



atlanta-fulton public library system

Take your dreams off the shelf.™

BOARD OF TRUSTEES

MEETING INFORMATION PACKET

SEPTEMBER 28, 2016



atlanta-fulton public library system

Take your dreams off the shelf.™

TABLE OF CONTENTS

TOPIC	PAGE #
BOT MEETING AGENDA	3
SUMMARY MINUTES	4-8
VERBATIM MINUTES	9-65
DIRECTOR'S REPORT	66-69
MONTHLY FINANCIAL REPORT – TOTAL LIBRARY	70
MONTHLY FINANCIAL REPORT – BY ORG TYPE	71-72
MONTHLY USAGE SUMMARY	73
MONTHLY CIRCULATION REPORT	74
MONTHLY SYSTEM STATS AT-A-GLANCE	75

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES REGULAR MEETING
SEPTEMBER 28, 2016



atlanta-fulton public library system

Take your dreams off the shelf.™

Revised

**Atlanta-Fulton Public Library System
Board of Trustees Meeting
Central Library, 6th Floor
September 28, 2016 – 4:00 p.m.**

AGENDA

- I. Adoption of Agenda Doc. #16-49

- II. Approval of Summary Minutes from Regular Meeting of August 24, 2016* Doc. #16-48
Approval of Verbatim Minutes from Regular Meeting of August 24, 2016* Doc. #16-48

- III. Chairman's Report

- IV. Director's Reports Doc. #16-52
 - A. Monthly Financial Report Doc. #16-50
 - B. Monthly Usage Summary Doc. #16-51

- V. Foundation Report - Update

- VI. Old Business
 - A. Library Bond Program – Update
 - B. Central Library – Update
 - C. Strategic Plan – Update
 - D. Action Items
 - a. Strategic Plan Update
 - b. Updated changes to 2016 budget, which we need to review and approve at BOT meeting.
 - c. Updated draft 2017 budget and letter we discussed to go to commissioners.
 - d. Updated current organization chart and staffing for Library system, any positions we are currently planning to fill, and proposed organization under 2017 budget.
 - e. Branch renovation process and schedule.
 - f. Reporting - Tracking maintenance and IT issues.

- IX. Adjournment

*Action is anticipated on this item.

FULTON COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
MINUTES FOR August 24, 2016 MEETING – 4:00 PM CENTRAL LIBRARY

Members Present:

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

Also In Attendance

Claxton, Zenobia – Assistant to Director's Office
Holloman, Gayle H. – Division Manager
Morley, Gabriel Dr. – Executive Director
Robinson, Ed – Financial Systems Manager

Visitors Present

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

- A. Preliminary Business: Motion made by Josh Taylor and seconded by Phyllis D. Bailey to amend the agenda as presented with addition of Communications
- B. Approval of Minutes: Motion made by Josh Taylor and seconded by John R. Thomas to approve the July 27, 2016 summary minutes. Motion made by Phyllis D. Bailey and seconded by Jamilica Burke to approve the July 27, 2016 verbatim minutes.
- C. Chairman's Report: Paul handed out and read a letter of resolution from the City of Atlanta dated July 28th by Councilmember Kwanza Hall. The resolution expressed support for reprogramming and renovating of the Central Library. The resolution also stated the City of Atlanta asks that the 1980 Marcel Breuer building be preserved, re-imagined and redeveloped as a catalytic development of downtown Atlanta.

Paul shared with the members about the RFP for the 7 libraries covered by Phase I balance, which was released on Friday, August 19th. There will also be a pre-proposal conference to take place on Friday, September 9th in room A at the Metropolitan Library. The proposals are due back by October 7, 2016. We hope to start construction the second quarter of 2017 on those libraries. Now, there's a lot of coordination involved. Some of these libraries will be closed; some won't be closed. So maybe they could do part it and still keep it open; some they can't. For the first group of 7, we hope to have things completed by anywhere from December 2017 to January 2019.

For phase II, the schedule is very preliminary. The occupancy will be anywhere from third quarter of 2018 to as far as the third quarter of 2019 before Phase II will be done. Phase III will include the Central Library and hopefully will have occupancy somewhere 2019, 2020.

Questions Posed:

- Josh Taylor asked “Will the scope of the internal space be considered?”
- John Thomas asked “Are we going to get citizen input, for example, on Roswell as to what they want improved at the Roswell Library?”

Paul and Dr. Morley responded that this will be considered by a review of the design build proposals, and that there is some flexibility, but there is a finite budget that must cover the major physical systems (Roof, HVAC, etc.)

D. Director’s Reports

1. Monthly Financial Report

Dr. Morley spoke about the monthly financial, we’re getting close to the end of the year. Salary savings have been moved and will show up in next month’s report for following items:

- Security cameras - \$100,000
- self-check machines
- eBooks - \$500,000

2. Monthly Usage Summary

Dr. Morley spoke about the statistics continue to go up. We still have had ongoing issues with wireless connectivity and are not satisfied with this.

3. Quarterly Reports will be presented at October Meeting :

- a. Customer Service Comments
- b. Closures and Maintenance

E. Old Business -- Library Bond Program – Update:

The BOC authorized us to move forward with planning to renovate the Central Library and the remaining 14 branches.

For Central, we will have a bridging RFP (a design specification) so that it will not be a design build. We’re going to have to figure out what’s going to go in these other spaces and then how we deal with that in addition to what we’re trying to do in the Central Library.

The tax-allocation district (TAD) \$25 - \$27 million will be available for any capital project , not just the Central Library

F. Report on Action items from July 27, 2016 BOT minutes :

1. Strategic Plan Update:

Dr. Morley had previously provided the Board with an outline of strategy issues discussed in the

July BOT meeting He spoke about focusing on some of the broader objectives, and getting additional staff input. When the Branch Managers got together it was a very positive meeting, very fruitful. There will also be opportunities for community meetings - both to get input and to help manage expectations.

Our goal is to be able to implement the strategic plan in January, 2017, so would expect to review it with the BOT in October or November. We also discussed the need for metrics to be part of the plan.

We requested that we have a schedule timeline by next BOT meeting, and that we have an interim review at the BOT level before the completed plan is presented for BOT approval

2. 2016 budget revisions:

- a. Why do we want to devote \$500,000 in 2016 to Digital Resources? We're under supporting our Digital Resources. If you look at our stats you'll see the e-Resources are climbing. And it also gives us a little bit of relief. When some of our Print Materials get exhausted on the shelf we could supplement them with a digital copy
- b. Management is currently in a fire fighting mode and there is limited time to plan and manage change. The additions to fill The two vacant Branch Group manager positions as well as several branch manager positions will be important to our ability to plan and manage change and provide training for all staff in 2017
- c.

3. 2017 Budget Update. Dr. Morley provided an extensive budget update, and the following includes what he has covered in a written email in addition to our BOT discussion:

- a. Materials: Commenting on a budget increase of materials to \$2.4 mm in 2017, still far short of a competitive figure bases on population compared to other Atlanta Metro counties. The Collection is horrible. It needs to be weeded thoroughly. And we've just not had the ability or wherewithal to do it up until this point. The renovations though should give us a good opportunity to do that. We know we're going to have to get tighter and leaner....The Collection HQ product removes all of the anecdotal beliefs that librarians have about what is circulating and where it's circulating. And we have to implement that to its fullest capacity.
- b. Collections management : We have added to the central collections management staff to start the process in 2017. The proposal is for two other people in Collections. And one of those would be a cataloger and one would be an acquisitions person. We need someone who can acquire materials using the technology that we have bought and paid for and never used. None of our processes are streamlined. This position helps us be more efficient immediately. Another librarian will be our full time cataloger, a position we do not currently have!
- c. Technology planning and management: One new librarian will be dedicated exclusively to technical services. This means the individual will spearhead all of our technology

planning and management. This person will be our Sirsi guru and coordinate our technology issues with IT.

- d. Outreach Librarians: Two outreach librarians is a good start to establish some success by demonstrating what an outreach department could mean to a library system and a community. If we get the bookmobile they can take turns using the bookmobile, with their workload according to priority (working adults/businesses and youth/schools). This gives us some dedicated structure to attack constituencies that libraries rarely appeal to.
- e. Training: The final new position is a trainer who is a librarian. The number one issue staff identified as a problem was a lack of training. We have no trainer on staff at the library. We need a librarian who understands all of our products and WHY they are important and useful. That person can do group and one-on-one training with our staff.
- f. Programming: \$100,000 for programming. The library currently has \$0 for programming. Programming is vital to modern libraries. \$100,000 is a fair start to prove to the BOC that the money can be well spent. It affords us the opportunity to do some things we can't currently do because we have no money.
- g. HR associate : Even if the person is part of county HR , they need to be dedicated to the Library system.
- h. Security : This has been increased by \$250,000 over the 2016 Budget due to increased demand we have been experiencing .
- i. Conclusion :We discussed other enhancements. For example, we discussed increasing the book budget even further and adding more staff, but we want to be prudent. We will be renovating multiple libraries next year and the system is going to be in turmoil while we try to jostle things around. Trying to resolve some of our internal inefficiencies while also renovating libraries and simultaneously trying to add to our workload just doesn't seem feasible. The better strategy is to start small and build on our successes while we renovate over the next few years. This proves to the BOC and the county that we are capable of enacting meaningful change and that our results are worthwhile. I'm not confident we could make wholesale changes right now and have success.
- j. Board discussion: We strongly recommended that these additions be part of the core requirement, and not described as enhancements. If it is necessary to present a zero increase budget option, then the cuts should be in staffing, service, and hours at the branches. We agreed that we need to individually speak with our commissioners about the 2017 budget and that we need to prepare a letter signed by all BOT members to present to BOC. We also discussed the need to get a number of Fulton County citizens on our side , and working with the Friends group to speak on behalf of the Library budget
- k. Capital Budget: This is a separate budget and was not discussed in the meeting. It will need to cover one or more new bookmobiles, and other items not covered by the

operating budget or the new bond money for renovations.

3. Code of Conduct –audit to see what’s necessary and what isn’t and recommend new policy: Not discussed at this time.
4. Reporting : discussed in part above
 - l. Add Maintenance and I.T. issues to monthly report.
 - m. Add Customer Service Comments back to the report.
 - n. Replace copy of PR mentions with and email with links to stories
5. Branch renovation process - discussed in part above
 - o. How to insure that Library functionality is considered in renovation plans
 - p. Timeline for Phase I Construction process, RFP, etc.
 - q. How to establish a reserve for future maintenance of buildings
 - r. Send abbreviated report that’s just the library portion of Faithful Gould assessment
6. Date for visit to new branches by BOT - Library tour to Southwest, Hapeville and West End to begin at 10:00 a.m. on October 13, 2016

G. Projected opening dates: South Fulton – Late September

H. Action Items:

1. Strategic Plan Update
2. Updated changes to 2016 budget, which we need to review and approve at BOT meeting.
3. Updated draft 2017 budget and letter we discussed to go to commissioners.
4. Updated current organization chart and staffing for Library system, any positions we are currently planning to fill, and proposed organization under 2017 budget.
5. Branch renovation process and schedule.
6. Reporting - Tracking maintenance and IT issues.
7. Code of Conduct –audit. Timing?

The meeting was adjourned at 6:12 p.m.

Doc. #16-48



ATLANTA-FULTON PUBLIC LIBRARY SYSTEM

BOARD OF TRUSTEES MEETING

AUGUST 24, 2016 – 4:00 P.M.

CENTRAL LIBRARY – 6th FLOOR BOARD ROOM

Cormier Court Reporting, LLC

Snellville, Georgia 30039

Tel: 404.695.1923 Fax: 855.4141.CCR

cormiercourtereporting.com

Competitive, Committed, Reliable

Board of Trustees Meeting, 24 August 2016



Members Present

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

Members Absent

Borders, Patricia

Also In Attendance

Claxton, Zenobia – Assistant to Director's Office
Holloman, Gayle H. – Division Manager
Morley, Dr. Gabriel – Executive Director
Robinson, Ed – Financial Systems Manager

Visitors Present

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

Chairman Paul Kaplan called the meeting to order at 4:06p.m. at the Atlanta-Fulton Public Library System.

Board of Trustees Meeting, 24 August 2016

Transcript Legend

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

TABLE OF CONTENTS

CALL TO ORDER..... 5

16-44 ADOPTION OF AGENDA..... 5

MOTION..... 5

16-43 APPROVAL OF SUMMARY MINUTES FROM REGULAR MEETING OF JULY 27, 2016..... 5

MOTION..... 5

16-43 APPROVAL OF VERBATIM MINUTES FROM REGULAR MEETING OF JULY 27, 2016..... 5

MOTION..... 5

CHAIRMAN’S REPORT..... 6

RESOLUTION..... 6

16-47 DIRECTOR’S REPORTS.....13

16-45 MONTHLY FINANCIAL REPORT.....13

16-46 MONTHLY USAGE SUMMARY.....14

LIBRARY CLOSURE REPORT.....15

OLD BUSINESS.....15

LIBRARY BOND PROGRAM - UPDATE.....15

CENTRAL LIBRARY – UPDATE.....16

STRATEGIC PLAN – UPDATE.....17

NEW BUSINESS.....20

ACTION ITEMS.....20

2017 BUDGET – UPDATE.....27

BOOKMOBILES.....51

MOTION.....54

COMMUNICATIONS.....55

ADJOURNMENT.....57

(MEETING BEGAN AT 4:06 P.M.)

CALL TO ORDER

CHAIRMAN PAUL KAPLAN: Okay. I'm going to call the Library Board of Trustees meeting, August 24, 4 o'clock. And the Adoption of the Agenda, anybody have any additions? corrections? anything they want to add onto it?

MR. JOSH TAYLOR: Yes.

CHAIRMAN PAUL KAPLAN: Sure. Go ahead.

MR. JOSH TAYLOR: Just under New Business, I'd like to add one: Communications.

CHAIRMAN PAUL KAPLAN: Under New Business?

MR. JOSH TAYLOR: Yes.

CHAIRMAN PAUL KAPLAN: Okay.

Anything else anybody want to add?

16-44 ADOPTION OF THE AGENDA

CHAIRMAN PAUL KAPLAN: Is there a Motion to accept the agenda as written?

MR. JOSH TAYLOR: So moved.

CHAIRMAN PAUL KAPLAN: Is there a second?

MRS. PHYLLIS D. BAILEY: Second.

MOTION

CHAIRMAN PAUL KAPLAN: All in favor say aye?

(Whereupon, all said aye.)

16-43 APPROVAL OF THE SUMMARY MINUTES FROM REGULAR MEETING OF JULY 27, 2016

CHAIRMAN PAUL KAPLAN: Okay. Approval of Summary of the Minutes for the Regular Meeting of July 27. Is there a motion to approve or to make a correction?

MOTION

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

CHAIRMAN PAUL KAPLAN: Is there a second?

MR. JOHN R. THOMAS: Second.

CHAIRMAN PAUL KAPLAN: It's been second. Any discussion?

If not, all those in favor say aye.

(WHEREUPON, all said aye.)

16-43 APPROVAL OF THE VERBATIM MINUTES FROM REGULAR MEETING OF JULY 27, 2016

CHAIRMAN PAUL KAPLAN: Verbatim Minutes.

MRS. PHYLLIS D. BAILEY: I move that the Verbatim Minutes be adopted as our legal record.

MS. JAMILICA BURKE: Second.

MOTION

CHAIRMAN PAUL KAPLAN: Moved and second. Any discussion?

All those in favor say aye.

(WHEREUPON, all said aye.)

CHAIRMAN PAUL KAPLAN: Opposed? None.

CHAIRMAN'S REPORT

CHAIRMAN PAUL KAPLAN: Okay. I think everybody in their packet received a Letter of Resolution that came from the City of Atlanta. And I'm going to read it because when I get a communication like that, I have to read this out loud unless somebody's opposed to it. But I'm going to read the letter. And I gave it to the court reporter. And you already have it, all of you. This was dated July 28, addressed to, I believe, everyone on the Board.

The enclosed City of Atlanta Resolution 16-R-3949 is forwarded for your attention pursuant to the directive given within. It is identified as follows:

16-R-3949: A Resolution by City Councilmember Kwanza Hall as substituted by the Community Development/Human Resources Committee expressing support for Reprogramming and Renovating the Iconic Marcel Breuer Central Library was adopted by the City Council on July 18, approved by Mayor Reed on July 18.

The March 19, 2009 Library Facility Master Plan recommended that the existing library be reprogrammed and renovated. The Atlanta City Council and the Mayor is completely in support of that action; however, if the Fulton County Board of Commissioners should decide to construct and equip a new Central Library, the City of Atlanta asks that the 1980 Marcel Breuer Building be preserved, re-imagined, and redeveloped as a catalytic development of downtown Atlanta.

Your support of the City of Atlanta's position on this issue is sincerely appreciated.

Attached to it there is a Resolution.

Do I need to read the Resolution? I'm just asking. Usually --

MR. JOSH TAYLOR: No, I don't think so.

CHAIRMAN PAUL KAPLAN: Everybody has a copy of it, right? Okay. And then I'll -- the court reporter has a copy of it.

And if you can add that into the Verbatim Minutes, I'd appreciate it. Thank you.

A Resolution by Councilmember Kwanza Hall as Substituted by Community Development/Human Resources Committee

A Resolution to Express Support for Reprogramming and Renovating the Iconic Marcel Breuer Central Library; and For Other Purposes.

