING**

**MARCH 23, 2016 – 4:00 P.M.**

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

**Cormier Court Reporting, LLC**

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Board of Trustees Meeting, 23 March 2016



**Members Present**

Bailey, Phyllis D.  
Burke, Jamilica  
Joyner, D. Chip  
Kaplan, Paul  
Moody, Stephanie – Chairman  
Taylor, Josh  
Thomas, John R.

**Also In Attendance**

Claxton, Zenobia – Assistant to Director’s Office  
Collins, Al – Assistant Director, Building Engineering/Library Projects  
Holloman, Gayle H. – Branch Group Manager  
Robinson, Ed – Financial Systems Manager  
Small, Cheryl - Interim Branch Group Manager and Youth Services Coordinator  
Stewart, Derval – County Attorney

**Visitors Present**

Chamberlain, Jim – Architect, Smallwood, Reynolds, Stewart, Stewart  
Klessler, Kyle  
Loy, Jeffrey-Public Arts Conservator for the Arts Department  
Koskovich, Nathan - The Architecture and Design Center  
Macklan, Harriet – Friends of Auburn Avenue Research Library  
McPherson, Dr. Gregory – Friends of Central Library  
Pitt, Robb – Former Fulton County Board of Commissioner  
Sims-Alvarado, Karcheik – Friends of Central Library  
Thomas, Harriet – Chief of Staff to Commissioner Lee Morris  
White, Daniel – Assistant to Commission Vice-Chairman Liz Hausmann

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**Chairman Stephanie Moody called the meeting to order at 4:00p.m. at the Atlanta-Fulton Public Library System.**

**Transcript Legend**

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

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

**CALL TO ORDER**

**CHAIRMAN STEPHANIE MOODY:** I'm calling to order the Atlanta-Fulton Public Library System Board of Trustees meeting for March 23, 2016. It's now approximately 4:00 p.m.

**16-14 ADOPTION OF THE AGENDA**

**CHAIRMAN STEPHANIE MOODY:** And the first order of business is the Adoption of the Agenda.

**MOTION**

**CHAIRMAN STEPHANIE MOODY:** May I have a motion?

**MR. JOHN THOMAS:** So moved.

**MR. JOSH TAYLOR:** Second.

**CHAIRMAN STEPHANIE MOODY:** Are there any additions or changes to the agenda?

We do have one person here to address the Board. We usually have Public Comments, initially, so I'd like to add that at the beginning. We also have two reports from people who are here from other parts of either the Library System or the Fulton County Arts. And I'd like to know if you would like to hear their presentations in order. They are on the agenda, or if you would like to move them to the front so they have the opportunity to get on with their day.

Any comments?

**MR. JOSH TAYLOR:** Your call.

**CHAIRMAN STEPHANIE MOODY:** Well, then I think that'd be a nice courtesy if we let them go first --

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN STEPHANIE MOODY:** -- if that's all right with everyone. So we will do the Approval of the Minutes first and then we'll do the Chairman's Report and then we will move into the Best Buy Grant Presentation by Cheryl and then the Buckhead Coalition Offer by Jeffry Loy. Does that --

**MS. PHYLLIS D. BAILEY:** Yes.

**CHAIRMAN STEPHANIE MOODY:**-- suit you?

Okay. So we'll just move those up as Items IV. I guess we'll just make them items IV and V and -- instead of a point underneath that.

So all those in favor of the Agenda?

*(Whereupon, all said aye.)*

**CHAIRMAN STEPHANIE MOODY:** Any opposed?

*(No response.)*

**16-13 APPROVAL OF SUMMARY MINUTES FROM REGULAR MEETING OF FEBRUARY 24, 2016**

**CHAIRMAN STEPHANIE MOODY:** All right. The first order of

business is the Approval of the Summary Minutes from the Regular Meeting of February 24, 2016.

**MOTION**

**CHAIRMAN STEPHANIE MOODY:** May I have a motion?

**MR. JOSH TAYLOR:** I make a motion to approve.

**MR. JOHN R. THOMAS:** Second.

**CHAIRMAN STEPHANIE MOODY:** Any comments? changes? additions?  
All in favor?

*(Whereupon, all said aye.)*

**CHAIRMAN STEPHANIE MOODY:** Any opposed?

*(No response.)*

**APPROVAL OF VERBATIM MINUTES FROM REGULAR MEETING OF FEBRUARY 24, 2016**

**CHAIRMAN STEPHANIE MOODY:** All right. Now, the Approval of the Verbatim Minutes from the Regular Meeting of February 24, 2016.

**MOTION**

**MS. PHYLLIS D. BAILEY:** I move to adopt.

**CHAIRMAN STEPHANIE MOODY:** Okay.

**MR. JOHN R. THOMAS:** Second.

**CHAIRMAN STEPHANIE MOODY:** All in favor?

*(Whereupon, all said aye.)*

**CHAIRMAN STEPHANIE MOODY:** Any opposed?

*(No response.)*

**CHAIRMAN STEPHANIE MOODY:** All right. I -- two speakers. We'll go ahead with the Public Comment now. We have two speakers now; Kyle Kessler is here to speak about the Central Library needs. Mr. Kessler?

*(4:02 p.m.: Exits - MS. ZENOBIA CLAXTON)*

**CHAIRMAN STEPHANIE MOODY:** I'd like to add, at this time as a matter of public record, that this Board has made no decision about the future of Central. There has been no discussion to close it much less to tear it down in case there's any concern in the audience.

*(4:02 p.m.: Rejoins the Meeting - MS. ZENOBIA CLAXTON)*

Is Mr. Kessler here now?

**MS. ZENOBIA CLAXTON:** Uh-huh (affirmative).

**PUBLIC COMMENT**

**CHAIRMAN STEPHANIE MOODY:** Okay.

Are you ready to speak?

**MR. KYLE KESSLER:** Sure. I just caught the tail end of your conversation. I'm sorry for being out of the room. I was speaking with a police commander regarding a different matter completely. But I've seen lots of stuff in the press as of late regarding various options for this property. Just want to make sure that the Board of Trustees is, I guess, sort of staying on

top of those things. But there are rumors circulating and there are proposals for other things, but I know that there is a building assessment going on, there's a Facility Master Plan, all those things sort of go into that process rather than jumping to conclusions or allowing the public to get misinformation or speculations sort of run wild about what might be happening.

I'm a downtown resident; have been so for ten years. This is my branch. This is where I study in the branch; this is Central Library. This is where I check out books. This is where I go through microfilms. This is where I meet with my neighbors in the meeting rooms, so there is a constituency here. You might not have high circulation, but there are lots of folks that are coming in to do a variety of activities here.

It is an iconic, world-class facility. It needs some love; it needs some maintenance; it needs some attention. But I would hate to see its future threatened or an uncertainty about what might happen next and whether or not we could maintain the level of service that we have now with a new facility. Since there's not a site selected, since there's not enough money available to make it happen, then let's make sure we're honoring the asset that we have here and now, that we've had for thirty-six plus years, and we can keep it going for generations to come.

Thank you.

*(4:06 p.m.: Enters - MS. JAMILICA BURKE)*

**CHAIRMAN STEPHANIE MOODY:** And our next speaker, Dr. McPeterson. I'm sorry. I cannot read the --

**MS. ZENOBIA CLAXTON:** McPherson.

**CHAIRMAN STEPHANIE MOODY:** -- McPherson.

**DR. GREGORY MCPHERSON:** Good afternoon, everybody. Hello, everybody.

*(Whereupon, the Board Members respond in unison.)*

**DR. GREGORY MCPHERSON:** Dr. Gregory McPherson here. I am coming to you today from a different group. Normally, I would come from the Friends of the Central Atlanta Library, but I also represent an incredible group called the World Chamber of Commerce. Our president is Dr. Solange Warner. And I've seen one or two of your faces at some of our other events. And we focus a lot on creating an environment of diversity among multiple cultures, in particular, an emphasis that harnesses energy from Eurocentric-driven environments, Latin and South America, as well as Africa and some parts of Asia.

I recently presented a program here, a tribute to an extraordinary publicist in entertainment whom has helped us to support the awareness of diversity among our cultures. And

we've brought in people from the Islamic community; people from the Jewish community; people from the Christian community; folks from the LGBT community; as well as Buddhist in acknowledging and celebrating the life of an individual who just passed on. We were able to get some information relative to the National Kidney Foundation in which he succumbed from kidney disease. And one of the issues that was continually raised with me is a notice or information regarding diversity in policy that could not be found on the library or website or any of those areas that really stood out. And I am legally blind, so I'm visually impaired, and I have a number of struggles physically from time to time to basically do the same.

I am imploring upon you that at some point those issues are really addressed. I have also been made aware that there is a little pushback even from that particular presentation that we made because of the lack of sensitivity as well as the lack of knowledge. And I'm trying to make certain that that group understands that the Board of Trustees as well as the library community is certainly in support of a very diverse environment. I recognize that you guys have a plethora of things that are on top of your head. When I spoke to you a few weeks ago, I talked about that issue of vision and leadership and things like that. I've been very intent. I act as a committee of one or with a lot of people to really continue to drive that issue on. I've been very blessed to travel globally and have spent a lot of time in a number of areas and we have got to continue to hold all of our people accountable, that includes all of you, in terms of being able to speak to fairness among all peoples. I am hoping that somewhere along the way some of you, or one of you, or all of you can give me just a little bit more guidance in articulating what the Library Board's policy is as far as diversity is concerned where it embraces all people.

Thank you so much.

**CHAIRMAN STEPHANIE MOODY:** Thank you.

**CHAIRMAN'S REPORT**

**CHAIRMAN STEPHANIE MOODY:** We will move on to the next order of business which is the Chairman's Report.

**APPROVAL OF DIRECTOR'S TRAVEL TO GPLS ORIENTATION/MEETINGS WITH NEW LIBRARY DIRECTOR**

The first order of business is, as I'm sure you're all aware, the Board of Commissioners approved our selection of Dr. Gabriel Morley as the new Executive Director of the Library Board, and he will come onboard April 20th is his official day. He has two days where he will be under orientation with Fulton County; the 20th and 21st. But along those same lines, the Georgia Public

Library System has a new Director of Orientation, and then they also have another director meeting that are coming up that I wanted us to authorize his ability to attend these Georgia Public Library meetings. Right now, Georgia Public Library System said that they would cover his room and board in Savannah, and so the only cost would be transportation. So I think that we should approve this now so he can plan to make these trips because they come very quickly on -- in April. So could I have a motion for that?

**MR. JOSH TAYLOR:** Stephanie, do you need a motion, or is that something that is --

**CHAIRMAN STEPHANIE MOODY:** Well, I just want to make sure that we're in agreement that he is at leave to attend. The Georgia Public Library two meetings that are coming up --

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN STEPHANIE MOODY:** -- is close.

**MR. JOHN R. THOMAS:** Yes.

**CHAIRMAN STEPHANIE MOODY:** But if we don't need a motion, that's fine. But I don't want anybody to --

**MR. JOSH TAYLOR:** Why don't you make a motion? I'll be happy to second it.

**MOTION**

**CHAIRMAN STEPHANIE MOODY:** Well, okay. I would make a motion that our new Executive Director be given leave to attend two Georgia Public Library System meetings coming up in April and May in Savannah and Athens.

**MR. JOSH TAYLOR:** I'll second that.

**CHAIRMAN STEPHANIE MOODY:** Any discussion?

All in favor?

*(Whereupon, all said aye.)*

**CHAIRMAN STEPHANIE MOODY:** Any opposed?

*(No response.)*

**CHAIRMAN STEPHANIE MOODY:** All right. Thank you.

Part of last month's meeting, oh, dear, was -- I asked you -- I sent you a copy of this Broward Accounting Report. Because we do have a new Executive Director coming on, I think we can be aware of this and be aware of another study. But I think right now we'd be premature to discuss it at any length. And I think we should get a copy to the new Executive Director and have him look at it and meet with Gayle about it, because I know she also has a plan that she's been working on that involves the Branch Library Systems.

So -- and then I'd also like to report -- I'm happy to say -- that Gayle has served us very well as the Interim Library Director and that she has agreed to continue with the Library

System. So if you would join me in thanking her.

**(Whereupon, there was a round of applause.)**

**MAY 26 - JUNE 1 RETREAT DAY OPTIONS FOR BOARD CONSIDERATION**

**CHAIRMAN STEPHANIE MOODY:** The next item I wanted to bring up is I sent you dates. Jamilica had requested that we put together a Library Board retreat. I was in contact with the State librarian, and she has the Georgia Librarian of the Year, who is supposed to be an exceptional retreat organizer/facilitator.

These are the dates he is available: May 26th through June 1.

May I have some discussion about what would be the best date?

**MR. PAUL KAPLAN:** I can't. That's Memorial Day weekend and I'm not going to be around.

**MS. JAMILICA BURKE:** I won't be here either.

**MR. PAUL KAPLAN:** That's -- I'm not here Friday, Saturday, Sunday, and Monday. So I can do it on Wednesday. But I don't know if you want to do it during the day during the week. But since it's Memorial Day weekend --

**MR. JOSH TAYLOR:** I'm traveling that weekend as well, so...

**MR. PAUL KAPLAN:** It's a tough weekend.

**MS. JAMILICA BURKE:** It's a tough weekend.

There are no other dates that he can maybe --

**CHAIRMAN STEPHANIE MOODY:** Well, these are the dates that he was available that were soon. A lot of times when you get into the summer, it gets to be difficult. But I will inquire if he has any other dates when he could facilitate.

**MR. JOSH TAYLOR:** Can we discuss whether we want to do a during the week retreat or do we want to do a Saturday?

**CHAIRMAN STEPHANIE MOODY:** And I also wanted to discuss how long you want it to be. Do you want it to be one day? Do you want it to be two days? How long -- how long do you want this retreat to be?

**MR. JOHN R. THOMAS:** How long does it take? I guess I'm sort of in a quandary. What is the scope of the total training?

**MS. JAMILICA BURKE:** When I was thinking about, in terms of an agenda; one, it would be an opportunity for us to, one, put several hours into the Strategic Planning. The fact that we have a new director coming onboard, making sure he has an opportunity to build relationships and some team building during that weekend as well. So I would think you would need at least a full day --

**MR. JOHN R. THOMAS:** I would think so too.

**MS. JAMILICA BURKE:** -- potentially two.

**CHAIRMAN STEPHANIE MOODY:** All right.

**MR. JOHN R. THOMAS:** If that's the scope, I would think so.

**CHAIRMAN STEPHANIE MOODY:** Okay. Is there an agreement one full

day would be a good amount of time?

**MR. JOSH TAYLOR:** At a minimum, yes.

**MR. JOHN R. THOMAS:** If it -- if we --

**MR. JOSH TAYLOR:** I think as a starter. This isn't a one-shot process. So I think it's a good thing to plan one day to start and then we'll go from there.

**CHAIRMAN STEPHANIE MOODY:** Do you want him to look into summer dates or would you rather...

**MR. JOSH TAYLOR:** Well --

**MS. JAMILICA BURKE:** I'd prefer not that weekend.

**CHAIRMAN STEPHANIE MOODY:** Okay.

**MR. JOSH TAYLOR:** Right.

**CHAIRMAN STEPHANIE MOODY:** Well, it sounds like a lot of people don't have that weekend, so...

**MR. JOSH TAYLOR:** Is it our preference to do it on a Saturday, for example?

**CHAIRMAN STEPHANIE MOODY:** Right.

**MR. JOSH TAYLOR:** Is that -- or is a weekday okay? Weekday is okay with me.

**MR. JOHN R. THOMAS:** Weekday is okay with me.

**CHAIRMAN STEPHANIE MOODY:** Phyllis?

**MS. PHYLLIS D. BAILEY:** I have no concern about it. You decide what you want to do. It's fine with me.

**CHAIRMAN STEPHANIE MOODY:** Jamilica?

**MS. JAMILICA BURKE:** I'm fine with during the week as long as -- because we'll have enough notice to where I can take off.

**CHAIRMAN STEPHANIE MOODY:** Okay, through the week, okay. Paul?

**MR. PAUL KAPLAN:** During the week is fine.

**CHAIRMAN STEPHANIE MOODY:** During the week?

And you said Josh -- Chip?

**MR. D. CHIP JOYNER:** Week -- during the week.

**CHAIRMAN STEPHANIE MOODY:** During the week. Okay. So shall we say 9 to 4?

**MS. JAMILICA BURKE:** That's fine.

**CHAIRMAN STEPHANIE MOODY:** Do you want it here or do you want it at a other location?

**MS. JAMILICA BURKE:** I prefer another location.

**CHAIRMAN STEPHANIE MOODY:** You prefer another location?

**MS. JAMILICA BURKE:** Yes.

**CHAIRMAN STEPHANIE MOODY:** Okay.

Everybody okay with that?

**(Whereupon, the Board Members agreed.)**

**CHAIRMAN STEPHANIE MOODY:** All right. Do you want me to look in June?

**MS. JAMILICA BURKE:** Yes.

**MR. JOHN R. THOMAS:** Are you saying that you want a -- how about another branch with a nice meeting room? Is that -- are you saying --

**MS. JAMILICA BURKE:** Another branch would be fine.

**MR. JOHN R. THOMAS:** Okay. Because there's some -- some of the new libraries have great -- have great community rooms. The one up on -- is it Metropolitan?

**MS. JAMILICA BURKE:** Metropolitan would be good.

**MR. JOHN R. THOMAS:** That's a great --

**MS. JAMILICA BURKE:** Yes, that is a nice facility.

**MR. JOHN R. THOMAS:** Oh, yes.

**MR. JOSH TAYLOR:** It's very accessible too.

**MR. JOHN R. THOMAS:** Huh?

**MR. JOSH TAYLOR:** It's very accessible.

**MR. JOHN R. THOMAS:** Yeah. Uh-huh (affirmative).

**CHAIRMAN STEPHANIE MOODY:** Okay. I mean, you could also have it out of the city if you wanted to at a remote location. He --

**MS. JAMILICA BURKE:** Well, I didn't think we had a budget for any of that.

**CHAIRMAN STEPHANIE MOODY:** -- he comes from out of town. He doesn't live here. So, anyway, I'll check into it and see if they've got some other dates.

**MR. JOHN R. THOMAS:** Okay.

**CHAIRMAN STEPHANIE MOODY:** And to the best of my knowledge, this would be a service of the Georgia Public Library System, and they would not charge us.

**MR. JOSH TAYLOR:** Well, June 1 is a weekday. So I wouldn't rule that one out.

**MS. JAMILICA BURKE:** I won't be here June 1.

**MR. JOSH TAYLOR:** Oh, okay. That's fine. Then let's move forward and see what else we can find.

**MS. JAMILICA BURKE:** Okay.

**CHAIRMAN STEPHANIE MOODY:** I don't -- I don't know when he can do it.

**MR. JOSH TAYLOR:** And I think when you talk to Julie, if he's not available, then see if she has other options that she would like to suggest.

**CHAIRMAN STEPHANIE MOODY:** Well, I did stress that we really wanted an excellent facilitator.

**MR. JOSH TAYLOR:** Yes.

**CHAIRMAN STEPHANIE MOODY:** And he came highly recommended.

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN STEPHANIE MOODY:** So I was hopeful we could get him as opposed to just -- prior to some of you being on the Board, we did have some people come and give us some presentations, and

some are just better than others.

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

**CHAIRMAN STEPHANIE MOODY:** So he's supposed to be excellent. So I will see what I can do about that.

And then I wanted to bring to your attention there is two things: There's a petition about Central, to save the Central Library, that I don't know if you're aware of. But it's not signed. It's by a group called The Architecture and Design Center. And, again, I want to stress, at this time, we have no plans for Central. We have not made a decision. We have made a decision regarding how we would spend the \$85 million. And that's been sent to the Board of Commissioners. And other item is Josh and Paul and I worked on Responsibilities and Authority of the Executive Director. This is a draft. I think it's time for input from you. But you can keep this and bring your input to the next meeting, or you can email your input.

Paul, were you spearheading this? I know -- I know Josh has also been very active in it --

**MR. PAUL KAPLAN:** Sure.

**CHAIRMAN STEPHANIE MOODY:** I didn't know which one of you wanted to take this.

**MR. PAUL KAPLAN:** I'll give it to Josh, if he wouldn't mind because I'm working on branches right now and stuff. And I'm --

**CHAIRMAN STEPHANIE MOODY:** Okay.

All right. Josh, does that work for you?

**MR. PAUL KAPLAN:** Josh, I've give it to you.

**MR. JOSH TAYLOR:** That's fine.

**CHAIRMAN STEPHANIE MOODY:** Okay. So if you have additions, changes, other responsibilities you would like to see incorporated into this document. We were trying to keep it to one page, and we were trying to make it very clear so that -- we didn't want lengthy responsibilities. But there may be others that you see that we've neglected. So please add to that document.

And I think that concludes my report.

Any questions?

Two -- two other people have come in after our report. Do you want to interrupt the meeting for them to address you?

**MR. PAUL KAPLAN:** Sure.

**MS. JAMILICA BURKE:** Uh-huh (affirmative).

**CHAIRMAN STEPHANIE MOODY:** Okay.

We have Nathan Koskovich from The Architecture and Design Center.

**MR. NATHAN KOSKOVICH:** Yes. I'm Nathan Koskovich of The Architecture and Design Center. We're a 501(c)(3) with working

relationship with The American Institute of Architect dedicated to teaching the public about the shared legacy --

**MR. JOSH TAYLOR:** You're going to have to speak up. She's got to --

**MR. NATHAN KOSKOVICH:** We're an organization dedicated to promoting the shared architectural heritage of Atlanta and Georgia and teaching people the value of design in their community. We issued this petition in response to comments made about selling the building and this lack of planning and what's happening to it.

It's a significant building. It's a building been studied by architects and scholars all over the world. It is by a significant architect, Marcel Breuer. This is one of his last projects he completed. In many ways, it's a sibling project to his Whitney Museum in New York.

It's a very important building. And I think whatever the plans are for the future, waiting for those to come to fruition before taking steps to secure the building's preservation and its artistic integrity is something we would greatly kind of discourage and ask that you take actions more proactive to do that. We'd also ask that the building be renamed for Marcel Breuer, the architect, who as far as we know, doesn't have a library named after him.

So that's our stance. That's why we ask for that. We think there's a lot of support for this in the community.

So thank you.

**CHAIRMAN STEPHANIE MOODY:** Thank you.

They do have a website if you want to --

**MR. NATHAN KOSKOVICH:** You can find us on Facebook. We have had one year of full operation. This is our second year. You can find us there.

**CHAIRMAN STEPHANIE MOODY:** Okay. Thank you.

Karcheik Sims-Alvarado?

**MS. KARCHEIK SIMS-ALVARADO:** Karcheik Sims-Alvarado.

**CHAIRMAN STEPHANIE MOODY:** Sorry.

**MS. KARCHEIK SIMS-ALVARADO:** That's fine.

I actually represent the Friends of the Central Atlanta Library, and I serve as the vice president. And so I would like to read this message on behalf of the Friends of the Library.

I applaud your willingness and effort to volunteer time to serve on this Board. We are all here because of our love for libraries and the service they provide.

But despite our passions, our commitment, and the sacrifice we take out of our busy schedule, we all know no person can serve on any board in perpetuity. Everything in this world has a

lifespan. And we must learn to exist, learn to let go, and move on. Failure to do so means that for a period of time you chance not growing, you become stagnant, and you don't evolve.

