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# **BOARD OF TRUSTEES**

## **MEETING INFORMATION PACKET**

**AUGUST 24, 2016**



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ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
BOARD OF TRUSTEES REGULAR MEETING  
AUGUST 24, 2016



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**Revised**

**Atlanta-Fulton Public Library System  
Board of Trustees Meeting  
Central Library, 6<sup>th</sup> Floor  
August 24, 2016 – 4:00 p.m.**

**AGENDA**

- |  |             |
|--|-------------|
| I. Adoption of Agenda  | Doc. #16-44 |
| II. Approval of Summary Minutes from Regular Meeting of July 27, 2016* | Doc. #16-43 |
| Approval of Verbatim Minutes from Regular Meeting of July 27, 2016*    | Doc. #16-43 |
| III. Chairman's Report   |             |
| IV. Director's Reports   | Doc. #16-47 |
| A. Monthly Financial Report  | Doc. #16-45 |
| B. Monthly Usage Summary   | Doc. #16-46 |
| V. Old Business  |             |
| A. Library Bond Program – Update                                       |             |
| B. Central Library – Update  |             |
| C. Strategic Plan – Update   |             |
| VII. New Business  |             |
| A. Action Items  |             |
| B. 2017 Budget – Update  |             |
| C. Communications  |             |
| IX. Adjournment  |             |

\*Action is anticipated on this item.



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FULTON COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES  
MINUTES FOR July 27, 2016 MEETING – 4:00 PM CENTRAL LIBRARY

Members Present:

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

Also In Attendance

Claxton, Zenobia – Assistant to Director's Office  
Council, Floyd – Central Library Administrator  
Holloman, Gayle H. – Division Manager  
Morley, Gabriel Dr. – Executive Director  
Rafferty, Paula – Staff Attorney

Visitors Present

Kessler, Kyle – Friends of Central Library  
Thomas, Harriet – Chief of Staff to Commissioner Lee Morris

- A. Preliminary Business: Motion made by Josh Taylor and seconded by John R. Thomas to amend the agenda as presented with Action Items from prior meeting added.
- B. Public Comments: one speaker expressed his support for the Central Library.
- C. Approval of Minutes: Motion made by John R. Thomas and seconded by Josh Taylor to approve the June 22, 2016 summary minutes with one by Phyllis D. Bailey. Motion made by Phyllis D. Bailey and seconded by John R. Thomas to approve the June 22, 2016 verbatim minutes.
- D. Chairman's Report: Paul thanked Phyllis Bailey for going out to see the Palmetto Library and making a report to her Commissioner, Emma I. Darnell. He also encouraged all BOT members to attend the next Friend Council meeting on September 14 at 10:00 AM
- E. Director's Reports
  - 1. Monthly Financial Report  
Dr. Morley spoke about the monthly financial, we're half way through the year. Everything is on track. We are at 45% of YTD budget overall. We repurposed a portion of unspent funds to following categories: e-Books for Overdrive, office supplies and security. One of the things we

*This is not a complete and official representation of the minutes, please refer to the verbatim minutes.* 1 | Page

identified was to begin buying some of the equipment for Phase II while we have that money to have it come in and then be ready to roll with it when these libraries start to be renovated.

2. Monthly Usage Summary

Dr. Morley presented a revised one page version of the monthly usage summary report. The circulation report has a 16% increase June to June 2016 over 2015.

3. Customer Service Report

Dr. Morley presented a revised version of the customer service report, the report was consolidated and now it's a quarterly report. We discussed and agreed that Customer Service Comments need to be added back to the report.

We still have had ongoing issues with wireless connectivity and are not satisfied with this. Part of the solution is to add more routers.

4. Closures and Maintenance

We had an extended discussion on maintenance issues and closures of libraries. The Closure Report is pretty tough. It's going to be even tougher next month. We've gone round and round and round with the air conditioners at four or five branches. There are probably two or three of them closed today. It could be another twelve months before we replace those HVAC systems.

The County Department of Real Estate and Assets Management (DREAM) have a twenty-four hour number now for emergency maintenance issues.

The issue is the cumulative lack of maintenance of buildings by the county due to budget constraints. We discussed the need for us to have better information on current maintenance issues and to ask our county commissioners to address this in the next budget cycle.

5. New Staff: Dr. Morley introduced Floyd Council, the new Central Library Administrator. He has worked in a number of large urban systems, including Broward County, St. Louis, and Washington, D.C.

F. Foundation Report:

John Thomas talked about the Summer Reading Program is well underway. He anticipates reaching over 40,000 school-aged children in 2016. The non-event campaign raised over \$16,000. The County Attorney, Paula Rafferty is helping the Foundation put together a resolution to be presented to the County Commissions to allow the Foundation to raise money to fund three new Bookmobiles for North, Central, and South Fulton.

G. Old Business

1. Library Bond Program – Update: the BOC authorized us to move forward with planning to renovate the Central Library and the remaining 14 branches.
2. Projected opening dates:
  - a. Auburn Avenue – August 4, 2016

- b. South Fulton – Late September
3. Code of Conduct – Dr. Morley stated that during our internal Branch Manager’s Strategic Planning Discussion several other items came up on the Code of Conduct. He asked that we delay addressing this until he can do a thorough audit of the Code of Conduct Policy, and determine whether there should be a differentiation by type of branch.  
Paul Kaplan noted that in Illinois each branch has developed its own Code of Conduct Policy. Some branches had little cafes put in. A lot of them had cafes and you stop it right there. You couldn’t go beyond into the library. Some didn’t have any cafes. Some didn’t allow anything to go in there. Depending upon the area they were in.
4. Strategic Plan – Dr. Morley met with the Branch Managers to get their input and provided the Board with an outline of items they discussed. We suggested the list be narrowed to a few strategic items with others grouped as implementation of the major strategic priorities.

#### H. New Business:

1. Branch renovation process
2. Dr. Morley provided a budget update. One possible idea in a budget constrained situation for smaller branches to be Marketplace Libraries, or an Express Library where it wouldn’t be full service staffing. Bookmobiles are another option to expand our reach

#### I. Action Items:

1. Update on Strategic Planning.
2. Proposed 2017 Budget :
  - a. Detail on 2016 budget revisions
  - b. 2017 budget
3. Code of Conduct –audit to see what’s necessary and what isn’t and recommend new policy
4. Reporting :
  - a. Add Maintenance and I.T. issues to monthly report.
  - b. Add Customer Service Comments back to the report.
  - c. Replace copy of PR mentions with and email with links to stories
5. Branch renovation process
  - a. How to insure that Library functionality is considered in renovation plans
  - b. Timeline for Phase I Construction process, RFP, etc.
  - c. How to establish a reserve for future maintenance of buildings
  - d. Send abbreviated report that’s just the library portion of Faithful Gould assessment
6. Date for visit to new branches by BOT

The meeting was adjourned at 5:20 p.m.

**Doc. #16-43**



**ATLANTA-FULTON PUBLIC LIBRARY SYSTEM**

**BOARD OF TRUSTEES MEETING**

**JULY 27, 2016 – 4:00 P.M.**

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

**Cormier Court Reporting, LLC**

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Board of Trustees Meeting, 27 July 2016



**Members Present**

Bailey, Phyllis D., Vice Chairman  
Borders, Patricia  
Kaplan, Paul, Chairman  
Taylor, Josh  
Thomas, John R.

**Members Absent:**

Burke, Jamilica  
Joyner, D. Chip

**Also In Attendance**

Claxton, Zenobia – Assistant to Director’s Office  
Council, Floyd, Central Library Administrator  
Holloman, Gayle H. – Division Manager  
Morley, Dr. Gabriel – Executive Director  
Rafferty, Paula – Staff Attorney

**Visitors Present**

Kessler, Kyle – Friends of Central Library  
Thomas, Harriet – Chief of Staff to Commissioner Lee Morris

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**Chairman Paul Kaplan called the meeting to order at 4:02p.m. at the Atlanta-Fulton Public Library System.**

Board of Trustees Meeting, 27 July 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

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(MEETING BEGAN AT 4:02 P.M.)

**CALL TO ORDER**

**CHAIRMAN PAUL KAPLAN:** Okay. I'd like to call the Board of Trustees meeting on July 27, 4 o'clock. The Adoption of the Agenda everybody has in front of them, any corrections or anything at this point?

**MR. JOSH TAYLOR:** The action items from the previous meeting I think need to be somewhere in the agenda either for the Director to report on or for topics that we need.

**CHAIRMAN PAUL KAPLAN:** Okay. And --

**MR. JOSH TAYLOR:** You've got Budget Update.

**CHAIRMAN PAUL KAPLAN:** Yes. I've got it right there. Okay. I'm going to put it down. I'll put it as 'b'.

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN PAUL KAPLAN:** Any other corrections?

**16-37 ADOPTION OF THE AGENDA**

**CHAIRMAN PAUL KAPLAN:** Is there a Motion to approve the Agenda as written?

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

**CHAIRMAN PAUL KAPLAN:** Is there a second?

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

**MOTION**

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

*(Whereupon, all said aye.)*

**CHAIRMAN PAUL KAPLAN:** Before we go to the Approval of the Summary Minutes, I have one speaker right now, Kyle Kessler.

**PUBLIC COMMENT**

**MR. KYLE KESSLER:** Good afternoon, Kyle Kessler, downtown resident, member of the Friends of the Central Atlanta Library. Just wanted to come back and say thanks for listening; thanks for participation in the public hearing that happened downstairs back in June; thanks for showing up, some members at the Commissioner's meeting last week.

It's clear based upon the current recommendations that this body and the Commissioners has been listening to what the public has been saying. So just want to continue to impress upon you the engagement further in sort of consultation with the public, that we appreciate the library, both this facility and the whole System and want to be involved as much as possible so we can continue to utilize the resources that are here and build upon what we've got for an even better future. Thank you.

**CHAIRMAN PAUL KAPLAN:** Thank you.

**DR. GABRIEL MORLEY:** And, you know, we should say, too, thank you to Kyle for speaking up for the library. If you were at the

meeting you know that a lot of the talk going around is about preservation of the building. Very few people, besides Gayle and I, have been arguing the library ought to come first. And you made a very persuasive argument at the Commission meeting, you know, to remind people this is a library first. Let's don't get caught up in a art place or a restaurant. You know, the primary objective is to be a library. So I appreciated that.

**MR. JOHN R. THOMAS:** Yes. I do, too, as well.

**CHAIRMAN PAUL KAPLAN:** Especially your diagram of the library. It said some interesting concepts written in your report.

**16-37 APPROVAL OF THE SUMMARY MINUTES FROM REGULAR MEETING OF JUNE 22, 2016**

**CHAIRMAN PAUL KAPLAN:** Okay. Approval of Summary of Minutes for the last meeting on June 22. Is there a motion to approve?

**MOTION**

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

**CHAIRMAN PAUL KAPLAN:** Is there a second?

**MR. JOSH TAYLOR:** Second.

**CHAIRMAN PAUL KAPLAN:** Any discussion?

**MRS. PHYLLIS D. BAILEY:** Abstain.

**CHAIRMAN PAUL KAPLAN:** You abstain.

All those in favor say aye.

*(WHEREUPON, all said aye, with one abstentia vote.)*

**CHAIRMAN PAUL KAPLAN:** Opposed? Pass it.

**16-37 APPROVAL OF THE VERBATIM MINUTES FROM REGULAR MEETING OF JUNE 22, 2016**

**CHAIRMAN PAUL KAPLAN:** Approval of Verbatim Minutes Regular Meeting, June 22, 2016.

**MOTION**

**CHAIRMAN PAUL KAPLAN:** Is there a motion to accept?

**MRS. PHYLLIS D. BAILEY:** Yes, Mr. Chairman, I move that the Verbatim Minutes be accepted as the legal proceedings for this Board.

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

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

**CHAIRMAN PAUL KAPLAN:** Any discussion? Any changes?

All those in favor say aye.

*(WHEREUPON, all said aye.)*

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

**CHAIRMAN'S REPORT**

**CHAIRMAN PAUL KAPLAN:** Okay. My report is going to be very brief. I want to thank Phyllis Bailey. She was already at Palmetto Library. She made a report to myself and also to Emma

concerning what she saw there. And I do much appreciate it. I'll keep that in the file.

I have a lot of things to say, however, I'm going to have mine pretty much where -- at the bottom of the Director's Reports because it's going to involve the closures of some of the libraries, and I can get people a little bit up to date with what's going on.

I'm very much in touch down at the Government Center quite a bit. They're probably getting tired of my phone calls, but I'm trying to help out the library, trying to do things a little bit differently.

#### **16-42 DIRECTOR'S REPORT**

**CHAIRMAN PAUL KAPLAN:** So other than that, I'm going right to the Director's Report. And I'm looking at Monthly Financial Report.