WHEREAS, on December 9, 1976, City of Atlanta voters approved a bond referendum to construct a new Central Library designed by world-renowned architect Marcel Breuer; and

WHEREAS, the Central Library was opened to the public under the

leadership of Ella Gaines Yates, the first African-American Director of the library system; and

WHEREAS, the Central Library was dedicated on May 25, 1980 by Mayor Maynard Holbrook Jackson who declared, "a great city deserves a great library"; and

WHEREAS, the Atlanta Public Library System was transferred from the City of Atlanta to Fulton County in July 1983; and

WHEREAS, in 2002, a major renovation of the Central Library was completed and the library system celebrated the centennial of the year in which public library service in Atlanta began; and

WHEREAS, in 2005, the Atlanta-Fulton Public Library System began a comprehensive master plan for library facilities; and

WHEREAS, in July 2006, the original Library Facility Master Plan recommended the complete reprogramming and renovation of the Central Library; and

WHEREAS, Thirty-Seven (37) public meetings were conducted throughout Fulton County to allow citizens to review and comment on the original recommendations; and

WHEREAS, on March 19, 2008, the final Library Facility Master Plan that reaffirmed the recommendation to renovate the existing Central Library was approved by the Fulton County Board of Commissioners; and

WHEREAS, on July 16, 2008, the Fulton County Board of Commissioners approved a resolution authorizing a bond referendum to implement a revised Library Facility Master Plan to construct a new Central Library facility upon the condition that sufficient additional funds were raised from private sources; and

WHEREAS, on November 4, 2008, Fulton County voters approved a \$275,375,000.00 bond referendum to implement the Library Facility Master Plan, to be accomplished in two phases; and

WHEREAS, on September 10, 2010, Fulton County issued \$167,000.00 in General Obligation Bonds to finance Phase I projects, which involved the construction of Eight (8) new libraries and the major expansion of Two (2) existing libraries, which is almost completed; and

WHEREAS, on June 15, 2016, the Fulton County Board of Commissioners voted to reallocate \$2,908,000 of unobligated funds from Phase I for roof replacement, elevator modernization, and library programming for the existing Central Library; and

WHEREAS, on July 20, 2016, the Fulton County Board of Commissioners is scheduled to vote on issuing bonds to implement Phase II of the Library Facility Master Plan; and

WHEREAS, sufficient funds have not been raised from private sources to cover costs associated with the construction of a new

Central Library facility; and

WHEREAS, it is in the best interest of the City that the existing Central Library is reprogrammed and renovated so it can serve as a great library for a great city.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, that the existing Central Library should be reprogrammed and renovated as recommended by the Library Facility Master Plan as approved on March 19, 2008.

BE IT FURTHER RESOLVED, that if the Fulton County Board of Commissioners should decide to construct and equip a new Central Library that the 1980 Marcel Breuer building should be preserved, re-imagined, and redeveloped as a catalytic development for downtown Atlanta.

BE IT FINALLY RESOLVED, that copies of this legislation be transmitted to the Fulton County Board of Commissioners and the Board of Trustees of the Atlanta-Fulton Public Library System and that Resolution 16-R-3831 be rescinded.

CHAIRMAN PAUL KAPLAN: Okay. I have -- and I'm going to ask our Director here -- I have some information on the RFP and things that have gone on as far as the renovation of the first group of libraries. I can talk about it now -- I am going to talk about it now. I have it here in front me. Okay.

The Request for Proposal was released on Friday, August 19. There is a proposal conference. It's called pre-proposal conference to talk to any prospective contractors who are looking to get on this project. That's going to be on Friday, September 9 at 10:30 at Room A at the Metropolitan Library. And if anybody here is into construction such as I, it's a very important one. It's not mandatory that the contractors go to this meeting; however, they have to bear in mind that if something is said over there and they didn't hear it correctly and they don't do it on their own proposal they have a problem. It should have been a mandatory, but they don't do it here.

MR. JOSH TAYLOR: Are all the --

CHAIRMAN PAUL KAPLAN: Go ahead. You can correct me --

MR. JOSH TAYLOR: No. I'm just asking a question. This is just for the --

CHAIRMAN PAUL KAPLAN: Seven libraries.

MR. JOSH TAYLOR: Seven libraries.

CHAIRMAN PAUL KAPLAN: For the money from Phase I --

MR. JOSH TAYLOR: Right.

CHAIRMAN PAUL KAPLAN: -- that we have left to give money to.

MR. JOHN R. THOMAS: The money we moved -- moved in the --

CHAIRMAN PAUL KAPLAN: Right.

MR. JOHN R. THOMAS: -- branches we moved into Phase I.

CHAIRMAN PAUL KAPLAN: Correct. All the proposals are due back on October 7 at 11:00 at the Department of Purchasing. Now, the seven libraries again is Roswell, Sandy Springs, Kirkwood, Southwest, Dogwood, Washington Park, and West End Library. I'm going to give you a -- we have what they call Preliminary Project Schedule, which will be Tweeted as times go on. Right now, for the first group, we hope to have things completed by anywhere from December -- anywhere from April 2018 to January 2019 before these are actually occupied, things have been done, all the things have gone through; it's been remodeled and so on. It's a long period of time. But it'll be Tweeted as time goes on because things sometimes get faster. They have to have all the material and things ready to go once those things start. It takes time. Because the process if the Request for Proposal goes out; a contractor, then what happens is there is a group, Al Collins and our Director, goes around and what happens they have -- they pick the right design. These are all design built systems. In other words, all the contractors do the design; the interior, all of it. And this includes furnishings and everything else that's in there. The only thing it does not include is the I.T. And you can correct me if I'm wrong. I just found that out yesterday.

The I.T. department puts in the computers and things like that. But the low voltage wiring belongs to the contractor. It's very -- it's a seven hundred and fifty page manual. And I don't think anybody wants to sit and read it, but I've read a lot of it. So once that is done, then it's got to go in front of the Board of Commissioners. The Board of Commissioners have to approve that person to do it. So there's a timeline here. Once that's done, it goes to designing again to see how the designs vary.

We hope to start construction the second quarter of 2017 on those libraries. Now, there's a lot of coordination involved. Some of these libraries will be closed; some won't be closed. So maybe they could do part it and still keep it open; some they can't. We did mention in the notes that not all these libraries can be shut down at one time. You know, contractors want to get it and do it all at one time. It can't happen because people have to be relocated. Our employees have to be -- we shut a library down then we'd have to put them someplace else. You can't shut them all down. So it's a long timeline for this to take place. There's a lot of coordination that's going to be done by Gabriel. There's a lot involved with this. It's not a real simply turn-key operation.

The second group of libraries, we're going to kind of hold off a

little bit 'til after the -- we had this pre-preliminary meeting. We kind of tweaked it. You know, there might be some questions and some comments come up that we have not figured out as far as what we want done.

MR. JOSH TAYLOR: Is this -- is this referring now to Phase II?

CHAIRMAN PAUL KAPLAN: This is Phase II. Now, we're in Phase II. But Phase I group, you know, are going to ask questions and there might be some questions we never even thought about. So -- but Phase II we hopefully will have that completed. The occupancy will be anywhere from third quarter of 2018 to as far as the third quarter of 2019 before Phase II will be done. Phase III, everything is -- you have the north side, south side, and Central. That's how this thing is split out. There's three different areas. Phase III will start construction the fourth quarter -- well, let's put it this way -- occupancy anywhere from the fourth quarter of 2018 to about the fourth quarter of 2019.

And then Central Library hopefully will have that occupancy somewhere 2019, 2020, somewhere in there. That's going to be the longest one. This schedule is very preliminary. The things I told you, you know, I don't know if it's going to go longer; it's going to go shorter. We're not sure. But I will tell you that it's a large project. There's a lot of things to consider. There's a lot of work that the library staff here is going to be doing, a lot of coordination. And -- but not one contractor -- the rule is going to be that if you bid on the first seven libraries, you cannot bid any other libraries. That's it. So if you bid the first seven libraries, you can't bid the Second Phase or the Third Phase or Central.

DR. GABRIEL MORLEY: You can still bid if you don't win the bid.

CHAIRMAN PAUL KAPLAN: If you don't win the bid.

DR. GABRIEL MORLEY: Right.

CHAIRMAN PAUL KAPLAN: Yes. Okay. That's true. If you don't win the bid. If you win the bid, you can't.

DR. GABRIEL MORLEY: Right.

CHAIRMAN PAUL KAPLAN: I, on the other hand, I'll just say this out loud that being in construction that is correct; however, I still feel Central Library is only going to be able to be handled by a quality type construction company. There's a lot to do in this building. And I -- if they want to bid on something here, I don't want to prevent them from bidding the Central Library. This is something I was going to discuss with -- I discussed with a couple of people already. And I don't know if you were in the meetings about that. But the Central Library is going to have to be done by a -- go ahead --

construction guy who knows what they're doing. There's a lot of coordination involved in it. So just to give you an idea of the things that have gone on. Things are starting to move. We're starting to progress on this thing finally. And it'd be nice once we start construction, which will be the second quarter of 2017 for these seven. It'll be great. But that's where we are. Any questions? If you have any questions, I'll --

MR. JOHN R. THOMAS: The beginning and end date for the seven branches is when, Paul?

CHAIRMAN PAUL KAPLAN: The beginning of construction, they're shooting for the second quarter of 2017. And occupancy varies. And hope to have occupancy by the first quarter of 2019.

MR. JOHN R. THOMAS: Okay.

MR. JOSH TAYLOR: Where will we -- the question I have is: Where will the scope of the internal space be considered, for example, Sandy Springs? They've got some redundant space. And then they need some re-changes in space. Will that be in the scope or is that out of the scope?

CHAIRMAN PAUL KAPLAN: No. What's happening is -- I'm just going to tell you then I'll ask Gabriel -- the designer, whoever is awarded the contract, that's one of the part of the things he designs, the interior. I am going to ask at that time that you get involved in this. You'll be involved in this anyway, looking at it. It's going to be very much involved in picking which design, because if it doesn't fit our pattern, then they don't get the job. And that's something. You'll have to do the influence on that.

MR. JOSH TAYLOR: Okay.

CHAIRMAN PAUL KAPLAN: But...

DR. GABRIEL MORLEY: And once the bid's awarded, that's when we'll have those design meetings so they will know sort of how they want to design the building. We're not just going to turn it over and say, hey, go for it. And we've said all along, our voice is going to be the loudest voice. We're not interested in expensive chandeliers and fancy furniture. We want things that work for us day-to-day.

CHAIRMAN PAUL KAPLAN: So there's -- and I'm going to stay very much involved with this from the beginning to the end. That's why I'm going to go to the pre-construction, pre-proposal meeting. I want to hear who -- what they all have to say. It's going to be -- it's going to be an undertaking, but we're talking about several years. But, you know, it'll be done. And it's going to -- will be good for this when this is done, plus everything else that we have to go along the way, so.

DR. GABRIEL MORLEY: And LEEDS Silver is one of the

requirements, mandatory.

CHAIRMAN PAUL KAPLAN: Yes. Any other questions?

MR. JOHN R. THOMAS: And Gabe or Paul, are we going to get citizen input, for example, on Roswell as to what they want improved at the Roswell Library?

CHAIRMAN PAUL KAPLAN: That would only go -- that would not go to the construction. It would have to go to us. Are they going to get some? No.

MR. JOHN R. THOMAS: Are we going to do that? Yes. Okay.

CHAIRMAN PAUL KAPLAN: I mean, he'll be doing it --

MR. JOHN R. THOMAS: Yes. Okay.

CHAIRMAN PAUL KAPLAN: -- because we're going to be very much involved.

MR. JOHN R. THOMAS: Because I --

CHAIRMAN PAUL KAPLAN: Not to the contractor, but to -- through us.

MR. JOHN R. THOMAS: I know the citizens of the - of their library want certain things. And this will be a chance to voice them and get them.

DR. GABRIEL MORLEY: Part of that will be adjusting their expectations too.

MR. JOHN R. THOMAS: Sure.

DR. GABRIEL MORLEY: Because we're going to be defined by how much we have.

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

DR. GABRIEL MORLEY: And we're not going to be bullied by a few loud mouths who come in, you know, and say we want 'x', 'y', and 'z', when we're saying, well, you're going to get a roof. And you're going to get this. And so part of that will be much more of a conversation than a session for people to just come out and say what they want, because the money is finite. And Heery Russell's done those preliminary cost estimates anyway, which is how we came up with the amount of money to budget for each branch, so.

MR. JOHN R. THOMAS: There's a fine line there.

DR. GABRIEL MORLEY: There's some flexibility, but it's not going to be like building a new one.

MR. JOHN R. THOMAS: Right.

CHAIRMAN PAUL KAPLAN: No, not at all. But there's going to be a lot of meetings and a lot of things going on just until it's done.

Okay. Chairman's Report.

DR. GABRIEL MORLEY: That was you. You just did that.

CHAIRMAN PAUL KAPLAN: Well, thanks. I'll do it for you anytime.

16-47 DIRECTOR'S REPORTS**16-45 MONTHLY FINANCIAL REPORT**

DR. GABRIEL MORLEY: My Financial Report is standard. I think we will probably have a longer discussion about the 2017 Budget. And hopefully you've got the proposed budget in your email and it looks similar. Ed and I did that intentionally so you would have a frame of reference when we look at the 2017 proposal based on what you normally see every month.

MRS. PHYLLIS D. BAILEY: What page?

DR. GABRIEL MORLEY: It's towards the back. I don't think they're number sequentially. Right after the Volunteer Services page. Yes. Keep going.

There's nothing out of the ordinary. We're trying to spend down. You know, we're getting close to the end of the year. We'll try to wrap up everything we're doing in November. We're going to -- we've moved that money. Remember last time I told you all we moved to the salary savings. We have some more salary savings we need to move. Ed and I have to look at that and see where we're going to go. And we're going to purchase security cameras for sure. You know, we budgeted about a hundred thousand of that money to go towards security cameras, which are pretty desperately needed. Even though we know we're about to renovate, we still -- some of these renovations may be eighteen months away. And we just don't feel like we can wait. And the equipment will still be good. It'll just be a matter of disassembling and then reinstalling when we get to that point. And other things are things that we would have bought anyway with Phase II money. So that's why I said some of the numbers when we start talking to the constituents for these separate libraries, some of those numbers we'll have some flexibility. Because if we use some of this salary savings to buy self-check machines now, then that means when we renovate, we don't have to use the bond money to buy those self-checks machines. So we're going to be very prudent in what we do, and forward-thinking enough that we can benefit us both ways.

So, you know, our report for July, you know, is our six-month or our seven-month report. We will spend down some more of this money pretty rapidly. We have two -- I think we have four items on the agenda.

MR. JOSH TAYLOR: Has the budget allocation been changed to reflect the changes?

DR. GABRIEL MORLEY: It should have been last time. Yes. We should have already --

MR. JOSH TAYLOR: It wasn't last time, so that's why I'm asking.

DR. GABRIEL MORLEY: Let me see. Where's the Books? No.

Because we -- oh, because the Books is one of the items on the agenda. That's where I was going. The five hundred thousand that we've moved to eBooks is on the September BOC agenda. So, technically, they have to authorize that.

Are the other things in here, Ed?

MR. JOSH TAYLOR: I think you added it because you now have a Books Budget of a million-nine. And that's more than it was at the beginning of the year.

DR. GABRIEL MORLEY: These are updated to include those salary savings?

MR. ED ROBINSON: This book was ran as of July. And actually the County didn't actually post it until August. Once you look at the book in August, the Book Budget should be at 1.4 --

DR. GABRIEL MORLEY: 2.4.

MR. ED ROBINSON: Yes, 2.4. I'm sorry. 2.4, so...

DR. GABRIEL MORLEY: We're always operating on different timelines.

MR. ED ROBINSON: Right. It takes awhile.

DR. GABRIEL MORLEY: We're months ahead; they're months behind. And this Board meets sort of in the interim.

So we have a few more things we need to spend down. And Gayle told me the other day we have a couple of hundred computers we've got to get installed. So we still have some work to do before the end of the year.

What's next?

CHAIRMAN PAUL KAPLAN: Well, you've got Monthly Usage. For some reason, I've got Library Closure Report.

16-46 MONTHLY USAGE SUMMARY

DR. GABRIEL MORLEY: Yes. Our Usage has done well again. I'm not taking credit for it. I just want to keep pointing out, you know, that a lot of our statistics continue to go up.

Statistics that we expect to go down are probably going down. Wireless Sessions is not really where we want to be. Computer classes, those percentages aren't really representative of the actual numbers. But you see our Virtual Circ is increasing, especially from where it was last year. Our regular Circ has increased. And it's hard to predict what's going to happen when we start renovating. It would be easy to say we may take a hit because it'll be harder for people to get their materials. Because depending on what we do, we may be able to push that traffic to other branches, or we may be able to come up with some different alternatives depending on how long they'll be closed and which branches will be closed.

So, you know, the next couple of years will be tricky statistically, especially if we get to a point where we're doing

two or three groups simultaneously and maybe have twelve or thirteen libraries closed at once. But when they reopen, they ought to do just like these others have done. They ought to be extra -- not extra -- they ought to be -- to have increased usage just like these new ones that we've opened, so we'll pick those numbers back up.

LIBRARY CLOSURE REPORT

DR. GABRIEL MORLEY: And the Closure Report is better this month, or we didn't have nearly as many air condition problems.

MR. JOSH TAYLOR: Do we have a Closure Report? I don't see it.

DR. GABRIEL MORLEY: Oh, Zenobia said I moved that to quarterly. So we'll have that at the quarter. That's what we did with Customer Service too. So we just left it on the agenda.

OLD BUSINESS

LIBRARY BOND PROGRAM - UPDATE

CHAIRMAN PAUL KAPLAN: What's happening with the bond? How are we getting it all together?

DR. GABRIEL MORLEY: Yes. The bonding is outside of our purview. I mean, the County's legal department and the County's finance department have put all that into play. And they've got to get bonding attorneys; they've got to get bonding counsel. They've got to have bonding documents. And they're already on their portion. Because they need to get it done before the end of the year, you know. So they're moving forward with everything they need to do. And that -- I mean, for those of you who don't know, that's going to fund these buildings. So we can't really start work until those bonds are sold. So even though we're moving forward with all of our plans, if something happens and the bonds don't sell --

CHAIRMAN PAUL KAPLAN: It stops.

DR. GABRIEL MORLEY: -- then, yes, everything goes on hold.

MR. JOHN R. THOMAS: Well, with the exception of those seven plants -- I mean, plants --

CHAIRMAN PAUL KAPLAN: Those for sure will go up.

MR. JOHN R. THOMAS: Yes. Those are already part of Phase I, yes.

DR. GABRIEL MORLEY: And we don't anticipate any problems. The County's bond rating just went up, so you know, we should --

MR. JOHN R. THOMAS: Good.

DR. GABRIEL MORLEY: -- have a good interest rate. We should not have any problem selling bonds, especially if we can hustle up and do it before the election in November.

MR. JOSH TAYLOR: Dream on.

DR. GABRIEL MORLEY: It may cause some minor issues.

MR. JOHN R. THOMAS: A little bump in the road.

DR. GABRIEL MORLEY: Yes.

CENTRAL LIBRARY - UPDATE

CHAIRMAN PAUL KAPLAN: How about Central Library - Update?
Well, we pretty much...

DR. GABRIEL MORLEY: Yes. I mean, we don't have an update for Central. I mean, the idea for Central, we lobbied to have a bridging RFP installed so that it wouldn't be a design build because we didn't just want to hand this over to somebody. We wanted to be very specific in what we do. And so we want to have our own person that we work with to develop whatever plans we want for Central and then use some bridging documents to give that then to the design builder who will take that design and put it into practice. And that's a long way off.

