Facilitator: The meeting was called to order at 6:01 pm by Madam Chair, Mapillar Dahn.

Prayer: Trustee Folami offered the prayer.

In Attendance

Mapillar Dahn, Andrea Wade, Nawanna Patterson, Dr. La Wanda Folami, Crystal Perry, and Brenda Harrison

Absent

Dr. Yvette Dupree, Linda Lopez, Drew Andrews

Approval of the Agenda

The motion was made by Trustee Perry and 2nd by Trustee Folami. Motion approved Approval of the Minutes

A motion was made by Trustee Perry and was 2nd by Trustee Folami. The motion was approved by unanimous vote.

Public Comments

Christina Guillen signed up to speak.

Interim Director and Assistant Director Reports

Assistant Director Ruphina Ozoh started by thanking the Library BOT and staff members for supporting her and her family during the difficult times. She continues to express her gratitude for the library's presence. Assistant Director Ozoh informed the BOT that she attended the Juneteenth Celebration event for the support of all library branches. She spoke on diversity programs and learned a lot from them. She spoke at the ALA Annual Conference with the Library of Congress. Also, how important it was to be in that moment and have that experience, placing her back in the childhood of her first love for books (Imitation Playground). She also had the pleasure of chatting with Dr. Hayden who is the first woman African American to hold the elitist position. Other things were shared with the BOT in Ozoh report.

Assistant Director Rebecca James started by asking for any questions on her report. Madam Chair ask questions about the pictures highlighted on Juneteenth Event. James went on to speak about Miss Manisola and the fashion show. James spoke about the head wraps (Duka, Gele, Doek) and the clothing (Kanza, Kanga). This clothing was presented in a fashion show with dolls and children. James would like to expand Miss Manisola services to other libraries. Her program draws the largest crowds. James spoke on Vision Alliance they performed over 800 exams for Clayton County students with free glasses and
exams. She spoke on how we partner with Help A Child Smile for dental care. They have scheduled two additional dates in July with Clayton County Library for dental services. James also spoke on Summer Camp Programs and Childcare Centers returning to the libraries. Other things were shared with the BOT in James’ report.

**Assistant Director Sherry Stanley** started with maintenance work order issues being cleared, lights being replaced, and bi-weekly meetings. Highlights are Risk Management about compliance. To make sure we are complying at each branch. At this moment they have visited our Headquarters and Lovejoy branches. Stanley spoke on GLS and completed all branches’ inventory to ensure all Handicapped equipment is up to date in all branch facilities. Inventory is completed at all branches for this. Stanley spoke about the 71 modules being completed by everyone, and it was done in a month and a half. These items are placed into staff files for credit on training and standardized things. Other highlights are the Juneteenth outreach at Forest Park Branch, which had 210 applicants showing up for the job fair and 30 people interviewed. Also, Adult Education Program is on Mondays and Tuesday nights. Summer reading at our NW Branch. Stanley also expressed to the BOT that Programs for adults Time Travel Play for Alzheimer’s should be kicked off for other branches to be introduced. Tiffany Thompson Social Worker at Lovejoy Branch built a relationship with patriots and showed them how to pay utility bills. Mr. Lee teaches Chess at Riverdale Branch. Stanley gave Kudos to Branch Manager. Morrow's June 3 reading Program great turnout. Trustee Folami asked about the splash pass program, Stanley explained, and Vice Chair Wade asked how many participate so far Stanley stated 27 so far. Other things were shared with the BOT in Stanley report.

**Financial Literacy Coordinator Belinda Eleby** *(Presented by Sherry Stanley)*

Stanley started with Belinda’s Eleby highlights on Healthy Affordable Housing wonderful turnout Clayton State University held two financial literacy programs. This program was to teach financial literacy. Trustees Perry and Folami extended a thank you to Belinda for all her assistance in the communities.

