

AGENDA

Charleston County Public Library

Board of Trustees Meeting

March 26, 2013

5:15pm

#	TIME	TOPIC	WHO	ACTION/ PROPOSED ACTION	FOLLOW-UP
1	5:15	Welcome	Janet Segal		
2	5:16	Public Comment	Janet Segal		
3	5:21	Board Comment	Janet Segal		
4	5:26	Freedom of Information Report	Susan Parsons		
5	5:27	Deletions and/or Additions to Agenda			
6	5:30	Minutes of Previous Meeting: February 26, 2013	Janet Segal	Accept	
7	5:35	Friends of the Library Update			
8	5:45	Library Reports A. Director's Report-Doug Henderson			
9	5:55	Capital Plan			
10	6:10	Policy Review			
11	6:20	Legislative Update			
12	6:30	Friends as a Component Unit			
13	6:50	Adjournment	Janet Segal		

All items on the agenda will be discussed and possible action taken.

This Board Meeting will be held at the Dorchester Regional Library, 6325 Dorchester Road, N. Charleston, SC 29418

CHARLESTON COUNTY LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
February 26, 2013

The Charleston County Library Board of Trustees met for a regular meeting on Tuesday, February 26, 2013, at 5:15 p.m. in the auditorium of the Main Library.

Board members present were Mrs. Chambers, Ms. Manigault, Mr. Tolly, Mr. McKellar, Ms. Hollinshead, Ms. Reider, Mr. Greene, Ms. Neal, Mr. Clem, and Ms. Segal. Mr. Fava could not attend. Staff members present were Doug Henderson, Cynthia Bledsoe, Perry Litchfield, and Susan Parsons. Ms. Dawn Visceglia and Ms. Emily Everett, representing the Friends of the Library, were also in attendance.

Ms. Segal called the meeting to order and stated that the media had been informed of the meeting and its agenda.

Welcome and Public Comment

Ms. Segal welcomed everyone to the meeting, and asked whether there was any public comment. There was not.

Board Comment

Ms. Segal asked whether there were any comments from the Trustees. There were none.

Deletions and/or Additions to Agenda

Ms. Segal asked whether there were any additions or deletions to the agenda. There were none.

Minutes of Previous Meeting

The minutes of the January 22, 2013, special meeting were reviewed and accepted as written.

The minutes of the January 22, 2013, regular meeting were reviewed and accepted as written.

The minutes of the January 23, 2013 special meeting were reviewed and accepted as written.

Friends of the Library Update

Ms. Visceglia introduced herself and stated that she is the Friends of the Library President. She also introduced Ms. Everett, Director of the Friends. Unfortunately, Ms. Everett has lost her voice, and so will be unable to speak at this meeting.

Ms. Visceglia reported that Mr. Henderson, Ms. Bledsoe, Ms. Everett and Ms. Neal traveled to Columbia to visit House and Senate representatives. She added that it was a very successful visit, and they got to spend time with many of our representatives, sharing with them our recommendation for a library budget increase.

Ms. Visceglia noted that during January and through the middle of February, the Friends held a "gadget" drive. She said that CD's, DVD's, video games, iPods, cell phones and other digital devices were collected. This drive has been successful, as many of the items have sold through AbundaTrade and the Friends online stores. She added that library staff have been a great support, so we will now be accepting "gadgets" all year.

Ms. Visceglia announced that the Friends will be the featured nonprofit on April 11, at the "Party 4 a Purpose" event at Mad River on Market Street. The Friends will keep all of the proceeds from the door, and the event will be a kick-off into National Library Week.

Ms. Visceglia said that the Friends are focused on increasing memberships this year. She asked that if the Trustees have not joined to please consider doing so.

Ms. Visceglia stated that there will be book sales at the Main Library, John's Island Regional Library and the Mt. Pleasant Regional Library later this year. The Big Book Sale will be held again this year at the Omar Shrine Auditorium in Mt. Pleasant from October 11 through October 13. She noted that the Otranto Regional Library held their sale this past weekend and over four hundred and fifty people came through the door.

Ms. Visceglia noted that beginning next week Ms. Everett is planning to spend time on library branch visits to answer questions staff may have regarding the Friends. She added that Ms. Everett has done this in the past, and the visits were really worthwhile.

Ms. Visceglia said that it is important to the Friends to be able to say that the Library Trustees have a membership with the Friends of the Library. She added that you can sign up on the Friends website, send in a check, or give the form directly to the

Friends. Ms. Visceglia noted that membership is the main focus right now for fundraising.

Mr. Henderson said that the new Library Trustees should try to be tied into the library branch that is in their district, as should the Friends Board members. This would help staff and the public get to know you better.