CHAIRMAN PAUL KAPLAN: That's a long way. That's...

MRS. PHYLLIS D. BAILEY: '18, '19, '20?

CHAIRMAN PAUL KAPLAN: Well, even the design part we're talking first part of 2018 the way it looks now.

DR. GABRIEL MORLEY: Yes. We want to clear out some of the other clutter too and give ourselves time to really think through what we're doing. Because as you all know, at the last BOC meeting when the issue came up and people started interjecting about what they would like to see in the building, that really complicated the issue. Because now we -- at some point, we're going to have to figure out what's going to go in these other spaces and then how we deal with that in addition to what we're trying to do.

MR. JOSH TAYLOR: Has the --

DR. GABRIEL MORLEY: And that's going to mean consensus at the BOC level.

MR. JOSH TAYLOR: Well, if we can reach consensus at the BOT level, surely we can persuade our Commissioners on the right thing to do.

DR. GABRIEL MORLEY: Some are diametrically opposed. Some do not want to be in the landlord business, and some want to monetize it, so.

MR. JOSH TAYLOR: Okay.

DR. GABRIEL MORLEY: But I did learn this week -- and I don't know if you all know -- Gayle knew when I was telling her -- but we actually already have a tenant in this building who pays rent. And that's the glass service that does the services for the handicap and blind. So there is a precedent. And I met with that woman. They would like to stay in the building, you know, after we renovate. And I didn't realize they were paying tenants. I thought we just had a MOU with them since they were part of the Georgia state library -- not Georgia State

University, but the state of Georgia.

MR. JOSH TAYLOR: Are you aware of the discussions, at least when I talked to Lee Morris, he said there was some discussion about the - is it the TAD money or the TAG money?

DR. GABRIEL MORLEY: Yes. I talked to him on the phone the other day. And legal is working on some resolution for that, on how best to distribute. And they went back and forth. And I think what we've settled on now is that that money will be available for any capital project as part of these renovations and not specifically just for Central. So if they can get approval on that. And that money comes in at maybe four or five million a year over a period of time. It's not a lump sum.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: But it is supposed to be dedicated for the library. So if something happens, don't forget about it. And I think it's maybe twenty-five or twenty-seven million total.

MR. JOHN R. THOMAS: I think it is. Yes, right around that.

DR. GABRIEL MORLEY: So that'll be good. That will help us at Central if we need any kind of buffer, you know, if we come across something that we didn't anticipate. This is an older building, and depending on the tenant. You know, we've already discussed the elevator issues before. And if someone comes in and says, yes, I'd love to be your tenant, but I want a whole separate elevator, I mean, that might be three million, I mean, to make an elevator channel, install equipment. So it'll be nice to have that little buffer that we hadn't planned for. And if we need it somewhere else, we'll have it available if they're agreeable. You know, if they approve the resolution that's drafted.

That was all I have for Central.

CHAIRMAN PAUL KAPLAN: Okay.

STRATEGIC PLAN - UPDATE

CHAIRMAN PAUL KAPLAN: Strategic Plan, have you --

DR. GABRIEL MORLEY: Yes. We had another good meeting. We were trying to focus some of the broader objectives we had. And so our next step is to take that back to the staff, get some staff input and then from there go out the community and see how the community feels about these different things that we've been talking about. See where they are with some of their ideas. And then we should be close to wrapping up. I mean, we'll have the community input. We've got the staff input. We have tons of managerial input. And we'll bring it back here again to wrap up to see --

MR. JOSH TAYLOR: What's the process that you see using going to the community?

DR. GABRIEL MORLEY: Probably just some charrette, you know, advertising, to say, hey, we're going to be here on such and such date. We've also been telling all the Branch Managers as people come in - Dogwood's one - not Dogwood, Kirkwood has an active group. South Fulton has an active group of people that are already, you know, invested in this. And we've told them go ahead and send it on. I've got two or three different speaking engagements at different groups in different areas that have already expressed an interest in providing some input. And part of that too is the expectations, you know, to go and say, hey, you know, we're not going crazy here. We're doing some things that we feel like are the right way to go. How do you all feel about that. I don't think we'll have too many issues. People are generally satisfied with what we're doing.

MR. JOHN R. THOMAS: That's exactly what we did with the Facility Master Plan. You advised on the -- on our website. We had flyers in the branches. We didn't have a lot of people turning out. Some branches are probably a little more active than others and you will have maybe twenty-five or thirty. But it wasn't uncommon to have about ten people show up at some of these meetings, but...

DR. GABRIEL MORLEY: Yes. I'm putting it in Access too, so everybody with the new Access will see and have that opportunity. So even people who may not be library users, if they pick it up and they have a --

MR. JOSH TAYLOR: And what's your timetable for that part of -- phase of the work?

DR. GABRIEL MORLEY: I don't think we're going to make next week, which was my original timetable.

MR. JOSH TAYLOR: All right.

DR. GABRIEL MORLEY: But at least before the end of the year. I mean, our goal is to be able to implement in January. So I would think sometime October, November, you know, we can bring it back here. And then we'll be able to vote and say yes or no, this is what we want to do. So we'll be ready to implement in January.

MR. JOHN R. THOMAS: Are we going to retain somebody to help us with the actual writing of the plan or what happens?

DR. GABRIEL MORLEY: We weren't. I mean --

MR. JOHN R. THOMAS: How are we going to -- how are they going to reduce what we've learned to --

DR. GABRIEL MORLEY: We've been reducing it as we go.

MR. JOHN R. THOMAS: So we're doing our own?

DR. GABRIEL MORLEY: Yes.

MR. JOHN R. THOMAS: That works for me. That works for me.

MR. JOSH TAYLOR: Gabe gave us three pages a couple of meetings ago, right?

DR. GABRIEL MORLEY: Yes. I think -- you must have been out of town that meeting.

MR. JOHN R. THOMAS: I think I was. I was up in -- I was gone. That was June, the June meeting.

DR. GABRIEL MORLEY: I forgot that. And so now essentially what we've done is we've taken what we had, the condensed priorities, and then we've tried to put some specifics with those and figure out where we want to go. You know, how much would we like to increase circulation? How much would we 'x', 'y', and 'z'? And so now we want to put that out to the staff too because that's the managerial perspective. So we want to see how the staff feels about it, get some input from them. You know, they're doing the work, ninety percent of the work day in and day out. So it'll be valuable to hear what they have to say in regards to what we've already formulated. And it will also help unify us. I mean, we've talked a lot about that. Gayle and I both without talking to each other had the same idea that when the Branch Managers got together it was a very different kind of meeting. It was a very positive meeting, very fruitful. And it could have gone another way. We could have had a lot of resistance and pushback, but they all seemed to embrace it and worked together well. And people volunteered to do different parts of what we were talking about. And we were very encouraged. And I was slightly surprised, at least, that we got such good participation from the staff.

But I think they wanted that in some ways. They wanted to have the ability to speak out, say what they felt like some of the needs were, and how they felt like we could improve. And we were honest with them. Some things we're not going to do. We're not hiring three hundred more people, so get over it and let's figure out another way. And I think the majority of them will come to terms because we've also tried to couch this plan as when this plan is implemented and put into place this is our plan and the other things are peripheral. And we're focusing on this plan. That's why we're developing the plan so we have some direction so that we won't just be listlessly anymore wandering around in the wilderness.

We need to focus on these things that we said we were going to focus on and do them well. And for a lot of people I think that's good for them to hear. And for some people, they're still very confused about why we would narrow our focus and not do everything halfway, you know.

MR. JOHN R. THOMAS: And I'd like to recommend that once we have

that in place, the plan in place that we make it an operating document. It should come as our bible for operating this System. And every year we may have a formal sit-down and talk about where we want to make some mid-course corrections.

DR. GABRIEL MORLEY: Yeah. We're building in those metrics.

MR. JOHN R. THOMAS: Right.

DR. GABRIEL MORLEY: Yes. We're building in those metrics. That was part of our charge when they sat down was to figure out things that we could measure. Even if it's a qualitative measurement, we want to be able to measure it to make sure it's worthwhile. And that if it's not working we can ditch it and try something else or modify it and try something else. And that was hard. That was probably the hardest part for some of them.

MR. JOHN R. THOMAS: Right.

DR. GABRIEL MORLEY: You know, one whole group went for a long time just writing things down that had no way to be measured. And so when we said, well, how are we going to measure that, then the light bulb starts going off and they say, oh, I see. We need to do things that we can measure, that we can show some value.

MR. JOSH TAYLOR: I have two suggestions. One is: Why don't you send us some of the schedule for, you know, the planning process.

MR. JOHN R. THOMAS: Yes.

DR. GABRIEL MORLEY: Okay. Timeline?

MR. JOHN R. THOMAS: Good idea.

MR. JOSH TAYLOR: And second, I would suggest that you send us a draft of -- at certain points where we might be able to discuss, you know, before it gets to us as a final document.

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

MR. JOSH TAYLOR: But I'm encouraged to hear that you had positive response.

CHAIRMAN PAUL KAPLAN: Certainly better than the other way --

MR. JOSH TAYLOR: Yes.

CHAIRMAN PAUL KAPLAN: -- that's for sure.

DR. GABRIEL MORLEY: Still has to be implemented.

MR. JOSH TAYLOR: Oh, the hard part.

NEW BUSINESS

ACTION ITEMS

CHAIRMAN PAUL KAPLAN: Okay. On to New Business. We have Action Items and then, of course, the Budget.

MR. JOSH TAYLOR: I would suggest that we list the Action Items next time we do the agenda just so it's in front of us.

DR. GABRIEL MORLEY: What are they; do you remember? Was it a

Mechanical Report? I don't think we had a Mechanical Report. We didn't have any mechanical issues.

MR. JOSH TAYLOR: I think it's in the -- it should be in the Summary.

DR. GABRIEL MORLEY: Yes. Customer Service Comments was a Quarterly Report.

MR. JOSH TAYLOR: Yes. It's on page 3 of the minutes.

DR. GABRIEL MORLEY: Yes. We replaced the P.R. mentions with the email. And the maintenance, we didn't have a Maintenance Report. And the I.T. issues, I don't think we had any I.T. issues, none outside of the ordinary. We have computers that have to be installed. And we have our regular CIP Bond project, I.T. issues, but those are separate from our regular operations.

MR. JOSH TAYLOR: Back to 4B. John, I think, had asked that we have the actual comments, you know, some of the actual comments --

DR. GABRIEL MORLEY: Yes.

MR. JOSH TAYLOR: -- on the report and do that. So it'll still be quarterly, but we'll have some of the comments.

DR. GABRIEL MORLEY: Yes. We can add them back.

MR. JOSH TAYLOR: Yes. And maintenance and I.T. issues to the Monthly Report, I think -- I think I suggested that. I was just trying to get some kind of metric in terms of the noise level or the activity level of maintenance and I.T. issues.

DR. GABRIEL MORLEY: This month it was quiet.

MR. JOSH TAYLOR: I know. But other than a verbal this month it was quiet, do we measure it? Is there a way for us to include it in the Monthly Report?

DR. GABRIEL MORLEY: We could. I mean, we submit work orders. Like, for one we'll submit a work order that says, hey, this stuff is going to be surplus; we need somebody to pick it up. I mean, is that what you're thinking? Or are you thinking there's a toilet broken in Roswell --

MR. JOSH TAYLOR: I'm thinking more of things that are broken; things that aren't working.

CHAIRMAN PAUL KAPLAN: The problem we have is that these branches are all going to be renovated. There's so many things that break down. I know what they are during the month. I pretty much -- I'm pretty much in tune with them. And we have one: Air conditioning wasn't working because there was a power surge. That's one thing. I mean, it goes on and on. There's always -- but you know something, this was a very good month. Things were quiet.

DR. GABRIEL MORLEY: Yes. I don't think we had -- do you remember any this month? This month it was only theft.

CHAIRMAN PAUL KAPLAN: This was a quiet month.

MRS. GAYLE H. HOLLOMAN: Fairly quiet.

DR. GABRIEL MORLEY: It was quiet for maintenance but not for theft.

MRS. GAYLE H. HOLLOMAN: A few power surges, but that was about it. One or two slight air conditioning problems, but we got blowers in and then they fixed it, so.

DR. GABRIEL MORLEY: Yes. I don't even know if that was this month. I mean, I don't remember when that one was fixed, but... And same with I.T. issues. I don't -- I don't think we had -- we did a SIRSI upgrade. And the SIRSI upgrade didn't reset every computer. But I.T. fixed it that same day or the next day. And that wasn't really a big issue.

MR. JOSH TAYLOR: Well, I'm glad that the noise level has diminished.

DR. GABRIEL MORLEY: Yes. I'll try to keep up with them. And -
-

MR. JOSH TAYLOR: All I'm saying is if there's a way we can track it. If it begins to pick up, we can say, look, what's going on here? I mean, you may be aware of it, but as a Board, that may help us communicate with the -- our Commissioners.

DR. GABRIEL MORLEY: Okay. Yes. I'll try to keep it in mind. I don't see all of them. I mean, some of them just go straight to the maintenance department, you know, by design. We'll try to keep up with it.

CHAIRMAN PAUL KAPLAN: The only thing that worries me is the I.T. We're going to do all these renovations and we're putting all new equipment in and doing wiring and Wi-Fi. Are we going to be back to the way we are where nothing works again? Even with all the new equipment we're putting in, did we finally get it all straightened out?

DR. GABRIEL MORLEY: I wouldn't say it doesn't all work. I mean, we have wireless issues for sure.

CHAIRMAN PAUL KAPLAN: Yes.

DR. GABRIEL MORLEY: Which we're always trying to mediate. And we've made some changes to that for some improvement. But it's also branch to branch. And some of the hardware issues, like I said earlier, we've got 200 brand new computers that we purchased. We just can't get them installed. So that's some of that issue. And the rest, I mean, I would say yes. Unless -- of course, I say that, but I don't know how I.T. is going to reorganize. Part of -- at the September BOC meeting is a reorganization of the whole I.T. department. And so maybe that's something they're addressing too. I mean, because we have machines that aren't updated. We have machines where

people can't use Google Chrome. I mean, there are a lot of little petty issues that are annoying to us that I.T. manages because that's best for their department. And, you know, they're working on some different things. I'm meeting with the Google people next week to see if we want and try to deploy Google Chrome books, which are about half the price of a regular desktop computer and much easier to maintain. And from a maintenance standpoint, from my perspective, let's say we have ten computers deployed in the building but we buy twelve. So now if one goes down, we just unplug it and plug in one of those spares that we have in the building. Now, we don't have an out of order sign sitting for four weeks on a computer. And then we send that Chrome book to I.T. to get repaired. But that's also a wholesale change in what we're doing. And until we can figure out a good model for those Chrome books to accept Office, they would not necessarily have access to Word, or Excel, or PowerPoint, some of the primary software services that people come in to use.

So we're working with Google and the County to try and figure out a way that that platform is enabled on the Chrome books; otherwise, you know, we may just be penalizing ourselves to install Chrome books and force people to use Google.docs who don't want to use it, or can't use it because everything else they have is in a Windows based environment.

So, you know, I think I.T. wants to get better. That, you know, that's not the issue. It's just a matter of lining up their people, their processes, trying to figure out how to get their equipment installed, and... We deal with it.

CHAIRMAN PAUL KAPLAN: No choice. No choice. That's why it'd be nice if I.T. ever comes back to our building here and we control it versus going over -- going forward.

CHAIRMAN PAUL KAPLAN: Okay. The Budget, so -- go ahead.

MR. JOSH TAYLOR: We skipped the date of visiting new branches, Date for Visits of the New Branches.

DR. GABRIEL MORLEY: Oh, yes. This is October 11. I don't have that on my agenda.

MR. JOSH TAYLOR: I'm just reading from the notes.

DR. GABRIEL MORLEY: Oh, okay.

MR. JOSH TAYLOR: -- on the Action Items. That's why I want it on the agenda so it reminds us.

DR. GABRIEL MORLEY: October 11 is the day that the majority of you could participate. We slotted 10 to 1. We've got a driver; we've got a vehicle. We just need to know where you want to go.

You want to see new branches? I mean, what's your preference for that time period? That's a three-hour time period. I'm thinking maybe three libraries max for drive-time and walk-through time.

CHAIRMAN PAUL KAPLAN: I don't know. I'll ask -- I'll open it up to everybody. My feeling is I would like to see -- I've seen almost most of them. I'd like to see the older branches, you know, having problems and need to be done. New branches are running fine. I just wanted people to see what the old ones look like and then what it's going to look like a couple of years from now, a year from now. I mean, just what people have been dealing with. But this is my feeling. I know that's -- I know John you indicated you had seen all of the new branches.

MR. JOHN R. THOMAS: Yes. I've seen them all, but I don't mind going back. I've been to them all. We did the same thing about five or six years ago.

CHAIRMAN PAUL KAPLAN: You did?
Phyllis, who do you think?

MRS. PHYLLIS D. BAILEY: I would like to see the older branches, too, especially in the south side. I think there are a lot of us who are not aware of just what they look like and the problems they are encountering. I visited a couple of these libraries and there are some issues.

MR. JOSH TAYLOR: I think that's a good idea, because, you know, I think the newer branches and some of the larger branches on the north side, you know, that I've been to, you know, they seem to be functioning well. But the south side, I don't have a good feel for. So I think that'd be good to do.

DR. GABRIEL MORLEY: So maybe Southwest? Have you been to --

MRS. PHYLLIS D. BAILEY: Yes.

CHAIRMAN PAUL KAPLAN: Southwest is where you want to go.

DR. GABRIEL MORLEY: Southwest?

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

DR. GABRIEL MORLEY: I mean, that's a big one.

CHAIRMAN PAUL KAPLAN: That's a big one.

MRS. PHYLLIS D. BAILEY: Yes.

DR. GABRIEL MORLEY: It will be a big renovation and a wholesale renovation. You know, they need a new focus from what it was when it was built.

MRS. PHYLLIS D. BAILEY: It's really in bad shape.

DR. GABRIEL MORLEY: Adams Park is nearby.

MR. JOSH TAYLOR: We can go there too.

MRS. PHYLLIS D. BAILEY: What about Hapeville?

DR. GABRIEL MORLEY: I don't know. You tell me. Is Hapeville -
- are we going to have time to get all the way to Hapeville from

Southwest and then --

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

DR. GABRIEL MORLEY: I mean, because we can hit Adams Park on the way down then Southwest then Hapeville and then come back. I mean, because that's going to be right like that, right like that, right.

MRS. PHYLLIS D. BAILEY: Okay. Okay. Well, I -- those two I know, Hapeville and Southwest.