**Virtual Services Librarian Andre Smith**

Smith started with show and tell about social media software supporting the new interplay. 30 people signed up. 7 power users, 2 months to complete HVAC, Heating, and Air ventilation, also plumbing classes started 2 weeks ago. Smith spoke on Hoopla streaming services. Which provide audiobooks, magazines, movies, music, and comic books. We don’t have a specific launch date for this. Participants will be able to log on for free as long as their library card is in good standing for a 30-day period. You will be able to stream as well as download on the site for offline use. A binge pass counts as one borrow against your ten credits for binge-watching for a two-week period. Books 3 weeks usage. We have been adding how-to on social media. We have gotten more views and we now have videos on chrome books, and how to get a library card. Which has 300 views to date. Other things were shared with the BOT in Smith’s report.

**Financial Report Director Parham**

Director Parham started by thanking the staff for all they do. From reports to interactions. He spoke on the bricks from Jonesboro that he has available. Moving into reports Parham spoke on Police Captains on negotiating of Police presence. We now have more police presence at most of our libraries thus far.
Parham spoke about Coffee with a Librarian. Lots of collaboration on ALA library design. People counter Platform wires are in, and the vendor will be installing new devices while counting patriots coming in and going out of the library. We are also a member of the Urban Library Counsel Group of Urban Libraries across the United States. Highlights June 29, representatives from the Lions Club; we donated over 100 pair of used eyeglasses with a partnership in place to pick up by Ms. Leonard. Vision to Learn program and Dental screening.

Finance:

**Director Parham**.... We are still trying to get a meeting with finance. End of the year new budget coming out. Getting a response from finance dept. has been really sparse and difficult. I’m staying on it. Meeting with the executive board and or the finance committee May help expedite this, so we don’t have to have a special call meeting.

**Madam Chair:** Any question on the financial report?......the biggest thing for one is I see a balance.

**Director Parham:** A lot of balances are from salaries. Salaries from last fiscal year unto the next one. They are to tell the salaries as we transition from the last fiscal year unto the next one.

**Madam Chair:** Ok, but they were zeroed out last month.

**Director Parham:** The salaries? We wouldn’t be able to zero out those.

**Trustee Perry:** But last month we had some overage. Do they automatically roll over from last month or do we lose that?

**Director Parham:** No, we don’t lose any of that. Part-time staff still get paid. The communication from finance! We have been trying to get in contact with them since January. No one will be shortened hours, no one will go without being paid. Whether that comes out of the general budget or amends certain things. Or shift money around. All the staff part-time as well as full-time will be paid.

**Trustee Perry:** So, all the funds we see are for payroll?

**Director Parham:** Not all of them. Are you talking about the fund's finance put back into the account?

**Trustee Perry:** So, if any of that funding is in jeopardy of going back, or does all? Because I know it came back last month, it was trying to close out.

**Director Parham:** Correct!

**Trustee Perry:** So, what is the solution? Or where do we stand?

**Director Parham:** Still working with finance to see what the ultimate results is.

**Trustee Perry:** And they don’t have a timeline?

**Director Parham:** Not sure! Trying to get in touch with someone.

**Trustee Perry:** Should we?

**Director Parham:** Yes, if you wouldn’t mind.

**Trustee Perry:** Who do we need to contact? Madam Chair!
**Madam Chair:** Yes, I would like to go there, because at this point they are infringing on our duties. I understand their busy. But it should not take this long to get some kind of response. Because at the end of the day, we do need to understand everything that is happening here. And there are some things we are not going to understand on the way.

**Trustee Perry:** And we don’t agree with what the situation is.

**Madam Chair:** Right!

**Trustee Harrison:** So what will be the next step in getting back?

**Trustee Folami:** Table it!

**Trustee Perry:** Table it!

**Madam Chair:** We will have to do the voting thing on whatever the board decides, but we need to speak to finance, and we will follow up between now and the next meeting. If we have to go up there or escalate, then that’s what we gonna have to do.