**DR. GABRIEL MORLEY:** Yes. I'm looking for it in here.

**MR. JOSH TAYLOR:** It's the first pink past the -- yellow would be it.

#### **16-39 MONTHLY FINANCIAL REPORT**

**DR. GABRIEL MORLEY:** I got it. Yes. I was looking at this today. I think we are maybe forty-something percent where we want to be, forty-five percent or so, which is good. You know, we're halfway through the year. We're on target. As you know, I mean, the primary expense we have is salary, so there's not a lot of wiggle room. We'll wrap up -- this is the end of July. We have August, September. We'll wrap up some of our purchasing in the next couple of months. So those invoices can come in and we can pay them out and close out the fiscal year. So, you know, everything is on track. We're trying to hire the Interim and vacant Branch Manager positions we had so that they can then in turn hire the vacancies they have at their branches so we can fill those empty positions and we won't lose them next year and we won't have all of the salary savings that have to be dealt with. So other than that, it's your standard Financial Report. Nothing out of the ordinary.

**MRS. PHYLLIS D. BAILEY:** I have a question.

**CHAIRMAN PAUL KAPLAN:** Any questions?

**MRS. PHYLLIS D. BAILEY:** One question.

**CHAIRMAN PAUL KAPLAN:** Go ahead.

**MRS. PHYLLIS D. BAILEY:** Concerning your training, you haven't used any. What's the situation there? Will it be lost if you don't use it?

**DR. GABRIEL MORLEY:** I don't know what that training -- the way -- and Gayle can help me out. I think the way the law reads in Georgia is you have to specify when you do your budget exactly

what and who the training is for. And we've done some finagling. Like when they set the budget Gayle was -- last year when you set the budget, Gayle was going to ALA, so we switched that around and we switched around some other -- and I'm not sure what this fourteen sixty-five is specifically designated for. Do you know Gayle off the top of your head?

**MRS. GAYLE H. HOLLOMAN:** Well, it would be any travel and training that we do or want to do or we're paying for someone to come in and do some training. So we have to check with Ed to see if some of these trainers that we have, if any of the money from Staff Development Day training --

**DR. GABRIEL MORLEY:** Oh, may be --

**MRS. GAYLE H. HOLLOMAN:** -- is coming out of that. And that's not until October when we have Staff Development Day.

**DR. GABRIEL MORLEY:** It has to be designated for something. It's not just sitting there. So it may be the Staff Day cost. And once we have that in October it would be gone. But I'm sure it's just a one or two person deal for that small amount.

**MRS. PHYLLIS D. BAILEY:** Will it be lost if it's not used?

**MRS. GAYLE H. HOLLOMAN:** He can move it to another line is my understanding.

**MRS. PHYLLIS D. BAILEY:** Oh, okay.

**MRS. GAYLE H. HOLLOMAN:** That's, Ed, our Finance Manager.

**MR. JOSH TAYLOR:** Earlier in the year we had talked about the fact that we running, you know, pretty far behind on part-time salary and that those dollars might be used in different ways. Is there any discussion about that?

**DR. GABRIEL MORLEY:** We repurposed maybe nine hundred thousand or maybe five hundred thousand. Maybe our total projected for the year was nine. But we just got the Fulton County Finance Department approval to repurpose those dollars. We moved some of it into e-Books for Overdrive. We moved some of it into office supplies. We moved into security, which was part of our performance measure for the County. And there may have been one more place. But we redistributed as much of that money as we could. Because if you remember, it's got to be one-time expenses. So we can't use it to hire somebody. We can't get something that's going to roll over into the next year. So we've had to try to figure out what can we purchase and pay for in this amount of time. And when we had that discussion last month, we began to project too what we would have remaining for the second six months so we could get that ball rolling. And Paul and I were talking earlier. One of the things we identified was to begin buying some of the equipment for Phase II while we have that money. Go ahead and spend it. Get that

equipment. Have it come in and then be ready to roll with it when these libraries start to be renovated.

**MR. JOSH TAYLOR:** Will the budget numbers be changed to reflect that change in allocation or will we continue to see...

**DR. GABRIEL MORLEY:** They are changed. I mean, once the County's department -- I mean, he sent it yesterday or the day before, so it's not reflected in this report.

**MR. JOSH TAYLOR:** Okay.

**DR. GABRIEL MORLEY:** So once the County approves it, then it gets transferred from one line item to the next. So now it's a done deal in the County's financial system, AMS. This isn't the County's report. This is just a report we've made pulling that stuff out. Because I don't think you have the line items on here. No, you just have a name. You don't have the number. Yes, you should see that next time. And we want to fill, you know -- whatever those other part-time positions are too it's our intention to fill them, you know, for next time. So hopefully that amount of money, that salary saving will be diminished because we've actually put people in those positions. You know, we've hired four new administrators. We hired the Public Relations Manager. So all those jobs now will stop accumulating money in that salary savings fund and start being paid out to the individual. And we'll have the Branch Manager. We interviewed twenty people for four Branch Manager positions. As so once we put those people in place, you know, those things will go online and it'll start to flow.

**MR. JOSH TAYLOR:** So how many positions are you looking to fill right now -- Branch Manager?

**DR. GABRIEL MORLEY:** There's four openings. But if we move an internal candidate, then obviously that creates an opening behind them where they left. So we'll see how that all shakes out once people start moving around. And we ought to know that next week.

What else did I have, Paul?

**CHAIRMAN PAUL KAPLAN:** Monthly Usage, the Usage Summary.

**16-40 MONTHLY USAGE SUMMARY**

**DR. GABRIEL MORLEY:** Yes. This is your new Usage Report. This is the revised Usage Report. We got it down to one page. And I think these are the items that are the most important on a monthly basis. I mean, some of the others you can look at quarterly. You know, the trend you will see will be over a period of time. But these numbers are significant month to month. And you can see, I mean, they're all essentially trending upward, which is what we were hoping. And I think probably what all of you anticipated long before I got here.

That as some of these new facilities came online, you know, usage would uptick. And so we're seeing that now. And you can see Circulation, for example, just the first one, June to June 2016 over '15 is a sixteen percent increase. So you've seen, you know, a sizeable number of items go out -- what? -- almost two hundred thousand, two hundred and twenty thousand more items this June than last June.

**MR. JOSH TAYLOR:** That's the year-to-date number you're talking about, sixteen percent.

**MR. JOHN R. THOMAS:** Yes. That's year-to-date, right.

**DR. GABRIEL MORLEY:** I apologize. I see what you're saying. You're right.

**MR. JOHN R. THOMAS:** Gabe, I agree. These measurements are all going in the right direction with the exception of the Wireless. And I guess that's a continuation, Gayle, of the Internet --

**MRS. GAYLE H. HOLLOMAN:** It's a continuation of the concern we've had. It's getting a little better but not where we want it to be. We're still working on it.

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

**MRS. GAYLE H. HOLLOMAN:** We've got a lot of spots that need probably additional -- what do you call it? -- additional --

**MR. JOSH TAYLOR:** Routers?

**MRS. GAYLE H. HOLLOMAN:** Routers. Thank you. And that's what we need to do is to go ahead and identify those and purchase and add. Like even in this building in certain spots like downstairs in the basement area --

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

**MRS. GAYLE H. HOLLOMAN:** -- where we're having meetings or training or whatever, we have these spots that just won't pick up.

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

**MRS. GAYLE H. HOLLOMAN:** So we've got to increase it by maybe using two routers as opposed to one.

**MRS. PRISCILLA BORDERS:** And that assessment has already been done where it needs to be?

**MRS. GAYLE H. HOLLOMAN:** Not a real formal assessment has been done. That's what we probably need to do. We have talked with I.T. about it because we do continually meet with them. And they know that this is what we are leaning towards. So we've got to put that in place.

**DR. GABRIEL MORLEY:** And I.T. has to do their part. I mean, they've really let us down. I mean, let's be honest. You know, when people can't get on because of all of these technical issues, we're taking the punishment from the patrons. But it really is out of our hands. We thought we had a solution. I

mean, a month ago we told them do this switch and open it up. But we still had ongoing issues. People can't get to regular, normal sites that have nothing to do with anything that would be opposed to our Code of Conduct or... It's just a -- it's a complicated issue that doesn't seem like it should be complicated. If McDonald's has Wi-Fi that works flawlessly, but the library doesn't, it's a big question mark.

**CHAIRMAN PAUL KAPLAN:** I think that's also part of our Strategic Plan. I know we're going to talk about it. We're going to talk about a lot of things, but I think the I.T. department needs to come back here, something that we can really work through -- back -- and come back to us. Well, there's a lot of things. But I'm -- but I think it needs to come back here. I think when it was here, Gayle, was it better when we had control of it?

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

**CHAIRMAN PAUL KAPLAN:** We only controlled the libraries. We didn't control -- or is it still controlling all of Fulton County I.T.? When the I.T. department was here, was it all of Fulton County or --

**MRS. GAYLE H. HOLLOMAN:** No. It was just the library.

**CHAIRMAN PAUL KAPLAN:** Was it running better then?

**MRS. GAYLE H. HOLLOMAN:** In my opinion it was because we didn't have all this that we have now.

**CHAIRMAN PAUL KAPLAN:** New technology.

**MRS. GAYLE H. HOLLOMAN:** All this technology we have now. But in my opinion it definitely worked better because we had people we could just call on and send them here, send them there, you know. They leave this building -- they start at this building and they go out to service. And they stayed here to keep things on track on the 4th floor particularly where the bulk of our computers for the public were located. So it was a much better system in a lot of ways.

We've had, you know, our SIRSI issues and all that over the years, but they were in the building even then. You know, we had an I.T. person who was also a master's degree holding librarian. So that made a huge difference. She was over our I.T. department and then she retired. Well, she didn't retire. They took her first. They gradually took her back and then she finally retired. But we had a lot of great momentum when all of that was in-house. And we had people who knew our computers because they are different from, you know, the other departments in the County.

**CHAIRMAN PAUL KAPLAN:** How come they took it away? I mean, what's the reason?

**MRS. GAYLE H. HOLLOMAN:** They decided -- it's kind of like the shared services piece that they had --

**CHAIRMAN PAUL KAPLAN:** Oh, shared services.

**MRS. GAYLE H. HOLLOMAN:** It wasn't called that then, but that's kind of the way it worked out. They wanted to bring everything back into the fold into one place is what we were told. So they did that.

**MR. JOSH TAYLOR:** Do you remember what year that was done?

**MRS. GAYLE H. HOLLOMAN:** Oh, my goodness.

**MR. JOHN R. THOMAS:** Oh, it's been awhile.

**MRS. GAYLE H. HOLLOMAN:** Probably 2008 maybe, 2009.

**MR. JOHN R. THOMAS:** Maybe even a year or two before that.

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

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

**16-41 CUSTOMER SERVICE REPORT:**

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

**DR. GABRIEL MORLEY:** Yes. This one has gone to quarterly. And it just so happens that this is the quarter, so next month you won't see it. But you can see it's just a compilation of the good comments, the suggestions people have made, complaints, inquiries. It's your -- the regular report you always have. We just consolidated it and made it a quarterly report.

**LIBRARY CLOSURE REPORT**

**DR. GABRIEL MORLEY:** And the Closure Report is pretty tough. It's going to be even tougher next month. I mean, we've gone round and round and round with the air conditioners at four or five branches. There's probably two or three of them closed today. There were two or three or four closed over the weekend. And the HVAC issues are just ongoing. And at this point, patching them just isn't doing any good. And I'll give you a good example of why it is so tricky. The air conditioner is out at Fairburn, so we sent some spot coolers down there. So they sent the spot coolers down there. It wasn't enough to cool the building, so we sent some more spot coolers. But we found out if you plug in more than seven it throws off the whole electrical system. So you can't plug in more than seven. So we just had to close it, you know. And so it'll be closed all week until they can buy a blower, order the blower, get the blower installed. And so you have all these issues. There's two or three of them where the cost of repairing the equipment is going to be equivalent to putting in a new air conditioner. But we don't want to put in a new air conditioner because we're about to renovate and use bond money to put in a new air conditioner. So we're stuck in that in between where we still have all of August and September to cool the building. And it could be

another twelve months before we replace those HVAC systems. So we're just trying to limp along in some cases. And some of these are day-to-day. Adams Park has been day-to-day.

**MRS. GAYLE H. HOLLOMAN:** East Point.

**DR. GABRIEL MORLEY:** Yes. East Point is really day-to-day. And some of them, though, because I don't want it to sign all bad -- and Gayle and I were laughing last night -- I think we were delirious. But we had to leave Adams Park open at ninety-one degrees in the building for voting because it was a voting site. So, you know, it's just -- you're doing everything you can do to try and help and be the library you want to be and it seems like the mechanical gods are conspiring against you.

**CHAIRMAN PAUL KAPLAN:** And I'll talk about this a lot because let me take -- first of all, let's go to Sandy Springs. Sandy Springs had water coming in the staff room. It was called in. It got worse and worse. And what happened is when they went up there the pan that catches the condensation was completely rotted. But here's the problem: Sandy Springs -- in some of the libraries here that are on Phase II renovation -- keep this in mind -- not talking about Phase I money that's being used for some of the Phase II. I'm talking about Phase II that hasn't even been approved at this point. So what do you do with these -- what do you do with this system? Do you spend money to put a whole new system in? And what if you don't get the money before something gets stopped and the money doesn't come through. They're really between a rock and a hard place. Don't know which way to go. So luckily at Sandy Springs we were able to patch the pan temporarily. Pan's working; air conditioner is on.

