



BOARD OF TRUSTEES

MEETING INFORMATION PACKET

FEBRUARY 24, 2021



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Revised

VIRTUAL MEETING
DUE TO GOVERNMENTAL GUIDELINES REGARDING COVID-19

FULTON COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES VIRTUAL MEETING
FEBRUARY 24, 2021 – 4:00 P.M.

AGENDA

- I. Call to Order
- II. Public Comments
- III. Adoption of Agenda* Doc. #21-08
- IV. Approval of Minutes – January 27, 2021* Doc. #21-09
- V. Chairman’s Report
- VI. Construction/Renovation Report – Paul Kaplan
 - Contractor
 - Albion Scaccia** Hapeville
 - Winter Johnson** Central
- VII. Director’s Reports Doc. #21-12
 - Monthly Financial Report Doc. #21-10
 - Monthly Usage Summary Doc. #21-11
- VIII. AFPL Foundation – Update
- IX. Swearing In Ceremony – Tonya Grier, Clerk to the Commission
- X. Unfinished Business
 - A. Curbside Service – Update
 - B. Committee Reports/Roles
 - C. Proposed Library Celebrations
- XI. New Business
 - A. Staff Training/Number of Hours – Update
 - B. Re-Naming of New Libraries
- XII. Adjournment

*Action is anticipated on this item

Doc. #21- 09



FULTON COUNTY LIBRARY SYSTEM
VIRTUAL BOARD OF TRUSTEES MEETING
JANUARY 27, 2021 – 4:00 P.M.

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Members Present	Borders, Priscilla, Vice Chairman Jordan, Linda Joyner, D. Chip, Chairman Pointek, Joe Radakovich, Nina
Absent:	Denson, Damian J. Kaplan, Paul
Also In Attendance	Holloman, Gayle H. – Executive Director Claxton, Zenobia –Assistant to Director’s Office Lamikanra, Adebola – County Attorney
Visitors:	13 Virtual Participants

Chairman D. Chip Joyner called the meeting to order at 4:00 p.m.

Transcript Legend

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

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

CALL TO ORDER

CHAIRMAN D. CHIP JOYNER: The time is 4:00 p.m. I would like to call to order the Virtual Meeting for the Fulton County Library System Board of Trustees, dated January 27, 2021.

PUBLIC COMMENTS

CHAIRMAN D. CHIP JOYNER: The first action item, are there any Public Comments?

MRS. ZENOBIA CLAXTON: Yes. I have one.

It comes from Patrick Hadley, H-A-D-L-E-Y (spelling). He says: Greetings. I am curious what the plans are for resuming in-person visits to Fulton County Libraries. Many other institutions are now open or reopening with safety measures, such as masks and social distancing in place. Grocery stores, restaurants, department stores, local universities and other institutions are open with various safety measures in place. It is not clear why libraries could not be open for visitors with reasonable safety measures in place. There is no clear distinction between shoppers walking through a grocery store or eating a meal in a restaurants and patrons visiting a library. Individuals could sit and read socially distanced at tables in libraries. Walking through library aisles does not seem distinctly different from walking through grocery store aisles. There might be reasonable concerns about large group of patrons coming in to use library resources such as computers. If necessary, library branches could impose a limit on the maximum number of individuals in the facility at one time. Requiring appointments for entry would be administrative challenge, but that is another option. Once patrons are inside the library, staff could impose other restrictions, such as limiting the number of computers available and restricting access to every other table. As you know, public libraries are important publicly funded institutions that have value beyond just the books that they contain.

The renovations that were recently completed enhance the value of these institutions to the public. It is important for citizens to regain access to public libraries in Fulton County, particularly, at a time when so many are experiencing challenges in society.

I hope that you are working on plans to reopening branches to the public with limitations in place as reasonable. If individuals are prepared to assume the risk of entering of the shops, stores, and schools, they should have an opportunity to

enter and use public libraries, which their tax dollars directly support.

Thank you for your consideration. Patrick Hadley.

CHAIRMAN D. CHIP JOYNER: Thank you for those comments from Mr. Hadley. Would the Library Director like to respond to the question?

MRS. GAYLE H. HOLLOMAN: Certainly, Mr. Chairman.

We have done all of the things that have been suggested by Mr. Hadley. Always under consideration, as with regards to reopening our libraries. We are staying in constant touch with our directives that are given to us at the County level. Right now, we have been told to maintain what we're doing because the COVID levels in the county have increased drastically. We also know that in surrounding counties, one in particular that's a large one is Gwinnett County. They had flung the doors open and people were coming in quite handily. But then they went to very high levels of COVID within their employee levels. And so they had to close back down to Curbside Service.

We are in constant contact with libraries around the country, and we are -- sixty percent of the libraries in the nation are doing exactly what we're doing, and that's Curbside Service. So we are not making up numbers or whatever. We very much want to do what has been suggested, but we do know that it takes a lot of cleaning of these libraries once we venture into something more than what we're doing, cleaning of restrooms, cleaning of tables, making sure that things are not -- that we're not doing things or causing things that would make it even greater as far as any COVID-19 levels go.

So we're keeping all of that under wraps -- not under wraps, but in mind and under consideration -- and we want to get open even more so. So as soon as we're able to make that a much better situation, we will do so. And we thank you for the observation.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you, Ms. Holloman.

As we try to respond to Mr. Hadley and others, how is the library -- how are we as the library communicating with the public with reference to when we're scheduled to reopen? At the website, are we giving weekly notice? monthly notice? or how is that happening throughout the Fulton County System?

MRS. GAYLE H. HOLLOMAN: Well, we are maintaining what we're doing right now, which is Curbside Service. It will be announced, any changes that we make to that service, will be announced on the website, as well as information will be sent out per our Marketing and Public Relations at the County and with the Library System's Marketing and P.R. Department.

That's how we've handled all of it from the beginning until this point, for the moment that we closed on March 13. We direct it through, the concerns, through Marketing and P.R. and then also the signage.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you.

Are there any further Public Comments? Any other comments from any Board member with regards to the question. Okay.

MR. JOE PIONTEK: Chip, I'm going to just break in here for just one second. My brother and I went to Las Vegas during Christmas. Seems like a funny thing to do. But in Nevada they have a very, very strict mandated mask law. And in that case, you -- I mean, you really have to wear your mask during meals, during, of course, gambling, and everything else is shut down. And it's difficult. I hate that the libraries are closed right now, but we have really one of the most flexible laws about masks in the country. But we still just can't open these libraries. It's the definition of being able to deliver a virus along things that move around within the city. It's just -- it's awful that we can't do it. But I'm just saying that in other states it's so much worse than Georgia, if that's even relevant.

CHAIRMAN D. CHIP JOYNER: Thank you for those comments. I really appreciate that.

21-02 ADOPTION OF AGENDA

CHAIRMAN D. CHIP JOYNER: All right. Can we move to the Adoption of the Agenda? We'd like to -- is there a motion to adopt the agenda dated January 27, 2021?

MOTION

MRS. PRISCILLA BORDERS: I move to adopt the agenda.

MS. NINA RADAKOVICH: I'll second.

CHAIRMAN D. CHIP JOYNER: Okay. Ms. Borders made a motion to adopt. And Ms. Radakovich -- did I pronounce that correctly?

MS. NINA RADAKOVICH: Very close.

CHAIRMAN D. CHIP JOYNER: Okay. I'm going to get that right -- seconded the motion. All those in favor, please say aye? *(Whereupon, all said aye.)*

CHAIRMAN D. CHIP JOYNER: Any opposed? None opposed? The agenda is adopted.

21-01 APPROVAL OF MINUTES OF THE REGULAR MEETING OF DECEMBER 16, 2020

CHAIRMAN D. CHIP JOYNER: Is there a motion for the approval of the minutes dated December 16, 2020?

MOTION

MR. JOE PIONTEK: I move that we approve the minutes as written.

CHAIRMAN D. CHIP JOYNER: All right. Mr. Piontek has made a motion to approve the minutes. Is there a second?

MRS. PRISCILLA BORDERS: Second.

CHAIRMAN D. CHIP JOYNER: It was seconded by Mrs. Borders. All those in favor of the adoption for approval of the minutes --

MS. NINA RADAKOVICH: Excuse me. I have a correction to offer.

CHAIRMAN D. CHIP JOYNER: Okay.

MS. NINA RADAKOVICH: On page 20, about halfway down the page, Mr. Denison's comment in the second line. I think a couple of words got left out. The sentence starts: And as I. And I think the two word, am the, A-M and T-H-E (spelling), representative from the City of Atlanta. I think those words were inadvertently left out.

CHAIRMAN D. CHIP JOYNER: Would you like to reread the sentence, please? We can make a notation of it.

MS. NINA RADAKOVICH: Okay. And as I am the representative from the City of Atlanta, I have inquired internally about what even my role is as a non-voting member.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you for that correction. With the correction in place, is there a motion to approve?

MR. JOE PIONTEK: I accept that addition, and I move to approve.

CHAIRMAN D. CHIP JOYNER: Okay. Motion to approve the minutes by Mr. Piontek. Is there a second?

MS. NINA RADAKOVICH: Second.

CHAIRMAN D. CHIP JOYNER: Okay. Ms. Radakovich has made a motion to approve. She seconded it. And for all those in favor to approve the minutes, please say aye?

(Whereupon, all said aye.)

CHAIRMAN D. CHIP JOYNER: Any nays? The minutes are approved. Thank you.

CHAIRMAN'S REPORT

CHAIRMAN D. CHIP JOYNER: Moving into the Chairman's Report, there's not much to report right now, other than we have a new member joining our Board. Their first meeting will be next month. You will get information in the mail prior to that meeting, a little bit about the person and the appointee. And, also, we've asked if, under the Director and with Zenobia, if we can get an updated notebook where every member can have the updated bylaws and information relative to resolutions and how we proceed and how we function as a board, along with our Mission Statement. All that updated for the new member, and then we can all have a new fresh copy moving forward. So look for that in the mail.

CONSTRUCTION/RENOVATION REPORT - GAYLE H. HOLLOMAN

CHAIRMAN D. CHIP JOYNER: And then with that, we will move to

Construction and Renovation. Mr. Kaplan is not with us today. Is there anyone that can speak to that, or Mrs. Holloman, can you provide an update?

MRS. GAYLE H. HOLLOMAN: Yes. I can, sir.

We are right now at the Hapeville -- the completion of the build of the new Hapeville Library, as well as the finalization of the renovation of the Central Library.

I'm very excited to report that both of them have received their Certificates of Occupancy. Staff have already started to go back to the Central Library where they are beginning to put books on the shelves. We're having to do it very much in a phased way. They're doing various floors right now. The main floor that will house the General Collections will be the third floor.

So what's happening is the movers do the heavy lifting, and then the staff will take the books and start putting them in Dewey order. Because of the spacing between shelves, we've got to be much more conscientious about social distancing.