**Director Parham:** Understandable, I spoke with the COO on the latest transmission so he’s n the loop.

**Madam Chair:** Ok, we may need to escalate from there.

**Director Parham:** Understood!

**Madam Chair:** Any other questions? I need a motion to table.

**Trustee Folami:** I'll make a motion to table this until a further meeting. Until we get all documents that are needed to close out our budget for 2023.

**Trustee Perry:** I second that motion.

**Madam Chair:** Any questions or concerns? Did we understand that motion? Ok! Any questions or concerns? All those in favor say I, Motion passes. This board has voted to table the financial report until we can get some understanding of what’s going on around it. All right, thank you, sir.

**Committee Reports from Board Members:**

**Advocacy- Dupree, Boone** ....... Was not present to discuss.

**Bylaws- Wade, Folami**.... 1st read for suggestions will be discussed at the next meeting.

**Public relations- Lopez** was not present to discuss.

**Finance- Wade** has nothing to discuss due to the tabled finance report.

**Unfinished Business**

2nd Reads

**Vision Statement** motion to remove from agenda by Trustee Perry and 2nd Trustee Folami

**Library Code and Conduct**....2 recommendation by Director Parham shelving and taking pictures in the building and combing some of the statements in being sensitive to some of our patriots who may be in
difficult situations. Combine the language into one statement. Changing or washing, bathing, shaving, or other misuses in public restrooms having bodily hygiene that is offensive and disrupting daily library services. Filming while in building staff or patriots with permission conflicting protesting library and or staff without their permission.

Trustee Perry spoke about hygiene kits, and signage to be left in restrooms.

Motion to approve the second read on the Library Code of Conduct Policy by Trustee Folami and second by Trustee Harrison. Motion passes.

**Clayton County Library System Circulation Policy**

Director Parham spoke on the usage of Library cards on devices and new devices. Replacement and other devices replacement. The loan periods, renewals, item limits, and fines for all circulating materials. Currently, we do not have insurance coverage or locator services on these items that are loaned out to cover these losses.

A motion was made to table this 1st read until the next meeting. Trustee Folami motioned and was seconded by Trustee Perry. Motion passed.

**New Library Branch Hours** Director Parham will be presenting to the COO to give to BOC to be placed on the business meeting agenda and present that to them. Expectations are approved or modified. By next meeting with BOT.

**New Business**

MOU Clayton County Health District PREP Personal Responsibility and Education Program. This item was on the BOC agenda and was not on the BOT agenda for approval. PREP was approved by the BOC.

**Executive Session** A motion was made by Trustee Perry and seconded by Vice Chair Wade. This Executive session started at 7:55 pm. Executive Session ended at 8:24 pm Motion by Trustee Perry and seconded by Trustee Folami.

**Returned to Public Meeting** at 8:24 pm There were no decisions taken that required any votes during the executive session.

**Director Parham:** A question was raised to elaborate, and I heard the terms inform being tossed, let us know make us aware, awareness, and educate. That versus approval it has been that discrepancy which I think has caused the misunderstanding. As in early prep. You mention that it was not on the agenda. For the meeting that was held in April. However, on Rebecca’s report which she reported out on.

**Madam Chair:** It was buried in the report.

**Director Parham:** And so, moving forward again agreeing and understanding whether an awareness, education, information is needed for approval. In those instances, approval is needed for time-sensitive agreements if it falls outside of the regularly scheduled meeting. Which is once a month, then a special meeting will have to be called in time for the BOC agenda the week before they meet. And so, it may require. That’s where I think fundamental discrepancies lie.
Madam Chair: Right! Because of right now, there is some conversation that’s happening on the county level because it’s gotten to the point were. At first, it was more of a request, umm. But to be honest, the fact that it’s so ok to go to before the BOC. But there's some hesitance to come before the BOT. And I do say hesitance, because we have requested over and over those things be brought to this board. It was a kind, gentle reminder at first. At this point, we may need to document stuff. We may need to make it to where there's an expectation before something goes before the BOC it has to come here.