Fairburn, they went ahead, that should be in operation by the end of Friday of this week. They got the new blower assembly. Guy picked it up today, and hopefully it gets replaced on Friday if everything goes well.

East Point, the repairs have been made; however, it's marginal. They don't know how -- if it's going to continue on or not. You know, everything is maxed out right now. With these temperatures, the systems are failing. I mean, they're old. They need to be replaced.

Adams Park, East Point -- I know what you've been going through because the calls come in and you can only go so fast. There isn't that many people out there to do all this work. I mean, not only are they doing libraries, they're doing two hundred and thirty buildings total, includes libraries. They're all over the place trying to keep up with it. So some of these places where you see circulation is down at one of the branches is

because the environment is terrible. You walk in there, you can't sit there and read a book. If it's eighty degrees, ninety degrees in there what do you do? I mean, so people come -- sometimes they come to the library to get cooled off. Well, come to our libraries, it might be just the opposite. And it's really ongoing. And it's just one after another. I've got a lot of phone calls.

And then Central Library here, just to tell you, that the roof will not be completed until the end of the first quarter of 2017.

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

**CHAIRMAN PAUL KAPLAN:** So there's some issues that went on, but I can't tell you what the issues are, because the issues are going on with the contracts and it's just going to take time for that thing to get done. Very extensive work.

**MR. JOHN R. THOMAS:** Paul, as you know being in the construction business, many times when we start to repair a commercial roof or a library roof there's more problems after you start tearing it back. The sub-structure or the sub-flooring or the -- has started rusting and now you've got to replace that. Are we seeing any -- is there any of that to your knowledge?

**CHAIRMAN PAUL KAPLAN:** In some of the branches there is. Some of the plumbing piping is rotten in the wall. You know, they do the repair best they can, but you know, when we start doing the renovation, we're going to run across things. And that's -- and that's where we're --

**MR. JOHN R. THOMAS:** So what I was talking about was Central Library. Was it --

**CHAIRMAN PAUL KAPLAN:** Well, I'm talking about all libraries. Central's big.

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

**CHAIRMAN PAUL KAPLAN:** There's a lot of things going on here. So it's going to take time. And I'm telling you, we're just going to limp along the best we can. They formed a group; they call it the Dream Group. Have you heard that name?

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

**CHAIRMAN PAUL KAPLAN:** Which stands for the Department of Real Estate and Assets Management. They have a twenty-four hour number now. I don't know if it's working, Gayle. I'm looking at you. I look at him.

**MRS. GAYLE H. HOLLOMAN:** The number works, but once you call it, there's so many questions. You've got to know everything. You've got to know the exact address of the location. You got to know this and that. And it just takes so much to go through

all that. And if it's not the Branch Manager, particularly on the weekend, it could be just the person who's serving as the SOP for that weekend. And that person may not be as versed in all of that information. So then they got to run around and try to get that call back, you know, because they might not know all that they have to get and have ready to put in the phone call. So it's interesting how it's working.

**CHAIRMAN PAUL KAPLAN:** Yes. I was just looking at you. I just wondered if you made the call. So it just keeps going on. There's just one thing after another. And it reflects everything. It even reflects -- even when you're doing the budget -- and I'm looking at you -- I mean, you've got branches that are probably not going to be repaired. I mean, the first six or seven that we're going to have probably won't be done and completed until probably somewhere third quarter of 2017 if I had to guess.

You know, the process is -- it isn't that simple -- if there's a repair that gets done, if something is wrong, it has to go through -- the work order gets written out; then it gets sent to Central if I'm getting this all right; then it goes down to Real Estate Asset Management; then it goes to the financial. All of this takes time.

I remember one emergency we had it took us almost forty days to get one emergency claim through, which is outrageous.

**MRS. PRISCILLA BORDERS:** So that doesn't make any sense. Then why is it called an emergency?

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

**CHAIRMAN PAUL KAPLAN:** Well, it's an emergency number. But this number I don't know about. But I don't know how well it's working. But that's the idea. I do know that Ellis Kirby is the Director of Real Estate and Asset Management. He is trying. What he wants to do is put everything on a computer system; the new HVAC system when it gets done. So there's an alarm that rings. It's on a computer. And you know exactly what's happening, who to dispatch out there. This is how we used to do it. And -- but it's going to take so many years to get this done. I mean, we have great ideas and everything, but it all takes money and it takes time. And, you know, everybody gets very frustrated. I know managers get frustrated. I get frustrated off your administration. But, you know, we have your back. We're trying to help out. I try to push my Commissioner to try to get some of this stuff done. You know, what can we do? But they're working on it. They're working on it best they can. It's just taking a lot of time. Go ahead.

**MRS. PRISCILLA BORDERS:** Well, Paul, let me ask a question. In

terms of closing the libraries, how much time do you have to have before you make a decision to close a library?

**CHAIRMAN PAUL KAPLAN:** There is in public health. What is that? What temperature?

**MRS. GAYLE H. HOLLOMAN:** Oh, I'm sorry. If the temperature goes eighty-five degrees or sixty-five degrees or less or higher in two hours, then that's when we --

**MRS. PRISCILLA BORDERS:** Then you have to take action.

**MRS. GAYLE H. HOLLOMAN:** -- take action and close.

**MRS. PRISCILLA BORDERS:** And it takes forty days for everybody else to take --

**CHAIRMAN PAUL KAPLAN:** It takes time.

**MRS. PRISCILLA BORDERS:** -- preparable action for an emergency?

**CHAIRMAN PAUL KAPLAN:** Sometimes it does.

**MRS. GAYLE H. HOLLOMAN:** But if we have a situation where perhaps it's been going on for several days, then we can make a decision to just close them for the several days.

**MRS. PRISCILLA BORDERS:** Right.

**CHAIRMAN PAUL KAPLAN:** Right. You know, they try. I mean, it's -- you know what it is, it's been neglected for all these years and we're paying for it. The Board of Commissioners and the County is paying for all this neglect. It's just no maintenance. Even the new libraries, we can build all these new libraries, renovate all the branches, but if we do not have maintenance set up you're going to go right back to where you were before. And that all has to be --

**MR. JOSH TAYLOR:** Are we going to be addressing this as part of our budget and Strategic Plan?

**CHAIRMAN PAUL KAPLAN:** Yes. Well, no. See here's the problem: We don't control the building. This is the problem I have, Josh. I have a, I can't control it. I can't tell them what they need the budget for or anything. They do it themselves. And that's a problem.

**MR. JOSH TAYLOR:** I agree it's a problem. Why can't we go ahead and propose a different arrangement?

**CHAIRMAN PAUL KAPLAN:** You can be my guess. But I'll tell you right now, you can try and you can try through the Commissioners, that's the only we'd get anything done. But I don't think it's going to happen because the Commissioners don't control that part. That's actually done by the County. The Commissioners approve things.

**MR. JOSH TAYLOR:** Yes. The County is responsible to the Commissioners. So something is not working, you know. If we have the right information and we convince the Commissioners that it's a different way of doing things that's better --

**DR. GABRIEL MORLEY:** Yes. Dick is going to try and propose in September -- Dennis and Ellis and Dick have a plan to address this. And they want to use some money the County has saved and potentially float a bond issue to make almost a hundred million dollars in repairs. And that would include a stipulation for ongoing maintenance of all County facilities. So they have a plan in place. Whether or not it ever gets enacted is another question. But they're going to present that at the September BOC Meeting for that reason, so the BOC can say, hey, we know there's a problem; it needs to be addressed. Do we want to fund this or not? We'll see how it goes. I think everybody's aware of the issue. And I think it's just a financing question. How are we going to pay for this? And Dick has several different scenarios if one of them fails. I think he's gotten accustomed to having some backup plans.

**CHAIRMAN PAUL KAPLAN:** And it's just something that we're just going to have to follow and do what we can. You know, all of us are represented by a Commissioner. And if we talk to the Commissioner, we can get a lot of things done.

**MR. JOSH TAYLOR:** That's why we need some more information so we can talk to our Commissioners --

**CHAIRMAN PAUL KAPLAN:** Yes.

**MR. JOSH TAYLOR:** -- about the state of, you know, the state of things. The gap between how we're managing now versus best practices or what we'd like to do in the future. It seems to me that we need to take some leadership as far as the library is concerned on that.

**DR. GABRIEL MORLEY:** We'll be much better off, I think everyone recognizes, by having all of these new facilities having these facilities renovated. We'll be far beyond all the other County buildings. You know, some of these buildings are in bad shape.

**MR. JOSH TAYLOR:** Well, if our budget doesn't provide for some ongoing maintenance, whether it's Dick's plan or just part of our budget proposal, you know, we're going to be in the shape five, ten years from now.

**DR. GABRIEL MORLEY:** I don't know that we could include it in our budget. I don't know that that's an option for us to put facility maintenance money into our budget.

**MR. JOSH TAYLOR:** Well, let's propose it.

**CHAIRMAN PAUL KAPLAN:** I -- I tried. I was told no, not yet. That's something they don't want to discuss. And that's something we can talk about when we have committee meeting or something, iron out. But --

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN PAUL KAPLAN:** -- it's a -- it's a little bit of a

-- little bit of a hassle.

**MRS. PAULA RAFFERTY:** It might be helpful for people to know that the Georgia legislature decided that Fulton County itself would own the buildings, the libraries are housed in. So that was the decision that was made by the legislature. And that's statutory. Has been or some time. So the obligation to maintain the structures still remains with the County. They can't say to a department, now you start maintaining your own buildings. They're not going to be doing that. But in pressing forward the needs, it is always helpful for the Commissioners to be aware of the specific needs that are ongoing so that when they look at the budget come budget time they will have a better understanding what the needs are of their constituents and they have more constructive conversations with each other. And you, of course, have Dick Anderson.

**DR. GABRIEL MORLEY:** Yes. That's what the Faithful Gould project -- that was the intent, to compile all of the weaknesses of every facility in the County so they can make this big presentation in September and say here's what it's going to take to get us to the baseline. And here's what it's going to maintain.

**MRS. PRISCILLA BORDERS:** Is there something in place that says what is the baseline?

**DR. GABRIEL MORLEY:** Yes.

**MRS. PRISCILLA BORDERS:** Okay.

**DR. GABRIEL MORLEY:** That's that Faithful Gould assessment.

**MRS. PRISCILLA BORDERS:** Okay. And that baseline is --

**MR. JOSH TAYLOR:** Do we know how much of that is the library? Can we get some numbers on that?

**DR. GABRIEL MORLEY:** Yes. We have the library portion. But it's almost unnecessary because ours are going to be renovated. We already have the bond money appropriated to do that. And so that was part of what Dennis was dealing with when he put it together was trying to exempt our portion because our money is dedicated. So whether they get the hundred million or not doesn't pertain to us.

**CHAIRMAN PAUL KAPLAN:** Yes, because it's sitting on the books.

**DR. GABRIEL MORLEY:** Yes. I mean, because our money has already been approved by the voters, so... I'll look and see if I have abbreviated report that's just the library I can send you. It's somewhere in my email. And it lists all of the library needs. Because remember this one, this building was ten million. Because we have that number for every branch. And remember we talked a little bit about like Hapeville is five or six hundred

thousand --

**MR. JOSH TAYLOR:** Yes. I mean, we've talked about some of those specifics. I just haven't seen the list.

**DR. GABRIEL MORLEY:** I'll look. I'll look.

**MRS. PHYLLIS D. BAILEY:** If you find the list, would you include me?

**DR. GABRIEL MORLEY:** Yes.

**FOUNDATION REPORT - UPDATE**

**CHAIRMAN PAUL KAPLAN:** Okay. Foundation Update.

**MR. JOHN R. THOMAS:** Yes. We met -- the Foundation met at noon today. It was a very successful meeting. Just two or three things I want to highlight. If you've been to your local branch lately, you've noticed that the Summer Reading Program is well underway. It is anticipated that we'll reach over forty thousand school-age children in 2016. It's really a hallmark -- one of our hallmark programs.

Our so-called Non Event Campaign was very successful this year. We raised over sixteen thousand dollars by just offering an event that people didn't even have to come to. So they really appreciated not having to come it. They gave sixteen thousand dollars. So that's -- that's -- the best ever was around ten thousand.