So, therefore, what we did was we started out with one individual who came in, worked with the movers to get some things in place, and then the following week, six employees came in. So each week we're adding more and more employees who will work at Central, and who used to work at Central. We will be bringing them back from their current temporary assignments to finish that installation.

Then they're moving to the fourth floor, which has the Teen and Children's Collection. So that's what's going on. Next week or the week after, the staff will go back to their -- there are five staff -- who will go back to the Hapeville Library, and they will begin the process of putting those books on the shelves.

So we're getting to the end of a major project, which is just astounding to me as I think back. The staff is very excited. The movers are really working hard. So I think it's going to be just a very short period of time before we'll have all the things that we need in-house, and then we can just complete them without having to worry about when they're arriving and all that.

Most of the furniture for Central is in. The furniture is just about completed in Hapeville being installed. So we're just looking really good and everything. I had a meeting this morning -- that we have every other week -- about all the projects in Phase Two. And so what they're doing now with the other libraries that have been basically completed is that

they're finishing punch lists, which includes things like working on HVAC issues that came up about, or any kind of leaks that may have been found, or any of those types of things that aren't being -- that were left to be done. There's some door handles that need cords, things of that nature, and what they do in the punch. And so that's what they're completing now in all of those libraries to finalize the projects. They are finalizing some of the projects for their warranty dates so that they make sure that they cover certain things that had to be within the warranty period, the eleven month warranty period.

So there's a lot still going on with the Program Management Team. They're just doing a lot of catchup work that needs to be completed. So we're very exciting that that's coming to basically almost to close. And we're just -- I don't know -- unless you have some questions that I haven't thought about, response, please let me know.

CHAIRMAN D. CHIP JOYNER: With regards to -- so would you say that we'll be completely ready by the 1st of March? Do you think that --

MRS. GAYLE H. HOLLOMAN: No. I don't think we'll be completed by the 1st of March. Well, Hapeville should be more in line, I would think, by the 1st of March, if not sooner.

It's going to take a while for Central. Central is just the beast that we always knew it would be. The Collections are greater there. When you see the Collection on the third floor, you're just going to be taken away.

Those Collections have been condensed now from having been all the way through the fifth floor, in some cases, with the Special Collections, and other items being able to be stored on some of the upper levels. And so that's part of what, you know, we're trying to make sure we get everything condensed down to where the public is coming to the second, third, and fourth floors basically. And that is a lot of condensing of large Collections.

So I would think that probably it's going to be closer to May, the end of May, middle of May -- of April, rather -- into the 1st of May before Central is going to be where we can come to terms with some sort of way of bringing it back to the patrons.

And we're also examining how we do that. We don't know that Curbside Service is going to work at that point, just by nature of it being on home floors and all that.

So we're in talks about how to do all that. We're still anticipating having some leased space. And we're trying to identify if we really do need to use some storage space on other

floors that we wanted to keep closed because of the possibility of leased space. So there are a lot of things. Any other questions about it? We -- I just -- in case you hear anything about it, we did have some lighting problems at the East Atlanta Library, it's my understanding -- and I don't think it's been completed up to this point -- that all of the lights for some reason are not working on the outside of East Atlanta. So we are working to get that straightened out. DREAM is involved in it. So they are aware of it. We were able to straighten out some problems that happened with the lighting, I think, at Northside. But right now that's resolved.

So we get various things that keep coming up, from time to time, that affect us. And that's where we are right now.

So overall things are looking good. We have not had major issues. Rain or weather has not been a major issue right now. And that's a good thing. And the contractors have not had to stop their work because of the virus or anything else. They've been able to either bring people in, even if things happened, and keep it going. So that's been a real, real good thing for us, because we were very concerned early on that when the weather changed and we went into the fall and winter, that we would be greatly affected by the weather. And that has not been a problem.

CHAIRMAN D. CHIP JOYNER: Okay. Very good. And I want to say thank you for providing updates as things move along. And anything relative to closing for emergencies, anything of that sort, if you can feel free to send to all members of the Board versus just me --

MRS. GAYLE H. HOLLOMAN: Okay.

CHAIRMAN D. CHIP JOYNER: -- because sometimes I can't get the message right back out.

MRS. GAYLE H. HOLLOMAN: Certainly, I will.

CHAIRMAN D. CHIP JOYNER: But thank you so much. I really, really appreciate that.

MRS. GAYLE H. HOLLOMAN: You're welcome.

CHAIRMAN D. CHIP JOYNER: Any other questions with regards to Construction or Renovation from any member?

21-06 DIRECTOR'S REPORTS

CHAIRMAN D. CHIP JOYNER: All right. The Director's Report?

MRS. GAYLE H. HOLLOMAN: Okay. Well, you saw the narrative that I provide all the time with regards to highlights and things going on at the libraries.

As you know, Curbside Service is still going on. People are really, really gravitating toward it, and love it. I think you

will see some comments in here from them about that.

21-03 MONTHLY FINANCIAL REPORT

MRS. GAYLE H. HOLLOMAN: Looking at the Monthly Financial Report, I'd just like to point something out. If you look at -- that total that you see on the Monthly Financial Report, as of December 31st, shows four hundred eighty-one thousand seven twenty-seven being left over. It's actually ten dollars more, four eighty-one -- four hundred eighty-one thousand seven thirty-seven. And if you take that -- if you take the two figures on the next two pages, that's the balance left for Public Service Operation, and the balance left for Support Services. Add that together and then subtract the two hundred and seventy-one thousand nine thirty-nine, which is Salary and Benefits, we have only left on the -- we would have left on the table this year -- last year, rather -- two hundred and forty-seven thousand three seventy-seven. And that's important to note.

And the reason I want to note is that over the last few years we have left at least one million dollars on the table. And that's aside from the salaries that were left on the table. And the reason the salaries are left on the table is because we have a hiring freeze right now and they're not allowing us to even use salary savings for anything. So I just wanted to point out to you that we have done much better than over the last few years where we've left a million dollars on the table. Still two hundred and some thousand is not where you want to be either. You want to spend down to zero. But because of various factors involved, this is what happened.

I was also told that the County sort of wanted us to leave some money on the table this year because of other expenditures and all. So it's not negatively looked at. But we did beat that one million dollars that we seem to have been known for, of leaving it on the table. So I just wanted to make -- bring that to your attention. I think that's a good note for us to start out on.

I'm very, very much appreciative of the fact that the Board of Commissioners have been very generous to us. As you know, last year they gave us an additional 1.4 million dollars for Virtual Programming -- virtual products to use in our Virtual Programming. That was outstanding. They gave us another six hundred thousand. And so this year's budget is a little over twenty-nine million for 2021. And I just think that they are to be commended for the fact that they do value libraries. And we can never say that they don't. They do value libraries. And I think that by them putting that kind of confidence in monetary -

- the monetary aspect of it, I think just states how much, you know, they are for libraries.

And we're just trying to make sure that we can live up to the promise that we have -- that we try to make every day -- to serving the public with library -- with their library needs.

21-04 MONTHLY USAGE SUMMARY

MRS. GAYLE H. HOLLOMAN: If we go and look at the Monthly Usage Summary, you're going to see that, of course, a lot of things are down because we're not operating fully. But we do have Virtual Circulation up twenty-seven percent. And we do have the number of people attending programs virtually up nine percent. So although we're not fully live, as the kids would say, we are still in the mix, and we're still being viewed as important to people's lives and to their daily function and in their usage of libraries.

21-05 QUARTERLY CUSTOMER SERVICE COMMENTS

MRS. GAYLE H. HOLLOMAN: The Quarterly Customer Service Report is there, as well as the Quarterly Closure Report.

QUARTERLY LIBRARY CLOSURE REPORT

MRS. GAYLE H. HOLLOMAN: As you know, we, of course, have been closed from what we would normally have as our normal hours of operations having greatly diminished. But as I've just said and people have reported, they are using Curbside Service. So we're very appreciative of the fact that the public is still with us. And that's been a good thing.

I want to also bring to your attention -- and please stop me. I know I talk fast. And I don't want to hold up your meeting, but if you've got anything else that you want to ask me about those things before I move to one additional -- a couple of additional things that aren't on the -- on the list here.

CHAIRMAN D. CHIP JOYNER: Okay. I have a couple of questions, but I'll let you go through before I ask.

MRS. GAYLE H. HOLLOMAN: Okay. Well, I just want to make you aware, too, that we are facing staff shortages right now. That's due to the fact that some staff have retired, resigned, that type of thing. We also have people who are out due to COVID-19. Periodically, we've had quite a few of those over the last couple of weeks.

We're also -- I mean, they come back to work. So far it's been wonderful they've been able to come back. We've had -- the last two that happened we did not have to close down. We did not have to change out the staff and get new staff to come in because the home staff were out on quarantine. We didn't have to do that this time. It was kind of isolated. When they found out they got it, probably from wherever else, aside from the

library, or the staff were not in close proximity to them, so therefore, it did not require us to move that entire staff out, quarantine them, and then bring in other staff so that we could maintain our operations. So that was good from that standpoint. Also, we have staff that are now, they have completed the elections work that they were assigned to, but now they're assigned to do vaccination intake. So we have thirty-five employees that are three different locations around the county. And what they do is they go in Monday through Friday from 9 to 4. They don't work at the library. This is a -- this assignment is an indefinite one. So they'll be there for as long as whenever. We just don't know.

It has started to somewhat affect us a little bit with being able to keep the Curbside Service going, but we are dedicated to making it work. But they go and they help people to fill out their paperwork for it, tell them where they need to go -- direct them to where they need to go to get their actual vaccination. Legally, of course, they are not giving vaccinations, but they're just doing the intake work. So that's where we are with that.

Ms. Radakovich may want to speak about this, but we have -- I did have a meeting this week with regard to the Strategic Planning Process that the Foundation wants to embark upon. So I won't steal any thunder from her about any of that. We're not at the real point of it. We hope to have something by March, but we are in talks with the County leadership to just see what they're thoughts are. And then, of course, we have to come back and report to you all to let you know just where we are with that so that that implementation cannot be held up any -- you know, any way that we can keep that from happening.

CHAIRMAN D. CHIP JOYNER: Any questions?

MRS. GAYLE H. HOLLOMAN: Two other things -- I'm sorry.

You may be contacted over the next few weeks by either Claudia Strange, in our P.R. Marketing Department, or Rachel Sanders, in order to ask you for your participation in the upcoming celebration of Dr. Seuss' books.

What we want to do is just perhaps have you all pictured with your favorite Dr. Seuss' title. And we're going to have it -- of course, it'll all be done virtually -- the programs that the staff is coming up with -- but we thought that would be a nice thing in March, because we celebrate every March. I think it's March 2nd. And so you will be contacted by someone. We had some discussion about that in the meeting today. And I think it's really nice thing. You would be featured, your title and all the name will be featured, and your favorite book. So you

just hold it up and take your picture. And I think that's a wonderful thing. Some of us going to read one. So it should be very nice. And I think that's a good way to do it. It was a suggestion brought to me by Claudia. So I do think that that would be a good opportunity for us all to come together in one celebration.