Ms. Visceglia stated that the Friends do have volunteers at most of the branches. She added that one of those volunteers is the Vice President of Sales.

Ms. Segal asked Ms. Neil whether she planned on moving permanently from Mt. Pleasant. Ms. Neil responded that she did not know. Mr. Henderson stated that she should send Ms. Parsons any changes to her address or phone number.

Director's Report

Mr. Henderson announced that Ms. Sharon Richardson, currently a Library Assistant II at the Otranto Regional Library, was named Charleston County 2012 Employee of the Year. Mr. Taylor, the County Administrator, congratulated Ms. Richardson and noted that she exemplifies the highest standards of excellent customer service.

Mr. Henderson reported that as part of her nomination, her commitment to providing excellent customer service was praised and she was called a role model of professionalism and a valued veteran and ambassador of the branch.

Mr. Henderson noted that in addition to Ms. Richardson's great work at the library, she also does philanthropic work in the community.

Mr. Henderson congratulated Ms. Richardson and stated that the library system is honored to have her. Ms. Deborah Harris, Manager of the Otranto Regional Library, stated that the branch is happy to have her as well.

The Trustees congratulated Ms. Richardson, and Ms. Richardson thanked everyone and noted that it is all about the library system and customer service.

Ms. Bledsoe stated that we would love for the Trustees to attend the Charleston Tells event next Friday and Saturday. There are multiple ticket options, and they can be purchased online now, or at the event.

Ms. Bledsoe reported that ticket sales are picking up for the event, and there has been a lot of publicity. Mr. Henderson added that we have already done advertising on television and radio, with more to come in the next two weeks.

Mr. Henderson noted that the event was paid for with grants and with

donations from a good number of contributors. The biggest contributor is Mr. Alfred Olivetti, who donated \$10,000 to the event. Mr. Henderson added that he hopes the remainder of the cost is covered by ticket sales.

Mr. Greene inquired about the number of attendees. Mr. Henderson responded that we really do not know yet, but we are hoping for three hundred. Ms. Bledsoe added that we are hoping for a lot of last minute customers walking by Wragg Square.

Ms. Bledsoe said that there will be two food trucks to provide some lunch options for people on Saturday.

Mr. Clem asked whether we were counting on ticket sales to close the gap of the festival's costs. Mr. Henderson responded that he thinks we will at least break even. Ms. Bledsoe added that we even hope to have money left over for next year's event.

Mr. Henderson stated that the festival came about because some of the people who worked on the Big Read program wanted to work with the library on another event. He added that they wanted the program to be self-sustaining, so we are charging event goers for the first time.

Mr. Henderson noted that there are other people already interested in talking to us about the future, including discussion of the referendum.

Ms. Bledsoe stated that this festival is a good fit for Charleston. Mr. Henderson added that there will be four internationally known storytellers as well as five local and regional tellers.

Ms. Bledsoe said that the events will take place in two tents and the church located on the grounds. The stories on Saturday night will be for older folks and young adults.

Ms. Bledsoe stated that there are up to 10,000 attendees at other storytelling festivals and the one held in Utah had almost 20,000 people there last year. She added that this will make ours intimate and personal and it is truly an art form.

Mr. Henderson said that hopefully we will do more of this type of thing in the future.

Ms. Segal asked whether we plan to do this event on the same weekend next year. Ms. Bledsoe responded that we do. She added that it would be nice to do it in the same place for a couple of years, so that we will not have to search for a new location.

Mr. Greene stated that he is concerned about staff morale. He asked whether we could come up with a mechanism to gauge staff morale, and added that he knows it is a difficult thing, but there seems to be a gap in that area.

Mr. Henderson noted that the library has a staff Communication Committee

and a survey was done recently, with mixed results. He noted that some of the things that were mentioned were lack of raises and the possibility of some things being done differently. Mr. Henderson stated that there internal communication will be a part of Staff Day this year.

Mr. Greene asked whether the County agencies have some way to assess staff morale. Mr. Henderson responded that he does not know of any, and he added that if a survey is done we need to be careful.

Mr. Greene stated that we always talk about the library's physical assets, but the staff is really the best asset the library has.

Capital Plan

Mr. Henderson reported that he, Ms. Bledsoe, and Ms. Nancy Sullivan, Procurement and Facilities Manager for the Library, looked at a building in North Charleston to house administration, but it was not good. However, it is a good sign that the County is looking for space.

Mr. Henderson stated that he hopes we get to go before County Council in March regarding the plan. He added that the Friends of the Library are a part of the Regional Development Alliance and Mr. Taylor, County Administrator, spoke about the Library Capital Plan at one of their events.