Revenue, Foundation revenue is well above budget at this point through June, so we're doing real well on the budget. A couple of big things that are going on. I keep talking about the BookMobile. I think I've mentioned before that the BookMobile, the current BookMobile is essentially a dead BookMobile. It doesn't -- it's not able to operate much. It's in the shop most of the time, where I think it is today. It's a renovated -- not renovated -- it's a converted 1997 recreation vehicle that is just not there. We have every reason to believe that we can raise funds for a new BookMobile. And Paula is helping us put together a Resolution that we will present to the County Commissioners that will free us up to raise the money and hopefully get the design of the new BookMobile pro bono. But we're hoping that someone will come forward and fund the library as a gift. So we're very hopeful here. I think I mentioned before that the School of Design at Georgia Tech came up with a lot of great ideas for a very state of the art BookMobile, so we're probably going to be employing some of those. They also recommended that one BookMobile will be insufficient. We're probably going to need at least three; one for north, central, and South Fulton. So that is a priority for us. And that's really about it as far as what this group would like to --

**CHAIRMAN PAUL KAPLAN:** What's the cost anticipated for one of these?

**MR. JOHN R. THOMAS:** Well, we're -- we don't know yet, Paul. But it wouldn't surprise me we're talking a quarter of a million dollars. This is really going to be state of the art where you can walk in and use computers and white boards and it'll be pretty nice. Computers on little pedestals where you can operate, so...

**OLD BUSINESS**

**LIBRARY BOND PROGRAM - UPDATE**

**CENTRAL LIBRARY - UPDATE**

**CHAIRMAN PAUL KAPLAN:** Okay. Library Bond Program Update.

**DR. GABRIEL MORLEY:** Yes. I think everyone knows at this point the Board of Commissioners authorized us to move forward with planning for renovating Central and the remaining fourteen branches in the System. In order to do that they need to effectuate that decision by making three separate Resolutions, which we will have on the August 3rd agenda. That first Resolution will declare building a new Central unfeasible. The second Resolution will amend the Library Master Plan to say that we can renovate Central; and then the third Resolution will actually allow the County Manager to sell a hundred and four million dollars worth of bonds to pay for it.

So our next step, obviously, for Central is to put out an RFP, engage with some kind of design firm to come in and help us figure out we want to redesign this building.

The branches will be design build; all the regular things we've talked about. No real changes to the branch renovations. We did bring up Hapeville again. We talked about it a couple of months ago at one of our meetings.

The issue came up again on whether or not it's really going to be responsible to renovate it when the repair cost would be so extensive. And so that issue again was is it just going to be easier to knock it down and build a new one rather than try and salvage what's there.

I looked at it. It's a steel framed building. I don't know if you all have ever been in, but it's the steel girders. So, I mean, I know less about that than typical construction. But it seems like the steel would be fine. So maybe they can just peel the skin off and put a new skin on. I don't know. Either way, the issue came up again. Because remember we talked several months ago about it. And from our standpoint, you know, we're excited that the decision has been made. You know, we've been ready to move forward. We didn't want to keep dragging it out. So we're ready to do whatever we need to do long term, you know,

to position the System to grow and be successful, you know, so we don't keep having these kinds of issues. Gayle and I talked this week. And when we sat down and looked at everything we had been doing and nothing of it was library related. It was all building related, personnel related. You know, we can't continue to focus all of our energy on these things that take away from our primary focus. And so this is a good thing for us and the System to have these new facilities and know they're going to be cared for so we don't have to worry about some of those issues. And it frees us up to do some different things, you know. It's just like we talked about with Circulation earlier. It gives everybody who visits a new impression of the library. So it opens the possibility for us to do different things and new things. So we're excited. That's also my Central Library Update.

#### **CODE OF CONDUCT**

**CHAIRMAN PAUL KAPLAN:** Code of Conduct.

**DR. GABRIEL MORLEY:** Code of Conduct, I held off again because we had a -- during our internal Branch Manager's Strategic Planning Discussion several other items came up on the Code of Conduct. And Josh mentioned something at the last meeting how a lot of you all were relatively new too. Would you be opposed if we did some kind of real thorough audit on the Code of Conduct to see what's necessary and what isn't? You know, I have had email off and on the last couple of weeks from different Branch Managers and part of the issue -- and Gayle may have some historical perspective -- in way our System is almost two-fold. We have almost a suburban System toward the north and then here we in Atlanta we have an urban System. So when we have a policy that says no food and drink in the library, a policy we made primarily because of the situation here at Central, it affects every branch, right. So no one can take this bottle of water in the Milton Library and drink it because we don't want people coming into this library and leaving their trash and their food and their drawing everywhere.

So the penalty then is everybody else in the System who's following the rule and behaving is penalized by some of the policies that we've created for Central. So I don't know where you all stand on it. I don't know what your history as a board is with the Code of Conduct. We struggle internally certainly because of the difference in branches throughout the entire System.

Part of what I listed in our Strategic Planning was a policy audit some kind of audit of the Code of Conduct so we can determine what we're really trying to accomplish. Because I can

tell you, some of the Branch Managers want a very strict, stringent Code of Conduct because they want the security guards to be able to use that to enforce the law, you know. And then there are other Branch Managers who say, you know, this is so strict and stringent we have no flexibility and we're not customer friendly. So it's a tricky balance.

**MR. JOHN R. THOMAS:** What would that audit look like, Gabe? What are you talking about?

**DR. GABRIEL MORLEY:** I think to go item by item and really assess is this valuable or best for our System or potentially -- and I know that there are a ton of people in libraries that hate this because they feel like it's inconsistent -- but one set of policies here and one set of policies somewhere else, you know. And it's unfortunate, but if you think about -- and I say this because I got caught without gas -- I was down in Clayton County and I was trying to get gas and it said you've got to come in and pay first. And I thought, whoa, is it 1985? But I'm sure they're doing it because of drive-offs, you know. So the Chevron policy there is pay first. But the Chevron policy in Milton is just run your card.

So, you know, I know it's a very tricky situation. But I guess what I'm asking is for you to think about do we want to penalize some people at the expense of others? Do you understand what -- the argument I'm making? I mean, we're -- and I understand it's a tricky situation. And I guess that's why I'm asking. You know, how -- while we renovate these new ones, while we're thinking about how the public perceives us in a new way, do we want to rethink some of the items or all of the items, really, and make sure they're what we really want.

**MR. JOSH TAYLOR:** I think that's part of what we would expect you to do is to take a look at a lot of policies in terms of our longer term strategic view and if it has to be differentiated. You've given us good examples of why it may need to be.

**DR. GABRIEL MORLEY:** Well, it's important because we want to be consistent and we want to be solid. You know, when WSB comes and says, hey, why can you do this and not this? We want to know that we're all solid and that we made a decision for a good reason. And so that's why I'm really bringing it up, you know. I want us to understand why we're doing what we're doing.

**MRS. GAYLE H. HOLLOMAN:** Well, historically what we've done is we've tried to be consistent by the policy is the same everywhere. But I've gone to Gwinnett County libraries and everybody can go to the snack machine and bring the snack and the drink and whatever, and water, whatever to the table. Because a lot of children come in as latch-key kids and they sit

at the table after school and that sort of thing. So all their libraries is just free where you can just bring whatever in. We do have the problem here at Central, but maybe our problem is more, meaning may be more --

**DR. GABRIEL MORLEY:** Right. Right.

**MRS. GAYLE H. HOLLOMAN:** -- you know, at this particular location in order to make it freer in the sense that when people do throw their trash around then somebody's going to pick it up. I don't know. But we just -- we only have a certain crew. They're only here for certain times of the day. Maybe if we had more crews or crews assigned to certain floors, I don't know. Maybe there's a whole another way to look at it. So that's just one example, but...

**DR. GABRIEL MORLEY:** Yes. That's a perfect example, because you were addressing the example in a different way. You know, we're looking at the problem. Instead of saying let's penalize everyone and come up with a better solution for where the real problem exists. Because I was at one the other day and somebody's cell phone rang and the staff member went and told them you got to outside to talk on the cell phone. I thought, well, how absurd. It's 2016. That was our policy in 1995. You know, but now that's just part and parcel of everywhere you go, you know.

**MRS. GAYLE H. HOLLOMAN:** Well, they used wouldn't let them do it at all, so then they went to the idea of go to the lobby and use your phone.

**DR. GABRIEL MORLEY:** Yes. You see that. That's what I mean. It's a -- you know, we want to be consistent and represent the communities. And it's hard to do that because our communities are so variable, you know. They're very different each place you go. And some of the small ones, you know, if you're in Dogwood on the phone everybody's going to know it. Your business is going to be broadcast. But you could get in Southwest and get in one of those little corners or be in one of those wings that's quieter and talk on the cell phone and not disturb anyone. So I just wanted to raise the idea and see if you were amenable to it. Because, you know, when Josh told me that last time, it occurred to me that you all were still relatively new, too, save for John, you know. And that some of these issues you may just take for granted. But they're not necessarily something to take for granted. They're all things that we've created. We've manufactured every one of these policies. So we'll look into that some more as we do our Strategic Planning and kind of feel out the staff and see and bring those back and then we can hash them out here too.

**CHAIRMAN PAUL KAPLAN:** I can tell you in Illinois every branch or every library had their own Code of Conduct, everybody was a little different. It depends upon the community.

**DR. GABRIEL MORLEY:** Okay.

**CHAIRMAN PAUL KAPLAN:** This community was okay. The next community wasn't. So this is what they -- they did all their own thing. And it was -- relatively, it worked very well. So what you can do at one branch, you might not be able to do at the next branch. Some branches had little cafes put in. A lot of them had cafes and you stop it right there. You couldn't go beyond into the library. Some didn't have any cafes. Some didn't allow anything to go in there. Depending upon the area they were in.

**MR. JOHN R. THOMAS:** I think Josh captured it very well, Gabe. We're just counting on you to look at the key -- you can't look at all policies, maybe you can in time - but certainly the key policies, look at them, review them for what's appropriate for 2016. And I think you're right. This idea of sort of mass punishing everybody just because of something at one location is inappropriate. So let's rethink it.

**MR. JOSH TAYLOR:** Plus, you know, one advantage of -- I don't know that you can go quite to what Paul's experience in Illinois was -- but the advantage of that is that basically it challenges the Branch Manager to be better involved in the design of the strategy for providing service. And I like that aspect of it.

**DR. GABRIEL MORLEY:** Yes. We -- when we were doing the interviews, we encountered some of those. Those are the people that stood out to us, too, when they used examples of things that they had done on their own to try and solve issues at their branch. You know, those were the things that we really focused on when we were assessing them. And they're out there. And some of just, I think, feel like they might get their hand slapped and they just feel handcuffed a little bit. And so we're trying to encourage them to do some more of those things.

#### **STRATEGIC PLAN - UPDATE**

**CHAIRMAN PAUL KAPLAN:** Strategic Update, there's something we're going to review.

**DR. GABRIEL MORLEY:** Yes. I'm just going to pass this out. And I'm going to use Paul's when I get back. I just made enough copies. Remember part of what we said we would do is we took what you came up with, your primary objectives, those priority areas. We met for a couple of hours with the Branch Managers to try and give a little bit of form -- you can look at it -- give a little bit of form to the priority areas that we had come up with during our initial conversation. So what we wanted to do,

though, is bring some of that back. Let you look at it and see if we're headed in a direction that you feel comfortable with. And some of it is much more granular than we anticipated. I was thinking from our level that we would have some loftier type expectations, some broader expectations. But the Branch Managers had so many small, individual things that upon thinking about it it occurred to me that a large part of what we do need to do is get our own house in order before we can do some of these other things. And Gayle and I have talked about that. You know, she said for so long we've not been able to move forward because everything we got to do right in front of us is in the way. And at some point, we have to figure out how to get this out of the way.

And so when you look at these different lists, some of the things seem very singular or very discreet to what you would typically see in a Strategic Plan. For example, John's plan we looked at today, the Foundation Strategic Plan, is much broader. And we can go that direction. I just want to keep you abreast, I think, of what the organization at the operational level is thinking and what it's like. I don't want us to set ourselves up for failure by saying, hey, let's go after these fantastic things and meanwhile we're struggling way back here to learn how to tie our shoe.

**MR. JOSH TAYLOR:** Well, looking at your user experience engagement, there are many very good, you know, points on this list. But probably, you know, the more important ones get lost in the length of the list.

**DR. GABRIEL MORLEY:** Yes. I tried to move some up toward the top that I just personally felt like might be important. Because our next step, remember, is to get with the full staff. And then let the full staff see are these the things that are important. Because, you know, some of the Branch Managers are at big branches and they're not as involved day-to-day as some of the smaller Branch Managers. So everybody's going to have a different perspective; everybody's in a different community. You know, some of these places are going to say, well, we don't need this. You know, this isn't going to work for our community. So we just wanted to see. What I anticipate is we will give this out to the entire staff. They'll be able to go through, look at it, sort of rank some of these items, expand on these items, take some away if they feel that strongly about things. Because, you know, sometimes faxing and scanning is a very persnickety issue in the library. But I think it's also important that we figure out how to assess whatever we're doing. And so that will also dictate part of

what we ultimately come up with. You know, how do you assess making your library space more inviting? You know, without doing a survey that specifically asks that question, what tool can you come up with? So some of them are going to be a little more difficult than others. But after we give it to the staff, then we will meet again with the managers and we'll go in and really try to focus in on some goals and objectives for those specific areas. You know, we can put gains, percentage gains on things, you know, like a typical Strategic Plan. Do we want to increase Circulation by five percent every year for the next three years? Whatever those specifics are. And build those specifics into our broader plan.