DR. GABRIEL MORLEY: It may be valuable to visit Hapeville because Hapeville's still a question mark as far as the County is concerned --

MRS. PHYLLIS D. BAILEY: Yes. Absolutely.

DR. GABRIEL MORLEY: -- on whether it's a renov or whether it's a tear down and a rebuild.

MRS. PHYLLIS D. BAILEY: Yes, and make a new one. That was my concern and why I wanted to include that one.

DR. GABRIEL MORLEY: And we just don't have a good perspective from a contractor. You know, I think it's a steel frame. And so essentially we said pull off the roof and the skin. But then once you pull off the roof and the skin --

MRS. PHYLLIS D. BAILEY: What do you have left?

DR. GABRIEL MORLEY: -- you're right at the point of just knocking it over and building on the same spot. And we got nowhere with that discussion. We met for about an hour one day. Dick came over as well, you know, to try and offer some insight. But we're just sort of in a quandary about what to do. So I think having some better numbers will help. You know, some kind of estimate from a contractor will give us a little more perspective. Because if it comes down to a million or so dollars, it's probably just going to be a knock down and redo.

CHAIRMAN PAUL KAPLAN: It's not only the building. It's also the parking lot.

MRS. PHYLLIS D. BAILEY: It's everything.

CHAIRMAN PAUL KAPLAN: The lights are attached to the trees. I mean, there's a lot of things.

DR. GABRIEL MORLEY: You didn't like that?

CHAIRMAN PAUL KAPLAN: No. I couldn't believe it when I walked in and saw that.

MRS. PHYLLIS D. BAILEY: I think that a personal visit to the site will give all of us a much better perspective on what we're dealing with and what has to be done.

DR. GABRIEL MORLEY: Yes. I think we can do those three in our time because they're in a straight line. Then we can just jump back on the interstate and get back.

CHAIRMAN PAUL KAPLAN: Okay. So if we're leaving here at 10,

we're leaving from Central at 10. We park our cars and then we go from here with the --

DR. GABRIEL MORLEY: We can, or we could meet Phyllis at Southwest or Adams Park, wherever --

MRS. PHYLLIS D. BAILEY: It's up to you.

DR. GABRIEL MORLEY: For people driving down, you could stop here and ride. But for you, I mean, why even ride up and back. And I don't know where Jamilica lives, but --

MS. JAMILICA BURKE: Midtown. So, yes, going down works better for me.

MR. JOSH TAYLOR: So meet at Southwest and then --

MRS. PHYLLIS D. BAILEY: Okay. We'll meet --

DR. GABRIEL MORLEY: Well, Adams Park is more north than Southwest, right? In my mind, if we left here we would hit Adams Park and then go to Southwest. I switched it.

MRS. PHYLLIS D. BAILEY: You want to meet at Adams Park? Adams Park, I haven't been to.

DR. GABRIEL MORLEY: Adams Park?

MRS. PHYLLIS D. BAILEY: No. I haven't been to that one.

DR. GABRIEL MORLEY: Does that sound right to you, Ed?

MR. ED ROBINSON: Yes, pretty much, I guess. It's kind of six in one hand and half in another.

DR. GABRIEL MORLEY: Okay.

MRS. GAYLE H. HOLLOMAN: I wish there's some way you could hit West End, because that's just right off the interstate.

DR. GABRIEL MORLEY: Well, we could do that instead of Adams Park. I just picked Adams Park because it was small. You know, and it was --

MRS. GAYLE H. HOLLOMAN: I know.

DR. GABRIEL MORLEY: -- it would give you an idea of new carpet, new paint, and what else? You know, there's just not much there to do, so that would be a quick one compared to a Southwest, which is going to be much more comprehensive. We could just switch it to West End then.

MRS. GAYLE H. HOLLOMAN: You don't have to switch it. I was just saying I wish it was some way you could leave here and just go right to West End because it's right off the highway.

DR. GABRIEL MORLEY: Yes, at Cleveland Avenue is easy too. You know, right off the interstate. Jump off, make that left and...

MRS. PHYLLIS D. BAILEY: Okay. So West End? You want to meet there?

MR. JOSH TAYLOR: So we're saying meet at West End?

DR. GABRIEL MORLEY: Yes, if you want too, or you can meet here and ride with us in the van.

MR. JOSH TAYLOR: Oh, okay.

DR. GABRIEL MORLEY: But we'll -- that will be our order. We'll go to West End then Southwest then Hapeville.

MRS. PHYLLIS D. BAILEY: Okay. So we'll meet -- I'll meet you at West End.

DR. GABRIEL MORLEY: Yes. You can meet us there. But we'll leave the bus from here at 9:30 or so. What else? Is that it?

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

DR. GABRIEL MORLEY: Oh, I think I did that. Did I send you the Faithful Gould Report right after the last meeting?

CHAIRMAN PAUL KAPLAN: No.

MR. JOSH TAYLOR: I don't think so.

DR. GABRIEL MORLEY: I don't even remember what happened after the last meeting. That's going to be in September if you happened to watch the BOC meeting that day. They're going to finally make that presentation. I don't think it's going to include us though. I think they're trying to condense their report. So it's just going to be the other County buildings. But I do think they're going to go with the recommendation for a twenty million pool every year and spread it out over a five year term. So that way the County can inject another hundred million into the other County buildings.

2017 BUDGET - UPDATE

CHAIRMAN PAUL KAPLAN: Okay. If there are no other Action Items, let's go to Budget.

DR. GABRIEL MORLEY: Let me get my copies so I have something to look at. Do you want to start, Josh, or?

MR. JOSH TAYLOR: Well, my first question is: Has everybody gotten a copy of the Budget?

CHAIRMAN PAUL KAPLAN: I don't know if everybody has a copy.

DR. GABRIEL MORLEY: Do you need a copy, Phyllis?

MRS. PHYLLIS D. BAILEY: Yes.

DR. GABRIEL MORLEY: Let me go make one.

MR. JOSH TAYLOR: Jamilica, did you get a copy?

MS. JAMILICA BURKE: I don't have it with me. Is it on the e-copy?

MR. JOHN R. THOMAS: I've got one.

DR. GABRIEL MORLEY: Yes, check. See if it's in your email.

MR. JOSH TAYLOR: Along with --

MS. JAMILICA BURKE: Oh, yes. I got it.

DR. GABRIEL MORLEY: Yes. Let me print two. You got yours?

MR. JOSH TAYLOR: I've got mine.

CHAIRMAN PAUL KAPLAN: How you doing, Chip? I see you down there.

MR. D. CHIP JOYNER: How are you?

CHAIRMAN PAUL KAPLAN: Did you drive straight from Alabama all the way over to here?

MR. D. CHIP JOYNER: I made it back, yes.

CHAIRMAN PAUL KAPLAN: We were just discussing we're going to do the branch tours on October the 11h, meeting over here at Central or --

MS. JAMILICA BURKE: I thought we were meeting on the south side.

CHAIRMAN PAUL KAPLAN: -- or right directly to the first one. The first one is going to be West End.

MR. D. CHIP JOYNER: Okay. What time?

CHAIRMAN PAUL KAPLAN: Well, between 10 and 1 we're going to travel around.

MR. JOSH TAYLOR: Are we saying we need to meet here at 8:30? 9:30? So the bus will leave --

MS. JAMILICA BURKE: Meet here or meet at West End

MR. JOSH TAYLOR: 9:30. 9:30 here --

CHAIRMAN PAUL KAPLAN: 9:30 here then we'll take the bus, unless you want to go directly with your car.

MS. JAMILICA BURKE: Oh, so I thought we said we're meeting at West End.

MR. JOSH TAYLOR: Or 10 o'clock at West End.

MS. JAMILICA BURKE: Okay.

MR. JOHN R. THOMAS: Gabe, I thought I -- do you have another one? I thought I had mine. I don't.

DR. GABRIEL MORLEY: How did you know that I made a --

MR. JOHN R. THOMAS: Thank you.

MR. JOSH TAYLOR: So I guess -- Gabe, my question is: Maybe people got a chance to read your cover note or not. I mean...

DR. GABRIEL MORLEY: You want me to run down it?

MR. JOSH TAYLOR: Yes. I think you need to introduce it, then I'll...

DR. GABRIEL MORLEY: So what you have -- remember that part of what the County wanted us to do was develop three budgets. So they wanted us to have our rollover budget, our base budget, which is essentially what we have today but for next year, then they wanted us to have a five percent reduction then tell what that would look like if we had to do that. And then they wanted us to submit a budget with our enhancements.

And so what you're looking at here, what's printed is that base budget. So if we rolled over everything we're doing today into 2017 this is what it would look like. Same number of positions; same book totals; same vehicle maintenance. All those things are just identical to this year. So that's the base that we're operating from.

Now, if we took a five percent reduction, we don't show that on here. But all we did was just take some money out of the part-time positions to cover up what other reductions we might have to take. So we had some flexibility in those part-time positions to cover that five percent.

The enhancements is really where we wanted to focus. And I met with Paul and Josh last week or the week before and we talked about some of these things that we want to do or how we might be able to do them or how we might be able to sell them to the County. And so part of what Ed and I talked about the other day was figuring out the best strategy for how to deploy some of the enhancements.

If you look and see, for example, on the books, we know that the new budget is going to be 2.4. It just doesn't reflect that until the County kicks that five hundred thousand in to that 1.9. So for our 2017 Proposed Budget, it would actually be a little bit higher. But we still asked for another five hundred thousand to try and bulk up our Digital Resources.

One of the things Josh was asking me is why do we want to devote it to Digital Resources? Part of that answer, I think, lies in the fact that we're under supporting our Digital Resources.

If you look at our stats you'll see the e-Resources are climbing. They're climbing at a good clip. And it also gives us a little bit of relieve. Because some of our Print Materials when they get exhausted on the shelf we could supplement them with a digital copy. So let's say we have three copies of a book on the shelf, we could buy three more digital copies and still have more to circulate of the same material. It also doesn't take up space.

Without going into a lot of details, the Collection is a mess. I mean, I think everyone agrees. And it's going to get a lot messier too when we start to renovate. Milton just got several boxes of books this week that they have no room for. Whatever happened in that first CIP Collection Bid or Project, whatever you want to call it, it didn't work well. So we have space issues to contend with. We're going to have weeding issues that we have to contend with. Potentially, there are going to be rankled staff members. There's going to be rankled patrons. If you read anything in the library world, you'll know that heads often roll over weeding.

The truth is, though, this Collection is horrible. It needs to be weeded thoroughly. And we've just not had the ability or wherewithal to do it up until this point. The renovations though should give us a good opportunity to do that. We know we're going to have to get tighter and leaner. And we also --

tied to this increase, it may be smaller than some of you are thinking. And Josh sent me an email with some comparables from different systems. The two things I would say is number one, I think we're going to be in flux for two or three years. So it's going to be difficult for us to spend more money than this on books because some of these branches are going to be closed for a period of time. We're going to have a difficult time utilizing that much money.

MR. JOSH TAYLOR: Well, will the 2017 proposal, new one, be at 2.4 or '3. Because you're saying the adjusted 2016 is going to go to 1.9. So another five hundred will take it to 2.4.

DR. GABRIEL MORLEY: 2.4, right.

MR. JOSH TAYLOR: And then the --

DR. GABRIEL MORLEY: Which is what we'll end this year with.

MR. JOSH TAYLOR: Okay.

DR. GABRIEL MORLEY: And so -- and my other thing that - it's not a surprise because I've said this before -- and when I say the Collection's a mess, that's partially because the materials we buy are not necessarily the materials that are circulating. And we have a lot of issues because we're not working together as a System. So all the Branch Managers in the Collection Services Department do not communicate as well as they should. And you have these philosophical differences among professional librarians about how a Collection ought to be. And without any clear direction, we have some places that say, oh, well, we're not going to send you these books. And then we have other places that say, oh, well, I'm going to take all these. There's no comprehensive centralized selection going on that works for our System. It's very haphazard in my professional opinion. Some other librarians may disagree. But what I keep telling you and what I believe in and what I'm never going to waiver on is that we have Collection HQ. And the Collection HQ product removes all of the antidotal beliefs that librarians have about what is circulating and where it's circulating. And we have to implement that to its fullest capacity. We haven't for whatever reasons or maybe they're working toward implementing it fully. But when that Collection HQ product is fully implemented and runs the way it ought to, it may cause drastic reductions in some Collections. It may call for huge increases in other places. And that's going to be a hard sell, too, because not everyone believes in that unfortunately. I mean, I think the data don't lie, but some people believe that they know better than the data.

MR. JOSH TAYLOR: So when -- what are the obstacles to implementing Collection HQ?

DR. GABRIEL MORLEY: Culture change. I mean, we could say do it immediately, but it would still take a long period of time to implement.

MR. JOSH TAYLOR: I mean, the technology is there.

DR. GABRIEL MORLEY: Yes.

MR. JOSH TAYLOR: And, I guess, if you have a more centralized decision process, it's less complicated than if you have a very decentralized decision process.

DR. GABRIEL MORLEY: Yes. Yes. And it's also -- it's a comprehensive plan because it also involves the weeding.

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

DR. GABRIEL MORLEY: You know, we weeded every day in Calcasieu. Every day the Collections Manager sent out a weed list to the branches to pull. So we may pull twenty items and then later that week they had twenty new items to go in its place. But there are some places here that are reluctant to weed, that have not weeded, that will not weed. And it's a very poor decision not to keep these Collections refreshed. Because part of -- and part of the reason that I'm not in favor of increasing it more than this is because we don't know what we're getting for our money now because our money's not being spent as well as it could be.

For example, if we're spending twenty-five percent of this 2.4 now and it's going for items that never circulate, that they're just going to end up being sent off to Better World Books and discarded, wouldn't that money be better spent if it were directed where it ought to go according to Collection HQ? So we just saved twenty-five percent of money we were wasting. So I don't know that money is necessarily the fix for our Collection problems at this time because we don't even have an understanding of what our Collection is at this time.

And, you know, I hope that as we go through the renovation process some of that will emerge, you know, the new branches are definitely overstocked and we have to figure out what we're going to do with some of those materials. And I just don't want to overstock the others.

So, you know, I don't think that the two are necessarily correlated, you know, with -- I think our Circulation would increase if we selected more material. And a good example -- I know it's hard to understand in the abstract -- and I'm trying to think of a good way, some common parlance, but this is a good example -- and this also exemplifies the philosophical differences: We had over three or four hundred people on hold for *Girl on the Train*, right. So three or four hundred people we know want to read a book we have, but we're still not buying

more copies of *Girl on the Train* because some librarians feel like, well, then once people have read it, then we have maybe a hundred copies of a book that everybody's already read, so it's going to be waste. We're going to remainder those. But if we don't buy those hundred copies that we know people want to read, then people don't read them and they sit on the Hold list and they say I can never get what I want from the library. I'm just going to start going to Amazon. So you have to make a decision about whether you're going to be an old fashion, 1960s, 1970s, 1980s library that hordes everything and believes that the Library Collection ought to be immense and not circulate, or you're going to be a library that has a popular Collection that circulates and that meets the needs of the user. I prefer to have the library that circulates and meets those needs. Once *Girl on the Train*'s read out, we get rid of it, we pull in the next book that people want to read. I talked to James Jones, who's our Collections Manager, and the average turnover for some of the books in this building is over ten years. So we have books on the shelf at Central Library we have not checked out in over ten years. Some much longer than that. Why is that? Why is that taking up space in our library when we got three hundred people on hold for *Girl on the Train*? But that's what I'm saying, there's no -- to my knowledge, there's no comprehensive strategy. And they're just not working together. We have some branches that need Materials that can't get Materials. We have other branches that have an over abundance of Materials. And some of that may be due to staffing, you know, I mean, to be honest and fair. If you have two or three more people in Collections that can specialize in some of these different aspects of the comprehensive methodology you're much better off. We ran into that in Calcasieu and ended up hiring another person because of that very issue. We just didn't have the manpower to do all the things we needed to do. And I think some of that's here. Because I think partially what happens is instead of the branches being able to select some of the Materials they want, they're confined to what's already being predetermined that they select. And so -- but that's also just a function of volume, you know. We're spending a ton of money buying a ton of books and we just don't have the luxury of having someone sit there and review every item and buy it. We would love to have that luxury. I don't really know that it would be that valuable. I think our real value is going to be in reducing our Collection parameters by about sixty percent and let some of that forty percent flow to I.L.L. You know, if only one or two people want to come and check out

some of these books every year, they need the InterLibrary loan that or we can buy on demand.

And we had moved to that in Calcasieu. We had gone to a patron demand service. And it grew from probably zero dollars to almost twenty thousand dollars a month very rapidly. But it also almost nullified our InterLibrary Loan. Because of instead of you coming in saying, hey, I want to borrow 'x' book, and us taking weeks to retrieve it from some other library, we can just order it and have it three days later. And then after you read it, we left it on the shelf for somebody else. If nobody else wanted it, it was gone after three years. So we got our money out of it. And really it wasn't necessarily a money issue; it's a customer service issue. But it helped us focus our Collection and our spending. We were able to target our spending on the things that were most important and valuable to our users.

MR. JOSH TAYLOR: So I think I agree with everything you said. You've explained it well that we can't just choke the System by spending more money. And my only real question is: Given that the culture is part of the problem, maybe staffing is part of the problem, if there are no Systems' problems in it, what's your plan to implement a more rational acquisition and de-acquisition system and when can we have that done?

DR. GABRIEL MORLEY: It's easy to develop one, you know. It's harder to implement.

MR. JOSH TAYLOR: I understand.

DR. GABRIEL MORLEY: And I think part of the proposal is for two other people in Collections. And one of those would be a cataloger and one would be an acquisitions person. So that frees up some of the time of the people that are there now. And Gayle's told me before, that department used to be a lot bigger. It was a lot healthier. It was a lot more robust. And as people left, they were never replaced. So it's -- and I know you all are new and I'm new, so we don't have a lot of historical perspective. But at one time, that was a fully functioning department and they've been left to fin for themselves with the scraps they have and then we, oh, yeah, we through the Building Program that needed all these other things too.

So I think the addition of those two people helps delineate those duties and divide up some of what's happening there so that James has a little more time as the Collections Manager and then the other person that we're hoping to add would be that Tech Services Administration who would be over that entire department and who could coordinate all of those efforts. Because essentially all of these things can be done, we have no

one to do them. You know, every position we have is a Branch Manager position or a me or a Gayle. And until recently, until we hired Cheryl and Teryn, you know, there was not even anybody over the branches. The branches all went right to Gayle, you know, thirty-four people every day all day plus upstairs. And so now we've at least gotten a little relief by separating the branches to two people. And I know it -- from an outsider's perspective, it may seem like, oh, they're adding a lot of people at the top. But those people at the top were here, and when they retired or left, they just never got replaced. And I think that was some timing issues at Fulton County with freezes and different things going on. But there were a lot of positions here that were necessary that never were fulfilled. So some of this is a rebuilding of where the System needs to be to stabilize.