Members of FOCAL ask that Chairman Stephanie Moody graciously resign. Through her own admission, she has exceeded her term limit by one year nine months. When the maximum year she could serve expired in 2014, she and members of the Board of Trustees failed to appoint a new Chair. Even to re-elect her was a violation of the Bylaws and Constitution.

When changes were made in the 2015 Constitution and Bylaws, these changes did not benefit the citizens of Fulton County. The only beneficiary was Stephanie Moody, which allowed her to continue to serve as Chair and to district hop. She has served longer than both commissioners who has appointed her. Again, no Board member should serve in perpetuity. There should be a term limit for all Board members. Although the bylaws has its challenges, no one should manipulate it or exploit it for their own benefit or to perpetuate their own agenda. So that's the message I've delivered on behalf of the Friends of the Central Atlanta Library.

Thank you.

**BEST BUY GRANT - PRESENTATION**

**CHAIRMAN STEPHANIE MOODY:** Thank you.

The next order of business, Cheryl.

This is on the Best Buy Grant presentation.

**MS. GAYLE HOLLOMAN:** You all, I just want to introduce you in case you don't know, this is Cheryl Small. She is our Interim Branch Group Manager and Youth Services Coordinator for the Library System. Cheryl was previously the manager of the Roswell Library and the South Fulton Library. She comes to us with a wealth of experience and a great proponent of Youth Services.

So she has been the one who has propelled the Best Buy Grant through the process of getting it written and getting the award for the Library System. So today she's going to make a presentation to you.

**MS. CHERYL SMALL:** Okay. Thank you.

Thank you for having me. Again, my name is Cheryl Small. And currently I'm Branch Group Manager and System-wide Youth Services Coordinator. And that means that I have some oversight the branches as well as the activities that our children, our Youth Services librarians plan for the Library System, one of which is the Best Buy Team Tech Center Grant.

In July of 2015, we applied. The notice was given to us by Ms. Holloman, of course, as Director. All Directors within the

state of Georgia and other states received this invitation, and we applied for the grant.

There was a collective group of five librarians, myself as the lead. And we applied for the grant and went through a series of interviews and visits. It was quite exciting. They came down from Boston just to meet us, and we were awarded the grant. So we have the grant.

In front of you you have a draft of what this grant really entails and what it looks like to some extent. This is a -- I think today in the midst of technology, you and I both know that libraries have evolved and we're full of technology. Everything we do is technologically based. And our children today are very savvy. They have all the gadgets and so do we. And so our relevance as a public library has changed to some degree.

Yes, they check out books. But we've gone beyond the brick and mortar, and we're looking for other ways of creating relevancy in our public libraries, one of which is the aspect of technology and bringing the youth in for those reasons as well, not only to check out books or check out the e-book from home, or even outside the building. They're coming into the library for programs. They always have. But the programs have changed to some extent because of the technology. So we're able to do a whole lot more than we've done in the past. The Best Buy Teen Tech Center gives us another level of that kinds of programming. So not only are we -- and also schools I'll say -- schools do change -- has changed as well as -- as far as the technology. And so teachers, they're having to teach in different ways with the influence of technology. And also children are able to some extent share their own personal experiences with each other. They gain knowledge from sharing experience. They gain knowledge from hands-on experiences. And so this Teen Tech Center will provide those type of opportunities, those learning, informal learning opportunities in a public setting, which is the trend that's going on in the U.S. and the world. This is not a first. There's only one other library in the United States, and that's Hennepin Public Library. So we're the second library to be granted this particular award. And the others are like community centers, YMCAs, those types of facilities. So with this one, we were granted, I think it's a total of about forty state of the art computers, so all hardware, all software, as well as furnishings, tables, chairs, and all kind of comfortable seating for the teens. This is a teen program, so only for teens.

We've designated the main floor of this library, the Central Library, and there's only about -- is it fifteen hundred square

feet of the space on the first floor that will encompass this project.

So with this project there were some responsibilities on our end as the library. And that is the painting of the wall, the placement of the carpet on the floor. And, of course, it's Best Buy. So it's Best Buy's branding. It's Best Buy's colors. And so blue carpet, yellow wall. Maybe not so bright as you see some of the Best Buy walls. But they scaled it down just a little. And so that would encompass maybe one wall on the first floor that would need to be painted -- with blue carpet. And then we need some form of a wall or partition to secure all of this wonderful equipment.

So our students would be able to come in. They'll be able to use the latest technology and the latest software all funded by Best Buy. We'll have myself as project manager. We have Jaymes Fields from the Wolf Creek Library as the Coordinator, and then we'll have members of the writing team for this grant also involved in the process. So we'll develop programs; we'll develop classes that enlighten; that spark creativity in our teens so that possibly they come to the library and they spark some interest and they -- they become some of those 21st Century job descriptions of those careers, and we create lifelong learning. So that's the objective at this point, is to uplift our teens, spear them in a new direction, or another direction, and maybe enlighten those that didn't know. Of course, most of our teens do have the technology; they do understand. This takes it to another level.

We'll collaborate with Georgia State. We'll collaborate with Georgia Tech. We'll collaborate with all kinds of professionals, the experts in the field. So not only would we have staff developing the programs, we'll have the expert next to us saying this is what we need to do as well. And they can give the advice and share their experience and do the mentoring and coaching and those types of things as well. So that's the direction we're taking with Best Buy.

The other -- let's see -- did I give you two sheets? I did. One is the floor plan. It gives you an idea of what it could possibly look like. There will be two rooms on the first floor that were previously human resource offices, I think. One will be the office space for staff and one will be the office space for Geek Squad. Geek Squad from the Best Buy Teen Tech, Best Buy, will be here on a daily basis to provide assistance and any technical support. They'll be here to help us with that. So do you have any questions? Did I leave out anything Ms. Holloman?

**MS. GAYLE HOLLOMAN:** What we've asked of the Foundation, you might want to mention.

**MS. CHERYL SMALL:** Oh, yes. And so we've asked that the Foundation -- we met with the Foundation this morning -- or I presented. I shouldn't say met -- I presented the same presentation that I'm presenting to you all. And that was we asked for their assistance in the build-out of this. And, again, the build-out is the paint on the wall, the carpet, and some kind of secure entrance to protect this equipment. We do not have a definite estimate. Keith Johnson with the Design Team at Fulton County, he's working in collaboration with Best Buy's architect to develop an itemized list of the costs. Initially, he thought it was about fifty thousand dollars. That includes labor. We're not sure if that's exact or whether that's a possibility. That is what he came up with on his own, Mr. Johnson and their team.

So in collaboration with Best Buy, we're developing an itemized list of the costs. We would also like to collaborate with Home Depot or Lowe's in order to get possibly the paint or the carpet. And then the only thing left would be the build-out. But we do need the support of the Foundation because we are a 501(c)(3). And that is a requirement for a community grant with Home Depot or Lowe's. Let's see. So you have two documents. Do you have any questions for me? Any concerns?

**MR. JOSH TAYLOR:** Do you see this as a one-off? This is the one we get in the Atlanta System --

**MS. CHERYL SMALL:** Well --

**MR. JOSH TAYLOR:** -- or is it a model for --

**MS. CHERYL SMALL:** I think -- I think it's a model. We're the only -- second library in the nation. This is a grant that's renewable. This one we've agreed to as three to five years. Of course, it's based on our performance, what we're able to do. We will have statistics. We will keep -- we will report back and forth to Best Buy. We will attend training. We've had two staff members already go to Boston for training. In April, I'll go for a week of conferencing with Best Buy and other Best Buy Teen Tech Centers that have been in existence for years. So I don't think it's a one-off. I'm very excited about it, our staff; our other children's librarians were excited. We're going to apply for additional grants to feed this and carry it on from one year to the next.

Also, every year Best Buy has an additional advancement -- what do they call it? -- another grant that they offer for improvements. So every year they offer a twenty thousand dollar grant to an existing Best Buy Teen Tech Center to improve on

whatever it is they want to.

**MR. JOSH TAYLOR:** What's the basis of selecting the location? Does it appear to be where teens are primarily active in the System today?

**MS. CHERYL SMALL:** Well, they're -- this one was attractive because it's on the MARTA. MARTA is -- it's accessible to public transportation. So no matter where the teen lives or whether they have transportation or not, they're able to get here via MARTA.

It's centrally located. We're in the midst of Georgia State University. We've provided some wonderful programs over the years. We've shown them that. We've shown them all of that. We provided presentations to them relating to what we've done. Last year -- last summer the Foundation actually funded a -- funded our Summer Reading Program. I don't know how many years it's been now, but last year they funded it, and they gave us about twenty-six thousand dollars to develop programming for youth for the System. And so I took on that initiative and kind of began this idea of us supporting STEM/STEAM program; so that Science, Technology, Engineering, Arts and Math.

Last summer we were able to give each and every branch within the Library System a STEAM program. Those programs included 3-D printing, global technology, coding, all those skill sets our youth are going to need for future careers that we can't even name. When you look at the state of Georgia, you look at the rates of graduation, and you look at for colleges, when you look at the subject matters and what they're studying, statistics say that last year, 2015, over twenty-five thousand students -- there were over twenty-five thousand jobs available in the computer science -- it's in the science area -- only fourteen hundred of our students in the state of Georgia qualified and were able to apply. That's dismal. These kinds of programs are going to increase that and there, again, our student's informal learning in the library and it sparks interest. It promotes creative thinkers. And it develops us not only as, you know, the consumers of technology, but we're learning the back end of it. And that's what -- that's what prevalent.

**MS. PHYLLIS D. BAILEY:** Ms. Small, I'd like to commend you, first of all, on the extensive and comprehensive job that you've done.

**MS. CHERYL SMALL:** Well, thank you.

**MS. PHYLLIS D. BAILEY:** And certainly placing it in a central location where all can reach it is a goal that I admire and I think certainly serves this library well. I certainly will be looking forward to hearing about your progress and how you are

carrying out all these directives. Congratulations.

**MS. CHERYL SMALL:** Thank you. Appreciate that. Thank you.

**MR. JOHN R. THOMAS:** Cheryl, would you mind orienting the Board as to where this is -- how this -- where this arrangement is down on the first floor.

**MS. CHERYL SMALL:** Okay. So -- and we and talk also about timing, I guess --

**MR. JOHN R. THOMAS:** Okay.

**MS. CHERYL SMALL:** -- timeline to some extent.

Right now, there's the Auburn Avenue Research Library in that space. Everybody's familiar with the space that we've designated as Auburn Avenue in light of them doing renovations at their existing location.

So if you think about where that Collection is, and if you think about in relation to the elevator, next to the elevator there's a receiving deck for Auburn Avenue, maybe a few feet over to the left. And if you, you know, direct your eye all the way to the office space on the wall. If you think about -- if you're getting off the elevator and you look left, basically the space to the left. Everything to the left is the Best Buy Teen Tech Center. And that will encompass two of those spaces.

So imagine a wall -- and we really don't want a wall. We want something that you can see through, of course. It's equipment; we need to see it. And if you think about the layout of the first floor, it's open. So we really don't need a wall that you can't see. It prevents that light from coming in. So we really need something -- a glass wall, or a half partition glass wall, or something. I'm not an architect, but that's the best way I can explain.

So if you think about it that way, that's that space. You get off the elevator, you look left and your eyes focus to the wall, to those doors which is human resources, that's the space.

Everything to the left is the Best Buy Teen Tech Center.

And we're also removing what is the Teen Center on the third floor. Everything there will come down. So the other remaining space would still be -- so that main floor would be teens. That would be the hustle and bustle of the first floor, all about teens. Libraries aren't quiet places anymore, you know. With the technology, that invites conversation and training. So it's not that quiet, quaint place anymore. There's going to be conversation. It's all about technology. We have to discuss it and share it.

Does that answer your question?

**MR. JOHN R. THOMAS:** That's good. Thanks, Cheryl.

**MS. CHERYL SMALL:** And the timeline, I'll just mention that

briefly. Of course, with Auburn being there, we have to wait until that's decided. And we'll move as it moves. The idea -- hopefully, we can do this by end of summer or beginning of the school year. So we have a soft opening for back to school. And that would be great. That's wonderful. That's wonderful news to tell our students at our schools.

Yes, sir?

**MR. PAUL KAPLAN:** I think it would be terrific. Are you going to reach out to the high schools to try to tell the teens that, hey, come on to the Central Library? We have something for you that you would like.

**MS. JAMILICA BURKE:** Uh-huh (affirmative). That would be ideal.

**MS. CHERYL SMALL:** Yes, sir. We're going to partner with them; no doubt about it.

**MR. PAUL KAPLAN:** We are going to partner with them. That's great.

**MS. CHERYL SMALL:** We are partnering. And we've talked with the Department of Youth and Aging --

**MR. PAUL KAPLAN:** Uh-huh (affirmative).

**MS. CHERYL SMALL:** -- and they're willing to help us provide some transportation for specific groups for a specific program. So that's great too. We're going to work with them for some extent for those, for example, Afterschool Programs that may be a large number of -- not necessarily large, but let -- I didn't tell you this -- the space itself holds about forty. It'll be about forty computers.

So, at a given time, forty to fifty students could inhabit that space at a time.

**MR. PAUL KAPLAN:** Well, it gives them some place to go.

**MS. CHERYL SMALL:** Yes, it does.

**MR. PAUL KAPLAN:** Better than on the streets.

**MS. CHERYL SMALL:** And it's structured.

**MR. PAUL KAPLAN:** I think it's great.

**MR. JOHN R. THOMAS:** Now, Cheryl, in terms of the build-out, is someone was going to tell the Foundation the cost to paint that wall, the carpet, the defined entry point? Is someone going to come to me or come to the Foundation and say here's what we need in terms of funds or how is that going to work?

**MS. CHERYL SMALL:** I think you received some estimate. You did receive one document that gave you an estimate of the costs.

And --

**MR. JOHN R. THOMAS:** They're in here?

**MS. CHERYL SMALL:** No, in an email.

**MR. JOHN R. THOMAS:** Oh, an email.

**MS. CHERYL SMALL:** I can go back and we can -- I can resend it.

**MR. JOHN R. THOMAS:** Okay.

**MS. CHERYL SMALL:** The other --

**MR. JOHN R. THOMAS:** Okay. If you would, please, Cheryl, yeah.

**MS. CHERYL SMALL:** I will. I will. And then, of course, I said Mr. Keith Johnson, along with Best Buy are working on an itemized list --

**MR. JOHN R. THOMAS:** Okay. Good.

**MS. CHERYL SMALL:** -- of the costs.

**MR. JOHN R. THOMAS:** Okay. Thank you.

**MS. CHERYL SMALL:** And, again, the -- and I'm hoping we can work together with Home Depot and Lowe's. And who knows, they may say, oh, we'll take care of the wall as well. I believe it.

**MR. JOHN R. THOMAS:** Yeah. Sure.

**MS. CHERYL SMALL:** I don't know what the possibilities are.

**MR. JOHN R. THOMAS:** We don't know until we ask.

**MS. CHERYL SMALL:** Exactly.

**BUCKHEAD COALITION OFFER**

**CHAIRMAN STEPHANIE MOODY:** Okay. Thank you very much.

All right. The next item of business is from Jeffry Loy. And he's the Public Arts Conservator for the Arts Department. And he's going to talk about the offer from the Buckhead Coalition.

**MS. GAYLE HOLLOMAN:** While Jeffry's setting up, in case you didn't get, or didn't bring your handout, I wanted you to have the larger sheet anyway. I'll pass it around.

**MR. JEFFRY LOY:** I also use those images, the same images. And to the Powerpoint, what I'll be presenting to you is roughly about eleven slides explaining how we got into it -- and I'll wait for that to come up -- but a lot of what I'm presenting you is already in these images.

So, once again, I'm Jeffry Loy. I'm with the Department of Arts and Culture. I specifically work in the Public Art program as Conservator and Project Manager for New Public Art Commissions. This started -- or the Storyteller. I was contacted, or the department was contacted in last year in August, by Gayle Holloman about a entity wanting to donate artwork. And generally we as Arts and Culture review the artwork for soundness and acceptance or not to give the Library System or whoever they're donating it to kind of a condition report. Is it worth it or basically is it not?

So after that meeting -- so the artwork that they wish to donate to the Buckhead Library is -- was located at Charlie Loudermilk Park. It's called the Storyteller. It was completed in 1998. What you see here is the set up that was in the small park at the intersection of Roswell Road and Peachtree Street. What

does not go along with the sculpture are the turtles. They're not part of it. So the next slide are -- these are the elements that they wish to donate to the Buckhead Library, specifically since the story behind the creation of the artwork is the story behind the naming of the City of Buckhead, for at least in their signage. That's how the artist took it. We have a large figure here. This figure here is roughly eight foot tall. His lamps at the top do light up when plugged in. That's roughly eleven feet tall. Along with the piece are three dogs, roughly four foot long each and about twenty inches wide, all bronze, very well casted, very nicely done. Also sitting on the log is one of small rabbits. And here's a photo of the other dog. So when this project came to us, one of the things we asked the donors since it's the donor's responsibility to pay for moving and installation of the artwork. It is not the County's responsibility to pay for those donations. So we were really interested in talking with the donor to see where the location would be, you know, at the library itself. It's a tight area. There was conversation of was it going to be on County property; is it on the street, new streetscaping in Buckhead. So -- and this is where the story we'll get into now is the kind of joint partnership between the Buckhead CID, which is the Capital Improvement District and the Shops of Buckhead. They on a meeting in mid -- or early December 2015, myself, Cheryl Small, Clay Payne, and the other representatives here met at the Buckhead Library to discuss a donation of the artwork. What they did is come with a little bit more than what we were requesting. They came with a full plan of wanting to do themselves some streetscaping renovations for the Library System itself to incorporate, I guess, and then also bring up the library to the Shops of Buckhead or how the Buckhead area has changed in recent years.

Now, the words I'm going to read you, two different -- the proposal key points. These are all by the Buckhead CID and the Shops of Buckhead. So none of this text is generated by counties or ourselves. So -- and I want to go through their list first before I show you the imagery and how it related to the work that y'all have right there. What they would like to do, or what they're proposing for the Library System, is to expand the awning and enhance the look by replacing the existing corrugated plexiglass with a quality glass -- and I'll go over that within the drawing -- adding lighting to the awning to augment its visibility at night; replacing the existing library sign with a stylish internally lit sign; adding valet parking signs to help direct traffic to the valet areas; replace the

sidewalk and curb design and finishes similar to those to make them similar throughout the Shops of Buckhead area; add landscaping and seeding to provide an even more appealing street presence; installing a modern crosswalk to help encourage, facilitate pedestrian traffic for both sides of the street. Adding welcome signs which serve a dual purpose for greeting the patrons and protecting the awnings from vehicles which may exceed the awning height; and then for finishing the entrance awning and façade, in other words, all the metal that is detached from the building, refinishing all the awning -- metal awnings and façade, which is sanding the rust and painting and the metal awnings to restore them to their original condition. Some of the operational key points for the library was to provide a quality valet service for the entire area, including offering free valet parking to your guests, maintaining the sidewalk, drive, awning, and landscape in Class A condition, and oversee the library parking lots to ensure; one, that only library patrons are parking in these lots during library hours; and two, enhance the revenue that you can achieve from these parking spaces after hours.

This is kind of the layout of the Buckhead -- everything you -- here's the Buckhead Library kind of in the center here. Everything you see colored here is the organizations of the Shops of Buckhead Atlanta. As you see here on the streetscaping a little bit through this design you see the tree layouts that are part of the streetscaping that they have. It ends up that the Buckhead Library is its own island within all this new development there and so they're looking to really focus their work in this area. You see this is a drive-thru area here, add trees and streetscaping. In this next slide we show kind of the existing conditions. This is the library as you see it now, plain sidewalks. This is the existing awning here and what they mean by corrugating it is this area here. There is no lighting that I can see currently into -- within that area. So what they're looking at is really focusing in as this street frontage. The next image will show you kind of their conceptual design for it. So looking at extending this front awning from here out to the street, the cover, the sidewalk area. You're looking at a new potential library sign here internally lit as they discussed in the written proposal. Instead of corrugated plastic, this would be high-end glass. They're looking at doing LED lighting within that awning to encourage safety and light it up at night. What they're looking to do also is to place in planters along the sidewalk for new streetscaping enhancements, also pedestrian seating along the way. One of the kind of

interesting components to this is this valet system that they wish, which is, you know, which is a little bit unique. And I think right now they already do valet in the evening. I think they really just want to enhance that aspect of the services. They would put in -- it's a small valet booth here -- and then what else? -- awning. This is an example -- you'll see this in the next couple of slides -- the interesting little crash bar, welcome sign crash bar. In other words, this will have your car height so trucks and vehicles larger -- taller than the awning can't go through. This is the real main area they're focusing on, nothing that -- to deal with the building but really about the metal and the awnings that are in front of the building. So none of the work they're wishing to do is about the building but the existing awning and canopies.

So this is a layout of where they have placement for what they call the new kind of crash bars here with welcome signage both on either side, the extension of the corrugated currently awning and then the extension up to the road here. This is where they have proposed the artwork placement for the Storyteller. Within the location of the library also they would add in a new kind of 'v' wall to protect cars from coming over. And I'll show you those images coming up. But this is some of the design points that they're proposing for additional -- you know, additions to the library.

(4:50 p.m.: Exits - MS. JAMILICA BURKE)

They kind of took some of the same angles as the library awnings to produce some of these renderings. So they're keeping with kind of the architectural integrity of the building for their design. This is the existing side area. You know you have two wings from that awning. This is the way it looks now. Once again, they're proposing to clean and repaint to original condition all the metal work and awning in front of the library. This is their rendition of the same space with the artwork here in the corner. During this meeting on the 15th, one of the things that I noticed and also being at the site is this might not be an ideal location for the artwork. We do have right behind this little dog's head a fire department connect. And obviously, you know, when that water is turned on, these things cannot be in the way of the fire department connect. It's public safety. So we would -- you know, we had mentioned that would be a problematic issue just because of the fire connect. We haven't had any conversations further. They were waiting to, you know, have a presentation given to y'all to see where to go. They're looking at staining the concrete down below. Once, again, here's another version -- view of the kind of crash bar

sign.

So where we're -- currently where we're at in the process is they gave us, like I said in December, this proposal. We have been asking kind of between back and forth a little bit or other County representatives have been asking a few questions from them. I think it's somewhat beneficial and kind of nice timing with the Library Bond Second Phase Projects, so where you may be able to leverage the money for Buckhead Library to other services for Buckhead Library. Three main issues on this is, you know, it gets kind of interesting. You know, we really first came in in Arts and Culture about a donation. So our first not issue but first, you know, point is the donation of the artwork. The second point is the proposed, you know, renovation and amenities to the canopy area and on the library property with new signage. And then the third would be a draft document -- legal document for them to be able to do valet services and, you know, the -- and then also pay the money to the County for that. So those are the three kind of main -- three separate kind of issues with what they're proposal is. And any questions?

**MR. PAUL KAPLAN:** When you say valet service, are you talking about valet service only at night or when the library is closed or are they indicating --

**MR. JEFFRY LOY:** This would be -- currently, my understanding -- and I'm not the person to know what they do over there right now. But they currently at night time they do valet parking and the County or the library receives some of the funds for rent. I'm not sure. It seems like even though in their written -- and even what I read off through their written kind of proposal -- it seems a little convoluted. It seems like they want to do something during the day because they're looking at during the daytime monitoring the parking so that library patrons park there. That, I think the valet issue --- or the valet, what they would want to do is totally a separate issue that obviously takes a lot more thinking than, you know, information for them and to -- to give. So they still need to give y'all -- I guess y'all have some questions coming from this. That can be presented to those -- the Buckhead CID and the Shops of Buckhead.