And you all remember, but I just want to reiterate so we keep in the forefront of our mind, remember, we're also going to be renovating, you know, twenty something libraries at the same time. So some of these things -- I don't want the staff to feel overwhelmed. They already feel overwhelmed because of the perceived short staffing. So to add this burden and the burden of renovating, trying to redesign, we don't want them to be demoralized and feel like it's not --

**MR. JOHN R. THOMAS:** That's an excellent point.

**DR. GABRIEL MORLEY:** -- going in a positive direction. So we want this to be a tool that's effective and --

**MR. JOSH TAYLOR:** But my guess is that you can probably come up with five strategic statements here and then some of the -- I'm talking about within each one of these three categories -- and then some of the --

**DR. GABRIEL MORLEY:** You want to do five for each category?

**MR. JOSH TAYLOR:** Well, you know, three, five, whatever number. You know, I'm not trying to say that -- but it's not -- it's not twenty.

**DR. GABRIEL MORLEY:** Yes. I got you.

**MR. JOSH TAYLOR:** And some of these are implementations of a strategy --

**DR. GABRIEL MORLEY:** Yes.

**MR. JOSH TAYLOR:** -- as opposed to the strategy itself.

**DR. GABRIEL MORLEY:** Right. It'll be rolled up. You know, like if we -- like this one says empower users. If we get one of the self-serve e-Fax machines, and people can fax on their own.

**MR. JOSH TAYLOR:** Right.

**DR. GABRIEL MORLEY:** Right. I see what you're saying. Sure.

**MR. JOSH TAYLOR:** So this one on communication standpoint, if you and the staff and management can agree on five key areas of which some of these fall within then it kind of, I think, helps everybody realize, oh, we've got five things to work on, and

these are the details.

**DR. GABRIEL MORLEY:** Yes. I agree. And we'll have those few special --

**MR. JOSH TAYLOR:** Maybe three, maybe five, maybe whatever, but...

**DR. GABRIEL MORLEY:** And remember, I mean, we want to have those specific so we can focus on those. I mean, that's a big part of what I believe in is focusing on those priorities. And we've had these discussions with the Branch Managers about how some things may have to go. As we assess what our real priorities are, some of the things we're doing now may not be a priority anymore and that may have to fall by the wayside. So I think it's a good exercise for us or sure to focus on the things that we believe are important, valuable and are going to move us forward and position us for when those other ones are renovated and reopened to immediately take advantage of it and not assess at that point and say, oh, good they're open. Now, what do we want to do? We'll miss the boat.

**MR. JOSH TAYLOR:** Yes.

**DR. GABRIEL MORLEY:** So if you're good with that. I mean, we'll go from there. You can always email me. I mean, we're trying to push this through as quickly as we can too. Obviously, because of the County's budgeting process, we want to have some of these things in our mind as we do our budget for 2017.

**MR. JOSH TAYLOR:** Good.

**CHAIRMAN PAUL KAPLAN:** Last month under New Business, just so you know, we -- there were some action items Josh had down there. One was better reporting on maintenance and I.T. issues that aren't getting fixed. Well, you do get information on what's going on. There was this here. Better reporting and I.T. issues that aren't getting fixed.

**MR. JOSH TAYLOR:** You know, if you recall, you know, we discussed this and you said you'd give it some thought in terms of how we might be able to better report on that. And maybe it's, you know, I don't know whether it's you getting the reports or the in-push is there that you can share it with us. But I think we can go to our Commissioners if we see things aren't happening.

**CHAIRMAN PAUL KAPLAN:** That's a -- that's a touchy statement. And the reason I'm saying that is because now if we go to our Commissioners and say, hey, your men are not working; your director is not working right. What you're basically saying is Dick Anderson's group is not doing it correctly. It's going to get -- I can see a bad position we can get ourselves into. The Commissioner will work on it. But they'll go back to

their chief operating officer; they'll go back to how come you're not doing it? I'm hearing this from my -- from the Board of Trustees of the Library.

**MR. JOSH TAYLOR:** Paul, if we don't speak the truth nobody's going to do anything.

**CHAIRMAN PAUL KAPLAN:** No. I understand that.

**MR. JOSH TAYLOR:** Come on.

**CHAIRMAN PAUL KAPLAN:** No. I understand that; but that's fine. But they are working on it. And they're --

**MR. JOSH TAYLOR:** Yes. I understand. I mean, we -- all I'm saying is that if we have information showing that there's progress being made, that's one thing. If we have information showing there's no progress being made, then we need to escalate the issue.

**CHAIRMAN PAUL KAPLAN:** But we are getting progress made because we are going to get it renovated. What they're doing now is doing patchwork.

**MR. JOSH TAYLOR:** Yes. Okay.

**CHAIRMAN PAUL KAPLAN:** And that's all we can do at this point. There's not much more we can do.

**MR. JOSH TAYLOR:** Well, you know --

**CHAIRMAN PAUL KAPLAN:** But I understand what you're --

**MR. JOSH TAYLOR:** -- I mean, I.T. in-house as opposed to the shared services; some maintenance in-house as opposed to shared services.

**CHAIRMAN PAUL KAPLAN:** Right.

**MR. JOSH TAYLOR:** I mean, there are plenty of things that could be done better. And those are just two.

**CHAIRMAN PAUL KAPLAN:** If we can get it in-house?

**MR. JOSH TAYLOR:** Yes.

**CHAIRMAN PAUL KAPLAN:** It'll take us a few years to work on that. But I still think the budget eventually will be on our -- the budget for maintenance and I.T. eventually will fall onto our budget.

**MR. JOSH TAYLOR:** It should.

**CHAIRMAN PAUL KAPLAN:** It should be. The other thing was dates for -- to visit the branch.

**DR. GABRIEL MORLEY:** I know. Zenobia and I talked about it. And I just haven't had the time. I mean, my schedule the last two or three weeks has been booked solid. And the first week of August we have the opening for Auburn Avenue. And I'll try again this time.

**MR. JOSH TAYLOR:** Yes. I think -- all we said was -- you said you'd send an email out finding out our availability. And maybe it falls under September instead of August.

**DR. GABRIEL MORLEY:** Yes. I've just got to find the time. Because we set up -- I've been doing the branch visits too. That's taking up one day out of the week. And some days I'm not even making it. I haven't told Zenobia that, but... I know last week I only made it to one out of three. I think I was a little too talkative. Maybe she did hear about it. He won't leave. Call him and tell him you've got to come back. Yes. I'll look and see when I can free up some time and then we'll spit those dates out.

#### **NEW BUSINESS**

##### **BRANCH RENOVATION PROCESS**

**CHAIRMAN PAUL KAPLAN:** Okay. We've got Strategic Plan. And budget you're going to talk about next. But I don't know if we spoke on branch renovation process, where we are in the process. I know the RFPs have not come out yet.

**DR. GABRIEL MORLEY:** No. The ones --

**CHAIRMAN PAUL KAPLAN:** They're working on it, but it hasn't come out for those seven branches.

**DR. GABRIEL MORLEY:** Yes. And you and I talked earlier. I mean, we will need to figure out how we want to approach this because we don't want to just open it up and have people believe that the sky is the limit and that they're expectations are going to be met. Gayle and I had that conversation right before this meeting. We need to be realistic when we go and have these meetings with people if we're going to have public meetings. And I think to do that we're going to need to set some parameters and say these are the boundaries under which things might happen. And we talked off line about what that might look like. And we just don't have enough information right now to really start that process. We've got to shore that up. Everybody has to shore that up; the County, the library, the CIP Program. Everybody's got to get on the same page about what's going to happen before we go out and ask people to comment about it.

**MR. JOSH TAYLOR:** Well, some of the comments that I've received as I visited the branches is that in some cases we had more bells and whistles and things that aren't necessarily practical at the new branches. And I believe some stuff that needs to be addressed. So that's what my concern is. I want something that's very library centric that really provides value and doesn't check off a box saying one more green LEED building.

**DR. GABRIEL MORLEY:** I know. You do not know how many times Gayle and I have had that conversation.

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

**DR. GABRIEL MORLEY:** And, I mean, you all know about some of

these issues. I mean, it's just been a mystery about how some of these things have happened. We talked about it at Southeast with Stephanie, you know. And some of these, you're right.

**MR. JOSH TAYLOR:** Okay. That's why I keep bringing it up.

**DR. GABRIEL MORLEY:** I think a lot of people agree.

**MR. JOSH TAYLOR:** Okay.

**MR. JOHN R. THOMAS:** You're getting righter and righter.

**DR. GABRIEL MORLEY:** Yes. Keep going.

**MR. JOSH TAYLOR:** Well, that's one reason I volunteered to be the secretary, so I can remind some things that we've committed to talk about or to do, And...

**DR. GABRIEL MORLEY:** I know that one's at the forefront of our mind, and...

**MR. JOSH TAYLOR:** Okay.

**CHAIRMAN PAUL KAPLAN:** The timeline for Phase I, I really don't have a timeline. I know they were shooting for second -- the end of second quarter of 2017. I don't know if that's going to happen or not.

**MR. JOHN R. THOMAS:** What's that for, Paul, for what?

**CHAIRMAN PAUL KAPLAN:** For completion.

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

**CHAIRMAN PAUL KAPLAN:** For the branches, the seven branches that --

**MR. JOHN R. THOMAS:** Oh, the seven -- the seven, yes.

**MR. JOSH TAYLOR:** Yes. Paul, I'm more interested in what the short term timeline is and when budgets get really fixed and when design, you know, decisions get made in terms of these renovations.

**CHAIRMAN PAUL KAPLAN:** Yes. We're not there yet.

**MR. JOSH TAYLOR:** All right.

**DR. GABRIEL MORLEY:** Yes, hopefully, the next sixty days. Once that RFP goes out, it'll be on the street for a specific amount of time and then those bids will come in, and we'll sit on that panel, figure it out. And then start discussions with that contractor and have our meetings.

And I don't think it's going to be as bad as we -- it's not a full blown renovation like an Auburn Avenue. So in some cases we're going to know, look, the roof's going to shave four hundred thousand off of this million immediately. You know, the carpet's going to be another fifty immediately; the lights, fifty. So you start to narrow that window a little bit and that helps define what's doable and what isn't doable.

**CHAIRMAN PAUL KAPLAN:** And your other thing is having your reserve for future maintenance of buildings, which you kind of touched on how we're going to...

**DR. GABRIEL MORLEY:** Yes. We're not.

**CHAIRMAN PAUL KAPLAN:** We're not, not on our budget. It's got to be on their budget. It has to be on the County's budget. That's what they're trying to come up with.

**DR. GABRIEL MORLEY:** Right.

**MR. JOSH TAYLOR:** Well, I'm confused. This -- Dick's plan for the hundred million dollars doesn't include the County -- I mean, it doesn't include the library buildings at all?

**DR. GABRIEL MORLEY:** Not for the repairs, but for ongoing maintenance, yes.

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

**DR. GABRIEL MORLEY:** There's a stipulation about the ongoing maintenance of all the facilities and having the line item every year that would carry over. The question is does the County do it internally or do we contract with somebody. And I'm sure that'll be a policy decision for the BOC to decide. But ongoing maintenance would be covered.

#### **BUDGET UPDATE**

**CHAIRMAN PAUL KAPLAN:** Budget Update.

**DR. GABRIEL MORLEY:** The budget, the County not surprisingly pushed back the budget plan in two weeks. They weren't ready to go when they told us we're ready. But we still did our part. We sent it out to the managers. The managers had been working to do their regular budget, their enhanced budget and the budget that cuts five percent. So they're sending all that. Ed's compiling it. And then the division heads, the administrators, whatever were told -- the admin team will sit down and go over those proposals and then chart out our system budget. And then we'll...

**MR. JOHN R. THOMAS:** So what kind of guidelines does the County give you at this point?

**DR. GABRIEL MORLEY:** Well, they sent the last year's budget as your base.

**MR. JOHN R. THOMAS:** The approved 2016 budget?

**DR. GABRIEL MORLEY:** Right. And then if you are going to ask for any kind of increase, any enhancement, then you have to fill out the little paperwork that goes with. Let's say we want to spend an extra hundred thousand on books in 2017, then we need to write out why we believe this will be important, how it will affect what we're doing, who will benefit, all those things. So those would be our enhancements, what extra people. Whatever you want more money for. Then you've also got to have that planned for if you take a cut. You know, if the health department gets ten percent and you've got to take a five percent cut, what's it going to look like. So we'll have those

three scenarios. But the way it comes to you from the County is those three scenarios are all in the same computerized program.

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

**DR. GABRIEL MORLEY:** It's not a difficult process. And Dick told us Monday, you know, don't plan for huge increases. I closed my ears during that part, but... You know, that's what I told Gayle, I mean, if we ask for another five hundred thousand dollars, that's not even one percent of our budget. Can't we come up with another five hundred thousand, you know, for a great program for the library, you know? Something that pulls at your heart. So we'll see how it goes. I don't -- I haven't been through that process, so I don't know how strict or stringent or vigorous it is when we go and meet with Dick and Sharon and them.