And part of the response I was sending you before I jumped into John's meeting was that it's hard for us even to know what some of the issues are here because we don't even have people to assess. You know, every day Gayle and I say, we need to do this; we do this. And every day we can't get to it because we're on something else. So part of having these other professional onboard at a higher level is for that assessment so that it's not --

MR. JOSH TAYLOR: Well, my only question is whether you have adequately planned for that ability because I've observed, Paul, everybody's observed the fact that you are max'd out in terms of your capacity right now. And when is it going to get to the point that you have your staff that can help.

DR. GABRIEL MORLEY: Well, this will help. I mean, this helps us see what the real needs are, you know, rather than just saying, hey, let's throw five people in here and have them with nothing to do, it allows these people to get in and then identify those problems. Because we know, I mean, part of the issue -- and we had this pushback in Calcasieu -- is once you start sending out these things saying, hey, we need to weed, now it becomes a branch issue because now how does the branch have time to do this. And that's why it's a comprehensive culture shift. It's not just flipping a switch because now we've got to train the Branch Managers that this is one of your priorities. This is more important than 'x' that you were doing. You've got to let 'x' go. And so it's a top down process that takes a long time.

And it's also very new, you know. It's not just like buying small books and then buying big books which people can get used to. It's very hard for some of these people to let go of what

they believe in their heart is true about their Collection when the data is showing that it's not true. And they just are very reluctant to let go of some of those things. And they'll gripe about them and complain. And the poor-mouthing is part of what hurts. Because the patron comes in, says, well, I can't find this book. And they say, well, that's because they do all the ordering. They won't let us order our books. But that patron may never come back and ask for -- it was a one-time thing. But now we've lost that ability to have a positive experience by saying, hey, we'll have it for you in a week, you know. Let me make the order. You know, it's -- to a large degree it's about refocusing on what we want to do and how we want to be more than it is a decision about what books we're going to buy. And that's the difficult part is convincing everybody else in this organization that this is the right thing to do and the way to do it.

MRS. PHYLLIS D. BAILEY: How do you approach that?

DR. GABRIEL MORLEY: I mean, I think systematically. That's what I was telling Josh in the email. It's not a quick fix, you know. We went probably eighteen months in Calcasieu, you know, meeting with people on an individual basis to say, look, no one is checking out all these cookbooks you order that you think are great. No one's checking them out. Stop ordering them, you know. And there's a good example I always use. I would ask the staff, I'd say, what do you think is checking out the most? And one staff member told me, Westerns. And so then you pull out the stats and say, no, Westerns hardly ever check out. We circulated fourteen Westerns last month, you know, and over three thousand mysteries. But what stood out in their mind at the Circulation Desk was that, man, I'm always checking out these Westerns. So, you know, the reality of what's happening is not a good indicator of -- or the reality of what's happening is an indicator.

And it's just an education process. I mean, the other -- one of the other key things that -- personnel items that we hoped to have as an enhancement is a trainer. There's no full-time trainer at this System to do any kind of orientation, to do any kind of specialized training, to do any kind of remedial training, you know. We just kind of pawn it off on the --

MR. JOSH TAYLOR: Is it possible we could -- instead of calling these enhancements, say this is the core requirement. And, you know, I guess my feeling is that you may be -- you may have to cut some temporary staff and do some other things, but you really need these people. And I wouldn't give them a zero-base budget, you know, a no-change budget that doesn't have it any

there.

DR. GABRIEL MORLEY: But I don't think Fulton County's process will allow that. I mean, I think you've got to go through a sounding process to create the new positions. There would be no way for us to just say they're in there. We'd have to go before the BOC and say we want these people. This is what their job description would look like. And it may even be a multi-step process. You got to introduce it and then wait and then go back.

MRS. GAYLE H. HOLLOMAN: If it's brand new, but if it's anything like what we already have and you've got a vacant position, we can work with Ed to fund it. But that's --

DR. GABRIEL MORLEY: Yes. But we never have those. I mean --

MRS. GAYLE H. HOLLOMAN: -- that's very, very rare that that happens.

DR. GABRIEL MORLEY: Yes. That's -- because we had talked about that even a couple of weeks ago. We said, you know, could we divert one of these Librarian 1 jobs to something else, but then we lose a Branch Manager, you know, because we're stuck by these ridiculous titles. It's not the amount of money. It's the titles. And so how many people are in this position. You wouldn't believe -- Gayle probably spent three full days this month trying to figure out how we could hire those eight people that we just hired because we had to change their position, but their position number goes with them.

So if you leave Wolf Creek and go over here, your number goes with you. So now there's no Branch Manager job at Wolf Creek anymore. Now, how absurd is that?

So, I mean, I think she finally got it all worked out, but the constraints are very constraining.

MR. JOSH TAYLOR: Yes.

DR. GABRIEL MORLEY: But I agree with you. I mean, that was my goal all along was to try and roll all of those up. And then when Ed and I talked the other day, I realized it was an impossibility, you know. Because the way the County is going to look at this and scrutinize -- because you notice there's no equipment on here either.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: Because equipment's a whole separate list, so it's not even part of the budget. It's a very squirrely system, and...

CHAIRMAN PAUL KAPLAN: The only way we can make this change is all of us are appointed by a Commissioner, and we need to talk to them. I mean, that's the way to get our point. You have a Commissioner. All of us have somebody. I mean, I talk to my

Commissioner probably once every two weeks. I have a good relationship. But I don't know what everybody else has. We need to talk to them. We need to sit down and figure out what we want to say, what you're looking for, so that when it comes up for a vote, at least our influence is in there.

MR. JOSH TAYLOR: Got it.

CHAIRMAN PAUL KAPLAN: If we go there for the Public Hearing, that's not going to do anything. We need a better connection than anybody else.

MR. JOSH TAYLOR: Yes.

DR. GABRIEL MORLEY: Well, you see, we did do -- if you look at your travel, we did roll up money next year for travel. So we haven't included travel as an enhancement. We've included it as part of the proposed budget. And that's some of where we pulled from that part-time money.

And so we did that for travel. We did that for hospitality. But some of the others, I mean, there was just no -- we couldn't go much lower. We need that pool of part-time applicants for whatever comes up, you know, to fill those slots.

And if you see one of these other enhancements, too, over on Professional Services, if you remember, there's no programming budget in this System.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: So there's zero dollars contributed from the library toward any Library Programming. And if you look at our programming, that's why it is what it is. I mean, we're offering the same four or five kinds of programs at every branch. So, hopefully, by designating this hundred thousand, we'll be able as a first step administratively to say we have a pool of money. Let's figure out some system-wide programs that we think will be beneficial and sort of demonstrate. I mean, that's my goal all along is to start small with some of these things so that the County doesn't rebuff us at the beginning, and then prove to them why these things are valuable. Hey, you gave us a hundred thousand last year. Here's what we did. This is why we want two hundred and fifty thousand this year.

MR. JOSH TAYLOR: So the H.R. person is in the salary regular, the additional H.R. person?

DR. GABRIEL MORLEY: No, not on proposed. All those would be enhancements.

MR. JOSH TAYLOR: Well, I mean, it's in the enhancements, yes.

DR. GABRIEL MORLEY: Yes. And I don't know how that one's going to work. I talked to Ellis the other day. And Ellis has a full-time H.R. person. But he didn't -- he doesn't have the same issues we've had. And so I kept asking him: Is your H.R.

person an H.R. person or is it a dream person who's your H.R. liaison? And he says, she does H.R. full-time for us.

MR. JOSH TAYLOR: Who's Ellis?

DR. GABRIEL MORLEY: Ellis Kirby.

CHAIRMAN PAUL KAPLAN: Director, Real Estate.

DR. GABRIEL MORLEY: And, actually, it's April Pye. Is that Quanda's sister?

MRS. GAYLE H. HOLLOMAN: It's Quanda's aunt, her aunt.

DR. GABRIEL MORLEY: So that's what -- and Gayle and I have tried to figure out if we could do that, too, if we could take one of our liaisons and make them a full-time H.R. liaison, but then we're potentially working them out of class. So there're also these other issues that we're trying to be cognizant of and meet our objective. And so I just felt like it was going to be easier, if we're asking for things, then let's ask for an H.R. associate and see what they say. Even if the person still works for and reports to someone else, if they're in our building and dedicated a hundred percent to what we're doing, that's what we need. Because it's the same as the collections, we have no continuity and no consistency. When Gayle's trying to find number for these empty positions, we don't even have a chart we can look at to see who's who because we're trying to hodge-podge all these H.R. functions among three different people, whoever's free at the time. So the H.R. person would be very valuable for us, especially this last couple of weeks when we have spent an inordinate amount of time on personnel issues.

And I talked to Todd about it. He said just get used to it. Plan to spend, you know, ten or twenty percent of all your time on personnel. I said, what a horrible answer, Todd. I mean, how can you say that? Why isn't the better answer let's just give up the money. I'll even pay for it. I'm willing to give you forty thousand a year if you'll give me an H.R. person. It's that important to us. But no-go. Fulton County bureaucracy. And it may be part of a grander scheme. I mean, maybe that's Dick and Kim's philosophy. I mean, somebody came up with shared services. Somebody's holding fast to it; somebody's pushing it. And maybe the other departments aren't as affected by it as we are.

But that one is more of a red flag to me than maintenance or I.T. The H.R. issue really hurt us. And it puts us in a precarious position if you want to be honest. We are not H.R. professionals, but we're dealing with H.R. issues. And so we're constantly going back and forth. I probably had ten emails today to one person at H.R. And I was thinking, you know, in two-minutes you could have done all this. You're the H.R.

person, you knew exactly... And we've spent two hours going back and forth in email with you trying to tell me what to do and sending me samples and all these other things. And I thought, what a waste of everyone's time. But that's the way it's set up. And they seem loathe to come off of it. So if you've got any pull, then that's where you ought to use it.

CHAIRMAN PAUL KAPLAN: Yes.

MS. GAYLE H. HOLLOMAN: My fear also, just to interject, is that since we aren't H.R. people, you know, not having had that training, I just fear making some mistake. You know, we interpret what we think the policies are and all that. But, you know, we're not H.R. people. And so we're always trying to get advice from the ones who are. But like Dr. Morley just said, oftentimes, it's just a back and forth. And you're not really being helped. You're just being kind of pushed into a direction filling out a form. So, you know, I just - that's my greatest fear is that we're going to miss something or not do something and then it becomes a big to-do.

CHAIRMAN PAUL KAPLAN: Gayle, let me ask you a question: Have any of the Boards over the years got three or four or five Commissioners in here and sat down and just talked with them and just tell them some of the problems we have and some of the things we had... If we could set up something like that -- have you ever seen that?

MRS. GAYLE H. HOLLOMAN: I've never seen that happen before.

CHAIRMAN PAUL KAPLAN: And I'm looking at John.

MR. JOHN R. THOMAS: Yes. The one Commissioner that was engaged more than anyone else was Robb Pitts. He would come by. But we never had a group of Commissioners -- never had a group -- but Robb would show up. He still does, even though he's not a Commissioner. He just loves the library.

CHAIRMAN PAUL KAPLAN: I'm just wondering if that's something we need to try to...

DR. GABRIEL MORLEY: Well, they can't have a quorum. You know, you'd have to have fewer than four.

MR. JOSH TAYLOR: I know with the one-on-one, what we need to have sort of a common talking point. We need to decide what it is we want to sell. And to me, your proposal is the minimum --

MR. JOHN R. THOMAS: It really is.

MR. JOSH TAYLOR: -- not the enhancement. I mean, if there's a way I could get around calling it enhancements. And you have that as part of these, that's what I'd like to see and just cut it out of some other place. Just say we're going to have less temporary staffing and service will be hurt.

MR. D. CHIP JOYNER: Can we perhaps draft a letter that we all

sign together and submit to our Commissioners and then we follow-up individually with them as well within those uniformed talking points?

MR. JOSH TAYLOR: Yes. I think that's good.

CHAIRMAN PAUL KAPLAN: And then talk to them individually.

MR. JOSH TAYLOR: Yes.

DR. GABRIEL MORLEY: Yes. I mean, I think that's the time to do it. And I think you're the people to do it. Because don't forget, I'm dealing with the County too. So I'm in the middle, because Dick is ding-donging me for some of this information. So, you know, we're walking a -- I'm walking a line that you all don't have to walk, you know. So you have that ability to go and say and do these things and we're confined to comply with these County edicts.

CHAIRMAN PAUL KAPLAN: I'm actually walking a line. I don't get paid to walk the line. I walk the line and was kind of told, well, I really don't need to worry about that. I said, well, then I'm just going to keep doing it. All you can do is try to fire me, but I don't work for you. So there you are.

MR. JOHN R. THOMAS: Fire me.

CHAIRMAN PAUL KAPLAN: I know when you tread the wrong way because I've been told but not directly, but I still continue anyway. So it's just the way it is. But that's not -- that's a good idea.

MRS. PHYLLIS D. BAILEY: I think that Chip's idea is excellent. And I think that we need to do something about it immediately.

CHAIRMAN PAUL KAPLAN: Because we're right at the line now, right? When do you have to have your numbers in to them, the 2nd of September?

DR. GABRIEL MORLEY: Yes. They'll start picking it apart at the 2nd.

CHAIRMAN PAUL KAPLAN: They're starting to pick it apart.

MR. JOSH TAYLOR: What happens after the 2nd? How long is --

CHAIRMAN PAUL KAPLAN: The Public Hearings.

DR. GABRIEL MORLEY: Oh, there won't be Public Hearings yet because after -- Todd and Dick will still get it with Sharon. And they'll go over it.

CHAIRMAN PAUL KAPLAN: Yes, that's true.

DR. GABRIEL MORLEY: They'll have different Commissioners on the Budget Commission. They'll go through. I mean, it won't come up for Public Comment for awhile.

CHAIRMAN PAUL KAPLAN: Who's on the Budget Committee?

DR. GABRIEL MORLEY: Eaves for sure. But I'm not sure they -- you know, there was a big to-do recently because the State gave us the authority to not have to comply with the old budget law.

So Fulton County could write its own budget law. And Sharon and Dick worked on that for months and finally got something approved. And I think maybe one of the concessions for getting it approved was that each of the Commissioners got to have some kind of personal budget meeting or something. I don't know the particulars.

CHAIRMAN PAUL KAPLAN: Okay.

DR. GABRIEL MORLEY: I mean, that's a Dick and Sharon thing. But Eaves for sure was part of the Budget Commission that would look at everything finally. I can find out.

CHAIRMAN PAUL KAPLAN: I can find out too. But I think a letter that's signed by all of us, we're going to have to do it pretty quickly.

MR. D. CHIP JOYNER: Do we need to go ahead and make a motion to get the letter?

CHAIRMAN PAUL KAPLAN: You don't need a motion.

DR. GABRIEL MORLEY: Yes. And it's probably -- don't forget, too, I mean, historically -- I mean, I think that might be important to point out. I mean, I think that might be important to point out, because Dick is new; Todd is new. You know, that at one time the budget was healthier. And I know they're trying to be frugal and -- but they're sort of coming into a reality that was a recession reality that the library never recovered from. So even though they're trying to be prudent in doing the right thing -- Daniel just left -- but Hausmann said at the last meeting, you know, well, we're doing a great job with the amount of money we have right now. Sort of. You know, great is a subjective term. And I know that's a political hot potato. But that may be some of the sentiment, you know, is that they've forgotten that at one point we were a little more robust and really healthy and now we're skin and bones.

Yes, we're still getting by, but we're just getting by. And that may be their philosophy, you know. It's a political argument. But it's one that is probably worth noting in the letter that there used to be more. And some of these sacrifices has never been replenished from that original blood-letting. Because there have been a lot of people gone, right, Gayle?

MR. JOHN R. THOMAS: Oh, yes.

MRS. GAYLE H. HOLLOMAN: A ton of people.

DR. GABRIEL MORLEY: I mean, it's -- and some maybe could have gone, you know. We're not saying that they all shouldn't have gone, but, I mean, some of these key positions...

MS. GAYLE H. HOLLOMAN: We used to have a training division, you know, all that.

MRS. PHYLLIS D. BAILEY: You did have a training division?

MRS. GAYLE H. HOLLOMAN: Yes, we had a training division.

MRS. PHYLLIS D BAILEY: Dear me.

CHAIRMAN PAUL KAPLAN: If you can put a letter together like that and then we'll sign it. And you know what we can do, as far as the signing is concerned, rather than waiting for a Board meeting, I think all of us somewhere along the line can come down here and sign it. Whatever we need to do. We can stop by and sign it. We'll find time to sign it.

MR. JOHN R. THOMAS: Yes.

CHAIRMAN PAUL KAPLAN: But now, part of our Board -- correct me if I'm wrong -- is that when the budget goes through we have to approve the budget. So you're going to submit it by what, September 2nd? -- which is another week -- a week and two days.

DR. GABRIEL MORLEY: Well, I mean -- and not to belabor the point, but in reality there are very few of these line items that we really want to fool with, you know.

MR. JOHN R. THOMAS: But you can't fool with them, they're sort of fixed.

DR. GABRIEL MORLEY: Yes. The majority of them are stagnant. So we're really just talking about personnel, because the benefits we're still not going to fool with. Equipment is a separate item. Ed's got that already. Professional Services, if you all agree that we need to have programming, then clearly we have to have money in a Professional Services line item. I mean, that's a given. The amount, you know, we could discuss.

MR. JOSH TAYLOR: Is that something that typically the library would go outside for Professional Services as opposed to having the full-time staff person or two to do it?

DR. GABRIEL MORLEY: We had both. We had a three-person programming staff that did system-wide programming and a budget for them. So each branch had a budget, and then our programming staff also had a budget.

MR. JOSH TAYLOR: So this programming is not for staff but for what?

DR. GABRIEL MORLEY: Yes. Oh, this would be for people to come in and do programs or for whatever the costs of those programs might be. You know like if we said, hey, we want to get Phyllis to come and do a book signing and she's going to charge us twenty-five hundred bucks. That twenty-five hundred would come out of here. If we want to get ten magicians to go around for Summer Reading -- because now what's happening is the branches with Friends Groups that can afford it can do some programming because the Friends will pay for it. But the ones that don't have a Friends Group with any money don't have any programming. And so it's very lopsided, but it's also very necessary. And,

you know I'm just surprised that there's no programming budget.