So that's where we are. You had some questions, Mr. Joyner?

CHAIRMAN D. CHIP JOYNER: Thank you, Ms. Holloman. First, is there any other member with any questions?

Okay. Just a couple of questions. Ms. Holloman, how has COVID in this past year affected the expectations from the budget this next year moving forward?

MRS. GAYLE H. HOLLOMAN: COVID has affected -- it hasn't particularly affected our overall budget, as you can see. What it did was it allowed us to receive from the County PPE that we didn't have to take from our budget. And that has been very positive for us that the PPE that the staff uses every single day came as a result of a careful coordination through the County Manager's office and staff to the Commission and their approval of how that money would be spent. So that has helped us tremendously. If we didn't have that, we would have been in sort of problems. And that made a huge difference. Also, we were able to get some money from Georgia Public Library Service. We didn't get the actual money. We received the actual items they bought and they sent them to us. In fact, we just received them not so long ago. So that makes a huge difference. We'll be able to use that going forward. We're storing it for when we do open more fully. And we can -- hopefully, if people come in without a mask, as an example, then we would be able to say, well, if you don't have one now, if you don't mind wearing one, here's one. So that's going to allow us to do that. We would have to finance that ourselves.

So in that regard, the budget was affected in that way. But it wasn't money actually given to us, personally. But in a lot of ways, it was provided so that we could get the materials either delivered through the County's delivery, or through GPLS, Georgia Public Library Service. So I'm very appreciative of all of that. It has made a huge difference. Because those items, if you've ever priced them, are extremely expensive.

CHAIRMAN D. CHIP JOYNER: And so with the traffic being down and the wear and tear of the items in the libraries, will we be able to open up with everything operable; no leaks, no AC down? Are we going to be in really good shape? It seems like the perfect time to really deliver the libraries the way we want to when we open back up.

MRS. GAYLE H. HOLLOMAN: Well, the plan is always that we -- that we don't have leaks and HVAC problems, but that's just not reality. I mean, as I just mentioned to you earlier, there are still ongoing problems. I mean, the Northside Library had problems with the carpet. There was a problem with those carts they roll over during elections, over the carpet. So now we've got to get it -- almost all of it replaced. So there's always an ongoing situation. There are lighting issues at some of the libraries. I think Cleveland Avenue has a lighting issue right now.

So there are things that come up; things that have not been finished through the punch list, which is why they're still doing those to close-out. So there's always something ongoing. I mean, one year we were able to get money from Georgia Public Library System, fifty-two thousand dollars. And a few years ago I was able to get a chiller to put in the North Spruill Oaks Library. So that was money we didn't have to get from the County. We were able to go through GPLS and got that fifty-two thousand dollars for the chiller. But since that time, the chiller has had to be replaced again. So things just pop up and happen.

It is just a -- I guess a function of doing business. I don't know. But -- and then some of our libraries have a tendency at different seasons to have problems with the heating and/or air, you know, in certain parts of the building, maybe not the whole building. So there are things like that that haunts us from time to time.

But overall, I think we're going to be in a great place. We have rebuilt a lot of libraries, renovated a lot of libraries. So I think you're going to see fewer problems, definitely, because so much was done to bring these libraries up to code. A lot of pre-review was done. A review was done early on about a lot of the infrastructure of our libraries. A lot of other things that had to do with machinery and all that and the things that run the buildings, a lot of that was done ahead of time. And I think that was a good look from the County, from DREAM, as they reviewed those things. A lot of -- but some of the stuff didn't get known until they got into the work. And as they started to renovate, then they found things like, you know, things behind the walls, or things with the machinery, things with HVAC and all that that they didn't know were forming. We have brought libraries online with the renovation projects and then come to find out there was a backup of the sewer system. They didn't anticipate that, so they had to go in, you know, and straighten that -- those things out. So various

things come up. And -- but it's good that we have a system with DREAM that allows us to get in touch with them, keep them knowledgeable about what's happening.

And I can tell you one thing: They have really improved over the last two years, the efficiency, and their ability to respond. And I think that's -- I'll just mention Joseph Davis and Michael Ross -- all of the staff and team that work in DREAM -- that they have really, really stepped up the ability to come out and handle those issues as they happen.

Another thing that they do very, very well is that anytime we let them know that someone has been affected by COVID-19 and that we feel that staff have been -- have been affected that they -- before we reopen again, we stop what we're doing. We get in touch with the Chief Operating Officer, Anna Roach, and then we make her aware that this has happened. And then we are told to make sure that Joseph Davis' staff in DREAM come out, and they do the sanitizing, the cleaning and everything before we can bring any other staff or anybody else back into that building, even if it's contractors. So that has been wonderful. At one point, it took twelve hours of that. They would have to spend a whole twelve hours before anyone could come back in. Now, they have it -- the service down to an hour. So they can clean it, make it efficient, get us back in the building within an hour.

So that has been a real relief so that we can get things going and keep things going.

CHAIRMAN D. CHIP JOYNER: Very good. Thank you so much. Are there any other questions? I have about twenty more. I'm going to save those for another meeting.

MRS. GAYLE H. HOLLOMAN: I'll try my best to answer them. I might need some lead time on some of them, so go ahead and tell me what they are if you want to.

CHAIRMAN D. CHIP JOYNER: Well, just one, and we can maybe revisit next month, put on the agenda. With regards to staffing that's working remotely, or just wherever staff is during this down period, are there outlines of development courses or certifications or any kind of training that they can take advantage of not being fully immersed in customer views?

MRS. GAYLE H. HOLLOMAN: Well, that's a great question. We've had -- ever since we were actually completely locked down, staff have been given the ability to take training classes online, webinars and things of that nature. And in the cases that I'm aware of, they've been free to our staff. We get that opportunity through Georgia Public Library Service. We get some of it through ALA. The administrators and the managers are

tasked with that whole thing; making sure training opportunities are made available.

You probably already know, too, that the County offers other training classes and they are free and they are online. So we get a listing ever so often -- I think we just got one about a month ago -- of upcoming training classes available to us, basically throughout this year. And so staff have that opportunity.

All they need to do, there's a form they complete, if there's something they see that they want to take, and ask their manager to approve them taking it. We try to ask that it be something tied to their current position, and so they are allowed to take it. But managers and administrators are also tasked with identifying things themselves that they feel that staff needs to take.

So training opportunities are always there. I even take classes from time to time, because I have to -- all of us who are librarians have to be -- have to have so many hours of certification each year. And in the two years that I -- we have two years on our certification -- on our licenses; every two years they're renewed. So within that two year period, you have to have at least ten hours of continuing education classes. So I'm involved in classes from time to time at the state level and other courses that we find that we take.

So we very much encourage that. That's something that we're committed to trying to do.

CHAIRMAN D. CHIP JOYNER: Okay. At the next meeting, a list of aggregate of the number of hours per trainee has done this past year; something that's measurable that we can see and celebrate.

MRS. GAYLE H. HOLLOMAN: Sure.

CHAIRMAN D. CHIP JOYNER: Thank you.

MS. LINDA JORDAN: And to Chip's point, Gayle, Linda Jordan -- to Chip's point, I agree with those -- the fact that courses can be taken. And I guess my question is: How do we monitor it to make sure of its assignment or that they can live with the investment? And we just passed a law in the state of Georgia that each year that every Trustee on the State of Georgia Board, a fiduciary has to take so many hours. You know, how do you deal with that? I mean, how -- you know, wondering what process do we have to make sure that people know we have the training they can get to get the hours and get some type of certification, like we do; you have so many, like eighteen or whatever hours, whatever the number is, then you get a certification at the end of the year. If you don't meet the criteria, then you have to deal with it with your organization.

But I guess my question is: How do we deal with it? Make sure we know employees are getting the training that we're providing but also, you know, giving them some type of certification to say, hey, you've taken this training?

MRS. GAYLE H. HOLLOMAN: Okay. Hi, Ms. Jordan. Yes. What happens is with staff at every level, as they take classes, they have to get their certificates, or the proof that they've taken the class. And then the managers have folders of all of their employees; they keep that information in a folder.

When it comes to our librarians, we are given, I guess in some ways it might be a -- what do you call it when you allow people -- the honor system -- in some ways. Because what we do is. We have to have ten hours within those two years. And so you cannot get your license renewed, though, if you don't apply for it and pay for it. And then once we do that, at any point, we can get audited. And we know that. So it behooves us to make sure we also keep a folder of those classes we've taken and those certificates we've received.

Now, what we do is we send in to H.R. our certificate so that they know we -- they know that we have renewed our licenses. So we are required to send that to H.R. It has to be done by June 1st of every year.

So we will get a notification from H.R. saying your license renewal is due. And so we have to make sure we send proof of that. So I make a copy and send it to H.R., and they've got it, I guess, in a folder somewhere.

So that -- and so if I'm every audited by whomever, the State or whatever, that they would have to -- I'd have to prove that I have taken those classes. So that's the way it works.

MS. LINDA JORDAN: That's great. I guess my other question -- that's good to know -- I guess the other question is: If somebody falls short, you know, how do they -- how do they catch up? And then how does H.R. -- does H.R. let you know that the people have not taken the courses?

I'm just curious about it, because I do think going forward there might be more certifications or things needed. I'm looking at, in my space that I'm in, at the fact that we had to pass a law to make sure that Trustees take these courses to make sure they're up on what's going on in that space, like with the libraries and whatnot. So I'm just curious about that in general, just asking questions outside the box.

I appreciate your leadership, knowing that, you know, people are trying to get the certifications; that -- you're doing the right thing. But I would like to make sure that nobody is like left out or they don't have, what's the ramifications? Because in

Georgia, if you don't get it, there's going to be some ramifications there.

MRS. GAYLE H. HOLLOMAN: So far, I'd have to say, after twenty-six years of being here, that has never, to my knowledge, happened. People are very, very -- usually, they're very, very aware of that. I mean, they want their jobs. And they know that if they don't get that certification, that's going to be a problem. You can -- you are given a little bit of time in some -- if you fall short, you can be given some time to try and get a class and take, you know, get the number you need. But that, to my knowledge, unless, you know, it's been kept from me because we've had other directors, has not happened. And even in times that I've had staff report to me who are librarians, they always got their certification in, because I would be on them about, you know, we need this information. I need by a certain date. You need to show prove you got your certificate, everything in order to get your license renewed. So, to my knowledge, that has not been a problem. I can't say it won't happen, but I do know that if it were to happen, it's my understanding there's a way that they can try and give a certain period of time that they have to get themselves in alignment.

Because even when we hire people, we say you have six months to get your Georgia license. Even when we've hired librarians from other states to come in, they don't have the Georgia license, so we give them up to six months to get it.