**MS. GAYLE HOLLOMAN:** What we've asked is that they would put their proposal in its entirety into a document so that we can present. And so that's what they're working on now.

**MR. PAUL KAPLAN:** Okay.

**CHAIRMAN STEPHANIE MOODY:** Apparently, there was a twenty year agreement that we were leasing out our parking facility there

for an annual return on their use of it. And in return, they were supposed to keep the parking lot hosed down and clean. And they were also supposed to have someone there to make sure that the library was just -- or the parking was just for the patrons during the day. And Gayle put together some figures. I believe it was -- or maybe it was Ed. During the last three years, we have made about twenty-one thousand dollars out of leasing the parking places. From what Gayle says, we need to have an exact written agreement. Because what they're doing is they're charging people to park there and then we get -- we is not the right term -- this money will go to the General Fund, okay.

**MR. JOSH TAYLOR:** There's nobody there during the day?

**MR. PAUL KAPLAN:** No.

**CHAIRMAN STEPHANIE MOODY:** Well, but there was supposed --

**MR. JOSH TAYLOR:** Maybe so, but they're --

**CHAIRMAN STEPHANIE MOODY:** -- to be according to the contract I read.

**MR. JOSH TAYLOR:** -- but there is somebody there.

**MR. GAYLE HOLLOMAN:** No, there isn't. But they want to put someone there.

**MR. JOSH TAYLOR:** Yeah. Okay.

**MR. JEFFRY LOY:** And, you know, their work that they're wanting to -- so the -- one thing, the artwork that they wish to donate, the bronze pieces, roughly about two hundred thousand dollars is the value of the artwork. Easily just their thoughts of renovation and enhancements to the Buckhead Library site is probably well over three hundred thousand dollars. In add services, that would be, you know, amenities for the site.

*(4:55 p.m.: Rejoins the Meeting - MS. JAMILICA BURKE)*

**MR. PAUL KAPLAN:** Al, do you think that's something that could be worked out when we do renovations or would you do renovations get that done and then do the outside?

**MR. AL COLLINS:** I think it could be integrated into -- excuse me -- what we anticipate doing for that branch. I think it would be a nice enhancement. I think it's a nice add.

**MR. JEFFRY LOY:** Really, for them, even though early on in this process the Buckhead CID and the Shops of Buckhead, or -- they're looking for an answer, but they're not -- you don't need to -- they don't need to be rushed. There's a lot of decision-making that the County Library System has to do and things need to be clarified. But it would be great along, you know, to plan it to where you're not having two different building sections -- you know, sessions for the library that hopefully these enhancements can be incorporated within the same time schedule as -- or hopefully the same time schedule as other renovations.

In my mind, what I see right now out there, they're looking at a lot of their signage and other things to be internally lit. And currently, you know -- we know there's no power out into those areas that they wish to have signage -- to, you know, wish to have these other type of internally lit signage. So I think there's -- kind of needs to have, you know, once decisions are made to kind of marry what they would like to do in a timing sense for the library.

**MR. JOSH TAYLOR:** Jeff, I saw one of the pieces of signage there, the valet sign. And I think that's a bit of a confusion image. I would not favor that, or it ought to be there just as a temporary.

**MR. JEFFRY LOY:** And I would say that their proposal is, like any, even like ours, it's the initial proposal. I think it's marrying it with the Library System. I mean, that monument sign that they have looks nice. But it's generic in the sense of the text. Obviously, you would want what your new monument signs and how the look is, though it may be in that glass material. But I think there's a lot the library can control on this and have opinions on and design choices. But this is them -- you know, it's very different -- you know, usually when we have donations of art that's it. But when they come into the room and want to do more, that's unique, you know, and especially the timing between the Library Bonds and these Second Phases, I think, could be very beneficial to both parties and especially the, you know, the streetscaping there too because they're looking at maintaining all that work in the front also, which I think is rather unique. But their designs, you know, that's one thing that can always change. It's one thing to have y'all's opinion -- you know, your opinion back at to their proposal.

**MR. JOHN R. THOMAS:** I think it's appropriate that something be done. Because if you haven't been out there lately, there's quite a contrast between the Shops of Buckhead and our library. And I think this is a way to blend the two architectural situations, so...

**MR. JEFFRY LOY:** And a great way to leverage funds.

**MR. JOHN R. THOMAS:** Really. Yes.

**MR. JEFFRY LOY:** I mean, these other -- which I don't know too much about -- but these other funds can -- you know, when we had our meeting at the Buckhead Library, the meeting room, it was kind of an odd space. The walls are melting, you know. Through the leaks, you know, how the paint goes. So it was a really kind of -- an interesting meeting compared to the new libraries and their meeting rooms --

**MR. JOHN R. THOMAS:** Oh, yes.

**MR. JEFFRY LOY:** -- which y'all know, they're amazing. So it's a big contrast --

**MR. JOHN R. THOMAS:** Right.

**MR. JEFFRY LOY:** -- out there and what the site looks like now versus -- now, granted the Buckhead projects were stalled out for six years due to the economy, and so now, you know, they're interested in making everything look at the top.

**MR. JOHN R. THOMAS:** Right, a little consistent with -- maybe not exactly right there, but bring it more into the current.

**MR. JEFFRY LOY:** But the individuals we've been meeting with are very nice, very open to thoughts and changes. I think it's -- that's where we're kind of at now is presenting their proposal, seeing what feedback and what are the next steps, you know, if y'all wish to proceed. And that would be up to y'all and them. So, you know, the artwork we feel that it's about Buckhead. It's -- you know, the artwork was for the Buckhead community and that it gets to stay in Buckhead. And like I said, they're responsible for the cost of installation and everything -- travel to the site. Though, we will need to -- just like some of the issues y'all might have with the signage in this, you know, we have issues with the placement. And that's purely just because of the fire department connect.

**MR. NATHAN KOSKOVICH:** Can I ask a question? Have you -- I don't know if that's allowed -- but have you spoken to the original architect, Mack Scogin.

**MR. JEFFRY LOY:** That's actually kind of a good question. I didn't mention. The way they designed this, the individual used to work for him. So they have gone through the firm. So the additions to the awning, which is mainly the different part of going out, they have worked with the architect, have already responded, and are doing the project respectful of the architect and the original design of the building.

I don't want to take too much of y'all's time. So the only real change besides materials is from here and this angle out part over the sidewalk. And I will say that there will be some need for structural enhancements obviously for the change of materials they wish to use. Also, the way that awning was built way back in the day is not how you're going to build something today. So they would need to do some things. But the only change besides the material choice and adding lighting is this angled out area. And they have worked in paying homage to the architect and respect they are -- has definitely gone through...

**CHAIRMAN STEPHANIE MOODY:** Is there any money associated with this that they're going to contribute to make it happen?

**MR. JEFFRY LOY:** Oh, they would pay for all of it.

**CHAIRMAN STEPHANIE MOODY:** They would pay for all of it?

**MR. JEFFRY LOY:** This is none of -- this is -- how they say, it's leveraging -- they are not asking for any money from the County, the Library System itself for these enhancements and improvements to the front of the library. Actually, some of this can take away from some of the things that were going to happen in renovation. You know, I would imagine or would have hoped that in renovation they would have repainted all the metal awnings and anything like that. So this is money that you don't have to spend for it. So all these -- the signage, everything I just presented to you, they are paying for and their group.

**CHAIRMAN STEPHANIE MOODY:** That puts a new light on it.

**MS. JAMILICA BURKE:** Exactly.

**CHAIRMAN STEPHANIE MOODY:** Paul, didn't you --

**MS. GAYLE HOLLOMAN:** You estimated -- I'm sorry.

**CHAIRMAN STEPHANIE MOODY:** -- you haven't gotten back the building reports yet, correct?

**MR. PAUL KAPLAN:** Not at this point, no.

**CHAIRMAN STEPHANIE MOODY:** Not at this time?

**MR. PAUL KAPLAN:** They'll be a little -- just a few weeks out, probably next month the way it's going right now.

**CHAIRMAN STEPHANIE MOODY:** So these two plans, whatever the report on Buckhead is from the assessment needs to be brought together --

**MR. PAUL KAPLAN:** It'll be mirrored -- it'll be mirrored with this.

**CHAIRMAN STEPHANIE MOODY:** Okay.

**MR. PAUL KAPLAN:** And that's something that Mr. Collins and Mr. King are going to get involved with and I'm going to get involved, so all three of us get involved with. I hope you know that Al.

**MR. JEFFRY LOY:** The only thing I see is the electric bill for the new lighting outside. And I think also is -- you know, considering I mentioned earlier that there is no electrical out there, I think one of the points is coming to them and going, well, whose paying for that, you know? Whose running the power lines; whose designing that; which -- whose doing that, right? Because obviously if you're bringing something outside, you may have to cut up asphalt. So whose repairing that? So there are certain issues in construction that needs to still be worked out. But as to any funds from the library or Fulton County itself, no, absolutely none. And even the maintenance of all, whatever greenery is here and this whole area, would be under the purview of the Buckhead CID and the Shops at Buckhead.

**CHAIRMAN STEPHANIE MOODY:** Are there any questions?

**MR. PAUL KAPLAN:** I think the permits that have to come to us still probably go through Fulton County for the permits to do this. But we need a permit to do the renovation on the inside, and it would have to be connected with this also.

**MR. JEFFRY LOY:** Yes.

**MR. PAUL KAPLAN:** There'll be some cost in permits unless they waive it here. Do they waive their permits because we're a library?

**MR. AL COLLINS:** No, they don't.

**MR. PAUL KAPLAN:** I mean, I just thought maybe they would. You know, we're a not-for-profit. I thought maybe they would.

**MR. AL COLLINS:** None of the municipalities allowed us to waive the fees, no.

**MR. PAUL KAPLAN:** Okay.

**MR. AL COLLINS:** I would say that as Jeffry pointed out, this is a first pass. And I think it's a very good first pass in terms of the design. What needs now to happen, and certainly we haven't had the opportunity, is to integrate it with the rest of the building renovations so that we don't have two despairing types of things happening; this and whatever it is that the County chooses to do. It needs to look like it's from one individual, one entity. And it needs to work seamlessly together. And I think we can do it. I think we do need to take the time, however, to look at their design and make sure that what we're planning for the building itself and for the site takes that into consideration and works the two together. That's going to be important.

**CHAIRMAN STEPHANIE MOODY:** Is this enough information for you to have to do that?

**MR. AL COLLINS:** It's a good start. We may need some other input from them as we move forward. But I think, you know, we have some ideas that's already been developed and put in place in terms of signage, for example. And I think we want to make sure that we're not doing something that's too far afield of what it is that we're trying to accomplish for all of the libraries. So I think we just need to make sure that we don't - - that all of it is taken into consideration together. So, again, it's not this and the rest of the building.

**MS. GAYLE HOLLOMAN:** And we had a meeting recently about a week ago that included our assigned County Attorney, Denvil Stewart, and we have a series of questions we created that we sent to them. So they are answering those questions such as what Jeffry just pointed out; whose going to be responsible for this or that if they have to tear up the asphalt to do this, do that? So there was, of course, will be more questions that you will have

and others may have, but as a start -- and so that's what they're working on to get that together and put a preliminary proposal together so that everything's in one document. Right now, we've got two or three things being talked about and several emails about those two or three things. So we're trying to pull it all together.

**CHAIRMAN STEPHANIE MOODY:** Mr. Stewart?

**MR. DENVAL STEWART:** And if I may add, I do think the entire project is legally feasible. We've done something like this similar with the water feature in front of the County Administration Building. The way it would work is the County would enter into a contract with CID in which they would give them a license to enter onto our property and retain their own contractors and so forth and do the work and then donate all of that back to us once it's been accepted. So I don't see any problems. The devil will be in the detail as far as what you all want. And so all of that can go in the agreement.

**CHAIRMAN STEPHANIE MOODY:** Are there any other questions?

All right. Thank you very much.

**MR. JEFFRY LOY:** Thank you for the opportunity.

**MS. GAYLE HOLLOMAN:** Thank you, Jeffry.

**MR. JOHN R. THOMAS:** Thank you.

**MR. JEFFRY LOY:** Maybe in May I can come back and tell you about your lovely Public Arts Projects. We have -- quickly, we have three projects being installed with the remaining Library Bond. We've got Auburn Avenue being installed now, or components. We have the last piece for Metropolitan, hopefully, at the end of April being installed, and then Southeast Library, beginning of May. So looking forward to see those three projects finished off. And it's going to be wonderful work for y'all to see. Thank you very much.

#### **16-18 DIRECTOR'S REPORTS**

**CHAIRMAN STEPHANIE MOODY:** We'll move next to the Director's Report. You want to give us some highlights and...

**MS. GAYLE HOLLOMAN:** Sure. You have a folder that has some of the items that were featured in various publications. The Alpharetta/Roswell Herald features the Fifteenth Annual Roswell Roots Festival, which was held on February 29th. I understand that it was very well attended. There was a heart concert that everybody just thoroughly enjoyed at the Alpharetta Library. That was back also in February on the 18th. Our own Mrs. Moody was featured in the AJC. You have a copy of that. Our Code Kids was a program that was very well attended and offered at the Ocee Library. And so -- and it's going to be going on in

April as well. So I think that that points to some of the things that we're trying to do even with STEM and STEAM and that we intend to do as we go into the Best Buy Grant. So just to review a couple of highlights along those lines.

#### **16-15 MONTHLY FINANCIAL REPORT**

**MS. GAYLE HOLLOMAN:** Going now to the Financial Report, and Ed Robinson is here for any questions you may have or may have had when you received your information over the past week. We do see that nineteen percent of our total budget has been encumbered, committed at this point for the 2016 budget of \$27.6 million.

Do you have any questions?

#### **16-16 MONTHLY USAGE SUMMARY**

**MS. GAYLE HOLLOMAN:** We see that our Inter-Library Loans have been down a bit. We did not have as many come in as we have in some months. Also, our GED Testing is down somewhat. That's affected again along with other computer issues. And that has to do with our Wi-Fi. We think that we have come up with a solution. I'll tell you a little bit about that in a moment. English as a second language is coming up. We've got a lot more people coming in now for those classes. If you go to the second page of that, our Wireless Sessions, we're up a little bit in the month, but still down overall for the year as well as Computer Classes and the Virtual Reference Desk. All of that points to the problems with Wi-Fi. We had a huge meeting with the I.T. Department recently and they think they've uncovered some ways that we can go around it. The only problem with it is that a decision has to be made if we want to have people only search using Google, because Google has some built-in parameters that will automatically filter those sites that we would -- that are not acceptable. If we don't do it that way and let people continue to use whatever search engines they want to use, we are going to run -- they can straighten out the problem to an extent, but then we're going to have more issues with there will be times that people will go on sites that are not the sites we would them to go on and we won't know that they're doing it until they do it. And then we may or may not be able to stop them once we -- if we see them doing it, we report that to I.T. I.T. might still not be able to filter against it. So the question becomes do you want to limit people to just being able to search through Google. And that's some of the staff -- some of the administrative staff don't really know if you want to be the Library System that limits you only to one search engine. So that's the decision that we are kind of wrestling with for the last week or so.

And if you have some feedback or better knowledge of those things, please do share it because we've got to let them know something. They finally figured out a way, but it's not exactly the best thing, you know. You don't get everything you want all the time.

**CHAIRMAN STEPHANIE MOODY:** I would think we would want a system that's reliable. And if Google is reliable --

**MS. GAYLE HOLLOMAN:** It is.

**CHAIRMAN STEPHANIE MOODY:** -- what if we started with that and found out if there were any complaints that they couldn't use another search engine. Would that be feasible?

**MS. GAYLE HOLLOMAN:** Well, we toyed around with the idea. I mean, that was my first thought, but then we've got others who say, oh, you just don't want to, you know, you don't want to limit people like that because they use everything else. I think that's the way to start too. But if that is what -- I wanted to bring it before you and let you know because you may hear about it and I want you to know what the complaints are.

**MR. JOSH TAYLOR:** I think solving the problem is the first priority.

**MS. GAYLE HOLLOMAN:** Exactly.

**MR. JOSH TAYLOR:** And that seems like the quickest and the easiest way to do it, so...

**MS. GAYLE HOLLOMAN:** Okay.

**CHAIRMAN STEPHANIE MOODY:** Chip?

**MR. D. CHIP JOYNER:** We shouldn't limit because -- especially with Atlanta trying to become an innovation hub of technology, we wouldn't want to limit any entrepreneur going in to do research on some other search engine, but also maybe perhaps we can get some guidance from some of the Silicon Valley hotbed libraries. What are they doing someplace where there's just a lot of searches and, you know, more forward thinking technology? Just my thought.

**MS. GAYLE HOLLOMAN:** Well, I understand. And what we've run into when we've asked those questions is that a lot of those people have their own servers. They have their own I.T. staff, which is what we used to have right here in this building. We are not able to have it that way anymore. We're bound with the system that we have with the County. So that limits us in a lot of ways and it would cost a lot of money. So, I mean, I do understand that. And that's why we have this discussion that we keep fighting back and forth with each other on. I don't know. I just think that we don't want to have it be that we start opening it up and then you start having all these complaints from parents and teens are seeing this and seeing that and

getting on these sites that they shouldn't get on, because it will happen; they've assured me. And we end up with more problems than we had to begin with. So I don't -- it's just a real tough decision. It all has to do with this BlueCo technology that they're using, which is a bit new to us. But it did bog us down, which caused the problems. And now they've found a way to try to undo it. We've been working with Georgia Public Library Service. We've worked with their head of technology and we've -- they've gone around to other Library Systems, Gwinnett and Cobb, and we're just trying to figure out which way to do it. And that's where we were left. And they're waiting for me to send them some sort of survey response.

**CHAIRMAN STEPHANIE MOODY:** Other opinion?

**MR. PAUL KAPLAN:** Why was I.T. taken away from us?

**MS. GAYLE HOLLOMAN:** It was just decided more of a shared services type of an approach. That it was better to pull everybody in-house into one area and have it all work that way.

**MR. PAUL KAPLAN:** Okay.

**MS. GAYLE HOLLOMAN:** Basically, that's what happened. And then we had a -- our person, our top person who was here with the library for that was a librarian also as well as an I.T. person and she retired. And so before she retired, they sent her to I.T. at the County and then it just kind of got to where she wasn't really on our projects as much and then finally she retired. So we really lost a lot of momentum when that happened.

**MR. PAUL KAPLAN:** Yes.

**CHAIRMAN STEPHANIE MOODY:** We've had this problem for months. And it does seem to be one of the major complaints when people complain. They can't get on the computers. And it's not beneficial to have a lot of computers that we can't use, but -- Jamilica?

**MS. JAMILICA BURKE:** I mean, ideally, I would think to go on ahead and start with Google so that we can get people back on the computers and have them working properly but still just continue to work to see if there's another work around to where we can at least start opening up some other search engines.

**CHAIRMAN STEPHANIE MOODY:** So I heard two opinions.

**MR. PAUL KAPLAN:** No. I would say -- I would just keep Google. Keep something going. Right now, that's the biggest frustration they have in the libraries, is every time I talk to somebody, darn we can't get on the computer. I might as well just stay home. I mean, it's getting that way, so...

**MS. GAYLE HOLLOMAN:** It's our biggest problem.

**CHAIRMAN STEPHANIE MOODY:** So to summarize: that we would say,

yes, use Google but don't -- but continue to research the problem --

**MS. JAMILICA BURKE:** Exactly.

**CHAIRMAN STEPHANIE MOODY:** -- see if we can get more service. Is that -- is that all right with everybody?

**(Whereupon, the Board Members agreed.)**

**CHAIRMAN STEPHANIE MOODY:** All right. Thank you.

#### **16-17 CUSTOMER SERVICE REPORT**

**MS. GAYLE HOLLOMAN:** Moving to the Customer Service Report.

Again, you're going to see complaints. We have some positives. People love the new libraries and we've got some positive comments about customer service; however, we've got a lot of problems with water leaking. And I want to tell you about the color printing. The color printing situation is such that we have the capability on our Cannon copiers. The problem, though, is that you can't get a -- the patrons will not have a choice. If they choose color -- Ed, will, you can explain it because I think I'm about to get myself mixed up with this thought?

**MR. ED ROBINSON:** Okay. The way the County color printing works is that there's a color printing feature on all the color copiers and there's no extra monthly charge because we pay flat -- a flat lease rental for each machine every month. And every time you make a copy there's a charge. It's kind of like when you got a rental car where you pay a flat -- your mileage, all the miles, you get no free miles, sort to speak. So every time you make a black and white copy it's ten cents. Every time you make a color copy it's fifty cents. So if they allow us to do the color feature, then if you print something in color, if it has -- say you're printing something from the Internet and it just has like it's all black and white. It just has like one -- like say lots of times when you print something the URL or the web address always comes out in purple, it will charge you fifty cents for that copy. So that's why when we first started with copier machines way back when we had Xerox back eight, nine, ten years ago, we realized we have so much problems with the patrons where, no, I didn't want this. I just want a ten cents copy, but it's fifty cents. So until I.T. figure out how do you actually allow the patrons to select whether I want black or white or whether I want a color, then we feel it was just best to have everything in black and white. Because once we refund that fifty cents to the patron, it still charge -- we're still charged by, you know, Cannon copier because it counts how many copies it makes. So we give them that fifty cents back, but we still have to pay, so then, you know, that's why we elected to go that route until we, I guess, speak back with I.T. and find

out from Cannon is there some type of workaround where a patron can decide whether they want it in black and white or whether they want it in color even though the copier is in color.

That's where we're at right now.

But just to sum it up, the color copying wouldn't cost -- there's nothing extra we had to go to I.T. to get or to Cannon, Cannon people. It's just that we'd have to turn that feature on.

**MS. GAYLE HOLLOMAN:** And we're having water leaking in some of our buildings. We've had quite a few problems at the Kirkwood Library lately. It's really gotten out of hand. I understand that we've had some more problems with Southeast -- Southwest -- I'm sorry. We had to close Southwest today because of it. So we've got issues still going on; the grounds and cleanliness. We have people who are now wanting to install an irrigation system. And that's something that I've been talking with Al Collins about. The Northside Friends want to put in sprinkler systems and it violates the agreement that we have for LEED. Al, do you want to mention something on that?

**MR. AL COLLINS:** Yes. As you know, there was a commitment by the County to achieve LEED silver on all of the Phase I libraries. And so far, we've gone down that road and we're pretty committed to it. It was also spoken -- it was spoke about at that time that all remaining libraries would achieve LEED certification, not necessarily silver but LEED certification.

Whenever you do a LEED project you try to commit to what you can on -- in different areas, whether it's HVAC, site work, various components of the building project in order to achieve the points that you need to reach the level of certification that you're seeking. In the LEED silver projects that we've committed to, which is the first ten, if you put in irrigation systems, you can only use those irrigation systems for the first twelve months until the plant material that you've installed takes root. Once you've done that, once you've reached that twelve-month period, that system then has to be disabled so that, one, you're conserving a resource as you move forward and you're not putting non human use, non human consumed -- consumption water someplace else. So it's an attempt to, you know, to be good stewards of the resource.

If we put it -- and we had to make these decisions as we went through all of our libraries. What's the cost of the irrigation system? What's the benefit? And, you know, in terms of this limited use and whether or not that money is well-spent upfront, would that make the County good stewards of the resources, both

money and water? And so in many cases, we had to make -- we had to say, no, because you only had twelve months to use it, disable it. It's no longer something that you can use to do what you're trying to achieve. And I think we almost -- we have to make that same decision now as we move forward on these renovations.

