Facilitator: The meeting was called to order at 6:02 pm by Madam Chair, Mapillar Dahn.

Trustee Folami offered the prayer.

At this time there was not a quorum so agenda items cannot be voted on. Later during the meeting one additional Trustee arrived, giving us a quorum and we are able to go back and vote on the agenda and minutes.

In Attendance

Brenda Harrison, Dr. LaWanda Folami, Mapillar Dahn, Linda Lopez, Andrea Wade and Dr. Evette Dupree.

Absent

Felecia Butts, Crystal Perry, Dr. Rumph-Carter, Donya Sartor and Carolyn Boone,

Approval of the Agenda

During the time that the vote to approve the agenda was called, there was not a quorum however, during the course of the meeting we did acquire a quorum. A motion was made to approve the agenda by Trustee Folami and 2nd by Trustee Lopez. The motion was approved by unanimous vote.

Approval of the Minutes

As with the situation with the vote for the agenda, there was still not a quorum however, during the meeting we did acquire a quorum. A motion was made to approve with stated corrections by Trustee Folami and 2nd by Trustee Dupree. The motion was approved by unanimous vote.
Public Comment

Ms. Katie Young with the “You Deserve It! Institute of Empowerment” came to the BOT meeting to invite the Trustees to her grand opening in Forest Park and to ask the library system to partner with them and give support.

The Director and all of the Assistant Directors submit reports to the Trustees prior to the board meeting. This session gives a summary of the activities in the reports and allows the Trustees the opportunity to ask questions.

Interim Director and Assistant Director Reports

Interim Director Parham congratulated his staff for work well done. The chromebooks are currently being processed and will be distributed soon. While observing the applicants as they came in to apply for jobs at the job fair, Director Parham was concerned with the appearance of the applicants. He wants to help the job applicants to be better prepared for the interview and look interview ready. There will be a workshop prior to the next job fair to teach applicants how to be “job and interview ready”. Asst. Director Stanley has been busy making sure the coin boxes on the kiosks are working. They were only accepting credit cards and now the patrons can use coins. The library will soon start the 3D workshops in addition to setting up a 3D Lab. This is a very exciting venture. There was a point brought up by some of the Trustees about ways to let the patrons know more about the resources and programs that the library offers. Parham stated that he and his staff will explore ideas to make it happen. In addition the Director brought up the condition of the exterior of the Riverdale Branch. It is in need of pressure washing. The county maintenance department stated that they can do the work but they don’t know when it can be done because they are so far behind. Parham was considering having the custodial staff do the work. Trustee Folami stated her concern about liability if staff performs the work and it is not in the job description. Parham will look into it before anything is done by his staff.

Assistant Director Ozoh shared with the board the amount of outreach that the library is able to do. There is a focus to connect the churches in the community and get the word out about the resources that are offered. Ms. Ozon thanked the board for the support that was shown during all of the staff’s efforts.

Assistant Director James talked about the SEL program (social emotional learning). This program includes working with Legos and Play-doh. This helps the youths and teens with
dealing with and talking about their emotions. This will go into effect on the 20th of March and will be available at all branches. There are also STEM Kits that are available in bags at the branches for children and adults.

Assistant Director Stanley stated that the staff has been really busy at all of the branches. The focus in February was black history month. All of the branches had amazing displays and programs along with activities that highlighted black history. At the Lovejoy Branch that was a presentation that spotlighted the Buffalo Soldiers. All the patrons who participated truly enjoyed the presentation. There is an effort to make sure the library system partners with the school system. The Lovejoy branch collaborated with the Goodwill of Ga who had a job fair at the South Clayton recreation center that was very successful. There were 95 applicants that showed up for the event and 20 vendors. There will be another job fair to be held at the Library Headquarters on March 22nd from 10am till 2pm. The Riverdale branch displayed a Black History Museum that had a lot of information for all to see. The library is in the process of doing a MOU with the UGA extension service. This program will teach the public about nutrition and food preparation. This is in the works and has to be approved by the BOC.

Virtual Services Librarian Andre Smith was able to tell the board about the Emergency Connectivity Grant that has provided the library with 40 computers to be used at the branches and 140 Chromebooks that will be available for patrons to check out. The library's podcasts are going strong. The podcast can be found on the library's website, claytonpl.org, YouTube and Spotify. Soon they will be added to other channels. The Coffee with A Librarian was held at the Northwest Branch in February. The public is invited to come and enjoy. This event is held on the 1st Monday of each month. The Money, Film and Movie Workshop is starting. The workshop will teach children ages 12 to 19 and adults 20 years of age and up about editing, film production and screenwriting. At the end of the workshop each participant will produce a 90 second film to be presented at the library Headquarters. More information can be found at claytonpl.org.

Financial Literacy Outreach Coordinator Belinda Eleby was out on leave and not at the meeting.

Financial Report

After discussion about the financial report, Trustee Folami still had concerns about the
line item reporting. It was agreed that Trustee Wade, who heads the Finance Committee, would meet with the libraries's bookkeeper/office manager to get better clarity on the line item reporting. The motion to approve the finance report was made by Secretary Harrison and 2nd by Trustee Lopez. The motion was approved with a 3-2 vote. Two nay votes by Trustees Dupree and Folami.

**Committee Reports**

There was only one committee that made a report. Trustee Lopez spoke about an event that is happening in Atlanta that features Salsa dancing. There was a concern by the Chair that since there was a fee to attend that the event was too commercial.

**Unfinished Business**

Three finalists for Director have been selected by the selection committee. The notice that is required to be posted was read by Chair Dahn. The post will have to run in the public from March 8th till the 22nd. The final interviews for the 3 candidates will take place on March 25th at 10:00am. There will be a Special Called Meeting on the same date at 1:00pm to make a decision on who will be hired as the new Director of the Clayton County Library System.

**New Business**

There was discussion of the Director’s Evaluation process and timeline. The Director’s evaluation will consist of his performance from July, 2022 till June 30, 2023. Madam Chair stated that she will send to each Trustee the forms necessary to complete the evaluation process by the May, 2023 BOT meeting. Director Parham agreed to have his accomplishments submitted to the board by March 24th.

**Executive Session**

The Executive Session was not needed.

**Adjourned**

Motion to adjourn was made by Trustee Lopez and 2nd by Trustee Wade. The meeting ended at 8:13 pm.