So with that, we would try to work with the librarian who has, you know, fallen short of getting their required classes. And you're not required to take any specific coursework. It's just librarian related courses --

MS. LINDA JORDAN: You know what, thank you for that --

MRS. GAYLE H. HOLLOMAN: -- that they're required to take.

MS. LINDA JORDAN: -- well, thank you for that. Because, you know, you're like me on the processes and things that we're doing as an organization. So I appreciate that, to know that there's some process and how we can improve upon it, you know, as Board members; as Board members, we're willing to look at that.

But I'm glad to know that that is -- that you're, you know -- the fact that they can get -- because the license is very key. I know in my space I have like three or four, and every year I have to have the continuing education every few years and make sure your licenses are up to par. So it's good to know that you guys are on top of that. Thank you.

MRS. GAYLE H. HOLLOMAN: You're welcome.

CHAIRMAN D. CHIP JOYNER: Thank you, Ms. Jordan.

UNFINISHED BUSINESS

CURBSIDE SERVICE - UPDATE

CHAIRMAN D. CHIP JOYNER: Okay. Moving forward, Unfinished Business. Will you provide an Update on Curbside Service?

MRS. GAYLE H. HOLLOMAN: Curbside Service, I just can't say enough how much it has been accepted by the public. We do all kinds of things now at Curbside Service. We're giving craft projects. We put them in a bag, because people pick up their items that they put on hold, we'll give them a craft that they can use for an adult or for children or whatever. And they really love that; particularly, the seasonable things that have to do with holiday programming and all that. And it has just really gone over quite well.

And in some cases, we were very concerned about if it would. And then very happy to know that it has. Some of our libraries are, of course, busier than others. And then some of them aren't as busy as others, but then engage themselves in the Virtual Programming as we have on our list to do, so -- or they go and assist at other libraries. So that has been a real value for us in that the public has done well.

Our new website has also brought people to get more items checked out. And so they come to curbside to get those items. The revised website has just done extremely well. It's a lot easier to use, and so it makes it a lot easier for us to get those things out.

The couriers have continued to do an awesome job of delivering those items to each location. They go up and down seventy-three miles a day, in some cases, all the way around the county to deliver those items to those libraries. And that's thirty-one libraries. So it's just been phenomenal. It really has been.

CHAIRMAN D. CHIP JOYNER: Thank you. Any other questions?

NAMING OF BEST BUY TEEN TECH CENTER

CHAIRMAN D. CHIP JOYNER: Okay. Next item on the agenda, the Naming of the Best Buy Teen Tech Center.

MRS. GAYLE H. HOLLOMAN: Yes.

CHAIRMAN D. CHIP JOYNER: At the last meeting, we had an outstanding question for -- to legal, with regards to procedures and naming options or those items listed in the agenda. Is that something you can comment on today?

MS. ADEBOLA LAMIKANRA: Yes. So I did my research on this, and I think the main question that was posed was whether or not we could use Atlanta in the name -- sorry, hold on one second --

MR. JOE PIONTEK: I find myself telling Alexa to be quiet.

MS. ADEBOLA LAMIKANRA: -- but I think that was the main question was using Atlanta instead of using Fulton County Library System. And so my understanding is that legally we cannot use that right now, because of the House -- the 2015 House Bill that's now -- that we have to -- the legal name is Fulton County Library System.

So in order to use Atlanta, we would then have to change that indication in the Bill. And I know that another question was to try and inquire as to why that initial change -- or why that change was made. And my understanding is that it was a political reason. I have connections with External Affairs, and they are trying to research what would we need to do in order to get that changed again. But my understanding of that, it would have to be presented to the Board of Commissioners and that they likely will not support that because there may be some fees that are going to come into play if we try to use Atlanta in the name.

And so saying all that, as of right now, we can't use Atlanta. It would have to be Fulton County Library System.

CHAIRMAN D. CHIP JOYNER: And so that would include, specifically, the Teen Tech Center as well?

MS. ADEBOLA LAMIKANRA: Yes.

CHAIRMAN D. CHIP JOYNER: Okay. The Teen Tech Center, that's just a center within one of the libraries, Ms. Holloman?

MRS. GAYLE H. HOLLOMAN: Mr. Joyner, the way it would work is we have put --- we had a grant that was accepted and approved by the Board of Commissioners to accept it with Best Buy. So they -- we're the only -- we're only one of one library I think in this whole state that has a Best Buy Teen Tech Center. So the idea would be to say: Best Buy Teen Tech Center at the Central Library, a Part of the Fulton County Library System. That was the wording that we were trying to get in place.

And so it's going to just be featured on the wall inside the area, inside the actual space. And that space is on the fourth floor of the Central Library. So that's the only place that has it. We're the only library -- the only one in our System that has it and the only one in our area that would have one. It's been done a few times around the nation.

So that's the wording that we were trying to get in place. And we had promised them we would try to do so after our November meeting that we talk about it in December. And then, of course, it got moved to now. So they're really trying to get the signage together so that they can move on from that -- pay for it and move on from that. So that's what this is all about.

CHAIRMAN D. CHIP JOYNER: Okay.

MS. LINDA JORDAN: Mr. Chairman, this is Linda Jordan. I think that's huge, the fact that Best Buy would like to work with us. Gayle, I want to ask about, as far as the advertising? I think if we do this, or when we do this, we need to make sure that we do some P.R. around it.

MRS. GAYLE H. HOLLOMAN: Oh, yes.

MS. LINDA JORDAN: One of the few libraries in the state, you know, what you just said, to me, is a huge opportunity to show what -- the libraries in Fulton County what we're working on. Having it at Central Library, to me, is major. So I'm all for it. So what do we need to do, Mr. Chairman? To me, it's an exciting opportunity to let folks know what we in Fulton County are doing with our libraries and that you have a major partner, Best Buy, that wants to partner with us.

CHAIRMAN D. CHIP JOYNER: Thank you, Ms. Jordan. Okay. And our timing on this, we had -- this is something we had a deadline you have to take action on?

MRS. GAYLE H. HOLLOMAN: Well, yes. They wanted it in November. But we were hoping that we could give it to them, you know, as soon as possible, because they need to move forward with it. And so we had promised that we would talk about it in November and thought that we could actually get it decided in November. We were not able to do so because of the questions that ensued. So we thought it would be December, and now it's January, almost February. So they really want to go forward.

The space has been built out; the furniture has been delivered; computers will be coming in. The whole project is centered around -- over seventy thousand dollars and also some computers and equipment and software that would be utilized for young people to learn robotics, to learn animation, to learn photography and all those types of things that will hopefully open up opportunities of interests and perhaps spur some thought for careers for young people. So that's what it's really all about. And I think it's really wonderful.

They're going to actually give us a tech onsite for, I think it's a three year project, and so it's just going to be a fabulous opportunity for us. And we're among just a few of these centers in the nation and very few in libraries around the nation and the only one here in this area.

CHAIRMAN D. CHIP JOYNER: Okay. In reference to naming for the Teen Tech Center, is there any comment by any member of the Board?

MS. LINDA JORDAN: As far as? As far as what?

CHAIRMAN D. CHIP JOYNER: Any comment as far as the naming? Because one of the questions that came up in the last meeting

was having the name Atlanta anywhere in the name. So there are options. It'd be approved or not, but, of course, we're not taking away from Fulton County. I don't think there was ever the intention of taking Fulton County -- or changing the name Fulton County Library. But, perhaps, for consideration of our citizens that live in DeKalb County -- they live in the city of Atlanta, but they live in DeKalb County -- and the nature of Central being the center of downtown Atlanta, perhaps, there was the opportunity to name, you know, Fulton County Library Teen Tech Center at Atlanta Central -- or Central Library, Atlanta, Georgia. Is that something that where you're just identifying the location? I see a motion by Mr. Piontek.

MR. JOE PIONTEK: With respect, Mr. Chairman, I believe that that's what the attorney was speaking to that adding the name, Atlanta, to the Central Library would go against the wishes of the Commissioners. It wouldn't pass through them. I believe that's what you were saying to us, right?

MS. ADEBOLA LAMINKARA: Yes, that's correct.

MR. JOE PIONTEK: I would love to get this tech center going. You really get me excited. I'd love to get the thing going. Let's just -- let's get this thing going. They've got a lot of money for us. They got a lot of great things going for the kids. I'd hate for this to...

MS. LINDA JORDAN: And I just want to say for the record, I don't think it's anything -- like the attorney said, we got to go with what, you know, what the attorney has said. Nothing against Atlanta, you know, that. It's just what's going on right now is what the attorney said. We can't move with Atlanta, the name. I think we need to move forward with the Fulton County Library. The tech center is very important, very critical. And I'm willing to, even as a Georgia Tech graduate, see how we can get Georgia Tech involved, because we have all those companies coming around there. I mean, to me, there are a lot of opportunities with this -- with the Best Buy being -- we having a tech center.

So I'm thinking about the young folks. That's my thought process, where I'm at right now.

CHAIRMAN D. CHIP JOYNER: Okay. Thank you, Ms. Jordan.

MS. LINDA JORDAN: Whatever we need to move forward, I'm willing to do that.

MRS. PRISCILLA BORDERS: Tell me the exact wording again.

MRS. GAYLE H. HOLLOMAN: I'm sorry, Mrs. Borders. We were suggesting that we say, Best Buy Teen Tech Center at the Central Library, A Part of the Fulton County Library System.

CHAIRMAN D. CHIP JOYNER: Okay. With that being the name --

MRS. GAYLE H. HOLLOMAN: Excuse me. We've used that phrasing, A Part of, when we - in reference to the Auburn Avenue Research Library, because it is a special library of the System. And Central is somewhat a special library in a way in that it has its own different floors and it has Special Collections, and very, very many things that are not -- that are unique to it. So we always have looked at those two libraries as being special libraries within the Library System. So -- and we know we've used that wording. So unless our County Attorney tells us that there's something that I need to do, either that we can't use that, then that is what we were trying to go with.

MRS. PRISCILLA BORDERS: You know, I'll just put it back that I just wanted to let -- from the Board perspective, know that we understand the dilemma of people wanting Atlanta to be included, but at this time, legally, we can't do that. If we wanted to, we could not do it, so... And time is of the essence, so it seems that we're sort of -- we have no alternative but to use Fulton without Atlanta.

CHAIRMAN D. CHIP JOYNER: Okay. Are there any other comments?

MS. ADEBOLA LAMINKARA: And I just wanted to state as well, I mean, I know that at the last meeting that that was something that was also discussed about just trying to see what we can do in the future of getting it changed. Is that something that you all want me to continue to pursue, just finding out?

CHAIRMAN D. CHIP JOYNER: We welcome that, yes.

MS. ADEBOLA LAMINKARA: Okay.

CHAIRMAN D. CHIP JOYNER: Yes. That would be helpful. Just so when it comes up again, we know exactly what our options.

MS. LINDA JORDAN: And then our Board member from the City of Atlanta, is he on? Where is -- is he on?