But I think we'll have good justification for the things we want to do. Just like what Chip mentioned before. It's also ignorance, you know, blissful ignorance. I can go in and say we need another five million, you know. They can laugh, but I'll say, well, I didn't know we couldn't ask for five million. You know, we want the five million for 'x', 'y', and 'z'. And we have a good case. If you look at our scenario, we're opening new facilities. They need to be staffed, right. I mean, we're opening new facilities. We need to maintain their Collection. So we have some evidence, or we have some momentum that we could keep going if we're funded at an adequate level.

**MR. JOSH TAYLOR:** I think what's, you know, missing from what I've seen in the past is that we haven't really shown the fact that we are understaffed in square footage that we're trying to operate in, the hours and the schedules. And if we said, all right, if we have less money then we're going to have to cut hours or we're going to have to reduce staffing, it's going to impact service in this way. I mean, that to me is the way to get their attention.

**DR. GABRIEL MORLEY:** Yes. We've come up with some different ideas. Gayle and I had both been thinking about a similar thing from a different perspective. And she calls her Marketplace Libraries. And I was thinking of sort of like an Express Library where it wouldn't be a full service. You know, where we could have just two people maybe who work in there and would have shorter hours and maybe just have Best Sellers and computers, so then we don't have to fully stock and maintain and staff that library which is potentially one mile down the street from another one. You know, and so if we could do that and realize some savings there in an effort to bulk up South Fulton and Sandy Springs, the bigger regional branches, to me that

makes sense.

The argument I think people put forth is that, oh, well, not everybody can get to the regional one. So it becomes an access issue. But if we have the BookMobiles, you know what I mean. It's a comprehensive plan, and I'm with you, it's about positioning what we're doing and aligning that with our resources in the most effective way. And that's what I hope, because we're going to ask for more money. You know, we're going to ask for some more staff. I mean, and we're going to justify it using those very same strategies that you mentioned. And we have a good argument, like I said. But, ultimately, remember, it's going to come down to the County's priorities too.

**MR. JOSH TAYLOR:** Right. But if you can communicate that to us, then we can begin to work on our Commissioners. So that's why I'm interested in the timetable when we're going to get a package that we can try to help sell.

**DR. GABRIEL MORLEY:** Probably at the next meeting. I mean, I think, you know, we should have everything from the Branch Managers by the end of this week, even the lagers. And then we'll start putting all that stuff together and we'll have a good idea of what we need and want to do.

**MR. JOSH TAYLOR:** You think you could send it out to us before the next meeting so we can review it?

**DR. GABRIEL MORLEY:** Yes. It'll probably be a different format. We'll have to put it some kind of format that's not the County's program.

**MR. JOSH TAYLOR:** I understand.

**DR. GABRIEL MORLEY:** I mean, we can put it in a Word document or something that looks like something readable. But we can do that. And we -- when we talked at the Foundation today, too, you know, it reminded me the Foundation has money to do some things. So one of the projects that I was considering may be a better project for the Foundation. So if that's the case, then we don't need to use that money in our budget for that project. We could repurpose it somewhere else, so...

**CHAIRMAN PAUL KAPLAN:** Okay. Any other questions.

**MR. JOHN R. THOMAS:** Gabe, I really do the streamlining of the reports.

**DR. GABRIEL MORLEY:** That's Zenobia. Got us a whole new book.

**MR. JOHN R. THOMAS:** Yes. But there's one thing that I do miss on the Customer Service Comments. We used to have, remember, we used to have the top two or three compliments and the top two or three complaints, Zenobia. That told me -- I would keep track of those in terms of other trends, particularly, on the

complaint side. You know, if people -- if we're hearing more and more about the restrooms aren't being taken care of we got to get on top of that. But right now as a Board of Trustee, I don't know what the complaints are. And maybe you are getting them as the guy in charge. But I think I would want to know that. I'd want to know what the complaints are, the nature of the complaints.

**DR. GABRIEL MORLEY:** Yes. We know them.

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

**DR. GABRIEL MORLEY:** We're getting them steadily.

**MR. JOHN R. THOMAS:** Yes. Why -- I mean, they're on the same sheet of paper. You could still add that. I'd like to know -- I'd like to know what the complaints are.

**DR. GABRIEL MORLEY:** We can add it back if you want. My thinking was it just added no value, you know. It was -- a totally random phone call from somebody. And, you know, we just -- and I guess we're probably jaded because we're getting so many of them both ways every day.

**MR. JOHN R. THOMAS:** Well, to the extent that what is reported is correct, then we can make intelligent decisions. But if you're -- I mean, if the data that we're getting or the comments we're getting or they're not being reported accurately then we don't need that. But to the extent that the information is correct, it helped me as a Trustee.

**MR. JOSH TAYLOR:** Well, you know, it's a phenomenon, right.

**DR. GABRIEL MORLEY:** Yes. What was the one we just had where the lady didn't even say where she was? Right before we came in the room; Velma had it.

**MRS. GAYLE H. HOLLOMAN:** Oh, yes. She came up and said she had a problem with printing. But she didn't put a phone number on the thing. She didn't put an address or email.

**DR. GABRIEL MORLEY:** Yes. So you see that --

**MRS. GAYLE H. HOLLOMAN:** And we want to know which branch had the problem.

**MR. JOHN R. THOMAS:** Well, the information has to be reliable for sure. I mean, it doesn't do you any good, Gabe, or us if it's just nice to know information that's incorrect. That's no good, you know.

**DR. GABRIEL MORLEY:** Well, we just felt like they weren't --

**MR. JOSH TAYLOR:** Gabe, I think what you heard is that John gets some value out of the complaints and comments.

**DR. GABRIEL MORLEY:** Right. Yes. We can add them. That's no big deal. We have that information. But this is a quarterly report now too.

**MR. JOHN R. THOMAS:** That's okay.

**DR. GABRIEL MORLEY:** So we'll see.

**MR. JOSH TAYLOR:** Yes.

**DR. GABRIEL MORLEY:** And that's what I mean, they're all flexible. We talked about that last time.

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

**DR. GABRIEL MORLEY:** All of these reports, if there's something else you want to see, we can add it. If there's something you don't need, let's take it out. And -- you know, we're trying to make it as efficient as possible.

**MR. JOHN R. THOMAS:** I think they're -- I like the streamlined. I really do.

**MRS. PHYLLIS D. BAILEY:** I like this.

**CHAIRMAN PAUL KAPLAN:** Anything else that...

**DR. GABRIEL MORLEY:** Yes. Let me say one thing. Floyd Council walked in while we're here. Floyd's the new Central Library Administrator. Was working in Broward County. He's worked in St. Louis, Washington, D.C. Worked with a lot of big named librarians in different places. So as we go through this renovation, as we try to modernize, clearly this is the cog, you know, in our wheel. So we felt like it was important, that his experience and expertise was going to be valuable in helping us establish this again as a Central Library for this System. So -- and I think today was his first day, so...

Oh, yes, and do you want to get these clips? I mean, this is another thing where I don't really get any value out of these clips. But these are all the publicity things. You know, like if something runs in the Roswell Neighbor, we're photocopying it and giving it to you. If you're not looking at these or you don't want to see them, then let's just save the paper. Zenobia goes to a lot of trouble, and Claudia puts them all together.

**MR. JOSH TAYLOR:** As far as I'm concerned, I agree. It'd be better to just, if you have links to just send us an email.

**DR. GABRIEL MORLEY:** So just the email.

**MR. JOHN R. THOMAS:** Yes. The important stuff we're going to learn about. But having every bit of it, we don't need it.

**DR. GABRIEL MORLEY:** That's what we felt like. And -- good.

**MR. JOHN R. THOMAS:** We aim to please, Gabe.

**DR. GABRIEL MORLEY:** Me too.

**CHAIRMAN PAUL KAPLAN:** And there's a bunch of things we're going to talk about, but not today, about the Friends Council and how we can work the Friends in helping out. I know that Josh and I talked about it. That's something we want to talk to you about. But, I mean, I sit in the Friends Council. Boy, you learn a lot of things on the Friends Council. Where they won't say anything to the director -- or to the manager -- excuse me --

- manager, but they'll tell me when I'm sitting in there. So it's a real --

**MR. JOSH TAYLOR:** When is the next meeting?

**CHAIRMAN PAUL KAPLAN:** Huh?

**MR. JOSH TAYLOR:** When is the next Friend Council meeting?

**CHAIRMAN PAUL KAPLAN:** It just happened. It's -- let's see. The next one, do you remember when the next one is?

**MR. JOHN R. THOMAS:** Is it the 15th? I'm not sure.

**CHAIRMAN PAUL KAPLAN:** I'll let you know. You can come with me.

**DR. GABRIEL MORLEY:** They meet quarterly?

**CHAIRMAN PAUL KAPLAN:** Quarterly.

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

**DR. GABRIEL MORLEY:** Because they met in June after the BOC meeting.

**MR. JOSH TAYLOR:** After the BOC meeting, yes.

**MR. JOHN R. THOMAS:** Yes. I think in September.

**CHAIRMAN PAUL KAPLAN:** The BOC meeting, so it was right afterwards I went into the Friends.

**MR. JOHN R. THOMAS:** I think she said, Karen Bearden, I think she said September 15th, but I'm not sure.

**MRS. PHYLLIS D. BAILEY:** Where do they hold the meeting?

**CHAIRMAN PAUL KAPLAN:** BOC is right here, right in this room.

**MRS. PHYLLIS D. BAILEY:** Oh, okay.

**CHAIRMAN PAUL KAPLAN:** It was just at the BOC that time that --

**MR. JOSH TAYLOR:** The BOC was downtown was downtown at the Fulton County Center.

**MR. JOHN R. THOMAS:** What was your question?

**CHAIRMAN PAUL KAPLAN:** Oh, I'm sorry. Yes. They had a special meeting, but normally they meet right here.

**MRS. PHYLLIS D. BAILEY:** I was trying to find out where the Friends Council --

**MR. JOHN R. THOMAS:** The Friends, the Council where does that -- she was asking --

**CHAIRMAN PAUL KAPLAN:** The Friends Council meets here.

**MRS. PHYLLIS D. BAILEY:** Here, okay.

**CHAIRMAN PAUL KAPLAN:** But they met at the BOC only because that was that date --

**MR. JOHN R. THOMAS:** That's right. That was the government thing.

**CHAIRMAN PAUL KAPLAN:** And they were thanking all the Friends Groups. Anything else?

**ADJOURNMENT**

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

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

**MR. JOSH TAYLOR:** Second.

**CHAIRMAN PAUL KAPLAN:** All in favor say aye, again?

*(WHEREUPON, all said aye.)*

**CHAIRMAN PAUL KAPLAN:** Okay. Thank you.

*(Whereupon, the Board of Trustees Meeting  
concluded at 5:20 p.m.)*

Doc. #16-47

Fulton County Library System

Director's Report

Dr. Gabriel Morley, Executive Director

August 17, 2016

**Summary of July Activities**

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

AARL held its grand reopening on August 4. Several hundred people attended the ribbon-cutting.

Victor Simmons, Jr. joined the AARL staff on July 13<sup>th</sup>, as the new library manager.

**Special Projects/Activities**

In collaboration with the Truly Living Well Center for Natural Urban Agriculture (TLW), and as part of the 2016 National Black Arts Festival Family Day / Culture Fest, AARL hosted Red Black and GREEN: Sowing Health and Wellness in the Black Community via Urban Agriculture. These two community discussions, facilitated by Rashid Nuri, president and CEO of Truly Living Well Center for Natural Urban Agriculture, explored the personal (nutrition and lifestyle) and communal health and wellness benefits of urban agriculture for the African American community. Rashid Nuri also highlighted the sociopolitical history of agriculture in the black experience; the impact of environmental inequality on communities of color and urban agriculture as an essential element in building empowered Black communities. This event took place in the Fellowship Hall of the Historic Ebenezer Baptist Church.

The Archives Division received 6 linear feet of materials for the new Sweet Auburn Curb Market Records. The deed of gift was received.

The Archives Division received materials from the following:

A donor for the Georgia African American Preservation Network Collection. The deed of gift is forthcoming.

Fleda Mask Johnson Collection. The deed of gift is forthcoming.

**Branch Services**

**Branch Services Summary Statement**

The branches celebrated the end of their well-attended Summer Reading programs as they prepared for their Fall programming and services. The new 2016-2017 school year has begun and the library has continued to maintain its partnership with neighboring schools to support their endeavors while also planning many upcoming activities and programs for the community to enjoy. Many of our branches will provide programs to prepare our young adult patrons for college such as, a Mock New SAT Exam at Alpharetta, College Bootcamp at Buckhead, How to Obtain Scholarships at Wolf Creek, College Savings Plans at Roswell, and a Six Week Test Prep for the Redesigned SAT exam at Northeast/Spruill Oaks.