Mr. Henderson stated that he has been touring the branches and talking about the long-range plans, as well as asking staff to discuss whatever is on their minds. This has also been good for communication, as there are always concerns when making big changes. He added that opening a large branch on the Folly corridor and closing the West Ashley branch is one such change, and we also want the opportunity to talk to some of the communities in the near future so that they will understand that they will be getting better services.

Mr. Henderson reported that we had to close the Hollywood branch recently for one day due to water getting into the building during a heavy rainstorm. He added that the branch has just started flooding this year.

Ms. Hollinshead noted that we should be in the process of closing the deal for the Pinehaven location. Mr. Henderson responded that it has been bought, and the County has assured us that the space is for us.

Mr. McKellar reverted back to the discussion of staff morale. He noted that when he was in the Army they were very concerned with morale. He added that when communication was good, morale was good, and when everything was quite that was a bad sign.

Mr. Henderson said that the number of staff has not increased, as well as salaries, so that has been an issue. He added, though, that we have new computers, new servers, and a cleaner, more relevant collection now. These are things that had lapsed and were lacking for a long time. Mr. Henderson said that there was mold at the James Island Branch and the collection had not been weeded in fifteen years.

Mr. Henderson stated that he hopes that we can hire more staff if we get an increase in our appropriation. Also, he added, we hope to get \$1.25 per capita in State Aid funding and this would go towards redoing the web page.

Mr. Henderson said that he does not blame staff for wanting raises or more staff hired for their branch, but things do not look good anywhere.

Mr. Greene stated that he does not think morale is entirely pegged to salaries. Mr. Clem agreed, and added that we should develop a deeper understanding of what is driving bad morale by asking staff.

Mr. Henderson noted that personnel are not a venue of the Board.

Mr. Greene said that staff middle management would be a good place to start asking about morale, without getting into personnel issues. He added that it would be good for staff to know that they rank up there with new buildings and better computers.

Mr. Henderson said that he would find out if the County uses something to judge the state of staff morale.

Trustee Training

Mr. Henderson reported that Trustee Training with Ms. Denise Lyons, of the State Library, will be held on Saturday, April 6, at 1:00p.m. He added that this is the same day as the Cooper River Bridge Run, so it may start a few minutes late, and will probably last until approximately 5:00p.m.

Mr. Henderson noted that if there is anything in particular you would like to know, Ms. Lyons can help.

Ms. Segal stated that the Board has certain responsibilities, and certain things that they do not get involved in. Ms. Lyons will discuss all of that and more during the training session.

Miscellaneous Items

Mr. Henderson announced that Staff Day will be held on April 18, at Blackbeard's Cove in Mount Pleasant.

Mr. Henderson said that in the morning there will be two training sessions with a speaker. Half of the staff will attend each session, and the other half will play miniature golf. In the afternoon staff will break into groups of "same" departments and discuss issues that are relevant to them.

Mr. Henderson said that the Board is welcome to come. He added that the speaker is very good, and the topic will be along the lines of the morale issue, since it is about how staff treats each other.

Mr. Henderson stated that he will confirm that Ms. Anna Johnson is still our Liaison, and if she is, will someone else be sitting in on the meetings for her.

Mr. Henderson thanked those who contacted the House Ways and Means Committee regarding library funding.

Mr. Greene reminded everyone to join the American Library Association.

Ms. Segal adjourned the meeting at 6:03 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Maya Hollinshead".

Maya Hollinshead, Secretary

Director's Report
March 2013

It is great to see that there are legislators who understand the value of early literacy. There is a ground swell to require schools to take a more active approach. There is a bill in the South Carolina Legislature that would require a third grader that is not reading at grade level to be held back. In Virginia there is a bill that requires active remediation. We have been saying for years that pre-literacy programs that help prepare children for school is the best solution. I have been working with the Mayor's Committee on Literacy. The Committee is attempting to design a plan to address the literacy problem in the City of Charleston. Trident Literacy, the College of Charleston, the School system, Goodwill and others are involved. The problem is each of these groups has a different focus and there are very limited resources. Some say we need to address the large number of adults who are functionally illiterate and cannot enter the workforce, some say we need to focus on Crib to Career. The idea of pre-literacy and early literacy is not workforce based. The idea is if you teach a child to read, and give them the ability to reason that they will be a better learner and a job will be a natural by product. I do not recall being told in first and second grade that I was being taught to read so I could find work.

All staff should have new computers by the time we meet. We will have completed the roll out of the new PC lease program. Thomas Wheeler, our PC manager, has done an excellent job with the installation of the new computers and the repurposing and e-cycling of the older machines. Nancy Sullivan has been instrumental in the e-cycling program.