If we're going to achieve LEED, and I think it's -- it's quite a commitment on the part of the County to say at some point all of our libraries are LEED certified.

**MR. JOHN R. THOMAS:** Is that the basic?

**MR. AL COLLINS:** That's the basic.

**MR. JOHN R. THOMAS:** And then you go up to silver, and it's gold --

**MR. AL COLLINS:** Then you go up from -- to silver to gold to platinum. So having at least LEED certification -- remember some of the renovations that we might be looking at on these project might be modest and so we may not be able to achieve LEED silver or some of the other higher status, LEED status positions. But we can commit to that. And I think then that that says something about the County and its care and concern about the resources that the public owns. I think -- I think that says a big deal about that.

But putting in the -- you know, we have to ask both what do we want to achieve, and then I think in the end, if there's an outside source willing to pay for it, they have to ask the question are we willing to make that kind of investment knowing full well that's it's short lived and short termed?

**CHAIRMAN STEPHANIE MOODY:** Why is there no -- just out of curiosity, just to take some of our older new libraries, I mean, we've watched the planning material die.

**MR. AL COLLINS:** Well, again, the intent is to force the designers -- force the -- those that are installing that plant material to make good choices, to make one, choices using native plant material, using drought tolerant plant material so that once it's established it can thrive and exist on its own without necessarily feeding it every day with water.

So the object is to develop landscapes that work in the environments that they're in. That's the whole goal.

**MR. PAUL KAPLAN:** A true LEED certified sprinkler system, it collects water under the ground when it rains and then a series of pumps -- we did this in one building -- a series of pumps, that was our irrigation system. It can't be anything else but that. And I know about that sprinkler. I know the Friends wanted to pay for it. But that would absolutely ruin the certification. It's a nice idea. And a plant material has to

be able to survive with just plain rain just coming in there. But we did put one system in where we actually collected the rain water. So we did downspout lines into storage. And in the storage, we had pumps in there and... That is very expensive, guys. That is -- you can't believe how costly it is, but there is different classifications.

**MS. GAYLE HOLLOMAN:** I would --

**MR. PAUL KAPLAN:** And part of it is low consumption bathroom fixtures which we have in all of them. There's a lot involved in it.

**MS. GAYLE HOLLOMAN:** Well, I would just hate for them to lose that money after expending so much money. I think I saw a figure of about six thousand dollars and I just would hate to see them do that.

**MR. PAUL KAPLAN:** Being part of the Friends Group for years I've been, I hate seeing money that's collected by Friends -- and they work very hard and a lot of volunteer hours -- to use it on mechanical things like irrigation system. They should take that and put it back to Friends -- any kind of programs that they need, things that we don't have the budget for. I'd rather see it go in that direction than on something like that.

**MR. AL COLLINS:** My only other concern I have is timing. Again, we haven't gotten started on these renovations yet. If they install some system underground, there's a likelihood, or at least a potential, that it could be damaged. And we're going to be out of additional costs to either repair it, or you know, to keep it functioning. So, I mean, we got -- we got a lot of construction that's going to -- that'll take place as part of the work that we're doing. And those sprinkler systems aren't very deep so they -- it can be damaged during our construction, so that's one of my other concerns.

**CHAIRMAN STEPHANIE MOODY:** So your recommendation is no.

**MR. AL COLLINS:** You know, if I were alone in the universe, I probably wouldn't do it. I think there are -- you know, that's a decision that I think collectively we will need to make.

**CHAIRMAN STEPHANIE MOODY:** John?

**MR. JOHN R. THOMAS:** Gayle, are you -- did you passed this over, this part here? Have you done that yet?

**MS. GAYLE HOLLOMAN:** Yes. That's what I was going through it.

**MR. JOHN R. THOMAS:** Oh, you're going there now. Okay. Good.

**MR. GAYLE HOLLOMAN:** I mean, I've already done that. We were at the Customer Service Comments.

**MR. JOHN R. THOMAS:** One quick question. Did someone verify the integrity of the reporting of some of these numbers? The one I'm looking at is on the first page under Visits in the center

there. And just in a two-month period, we're showing a hundred and sixty-five thousand patrons -- about a hundred and sixty-five thousand or forty-one percent in just two months.

**MS. GAYLE HOLLOMAN:** Yes.

**MR. JOHN R. THOMAS:** I mean, I hope that's correct. I really do hope that's correct. But --

**MR. PAUL KAPLAN:** Where are you looking at?

**MS. GAYLE HOLLOMAN:** Now, they're being counted at the new libraries by the machinery in place there -- what do you call that? --

**MR. ED ROBINSON:** By the --

**MS. GAYLE HOLLOMAN:** The reader.

**MR. ED ROBINSON:** -- yeah, those new people counters.

**MS. GAYLE HOLLOMAN:** People counters, yeah.

**MR. ED ROBINSON:** But with the older libraries, we was kind of holding off. A lot of their people counters really, truly have -- has malfunctioned. So then with the new project coming onboard we were planning to buy new people counters for all the libraries. But right now, then there is -- there is -- there is not a lot of consistency in the reporting for a few branches. Yes, that's true. There's not. Because they don't really have that automated mechanism to count the old people counter, the old turnstyle people counters have malfunctioned and they need recalibrating.

**MR. JOHN R. THOMAS:** Okay. Fair enough.

**MS. GAYLE HOLLOMAN:** We need to go through and look at the -- and see what -- if maybe something was off at one particular library. Every now and then we do catch one. And that may be what happened this time. I don't -- I don't see the one that shows all the --

**MR. JOHN R. THOMAS:** Yeah. A hundred and sixty-five thousand --

**MS. GAYLE HOLLOMAN:** -- each branch --

**MR. JOHN R. THOMAS:** -- that's pretty significant.

**MR. PAUL KAPLAN:** That's a lot.

**MS. GAYLE HOLLOMAN:** That's a lot of people.

**MR. JOHN R. THOMAS:** Yes. Okay.

**MS. GAYLE HOLLOMAN:** So we'll verify that. We'll look into it.

**MR. JOHN R. THOMAS:** I wish you would, please, Gayle.

**MS. GAYLE HOLLOMAN:** We will.

**MR. JOHN R. THOMAS:** Thank you.

#### **LIBRARY CLOSURE REPORT**

**CHAIRMAN STEPHANIE MOODY:** All right. Are you ready to move into the Library Closure Report?

**MS. GAYLE HOLLOMAN:** Yes. The Library Closure Report, we didn't have any branches closed in February -- all -- you know, for any

significant period, so we have zero, which is wonderful, kind of a first in a few months.

I wanted to go to -- are there other questions you have under Old Business, when we get to that, unless you have some questions.

**CHAIRMAN STEPHANIE MOODY:** Are there any questions for the Director regarding her report?

**FOUNDATION REPORT**

**CHAIRMAN STEPHANIE MOODY:** All right. Hearing none, the next order of business would be Old Business. But I notice we forget to put in the Foundation Report. Did you -- would you like to make a brief --

**MR. JOHN R. THOMAS:** I sure would --

**CHAIRMAN STEPHANIE MOODY:** -- Foundation Report?

**MR. JOHN R. THOMAS:** -- yes, real quickly.

We -- the Foundation had its bi-monthly meeting today at noon. Chief among the things talked about was a very unexpected and very surprising and very gracious donor gift of a hundred thousand dollars from a board member, Elkin Alston. So Elkin also chairs -- her family is the Goddard Foundation. And the Goddard Foundation over the years has always funded the Summer Reading Program, which was a tune of about twenty-five thousand dollars. So we are very grateful for the Goddard Foundation and Elkin particularly.

And then we are beginning our Spring Mail Campaign -- Spring Event Campaign. And that's on the way. Cara Darling, our Executive Director, is making applications to several different grants across the city and the state, so... And then we have our Strategic Plan in place. So we're -- we have a lot on our plate. It's going well, yes.

**CHAIRMAN STEPHANIE MOODY:** And they're also working on a new design for a Bookmobile, which is still --

**MR. JOHN R. THOMAS:** Yes. That's beginning to -- thanks for mentioning that, Stephanie. I was trying to cut through it and forgot a very important item. The Bookmobile, as we all know, the one we have is much more in the shop than it is on the road. It's a converted 1997 RV. And it's just no longer functional. We are -- we at the Foundation is very much interested in designing a state of the art mobile, a Bookmobile, having it built and funded all through gifts, through corporations and so forth. So that's getting a lot of traction now.

**MR. PAUL KAPLAN:** Good.

**CHAIRMAN STEPHANIE MOODY:** Right. And the -- and my thanks to the contribution. That's phenomenal.

**MR. JOHN R. THOMAS:** Yes. That is pretty nice.

**OLD BUSINESS****LIBRARY BOND PROGRAM - UPDATE**

**CHAIRMAN STEPHANIE MOODY:** All right. We'll move ahead to Old Business. We've already discussed the Best Buy Grant. So the next item is the Library Bond Program - Update.

**MS. GAYLE HOLLOMAN:** Well, I just want to start off by saying that the libraries are moving along. I've been out to see them and I'm just so impressed. I just cannot believe -- every time I see one of these projects I'm just so amazed at how they form and they take shape. And the renovation of the South Fulton Library was just -- is unimaginable. I could not have dreamed it up. It's just really phenomenal. The Auburn Avenue Research Library is on pace to open in early June; Southeast Atlanta, late June; and then the South Fulton Library in early fall.

**THREE BRANCH CLOSURES - UPDATE**

**MS. GAYLE HOLLOMAN:** And, of course, you know that three branches are to close. And that's Carver, Georgia Hill, and Thomasville. And they are closing in order to open the Southeast Atlanta Library. You know that on the email we've had some discussion about the closing of those branches and just how to do it, and I've given you a proposal. I gave Ms. Moody another pass on that again last night in an email. So we just need to know what you want to do. And so I think she may speak on that. And I don't know if Al Collins wants to add something to what I've said about the Bond Program right now.

**MR. AL COLLINS:** Well, I think you've hit the high points. We are continuing to work to get these projects completed and brought online during -- with the schedule that Gayle is -- has authored. And I think on all three of these libraries we're at a point now that if there is interest we can perhaps offer a tour of each of them and give you a much better sense and feel of each of these libraries. For example, at South Fulton the parking deck is in place and they're now pouring the topping slab on each of the levels so you can, you know, full appreciation about the parking at that site and how that's going to benefit that library and its usage.

All the walls on the interior are in place. And so you get a good sense now of what that interior environment is going to be as we move forward. And so they're finishing.

At Southeast, the structure is up. The site work is pretty much done. We're putting in landscaping as we're -- is where we are at this point. And we're finishing up, again, interior finishes. So you get a good sense and feel for what that library will ultimately be.

And Auburn Avenue is just -- an incredible amount of work and

energy has gone into that building. And everything is really taking shape from the fourth level on down to the first level. We had an extensive walk-through with that twice this week already. And I got to tell you that some of the decisions we made really, I think, is going to -- or has improved on that building significantly. Bringing the auditorium down, we now have an auditorium at the ground level, accessible easily by all the visitors. It's going to make all the difference. Having the art lab space on the first level and in the front of the building is incredible. And as Jeffry said, the artwork is going in, so a lot of changes, a lot of improvements to that library. And we're on pace with trying to get that library opened the first part of June, so I'm excited. And, again, if there's an interest, we can arrange for site visits in any or all of those facilities if you like.

**MR. JOSH TAYLOR:** Is the date in June, has that been settled yet or is that still to be determined for Auburn?

**MS. GAYLE HOLLOMAN:** Well, we haven't put it out there yet, so it's -- you know, you all will get that information first. And we usually give three dates to the Commissioners and then they will -- to the Commissioner, the District Commissioner, and then they will decide. So we have a tentative date. But if we give three dates, we don't want to put it out there and then, you know, he says we want to do another date, so -- or she says.

**MR. JOSH TAYLOR:** So when are you going to propose those dates? That was my question.

**MS. GAYLE HOLLOMAN:** It really depends upon the closing of the others, which is what we need to have some directives regarding -- Auburn not so much, but the other -- the three closings for the Southeast Atlanta library.

**MR. JOSH TAYLOR:** Well, Auburn -- since Auburn doesn't involve that, when do you plan to propose the dates is my question?

**MS. GAYLE HOLLOMAN:** Within the next week or two is what we're trying to do. We want to make sure that those dates don't -- that the date doesn't slide any further, because it has already on both of those.

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN STEPHANIE MOODY:** Gayle and I did discuss the three libraries that are scheduled to close. And, of course, what's most important is that we need a place for the Summer Reading Programs so that this -- this program is not interrupted. The difficulty is that the Branch Manager of Georgia Hills will be the manager of Southeast, so there's going to be some employee shuffling. But Gayle has proposed keeping the three locations open through August 1st. So they require twelve employees, so

that could give Southeast -- you know, we could use those employees at some of the other locations, in particular, Southeast, but maybe also at Auburn. I'm not sure.

**MS. GAYLE HOLLOMAN:** No, Auburn is fine. We put the people that we need at Southeast. That's always going to be a given. It should be only no more than six to eight people and the rest of them will end up being sent to other libraries based on the needs that we have.

**CHAIRMAN STEPHANIE MOODY:** Okay.

**MS. GAYLE HOLLOMAN:** But my proposal is that we keep all of them open through August 1, because the Summer Reading Program is June 1 through August 1. So if we don't open the Southeast Atlanta Library until almost the end of June, which if that's the case, it could actually go into July, the week after -- they usually like to open on a Thursday. So if we hold a Grand Opening say the week after the 4th of July, that's that first week in July. They've already missed most of the Summer Reading Program. So we were -- my opinion, and I've talked with several of the -- five of the administrators and they are of the opinion if at all possible we would keep all of them opened along with opening Southeast Atlanta. That would then mean that we would be a little, you know, stretched. And it might be a little difficult in some ways, but we think that would keep everybody happy and not mess up their last Summer Reading Program at the libraries where they are currently.

We are doing a month-to-month lease on those two libraries, and some sort of a ground lease is what I'm told, on Thomasville. So each one of them has a lease in place. And I've talked with Real Estate about that, but we would continue to do the month-to-month and then close the other three libraries in August. So by August 23rd, all of them would be closed that are supposed to be closed is what we're looking toward.

**CHAIRMAN STEPHANIE MOODY:** We will not close August 1?

**MS. GAYLE HOLLOMAN:** No, because it takes awhile, you know, to get going. So we could do it August 1, but that's when the Summer Reading Program actually ends. And they would leave the people in place so they can close out, get things together, get things packed up and moved out and all of that, because at that point we would be ready, hopefully, to start to interfile the Old Collection.

**CHAIRMAN STEPHANIE MOODY:** So we can't --

**MS. GAYLE HOLLOMAN:** By contract, we cannot interfile the Old Collection until the New Collections are installed. And that's usually thirty to sixty days after a branch, after a new branch opens.

**CHAIRMAN STEPHANIE MOODY:** So are you comfortable with that? They'll be some duplication of services, but just to kind of --

**MR. JOSH TAYLOR:** How is that going to impact Southeast then?

**MR. GAYLE HOLLOMAN:** Well, it --

**MR. JOHN R. THOMAS:** Keeping the new library?

**MR. JOSH TAYLOR:** Yes, the new, yes.

**MS GAYLE HOLLOMAN:** -- we have found that -- we always think that it's going to have a negative impact in some ways. But you end up with a unique crowd of people. Because, actually, the only library that's close enough is Carver probably. The rest of them are still a good distance. And that's been somewhat of a complaint. East Atlanta, Carver is closest to East Atlanta. So you're going to really pick up a different clientele. And then you're going to have the other people who are the communities we've served in the past coming over by car and/or by mass transportation. That's really the way it's going to end up being more than likely.

**CHAIRMAN STEPHANIE MOODY:** So do we have consensus?

**MR. JOSH TAYLOR:** I think that's a reasonable -- yes.

#### **WEBSITE - UPDATE**

**CHAIRMAN STEPHANIE MOODY:** So that took care of E and C. So we can move on to the Website - Update.

**MS. GAYLE HOLLOMAN:** The Website Update, we know we've got a lot of things to do and we'll be doing that as we go forward, but -- and getting input from citizens as well as from staff, but one question that you had given us was about the BOT's information packets being on the website, the entire packet. And so I talked with Claudia today, Claudia Strange who is on loan to us from PR and Marketing at the County and she says that she can have that online back through July of last year when this Board came in place and she can have that online by April 1st, which is next Friday.

**MR. JOHN R. THOMAS:** Great.

**MS. GAYLE HOLLOMAN:** So if you're okay with that, she's told us what has to be done. Zenobia is going to put everything in a pdf and then she'll be able to do what you do and get it there. I'm not real techie, but anyway, she'll be able to get it there.

**MR. JOSH TAYLOR:** Excellent.

**MS. GAYLE HOLLOMAN:** So is that okay?

**MS. JAMILICA BURKE:** I think it's great.

**MR. JOSH TAYLOR:** Yes. I will bring you binders next month.

**MS. JAMILICA BURKE:** You can have all of them.

**MS. GAYLE HOLLOMAN:** Now, it's been proposed that we still have the printed ones because a lot of people, you know, don't go online or whatever, so we want to maintain that for awhile. My

suggestion is that we monitor that and see if by the end of the year, whatever, it's worthwhile, if people are still asking or not. If they are pretty much online all the time, then we may - you may want to make another decision but that we would still continue to offer the printed one.

**CHAIRMAN STEPHANIE MOODY:** At all the branches?

**MS. GAYLE HOLLOMAN:** At all the branches. Right now we offer it, but they have to show their I.D. and get it and all that. This way it's readily available online.

**MS. JAMILICA BURKE:** Okay.

**MR. JOSH TAYLOR:** Good.

**OPENING DAY COLLECTION**

**CHAIRMAN STEPHANIE MOODY:** The Opening Day Collection.

**MS. GAYLE HOLLOMAN:** There was a question about the Opening Day Collection's budgets. The Opening Day Collection are financed by a separate set of funds for the new libraries. The \$1.9 million that we have set aside for our budget this year for materials, that is strictly for all the other branches. Ed, do you want to speak to that?

**MR. ED ROBINSON:** Yes, that's fine. With the new libraries, I believe we got somewhere close to -- correct me if I'm wrong, Al -- \$18 million for all the Collections collectively. It was divided among those new libraries. And the 1.993, that's just for the ongoing libraries, what we buy. So all the new libraries, like the new Alpharetta, all their books and materials are now purchased from their CIP Fund, the same as with the new South Fulton and the Southeast and all the new -- like Milton. They still have money -- they still have monies left in their CIP Fund where we're purchasing books and materials. So that 1.9 is just for those twenty-three libraries.

**MR. JOHN R. THOMAS:** How long does it take to completely outfit a new library with its New Collection?

**MS. GAYLE HOLLOMAN:** The ordering?

**MR. JOHN R. THOMAS:** Yes, the ordering all the new books.

**MS. GAYLE HOLLOMAN:** Oh, goodness. We start a year in advance. I mean, I served on one of those Opening Day Collection Committees back when we opened Northeast. I was at Cleveland Avenue then. And, I mean, it takes at least a year.

**MR. JOHN R. THOMAS:** A year --

**MS. GAYLE HOLLOMAN:** Yes.

**MR. JOHN R. THOMAS:** -- to do the complete outfitting of the New Circulation?

**MS. GAYLE HOLLOMAN:** Uh-huh (affirmative).

**MR. JOHN R. THOMAS:** Okay.

**MR. JOSH TAYLOR:** You skipped over the Online Survey Status.

**ONLINE SURVEY STATUS**

**CHAIRMAN STEPHANIE MOODY:** Oh, I'm sorry. And we have -- and I got it out, too, so that I could... Would you like to speak to it?

**MR. JOSH TAYLOR:** No. I just want to hear, you know -- I think it's a good survey. And, you know, we've had a lot of back and forth on it. And --

**MS. GAYLE HOLLOMAN:** You all have copies of it? You should have copies of it.

**MS. JAMILICA BURKE:** It's in the folder.

**CHAIRMAN STEPHANIE MOODY:** It's in your file.

**MR. JOSH TAYLOR:** In the folder, okay, good.

**MS. GAYLE HOLLOMAN:** I'm satisfied that we've narrowed it down after two week almost of discussion online, on the emails. I think it's going to be great. It's our first time going online, and I am just excited that we're able to do that. Ed and Claudia Strange, Ed Robinson and Claudia Strange worked tirelessly to get this to this point. And even this morning Claudia came by and said, I got it to two pages. We need to keep it at two pages. So do you all have any questions? comments? anything you want to add?

**CHAIRMAN STEPHANIE MOODY:** How long is it going to be out there?

**MS. GAYLE HOLLOMAN:** It's going to be out there, we're going to have it out from April 16th to the 29th.

**CHAIRMAN STEPHANIE MOODY:** And will there be hard copies available or is it only online?

**MS. GAYLE HOLLOMAN:** I think we said --

**MR. ED ROBINSON:** Well, we tried to keep it only online because once you get the hard copies then we're back to the old fashion where someone will have to enter all the data.

**MS. GAYLE HOLLOMAN:** But we're going to have promotional materials going out. We're going to have all sorts of things. Claudia told me we're going to have signage, big signs going out. We're trying to come up with maybe a pin that says -- something the staff will wear, some kind of incentives we can give out to patrons and maybe even incentives to the staff to direct patrons to the computers. So we're working through all of that. And we'll inform you by email when we come up with whatever it's going to be, because it can't be very expensive. We are looking into that. And Ed's staff is already -- has also started to look into some little things we might can buy, as incentives that we could hand out to people once they complete the survey.

**CHAIRMAN STEPHANIE MOODY:** So it's going to be on the website.

**MS. GAYLE HOLLOMAN:** Uh-huh (affirmative).

**CHAIRMAN STEPHANIE MOODY:** So they can go to the website.

**MS. GAYLE HOLLOMAN:** And we're going to advertise on the website to look forward to it.

**CHAIRMAN STEPHANIE MOODY:** And they can fill it out there?

**MS. GAYLE HOLLOMAN:** Exactly.

**CHAIRMAN STEPHANIE MOODY:** And they use our computers to go to the website to fill it out --

**MS. GAYLE HOLLOMAN:** Yes.

**CHAIRMAN STEPHANIE MOODY:** -- when they come in to a branch?

**MS. GAYLE HOLLOMAN:** Yes.

**CHAIRMAN STEPHANIE MOODY:** Yes. Okay.

**MR. JOSH TAYLOR:** Are you thinking of doing an email blast?

**MS. GAYLE HOLLOMAN:** We are. We're going to do an email blast. I was trying to find out the answer to your question about how many of our patrons do we have -- the percentage of patrons that we have email addresses for. However, I have not been able to obtain that through I.T. yet, but I'm still working on that. So I'll send that out as soon as I get it.

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN STEPHANIE MOODY:** Any other comments? questions?

**MR. JOSH TAYLOR:** No.

**CHAIRMAN STEPHANIE MOODY:** All right. Well, as Gayle pointed out today, apparently, we would like to do two surveys a year. So you might be thinking about other questions that you might want to put in a different survey for another time.