CHAIRMAN D. CHIP JOYNER: Ms. Jordan, he is not.

MS. LINDA JORDAN: Oh, okay. Anyway, I was just going to say, if somebody comes out -- whoever can vouch for the City of Atlanta, I think they should have a role or help look into it, you know.

CHAIRMAN D. CHIP JOYNER: Okay.

MS. LINDA JORDAN: So with that being said, we have to go with what the attorney has told us. So do we need to make a motion on this, Chip or Joe? Do you want to make a motion? But we agree with what the comment -- what Gayle just said as the title because of the fact that we need to move the needle forward. And the title works. And then we can do the research, as the Atlanta attorney has said, going forward. Because, you know, we're just to do the right thing for the libraries.

CHAIRMAN D. CHIP JOYNER: Okay. All right. Thank you, Ms. Jordan. Mr. Piontek, you're on mute, but it looked like you were raising your hand.

MR. JOE PIONTEK: I'm glad I was on mute, actually. If the conversation is closed, I'd like to make a motion.

CHAIRMAN D. CHIP JOYNER: Okay.

MOTION

MR. JOE PIONTEK: I'd like to make a motion that we name the center the Best Buy Tech Center at the Central Library, A Part of the Fulton County Library System.

MS. LINDA JORDAN: I second that motion.

MR. JOE PIONTEK: Is that correct?

CHAIRMAN D. CHIP JOYNER: Is that the correct wording, Mrs. Holloman?

MR. JOE PIONTEK: Is that the correct wording?

MRS. GAYLE H. HOLLOMAN: It's going to be Best Buy Teen Center - - Best Buy Teen Tech Center. And then it would say: Central Library, A Part of the Fulton County Library System.

MR. JOE PIONTEK: Then I amend my motion to say that we name it the Best Buy Teen Tech Center at the Central Library, A Part of the Fulton County Library System.

MRS. GAYLE H. HOLLOMAN: Exactly. There'd be a comma after Central Library, A Part of.

MS. LINDA JORDAN: I second that motion.

CHAIRMAN D. CHIP JOYNER: Mr. Piontek made a motion and it was seconded by Ms. Jordan. Are there any further comments? All those in favor of aye -- all those in favor, please say aye? (*Whereupon, all said aye.*)

CHAIRMAN D. CHIP JOYNER: Any opposed, please say, nay. The ayes have it. Motion passes.

MRS. GAYLE H. HOLLOMAN: Thank you all so very much. I'll make sure Cheryl Small informs you -- informs the people at the Best Buy that this has been approved.

CHAIRMAN D. CHIP JOYNER: And then also I just want to thank everyone for the comments on this subject. And I'd like to thank the attorney for doing the research. I think it's very healthy if we ever have disagreements that we can cover it, share it, and move on fairly quickly. So I appreciate everyone for doing that.

MS. LINDA JORDAN: Mr. Chairman, one thing I would like to ask the attorney, though, when we come back at some point -- I'll ask later. I'll come to you personally on something. Nothing major, but just some protocol stuff, But thank you.

CHAIRMAN D. CHIP JOYNER: Thank you.

NEW BUSINESS**COMMITTEE REPORTS/ROLES**

CHAIRMAN D. CHIP JOYNER: All right. New Business. Okay. Committee Reports and Roles. I've asked that Ms. Borders, if she'd take this on and comment on how we might handle these positions and roles or if there's any interest anyone might have in the future. But I'm going to hand it over to Mrs. Borders.

MRS. PRISCILLA BORDERS: Yes. For our specific committees, we're going to hold off until our next Board meeting so we can -- can you guys hear me okay -- hold off with the specific Board committee until the next Board meeting in February. So it'll give us an opportunity to make sure whatever committees that we decide we have are in line with like our governing documents, our bylaws, and the policy. So we want to make sure that we have -- that the committee follows up with each Board member to make sure that the committees are aligned with their interests, or the interests are aligned with the committees so we'll know who are the committee people with each committee that are designated at the next Board meeting. So that's where we are now.

CHAIRMAN D. CHIP JOYNER: Okay. Any questions? And then in our notebooks that we will receive in advance of our February meeting, there will be descriptions and roles with regards to the committees so we know exactly what the breadth of the responsibility would be. And, thank you, Ms. Nina -- I want to pronounce your name properly -- but thank you for your assistance in sharing that information with us so we can make sure that we operate to the letter of the rules in our bylaws. So thank you for your assistance that you offered. And, Mrs. Borders, thank you so much.

BOARD OF TRUSTEES MEETING AGENDA - DISCUSSION

CHAIRMAN D. CHIP JOYNER: Board of Trustees Meeting Agenda -- Discussion. Is there any New Business before the Board? Any new items?

PROPOSED LIBRARY CELEBRATIONS

CHAIRMAN D. CHIP JOYNER: All right. And Proposed Library Celebrations.

MRS. GAYLE H. HOLLOMAN: Yes. I asked that that be added. I wanted to just get you to start thinking of any ideas that you might prefer. We have about thirteen libraries when you add Hapeville and Central to it that have not had any sort of real formal celebration. Unfortunately, with us not being open to the public, that has been very much limited. I think you probably received a DVD -- or not the DVD but the video -- of our Staff Appreciation that was done. And I thought

it was very nicely done. Mrs. Bailey was able to participate in it, and I really have a lot of thank you(s) for the entire committee and for all the staff who participated in any way with that, because we couldn't do Staff Development as we normally would have.

This year it's set for October that you approved, and we hope that we'll be in place to have staff actually physically participate and not be loaned off to so many other entities. But at the moment, we really need to think about something. And we need to start thinking about some sort of virtual way of doing it. Particularly, with Central. I'm being asked by, not only just the general public and the staff, but members of the Strategic Planning Committee, Foundation members in regards to this. So I didn't know if you had any special thoughts toward it. But as you have ideas, please send it to me, or however you want to handle it would be useful. We're still thinking about it ourselves. We've seen some great virtual programs lately. I've watched some things on television that people have put together and some of them have been done extremely well. And we think that we did well with the video that we created. So just let me know your thoughts. Those that saw that, what were your thoughts on it?

MS. LINDA JORDAN: Mr. Chairman, I do have another question I wanted to ask.

CHAIRMAN D. CHIP JOYNER: Yes, Ms. Jordan?

MS. LINDA JORDAN: I'm just curious about going forward, the protocol, hearing from the CDC about this variant, this different variant of COVID-19 disease, right -- pandemic. So my question is: What are we doing to make sure that your staff, your colleagues, everybody, what are we doing to make sure we get this vaccine? I mean, it's serious business, to me, because my mother is eighty-three years old, so I'm dealing with this every day, trying to make sure she's taken care of it and not get, you know, get the Corona.

So the bottom line with this variant, they're saying it's going to be worse going forward. What are we doing to make sure the employees are protected and that you guys don't go back into a facility until we know -- I guess my question is: What are we doing? I don't even know to ask it.

MRS. GAYLE H. HOLLOMAN: Well, I can tell you that those persons who have been -- the thirty-five people who have been sent over to assist with the intake, the vaccination project intake, they have been told that if they want to take the vaccination they can do so. So that's one perk, I guess you could say, of participating in that. That's only thirty-five people, though.

And I don't know who has taken advantage of that or not. We're all subject, just like everyone else around the nation right now, to when your time comes; you know, when your time comes up. Whatever age group or whatever group you're in, as the people will tell you that you can come, that's how we're operating now. Right now, there's no -- that I'm aware of -- there's no directive from the County as to any procedure necessarily. You just follow what -- if you live in the County, you follow what's been set aside. And to my knowledge, that's what's going on in all the counties. And, of course, part of it has to do with limit quantities until they can get them back up again, and the fact that they're even trying get any second dosages. So I don't know of anything in particular, Ms. Jordan, that we can do right now that we can actually affect, or that you can actually affect, unless someone -- you know more about it than I would know, or perhaps our County Attorney does.

CHAIRMAN D. CHIP JOYNER: Mrs. Holloman, thank you for that. And thank you for your question, Ms. Jordan. This is definitely something that everyone is mindful of and we want to be mindful of. And so it's a great concern for all of us. So thank you so much for that feedback.

The planned Proposed Library Celebrations, I think is -- you know, those videos you showed of the library renovations and the updates, I thought that was really great. It was great to see the libraries that we can't actually physically visit. If there's an update on those with regards to Central and Hapeville, and if they're appropriate to show during our meeting, that would be great. So I open to any suggestions anyone has. And then outside of that, are there any further comments?

MS. LINDA JORDAN: Mr. Chairman, I did -- when they did the opening of the Washington Park Library -- I like to take pictures. I posted some recently. So I was even posting pictures of the Washington Park Library and all the individuals that were there, some VIPs, community people. It was a great event, and I'm glad I was able to attend. I posted a lot of people from -- in my space -- so that they could see that the libraries are trying -- you know, we're improving upon the libraries with our renovations or whatever we're doing on the newer side, the newer spaces. And I got a lot of positive feedback from that. So I think, for me, it's a matter of letting the community know what we're doing as Board members. And say, hey, these are the libraries in our community. We're doing the best we can to make sure you can go to them, and they're up to par, so and so forth.

But my point is that when you go these events, whenever you can, even under the COVID-19 with your mask, take pictures and share. And if we need to share with the County, whatever, I do think that makes a difference. It lets the Fulton County community know that we take the libraries seriously and we know they're a

benefit to the community.

CHAIRMAN D. CHIP JOYNER: Thank you, Ms. Jordan. Are there any further comments? Okay. One last question for -- Mrs. Claxton, I see that there is one Public Comment. I got a chat message. Is that the one we already answered?

MRS. ZENOBIA CLAXTON: I haven't received it. I got an email saying they had a chat message that came from Fulton County and not on our website, but there was nothing in there. It came in after 4 o'clock.

CHAIRMAN D. CHIP JOYNER: Okay.

MRS. ZENOBIA CLAXTON: So if you see something...

CHAIRMAN D. CHIP JOYNER: Okay. So if you don't see anything, then this one's probably already been handled; is that correct?

MRS. ZENOBIA CLAXTON: I only had that one. But there was another one, but there was no comments.

CHAIRMAN D. CHIP JOYNER: Okay. All right. Just want to make sure we'd address it. We'll try to always handle these at the beginning of the meeting, but I didn't want to -- I didn't want to leave this outstanding, so thank you.

MRS. ZENOBIA CLAXTON: You're welcome.

CHAIRMAN D. CHIP JOYNER: Well, without any further comment from anyone from the Board, is there a motion to adjourn?

MR. JOE PIONTEK: I actually have a -- I have a comment, if I could, Mr. Chairman?

CHAIRMAN D. CHIP JOYNER: Yes, Mr. Piontek?

MR. JOE PIONTEK: I just want to point out that if we were want to make any changes to the constitution, then they would have to be done at the February meeting. Crossover is March 7th, and sine die is April 2nd. So that only leaves -- our February meeting is the 23rd of February is our last meeting before Crossover Day. So just throwing it out there if anybody have any ideas or wanted to make any changes or updates, it's got to be done in February.