We had a few facility problems with the recent rains. St. Paul/Hollywood was flooded. County Maintenance has been at the branch trying to rectify the problem. The planter outside was not draining and water was also coming under the roof flashing.

I would like to thank the Board members that attended Charleston Tells. Cynthia Bledsoe, Jamie Thomas, Frances Richardson, Maggie Diebolt, Michel Hammes, Nancy Sullivan and the 40 staff volunteers did a great job and put on a great festival.

Board Notes
Items 10-13

10. Capital Plan

We have been informed by the County that they tentatively plan on presenting the entire Capital Plan Package on May 21st. This will be the entire County Plan. They will make the presentation and we will just need to be present to answer questions.

I attended the first of two public hearings at the Mt. Pleasant Town Council concerning the land swap deal. Remember we were initially offered 4 acres and \$2.25 million and asked that they reconsider and give us 6 acres and \$1.25 million. That requires public hearings since it changes the original plan. No one spoke either for or against the change. The second, and last, hearing is April 9.

11. Policy Review


Every year the Trustees and staff have an opportunity to suggest additions and deletions to existing policies and have the opportunity to suggest new policies. The March meeting is a reminder about the process. In March we make sure you have access to all the policies and tell all the Department Heads to start talking with staff. In April we expect you to bring up anything of interest or any questions you may have. If you can get that to us a week before the meeting, by April 16, we can get it in the packet so the other members can be prepared. A week before the May meeting, by May 21, please send us any changes or new policies you want discussed. If it is a change or addition to an existing policy please cross out the wording you want removed or changes and include the new wording in italics. If we can we will vote in May. If not all votes will be in June.

12. Legislative Review

The legislative package we are working toward includes raising the State Aid from \$1 per capita to \$1.25 per capita and keeping Libraries in the list of agencies eligible for unclaimed lottery money, allowing us to keep the revenue generated by election day lottery sales and \$437,000 for the State Library so they can continue to fund DISCUS, the State supported contract for our databases. The House passed a bill supporting the increase in State Aid and the money for the State Library but did not include the lottery money. The Senate now has the request and we are hoping they include the lottery funds. Right now the thinking is the House did not include the lottery because they were not sure how much money might be available, but the Senate will have more current information and put the lottery part back. Truth is Libraries were number 4 on the unclaimed priority list and we probably would not have received anything anyway.

13. Friends as a component unit.

One of the results of our last audit was the necessity to determine if the Friends of the Library is a component unit of the Library. This is a requirement because of GASB n. 61. Our CFO has determined that in his opinion they are a component unit. I have attached his finding. Since they are to be included in our budget and as part of our Annual Report we believe it is important that an audit of their information be conducted at Library expense. They will still be a totally independent organization but their financial information will also be part of our formal financial record.



**CHARLESTON COUNTY
PUBLIC LIBRARY**

68 Calhoun Street - Charleston, SC 29401 - 843.805.6930 - www.ccpl.org

Douglas Henderson, Executive Director

Date: February 11, 2013

To: Executive Committee, Friends of the Charleston County Library (FOL)

From: Perry Litchfield, CPA, CGMA, Finance Manager, Charleston County Library

Subject: Inclusion of FOL in the Library's reporting entity

The Governmental Accounting Standards Board (GASB) recently issued Statement N. 61, *The Financial Reporting Entity: Omnibus*. The statement amends earlier guidance for helping a government agency determine what information should be included in its annual financial report. In governmental accounting terminology, the FOL is a "potential component unit" of the Charleston County Library. A component unit is a legally separate organization for which the primary government (CCPL) is financially accountable or closely related. A component unit may be a governmental organization, a nonprofit corporation (such as FOL), or a for-profit corporation. GASB Statement 61 describes several tests to determine whether a potential component unit should be included.

One test for determining inclusion is a concept called "materiality", or significance to the primary government's financial statements. Materiality is a matter of professional judgment and includes qualitative as well as quantitative considerations. Quantitatively there are several methods to calculate materiality. However, ultimately the most important consideration is whether it would be misleading to readers of the financial report to exclude the component unit. In our judgment it would be misleading to exclude the FOL from the Library's financial report under the new standards.

Another test for inclusion of the potential component unit considers the nature and significance of its relationship with the primary government. The potential component unit should be included if it meets all of the following criteria: 1) Is the potential component unit a tax-exempt organization? 2) Are the economic resources received or held by the potential component unit held entirely, or almost entirely, for the direct benefit of the primary government or its constituents? 3) Is the primary government entitled to, or does it have the ability to otherwise access, a majority of the economic resources received by the potential component unit? 4) Are the economic resources received or held by the potential component unit that the primary government is entitled to, or has the ability to otherwise access, significant to the primary government?