CHAIRMAN PAUL KAPLAN: We would send some of our key people out to be trained and then they came back and trained the staff. They became the teacher, plus having professional people come in. It really worked well, very well. But other than that, everything else here is set. Building rent, that's not going to change any, correct?

DR. GABRIEL MORLEY: No, unless we get rid of MLK. I mean, you see that's the 107. Because the other three we closed, so we're going to get out of those leases. Our SIRSI software maintenance contract, I mean, that's a given, you know. It's a done deal. Security Services, you know, we bumped it up because we've had so many security issues. I mean, we want the buildings to be safe. We want the staff to feel safe. And we don't really want to go too much further over where we are, but...

MR. D. CHIP JOYNER: So what's included in the security?

DR. GABRIEL MORLEY: Contract security, guards. You know, we just had a lot of incidents, even just since I've been here, you know, of different things that have happened. We had one the other day, you know, where a staff member -- there's a guy in the building staring at her. She goes out to her car, you know, and he's watching. The next day there's a note on her car. You know, I mean, all of those kinds of things happen. And so we're trying to be cognizant of them while also being fiscally responsible and recognizing some of these situations you've just got to toughen up. You know, if you work at Walmart, there's not a security guard on every aisle. But, you know, it's -- that's also a training issue, you know, getting people comfortable with telling patrons they're violating the Code of Conduct. And it's a design too.

If we design these buildings better, then we don't necessarily have to worry about some security issues that we have now. So it's a lot of different things. And we don't have to spend all the money. You know, some of it will be like let's say we had an incident where we put a guy out at MLK and then he was rowdy and aggravated and kept hanging around the building waiting for us to close for staff to come out of the building. So we sent a security guard over for two weeks. But then after two weeks, you know, we canceled the security guard. The guy is gone. Situation over.

But we want to have that flexibility because what we ran into this year is right after I got here, before even the mid-point of the year, we had used up all our security budget. So then we had to find money from somewhere else to get us through the rest

of the year.

So what Ed's done for our rollover budget is where we are today is where we would be in 2017. So anything less than that will be gravy in that line item. And anything more than that, we probably just won't be able to handle unless it's an emergency.

CHAIRMAN PAUL KAPLAN: Software Maintenance is pretty much -- we went up a little bit on that.

DR. GABRIEL MORLEY: That's our SIRSI contract. It's got built-it increases.

CHAIRMAN PAUL KAPLAN: Built into it, yes, okay.

DR. GABRIEL MORLEY: Supplies is pretty standard. I told you we went up on travel. Travel is the conferences, you know.

CHAIRMAN PAUL KAPLAN: Right.

DR. GABRIEL MORLEY: And short of having a trainer, I mean, that would be our only opportunity. And so we have a ton of people though. It was a good mix of staff. And some of these are small things, like two hundred and fifty bucks for Georgia Como, you know. There's nothing over three thousand dollars, you know. I mean, the most expensive is probably twenty-five hundred bucks.

MR. JOSH TAYLOR: So when you submit this, you've got the changes to what? Is it just the Books is what we changed in the 2017?

DR. GABRIEL MORLEY: The supplies will go up. Didn't we move fifty thousand in supplies?

MR. ED ROBINSON: All the -- where you see adjustment column, those are the things that would be impacted. The -- for instance, those are the ones going down and the -- the ones that -- some are increased. So this might increase or decrease, but we still got to stay within the 27612.

MR. JOSH TAYLOR: Yes. I understand that. But I guess I'm confused. Because from what I heard you say, we're moving some money into books for 2016. That becomes part of the 2017 base. But that's not reflected in this spreadsheet.

MR. ED ROBINSON: But see, he said he was going to ask for a five hundred thousand dollar enhancement. And that would put us back where we were in 2015.

MR. JOSH TAYLOR: So what - is the 500,000 on top of the 2016 change? Meaning, I mean, thought you'd already moved five hundred thousand into the 2016 budget.

MR. ED ROBINSON: It's not reflected as of -- this was done in July.

MR. JOSH TAYLOR: Yes.

MR. ED ROBINSON: And the County, they had we -- we were sitting on some change asking for it, but it got -- they didn't get it

until after the July 31st date when they ran these reports, the end-of-the-month reports. So it's going to come into the August when you see the --

MR. JOSH TAYLOR: I'm not talking about the financial. I'm talking about the budget. I'm talking about this Budget Worksheet that you're going to submit to the County.

DR. GABRIEL MORLEY: Because it's a one-time expense, so that five thousand -- that five hundred thousand would go away at the end of the year.

MR. JOSH TAYLOR: Right.

DR. GABRIEL MORLEY: So we would go back to 1.9. So even though we're adding the five hundred this year to get us to 2.4, when it rolls over, it kicks back to 1.9 because it's a five hundred thousand salary savings one time expenditure. And then we want to build it back in, which is why it's become an enhancement the next time.

MR. JOSH TAYLOR: I understand.

DR. GABRIEL MORLEY: I know it's a ridiculous system. I mean, I -- and Ed's done it for years and years, I mean. And they change. I mean, I think before this it was something else. And then they went to zero-based budgeting. And then this year they've changed to something else. And it is what it is.

CHAIRMAN PAUL KAPLAN: So you have travel. You've got training, hospitality, vehicle maintenance. Which vehicle is this? Oh, this is the regular vehicles.

DR. GABRIEL MORLEY: Yes, just all our regular vehicles.

CHAIRMAN PAUL KAPLAN: What's other services? What's that for?

DR. GABRIEL MORLEY: What's all wrapped up into other services? Everything outside of security and --

MR. ED ROBINSON: Right.

DR. GABRIEL MORLEY: -- we have no programming now.

MR. ED ROBINSON: Training, mileage, membership. It's just -- it's probably like -- it's probably about fifteen or twenty little small line items. So rather than doing all of them individually, we just kind of roll it up. So, yes, it's mileage, training. That's probably the largest two. It may have postage and things like that. There's a lot of little small miscellaneous accounting.

CHAIRMAN PAUL KAPLAN: And general insurance stays the same?

MR. ED ROBINSON: Yes. That's the County like the public liability insurance. So I just kind of put them all in one group.

DR. GABRIEL MORLEY: And this is not exact either. I mean, the benefits are still going to change. You know, I mean, they're not going to tell us the benefits until they get a final number.

MR. ED ROBINSON: Right.

DR. GABRIEL MORLEY: So that will fluctuate somewhat. I mean, it's not an exact total on our end because some of these are County expenses that gets pushed off on us. And, you know, normally, we break this down.

CHAIRMAN PAUL KAPLAN: Yes.

DR. GABRIEL MORLEY: So if it looks awkward, you know, usually we have a public services and then our regular support services budget, so.

CHAIRMAN PAUL KAPLAN: So if you had a -- if you got a letter together and the letter has the -- well, like Josh was saying enhancements sounds like they don't need it. They'll just knock you right out with enhancements. Something else, it has to be done. It's the only way we can function the way we need to as a library. Something that's very positive that we -- and if they do not agree on it, 'x', 'y', 'z' is going to happen.

MR. JOSH TAYLOR: Let's call it critical needs instead of enhancements.

DR. GABRIEL MORLEY: Well, I mean, that's what I mean, how are we going to -- what's going to suffer as a result if we don't? I mean, because if we want to be -- I think we want to be clear about what our threats might be.

MR. JOSH TAYLOR: Yes.

DR. GABRIEL MORLEY: And I don't know that we want to sacrifice positions though. Because I think the positions are too hard to recoup. You know, the process is too onerous. So if we say, hey, we want to do this. And what that means is we're going to lose ten people and they give us the money and we got to lose the ten people, then we're penalizing ourselves.

MR. JOSH TAYLOR: But if you -- if you have the self-checking and you aggressively work on both patrons and staff so that we have high productivity --

DR. GABRIEL MORLEY: That's partially true. But I'll give you an example: Today Roswell - or East Roswell did not open on time because we did not have enough people to open the building. And last week another one -- I don't remember which one -- didn't open on time because they didn't have enough people. And so sometimes it's not just a function of ability. It's just a warm body.

MR. JOSH TAYLOR: Yes.

DR. GABRIEL MORLEY: And, you know, we're open a lot of hours a lot of days a week. And --

MR. JOSH TAYLOR: Well, one way to explain the -- if we put this in what I call the core requirements and say that if we don't get this then we're going to have to change hours, which does

change staffing.

MR. D. CHIP JOYNER: Changing hours again?

MR. JOSH TAYLOR: Huh?

MR. D. CHIP JOYNER: We've got to change hours again? Is there a way to summarize how many shorted hours we've had in the last year or so, especially when we're building new libraries or trying to be world-class? And are we speaking to these Commissioners in regards to these statements? Are they supporting a world-class Library System or are they just dealing with budget numbers and just want to say they lowered taxes or something, you know? Is that what we're dealing with? And if we ask for a hundred dollars, do they come back and say we'll give you fifty, or is it a yes or no; up or down?

MR. JOSH TAYLOR: Well, I think there we'd come back with a number. And my view is we need to figure out how to allocate that number and don't be constrained by, you know, the arbitrariness of these categories. I mean, we're the ones that have to approve the budget. But I'd like to go in with the thought that, you know, there's two scenarios: A and B. We've got to point out the consequences of not doing B, which is the enhancements.

DR. GABRIEL MORLEY: But, theoretically, there are no consequences because we're just rolling over the status quo.

MR. JOSH TAYLOR: Well, that's what I'm saying. I don't accept rolling over the status quo as an acceptable option.

MR. D. CHIP JOYNER: Could the Board review this letter and have what these critical needs are and send it to the Commissioners and also put it into a press release to submit it to the press and say these are the critical needs of the library in advance of the Board of Commissioners vote?

MR. JOSH TAYLOR: Well, the vote is much -- the vote happens much later. In fact, they didn't approve the final rates until what was it --

MR. JOHN R. THOMAS: Until January.

MRS. GAYLE H. HOLLOMAN: I was going to say February.

MR. JOSH TAYLOR: So we're trying to presale. And a press release -- it's one-on-one. And the quality of the information that we provide is going to be key.

MR. D. CHIP JOYNER: We have a number of Fulton County citizens we need to get on our side as par for the course. We have these needs.

MR. JOSH TAYLOR: Well --

MR. D. CHIP JOYNER: We need to share it versus being just a private room with Commissioners with two hundred people, those are the only people really reading it, that are hearing about it

are at the top. These are critical needs and --

MR. JOSH TAYLOR: Well, if they stonewall us then I think that's something we --

MS. JAMILICA BURKE: Wouldn't this be a time we also tap into the Friends of the Library as well?

MR. JOSH TAYLOR: Yes.

MS. JAMILICA BURKE: Like sharing information with them so they can also push it out? They have the ear.

MRS. PHYLLIS D. BAILEY: You had a good idea because they listen to numbers.

MS. JAMILICA BURKE: Right.

MRS. PHYLLIS D. BAILEY: And if we show up with numbers say from the Friends, this would help our issue.

MR. JOSH TAYLOR: Yes. Absolutely.

MS. JAMILICA BURKE: I would say start there and then knowing them they would give it to the media.

MRS. PHYLLIS D. BAILEY: Yes. Well, the media would be there.

MS. JAMILICA BURKE: Exactly.

MRS. PHYLLIS D. BAILEY: And if we show up -- come up with numbers, I mean, really large numbers, they're going to listen to numbers.

MS. JAMILICA BURKE: Because it can't be just five or six people there.

MRS. PHYLLIS D. BAILEY: Right.

MR. JOSH TAYLOR: No, fifty, hundred.

MS. JAMILICA BURKE: Exactly.

MRS. PHYLLIS D. BAILEY: Fill the auditorium. It's been done.

MS. JAMILICA BURKE: And then send emails as well.

CHAIRMAN PAUL KAPLAN: Well, I still think a letter, you know, signed by us is a start.

MS. JAMILICA BURKE: Definitely.

CHAIRMAN PAUL KAPLAN: It's a start. And --

DR. GABRIEL MORLEY: You want to do it or you want me to do it?

CHAIRMAN PAUL KAPLAN: No. I'll let you do it.

DR. GABRIEL MORLEY: Okay. And I'll send it out to everybody. We'll figure out what we'll want to say and then we'll figure out how we're going to deploy.

MR. JOSH TAYLOR: Okay.

MS. JAMILICA BURKE: When are we trying to have the letter out? Are we trying to do this before September 2nd or are we trying to push it out a little bit further?

DR. GABRIEL MORLEY: I don't think doing it before September 2nd is going to matter. We have to implement something into the County's computer system by September 2nd. I mean, that's -- there's just no way around it. And so the discussions begin

later that, you know, the negotiations. I mean, this is just what we're requesting.

MS. JAMILICA BURKE: Well, my next question: Is it something that needs to be done before our next scheduled meeting?

DR. GABRIEL MORLEY: Formally, you need to approve a 2017 Budget before your next meeting and really before September 2nd.

MR. D. CHIP JOYNER: Can we perhaps print out a signature sheet? We can do it while we're here now. And then get an email. We can confirm that we approve it with our signature on it. So you can have an original sheet now and you could attach it.

DR. GABRIEL MORLEY: The letter?

MR. D. CHIP JOYNER: Yes, the letter. Say maybe a signature sheet and then the attachment. Just a thought while you have us all here.

MR. JOSH TAYLOR: That's a good thought.

DR. GABRIEL MORLEY: I don't know. Do we have a sheet already?

MR. JOSH TAYLOR: Well, just like the sign-up sheet.

MS. JAMILICA BURKE: Like the sign-up sheet. Something with just our signatures, and then whatever you develop, once we all approve the email, you just attach our signature sheet.

MRS. ZENOBIA CLAXTON: I'll get a sheet.

DR. GABRIEL MORLEY: Okay.

CHAIRMAN PAUL KAPLAN: As far as the letter is concerned, it'll be after September 2nd. We'll have to work that out.

DR. GABRIEL MORLEY: Yes. I mean, you'll want to be able to talk to your Commissioner --

MR. JOSH TAYLOR: Oh, yes.

DR. GABRIEL MORLEY: -- you know, when you send it. I mean, you -- because you know you've had experiences in the past with them from sending a letter that gets no response. I mean, you're going to want to have that conversation at the time.

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

DR. GABRIEL MORLEY: Something you mentioned in your letter, though. Do we want to designate some money for capital?

MR. JOSH TAYLOR: Well, to me, I think we should. But you're telling me it's a different budget than this.

MR. JOHN R. THOMAS: This is the Operating Budget. There is a Capital Budget.

DR. GABRIEL MORLEY: Yes. How much are you thinking? I mean, I was going to ask for about a hundred and eighty. I've got some things that we want to buy for every branch. Those would obviously be enhancements.

MR. JOSH TAYLOR: I don't have a number right now. But the --

DR. GABRIEL MORLEY: Well, us either. I mean, that's part of -- you know, as we went through the Strategic Planning Process,

those were some of the things we were trying to figure out. You know, what do we want to ask for? We didn't just want to have a pot of money and just pick things randomly, so.

MR. JOSH TAYLOR: Right. Well, if the self-check machines are covered --

DR. GABRIEL MORLEY: Yes.

MR. JOSH TAYLOR: -- are computers covered?

DR. GABRIEL MORLEY: Yes. We've got two hundred new ones. We just got to install them. I already bought them.

MR. JOSH TAYLOR: I would put some money in there for -- let's call it space configuration changes that you need if it's not covered by the construction then. Put two-fifty for that. And then -- and that --

DR. GABRIEL MORLEY: As a contingency you think?

CHAIRMAN PAUL KAPLAN: Well, I'd hate to say it's a contingency.

DR. GABRIEL MORLEY: I know. But don't you think it's going to be a hard sell to say, hey, here's a hundred million dollars to renovate these libraries? And by the way, we want another two hundred and fifty thousand just to be sure. I mean...

MR. JOSH TAYLOR: No. I would give it -- you know, since we are reasonably certain that changes to the internal space are not covered based on what Paul told us, then we need to top it up. So you can call it space configuration not covered by these Phase I numbers. And I'm just talking about the Phase I piece. Phase II, you know, we'll deal with that next year.

DR. GABRIEL MORLEY: Okay.

MR. JOSH TAYLOR: You know, I'm open to the numbering, but two-fifty sounds like a -- at least a beginning. You know, that's seven branches, thirty-five thousand each.

MR. D. CHIP JOYNER: Gabe, are you confident that this next year we'll have greater success with the computers working and the Internet working?

DR. GABRIEL MORLEY: Yes. I mean, I think it's a constant process of improvement. The new computers will help for sure, you know what I mean. A lot of our hardware issues are just old computers that are clunky. And as some of these new libraries come online, they'll also be modernized, you know. We'll have new CAT6 cabling. We'll have all new routers and switches. Because some of these are going to need a wholesale change technology-wise. And because -- I may have told you all before, the Roswell closet right now is outside. So it's going to have to be moved inside. So that means everything has got to be re-run, repositioned.

And I.T.-wise, like I said, they're going to reorganize in September. And I know they're also trying to get better with

the things they're doing. And we've met with them several times on different projects. So I think they want to get better. They're having some of these same systemic issues that they're trying to clear out. And especially in I.T., you know. They have a lot of under-qualified people that have just been there awhile, but who aren't really contributing the way they need them to contribute.

MR. D. CHIP JOYNER: I was cornered at the library, one of the newer libraries that was just built, with frustration with a certain number of stations with a sign, out of order; out of order; out of order. The computers are less than a year old.

DR. GABRIEL MORLEY: Which branch?

MR. D. CHIP JOYNER: Alpharetta.

MRS. GAYLE H. HOLLOMAN: That shouldn't have been happening.

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

MR. D. CHIP JOYNER: This was two weeks ago.

DR. GABRIEL MORLEY: Oh, maybe that was after the SIRSI upgrade.

MRS. GAYLE H. HOLLOMAN: It might have been after the SIRSI upgrade.

DR. GABRIEL MORLEY: Yes.

MRS. GAYLE H. HOLLOMAN: Everything went wrong for a few hours that day.

MR. JOHN R. THOMAS: What happened Gayle?

MRS. GAYLE H. HOLLOMAN: The SIRSI -- there was a SIRSI upgrade, but things didn't take well. So for some hours at some locations and for all day at others they couldn't get back online. But that worked out. We haven't been told anything else. So that may be what happened relatively recently.

BOOKMOBILES

MR. JOSH TAYLOR: Bookmobiles.