**MS. GAYLE HOLLOMAN:** Ed, you want to talk about why we do two surveys a year and the state report?

**MR. ED ROBINSON:** Well, the County -- with the County, we use the data for the County for our performance. Maybe -- I'm sure you've probably heard them talk about the KPIs where they ask about all those satisfaction rate and why you come to a library. So the County -- so that we can meet all the County goals that's provided with our data we were doing a survey sometime in April. And then like with PLDS, you know, like the -- they recommend an October survey for all the data that goes in the PLDS books, like the ALA booklet where they show all that data, so they recommend an October survey. So we were doing it to coincide with what the County was asking we was doing it early in the year. And then to coincide with what PLDS was asking, we were doing it like in October, which is the recommended date for public libraries. So that's why we was doing two surveys to kind of get the information for the County and then a little for the state and then for the PLDS, because that was their requirement, an October survey.

**E-BOOKS**

**CHAIRMAN STEPHANIE MOODY:** Are we ready to move to the e-books?

**MS. GAYLE HOLLOMAN:** E-books, the question was asked how many do we have? We have 17,022 e-books. And so I don't know -- I don't have anything to really compare it to or anything like that, but that is how many we own. I got that from Collection Development.

**CHAIRMAN STEPHANIE MOODY:** Are we --

**MS. GAYLE HOLLOMAN:** And that includes Overdrive and all of that.

**CHAIRMAN STEPHANIE MOODY:** Are we under the same constraints that were initially proposed that an e-book is only good for thirty-five downloads before we have to re-buy it?

**MS. GAYLE HOLLOMAN:** Yes.

**CHAIRMAN STEPHANIE MOODY:** Yes. Okay.

**MR. JOHN R. THOMAS:** So that thirty-five, what's the thirty-five?

**CHAIRMAN STEPHANIE MOODY:** A book has a shelf life --

**MR. JOHN R. THOMAS:** Right.

**CHAIRMAN STEPHANIE MOODY:** -- where it may or may not wear out.

**MR. JOHN R. THOMAS:** Uh-huh (affirmative).

**CHAIRMAN STEPHANIE MOODY:** I don't know where they came up with the number thirty-five, but they have come up with the number thirty-five, that a shelf life of a book is thirty-five checkouts and it's shelf life is over. We know that that's not necessarily true. A book can be on the shelf longer than that. But for the e-books, that's the end. You have to buy it again.

**MS. GAYLE HOLLOMAN:** You know that's publisher's law.

**MR. JOHN R. THOMAS:** So that really wasn't the question I was asking at the last meeting. Whenever we get an e-book, how many copies do we get? Are we getting thirty-five?

**MS. GAYLE HOLLOMAN:** Thirty-five.

**MR. JOHN R. THOMAS:** Thirty-five, okay.

**MR. JOSH TAYLOR:** So the Circulation Report on e-books --

**MR. JOHN R. THOMAS:** No. That's not what I'm thinking. I'm sorry.

**CHAIRMAN STEPHANIE MOODY:** I'm sorry. I thought it was thirty-five checkouts.

**MR. JOHN R. THOMAS:** Yes.

**MS. GAYLE HOLLOMAN:** Thirty-five checkouts, I'm sorry.

**CHAIRMAN STEPHANIE MOODY:** Yes. We don't have thirty-five copies.

**MS. GAYLE HOLLOMAN:** No. It's thirty-five checkouts, I'm sorry.

**CHAIRMAN STEPHANIE MOODY:** Some books we have one copy. Some books we have --

**MR. JOSH TAYLOR:** But we have seventeen thousand titles?

**MS. GAYLE HOLLOMAN:** Titles.

**CHAIRMAN STEPHANIE MOODY:** Yes.

**MR. JOHN R. THOMAS:** Right.

**MR. JOSH TAYLOR:** And then just looking at the e-books that were in February, we did fourteen thousand; year-to-date, twenty-nine thousand; so about fifteen thousand a month against that seventeen.

**CHAIRMAN STEPHANIE MOODY:** They're becoming more and more popular.

**MR. JOSH TAYLOR:** That's pretty active.

**MS. GAYLE HOLLOMAN:** Right. They are.

**CHAIRMAN STEPHANIE MOODY:** The point is, we buy as many as we think people need. Once that one copy has been checked out thirty-five times --

**MR. JOSH TAYLOR:** You got to re-buy it.

**MS. GAYLE HOLLOMAN:** Buy it again.

**MR. JOSH TAYLOR:** So do you add this number to the Circulation number or is it already included?

**MS. GAYLE HOLLOMAN:** It's not included. And that's what a lot of Library Systems do. So when you're looking at the PLDS and you're seeing all this high Circulation for some of these Library Systems that's what you're seeing. They're adding regular, traditional circulation to the e-circulation, and perhaps we need to do the same thing. We show it separately, but perhaps we need to make sure we just include it as one big number.

**CHAIRMAN STEPHANIE MOODY:** But it'd be hard to know where it's coming from. It's not like it's associated with one branch, is it?

**MS. GAYLE HOLLOMAN:** Well, no. It's not as it -- it's overall.

**MR. ED ROBINSON:** Yes. Using the PLDS, they ask you is your -- is e-books included in your Circulation? And then we always say, no, and then we give them a figure so we have two figures for Circulation. But it's not -- it's not included in the overall Circulation. And then like you say, it's just -- when we report our e-books, because you can't tie it to a branch when we do -- for the state report, the state asks for each branch Circulation. And the people at the state, I think they realize that they can get -- ask you for a separate category for your e-books. And we always just add it to our main library Circulation.

**CHAIRMAN STEPHANIE MOODY:** And we still have problems with material because I tried to get a book recently and there were forty-eight -- forty-eight holds on it. So I've tried others

where there were ninety-eight holds on it. So we still need more materials.

**POLLING SITES AT LIBRARIES**

**CHAIRMAN STEPHANIE MOODY:** Okay. The Polling Sites at Libraries, how did we do on that?

**MS. GAYLE HOLLOMAN:** Well, I'm trying to get an answer. I've been talking with Dwight for our staff in Registrations and Elections and I have to this very moment not received all the information, so I'm going to have to send it to you later. They have not been able to get that to me.

**CHAIRMAN STEPHANIE MOODY:** Okay.

Ed, I believe you already addressed the color printing issue; did you not?

**MR. ED ROBINSON:** Yes, I did.

**CHAIRMAN STEPHANIE MOODY:** Okay.

**NEW BUSINESS**

**AMENDING THE BYLAWS FOR THE EXPANSION OF THE VICE-CHAIRMAN'S DUTIES**

**CHAIRMAN STEPHANIE MOODY:** So are we ready to move on to New Business?

All right. The first order is Amending the Bylaws for the Expansion of the Vice-Chairman's Duties.

**MR. PAUL KAPLAN:** I'll talk about it.

**CHAIRMAN STEPHANIE MOODY:** Okay.

**MR. PAUL KAPLAN:** Of course, I'm part of the Friends Group also, but I think it's very important that we have a representative at the Friends Council. I learn more what's going on in branches and things that they're complaining about that, you know, so I have a good feel and I can come back to the Board and, hey, we're having this kind of problem; that kind of problem. It's a good way to communicate with them, you know. They like to -- they always want to hear from me what's going on with the renovation, the new branches; what's going to happen with the old branches and where we are and where we stand. And I think it's very important. You know, they spend a lot of volunteer hours. They bring in a lot of amenity to the libraries. They help out with the programming, places that we don't have budget for. I think the Friends Group is a very vital group. And Heather is fantastic, by the way, Heather that runs this volunteer group. So I think it's something that in the bylaws that we should -- that whoever's the vice-chairman should represent us at the Friends Council. And I think they meet once every quarter. And I think it's important that we're there.

**CHAIRMAN STEPHANIE MOODY:** And toward that end, I asked Paul if he would be willing to accept the responsibility to be --

**MR. PAUL KAPLAN:** Except I've been doing it since --

**CHAIRMAN STEPHANIE MOODY:** -- be our representative. So this would change the Article I duties of the officers. So we would have the vice-chairman to preside in the absence of the chairperson. And then it says: All of the duties of the vice-chairman shall be assigned by the chairperson, but we are going to make this an actual duty that the vice-chairman shall represent the Board of Trustees at all Friends Council meetings.

**MR. JOSH TAYLOR:** Stephanie, do we really want to tie this to the vice-chairman, or do we really want to say the Board shall appoint a representative. It might -- you know, Paul may not be the vice-chair. May want to continue, you know, to be the Friends Council representative, or Jamilica may decide that she would like to do it. So it seems to me that it's a -- you know, more flexible if we just say the Board will appoint one of its Board members to be the representative.

**CHAIRMAN STEPHANIE MOODY:** Well, I'm fine with it either way. I guess I liked it that it was the vice-chairman's --

**MR. JOSH TAYLOR:** And I'm happy that Paul's doing it.

**CHAIRMAN STEPHANIE MOODY:** Yes. I was happy that it was the vice-chairman's responsibility because then we knew whose responsibility it was. But if you want to just assign it --

**MR. JOSH TAYLOR:** I'm just thinking out of the future. It may not always work for the vice-chair to be the Friends Council representative. And we ought to just say the Board when it's making its appointments will appoint a representative.

**CHAIRMAN STEPHANIE MOODY:** Board? Any strong feelings?

**MR. PAUL KAPLAN:** Makes no difference to me whether or not I'm continuing what I've been doing, so...

**CHAIRMAN STEPHANIE MOODY:** I just wanted to make sure somebody was at the Friends Council meeting. Paul was doing it. He's the vice-chairman. I thought let's just make it a part of his responsibility. But if you wanted -- I mean, then we don't need to change it. All other duties -- well, the chairman assigns all the duties. So whoever's chairman can assign the --

**MR. JOSH TAYLOR:** Well, I think we add to the bylaws that we want the Board to assign the responsibility. I mean, it's not in there now.

**MS. PHYLLIS D. BAILEY:** I like that.

**CHAIRMAN STEPHANIE MOODY:** Well, how about if you mark up the bylaws --

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN STEPHANIE MOODY:** -- and bring it back where you would like to insert that, because I don't know where in there to insert it.

**MR. JOSH TAYLOR:** Okay. I'll do it.

**CHAIRMAN STEPHANIE MOODY:** Until that time, Paul --

**MR. PAUL KAPLAN:** I will continue.

**CHAIRMAN STEPHANIE MOODY:** I'm going you to be the liaison with the Friends Council --

**MR. PAUL KAPLAN:** That's fine.

**CHAIRMAN STEPHANIE MOODY:** -- and report back --

**MR. PAUL KAPLAN:** Yes.

**CHAIRMAN STEPHANIE MOODY:** -- when their meetings are.

**LOGO USE BY MEETING ROOM USERS**

**CHAIRMAN STEPHANIE MOODY:** Okay. Another issue was Logo Use by Meeting Room Users. Apparently, there's been some misuse?

**MS. GAYLE HOLLOMAN:** Yes, there has been. We have always said -  
- Bullet Number Nine in the Meeting Room Policy that you can't -  
- use of our meeting rooms may not at any time -- users of our library meeting rooms may not at any time use the name, address, nor telephone number of the Library System as their official address or headquarters for any individual, organization, or business.

Well, we recently found out that someone who was using one of our meeting rooms decided to use our logo without any permission. We have, of course, when we do partnerships and we do things within the County we will use our logo because we're in support of that and it's our partnership. But this guy has nothing to do with us. We were just allowing him to use the meeting room as we do when you have a library card and you have something that fits within the guidelines. But he also took it upon himself to use our logo. And, of course, we had nothing to say when he says, well, where is the policy? It doesn't say that you can't use the logo. So we're thinking that perhaps where it says cannot at any time use the name, address, that we say name, logo, address, blah, blah, or something that you all may want to say, however you want to word it.

**CHAIRMAN STEPHANIE MOODY:** Without permission?

**MS. GAYLE HOLLOMAN:** Without permission.

**MR. PAUL KAPLAN:** Without written permission?

**MR. GAYLE HOLLOMAN:** I'm sorry, written.

**MR. DENVAL STEWART:** Gayle, I haven't seen the Code of Conduct. But do you have a provision in it to say that the library reserves the right to bar or ban an individual for violation of this Code of Conduct? Because if a person does that, then that would be ground to say you are not permitted to either, you know, attend this library or use libraries --

**MS. GAYLE HOLLOMAN:** It doesn't say that in the Code of Conduct.

**MR. DENVAL STEWART:** We can do that. We can talk and...

**MS. GAYLE HOLLOMAN:** So either/or or both.

**MR. JOHN R. THOMAS:** That's a good idea.

**CHAIRMAN STEPHANIE MOODY:** Would you want to add those words to the Code of Conduct --

**MR. DENVAL STEWART:** Yes. If you --

**CHAIRMAN STEPHANIE MOODY:** -- the tab here?

**MS. GAYLE HOLLOMAN:** No. This is the meeting room policy right here.

**CHAIRMAN STEPHANIE MOODY:** Oh, you're putting it in the Code of Conduct?

**MR. DENVAL STEWART:** I'm saying, yeah, once I see that I can put that in so you all would have grounds to, you know, punish violators.

**MS. GAYLE HOLLOMAN:** Should it be in both? Shouldn't it be in both?

**MR. PAUL KAPLAN:** Sure.

**MR. DENVAL STEWART:** It could be in both.

**MR. JOSH TAYLOR:** It needs to be in the meeting room policy because that's what people look at.

**MS. GAYLE HOLLOMAN:** See, we give out this meeting room policy when we -- when they fill out the form or they fill it out online and that information is there. And it doesn't say anything about the logo in this meeting room policy.

**MR. DENVAL STEWART:** It probably should be on the web page also.

**MS. GAYLE HOLLOMAN:** This is on the web page, but it just doesn't have logo as part of it.

**MR. DENVAL STEWART:** Okay.

**MR. JOSH TAYLOR:** So are you going to provide the language that you're suggesting for that?

**MS. GAYLE HOLLOMAN:** Well, I was just -- I can. But I was just thinking where it says use the name, just say name, address, logo, nor telephone number, you know, so...

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

**CHAIRMAN STEPHANIE MOODY:** Well, you need to put without permission --

**MS. GAYLE HOLLOMAN:** Without permission.

**CHAIRMAN STEPHANIE MOODY:** -- because there are groups that join with the library branches --

**MS. GAYLE HOLLOMAN:** Right. That's true.

**CHAIRMAN STEPHANIE MOODY:** -- and put on programs. And they have permission to use the logo.

**MS. GAYLE HOLLOMAN:** Well, we can come up with it and send it to you and then you can let us know.

**CHAIRMAN STEPHANIE MOODY:** So will --

**MS. GAYLE HOLLOMAN:** I can get with Denval and we'll see what we

can come up with for both.

**CHAIRMAN STEPHANIE MOODY:** -- so you can bring a revised document back for approval at the next --

**MS. GAYLE HOLLOMAN:** -- at the next meeting for the meeting room policy and the Code of Conduct we'll work with Denval Stewart on the wording.

**CHAIRMAN STEPHANIE MOODY:** Okay. That would be great. We've already heard about the Buckhead Coalition, so I want to bring to your attention -- Gayle's going to have to help me here -- we have National Library Week coming up April 14.

**MS. GAYLE HOLLOMAN:** We do.

**CHAIRMAN STEPHANIE MOODY:** What date is it again?

**MS. GAYLE HOLLOMAN:** National Library Week, I thought I had it here earlier. Let me see if I can find it real quick.

**CHAIRMAN STEPHANIE MOODY:** Was it the 9th to the 14th?

**MS. GAYLE HOLLOMAN:** Let me see if I have it here. I had it earlier today. National Library Week is April 10th through the 16th.

**CHAIRMAN STEPHANIE MOODY:** All right. So in keeping with National Library Week, we -- also you have an invitation to the Volunteer Reception, which handily falls on the 16th, so you can be a part of the National Library Week. And the theme for this year's volunteer is Our Volunteers are Picture Perfect. And you'll note at the top there were two thousand three hundred and eighty-seven volunteers and sixty-eight thousand eight hundred and sixty-eight hours. So I'll be anxious to hear what that equates to in dollars saved for the Library System. So mark that on your calendar. It's in the auditorium of Central, correct, beginning at 11 o'clock?

**MS. GAYLE HOLLOMAN:** Yes. It's always on the lower level and will include the auditorium and the space outside of the alcove area.

Can -- if it's not on the agenda, can it be brought up as New Business or we just have to wait until the next time? Something came to my attention.

**CHAIRMAN STEPHANIE MOODY:** I would think you could bring it up.

**MS. GAYLE HOLLOMAN:** Okay. Well, what's come to my attention, it's sort of been on my attention, but today it really came up. There is -- okay -- at the Southwest Library across from it, or right adjacent to it is a new car wash that's owned by a family. And the family has come to us several times over the last several months. When I say us, I'm talking about the Library System as well as Real Estate, our Real Estate Specialist, asking if they could have a couple of the spaces at the Southwest Library for their staff members to park their cars and

then they just walk over and then they, you know, go to the car wash and do their work all day and then go back and get their car and go home.

He's been talking with them. And they really seem to be very nice people and all that. They're making an investment in the community is how they're looking at it, by being there. They are another set of eyes on the parking lot, which we have had over the last six months. Quite a few car break-ins over there and people held up at their car. One lady was held up at her car at gunpoint. Her purse was taken. Her laptop was taken and that type of thing. So it would be another set of eyes, perhaps, if they are there among -- you know, doing what they do all day long.

So the question becomes would this body agree to allow them to do that? They were not getting any money for it. It's a goodwill thing. I think that, Denval, you've been made aware of it. Michael Graham has been sort of working on it. And so he sent me an email this morning asking, you know, about bringing it before the Board of Trustees. I'm not so sure. We've never quite done that in that vein and so I don't know what the pleasure is. If you all agree, we may still need to talk to Denval some more about how we make it happen. But the thing is I need to put it on the table and make you all aware of the request.

**MR. PAUL KAPLAN:** Has that lot ever been full?

**MS. GAYLE HOLLOMAN:** It never is, not all the time, unless they're having a program. If they're having a big event, sometimes yes. And where they used to have a lot of book club meetings, sometime on a Saturday afternoon it would be, or Sunday afternoon, that type of thing. But we need to build it back up and do so more things. So it's not that it can't be, but it isn't as a general rule right not.

**CHAIRMAN STEPHANIE MOODY:** Denval, do you have any comments on this?

**MR. DENVAL STEWART:** No, just that I'll work with Gayle to get more details on this.

**CHAIRMAN STEPHANIE MOODY:** Phyllis?

**MS. PHYLLIS D. BAILEY:** What are the hours that we're looking at here?

**MS. GAYLE HOLLOMAN:** This is during the day. So they get there probably 7:30 in the morning and leave at -- I don't know specifically, but I'm just guessing -- 5:30, 6 o'clock. You know, that type of thing?

**CHAIRMAN STEPHANIE MOODY:** Where did we hire the guard because of the break-ins in the parking lot?

**MS. GAYLE HOLLOMAN:** Well, we've hired them at Northeast -- the new Northwest Library.

**CHAIRMAN STEPHANIE MOODY:** Northwest. So we're also having it now at the South --

**MS. GAYLE HOLLOMAN:** We're going -- well, where else did we put a guard that we didn't have a guard?

**MR. PAUL KAPLAN:** Over at -- not Peachtree.

**MS. GAYLE HOLLOMAN:** We put one at Peachtree.

**MR. PAUL KAPLAN:** We put one at Peachtree --

**MS. GAYLE HOLLOMAN:** We just put one at Peachtree about a week ago --

**MR. PAUL KAPLAN:** -- because we had that problem over there.

**MS. GAYLE HOLLOMAN:** -- because we had a major problem. We had two major problems that had come up in the last month.

**MR. PAUL KAPLAN:** Yes.

**CHAIRMAN STEPHANIE MOODY:** So this library branch has had break-ins and robberies, but it has no guard?

**MS. GAYLE HOLLOMAN:** It doesn't have a guard. It doesn't have a guard yet.

**MR. PAUL KAPLAN:** The break-ins and robberies have been actually outside.

**MS. GAYLE HOLLOMAN:** We really need a --

**MR. PAUL KAPLAN:** It's been in the parking lot itself.

**MS. GAYLE HOLLOMAN:** It's been in the parking lot. We need to have guards at almost all of our libraries at this point, really, but we just don't have the funding. We need to work on the funding.

**CHAIRMAN STEPHANIE MOODY:** What about cameras?

**MS. GAYLE HOLLOMAN:** Well, we're going to get cameras is my understanding when we do renovations; is that right, Al?

**MR. AL COLLINS:** Correct.

**MS. GAYLE HOLLOMAN:** And you had asked about the costs of cameras. Al, could you answer that, just a general ballpark idea of what the cameras cost? Do you know?

**MR. AL COLLINS:** I'm sorry. I don't have all the --

**MS. GAYLE HOLLOMAN:** I don't know. I haven't been able to get that answer, but I will.

**MR. PAUL KAPLAN:** And, actually, whatever it costs it's got to be done.

**MS. GAYLE HOLLOMAN:** Yes. We've got to get them --

**MR. PAUL KAPLAN:** I think the security and the safety for our employees and also for our patrons is utmost --

**MS. GAYLE HOLLOMAN:** It is.

**MR. PAUL KAPLAN:** -- as far as I'm concerned.

**MS. GAYLE HOLLOMAN:** But I needed to lay it -- bring it out --

bring it to your attention because the request has been made several times now. The family continues to call. They came to meet me one day when I didn't know they were going to come here. They're just a delightful group of people, but we just don't know because we're venturing into something we haven't asked before. So, you know --

**CHAIRMAN STEPHANIE MOODY:** Well, there might be a liability issue. You know, what is our liability if their car is broken into in the library property but they're not there for library business. I think we need to hear from our attorney.

**MS. GAYLE HOLLOMAN:** Denva?

**MR. DENVAL STEWART:** No, I'm sorry. I was just responding to my office.

**CHAIRMAN STEPHANIE MOODY:** No. I think he's -- a liability issue if their car is broken into on library property but they're not there on library business, they're working at the car wash.

**MR. DENVAL STEWART:** Yeah. Then that would be -- we'd tend to not have any liability for that, you know, so...

**CHAIRMAN STEPHANIE MOODY:** So would they need to sign a waiver?

**MR. DENVAL STEWART:** Yes. They would sign a waiver of who's -- who's going to give them access.

**CHAIRMAN STEPHANIE MOODY:** I'm not sure we can solve this today.

**MR. PAUL KAPLAN:** No.

**MS. JAMILICA BURKE:** I think we're all open to it -- exploring it.

**CHAIRMAN STEPHANIE MOODY:** Pardon?

**MS. JAMILICA BURKE:** I think everybody's open to exploring it.

**CHAIRMAN STEPHANIE MOODY:** Exploring it.

**MS. JAMILICA BURKE:** Exploring it to make sure that it's feasible and if it is.

**MS. GAYLE HOLLOMAN:** We'll just work with Denva in figuring out what to bring to you next time.

**MS. JAMILICA BURKE:** Yes. Exactly.

**CHAIRMAN STEPHANIE MOODY:** I would think if they signed a waiver. And it could be a test period for a short time frame and see how it works. And if goes smoothly and we don't need the spaces, then we're a good neighbor, so...

**MR. JOSH TAYLOR:** Gayle, back to the incidents of break-ins and that type of thing. Do we get -- do we get any kind of reports on that?

**MS. GAYLE HOLLOMAN:** We get -- our security manager, Alex Lamback, receives what we call Incident Reports every time there's an incident of any type, even if the person says they don't want to go to the doctor or the hospital. So we get those

all the time. We have not compiled them in a report as such. But we have consistently done that throughout the years. And everybody's asked to fill out one no matter what happens. If they just -- I had somebody one day with a box cutter who was a volunteer cutting open a box and hurt her finger. And she swore she didn't want to do anything, but we still wrote it up.