CHAIRMAN D. CHIP JOYNER: Good point. Good point. And any person, if there is anything that you'd like to add to the agenda or you have questions or you want to talk offline, I'm available anytime to any of you. So please feel free to reach out. Okay. All right. Is there any further comment? Any comment to Mr. Piontek?

ADJOURNMENT**MOTION**

CHAIRMAN D. CHIP JOYNER: Is there a motion to adjourn?

MR. JOE PIONTEK: Motion we adjourn.

CHAIRMAN D. CHIP JOYNER: Mr. Piontek, motion to adjourn.

MS. LINDA JORDAN: Second.

CHAIRMAN D. CHIP JOYNER: Ms. Jordan, second.

All right. Without objection, meeting adjourned.

Thank you so much.

*(Whereupon, the Regular Board of Trustees Meeting
concluded at 5:08 p.m.)*

Director's Report

Gayle H. Holloman, Executive Director

January 2021

Summary of Service (condensed due to computer issues)

- Library employees completed work assignments in Elections
- Staff were re-assigned to assist with the Board of Health's vaccination project
- Curbside service continues at 31 libraries
- Numerous reference and research questions were received from the public and handled by the librarians working Ask-A-Librarian (Lib Answers). Questions received span from the simple to the detailed and difficult; however, staff are well-trained and able to meet the challenges
- Patrons continued to attend virtual programs; and to check out online resources
- Staff observed the birthday of Dr. Martin Luther King, Jr. with programs, book suggestions, etc.
- Virtual storytime programs for all ages were a big hit
- Craft programs and giveaways at curbside were well received
- Staff partnered with 4-H/UGA's Cooperative Extension Service to give away healthy living kits
- Remote printing continues to be a big hit with patrons, and they are very pleased about being able to receive 10 free copies
- Staff participated in training by webinar; and on Zoom; other staff are engaged in attending classes in the Certified Public Manager Program offered by the Carl Vinson Institute of Government, a part of the University of Georgia

Library Building Program

- Hapeville Library staff returned two weeks ago to the branch to shelve books and get it ready for curbside service, which may begin within the next two weeks.
- Central Library staff returned to work 3 weeks ago via a staggered process due to shelving needs on multiple floors, amid social distancing concerns. The shelving of materials and the complete activation of the Central Library will continue through the next several months. There are many complex aspects to restoring services at that location.

Looking Ahead

- Staff have started planning for the 2021 Summer Reading Program
- Library Administration continues to explore and identify a path forward to offering some traditional library services in the midst of the pandemic
- Staff are working on additional partnerships with stakeholders
- The Library Director continues to work closely with County leadership; the Library Board of Trustees and the Library Foundation regarding all aspects of the FCLS

FULTON COUNTY LIBRARY SYSTEM
MONTHLY FINANCIAL REPORT - TOTAL LIBRARY

AS OF JANUARY 31, 2021

Doc. #21-10

SERVICE	2021 BUDGET	JANUARY	2021 YTD	2021 YTD	2021 YTD	2021 YTD %	BUDGET
DESCRIPTION	ALLOCATION	EXPENDITURE	EXPENDITURE	ECNUMBRANCE	COMMITTED	COMMITTED	BALANCE
REG SALARY	14,616,015	980,112	980,112	-	980,112	7%	13,635,903
PART TIME SALARY	484,240	28,271	28,271	-	28,271	6%	455,969
BENEFITS	7,903,719	485,741	485,741	-	485,741	6%	7,417,978
BOOKS	3,653,510	-	-	40,614	40,614	1%	3,612,896
OFFICE EQUIP. REPAIR	15,760	-	-	1,610	1,610	10%	14,150
EQUIPMENT	23,000	-	-	-	-	0%	23,000
OFFICE FURNITURE	2,000	-	-	-	-	0%	2,000
PROFESSIONAL SERV	125,000	-	-	-	-	0%	125,000
COPIER MACHINE	205,865	16,504	16,504	-	16,504	8%	189,361
COPIER PAPER	6,000	-	-	-	-	0%	6,000
SUPPLIES	69,200	-	-	-	-	0%	69,200
SOFTWARE MAINTENANCE	625,000	-	-	-	-	0%	625,000
BUILDING RENT	203,189	2,988	2,988	118,050	121,037	60%	82,152
OTHER SERVICES	412,830	18,236	18,236	5,334	23,570	6%	389,260
TRAVEL	12,000	-	-	-	-	0%	12,000
HOPITALITY	10,000	-	-	-	-	0%	10,000
VEHICLE MAINTENANCE	23,850	-	-	-	-	0%	23,850
GENERAL INSURANCE	622,596	51,883	51,883	-	51,883	8%	570,714
TOTAL	29,013,774	1,583,735	1,583,735	165,607	1,749,342	6%	27,264,432

FULTON COUNTY LIBRARY SYSTEMS
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF JANUARY 31, 2021

ORGANIZATION	SERVICE	2021 BUDGET	JANUARY	2021 YTD	2021 YTD	2021 YTD	2021 YTD %	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ECNUMBRANCES	COMMITTED	COMMITTED	BALANCE
PUBLIC SERVICE OPERATION	REG SALARY	11,534,491	839,779	839,779	-	839,779	7%	10,694,712
	PART TIME SALARY	484,240	28,271	28,271	-	28,271	6%	455,969
	BENEFITS	6,278,146	415,385	415,385	-	415,385	7%	5,862,761
	BOOKS	3,221,510	-	-	40,614	40,614	1%	3,180,896
	OFFICE EQUIP. REPAIR	10,000	-	-	1,610	1,610	16%	8,390
	EQUIPMENT	8,000	-	-	-	-	0%	8,000
	OFFICE FURNITURE	2,000	-	-	-	-	0%	2,000
	PROFESSIONAL SERV	65,000	-	-	-	-	0%	65,000
	COPIER MACHINE	204,865	16,504	16,504	-	16,504	8%	188,361
	SUPPLIES	19,000	-	-	-	-	0%	19,000
	RENT	203,189	2,988	2,988	118,050	121,037	60%	82,152
	OTHER SERVICES	234,770	13,294	13,294	-	13,294	6%	221,476
	VEHICLE MAINTENANCE	4,000	-	-	-	-	0%	4,000
	GENERAL INSURANCE	404,826	33,736	33,736	-	33,736	8%	371,091
Total		22,674,037	1,349,956	1,349,956	160,273	1,510,229	7%	21,163,808

FULTON COUNTY LIBRARY SYSTEMS
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF JANUARY 31, 2021

ORGANIZATION	SERVICE	2021 BUDGET	JANUARY	2021 YTD	2021 YTD	2021 YTD	2021 YTD %	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ECNUMBRANCES	COMMITTED	COMMITTED	BALANCE
SUPPORT SERVICES	REG SALARY	1,770,026	140,334	140,334	-	140,334	8%	1,629,693
	BENEFITS	1,005,210	68,004	68,004	-	68,004	7%	937,206
	OFFICE EQUIP. REPAIR	5,760	-	-	-	-	0%	5,760
	EQUIPMENT	15,000	-	-	-	-	0%	15,000
	PROFESSIONAL SERV	60,000	-	-	-	-	0%	60,000
	COPIER MACHINE	1,000	-	-	-	-	0%	1,000
	COPIER PAPER	6,000	-	-	-	-	0%	6,000
	SUPPLIES	50,200	-	-	-	-	0%	50,200
	COMPUTER HARDWARE	625,000	-	-	-	-	0%	625,000
	OTHER SERVICES	178,060	4,942	4,942	5,334	10,276	0%	167,784
	TRAVEL	12,000	-	-	-	-	0%	12,000
	HOPITALITY	10,000	-	-	-	-	0%	10,000
	VEHICLE MAINTENANCE	19,850	-	-	-	-	0%	19,850
	GENERAL INSURANCE	217,770	18,148	18,148	-	18,148	8%	199,623
Total		3,975,876	231,427	231,427	5,334	236,761	0%	3,739,115