DR. GABRIEL MORLEY: That's right. That's right. That's -- before this meeting, John and I met with some other Foundation members. And, you know, the Foundation is interested in trying to acquire a Bookmobile to donate to the library. The holdup has been trying to convince the County that it's in the library's best interest to accept this donation because technically the County will own the Bookmobile. And so we've consistently run into this brick wall about writing up the Resolution that will stipulate the County will accept the Bookmobile if the Foundation acquires it. And so we met today to try and come up with a strategy for how to move forward. And I think what we're going to try to do is try and push this issue to the Foundation next month and finalize a plan for what kind of Bookmobile we're talking about so that we can then have some clear direction when we approach the BOC about here's what we're

talking about; this is what it's going to be like; and hopefully curry enough favor that they'll approve accepting the Bookmobile. Then it will be incumbent upon the Foundation to go out and raise the money to acquire that Bookmobile.

MR. JOHN R. THOMAS: Yes. And if I may add --

DR. GABRIEL MORLEY: Go ahead.

MR. JOHN R. THOMAS: -- the -- please, Gabe, there's a couple of other issues associated with this. We are going to want to have the design of that Bookmobile pro bono. And the County will have to agree to that, you know. The County wants everything to be put out -- because they're going to own it, they're going to have to accept the fact, hopefully, that we will be doing the picking of the designer.

The other thing is that we're also looking to have maybe a Home Depot fund this, UPS do the funding. And they may want something in return, like putting their name on the Bookmobile. So we need to get the County saying, okay, we'll do that. We'll buy into that. There's a couple of issues.

MS. JAMILICA BURKE: And what about the maintenance of the Bookmobile?

MR. JOHN R. THOMAS: Yes. That's another one. They have agreed -- or we have a tacit agreement that they will take ownership, but the -- and the maintenance is an item, annual maintenance. But it's just more than that. It's the operating cost of a new -- you know, it's more people. We were just talking about the people, so.

MR. JOSH TAYLOR: Do we have that in our budget?

DR. GABRIEL MORLEY: I mean, if they'll approve those personnel enhancements. I mean, if not, then we're -- we just have the staff we have, you know. We go right back to the way it was. It's going to be a hodge-podge. When can someone go; what can they do? And that's why I was hesitant to include it in here now because I don't know where this is going to go with the Foundation. And we don't want to be over invested in something that we can't maintain, because we want it to be successful. I mean, you all know I've talked about for six months -- I mean, I think that is a space where we have to make our play and get more involved in this outreach activities. And that's just a first step.

And I want to be careful that we don't over step and get some kind of criticism over it.

CHAIRMAN PAUL KAPLAN: Right.

DR. GABRIEL MORLEY: And I would rather build on those successes than --

MR. JOSH TAYLOR: What do other Library Systems do? Are there

standard suppliers of library Bookmobiles --

DR. GABRIEL MORLEY: Oh, yes.

MR. JOSH TAYLOR: -- all across the ---

DR. GABRIEL MORLEY: Oh, yes. There's companies that will do a Bookmobile.

MR. JOHN R. THOMAS: Yes.. There's some off-the-shelf ready kind of things. As you recall, I think Josh I mentioned back in November, all of last all we had a partnership with Georgia Tech, the students there, the School of Industrial Design to come up with the latest and the greatest state of the art Bookmobile. And they came up with some great ideas. So that's why we want to have free reign on the design of this and not have the library say, oh, no, we've got to put it out for quote like they normally do. That's what they're required to do. So we need to have our ducks in order.

DR. GABRIEL MORLEY: And it's also dependent on our program, you know. We could have a Ford transit van. And we could have a giant two hundred and fifty thousand dollar RV. And so it's partially dependent on what we want to do and how we want to deploy those services. And some of that, too, will just be determined by having these people involved who can then find those specific needs. And so there's no way for us to anticipate that need.

At this point, we know there's a general need for these services. But we don't know the specifics. And that's partially what we talked about today. So I would suspect maybe in the next -- maybe next year we would be better positioned to understand what we need Bookmobile wise, I mean, regardless of what the Foundation does, because the Foundation is not going to be a traditional Bookmobile in those terms.

And we may never end up with a traditional Bookmobile. That's part of what we have to determine.

MR. JOSH TAYLOR: That's my concern is that if we end up with a beautifully designed unique Bookmobile that can't be replicated, I would go back to the Foundation and say, well, maybe there's a better expenditure of money than a uniquely designed Bookmobile. Why don't we just figure out a way to leverage some capital investment by the County; some money from the Foundation; and some outside; and let's get three Bookmobiles. I mean, this is what we need.

MR. JOHN R. THOMAS: Well, what we want to do, Josh, is not come up with the latest greatest that no one uses. We want to come up with -- to meet that unmet market need out there just like you do in the business world, you know. There's a need out there that we need to understand better. That's the Bookmobile

we want to supply.

MR. JOSH TAYLOR: Okay.

CHAIRMAN PAUL KAPLAN: One last thing, listen, I had a bird house. It took me almost four months to get through BOC just to get -- the bird house was donated, donated. And I couldn't even get them -- I filled out a packet and they said okay, you know, Consent Agent.

Well, what do you want to do with the Library Budget then? We're all in agreement with this -- the way we're going with the budget? Does anybody have any questions -- any further questions on it? Because if you have to have it in -- put into the computer and be over there by September 2nd, you're only talking a week.

MOTION

MR. JOSH TAYLOR: Yes. I recommend we approve it. And the letter is going to be the, you know, the key sales pitch. And I guess, if you need some help, Gabe in terms of pointing out the consequences of the two different options, you can upsell the enhancements or the -- what I call is the critical needs. And make sure that they understand that if they want us just to operate a status quo business, then we're going to get a -- more of the status quo poor service.

MS. JAMILICA BURKE: I think that goes to Chip's point about wanting to see a world-class Library System, the things we'll need.

MR. JOSH TAYLOR: Yes.

CHAIRMAN PAUL KAPLAN: Right. Well, you want to make that as a motion.

MR. JOSH TAYLOR: Yes. I just did.

DR. GABRIEL MORLEY: Yes, he did.

MS. JAMILICA BURKE: Second.

CHAIRMAN PAUL KAPLAN: Okay. The motion's been moved and second. Any other discussion? All those in favor, say aye.
(*WHEREUPON, all said aye.*)

CHAIRMAN PAUL KAPLAN: Opposed?

MR. D. CHIP JOYNER: What's going to be the letter? Also, all the people that came in to support the Central Library, we have their email address. We should send it to them as well. They're very engaged.

CHAIRMAN PAUL KAPLAN: Very energetic group.

MRS. PHYLLIS D. BAILEY: And also contact every one of the Friends Groups.

CHAIRMAN PAUL KAPLAN: Is there anything else that anybody else want to bring up?

So the way it stands now, we are going to be meeting over here

at Central, just so you know, October --

MR. JOSH TAYLOR: October 11.

CHAIRMAN PAUL KAPLAN: 9:30, correct?

MR. JOSH TAYLOR: Yes.

DR. GABRIEL MORLEY: Yes. You'll meet again in September.

CHAIRMAN PAUL KAPLAN: Yes. That's right. That's right. I'm sorry. Forget it.

MR. JOSH TAYLOR: And we still have Communications.

COMMUNICATIONS

CHAIRMAN PAUL KAPLAN: We still got a month. Yes. We've got Communications?

MR. JOSH TAYLOR: Yes. Coming back in town on Saturday, I needed to return a book and I did at the Buckhead Library. And I found, oh, they're starting on the renovations of the sidewalk and the green space that the people came in and presented to us that they wanted to do.

CHAIRMAN PAUL KAPLAN: I never that even started.

MR. JOSH TAYLOR: Well, I'm just saying. I said, well, that's nice. So I just wondered if anybody was aware of that.

DR. GABRIEL MORLEY: It wasn't just grass-cutting?

MR. JOSH TAYLOR: Sidewalk, grass. It did not include the awning. And the manager, who by the way is moving to Southwest --

DR. GABRIEL MORLEY: South Fulton.

MR. JOSH TAYLOR: -- South Fulton, okay -- told me that, well, they only approved part of it, which was, you know, the -- and he wanted to get some amendments to signing this over. So part one of my comment on Communications is we need to know when these things are happening. And, obviously, if you don't know that they're happening you can't tell us.

MRS. GAYLE H. HOLLOMAN: The only --

DR. GABRIEL MORLEY: Nothing -- Gayle just talked to the guy about the statues.

MRS. GAYLE H. HOLLOMAN: The only thing that's supposed to be happening from our side of it is that before the end of the year they're going to bring the Buck Storyteller and do that installation and they're going to get back with us about it. That's the last correspondence that was --

MR. JOSH TAYLOR: Okay. All I'm saying is that there's a big awning that --

MRS. GAYLE H. HOLLOMAN: Oh. I haven't been told anything about it.

MR. JOSH TAYLOR: -- the sidewalk is turned up. They're planning to put the grass in. So they're doing half of it. They're not doing the awning and the other part of it because of

the question about the money.

MRS. GAYLE H. HOLLOMAN: They sent an email saying -- Jim Douquette sent an email saying he wasn't doing any of that.

MR. JOSH TAYLOR: Okay.

MRS. GAYLE H. HOLLOMAN: They was just going to do the Storyteller -- the Buck Storyteller --

MR. JOSH TAYLOR: Well --

MRS. GAYLE H. HOLLOMAN: But you saw it, okay?

MR. JOSH TAYLOR: All I'm saying is there's a lot of construction taking place.

MRS. GAYLE H. HOLLOMAN: We had no way of knowing.

MR. JOHN R. THOMAS: What library is it?

MR. JOSH TAYLOR: Buckhead, the Ida Williams.

DR. GABRIEL MORLEY: That must be Mike -- Michael Graham?

MRS. GAYLE H. HOLLOMAN: I guess. This is -- I have to check into it.

DR. GABRIEL MORLEY: I mean, they had to tell someone at the County because it's not City of Atlanta. They had to get a permit from somebody to do something. We had to get all kinds of permits for just outside here.

MR. JOSH TAYLOR: Okay.

CHAIRMAN PAUL KAPLAN: I got to tell you right now, the problem with that is the construction -- or the reconstruction -- the pipe, toolboxes. That's another thing. We talked about where are we going to put all these things. I mean, we can't - trailers and stuff. I can't believe there's starting something now. I'm glad you said that.

MR. JOSH TAYLOR: Well, I should have taken a picture to send to you. But I can do that later.

The second piece of this is the manager -- I'm trying to remember his name right.

DR. GABRIEL MORLEY: Ron Brown.

MR. JOSH TAYLOR: Yes, Ron. He said, well, this is my last day. I'm moving to South Fulton. So I think it would be helpful to communicate with the Board manager changes.

DR. GABRIEL MORLEY: Okay.

MR. JOSH TAYLOR: And maybe put a little bio of these managers because we need to get to know them. And, of course, I'm sure you'll put it in the newsletter, you know, Access. Is that -- is that what you call it?

MRS. GAYLE H. HOLLOMAN: Well, for the record, he really has not actually moved. It wasn't his last day. It was effective - all those changes are effective on 8-24. And each manager is to stay until the new manager is able to come onboard. South Fulton is in the process where the books just came in on

this past Monday to be shelved by a vendor. So he has been going back and forth over there with James Jones, who's in Collection Development, to work through that process and to kind of oversee it and then go back to Buckhead.

MR. JOSH TAYLOR: Okay. I'm just reporting what he told me.

MRS. GAYLE H. HOLLOMAN: I'm just saying just to straighten out the story.

MR. JOSH TAYLOR: I'm not criticizing the move and the fact that he had -- may have to make a transition. I'm just saying it would be good for us to be aware and also a little of background on the individuals. Because, you know, human resources, that's the key to making this System work.

DR. GABRIEL MORLEY: I'll send it to you. We sent it out to the staff.

CHAIRMAN PAUL KAPLAN: Yes.

MR. JOSH TAYLOR: Yes. I think all the Board would like to see any managerial additions, changes, whatever. So that's my recommendation.

DR. GABRIEL MORLEY: Okay. That's cool. We can do that.

CHAIRMAN PAUL KAPLAN: The construction part had me worried. They tore up the sidewalk.

MR. JOSH TAYLOR: I'll take a picture and send it to you.

CHAIRMAN PAUL KAPLAN: You don't have to. I'm going to go over there. I've got to take a look at that.

MR. D. CHIP JOYNER: Are they going to put the statues up out there too?

MR. JOSH TAYLOR: Well, the statues aren't there yet, but they're planned.

ADJOURNMENT

CHAIRMAN PAUL KAPLAN: Anything further coming from the Board? If not, do I hear a motion to adjourn?

MR. JOSH TAYLOR: So moved.

MS. JAMILICA BURKE: Second.

CHAIRMAN PAUL KAPLAN: There must be a second some place.

MR. JOSH TAYLOR: Yes.

CHAIRMAN PAUL KAPLAN: All in favor say aye.

(WHEREUPON, all said aye.)

CHAIRMAN PAUL KAPLAN: Opposed, none. Thank you.

***(Whereupon, the Board of Trustees Meeting
concluded at 6:12 p.m.)***

Doc. #16-52

Fulton County Library System

Director's Report

Dr. Gabriel Morley, Executive Director

September 21, 2016

Summary of August Activities

Auburn Avenue Research Library on African American Culture and History

August was a busy month for the Auburn Avenue Research Library (AARL), as staff members were engaged in a variety of activities in preparation for the grand re-opening of AARL. Sharon E. Robinson, presented a historical overview of the library to members of the Society of American Archivists (SAA) on Aug. 2 and 3.

Over 300 people attended the grand re-opening of AARL on August 4, 2016. AARL facilitated a diverse mix of programs and events that were well received by the community and promoted AARL's mission. The month of August highlighted three exhibitions: Oscar Harris Architecture Dreams and Jazz in Paint (Oscar Harris), Freedom in Congo Square, The Illustrated Children's Literature of R. Gregory Christie, and Spatial Trauma and the American Slave Cabin (Curtis Graves).

Dr. Barbara L. King donated her papers to AARL. The materials received included photographs, sermon notes and recordings of sermons. The ranges of materials are from the 1950's-2014. More items are expected to be received in the month of September.

Branch Services

The month of August symbolizes back to school, back to learning and back to the library as everyone returns to routine this time of year. The library becomes a valuable resource to the community by serving as place in which to study, learn, listen and explore. Throughout every branch of the system we assist patrons who are seeking to simple better themselves whether it is for SAT prep, Teen Writers Clubs, Yoga, Leg Clubs and STEM and science clubs.

Adult Services

The Adamsville Branch hosted a Sewing Circle program, and the Cleveland Avenue Branch hosted the Stitcher's of Soul quilting exhibit. The Milton Branch hosted a Mother/Daughter Crocheting class. Other branches had programs in place to help our patrons wind down for the summer. The East Roswell Branch provided yoga and meditation programs and the Ponce de Leon and Ocee Branches offered Tai Chi and Gentle Yoga.

We also continued many authors programs. Author, Wayne Evans, presented his "*Book Talk Project*" at the Milton Branch. Wayne Evans is an engineer and veteran who has lived a lifetime reinventing himself. He is self-described and known as an 'arctic survivor, entrepreneur, musician, inventor, teacher, author, artist, lover and pilot'! He spoke to an audience on achieving dreams and how he went about accomplishing his. www.themanwithmorelivesthanacat.com

There were numerous patrons that submitted comments regarding their experiences at the branches and about their appreciation for having one in their community. Samples of the testimonials are listed below:

- Ms. Bell, a longtime patron, dropped off a thank you card stating, “My girls (ages 10, 8, + 6) never read so much! They were highly motivated by the reading logs and prizes. I had to tell them to stop reading! What a problem, right? My 4 year old son used to only sit for 1-2 books but now listens to a whole stack. Thank you for all of your efforts on our behalf; I hope you know the impact your work has made and what an enjoyable summer we have had.”
- Mr. Young sent a thank you email stating, “Thanks so much for having the Read to Rover program at the East Atlanta Branch. The experience with Dudley (and her wonderful human) put Sophia at ease and helped her build confidence in reading.”

Youth Services

The beginning of the school year represents a time for reintroduction to the library and the resources it offers. Each branch of the library system is charged with registering new patrons as part of Library Card Sign-Up Month. All of our branches make a concerted effort to visit the school in the service area of the library to promote programs for all ages. Some of the programs offered included, science tutorials at OCEE, Junior League tutorials at Adams Park, a weekly storyteller session at every branch, introduction to library e-campus resources throughout the county and test prep classes for high school students.

The Summer Reading Program culminated on August 1 with celebrations for the children and their participation. This year over 14,000 students registered for the Summer Reading Program with nearly 1,000 programs offered for children, teens and adults. More than 31,000 persons attended an SRP program.

Upcoming Events/Projects

Staff Development Day is scheduled for Monday, October 10th at the Central Library.

Central

Adult Programming

The library hosted a piano during the inaugural Pianos for Peace Festival, which ran Sept. 3-8. Pianos for Peace is a not for profit organization that aims to achieve peace and promote philanthropy through art, music and education. Pianos for Peace is an annual open festival of music using colorful, painted pianos to inspire artists and unite people in the community through shared values of beauty, truth and harmony.

Outreach

On August 15, Michelle Bennet accepted a community outreach award for AFPLS. The Atlanta Citizens Review Board presented an Atlanta-Fulton Public Library System with a proclamation for Community Outreach. Programs for the library system were organized by the Atlanta Citizen Review Board and implemented in many of libraries throughout the system.

On August 27, freshmen from Georgia State University students volunteered for most of the day on Saturday at Central Library through Volunteer Services. Students were assigned to help the Children's Department organize and process new books and materials. The students stayed for 3 hours in total helping group and categorize holiday/seasonal books. The students managed to process 210 new books to add to the Children's Department collection.

Youth Services

Summer Reading Closing:

The Summer Reading program officially ended on August 1st. Over 500 children registered for the program. Over 200 teens registered for the Teen Summer Reading Program.

GED

GED Testing:

- 41 unduplicated test takers.
- 55 tests administered during 8 testing programs / sessions.
- 10 GED graduates.
- (This brings our 2016 YTD number of graduates to 60)

GED Classes:

- 37 unduplicated students.
- 188 attending participants.
- 29 class programs / sessions averaging 5 per session.

Reference, Virtual Reference and Special Collections

Reference & Virtual Reference: Staffers answered **526** Reference Line and Chat questions this month. Mr. Mccown reported some interesting questions from this month's VR files.

Special Collections: General Statistics: 547 patron visits, 67 phone questions, 2201 items used & 746 questions answered.