**MR. JOSH TAYLOR:** Yes.

**MS. GAYLE HOLLOMAN:** So everyone is trained that you must write up the incident report. So whether it's security, a health situation, or someone gets injured, we do.

**MS. JOSH TAYLOR:** I'm just curious as to how prevalent the security issue is. If you have any reporting that could help us understand that.

**MS. GAYLE HOLLOMAN:** I can get Alex to put that together.

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN STEPHANIE MOODY:** I would think we would need that for justification, too, to show the need for cameras and security if we have a record of incidences. And maybe we don't need to go as small as the cut finger but certainly any armed robbery or --

**MS. JAMILICA BURKE:** Bodily harm.

**CHAIRMAN STEPHANIE MOODY:** -- break-in -- yes, bodily harm -- we would --

**MR. JOSH TAYLOR:** Or property.

**CHAIRMAN STEPHANIE MOODY:** -- we'd have reports on that. We could then have a case for cameras and security.

**MS. GAYLE HOLLOMAN:** We're going to get them anyway as a part of the renovations, but for anything you might want to try to do earlier, it could probably help a lot.

**CHAIRMAN STEPHANIE MOODY:** Is there any other business?

**MR. PAUL KAPLAN:** Just to tell everybody that the -- we've got four more libraries left as far as the report is concerned on the renovation -- not the renovation -- the assessment. So probably by next month we should have pretty much everything summarized into the thing.

Al, I think you're going to work with --

**MS. AL COLLINS:** Dennis --

**MR. PAUL KAPLAN:** -- with the group. And I'm going to kind of get involved in it. And we'll have a summary for everybody. But right now, if you read it, right now, it's so detailed that -- and you see graphs and stuff -- we're trying to concise everything down. So we'll see where we are.

**MS. JAMILICA BURKE:** Will that be ready before our next meeting?

**MR. PAUL KAPLAN:** Before next meeting, I think we can do it before the next meeting.

**MR. AL COLLINS:** I think so.

**MR. PAUL KAPLAN:** Well, my neck's sticking out, so I'll say before. It will probably be the next -- by the next meeting we should have it.

**CHAIRMAN STEPHANIE MOODY:** Yes. Will we get to see it or is that...

**MR. PAUL KAPLAN:** Yes, to the Board.

**CHAIRMAN STEPHANIE MOODY:** All right. May I have a Motion to Adjourn?

**MR. AL COLLINS:** I'm sorry. Can I ask one question --

**CHAIRMAN STEPHANIE MOODY:** Yes.

**MR. AL COLLINS:** -- sort of related to that if you don't mind?

**CHAIRMAN STEPHANIE MOODY:** Okay.

**MR. AL COLLINS:** Does that then mean, Stephanie, that we would not go to the Board to make our presentation and get approval on our -- the approach for the Phase II libraries --

**CHAIRMAN STEPHANIE MOODY:** I'm sorry, which --

**MR. AL COLLINS:** -- until as which such time --

**CHAIRMAN STEPHANIE MOODY:** -- which Board?

**MR. AL COLLINS:** Board of Commissioners.

**CHAIRMAN STEPHANIE MOODY:** Go to the Board of Commissioners regarding the space for parking?

**MR. AL COLLINS:** Remember, we -- you and I were to go to the Board as part of Executive Session. And we haven't done. And I think it was your wish to wait until all the assessments were done and complete --

**CHAIRMAN STEPHANIE MOODY:** Yes.

**MR. AL COLLINS:** -- and all of that. So what we're -- we're waiting to move forward --

**CHAIRMAN STEPHANIE MOODY:** Right.

**MR. AL COLLINS:** -- with all of that. We're sort of stuck there until such time as we get to the Board and get that on.

**CHAIRMAN STEPHANIE MOODY:** I believe Todd Long wanted to be a part of that conversation. And I think he's waiting for the same report that everybody is. Because we can't really go to the Board of Commissioners until we know which libraries are -- well, I guess they're all in need of renovation -- but to the extent. We need that assessment before we can go forward with that. But, yes, that's still out there --

**MR. AL COLLINS:** Okay.

**CHAIRMAN STEPHANIE MOODY:** -- to -- but I don't believe any date has been set. You know as best as I do, first, you have to get on their calendar and then --

**MR. AL COLLINS:** I guess the first order of business is the receipt of the assessment study.

**MR. PAUL KAPLAN:** Right.

**MR. JOSH TAYLOR:** And I spoke with Lee Morris. And it hadn't come up to the Commission at this point. They're -- so I said, you need to poke them. Because, obviously, there's a bond -- you know, there's a bond calendar involved.

**MR. AL COLLINS:** Yes. That's the big concern is getting all the bonds sold that's in accordance with their calendar and expectations.

**CHAIRMAN STEPHANIE MOODY:** Is the clock still ticking at the same rate that it was before? Are we all in agreement that we must let the bonds in 2016?

**MR. AL COLLINS:** As far as I know and understand, that is still our goal, yeah.

**MR. JOHN R. THOMAS:** What month?

**CHAIRMAN STEPHANIE MOODY:** What, what?

**MR. JOHN R. THOMAS:** What month in 2016?

**CHAIRMAN STEPHANIE MOODY:** December.

**MR. JOHN R. THOMAS:** December?

**CHAIRMAN STEPHANIE MOODY:** Well, no. We have until the end of 2016.

**MR. JOHN R. THOMAS:** End of the year, okay.

**CHAIRMAN STEPHANIE MOODY:** But it takes time to --

**MR. JOSH TAYLOR:** There's a process. That's why --

**CHAIRMAN STEPHANIE MOODY:** You can't just say, oh, Merry Christmas, we're letting these bonds. We have to have a process. And I don't know how long it takes to do it. But certainly we have alerted the Board of Commissioners.

**MR. JOSH TAYLOR:** Yeah. We've done what were asked to do.

**MR. JOHN R. THOMAS:** We were asked to do, so...

**MS. JAMILICA BURKE:** I can bring it up again next week, too, because I'll see Commissioner Eaves.

#### ADJOURNMENT

**MR. JOSH TAYLOR:** Motion to Adjourn?

**CHAIRMAN STEPHANIE MOODY:** Please.

**MR. JOSH TAYLOR:** I'll make it.

**MR. JOHN R. THOMAS:** Second.

**CHAIRMAN STEPHANIE MOODY:** All in favor?

*(Whereupon, all said aye.)*

*(Whereupon, the Board of Trustees Meeting concluded at 6:15 p.m.)*

Fulton County Library System

Director's Report

Gayle H. Holloman, Interim Library Director

April 20, 2016

**Summary of March Activities**

March was a busy month. Early voting filled many library meeting room spaces; Women's History Month was observed; and Dr. Seuss had another birthday for children of all ages to enjoy, including adults!

Fun displays welcoming spring; and books, DVDs, and classes about exercise, wellness and nutrition were checked out as people started to think about getting into shape for a new season. Plans for the 2016 Summer Reading Program got going with a lot of enthusiasm

Partnership opportunities presented themselves for future projects. A renewed partnership between the Library and IT staff allowed for monthly meetings to resume between the departments. Five IT staff members now meet monthly with Library management from around the System which allows for spirited discussions and for solutions to many concerns.

**Auburn Avenue Research Library on African American Culture and History**

During the month of March, the Auburn Avenue Research Library (AARL) staff members were engaged in a variety of activities including providing public service to patrons in-house, by telephone and via email.

*Special Projects / Activities/Programs*

- Staff attended meetings to discuss the renovation and expansion project of the AARL.
- Staff also attended a meeting about the technology that will be a part of the renovated facility.
- The RFID Project – The Reference and Research Division staff completed the tagging and scanning of the General Book Collection located on the first floor at the Central Library. The number of items tagged and scanned total 54,817.
- The AARL has agreed to host the opening reception for the 10<sup>th</sup> National Conference of African American Librarians (Black Caucus of the American Library Association) scheduled to be held August 9 – 13, 2017 in Atlanta, Georgia.
- Staff attended webinars and other training.
- Staff hosted Image Perceptions, an exhibition by Paris-based contemporary artist, Ealy Mays in conjunction with the Hammonds House Museum. Skillfully curated by Young Hughley, this compelling exhibition fuses satire, social commentary and black intellectualism into accessible thought provoking visual narratives on race, gender and class. Image Perceptions features artwork from the collections of Kerry and C. Betty Davis, Greg Richardson, Larry and Brenda Thompson. This exhibition will be on display in the AARL Satellite Gallery at the Hammonds House Museum through Sunday, May 29, 2016.

- In recognition of Women’s History Month (2016), Hammonds House Museum, in collaboration with the AARL staff, hosted a screening of the documentary film, “African Art, Women, History: The Luba People of Central Africa.” The film explores the gendered visual iconography found in Luba artistry, paying close attention to its emphasis on the female form and how art sustains the collective memory of a people.
- In collaboration with the Cinnamon Traveler Heritage Trust, the staff and Hammonds House Museum, hosted award winning documentary filmmaker, Gloria Rolando, who presented and discussed her film “Re-embarque / Re-shipment” (58 min. Spanish language with English subtitles). “Re-embarque / Re-shipment” examines the exploitation and forced deportation of Haitian migrant workers from Cuban sugar and coffee plantations during the early 20th century.
- AARL staff, in collaboration with the Malcolm X Grassroots Movement (MXGM) and Hammonds House Museum, hosted “The Life and Legacy of Mutulu Shakur,” a community discussion facilitated by Dr. Makungu Akinyela of Georgia State University, which explored the personal activist history of political prisoner, Mutulu Shakur, an iconic figure in the post-Civil Rights Black Liberation Movement.

*Public Service / Service Enhancements*

- Staff compiled and prepared a bibliographic research guide on the Harlem Globetrotters.

Data/Statistics

- Patron/Visitor Count – Month of March - **286**
- Archives Division - 1
- Program Division - 252
- Reference & Research Division – 33

Volunteer Hours

- Number of Volunteers – 3
- Total Hours Worked – 33 hours 55 minutes

AARL Website Statistics Report (AARL Google Analytics account maintained by Fulton County IT)

- The AARL homepage was viewed 2,189 times

**Branch Services**

The month of March brought forth a myriad of programs and initiatives highlighting the coming of spring and the many festivities that our communities celebrate with the changing of seasons. All of our branches have developed an array of programs to highlight the collections and integrated the Library as a favorite place in the community through classes, workshop’s, craft programs, storytime and many other programs that support lifelong learning. The branch libraries also provide computers for use, study rooms for use, book clubs, book talks, along with health and science literacy information to meet the needs of a diverse and technologically savvy population.

### *Youth Services*

Youth Services Librarians planned and implemented many excellent programs on spring, Women's History Month and Easter. The collections have been depleted with the circulation of materials related to planting, and the many activities that take everyone out of doors with the recent weather changes. Many of the branches also celebrated Women's History Month in observance of women who have made contributions in our neighborhoods and the wider world. Women's History Month displays focused on the national theme "Working to Form a More Perfect Union: Honoring Women in Public Service and Government."

The most popular program of the season observes Dr. Seuss's Birthday. Many of the branches celebrated with edible goodies to compliment Dr. Seuss parties, crafts, storytime and reading to the children as a part of the Read Across America Day initiative.

March also brought about the culminated votes for the Milner Award and staff promoted the gathering of statistics to determine this year's children's choice of their favorite living author.

Youth Services staff members were also in the final stages of preparing for the 2016 Summer Reading Program (SRP). The theme for this year is "Get Set, Ready, Read". This year's theme is focused on fitness, health, and exercise. The SRP initiatives will continue to meet a broad audience of students with programs that entertain, educate and inspire. The STEAM programs will continue to highlight the need for technological influences in libraries which will integrate books with hands-on collaborative experiences to support Science literacy for today's youth.

Tax preparation continued during the month, provided by AARP volunteers. Branches continued to benefit from the dedicated assistance of volunteers throughout the Library System as well as the Friends of the Library at various branches. The voices of the community members are very important. Here are a few comments on our efforts to provide positive experiences in the public library:

#### *Patron comments (Peachtree Library)*

(This patron backed up her testimonial with a check to the Friends for \$120!!) "As a young girl, I wandered through my local library, amazed at all the knowledge contained in the books and volumes, envious of the librarians who got to spend days among all of them. When I moved to Atlanta, I fell in love again with my local library, the Peachtree Branch. Access to this space and its awesome librarians is vital to me. The library breathes life into my days, and its books grow my dreams." ~Novalil

"The library has helped me get all the information I needed to make all the informed decisions about every project I'm working on in my life. This location is close to where I'm occupied and has informed me on a lot of things in my professional and personal life. There are so many resources here for the entire family. Thanks, it has been a pleasure!!" ~Lamelia

"I have been a patron of the Peachtree Branch since 2008. This branch became the second home to me as it has such great resources to escape from the real world. I have seen people connect here, neighbors meet each other here, and most importantly everyone is welcomed. It's a joy to visit here and discover an author I haven't read, a person I haven't seen in a while or just simply

help someone with a search on the computer. This branch is important to the neighborhood and to those that seek help and those who need a place to belong.” ~Rachell

The Ponce de Leon Library had several successful children’s programs this month. Staff from the Museum of Design Atlanta (MODA) brought a 3-D printer that they showcased. They showed it in action, printing a bracelet, as well as displayed other previously created objects, including a human heart, a ball, and a (small) dinosaur skull. The High Museum of Art staff was there to do a story time and craft promoting their new Eric Carle exhibit. Children listened to a couple of Carle’s stories, and then they made watercolors.

Patrons at the Southwest Library used computers to begin and complete homework assignments. Currently, patrons use the computers to complete income taxes, apply for aid, keep the aid records active, and make purchases or meet the demands of the marketplace.

March was also very busy with Roswell Reads’ adult and children’s programs. The adult book featured this year was *What Stands in a Storm* by Kim Cross. The children’s book featured this year was *I Survived the Joplin Tornado 2011*, by Lauren Tarshis. Roswell Library staff hosted programs and book discussions highlighting storm preparedness and safety.

There was a good turnout for the annual Pysanky craft program at the Ocee Library. Over 20 attendees learned about this traditional Ukrainian craft in which eggs are decorated using dye and hot wax. The library also created a lobby display to promote the upcoming art demonstration of Pysanky.

Congratulations to library patron, JaMiracle White on her participation in Georgia PTA’s Reflections 2015-2016 program. The Reflections Arts Recognition Program is a national arts recognition and achievement program for students. In showcasing and celebrating student talent, the Reflections Program increases community awareness of the importance of the arts in education. JaMiracle grew up coming to the former Perry Homes Library when she was a student at West Manor Elementary and when she started attending Coretta Scott King Young Women’s Leadership Academy. She now visits the Northwest Library to complete assignments, check out materials, and get assistance from the library staff. Back in October 2015, JaMiracle received assistance from the library staff to add music to her video production for this year’s “Let Your Imagination Fly” arts program. On March 6th, JaMiracle was awarded First Place and Middle School Division Entry to National Film Production Category, Eighth Grade Division. Congratulations JaMiracle!

### *Projects*

Branch Services administrators focused on the planning and implementation of the Best Buy Teen Tech Center.

## **Central**

### *Adult Programming*

Friday Movies, sponsored by the Adult Programming & Outreach Department, this month were in Celebration of Women’s History Month. The films shown were “Fly Girls,” “*Iron Jawed Angles*,” “Joan Rivers’ Biography,” and “Shirley Chisolm72: Unbound and Unbossed.”

During the month of March, staff in the General Collections Department hosted a film series for Women's History Month. The four-week film documentaries featured strong women/films such as "Free Angela Davis," "The Life and Times of Frida Kahlo," "Jane Goodall," and "Irene Sendler."

#### *Children's and Teen Services*

The Library System is partnering again this year with the High Museum. Author, Eric Carle, most known for popular children's books like: *The Hungry Caterpillar*, *Pancake, Pancake*, and *Brown Bear, Brown Bear*, will be featured at The High. Central's Youth Services Manager arranged for bookmarks from the High Museum to be provided to all locations. The bookmarks display the Library's logo and the Eric Carle Exhibit, to help promote both entities.

As partner of GEEARS (Georgia Early Education Alliance for Ready Students), during the month, Library staff attended planning sessions for the Mayor's Summer Reading Club. The coordinator of the Mayor's Summer Reading Club asked if additional librarians could partner with the group to help model programs and activities for this year's program. Children's librarians from Central, East Atlanta, Milton, and Roswell will assist with planning and implementation of the Library's programs. Each of the librarians at those locations was asked to complete a programmatic form to describe a program they will conduct on behalf of the Mayor's Summer Reading Club. Forms were received from branches and provided to GEEARS.

The Children's Department celebrated Dr. Seuss's Birthday on March 2<sup>nd</sup>. It was "Seussmaina" all month, along with Dr. Seuss displays, storytime, crafts, and movies. The department also celebrated Atlanta Science Week with the Georgia State Bio-Bus and displayed items which showcased the collection on various subjects. The four most exciting programs this month were: "Happy Birthday, Dr. Seuss;" Career Day Storytime; the storytime with the Atlanta Humane Society; and "DNA is Elementary." "DNA is Elementary" was an excellent program that promoted STEM (Science, Technology, Engineering and Math) and Georgia's curriculum standards.

The Atlanta Humane Society brought stuffed animals and talked to children about how to approach pets, particularly dogs. Each child had an opportunity to demonstrate how to touch the stuffed animal dog. Children were taught about three people they would need to speak to in order to get permission to touch a pet: the parent, owner, and animal.

The Library System will celebrate Money Smart Week (MSW) in April. Staff of the Children's Department coordinated Money Smart Week for Youth Services. This year, twenty MSW programs will be held throughout the Library System. Branches with youth MSW programs will receive a complimentary book titled: *Start Saving, Henry!* by Nancy Carlson

#### *Circulation & Outreach*

The bookmobile remains inoperable.

"Don't Touch the Fire," a wonderful event sponsored by Commissioner Joan P. Garner, was an event that reached out to high school scholars. At this event, eCampus information was featured and the Library had a very successful card drive of more than 90 new library card applicants.

Commissioner Garner got her library card renewed; City of Atlanta Councilman, Kwanza Hall, got a new library card; as well as Judge Shawn Lagura, of Fulton County Superior Court, who was the keynote speaker.

At the invitation of Mrs. Allen and Mrs. Ingram of the senior class of Langston Hughes High School, students were registered to vote and shown how to go on-line and get information from the website of Georgia's Secretary of the State to make sure they are registered; to see when and where to vote, and what will be on the ballots when they vote. There were more than 100 senior class students that were registered to vote at the workshop series that lasted two days.

The Deposit Collection at Trinity Towers is very popular and the volunteers who staff it are quite happy and report needs to fill holds as well as suggested books to be purchased in the future. They have currently 455 books and non-book items at that location, and, as of this month, they have circulated 157 items to the residents.

### *Learning & Career Center*

#### *GED*

March, 2016 was also a solid and strong month for our GED/Literacy program. It was a record setting month for the number of GED graduates since the tests changed to computer based testing. We served 50 unduplicated people in our GED testing services. Most of the examinees took one or two tests at a time and 84 tests were administered.

GED classes, conducted through a partnership with the Atlanta Public Schools served a total of 42 unduplicated adult learners. They came 307 times as attendees. There were a total of 32 GED classes offered with an average of 10 adult learners in each class.

#### *Training, Computer Usage & Literacy*

Though not physically located at the Central Library anymore, the Learning & Career Center's partnership with the Office of Workforce Development to help patrons find jobs continues. During the last week of March 2016, two more patrons were successful in this respect and they came back to thank the staff who assisted them with their resume preparation and job readiness skills.

Patrons have been requesting more computer classes. Staff provided more social networking classes, launching "Facebook 101" and ending the month with "Twitter for Beginners." Participants were able to learn how to join and set up personal Facebook and Twitter accounts in order to connect with friends, family and special interest groups. Feedback from patrons has been extremely positive but they want more sessions to enhance their skills and develop general knowledge of how to interact within a cyber-community. Specifically, our patrons are requesting repeat classes, twice monthly. This request is under review.

Thanks to the introduction of the Smart Access Manager software, patrons no longer have to wait for access to computers. The result is that computer use sessions have greatly increased. In February, 2016, total computer usage stood at 10,805. In March it went up to 13,069, which is proof of how the Library is impacting the community with access to technology.

Not to be left out is our English as a Second Language class program. Four more students joined the class during March, 2016. From a trickle, the program continues to attract a diverse group of students from all over the world. Asked why they enjoy coming to the program, many of them maintained that the core structure, based on everyday spoken English, makes it easier for them to interact with the general public after leaving the class. "At the class, we are taught about how to buy a Marta ticket and ride the train, how to buy a stamp at the post office and how to buy groceries at the store," said one of the students.

#### *Reference, Virtual Reference, General Collections and Special Collections*

Staff reported a reference session with a Georgia State University (GSU) professor asking for back issues of *Inc.* magazine. The Georgia State professor thought to come here instead of going to the GSU library, pointing out the great value of the periodicals collection in the Central Library.

Staff of the General Collections Department reported an interesting patron comment. She noticed a very smartly dressed man in casual business attire, walking around in the stacks, exploring several different areas of the collection. He stayed for a while in the 800s and then in the music section of the 700s. Later he came walking out of the fiction stacks and stopped at the General Collections desk and said: "This is a fantastic collection; a good library." "Where, can I buy a guest library card?"

The Special Collections Department staff received a donated copy of *Gone with the Wind* from a patron visiting from Minnesota. Although we think it is a first edition, it is not in good shape. The back page is missing; however, the patron had, as a young girl, copied the torn back page onto the back cover of the book in schoolgirl script. The patron spoke about her love of the novel and copying in the back page after it was accidentally torn out.

In cooperation with Georgia State University's School of Music, the Special Collections Department sponsored two breakout sessions of the 2016 Music for the All Southeastern Regional Concert Festival on March 23, 2016. Approximately 130 high school and middle school brass band students attended workshops led by professors of Georgia State University's School of Music. The workshops also included performances by graduate students from the School of Music and full group performances of selected pieces from the "Pirates of the Caribbean."

This month the Special Collections Department had many more genealogists, researchers and Margaret Mitchell Exhibit visitors than usual. Staff believes this is directly related to the updated web page that was recently re-designed to include more information about holdings and services.

The Special Collections Department held eleven activities this month. These included the Beginning Genealogy class, seven *Gone with the Wind* tours, a tour for architectural students, as well as two workshop/tours for the participants in the Southeast Regional Festival's breakout sessions. Total attendance for these programs was 354.

A staff member of the Special Collections Department contacted Ameer Muhammad of the Islamic Speakers Bureau and Pianos for Peace to schedule a screening of his new documentary film and an appearance and performance by Malek Jandali and Ameer Muhammad of Pianos for Peace in conjunction with a screening and discussion of the documentary film, "Waking in Oak Creek." All three events are tentatively planned for August of 2016.

### *Exhibits and Displays*

The Lower Level Gallery exhibit for March was entitled *In Celebration of Women* honoring Women's History and International Women's Month. The exhibit was presented by the women's photography network, Women in Focus and included works by Women in Focus' sister groups in Chicago and St. Louis. Also, as part of the celebration, a photography display honoring International Women's Month was set up by members of Women in Focus in the large display cabinet on the first floor featuring photographs by their sister groups in Chicago and St. Louis.