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:

- The one thing that Peachtree branch has offered me is a whole new set of knowledge. Not just knowledge in the books that explains to me the every life of when I get older. The books in the Peachtree library have given me a whole new way to see the world - Elizabeth (age 11)
- I have an 18-month old daughter. I bring her to the Peachtree Library to join the storytime every week. We are really beneficial for that. I come from China and English is not my mother language. So storytime provides a good chance for my baby to get in touch with the native speakers, make friends, and learn to behave in a “class” in advance (of school). I’m also beneficial that I learn how to tell story to kid and also learn varieties of funny songs. We really appreciate it. Another benefit is to borrow books for free! WE are enjoyable to the read together at home. Borrowing a book from the library help us read all kinds of books to broaden the baby’s horizons and also help her to learn to value the public property. Thanks! What’s more, we also like the zoo pass policy. So we can take her to visit the zoo every year for free. Thanks everyone in the libraries! -Yu

## **Central**

### **Adult Programming**

Central library will be included in the Pianos for Peace Festival Sept. 3-18. A piano will be placed outside the library during the festival and patrons will be invited to play at their whim. 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.

On July 13<sup>th</sup>, Ms. Tyson of the General Collections Department hosted and facilitated a wonderful, interactive panel discussion led by Factory Girls of Atlanta. The founding and managing partners’ vision is to be a creative think and production tank for fashion. This was a very well attended program with 33 attendees.

### **Special Collections**

Fulton County Health Department reached out to Special Collections this month to see if staff could rehome some of their documents. Staff were thrilled to receive from them: “Minutes and Reports from the Board of Health” dating from 1915-1953 as well as newspaper clippings, dedications and regulations. Most interesting were two volumes of “Minutes of the Board of Heath” – one dates 1893-1899 and the other 1900-1904. These titles will all become part of the department’s Local Documents Collection although many will be housed in the Rare Book Room. Special Collections is planning to display several of the titles as soon as the new display case arrives.

On July 27<sup>th</sup> Special Collections received a call from Sara Pepitone with The Pulitzer Prizes. The Pulitzer Prizes is preparing web sites and other events to celebrate the 100<sup>th</sup> Anniversary of

The Pulitzer Prize. Ms. Pepitone requested photos of items from the Margaret Mitchell Collection to be included in events and publicity surrounding the 100<sup>th</sup> Anniversary. Staff took a variety of photos from the Mitchell Collection including her typewriter, the First Edition and One Millionth Copy, foreign language editions, items from her personal library, her library card and her 1937 Pulitzer Prize. Staff will be sent links to The Pulitzer Prizes website and AFPLS will be tagged with links to their Facebook content.

### **Exhibits and Displays**

Two local artists had their art in the Lower Level Gallery for July. *American Backyards v. Cityscapes: A Study in Light* was the title artist Sophie Guoer gave to her oil on canvas painting exhibit. Ecuadorian artist Vanessa Lopez Pavonini entitled her acrylic on canvas exhibit *The Surrealist Paintings of Vanessa Lopez Pavonini*.

AFPLS has been selected to host the Native Voices: Native Peoples' Concepts of Health and Illness exhibit. The exhibit will arrive at Central from the Trinity College of Nursing by August 16<sup>th</sup> and will be picked up for delivery to Troy University on September 27<sup>th</sup>.

### **Public Relations & Marketing**

The July 19 issue of the *Atlanta Journal-Constitution* featured in its "Metro" section, a listing about the Canning Class taking place at the Milton Library.

The July 20 issue of the *Sandy Springs Neighbor* featured in its "Main" section, a listing about the Sandy Springs Library Friends Group seeking volunteers to work in its bookstore.

The July 20 and 27 issue of the *Mundo Hispanico* listed in its "Calendario" section an upcoming exhibit at the Central Library. The exhibit features the work of Sophie Guoer.

The July 21 issue of the *Atlanta Journal-Constitution* ran in its "Metro" section, a brief about the program, "*Back to School Savings: Couponing with the Pretty Frugal Diva*" taking place at the Ponce de Leon Library.

The July 21 issue of the *Dunwoody Reporter* ran in its "Main" section, a brief about the "*Franklin Pond Chamber Music*" program at the Sandy Springs Library, a brief about a "Henna Tattoos" program, as well as a brief on the "Heart Health" program also taking place at Sandy Springs Library.

The July 21 issue of the *Neighbor Newspapers* ran online and in its "Main" section of several Neighbor Newspapers (including Sandy Springs), a story entitled "*Fulton County's Central Library to be spared from the Wrecking Ball.*"

The July 21 issue of the *Alpharetta-Roswell Herald* ran in its "Main" section, a listing about the "*Dollars and Cents: Finance for Children*" program taking place at the Northeast/Spruill Oaks Library, the "*Foreign Films at the Alpharetta Library*" program and the "*Humming Birds and Pollinators*" program taking place at the Milton Library.

The July 21 issue of the *Alpharetta-Roswell Herald* ran in its “Main” section, a calendar listing featuring several library events taking place across Alpharetta, Milton, Northeast/Spruill Oaks and Roswell branches. Events include “*Let’s Play Music with Ms. Linda*” at Milton Library, “*Writers Club for Teens*” at the Roswell Library and “*Teen Art Class*” at the Alpharetta Library.

The July 21 issue of the *Atlanta-Journal Constitution* ran in its “Main” section, a story by Arielle Kass titled “*\$55 million plan to save historic library*” highlighting the Commissioners’ votes to renovate Central Library at their July 20 meeting.

The July 27 issue of the *Sandy Springs Neighbor* ran in its “Main” section a story by Ross Williams titled “*Historic Central Library to be spared from the Wrecking Ball*”  
 The August 4 issue of the *Atlanta-Journal Constitution* ran in its “Metro” section a story titled “*Library Renovation Passes Major Step*” by Arielle Kass, about the Fulton Commissioners voting to seek bonds for the renovations

The August issue of *Art Papers Magazine* featured in its “Main” section a story titled “*The Way of Looking*” on the Marcel Breuer Central Library and the history behind the architect and the future of Central.

The August issue of *Atlanta Parent* featured an extensive listing of Library programs in the magazine’s “Main” section.

The August issue of “*Atlanta Homes and Lifestyles*” featured an “*Around Town with Naomi Von Habersham*” piece in their “Main” section about the Central Library being the best example of brutalist architecture in Atlanta.

The August 5 issue of “*Atlanta Jewish Times*” featured in their “Main” section a brief on an upcoming program titled “*Boot Camp for Divorcing Women*” taking place at the Alpharetta Library.

Social Media Stats - July 2016

Facebook:	Total Posts	25
	Reactions	161
Comments	15	
	Post Shares	13
	Total Fans	3539
Twitter:	Tweets	16
	Mentions	42
	Profile Visits	638
	Impressions	11.9K
	Followers	679
Blog:	New Posts	0
	Post Views	0
	YTD posts	25
	YTD post views	575

Instagram:	Total Posts	3
	Likes	56
	Followers	300

## **Volunteer Services**

General Overview: The Office of Volunteer Services recorded 6,111 hours performed at 29 locations, including eight departments at Central, by 670 volunteers, 99 of which were new to the System. Ocee, Alpharetta and Northeast/Spruill Oaks had the top number of individual volunteers. Roswell, Sandy Springs and Northside had the top number of Friends' hours.

Our top three hour volunteers were Emmett Brantley who served 140.5 hours at Dogwood, Gerrie Fornek who served 85 hours with the Friends of the Alpharetta Library and Dawon Song who served 69 hours at Ocee. Our top new volunteers included Mika Askew with 46 hours at Wolf Creek, Maria Daly with 39 hours at Alpharetta and Devon Jones with 38 hours at Wolf Creek.

Northeast/Spruill Oaks Library volunteer liaison Karen Swenson was honored at the Fulton County FOCUS Awards for her outstanding work with hundreds of library volunteers.

Books for Babies program materials were distributed to 16 families this month through our youth services librarians and a Grady Hospital social worker.

Volunteer services staff screened and placed 69 teenagers, 38 adults, 14 National Charity League members, 19 court-required volunteers, five program presenters, one AARP volunteer and four groups.

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

AS OF JULY 31, 2016

Doc. #16-45

SERVICE	2016 BUDGET	JULY YTD	2016 YTD	2016 YTD	2016 YTD	2016 YTD	BUDGET
DESCRIPTION	ALLOCATION	EXPENDITURES	YTD EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
REG SALARY	14,186,796	991,173	7,423,899	-	7,423,899	52%	6,762,897
PART TIME SALARY	1,698,595	58,707	489,173	-	489,173	29%	1,209,422
BENEFITS	7,337,277	517,038	3,715,153	-	3,715,153	51%	3,622,124
BOOKS	1,983,889	229,747	708,908	860,099	1,569,007	79%	414,882
OFFICE EQUIP. REPAIR	58,456	-	53,693	2,500	56,192	96%	2,264
EQUIPMENT	2,820	-	909	1,909	2,818	100%	2
OFFICE FURNITURE	12,082	-	4,403	4,345	8,748	72%	3,334
PROFESSIONAL SERV	55,337	849	25,342	24,325	49,666	90%	5,671
COPIER MACHINE LEASE	323,100	27,654	121,617	-	121,617	38%	201,483
COPIER PAPER	34,000	-	-	11,000	11,000	32%	23,000
SUPPLIES	196,902	12,846	67,063	245	67,308	34%	129,594
SOFTWARE MAINTENANCE	250,000	-	3,600	153,488	157,088	63%	92,912
BUILDING RENT	263,050	25,590	157,624	105,426	263,050	100%	0
LYRISIS CHARGES	1,000	-	-	-	-	0%	1,000
OTHER SERVICES	124,485	19,047	49,310	30,094	79,404	64%	45,081
SECURITY SERVICES	282,442	16,396	164,624	115,084	279,708	99%	2,734
TRAVEL	12,391	2,753	6,482	-	6,482	52%	5,909
TRANSFER OUT CAPITAL PROJ	15,000	-	15,000	-	15,000	100%	-
TRAINING	1,465	-	-	-	-	0%	1,465
VEHICLE MAINTENANCE	13,750	481	1,564	-	1,564	11%	12,186
GENERAL INSURANCE	759,530	63,294	443,059	-	443,059	58%	316,471
<b>TOTAL</b>	<b>27,612,367</b>	<b>1,965,574</b>	<b>13,451,422</b>	<b>1,308,514</b>	<b>14,759,936</b>	<b>53%</b>	<b>12,852,431</b>

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

AS OF JULY 31, 2016

ORGANIZATION	SERVICE	2016 BUDGET	JULY	2016YTD	2016 YTD	2016 YTD	2016 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
PUBLIC SERVICE OPERATIONS	REG SALARY	12,139,918	844,041	6,356,014	-	6,356,014	52%	5,783,904
	PART TIME SALARY	1,698,595	58,707	489,173	-	489,173	29%	1,209,422
	BENEFITS	6,243,027	441,705	3,182,512	-	3,182,512	51%	3,060,515
	BOOKS	1,983,889	229,747	708,908	860,099	1,569,007	79%	414,882
	OFFICE EQUIP. REPAIR	58,456	-	53,693	2,500	56,192	96%	2,264
	OFFICE FURNITURE	11,785	-	4,403	4,345	8,748	74%	3,037
	PROFESSIONAL SERV	14,595	849	6,152	2,773	8,924	61%	5,671
	COPIER MACHINE LEASE	307,800	25,669	106,527	-	106,527	35%	201,273
	COPIER PAPER	600	-	-	-	-	0%	600
	SUPPLIES	144,957	8,798	35,010	-	35,010	24%	109,947
	BUILDING RENT	263,050	25,590	157,624	105,426	263,050	100%	0
	OTHER SERVICES	34,383	588	6,258	3,309	9,567	28%	24,816
	SECURITY SERVICES	282,442	16,396	164,624	115,084	279,708	99%	2,734
	TRAINING	1,000	-	-	-	-	0%	1,000
	GENERAL INSURANCE	575,035	47,920	335,437	-	335,437	58%	239,598
<b>Total</b>		<b>23,759,532</b>	<b>1,700,010</b>	<b>11,606,334</b>	<b>1,093,536</b>	<b>12,699,870</b>	<b>53%</b>	<b>11,059,662</b>

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

AS OF JULY 31, 2016

ORGANIZATION	SERVICE	2016 BUDGET	JULY	2016YTD	2016 YTD	2016 YTD	2016 YTD	BUDGET
TYPE	DESCRIPTION	ALLOCATION	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	COMMITTED	% COMMITTED	BALANCE
SUPPORT SERVICES	REG SALARY	2,046,878	147,131	1,067,885	-	1,067,885	52%	978,993
	BENEFITS	1,094,250	75,334	532,641	-	532,641	49%	561,609
	EQUIPMENT	2,820	-	909	1,909	2,818	100%	2
	OFFICE FURNITURE	297	-	-	-	-	0%	297
	PROFESSIONAL SERV	40,742	-	19,190	21,552	40,742	100%	0
	COPIER MACHINE LEASE	15,300	1,985	15,091	-	15,091	99%	209
	COPIER PAPER	33,400	-	-	11,000	11,000	33%	22,400
	SUPPLIES	51,945	4,048	32,053	245	32,298	62%	19,647
	SOFTWARE MAINTENANCE	250,000	-	3,600	153,488	157,088	63%	92,912
	LYRASIS CHARGES	1,000	-	-	-	-	0%	1,000
	OTHER SERVICES	90,102	18,459	43,052	26,785	69,837	78%	20,265
	TRAVEL	12,391	2,753	6,482	-	6,482	52%	5,909
	TRANSFER OUT CAPITAL PROJ	15,000	-	15,000	-	15,000	100%	-
	TRAINING	465	-	-	-	-	0%	465
	VEHICLE MAINTENANCE	13,750	481	1,564	-	1,564	11%	12,186
	GENERAL INSURANCE	184,495	15,375	107,622	-	107,622	58%	76,873
<b>Total</b>		<b>3,852,835</b>	<b>265,564</b>	<b>1,845,088</b>	<b>214,978</b>	<b>2,060,067</b>	<b>53%</b>	<b>1,792,768</b>