Exhibits and Displays

The new display case that was ordered by Special Collections has arrived. It not only serves as a display but also as an attractive buffer to narrow the entryway into the department. Our first display is on the 1906 Atlanta Race Riot which occurred in September.

On Aug. 24, a new art exhibit by artist Kelly Izdihar Cosby was installed on the second floor on the small IAD wall gallery and in the large display cabinet. Crosby is a multimedia artist who creates artwork in a variety of styles and subject matters. Much of her work features intricate patterns and floral designs influenced by Islamic Art. Cosby is a member of the International Muslima Artist Network, Atlanta Muslim Young Professionals, C4 Atlanta, Georgia Lawyers for the Arts and the African American for the Arts.

Volunteer Services

General Overview: The Office of Volunteer Services recorded 6,003 hours performed at 30 locations, including seven departments at Central, by 583 volunteers, 85 of which were new to

the System. Roswell, Ocee and Milton had the top number of volunteers. Roswell, Alpharetta and Milton had the top number of hours donated by the Friends.

Our three highest hour volunteers were Carol Harrison who served 146 hours leading the Friends of the Roswell Library Book Store, Emmett Brantley who served 130 hours at Dogwood and Gerrie Fornek who served 110 hours with the Friends of the Alpharetta Library Book Store and monthly sale. Our top new volunteers included Francia Lindon with 44 hours at Milton, Holly Wade with 33 hours at Roswell and Tony Doyle with 31 hours at Sandy Springs. Ocee, Milton and Roswell staff members led the highest number of volunteer orientations.

Books for Babies program materials were distributed to 7 new families this month through our youth services librarians and a Grady Hospital social worker. Volunteer services staff screened and placed 45 teenagers, 30 adults, 4 National Charity League members, 27 court-required volunteers, 17 program presenters, two Kennesaw State University students, one new AARP volunteer and one group. Staff also assisted 11 community members with finding alternative community service locations and completed 23 volunteer letters to verify service hours.

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

AS OF AUGUST 31, 2016

Doc. #16-50

SERVICE	2016 BUDGET	2016 AUGUST	2016 YTD	2016 YTD	2016 YTD	2016 YTD	BUDGET
DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
REG SALARY	13,571,617	999,707	8,423,606	-	8,423,606	62%	5,148,011
PART TIME SALARY	1,316,418	57,441	546,614	-	546,614	42%	769,804
BENEFITS	7,337,277	509,909	4,225,062	-	4,225,062	58%	3,112,215
BOOKS	2,806,245	248,898	957,806	820,294	1,778,101	63%	1,028,144
OFFICE EQUIP. REPAIR	58,456	930	54,623	1,570	56,192	96%	2,264
EQUIPMENT	7,385	-	909	5,726	6,635	90%	750
OFFICE FURNITURE	22,238	3,032	7,434	4,345	11,780	53%	10,458
PROFESSIONAL SERV	55,337	2,417	27,758	22,682	50,440	91%	4,897
COPIER MACHINE LEASE	323,100	28,741	150,359	-	150,359	47%	172,741
COPIER PAPER	34,000	1,239	1,239	9,761	11,000	32%	23,000
SUPPLIES	228,301	14,936	81,999	-	81,999	36%	146,302
SOFTWARE MAINTENANCE	250,000	153,488	157,088	-	157,088	63%	92,912
BUILDING RENT	263,050	13,955	171,579	91,471	263,050	100%	0
LYRASIS CHARGES	1,000	-	-	-	-	0%	1,000
OTHER SERVICES	128,365	6,189	55,500	27,961	83,460	65%	44,905
SECURITY SERVICES	392,442	23,427	188,052	91,656	279,708	71%	112,734
TRAVEL	12,391	1,885	8,367	-	8,367	68%	4,024
TRANSFER OUT CAPITAL PROJ	30,000	-	15,000	-	15,000	50%	15,000
TRAINING	1,465	-	-	-	-	0%	1,465
VEHICLE MAINTENANCE	13,750	-	1,564	-	1,564	11%	12,186
GENERAL INSURANCE	759,530	63,294	506,353	-	506,353	67%	253,177
TOTAL	27,612,367	2,129,489	15,580,911	1,075,467	16,656,378	60%	10,955,989

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

AS OF AUGUST 31, 2016

ORGANIZATION	SERVICE	2016 BUDGET	2016 AUGUST	2016 YTD	2016 YTD	2016 YTD	2016 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
PUBLIC SERVICE OPERATIONS	REG SALARY	11,621,761	846,875	7,202,889	-	7,202,889	62%	4,418,872
	PART TIME SALARY	1,316,418	57,441	546,614	-	546,614	42%	769,804
	BENEFITS	6,243,027	433,182	3,615,694	-	3,615,694	58%	2,627,333
	BOOKS	2,806,245	248,898	957,806	820,294	1,778,101	63%	1,028,144
	OFFICE EQUIP. REPAIR	58,456	930	54,623	1,570	56,192	96%	2,264
	EQUIPMENT	1,700	-	-	954	954	56%	746
	OFFICE FURNITURE	21,941	3,032	7,434	4,345	11,780	54%	10,161
	PROFESSIONAL SERV	14,595	624	6,776	2,922	9,698	66%	4,897
	COPIER MACHINE LEASE	299,800	26,742	133,269	-	133,269	44%	166,531
	COPIER PAPER	600	-	-	-	-	0%	600
	SUPPLIES	121,442	10,694	45,704	-	45,704	38%	75,739
	BUILDING RENT	263,050	13,955	171,579	91,471	263,050	100%	0
	OTHER SERVICES	33,883	2,427	8,685	3,123	11,808	35%	22,075
	SECURITY SERVICES	392,442	23,427	188,052	91,656	279,708	71%	112,734
	TRAINING	1,000	-	-	-	-	0%	1,000
	GENERAL INSURANCE	575,035	47,920	383,357	-	383,357	67%	191,678
Total		23,771,395	1,716,147	13,322,481	1,016,336	14,338,817	60%	9,432,578

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

AS OF AUGUST 31, 2016

ORGANIZATION	SERVICE	2016 BUDGET	2016 AUGUST	2016 YTD	2016 YTD	2016 YTD	2016 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
SUPPORT SERVICES	REG SALARY	1,949,856	152,833	1,220,717	-	1,220,717	63%	729,139
	BENEFITS	1,094,250	76,726	609,368	-	609,368	56%	484,882
	EQUIPMENT	5,685	-	909	4,772	5,681	100%	5
	OFFICE FURNITURE	297	-	-	-	-	0%	297
	PROFESSIONAL SERV	40,742	1,792	20,982	19,759	40,742	100%	0
	COPIER MACHINE LEASE	23,300	1,999	17,090	-	17,090	73%	6,210
	COPIER PAPER	33,400	1,239	1,239	9,761	11,000	33%	22,400
	SUPPLIES	106,859	4,242	36,295	-	36,295	34%	70,564
	SOFTWARE MAINTENANCE	250,000	153,488	157,088	-	157,088	63%	92,912
	LYRASIS CHARGES	1,000	-	-	-	-	0%	1,000
	OTHER SERVICES	94,482	3,762	46,814	24,838	71,652	76%	22,830
	TRAVEL	12,391	1,885	8,367	-	8,367	68%	4,024
	TRANSFER OUT CAPITAL PROJ	30,000	-	15,000	-	15,000	50%	15,000
	TRAINING	465	-	-	-	-	0%	465
	VEHICLE MAINTENANCE	13,750	-	1,564	-	1,564	11%	12,186
	GENERAL INSURANCE	184,495	15,375	122,997	-	122,997	67%	61,498
Total		3,840,972	413,342	2,258,430	59,130	2,317,560	60%	1,523,412

Atlanta-Fulton Public Library System - August 2016

Activity and Description	2016		2015		YTD
	August	YTD	August	YTD	
Circulation					
Total number of items checked out of the library	179,874	2,074,575	288,269	1,949,318	6%
Holds					
Number of requests by patrons	37,183	409,810	52,015	358,585	14%
Inter-Library Loans					
Number of items lent to or borrowed from another library system	443	2,096	286	2,009	4%
Visits					
Number of people entering a library for any reason	322,541	2,448,244	273,121	2,067,638	18%
Computer/Internet Usage					
Number of computer sessions (Internet access and office software)	110,791	658,825	74,484	531,680	24%
Number of hours of computer use	55,547	703,783	42,120	324,319	117%
Wireless Sessions					
Number of times the library's wireless network is accessed	46,429	321,745	36,201	348,593	-8%
Webhits					
Number of times people have visited the library's website	811,472	5,941,976	752,958	5,534,148	7%
Online Resources					
Number of times a resource is logged into or a searched performed	104,033	696,169	56,602	522,194	33%
Computer Classes					
Number of classes	20	153	13	165	-7%
Number of attendees	177	930	115	1,134	-18%
Virtual Circulation					
Number of e-books and e-audiobooks checked out	21,838	144,345	12,568	97,595	48%
Children's programs					
Library sponsored programs offered for children (birth - 12)	156	2,585	153	1,945	33%
Number of people attending programs	4,176	91,548	5,833	72,448	26%
Teen Programs					
Library sponsored programs offered for teens (13 - 17)	34	490	35	362	35%
Number of people attending programs	1,090	11,967	1,006	7,120	68%
Adult Programs					
Library sponsored programs offered for adults (18 +)	381	2,865	268	2,102	36%
Number of people attending programs	4,538	38,021	4,031	32,791	16%
Programs - Total					
Library sponsored programs offered - total of all programs	571	5,940	456	4,409	35%
Number of people attending programs	9,804	141,536	10,870	112,359	26%
Meeting Rooms					
Non-library sponsored meetings or activities scheduled	540	3,889	403	2,710	44%
Number of people attending meetings or activities	7,013	69,210	4,999	37,505	85%

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
CIRCULATION REPORT
AUGUST 2016 - 2015

ORGANIZATION NAME	ADULT	JUVENILE	Y/A	AUG 2016 DATA	AUG 2015 DATA	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2016 CIRC	YTD 2015 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	779	479	26	1,285	1,749	(464)	-27%	13,812	11,441	2,371	21%
ADAMSVILLE/COLLIER HEIGHTS	707	460	58	1,225	1,868	(643)	-34%	14,044	12,448	1,596	13%
ALPHARETTA	6,520	12,822	555	19,897	26,465	(6,568)	-25%	220,188	105,024	115,164	110%
BUCKHEAD	4,430	3,097	165	7,693	11,847	(4,154)	-35%	92,810	93,698	(888)	-1%
CARVER	0	0	0	0	1,491	(1,491)	-100%	6,215	12,711	(6,496)	-51%
CLEVELAND AVENUE	905	508	59	1,473	2,497	(1,024)	-41%	15,982	17,141	(1,159)	-7%
COLLEGE PARK	900	672	97	1,670	3,393	(1,723)	-51%	30,900	19,863	11,037	56%
DOGWOOD	1,056	938	78	2,072	3,819	(1,747)	-46%	20,012	22,205	(2,193)	-10%
EAST ATLANTA	1,580	2,492	262	4,334	5,994	(1,660)	-28%	42,884	42,951	(67)	0%
EAST POINT	2,120	1,024	114	3,258	5,792	(2,534)	-44%	38,392	40,460	(2,068)	-5%
EAST ROSWELL	5,118	5,214	295	10,626	18,428	(7,802)	100%	122,230	116,386	5,844	100%
FAIRBURN	1,025	1,035	75	2,135	3,626	(1,491)	-41%	25,294	28,579	(3,285)	-11%
GEORGIA HILL	0	0	0	0	1,331	(1,331)	-100%	5,752	10,150	(4,398)	-43%
HAPEVILLE	404	252	26	682	1,739	(1,057)	-61%	10,929	13,056	(2,127)	-16%
KIRKWOOD	741	1,326	67	2,134	3,044	(910)	-30%	22,478	22,889	(411)	-2%
MARTIN LUTHER KING, JR	399	239	25	664	1,109	(445)	-40%	9,286	9,783	(497)	-5%
MECHANICSVILLE	503	689	156	1,348	1,829	(481)	-26%	12,791	13,546	(755)	-6%
METROPOLITAN	3,253	2,788	224	6,265	20,251	(13,986)	100%	63,773	0	63,773	100%
MILTON	3,822	7,586	379	11,787	18,872	(7,085)	100%	130,010	38,586	91,424	100%
NORTHEAST/SPRUILL OAKS	3,675	8,005	412	12,092	12,846	(754)	-6%	134,654	151,323	(16,669)	-11%
NORTHSIDE	4,055	4,397	242	8,694	8,425	269	3%	105,102	92,726	12,376	13%
NORTHWEST	1,872	2,122	125	4,119	30,067	(25,948)	0%	46,789	28,480	18,309	100%
OCEE	5,421	11,402	754	17,577	4,309	13,268	308%	219,288	258,223	(38,935)	-15%
PALMETTO	1,022	1,227	50	2,299	6,267	(3,968)	100%	27,160	31,736	(4,576)	100%
PEACHTREE	1,985	1,607	76	3,668	13,577	(9,909)	-73%	43,602	46,284	(2,682)	-6%
PONCE DE LEON	4,859	3,797	303	8,960	25,240	(16,280)	-65%	97,141	102,803	(5,662)	-6%
ROSWELL	7,152	6,449	349	13,950	21,668	(7,718)	-36%	170,424	219,952	(49,528)	-23%
SANDY SPRINGS	6,353	5,135	432	11,920	287	11,633	4057%	140,705	154,312	(13,607)	-9%
SOUTHEAST	1,057	1,050	95	2,202	0	2,202	100%	5,984	0	5,984	100%
SOUTH FULTON	120	69	15	204	287	(83)	-29%	2,516	2,674	(158)	-6%
SOUTHWEST	1,992	1,689	186	3,868	5,452	(1,584)	-29%	41,793	49,836	(8,043)	-16%
STEWART LAKEWOOD	0	0	0	0	1,793	(1,793)	-100%	0	16,844	(16,844)	-100%
THOMASVILLE	0	0	0	0	2,801	(2,801)	-100%	4,088	9,325	(5,237)	-56%
WASHINGTON PARK	618	607	53	1,279	2,107	(828)	-39%	15,391	17,197	(1,806)	-11%
WEST END	638	316	80	1,034	2,012	(978)	-49%	13,922	16,003	(2,081)	-13%
WOLFCREEK	1,868	3,520	231	5,619	8,535	(2,916)	100%	59,897	61,249	(1,352)	-2%
BRANCHES TOTAL	76,950	93,016	6,067	176,033	280,817	(104,784)	-37%	2,026,238	1,889,884	136,354	7%
CENTRAL	2,937	753	150	3,840	7,737	(3,897)	-50%	47,481	58,875	(11,394)	-19%
BOOKMOBILE/Outreach Services	1	0	0	1	2	(1)	-50%	856	92	764	830%
AUBURN AVENUE RESEARCH				Non-circulating library - please refer to other usage reports.							
SYSTEM TOTAL	79,888	93,769	6,217	179,874	288,556	-108,682	-38%	2,074,575	1,948,851	125,724	6%

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM
SYSTEM STATS AT A GLANCE
AUGUST 2016

AGENCY NAME	AUGUST CIRCULATION	TOTAL REGISTRATIONS	INTRA-LIBRARY LOANS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	1,285	285	120	3,149	6,800	10	111	7	187	11
ADAMSVILLE/COLLIER HEIGHTS	1,225	252	300	2,678	4,299	4	25	7	91	5
ALPHARETTA	19,897	826	2,376	4,224	20,567	48	942	14	498	7
BUCKHEAD	7,693	447	994	2,979	21,315	18	357	50	277	17
CLEVELAND AVE	1,473	186	345	2,222	4,401	2	9	9	267	0
COLLEGE PARK	1,670	296	233	4,141	3,777	15	151	4	23	0
DOGWOOD	2,072	94	219	1,321	4,431	7	101	4	28	16
EAST ATLANTA	4,334	365	537	2,621	6,718	12	278	7	73	22
EAST POINT	3,258	369	438	5,680	7,674	15	493	22	275	8
EAST ROSWELL	10,626	489	1,223	2,273	4,777	18	377	11	111	17
FAIRBURN	2,135	312	288	1,013	4,333	9	36	5	40	15
HAPEVILLE	682	93	292	1,289	2,730	3	38	7	62	0
KIRKWOOD	2,134	164	297	1,693	2,692	18	134	11	265	4
MARTIN LUTHER KING, JR	664	90	247	1,579	3,941	18	358	0	0	25
MECHANICSVILLE	1,348	90	232	1,915	5,745	6	77	14	163	4
METROPOLITAN	6,265	459	3,737	8,457	15,307	20	809	72	773	0
MILTON	11,787	382	2,924	1,035	10,272	51	642	11	289	12
NORTHEAST/SPRUILL OAKS	12,092	340	1,520	964	22,597	29	504	23	161	4
NORTHSIDE	8,694	409	732	634	1,100	5	195	6	67	0
NORTHWEST	4,119	283	2,439	3,458	9,628	11	156	22	229	16
OCEE	17,577	575	632	969	29,282	40	414	11	250	24
PALMETTO	2,299	91	978	2,849	4,997	3	523	51	93	0
PEACHTREE	3,668	257	769	2,081	4,059	20	228	10	56	13
PONCE DE LEON	8,960	451	1,213	2,553	24,608	8	35	22	198	23
ROSWELL	13,950	666	1,775	3,003	21,420	24	306	10	138	28
SANDY SPRINGS	11,920	826	1,586	2,976	19,439	33	360	11	159	24
SOUTHEAST	2,202	497	3	2,087	11,284	9	164	9	182	10
SOUTH FULTON	204	123	0	-	0	0	0	0	0	0
SOUTHWEST	3,868	497	634	2,962	14,500	15	328	44	651	0
WASHINGTON PARK	1,279	184	310	2,565	8,792	1	14	2	24	18
WEST END	1,034	140	150	2,267	1,005	9	91	0	0	0
WOLF CREEK	5,619	437	1,481	3,481	2,100	7	115	59	1,294	17
BRANCHES TOTAL	176,033	10,975	29,024	81,118	304,590	488	8,371	535	6,924	340
CENTRAL	3,840	940	3,159	29,673	16,850	79	1,240	5	89	28
BOOKMOBILE/OUTREACH SERVICES	1	1	0	0	0	0	0	0	0	0
AUBURN AVENUE RESEARCH	0	0	0	0	1,101	4	193	0	0	0
SYSTEM TOTAL	179,874	11,916	32,183	110,791	322,541	571	9,804	540	7,013	368