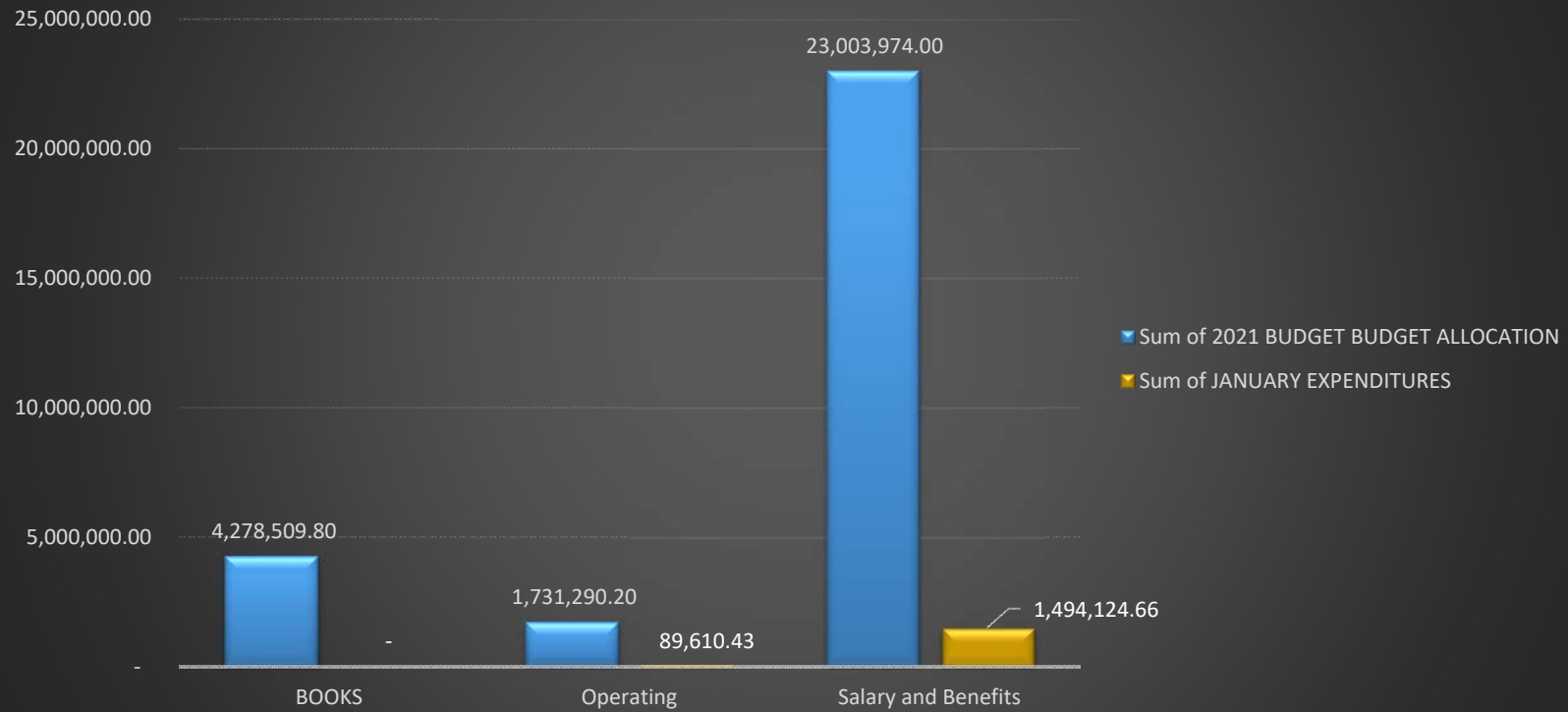
FULTON COUNTY LIBRARY SYSTEMS
MONTHLY FINANCIAL REPORT - BY ORG TYPE

AS OF JANUARY 31, 2021

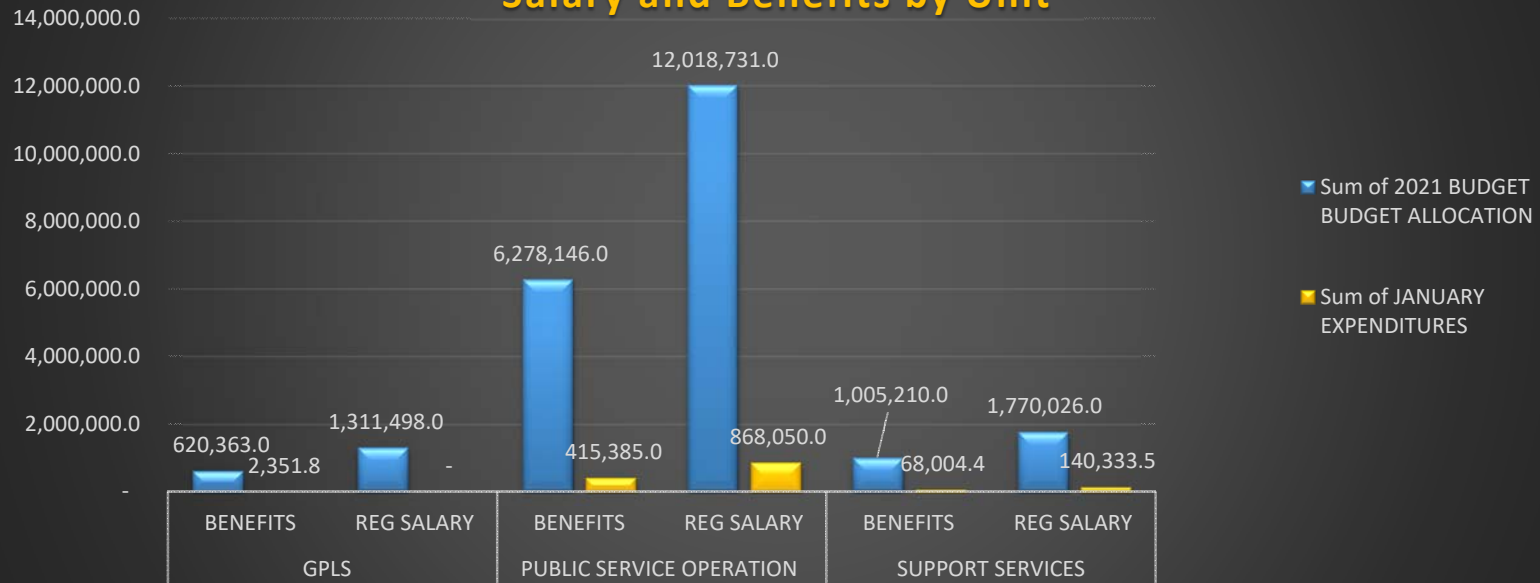
ORGANIZATION	SERVICE	2021 BUDGET	JANUARY	2021 YTD	2021 YTD	2021 YTD	2021 YTD %	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ECNUMBRANCES	COMMITTED	COMMITTED	BALANCE
GPLS-EXPENDITURES	REG SALARY	1,311,498	-	-	-	-	0%	1,311,498
	BENEFITS	620,363	2,352	2,352	-	2,352	0%	618,011
	BOOKS	432,000	-	-	-	-	0%	432,000
Total		2,363,861	2,352	2,352	-	2,352	0%	2,361,509
Grand Total		29,013,774.00	1,583,735.09	1,583,735.09	165,607.26	1,749,342.35	7%	27,264,431.65

Category/Description	Budget	January Expenditure
BOOKS	4,278,509.80	-
BOOKS	3,653,509.80	-
COMPUTER HARDWARE MAINTENANCE	625,000.00	-
Operating	1,731,290.20	89,610.43
EQUIPMENT NON-CAPITALIZABLE	23,000.00	-
GENERAL INSURANCE	622,596.00	51,883.00
HOSPITALITY EXPENSE	10,000.00	-
MOTOR VEH/OPERATION SUPPLIES	50,200.00	-
OFFICE EQUIP. REPAIR & MAINTENANCE	15,760.00	-
OFFICE FURNITURE	2,000.00	-
OTHER SERVICES	431,830.00	18,235.53
PHOTOCOPYING	205,865.00	16,504.39
PROFESSIONAL SERV	125,000.00	-
RENT	203,189.20	2,987.51
STOCK PAPER/COPIER PAPER	6,000.00	-
TRAVEL/CONFERENCE	12,000.00	-
VEHICLE MAINTENANCE & REPAIRS	23,850.00	-
SALARY AND BENEFITS	23,003,974.00	1,494,124.66
BENEFITS	7,903,719.00	485,741.17
REG SALARY	15,100,255.00	1,008,383.49
Grand Total	29,013,774.00	1,583,735.09

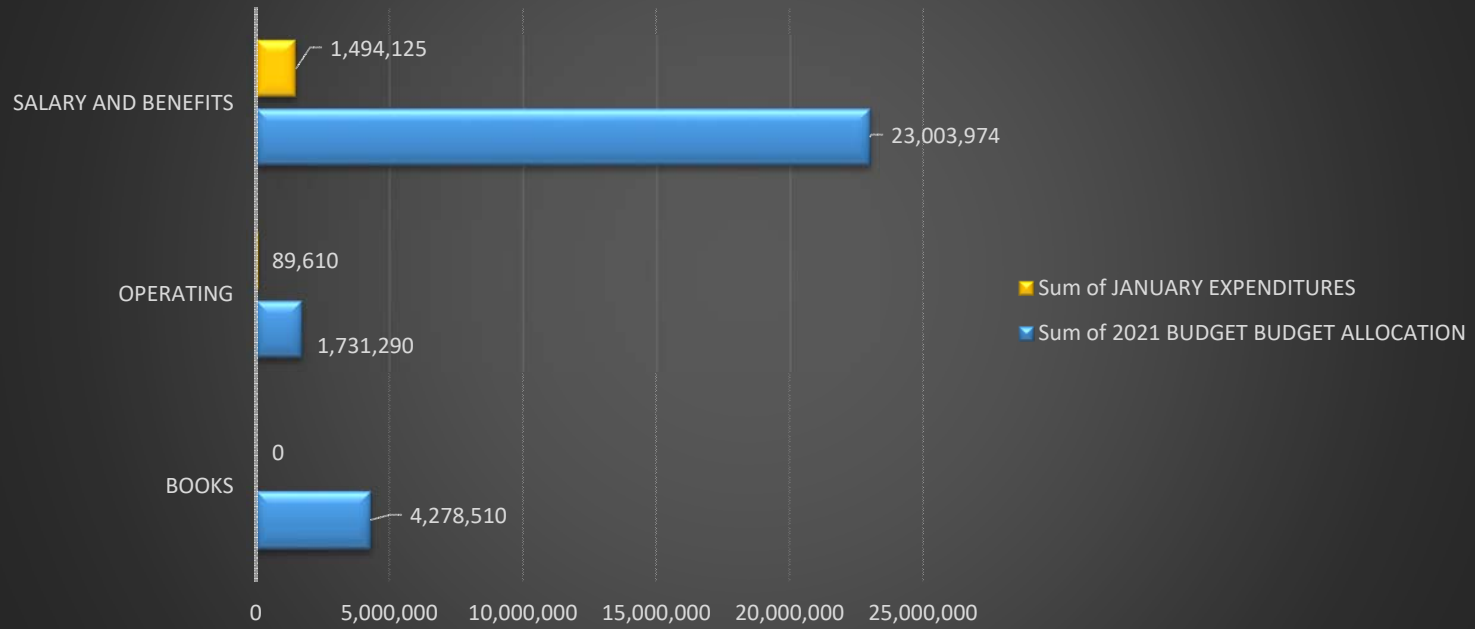
Library 2021 Budget By Category



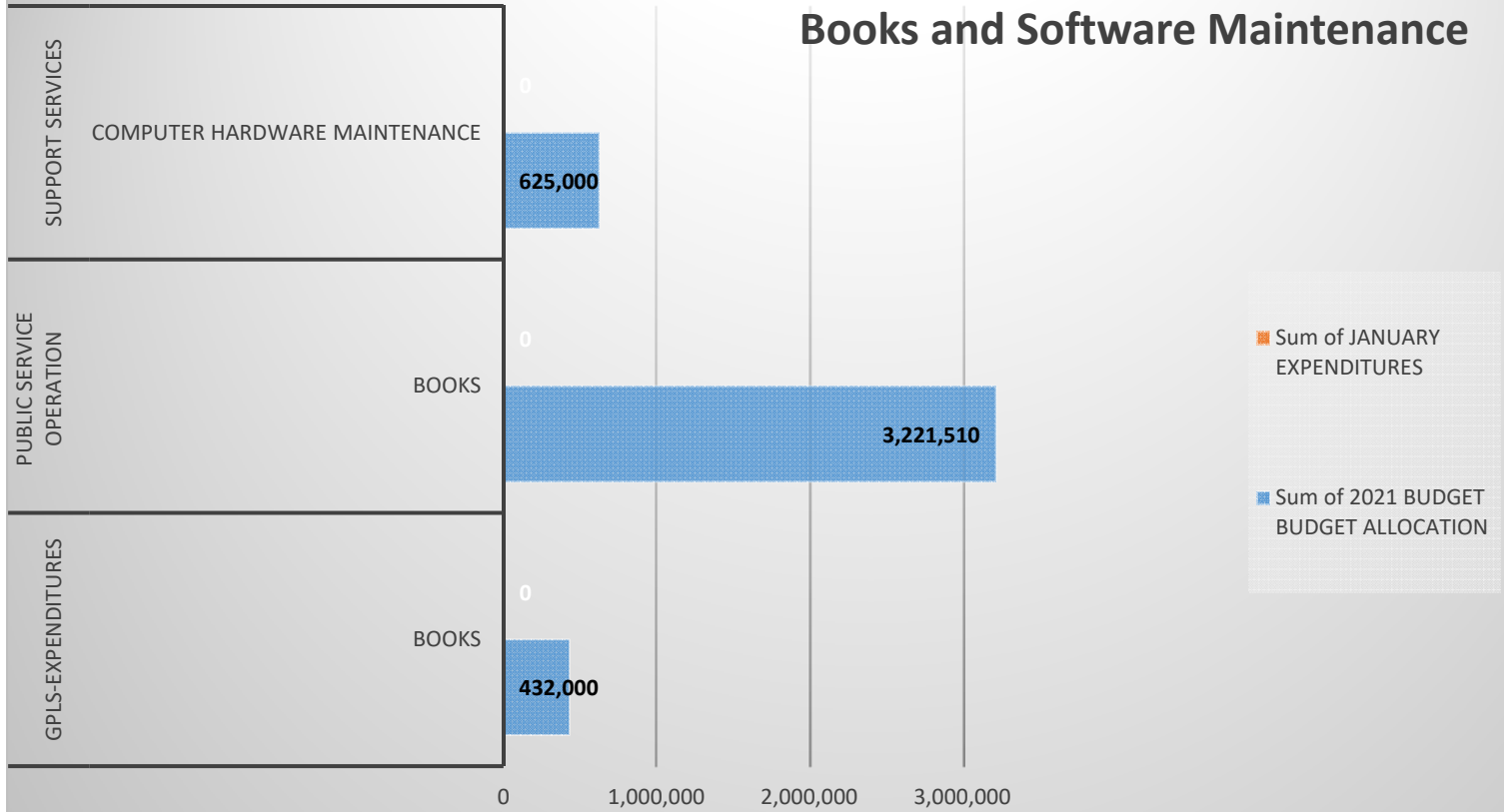
January 2021 Salary and Benefits by Unit