## Atlanta-Fulton Public Library System - July 2016

Activity and Description	2016		2015		YTD
	July	YTD	July	YTD	
<b>Circulation</b>					
Total number of items checked out of the library	294,465	1,894,701	278,939	1,661,049	14%
<b>Holds</b>					
Number of requests by patrons	54,915	372,627	48,372	306,570	22%
<b>Inter-Library Loans</b>					
Number of items lent to or borrowed from another library system	316	1,653	298	1,723	-4%
<b>Visits</b>					
Number of people entering a library for any reason	329,285	2,127,803	288,545	1,794,517	19%
<b>Computer/Internet Usage</b>					
Number of computer sessions (Internet access and office software)	76,420	471,614	75,101	457,196	3%
Number of hours of computer use	174,557	473,679	45,697	282,199	68%
<b>Wireless Sessions</b>					
Number of times the library's wireless network is accessed	44,351	275,316	36,557	312,392	-12%
<b>Webhits</b>					
Number of times people have visited the library's website	775,562	5,130,504	708,231	4,781,190	7%
<b>Online Resources</b>					
Number of times a resource is logged into or a searched performed	76,831	592,136	56,343	465,592	27%
<b>Computer Classes</b>					
Number of classes	17	133	16	152	-13%
Number of attendees	120	753	98	1,019	-26%
<b>Virtual Circulation</b>					
Number of e-books and e-audiobooks checked out	21,633	122,507	12,773	85,027	44%
<b>Children's programs</b>					
Library sponsored programs offered for children (birth - 12)	387	2,429	358	1,792	36%
Number of people attending programs	14,687	87,372	12,167	66,615	31%
<b>Teen Programs</b>					
Library sponsored programs offered for teens (13 - 17)	91	456	79	327	39%
Number of people attending programs	1,200	10,877	1,143	6,114	78%
<b>Adult Programs</b>					
Library sponsored programs offered for adults (18 + )	288	2,484	240	1,834	35%
Number of people attending programs	3,538	33,483	5,243	28,760	16%
<b>Programs - Total</b>					
Library sponsored programs offered - total of all programs	766	4,603	677	3,953	16%
Number of people attending programs	19,425	112,307	18,553	101,489	11%
<b>Meeting Rooms</b>					
Non-library sponsored meetings or activities scheduled	408	3,349	323	2,307	45%
Number of people attending meetings or activities	7,481	62,197	3,980	32,506	91%

ATLANTA-FULTON PUBLIC LIBRARY SYSTEM  
CIRCULATION REPORT  
JULY 2016

ORGANIZATION NAME	ADULT	JUVENILE	Y/A	JULY 2016 DATA	JULY 2015 DATA	INCREASE/ DECREASE	PERCENT CHANGE	YTD 2016 CIRC	YTD 2015 CIRC	INCREASE/ DECREASE	PERCENT CHANGE
ADAMS PARK	1,111	491	55	1,658	1,410	248	18%	12,527	9,692	2,835	29%
ADAMSVILLE/COLLIER HEIGHTS	881	558	64	1,504	1,709	(205)	-12%	12,819	10,580	2,239	21%
ALPHARETTA	10,742	20,394	1,225	32,360	5,407	26,953	498%	200,291	78,559	121,732	155%
BUCKHEAD	7,167	5,568	506	13,241	13,084	157	1%	85,117	81,851	3,266	4%
CARVER HOMES	0	0	0	0	1,823	(1,823)	-100%	6,215	11,220	(5,005)	-45%
CLEVELAND AVENUE	1,437	1,006	112	2,554	2,287	267	12%	14,509	14,644	(135)	-1%
COLLEGE PARK	1,759	1,617	91	3,467	2,520	947	38%	29,230	16,470	12,760	77%
DOGWOOD	1,449	896	152	2,497	2,618	(121)	-5%	17,940	18,386	(446)	-2%
EAST ATLANTA	1,410	2,570	196	4,176	5,952	(1,776)	-30%	37,806	36,957	849	2%
EAST POINT	4,479	1,970	311	6,760	5,451	1,309	24%	35,878	34,668	1,210	3%
EAST ROSWELL	8,283	8,907	502	17,692	19,223	(1,531)	100%	111,604	97,990	13,614	100%
FAIRBURN	1,365	981	118	2,464	4,078	(1,614)	-40%	23,159	24,953	(1,794)	-7%
GEORGIA HILL	0	0	0	0	1,559	(1,559)	-100%	5,752	8,819	(3,067)	-35%
HAPEVILLE	707	591	48	1,346	1,841	(495)	-27%	10,247	11,317	(1,070)	-9%
KIRKWOOD	1,234	1,758	102	3,094	3,035	59	2%	20,344	19,845	499	3%
MARTIN LUTHER KING, JR	731	362	33	1,126	1,129	(3)	0%	8,622	8,674	(52)	-1%
MECHANICSVILLE	590	657	115	1,363	1,482	(119)	-8%	11,443	11,717	(274)	-2%
METROPOLITAN	4,395	3,626	425	8,446	0	8,446	100%	57,508	0	57,508	100%
MILTON	6,125	12,446	824	19,396	18,335	1,061	100%	118,223	18,335	99,888	100%
NORTHEAST/SPRUILL OAKS	6,091	13,274	918	20,283	20,849	(566)	-3%	122,562	132,451	(9,889)	-7%
NORTHSIDE	6,841	8,388	670	15,899	13,319	2,580	19%	96,408	79,880	16,528	21%
NORTHWEST	2,974	3,432	191	6,597	5,528	1,069	0%	42,670	5,528	0	100%
OCEE	9,562	21,032	1,984	32,578	36,337	(3,759)	-10%	201,711	228,156	(26,445)	-12%
PALMETTO	1,581	2,618	110	4,309	3,772	537	100%	24,861	27,427	(2,566)	100%
PEACHTREE	2,993	2,782	165	5,940	6,616	(676)	-10%	39,934	40,017	(83)	0%
PONCE DE LEON	7,742	5,747	612	14,100	13,392	708	5%	88,181	89,226	(1,045)	-1%
ROSWELL	11,941	11,312	949	24,202	30,905	(6,703)	-22%	156,474	194,712	(38,238)	-20%
SANDY SPRINGS	10,144	8,976	836	19,956	22,884	(2,928)	-13%	116,786	132,644	(15,858)	-12%
SOUTHEAST	1,496	1,627	202	3,124	0	0	100%	3,782	0	3,782	100%
SOUTH FULTON	168	104	31	304	359	(55)	-15%	19,286	2,387	16,899	708%
SOUTHWEST	3,066	2,380	294	5,741	6,548	(807)	-12%	32,950	44,384	(11,434)	-26%
STEWART-LAKEWOOD	0	0	0	0	1,875	(1,875)	-100%	0	15,051	(15,051)	-100%
THOMASVILLE HEIGHTS	0	0	0	0	2,717	(2,717)	-100%	4,088	6,524	(2,436)	-37%
WASHINGTON PARK	981	951	66	1,999	2,424	(425)	-18%	14,112	15,090	(978)	-6%
WEST END	1,141	768	63	1,972	2,221	(249)	-11%	12,888	13,991	(1,103)	-8%
WOLFCREEK	3,334	4,681	454	8,469	8,814	(345)	100%	54,278	52,714	1,564	3%
<b>BRANCHES TOTAL</b>	<b>123,921</b>	<b>152,471</b>	<b>12,426</b>	<b>288,617</b>	<b>271,503</b>	<b>13,990</b>	<b>5%</b>	<b>1,850,205</b>	<b>1,594,859</b>	<b>255,347</b>	<b>16%</b>
CENTRAL	4,288	1,127	214	5,630	7,428	(1,798)	-24%	43,641	51,138	(7,497)	-15%
BOOKMOBILE/Outreach Services	15	0	1	16	8	8	100%	855	90	765	850%
AUBURN AVENUE RESEARCH				Non-circulating library - please refer to other usage reports.							
<b>SYSTEM TOTAL</b>	<b>128,225</b>	<b>153,599</b>	<b>12,642</b>	<b>294,263</b>	<b>278,939</b>	<b>12,200</b>	<b>4%</b>	<b>1,894,701</b>	<b>1,646,087</b>	<b>248,615</b>	<b>15%</b>

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

AGENCY NAME	JUL CIRCULATION	TOTAL REGISTRATIONS	INTRA-LIBRARY LOANS	COMPUTER USAGE	LIBRARY VISITS	NUMBER OF PROGRAMS	PROGRAM ATTENDANCE	NUMBER OF MEETINGS	MEETING ATTENDANCE	VOTER REGISTRATIONS
ADAMS PARK	1,658	175	162	2,332	5,452	26	360	8	164	10
ADAMSVILLE/COLLIER HEIGHTS	1,504	179	433	1,003	4,070	8	267	0	0	5
ALPHARETTA	32,360	1,017	3,680	3,655	40,732	46	1,027	19	319	8
BUCKHEAD	13,241	627	1,491	2,467	15,004	12	658	50	522	11
CLEVELAND AVE	2,554	178	515	1,879	4,770	18	404	15	307	0
COLLEGE PARK	3,467	316	358	2,477	3,617	16	401	2	4	0
DOGWOOD	2,497	101	294	1,299	5,977	11	420	3	22	17
EAST ATLANTA	4,176	326	719	2,419	7,237	29	983	1	35	20
EAST POINT	6,760	384	670	4,761	7,537	5	99	24	930	4
EAST ROSWELL	17,692	576	2,134	2,378	5,817	37	844	9	100	16
FAIRBURN	2,464	290	417	450	4,423	10	78	4	48	10
HAPEVILLE	1,346	62	476	1,218	3,120	16	667	9	47	0
KIRKWOOD	3,094	151	482	1,382	2,671	18	264	1	17	4
MARTIN LUTHER KING, JR	1,126	108	305	1,162	4,073	22	721	0		10
MECHANICSVILLE	1,363	115	341	1,667	5,834	12	290	11	119	5
METROPOLITAN	8,446	410	5,605	8,389	14,586	21	487	53	1,066	0
MILTON	19,396	476	4,101	2,030	11,338	56	689	0	0	46
NORTHEAST/SPRUILL OAKS	20,283	481	2,184	1,115	23,468	31	1,130	18	235	4
NORTHSIDE	15,899	325	944	509	1,155	13	450	2	40	0
NORTHWEST	6,597	323	3,205	3,061	8,501	22	508	16	176	10
OCEE	32,578	701	1,354	1,493	23,474	34	937	3	30	14
PALMETTO	4,309	146	1,757	2,546	5,155	18	590	27	79	2
PEACHTREE	5,940	308	1,104	1,686	3,232	25	432	5	58	10
PONCE DE LEON	14,100	510	1,775	2,724	22,462	21	292	8	106	12
ROSWELL	24,202	862	2,662	3,129	19,890	31	484	11	115	30
SANDY SPRINGS	19,956	870	2,285	3,152	24,311	51	1,155	5	130	10
SOUTHEAST	3,326	443	2	1,407	4,573	6	79	9	139	5
SOUTH FULTON	304	105	0	0	0	0	0	0	0	0
SOUTHWEST	5,741	514	852	5,889	15,000	22	555	31	620	0
WASHINGTON PARK	1,999	117	473	2,152	9,872	12	438	2	30	23
WEST END	1,972	169	273	1,970	5,945	14	273	0		20
WOLF CREEK	8,469	526	1,661	2,863	1,763	22	448	25	690	0
<b>BRANCHES TOTAL</b>	<b>288,819</b>	<b>11,891</b>	<b>42,714</b>	<b>74,664</b>	<b>315,059</b>	<b>685</b>	<b>16,430</b>	<b>371</b>	<b>6,148</b>	<b>306</b>
CENTRAL	5,630	963	4,219	1,756	14,226	74	1,650	37	1,333	23
BOOKMOBILE/OUTREACH SERVICES	16			0		2	1,089	0	0	0
AUBURN AVENUE RESEARCH		1		0	0	5	256	0	0	0
<b>SYSTEM TOTAL</b>	<b>294,465</b>	<b>12,855</b>	<b>46,933</b>	<b>76,420</b>	<b>329,285</b>	<b>766</b>	<b>19,425</b>	<b>408</b>	<b>7,481</b>	<b>329</b>