The opening reception for *In Celebration of Women* was held on Sunday, March 13<sup>th</sup> from 2:30 to 4:30 p.m., due to the presence of a very special guest speaker, Melissa Golden who is a renowned celebrity portrait photographer and photojournalist. Ms. Golden has photographed such people as Bill Gates, Madeline Albright, Sir Richard Branson, Hillary Clinton, Steve Case, Ron Paul and many others. She recently moved to Atlanta from Washington, D.C. and is currently on assignment for CNN, working on the 2016 Elections and political scene. Ms. Golden spoke for about 40 minutes and presented an accompanying slide show of some of the photographs she has taken of celebrities, luminaries, well known political figures, regular folks and situations and destinations from her photojournalist assignments. A short question and answer session followed her presentation. Reception guests enjoyed an array of light refreshments provided by attending Women in Focus members. Volunteer, Shirley Favors helped to coordinate the refreshment table and served as co-hostess. The reception was well attended by 60 people.

The General Collections and Ivan Allen, Jr. Reference Department had displays on women in government, women writers, and women in the arts. Staff of the Ivan Allen, Jr. Department prepared an informative display of women in the military that featured books to borrow and informational handouts. As a thank you to library patrons camouflage bracelets and bags were available as gifts. In General Collections, there were two nicely organized displays on women in government and one about a woman photographer. The first display was entitled "Working to Form a More Perfect Union: Honoring Women Photographers who have served our Country through Public Service and Government." The second display cabinet featured Frances Benjamin Johnston (1864 – 1952), one of the earliest American female photographers and photojournalists. In 1894, she opened her own photographic studio in Washington, D.C. and at the time was the only woman photographer in the city. Staff of the General Collections Department created a display for Women's History Month that highlighted Jane Goodall, the noted primatologist. Staff included personal artifacts from a visit to the Gombe Research Institute in Tanzania.

### *Projects and Activities*

Staff attended the 2016 Georgia Accessibility Conference on March 21 – 23 at the Lake Blackshear Resort. The conference was geared for public library staffers to promote library services to visually impaired individuals. There were workshops on assistive technology, digital

resources, courtesies in interacting, service dogs, autistic storytimes, book share programs, and community conversations. Mark Johnson was the keynote speaker and is the Director of Advocacy at the Shepherds Center in Atlanta. He encouraged attendees to incorporate plans for new services to reach individuals with disabilities, such as the aging baby-boomer population.

Ms. Angiah Davis, Children's Librarian at Central, was accepted to present at IFLA's 82nd World Library and Information Congress (WLIC) in Columbus, Ohio. The International Federation of Library Associations and Institutions (IFLA) is the leading international body representing the interests of library and information services and their users. It is the global voice of the library and information profession. Ms. Davis will present on financial literacy.

### **Building Program**

The completion of the South East Atlanta Library is anticipated in the next quarter. The closing of the AARL(in the current space at the Central Library), Carver, Georgia-Hill and Thomasville libraries will soon be determined and announced.

### **eCampus**

- The eCampus Coordinator continues to participate in the New Hire Orientation for Fulton County Government in partnership with the Personnel Department. The Fulton County Personnel Department held two New Hire Orientations on March 9<sup>th</sup> and March 23<sup>rd</sup> and had 38 new employees receive an overview of the professional development materials in eCampus that will help them in their endeavors as new employees. New Hire Orientation participants were also provided information on how to access the Atlanta-Fulton Public Library System's online library card application so that they can sign up for a library card.
- eCampus computer classes at the North Fulton Annex were to begin in the month of February. The February start date was moved to March as a result of the hosting of early voting sessions at the Annex for Fulton County residents.
- The eCampus Coordinator was a guest presenter for the Project Healthy Grandparents Session on March 8, 2016 at Georgia State University. There were 35 grandparents who participated in a learning session designed to provide them with academic support for raising their grandchildren.
- The eCampus Coordinator was invited to participate in the Fulton County Youth Symposium, "Don't Touch the Fire." The two workshops held were designed to provide instructional support for students using electronic databases to achieve life goals. Staff from around the Library System assisted with the presentation. There were 246 participants that included students, chaperones, exhibitors, presenters, staff and volunteers.

### **Facility Concerns**

There were two closures related to facility issues. One closure was for two hours at the Adams Park Library and was due to HVAC issues. The second closure was of the Southwest Library for

an hour and a half due to exterior water pipes burst. The City of Atlanta shut off the water and made the repair.

## **PR/Marketing**

**ANNOUNCEMENTS:** The Access newsletter is now available for viewing and for download online at: <http://afplsstaging/news/1831-access-archive>. The Board of Trustees' Meeting Packets can now be viewed and downloaded online at: <http://afplsstaging/bot-mm>.

During the month of March, the Atlanta-Fulton Public Library System kicked off the month with a celebration of Dr. Seuss's birthday with spectacular celebrations throughout the System. Librarians and patrons in costumes, activities surrounding popular books like the *Cat in the Hat* and *Green Eggs and Ham* and storytimes marked the week-long celebration. Photos of celebrations throughout the system were highlighted on the Library's Facebook page and can be viewed

online: <https://www.facebook.com/media/set/?set=a.10153678497814681.1073741841.91264954680&type=3>. Various libraries partnered with local businesses to enhance their celebrations and local elected officials and community leaders conducted storytime at their favorite branches.

Various articles ran throughout the month about the Library Board of Trustees' naming of Dr. Gabriel Morley as the sole finalist for the position of Executive Director of the Library System and Fulton County's Board of Commissioners' official naming of Dr. Morley as the Executive Director of the Atlanta-Fulton Public Library System. Articles/stories/briefs were featured in the following publications:

- The March 9 issue of the *South Fulton Neighbor* ran in its "Main" section, a story announcing the finalist for Library System Director, Dr. Gabriel Morley.
- The same story also ran in the *Vinings Neighbor* in their March 9 issue, in the "Main" section.
- The March 18 issue of *Neighbor Newspapers* featured a story on the hiring of Dr. Gabriel Morley as the Director of the Atlanta-Fulton Public Library System. The article, entitled, "Atlanta-Fulton County hires new lead librarian" featured comments from Dr. Morley and Fulton County Board of Commissioners Chairman, John H. Eaves.
- The March 19 issue of the *Atlanta Inquirer* ran in its "Main" section a brief article regarding the naming of Dr. Gabriel Morley as Library Director finalist.
- The March 23 issue of *South Fulton Neighbor* ran a brief about the appointment of Dr. Gabriel Morley as Director of the AFPLS.
- The March 23 issue of the *Northside Neighbor* ran the story "Louisiana Librarian chosen to lead Atlanta-Fulton System" about the appointment of Dr. Morley.

The March 16 issue of the *South Fulton Neighbor* ran in its "Main" section a brief about St. Patrick's Day crafts, Bouncing Bunny crafts, How to Start a Non-Profit and Storytime at the College Park Library.

The March 16 issue of the *Forsyth Herald* ran in its "Main" section a listing about the Library Easter Egg Hunt at the Roswell Library.

The March 22 issue of the *AJC* ran in its “Metro” section a listing about the “What’s In Your Diet” program at the Dogwood Library.

The March 24 issue of the *Forsyth Herald* ran in its “Main” section a listing of various North Fulton Library events, including Mylar Window Art at the East Roswell Library; Meditation for Stress Management at Northeast/Spruill Oaks Library; and the Chess Club at the Alpharetta Library.

The March 30 issue of the *Northside Neighbor* ran in its “Main” section an article about Tax Help at the Library, featuring sessions at the Buckhead and Sandy Springs libraries.

The March 31 issue of the *Johns Creek Herald* ran in its “Main” section a listing of North Fulton events, featuring Daughters of the American Revolution’s Meeting at the Alpharetta Library; “Personal Finance 101” for teens and adults at the Northeast/Spruill Oaks Library and “AP Practice Tests” at the Milton Library. Also listed in their calendar section was a listing about the “Spring Break for Teens” by Teens for Teens Improv Workshop at Northeast/Spruill Oaks.

The Alpharetta Moms’ Blog supports our efforts monthly by posting all our events taking place in North Fulton branches. <http://alpharettamoms.org/free-fun-library-events-kiddos-around-alpharetta/>

#### SOCIAL MEDIA STATS – MARCH 2016

FACEBOOK:	Total Posts	68
	Reactions	712
	Comments	59
	Post Shares	67
	Total Fans	3346
TWITTER:	Tweets	39
	Mentions	132
	Profile Visits	826
	Impressions	12.4K
	Followers	588
BLOG:	New Posts	3
	Post Views	143
	YTD posts	23
	YTD post views	3343
INSTAGRAM:	Total Posts	18
	Likes	136
	Comments	6
	Followers	102

## **Technology Concerns**

Library patrons are experiencing fewer challenges with Internet access compared to previous months. Library administration is working with IT to address issues or concerns as they arise. IT staff now regularly attend the monthly Agency Meeting. During those meetings, managers are afforded the opportunity to discuss technology issues experienced at the various libraries. Everyone agrees that the inclusion of those discussions is productive and helpful.

## **Upcoming Events**

Volunteer Services Recognition, April 16, 2016.

## **Volunteer Services**

General Overview: The Office of Volunteer Services recorded 8,732 hours performed at 33 locations, including eleven departments at Central, by 690 volunteers, 128 of which were new volunteers.

The top four volunteers who work the most hours assisted with shelving at the Dogwood Library, led the physically intensive Friends of the Alpharetta Library's monthly book sale and assisted with clerical duties at the Mechanicsville Library. Our top three new volunteers served between 25-38 hours each assisting with projects in Central's Collection Development Department, at the Cleveland Avenue Library and at the Northwest Library. Ocee, Milton and Central staff led the branches with the highest number of orientations for new volunteers and the Ocee Library staff worked with a record breaking 101 volunteers. Nine locations hosted AARP Tax Aides, some of whom volunteered over 50 hours working on tax preparations.

Recruitment efforts included new collaborations with Kennesaw State University and Grady High School. Fifty-six students from the Mount Vernon Presbyterian School served two hours each beautifying the grounds at the Sandy Springs Library. The Buckhead Library hosted volunteers from the local eye glass boutique, Warby Parker for Dr. Seuss and Read Across America Day; and later in the month, the Rotary Club of Atlanta brought six volunteers for two hours to help return items to the shelves. Thirty-one Teach for America Volunteers served 72 hour shelving and shifting materials at the College Park, East Atlanta and Metropolitan libraries, while learning about resources they can use in their classrooms. Members of the Forrest Park High School National Honor Society were unable to find a project at their county library, so they provided six students' time and talents by preparing crafts at the East Atlanta Library. Four new Art Institute of Atlanta student volunteers started working with the Sandy Springs Library's children's department staff, assisting with crafts, programs and shelving. A group of seven Georgia State University students assisted with filing in Central's periodical room and the virtual reference coordinator presented a talk on technology overload to 10 students on campus for their weekly Coffee Talk sponsored by the Office of Civic Engagement. We also worked with four students taking an African American Studies class who completed service learning hours in General Collections. One student also helped start the shelving in Central's Special Collections area for the LGBT collection and organized several years' worth of Auburn Avenue Research Library's program materials.

The Friends of the Alpharetta Library, the Friends of the Northside Library, the Friends of the Milton Library, the Friends of the Palmetto Library and the Friends of the Wolf Creek Library held successful book sales to support programming. The Friends sponsored several programs including a story craft at Peachtree, a children's musical theatre program with Forefront Arts teaching two classes at Alpharetta, the Atlanta Flute Ensemble Spring Concert at the Northeast/Spruill Oaks Library and a children's book and tornado Science discussion at the East Roswell Library. The Friends of the Roswell Library and Roswell Reads Committee hosted an author's reception at the Archibald Plantation and luncheon at the Roswell Adult Recreation Center with a sold out crowd. Community members, volunteers, Board of Trustees members and the volunteer services manager were able to meet with author, Kim Cross and discuss her New York Times bestseller, *What Stands in a Storm*. The volunteer services manager was able to greet and thank volunteers and Friends of the Northeast/Spruill Oaks Library at their annual volunteer appreciation event which included debut novelist, Kimberly Cross Teter who shared her young adult work of historical fiction, *Isabella's Libretto*. The Friends of the Dogwood Library gained a new board member, recruited mentors to tutor on Saturdays and sponsored their annual Second Chance workshop featuring TOPSTEP, Inc. who shared more about how to gain re-entry skills including searching for jobs and housing after being incarcerated.

Friends Council brought together 12 members from Adamsville-Collier Heights, Auburn Avenue Research Library, Central, Dogwood, Metropolitan, Milton, Northside, Northwest, Palmetto, Ponce, Roswell and Southwest and four additional members by phone from Ocee, Palmetto, Sandy Springs and South Fulton. Mr. Paul Kaplan, Vice Chairman of the Library Board of Trustees, presented about the building assessments and reminded everyone to give the Board time to make improvements, including any plans for the Central Library. Ms. Kayron Bearden presented about the Foundation's strategic plan and realistic funding capacity.

The staff was able to follow up with the Friends of Ocee to better understand their work, suggest ways to expand membership and better collaborate with branch staff. Branch staff members at East Point, Northwest, and Metropolitan were reminded about the guidelines for court required service and teens, so volunteers are offered consistent opportunities across the System. The volunteer services manager presented to 40 members of the Junior League of Atlanta (JLA) as part of their Leadership Institute's series on Nonprofit Education. Participants learned about volunteer management and specific opportunities to serve at their local library through "Journey to Literacy" and "Kids in the Kitchen." The participant surveys were favorable and comments included, "The speaker had high energy, was extremely knowledgeable about volunteer management and really engaged the audience through interactive scenarios." Future meetings are scheduled with two participants and potential Summer Reading Program volunteers from the Atlanta Police Foundation and the Women at Hyatt.

Books for Babies program materials were distributed to 80 families this month through our youth services librarians and a social worker at Grady Hospital. Volunteer services staff screened and placed 87 teenagers, 31 adults and 25 court-required volunteers. Staff also coordinated three group placements, assisted 8 community members with finding alternative community service locations and completed 13 volunteer letters to verify service hours.

### **Youth Services (systemwide)**

Youth Services staff worked on Summer Reading Program events and partnerships.

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

AS OF MARCH 31, 2016

Doc. #16-21

SERVICE	2016 BUDGET	MARCH	2016 YTD	2016 YTD	2016 YTD	2016 YTD	BUDGET
DESCRIPTION	AMOUNT	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
REG SALARY	14,201,796	978,667	2,971,338	-	2,971,338	21%	11,230,458
PART TIME SALARY	1,698,595	64,820	214,823	-	214,823	13%	1,483,772
BENEFITS	7,337,277	436,926	1,408,619	-	1,408,619	19%	5,928,658
BOOKS	1,983,889	430	5,964	1,378,431	1,384,395	70%	599,494
OFFICE EQUIP. REPAIR	58,456	53,693	53,693	2,500	56,192	96%	2,264
EQUIPMENT	909	-	-	909	909	100%	-
OFFICE FURNITURE	2,647	2,350	2,350	-	2,350	89%	297
PROFESSIONAL SERV	29,969	2,957	7,714	16,084	23,798	79%	6,171
COPIER MACHINE LEASE	323,100	26,293	56,517	-	56,517	17%	266,583
COPIER PAPER	34,000	-	-	-	-	0%	34,000
SUPPLIES	245,900	6,568	11,848	21,424	33,272	14%	212,628
SOFTWARE MAINTENANCE	250,000	3,600	3,600	-	3,600	1%	246,400
BUILDING RENT	263,050	18,584	35,377	227,673	263,050	100%	0
LYRISIS CHARGES	1,000	-	-	-	-	0%	1,000
OTHER SERVICES	116,372	5,793	7,362	32,247	39,609	34%	76,763
SECURITY SERVICES	282,442	20,991	53,371	226,337	279,708	99%	2,734
TRAVEL	8,220	-	-	-	-	0%	8,220
TRAINING	1,465	-	-	-	-	0%	1,465
VEHICLE MAINTENANCE	13,750	707	707	-	707	5%	13,043
GENERAL INSURANCE	759,530	-	-	-	-	0%	759,530
<b>TOTAL</b>	<b>27,612,367</b>	<b>1,622,377</b>	<b>4,833,283</b>	<b>1,905,604</b>	<b>6,738,887</b>	<b>24%</b>	<b>20,873,480</b>

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

AS OF MARCH 31, 2016

ORGANIZATION	SERVICE	2016 BUDGET	2016 MARCH	2016 YTD	2016 YTD	2016 YTD	2016 YTD	BUDGET
TYPE	DESCRIPTION	AMOUNT	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
PUBLIC SERVICE OPERATIONS	REG SALARY	12,154,918	843,338	2,539,735	-	2,539,735	21%	9,615,183
	PART TIME SALARY	1,698,595	64,820	214,823	-	214,823	13%	1,483,772
	BENEFITS	6,243,027	375,521	1,203,023	-	1,203,023	19%	5,040,004
	BOOKS	1,983,889	430	5,964	1,378,431	1,384,395	70%	599,494
	OFFICE EQUIP. REPAIR	58,456	53,693	53,693	2,500	56,192	96%	2,264
	OFFICE FURNITURE	2,350	2,350	2,350	-	2,350	100%	0
	PROFESSIONAL SERV	14,595	615	2,498	5,927	8,424	58%	6,171
	COPIER MACHINE LEASE	307,800	24,235	49,566	-	49,566	16%	258,234
	COPIER PAPER	600	-	-	-	-	0%	600
	SUPPLIES	198,955	1,031	1,031	14,924	15,955	8%	183,000
	BUILDING RENT	263,050	18,584	35,377	227,673	263,050	100%	0
	OTHER SERVICES	28,883	743	2,162	1,047	3,209	11%	25,674
	SECURITY SERVICES	282,442	20,991	53,371	226,337	279,708	99%	2,734
	TRAINING	1,000	-	-	-	-	0%	1,000
	GENERAL INSURANCE	575,035	-	-	-	-	0%	575,035
<b>Total</b>		<b>23,813,595</b>	<b>1,406,350</b>	<b>4,163,592</b>	<b>1,856,837</b>	<b>6,020,429</b>	<b>25%</b>	<b>17,793,166</b>

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

AS OF MARCH 31, 2016

SUPPORT SERVICES	REG SALARY	2,046,878	135,329	431,603	-	431,603	21%	1,615,275
	BENEFITS	1,094,250	61,405	205,597	-	205,597	19%	888,653
	EQUIPMENT	909	-	-	909	909	100%	-
	OFFICE FURNITURE	297	-	-	-	-	0%	297
	PROFESSIONAL SERV	15,374	2,342	5,216	10,158	15,374	100%	0
	COPIER MACHINE LEASE	15,300	2,058	6,951	-	6,951	45%	8,349
	COPIER PAPER	33,400	-	-	-	-	0%	33,400
	SUPPLIES	46,945	5,537	10,817	6,500	17,317	37%	29,628
	SOFTWARE MAINTENANCE	250,000	3,600	3,600	-	3,600	1%	246,400
	LYRASIS CHARGES	1,000	-	-	-	-	0%	1,000
	OTHER SERVICES	87,489	5,050	5,200	31,200	36,400	42%	51,089
	TRAVEL	8,220	-	-	-	-	0%	8,220
	TRAINING	465	-	-	-	-	0%	465
	VEHICLE MAINTENANCE	13,750	707	707	-	707	5%	13,043
	GENERAL INSURANCE	184,495	-	-	-	-	0%	184,495
<b>Total</b>		<b>3,798,772</b>	<b>216,027</b>	<b>669,691</b>	<b>48,767</b>	<b>718,458</b>	<b>19%</b>	<b>3,080,314</b>

## Atlanta-Fulton Public Library System - March 2016

Activity and Description		2016		2015		% Difference	
		March	YTD	March	YTD	Monthly	YTD
System Overview	<b>Collection Size</b>						
	Items the library owns	2,498,069		2,416,595		3%	
	<b>Total Cardholders</b>						
	Library accounts registered in our system	556,136		496,451		12%	
	<b>New Cardholders</b>						
	First time registration of a patron	4,151	12,611	3,882	10,946	7%	15%
	<b>Renewing Cardholders</b>						
	Current patrons renewing a card	7,313	22,575	7,135	19,996	2%	13%
General Use	<b>Circulation</b>						
	Total number of items checked out of the library	261,112	783,697	232,486	664,790	12%	18%
	<b>Holds</b>						
	Number of requests by patrons for staff to locate and make available materials throughout the system	50,629	155,912	41,890	126,931	21%	23%
	<b>Inter-Library Loans</b>						
	Number of items lent to or borrowed from another library system	229	635	214	699	7%	-9%
	<b>Visits</b>						
	Number of people entering a library for any reason	299,876	867,008	216,126	618,910	39%	40%
GED	<b>GED Testing &amp; Training</b>						
	Number of programs offered (counseling, training, testing)	40	107	46	130	-13%	-18%
	Number of unduplicated participants served	42	*	23	*	83%	*
	Number of tests administered	83	203	37	168	124%	21%
	Number of graduates	15	22	4	8	275%	175%
ESL	<b>English as a Second Language Classes</b>						
	Number of programs	35	89	24	61	46%	46%
	Number of people attending programs	357	894	183	483	95%	85%

Activity and Description		2016		2015		% Difference	
		March	YTD	March	YTD	Monthly	YTD
Special Materials and Collections	<b>Auburn Avenue Research Library</b>						
	Number of research items requested by patrons	151	430	319	595	-53%	-28%
	Number of finding aids accessed (on site as well as online sources)	55	62	69	70	100%	100%
	Number of linear feet of archival material processed	8	24	15	33	-47%	-27%
	Patrons served	286	909	202	990	42%	-8%
	<b>Special Collections (Genealogy, Margaret Mitchell, GLBT)</b>						
	Requests for materials	3,052	8,146	2,527	7,754	21%	5%
Partnership Programs	Items circulated from programs created by partnering with other organizations (Zoo Pass: pass for up to 4 people; Parks Pass: free parking at parks or entrance to historic sites; Kill-A-Watt Meter: measures electricity use in the home)	450	928	289	655	56%	42%
	<b>Computer/Internet Usage</b>						
Computers and Internet	Number of computer sessions (Internet access and office software)	89,042	252,659	63,250	160,230	41%	58%
	Number of hours of computer use	55,070	141,247	52,592	108,192	5%	31%
	<b>Wireless Sessions</b>						
	Number of times the library's wireless network is accessed	40,835	115,324	50,633	138,656	-19%	-17%
	<b>Webhits</b>						
	Number of times people have visited the library's website	708,352	2,140,316	655,846	1,895,650	8%	13%
	<b>Online Resources</b>						
	Number of times a resource is logged into or a searched performed other than library catalog	71,974	226,318	91,643	225,713	-21%	0%
	<b>Computer Classes</b>						
	Number of classes	28	65	27	84	4%	-23%
Number of attendees	139	401	186	576	-25%	-30%	
<b>Virtual Circulation</b>							
Number of e-books and e-audiobooks checked out	15,177	45,032	12,180	36,570	25%	23%	
<b>Virtual Reference Desk</b>							
Information requests via telephone, online chat and email	1,912	5,591	2,245	6,430	-15%	-13%	

	Activity and Description	2016		2015		% Difference	
		March	YTD	March	YTD	Monthly	YTD
Youth Services	<b>Books for Babies</b> Number of mothers who were made aware of the program, given a book and applied for a card	82	125	36	84	128%	49%
	<b>Children's programs</b> Library sponsored programs offered for children (birth - 12)	398	990	258	625	54%	58%
	Number of people attending programs	11,826	27,970	8,203	17,907	44%	56%
	<b>Teen Programs</b> Library sponsored programs offered for teens (13 - 17)	52	130	32	95	63%	37%
	Number of people attending programs	1,100	2,429	480	2,156	129%	13%
Programs and Meetings	<b>Adult Programs</b> Library sponsored programs offered for adults (18 + )	444	1,082	318	857	40%	26%
	Number of people attending programs	5,566	13,759	5,262	12,746	6%	8%
	<b>Programs - Total</b> Library sponsored programs offered - total of all programs	894	2,202	608	1,577	47%	40%
	Number of people attending programs	18,492	44,158	13,945	32,809	33%	35%
	<b>Meeting Rooms</b> Non-library sponsored meetings or activites scheduled	561	1,555	344	912	63%	71%
	Number of people attending meetings or activities	11,348	31,043	5,727	14,169	98%	119%
Volunteers	<b>Volunteers</b> Volunteer hours contributed to the library system	8,732	21,209	6,869	16,713	27%	27%
	Number of volunteers contributing time	690	*	616	*	12%	*
Voter Registration	<b>Voter Registration</b> The number of people registering to vote at the library	296	968	186	516	59%	88%
Book Mobile	<b>Bookmobile</b> Number of patrons served	0	0	0	0	0%	0%

\*No cumulative total is shown as many of the same people participate from month to month.