2021 January Operating Expenses



January 2021 Books and Software Maintenance



Fulton County Library System Monthly Usage Summary - January 2021					Doc. #21-11
Activity and Description	2021		2020		YTD % +/-
	January	YTD	January	YTD	
Circulation					
Total number of items checked out of the library	84,055	84,055	211,878	211,878	-60%
Holds					
Number of requests by patrons	62,971	62,971	47,965	47,965	31%
Visits					
Number of people entering a library for any reason	0	0	291,143	291,143	-100%
Computer/Internet Usage					
Number of computer sessions (Internet access and office software)	0	0	81,275	81,275	-100%
Number of hours of computer use	0	0	18,267	18,267	-100%
Web Page Visits					
Number of times people have visited the library's websites	803,206	803,206	705,339	705,339	14%
Web Visitors					
Number of people who visited the library's websites	112,177	112,177	147,558	147,558	-24%
Virtual Circulation					
Number of materials downloaded or streamed	114,584	114,584	94,089	94,089	22%
Virtual Circulation Users					
Number of people who downloaded or streamed	25,881	25,881	20,381	20,381	27%
Children's programs					
Library sponsored programs offered for children (birth - 12)	221	221	264	264	-16%
Number of people attending programs	2686	2686	6263	6263	-57%
Teen Programs					
Library sponsored programs offered for teens (13 - 17)	16	16	60	60	-73%
Number of people attending programs	532	532	897	897	-41%
Adult Programs					
Library sponsored programs offered for adults (18 +)	33	33	448	448	-93%
Number of people attending programs	824	824	9323	9323	-91%
Programs - Total					
Library sponsored programs offered (includes all-ages not counted above)	284	284	772	772	-63%
Number of people attending programs	4,291	4,291	16,483	16483	-74%
Meeting Rooms					
Non-library sponsored meetings or activities scheduled	0	0	352	352	-100%
Number of people attending meetings or activities	0	0	7,317	7317	-100%

*Resources included changed in 2021, 2020 numbers are from same data; Interlibrary Loan and Computer Class on hold until in-person resumes.

Fulton Library System Circulation Stats - January 2021

AGENCY NAME	ADULT	JUVENILE	Y/A	OTHER	Month-2021 TOTAL	Month-2020 TOTAL	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2021 CIRC	YTD 2020 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	382	171	12		565	990	-425	-42.93%	565	990	-425	-42.93%
ADAMSVILLE/COLLIER HEIGHTS	137	147	10		294	89	205	230.34%	294	89	205	230.34%
ALPHARETTA	3,592	4,911	383		8,886	39,362	-30,476	-77.42%	8,886	39,362	-30,476	-77.42%
BUCKHEAD	2,243	1,342	123		3,708	826	2,882	348.91%	3,708	826	2,882	348.91%
CLEVELAND AVE	243	165	36		444	49	395	806.12%	444	49	395	806.12%
COLLEGE PARK	239	254	31		524	1,793	-1,269	-70.78%	524	1,793	-1,269	-70.78%
DOGWOOD	222	160	28		410	2,043	-1,633	-79.93%	410	2,043	-1,633	-79.93%
EAST ATLANTA	958	1,331	72		2,361	504	1,857	368.45%	2,361	504	1,857	368.45%
EAST POINT	618	268	27		913	4,010	-3,097	-77.23%	913	4,010	-3,097	-77.23%
EAST ROSWELL	2,178	3,796	146		6,120	20,140	-14,020	-69.61%	6,120	20,140	-14,020	-69.61%
FAIRBURN	331	213	29		573	1,853	-1,280	-69.08%	573	1,853	-1,280	-69.08%
HAPEVILLE	7	1			8	21	-13	-61.90%	8	21	-13	-61.90%
KIRKWOOD	919	1,168	63		2,150	7,313	-5,163	-70.60%	2,150	7,313	-5,163	-70.60%
MARTIN LUTHER KING, JR	499	293	33		825	2,864	-2,039	-71.19%	825	2,864	-2,039	-71.19%
MECHANICSVILLE	86	181	13		280	81	199	245.68%	280	81	199	245.68%
METROPOLITAN	636	1,311	44		1,991	8,058	-6,067	-75.29%	1,991	8,058	-6,067	-75.29%
MILTON	2,595	3,951	297		6,843	20,283	-13,440	-66.26%	6,843	20,283	-13,440	-66.26%
NORTHEAST/SPRUILL OAKS	1,384	2,536	272		4,192	1,940	2,252	116.08%	4,192	1,940	2,252	116.08%
NORTHSIDE	1,629	1,554	109		3,292	705	2,587	366.95%	3,292	705	2,587	366.95%
NORTHWEST	709	809	70		1,588	8,230	-6,642	-80.70%	1,588	8,230	-6,642	-80.70%
OCEE	2,606	4,264	560		7,430	2,494	4,936	197.91%	7,430	2,494	4,936	197.91%
PALMETTO	133	302	4		439	1,897	-1,458	-76.86%	439	1,897	-1,458	-76.86%
PEACHTREE	2,148	1,535	109	1	3,793	13,687	-9,894	-72.29%	3,793	13,687	-9,894	-72.29%
PONCE DE LEON	2,169	2,624	208		5,001	963	4,038	419.31%	5,001	963	4,038	419.31%
ROSWELL	3,206	3,331	272		6,809	15,951	-9,142	-57.31%	6,809	15,951	-9,142	-57.31%
SANDY SPRINGS	3,551	4,061	245		7,857	24,128	-16,271	-67.44%	7,857	24,128	-16,271	-67.44%
SOUTHEAST	276	1,326	15		1,617	4,165	-2,548	-61.18%	1,617	4,165	-2,548	-61.18%
SOUTH FULTON	469	325	35		829	5,637	-4,808	-85.29%	829	5,637	-4,808	-85.29%
SOUTH WEST	453	207	28		688	4,300	-3,612	-84.00%	688	4,300	-3,612	-84.00%
WASHINGTON PARK	170	220	14		404	2,908	-2,504	-86.11%	404	2,908	-2,504	-86.11%
WEST END	530	486	68		1,084	2,092	-1,008	-48.18%	1,084	2,092	-1,008	-48.18%
WOLFCREEK	1,099	673	111		1,883	8,601	-6,718	-78.11%	1,883	8,601	-6,718	-78.11%
BRANCHES TOTAL	36,417	43,916	3,467	1	83,801	207,977	-124,176	-59.71%	83,801	207,977	-124,176	-59.71%
CENTRAL	184	34	11		229	766	-537	-70.10%	229	766	-537	-70.10%
OUTREACH SERVICES	4	16	1		21	151	-130	-86.09%	21	151	-130	-86.09%
AUBURN AVENUE RESEARCH	4	0	0		4	2,984	-2,980	-99.87%	4	2,984	-2,980	-99.87%
SYSTEM TOTAL	36,609	43,966	3,479	1	84,055	211,878	-127,823	-60.33%	84,055	211,878	-127,823	-60.33%

FULTON COUNTY SYSTEM STATS AT A GLANCE - January 2021

AGENCY NAME	TOTAL CIRCULATION	TOTAL REGISTRATIONS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	565	24			17	8			
ADAMSVILLE/COLLIER HEIGHTS	294	41			25	22			
ALPHARETTA	8,886	285			1	30			
BUCKHEAD	3,708	414			1	20			2
CLEVELAND AVE	444	31			0	0			
COLLEGE PARK	524	53			6	19			
DOGWOOD	410	19			7	24			
EAST ATLANTA	2,361	168			11	46			
EAST POINT	913	64			0	0			
EAST ROSWELL	6,120	154			0	0			
FAIRBURN	573	43			6	9			
HAPEVILLE	8	12			1	6			
KIRKWOOD	2,150	79			1	3			
MARTIN LUTHER KING, JR	825	57			1	8			
MECHANICSVILLE	280	24			17	47			
METROPOLITAN	1,991	69			3	150			
MILTON	6,843	106			2	61			
NORTHEAST/SPRUILL OAKS	4,192	126			21	290			
NORTHSIDE	3,292	163			10	45			
NORTHWEST	1,588	81			8	68			
OCEE	7,430	232							
PALMETTO	439	20			10	88			
PEACHTREE	3,793	215			1	12			
PONCE DE LEON	5,001	333			1	40			
ROSWELL	6,809	221			25	422			
SANDY SPRINGS	7,857	320			1	25			
SOUTHEAST	1,617	21			2	325			
SOUTH FULTON	829	52			1	17			
SOUTH WEST	688	67			0	0			
WASHINGTON PARK	404	17			8	192			
WEST END	1,084	46			0	0			
WOLFCREEK	1,883	97			17	109			2
BRANCHES TOTAL	83,801	3,654	-	0	204	2,086	0	0	4
CENTRAL	229	93			0	0			
VIRTUAL PROGRAMS					79	2,193			
OUTREACH VIRTUAL PROGRAMS	21	1			1	12			
AUBURN AVENUE RESEARCH	4	0							
SYSTEM TOTAL	84,055	3,748	0	0	284	4,291	0	0	4

January 2021 Executive Summary – Charts