Director Parham: Information?

Trustee Harrison: What I'm going to bring up out of our last meeting, is that we did vote after the executive session to create a policy asking the director to know the violence ahead of those. We still haven’t given him the policy.

Trustee Folami: But it was cited even in the minutes that were transferred over from the new appointees’, but you are deferred since you mention that madam trustee. These are the things that need to be placed in our minutes. So when it comes to this discussion we have something that can reflect it. Because you're saying it’s done, and I may say it wasn’t done. So, it’s a word against word.

Trustee Harrison: No we have a recording that shows that type of stuff.

Trustee Folami: Ok we will have to just play the tape.

Trustee Harrison: I can amend the minutes showing that we did vote for that.

Madam Chair: Right now what's happening? There was a request sent from the county to place that expectation on your work plan. And so that has triggered a review on the county’s end. To see if. And to be fair to both sides are we going beyond what we are expecting? That’s why I’m hesitant to have this conversation. If it's one of those things where we have to go to the state to get a better understanding. Which, I think the county may be already doing that. Then we will go from there.

Director Parham: Ok.

Madam Chair: But truly at the Genesis of this, it was really so that we know what’s going on. About the initiative that has to do with the library. When it's up there at the BOC. Sometimes we want to support you or to be there to see if it passes. You know! If it’s for the library. But we can't support it if we don’t know about it.

Trustee Harrison: It is on the minutes. There was a motion made from the executive session.

Madam Chair: One second. Go ahead

Trustee Harrison: To develop a policy for responding to emails, phone calls, and other communication. While responding by the director and or his staff. This motion was voted on and passed.

Madam Chair: Well that doesn’t go into like what we are talking about right now.

Trustee Harrison: Well communication we can make it specific! But I understand what you are saying, but it was. We still haven’t given a policy with responding to emails. In a timely manner.

Madam Chair: That is in Bylaws so we will probably touch on it. But I think with this situation. The best way forward. Since it has triggered something on the county end. We will wait and see, what they say.
Because we are going to have that on the board plan. So, when you’re being evaluated. One of the questions is. Have you been going to the Board of Trustees about the initiatives before going to the BOC?

Madam Trustee.

**Trustee Folami:** With all fairness. I’m definitely going to go real swiftly. I think this board here, from the previous board, is a little more active. I think we work we read, and we want to be a part of what you have. I feel the previous board wasn’t as active in communicating or advocating. So, don’t want to step over your daily operation. We want to enhance your operation. I think everybody over here is in good spirits with the community. So that’s what gives us that passion that drive. If you need something or the staff needs something. Then one of the ten may have that connection to open that door. And we work as a collaborative team. The board along with you to work with your staff. To make this library the jewel that it is. Because the library is still missing a few things. But together we can fix those little flaws.

**Director Parham:** Absolutely.

**Trustee Folami:** I wanted to say that because I’m very proud of a lot of staff you have here, very proud of them. They always say we work as a team. They never say I. They keep it as we. So, I want to leave that on the table tonight. And I don’t want the moral for us to be that we are coming to overtake your operation. We have too much to do. But if we have an asking from you are your staff. Ask if we want to help them. We are not the mean team. We are the helping team. I wanted to say that. Madam Chair

Thank you.

**Trustee Harrison:** Madam Chair since we are speaking to the public. I want to share the previous bore including yourself. It includes Ms. Perry and myself. We have worked on this board so it’s a little offensive to hear the previous board statement. But we are all here together and were going to make this board the best there is. And I guarantee you that. So, it’s not about the previous anything. We were good then we’re better now. So, let’s keep it moving.

Meeting Adjourned Motion was made by Trustee Harrison and seconded by BOT to adjourn the meeting at 8:35 pm.