**Total number of individual participants is included in the December data.**

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
PROGRAMS REPORT  
MARCH 2016

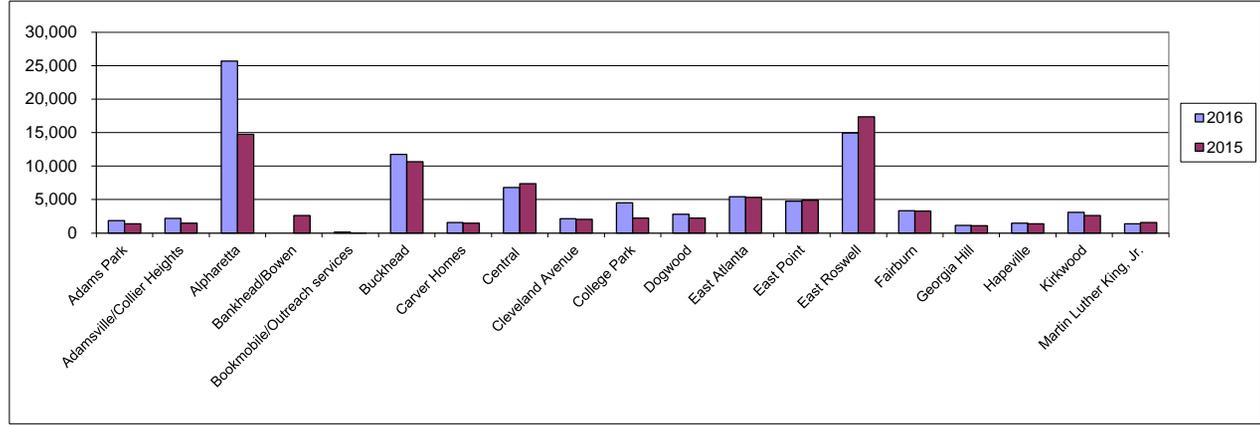
	MAR 2016	MAR 2015			MAR 2016	MAR 2015			Y-T-D	Y-T-D
AGENCY NAME	NUMBER OF PROGRAMS	NUMBER OF PROGRAMS	INCREASE/DECREASE	PERCENT CHANGE	ATTENDANCE	ATTENDANCE	INCREASE/DECREASE	PERCENT CHANGE	NUMBER OF PROGRAMS	ATTENDANCE
ADAMS PARK	10	7	3	100%	335	293	42	100%	18	488
ADAMSVILLE/COLLIER HEIGHTS	9	10	(1)	-10%	123	129	(6)	-5%	24	413
ALPHARETTA	73	33	40	121%	1,203	323	880	272%	169	2,761
BANKHEAD/BOWEN	0	6	(6)	-100%	0	129	(129)	-100%	0	0
BUCKHEAD	19	7	12	171%	538	92	446	485%	50	991
CARVER HOMES	9	6	3	50%	447	463	(16)	-3%	23	1,509
CLEVELAND AVENUE	16	10	6	60%	488	563	(75)	-13%	35	710
COLLEGE PARK	14	15	(1)	-7%	449	259	190	73%	53	1,259
DOGWOOD	16	11	5	45%	585	164	421	257%	36	1,123
EAST ATLANTA	35	26	9	35%	1,153	1,572	(419)	-27%	75	2,363
EAST POINT	12	3	9	100%	361	31	330	100%	30	588
EAST ROSWELL	47	17	30	100%	795	346	449	100%	124	2,377
FAIRBURN	21	10	11	110%	592	95	497	523%	41	1,082
GEORGIA HILL	2	7	(5)	-71%	42	188	(146)	-78%	11	144
HAPEVILLE	15	4	11	275%	463	132	331	251%	36	843
KIRKWOOD	26	13	13	100%	236	200	36	18%	59	946
MARTIN LUTHER KING, JR	11	10	1	10%	227	96	131	136%	34	898
MECHANICSVILLE	15	7	8	114%	393	164	229	140%	31	606
METROPOLITAN	19	0	19	100%	407	0	407	100%	49	895
MILTON	86	0	86	100%	1,288	0	1,288	100%	176	2,508
NORTHEAST/SPRUILL OAKS	38	12	26	217%	613	530	83	16%	77	1,348
NORTHSIDE	10	10	0	0%	273	364	(91)	-25%	40	967
NORTHWEST	17	0	17	100%	271	0	271	100%	39	721
OCEE	37	52	(15)	-29%	487	1,479	(992)	-67%	111	1,364
PALMETTO	10	18	(8)	100%	311	340	(29)	100%	37	1,403
PEACHTREE	28	17	11	65%	651	374	277	74%	82	1,881
PERRY HOMES	0	1	(1)	-100%	0	1	(1)	-100%	0	0
PONCE DE LEON	10	6	4	67%	332	38	294	774%	29	500
ROSWELL	49	41	8	20%	805	938	(133)	-14%	98	2,177
SANDY SPRINGS	37	45	(8)	-18%	598	700	(102)	-15%	111	1,685
SOUTH FULTON	0	0	0	0%	0	0	0	0%	0	0
SOUTHWEST	19	21	(2)	-10%	342	443	(101)	-23%	46	879
STEWART- LAKEWOOD	0	18	(18)	-100%	0	347	(347)	-100%	0	0
THOMASVILLE HEIGHTS	10	10	0	0%	161	230	(69)	-30%	25	410
WASHINGTON PARK	15	18	(3)	-17%	458	650	(192)	-30%	27	593
WEST END	17	3	14	467%	347	23	324	1409%	40	834
WOLF CREEK	29	18	11	61%	445	342	103	100%	77	1,067
<b>BRANCHES TOTAL</b>	<b>781</b>	<b>492</b>	<b>289</b>	<b>59%</b>	<b>16,219</b>	<b>12,038</b>	<b>4,181</b>	<b>35%</b>	<b>1,913</b>	<b>38,333</b>
CENTRAL TOTAL	100	108	(8)	-7%	1,752	1,752	0	0%	268	4,872
BOOKMOBILE/	6	0	6	0%	367	0	367	0%	6	367
AUBURN AVENUE RESEARCH	7	8	(1)	100%	154	155	(1)	100%	15	586
<b>SYSTEM TOTAL</b>	<b>894</b>	<b>608</b>	<b>286</b>	<b>47%</b>	<b>18,492</b>	<b>13,945</b>	<b>4,547</b>	<b>33%</b>	<b>2,202</b>	<b>44,158</b>

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
CIRCULATION REPORT  
MARCH 2016

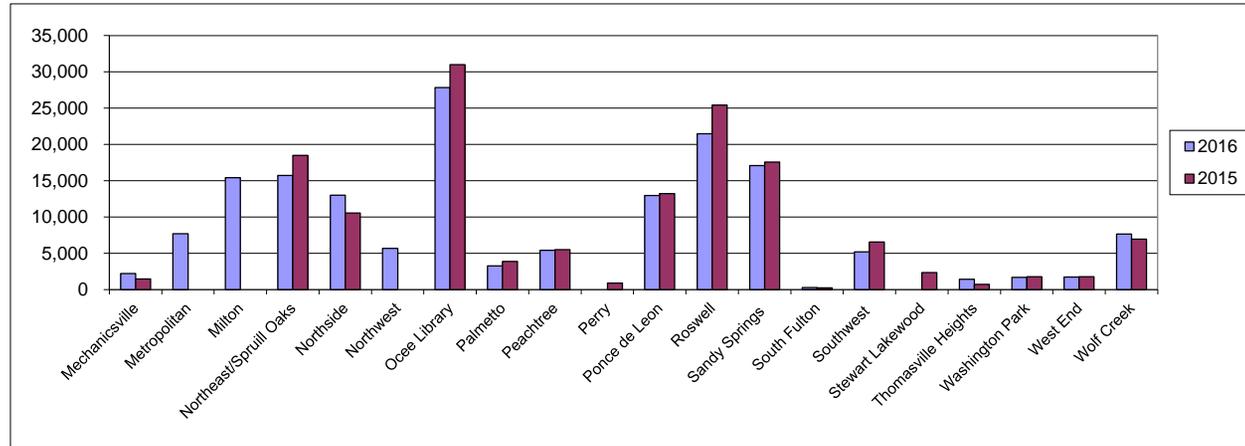
ORGANIZATION NAME	ADULT	JUVENILE	Y/A	MAR 2016 DATA	MAR 2015 DATA	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2016 CIRC	YTD 2015 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	1,159	617	86	1,862	1,373	489	36%	5,363	3,868	1,495	39%
ADAMSVILLE/COLLIER HEIGHTS	1,328	668	175	2,171	1,464	707	48%	6,208	4,259	1,949	46%
ALPHARETTA	9,720	15,444	525	25,689	14,734	10,955	74%	78,375	45,047	33,328	74%
BANKHEAD/BOWEN HOMES	0	0	0	0	2,602	(2,602)	-100%	0	7,405	(7,405)	-100%
BUCKHEAD	7,079	4,334	356	11,770	10,662	1,108	10%	33,987	33,810	177	1%
CARVER HOMES	577	811	210	1,597	1,484	113	8%	4,747	4,500	247	5%
CLEVELAND AVENUE	1,366	742	59	2,167	2,073	94	5%	6,110	6,000	110	2%
COLLEGE PARK	2,240	1,795	468	4,503	2,260	2,243	99%	13,244	6,308	6,936	110%
DOGWOOD	1,782	895	134	2,812	2,237	575	26%	8,238	7,657	581	8%
EAST ATLANTA	2,090	3,134	218	5,442	5,327	115	2%	15,637	15,187	450	3%
EAST POINT	3,266	1,313	193	4,772	4,919	(147)	-3%	15,154	14,662	492	3%
EAST ROSWELL	6,771	7,825	330	14,926	17,347	(2,421)	100%	45,256	24,774	0	100%
FAIRBURN	1,887	1,354	84	3,325	3,310	15	0%	10,418	9,801	617	6%
GEORGIA HILL	696	431	17	1,144	1,121	23	2%	3,335	3,213	122	4%
HAPEVILLE	833	612	57	1,502	1,384	118	9%	4,367	4,337	30	1%
KIRKWOOD	1,283	1,740	88	3,111	2,627	484	18%	8,828	8,004	824	10%
MARTIN LUTHER KING, JR	803	533	65	1,401	1,555	(154)	-10%	3,647	3,569	78	2%
MECHANICSVILLE	936	912	384	2,232	1,470	762	52%	5,375	4,421	954	22%
METROPOLITAN	4,391	3,113	216	7,720	0	7,720	100%	25,442	0	0	100%
MILTON	5,177	9,849	408	15,434	0	15,434	100%	46,670	0	0	100%
NORTHEAST/SPRUILL OAKS	5,171	9,918	636	15,724	18,517	(2,793)	-15%	48,874	57,455	(8,581)	-15%
NORTHSIDE	6,036	6,587	381	13,004	10,553	2,451	23%	37,765	30,778	6,987	23%
NORTHWEST	2,590	2,680	420	5,690	0	5,690	0%	17,695	0	0	100%
OCEE	8,384	18,225	1,220	27,829	30,979	(3,150)	-10%	83,644	91,324	(7,680)	-8%
PALMETTO	1,473	1,706	86	3,265	3,904	(639)	100%	10,127	11,792	(1,665)	100%
PEACHTREE	2,904	2,407	104	5,415	5,504	(89)	-2%	16,458	16,121	337	2%
PERRY HOMES	0	0	0	0	933	(933)	-100%	0	2,593	(2,593)	-100%
PONCE DE LEON	7,461	5,084	435	12,981	13,258	(277)	-2%	35,724	36,986	(1,262)	-3%
ROSWELL	11,025	9,706	736	21,467	25,443	(3,976)	-16%	65,538	78,362	(12,824)	-16%
SANDY SPRINGS	9,799	6,762	530	17,090	17,576	(486)	-3%	40,537	51,933	(11,396)	-22%
SOUTH FULTON	214	86	12	312	249	63	25%	18,050	984	17,066	1734%
SOUTHWEST	2,903	2,079	248	5,229	6,560	(1,331)	-20%	11,077	18,985	(7,908)	-42%
STEWART-LAKEWOOD	0	0	0	0	2,361	(2,361)	-100%	0	7,525	(7,525)	-100%
THOMASVILLE HEIGHTS	307	1,069	57	1,433	728	705	97%	3,112	1,684	1,428	85%
WASHINGTON PARK	1,064	628	36	1,728	1,785	(57)	-3%	6,020	5,563	457	8%
WEST END	1,049	641	47	1,737	1,810	(73)	-4%	5,041	5,327	(286)	-5%
WOLFCREEK	2,948	4,477	240	7,665	6,984	681	100%	23,078	19,279	3,799	100%
<b>BRANCHES TOTAL</b>	<b>116,712</b>	<b>128,175</b>	<b>9,262</b>	<b>254,149</b>	<b>225,093</b>	<b>29,056</b>	<b>13%</b>	<b>763,141</b>	<b>643,513</b>	<b>119,628</b>	<b>19%</b>
CENTRAL	5,227	1,250	313	6,790	7,367	(577)	-8%	20,156	21,228	(1,072)	-5%
BOOKMOBILE/Outreach Services	171	0	2	173	26	147	565%	400	49	351	716%
AUBURN AVENUE RESEARCH	Non-circulating library - please refer to other usage reports.										
<b>SYSTEM TOTAL</b>	<b>122,110</b>	<b>129,425</b>	<b>9,577</b>	<b>261,112</b>	<b>232,486</b>	<b>28,626</b>	<b>12%</b>	<b>783,697</b>	<b>664,790</b>	<b>118,907</b>	<b>18%</b>

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
MARCH  
CIRCULATION  
2016 - 2015

BRANCHES	2016	2015
Adams Park	1,862	1,373
Adamsville/Collier Heights	2,171	1,464
Alpharetta	25,689	14,734
Bankhead/Bowen	-	2,602
Bookmobile/Outreach services	173	26
Buckhead	11,770	10,662
Carver Homes	1,597	1,484
Central	6,790	7,367
Cleveland Avenue	2,167	2,073
College Park	4,503	2,260
Dogwood	2,812	2,237
East Atlanta	5,442	5,327
East Point	4,772	4,919
East Roswell	14,926	17,347
Fairburn	3,325	3,310
Georgia Hill	1,144	1,121
Hapeville	1,502	1,384
Kirkwood	3,111	2,627
Martin Luther King, Jr.	1,401	1,555



BRANCHES	2016	2015
Mechanicsville	2,232	1,470
Metropolitan	7,720	-
Milton	15,434	-
Northeast/Spruill Oaks	15,724	18,517
Northside	13,004	10,553
Northwest	5,690	-
Ocee Library	27,829	30,979
Palmetto	3,265	3,904
Peachtree	5,415	5,504
Perry	-	933
Ponce de Leon	12,981	13,258
Roswell	21,467	25,443
Sandy Springs	17,090	17,576
South Fulton	312	249
Southwest	5,229	6,560
Stewart Lakewood	-	2,361
Thomasville Heights	1,433	728
Washington Park	1,728	1,785
West End	1,737	1,810
Wolf Creek	7,665	6,984



ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
SYSTEM STATS AT A GLANCE  
FEBRUARY 2016

AGENCY NAME	MARCH CIRCULATION	TOTAL REGISTRATIONS	INTRA-LIBRARY LOANS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	1,862	279	169	2,650	5,737	10	335	8	170	35
ADAMSVILLE/COLLIER HEIGHTS	2,171	235	376	2,327	4,050	9	123	10	652	4
ALPHARETTA	25,689	702	3,441	3,321	17,643	73	1,203	28	490	7
BUCKHEAD	11,770	497	1,424	2,660	11,256	19	538	56	553	6
CARVER HOMES	1,597	28	18	289	1,368	9	447	0	0	0
CLEVELAND AVE	2,167	267	505	1,844	4,169	16	488	17	764	1
COLLEGE PARK	4,503	476	251	3,698	4,048	14	449	9	114	0
DOGWOOD	2,812	104	298	978	4,993	16	585	4	54	6
EAST ATLANTA	5,442	300	705	2,261	5,784	35	1,153	5	30	4
EAST POINT	4,772	384	501	5,401	5,995	12	361	39	505	4
EAST ROSWELL	14,926	434	1,681	1,980	5,264	47	795	16	123	6
FAIRBURN	3,325	483	334	1,044	4,009	21	592	5	67	10
GEORGIA HILL	1,144	83	204	818	2,750	2	42	0	0	0
HAPEVILLE	1,502	72	420	1,587	3,842	15	463	1	10	2
KIRKWOOD	3,111	153	443	1,185	2,858	26	236	9	201	7
MARTIN LUTHER KING, JR	1,401	61	292	1,366	3,861	11	227	0	0	10
MECHANICSVILLE	2,232	77	361	1,672	5,016	15	393	7	107	2
METROPOLITAN	7,720	530	5,829	6,515	11,856	19	407	60	1,790	2
MILTON	15,434	560	2,592	286	11,321	86	1,288	12	110	11
NORTHEAST/SPRUILL OAKS	15,724	273	2,064	1,151	19,251	38	613	30	390	1
NORTHSIDE	13,004	225	905	474	955	10	273	14	236	0
NORTHWEST	5,690	353	2,701	2,759	10,848	17	271	12	373	12
OCEE	27,829	495	1,662	1,760	19,300	37	487	4	50	25
PALMETTO	3,265	153	875	2,107	4,597	10	311	10	31	3
PEACHTREE	5,415	217	996	1,553	2,863	28	651	12	88	9
PONCE DE LEON	12,981	387	1,542	2,729	21,357	10	332	12	122	14
ROSWELL	21,467	574	2,260	3,070	20,910	49	805	10	84	15
SANDY SPRINGS	17,090	743	2,027	2,862	22,502	37	598	19	487	19
SOUTH FULTON	312	95	0	0	0	0	0	0	0	0
SOUTHWEST	5,229	474	879	4,821	14,000	19	342	69	2,257	0
THOMASVILLE HEIGHTS	1,433	47	133	534	2,001	10	161	0	0	0
WASHINGTON PARK	1,728	129	420	2,106	8,824	15	458	6	51	21
WEST END	1,737	148	272	2,494	3,029	17	347	2	30	22
WOLF CREEK	7,665	351	1,952	3,209	8,618	29	445	30	658	0
<b>BRANCHES TOTAL</b>	<b>254,149</b>	<b>10,389</b>	<b>38,532</b>	<b>73,511</b>	<b>274,875</b>	<b>781</b>	<b>16,219</b>	<b>516</b>	<b>10,597</b>	<b>258</b>
CENTRAL	6,790	1,033	4,918	15,531	24,715	100	1,752	45	751	38
BOOKMOBILE/OUTREACH SERVICES	173	42	0	0	286	6	367	0	0	0
AUBURN AVENUE RESEARCH	0	0	0	0	0	7	154	0	0	0
<b>SYSTEM TOTAL</b>	<b>261,112</b>	<b>11,464</b>	<b>43,450</b>	<b>89,042</b>	<b>299,876</b>	<b>894</b>	<b>18,492</b>	<b>561</b>	<b>11,348</b>	<b>296</b>

**ATLANTA-FULTON PUBLIC LIBRARY SYSTEM**  
**Customer Service Comments**  
**March 2016**

**Doc. #16-23**

	<b>March 2016</b>	<b>February 2016</b>	<b>January 2016</b>	<b>Year to Date</b>
• <b>Total Customer Comments Received:</b>	35	31	131	197
• <b>Types of Comments:</b>				
▪ Compliment	15	8	42	65
▪ Suggestion	3	7	21	31
▪ Complaint	15	7	51	73
▪ Inquiry	2	11	15	28
• <b>Ranking for Types of Comments:</b>				
▪ Most frequent compliments received				- Exemplary Service
▪ Most frequent suggestions received				- Facility - New Service – Fax Machine - New Service - Proctoring
▪ Most frequent complaints received				- cleanliness
▪ Most frequent inquiries received				- Internet and computer use
• <b>Format of Comments:</b>				
▪ Emails		2		
▪ Postcards		32		
▪ Direct Contact		1		

# ATLANTA-FULTON COUNTY LIBRARY SYSTEM

## *Customer Service Snapshot March 2016*

- **33 comments were received during the month of March.** The majority of comments were directly related to the services provided and each rating was beyond expectation with a vote of thanks for the efforts of staff.
- A sampling of complimentary quotes received include:
  1. West End Branch: “Thankful for assistance provided by two staff while using the Internet”
  2. East Point: Great Help with computers!
  3. Central: Excellent Class presented need more classes
- **15 disappointments and suggestions for improvement** were received during March indicating patrons felt the service they received could be enhanced. The complaints were in the area of facilities with a sampling below of what has been expressed by patron.
- A sampling of quotes received appears below:
  1. Extremely hot in library
  2. Cleanliness of facility
  3. Difficulty with internet
  4. Elevator slow
- **3 suggestions for service improvement were received during the month of March.**
- . The suggestions were as follows: sampling of quotes received appears below:
  1. Fax machine
  2. Music software
  3. Proctor
- **10 compliments** were received during March.
- A sampling of complimentary quotes received include:
  4. This is a very good library
  5. She is the best. She always goes above and beyond to help
  6. Really beautiful space
- Managers receive a monthly compilation of the feedback received from patrons visiting their libraries as well as specific card/email/phone calls. Managers use this input to acknowledge employee’s success in a peer setting as evidence of the public’s appreciation for library services in their community or for instructional and coaching sessions as needed.

- **3 disappointments and suggestions for improvement** were received during December indicating patrons felt the service they received that time was worse than what they had experienced in the recent past.
- A sampling of quotes received appears below:
  5. Extremely hot in library
  6. Temperature is too hot
  7. Too hot in building
- **13 compliments** were received during March.
- A sampling of complimentary quotes received include:
  7. Excellent class and instructor, very professional and knowledgeable
  8. Need classes more often
  9. Great employee, great person
  10. Awesome with helping me
- Managers receive a monthly compilation of the feedback received from patrons visiting their libraries as well as specific card/email/phone calls. Managers use this input to acknowledge employee's success in a peer setting as evidence of the public's appreciation for library services in their community or for instructional and coaching sessions as needed.
- **6 disappointments and suggestions for improvement** were received during December indicating patrons felt the service they received that time was worse than what they had experienced in the recent past.
- A sampling of quotes received appears below:
  8. I did not like the way that person talked to me, they were very harsh
  9. Elevators too slow
  10. Staff was rude and unprofessional
  11. Homeless people smell so bad, cannot sit by them