In our judgment, the FOL meets each of the four criteria described above for inclusion in the Library's financial reporting entity. For question 3 above, "otherwise access" resources does not necessarily mean control. Per the accounting standards the ability to otherwise access may be demonstrated in various ways. Two examples given are that the primary government has historically received, directly or indirectly, a majority of the economic resources of the potential component unit, and the potential component unit has previously received and honored requests from the primary government for resources. Each of these examples describes the relationship of the FOL to Charleston County Library. Additionally, the standard describes a nonprofit corporation whose purpose is to benefit a primary government by soliciting contributions and managing funds as an affiliated organization that should be included.

What is included in the Charleston County Library's reporting entity is a judgment made by the management of the Library. In the course of its audit of the Library's financial report, the auditors will express their opinion on the fairness and completeness of our financial statements. It is my professional judgment that the auditors will deem the Library's financial statements incomplete if the FOL is not included and issue what is termed a "qualified opinion" on such statements. They will also be forced to issue a qualified opinion if the FOL is included without also being audited. Therefore, we respectfully request that the Friends of the Charleston County Library obtain a complete financial statement audit for inclusion in the Library's financial reporting entity.

We suggest that the FOL engage an independent certified public accounting firm with extensive experience auditing nonprofit organizations. Nonprofit accounting, much like government accounting, is very different from normal business type accounting. Auditors that specialize in nonprofits receive extra training and keep up with all the latest accounting and auditing standards in this area. The result will be a high quality audit that you can trust and be a resource for the organization. While the Library's auditors are certainly qualified to perform this work, the selection of an auditor is the responsibility of the FOL board. I would be happy to assist in any way you request, including compiling a list of qualified area accounting firms.

CHARLESTON COUNTY PUBLIC LIBRARY STATISTICS FEBRUARY 2013

CIRCULATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	268,754	280,162	-4.07
BOOKMOBILE	18,317	19,672	-6.89
CRM	108,748	85,641	26.98
DART	46,211	35,675	29.53
JAMES ISLAND	148,271	135,097	9.75
WEST ASHLEY	124,297	125,611	-1.05
VILLAGE	29,258	26,422	10.73
MT PLEASANT	449,177	380,983	17.90
ST ANDREWS	338,725	302,704	11.90
DORCHESTER RD	156,016	149,813	4.14
OTRANTO RD	173,604	174,332	-0.42
JOHN'S ISLAND	153,482	159,136	-3.55
POE	19,380	18,425	5.18
EDISTO	11,019	11,960	-7.87
FOLLY	16,900	15,308	10.40
ST PAULS	15,870	17,561	-9.63
MCCLELLANVILLE	10,917	10,276	6.24
Total Downloads	159,469	66,133	141.13
TOTALS	2,248,415	2,014,911	11.59

USER VISITS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	237,325	257,743	-7.92
BOOKMOBILE	5,684	8,551	-33.53
CRM	111,290	110,169	1.02
DART	64,427	67,401	-4.41
JAMES ISLAND	81,654	73,682	10.82
WEST ASHLEY	86,696	97,565	-11.14
VILLAGE	13,193	11,299	16.76
MT PLEASANT	169,288	170,630	-0.79
ST ANDREWS	167,782	170,889	-1.82
DORCHESTER RD	102,451	89,910	13.95
OTRANTO	121,564	113,901	6.73
JOHN'S ISLAND	81,842	88,909	-7.95
POE	8,277	5,800	42.71
EDISTO	4,324	4,509	-4.10
FOLLY	8,600	7,710	11.54
ST PAULS	7,219	7,384	-2.23
MCCLELLANVILLE	8,445	8,336	1.31
TOTALS	1,280,061	1,294,388	-1.11

PC USE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	59,982	60,266	-0.47
BOOKMOBILE	0	0	0.00
CRM	21,907	22,158	-1.13
DART	11,730	11,739	-0.08
JAMES ISLAND	9,662	9,672	-0.10
WEST ASHLEY	11,834	12,587	-5.98
VILLAGE	2,862	2,747	4.19
MT PLEASANT	24,652	25,888	-4.77
ST ANDREWS	40,524	40,622	-0.24
DORCHESTER RD	18,672	18,560	0.60
OTRANTO RD	30,424	30,735	-1.01
JOHN'S ISLAND	24,311	26,967	-9.85
POE	898	683	31.48
EDISTO	1,589	1,722	-7.72
FOLLY	1,557	1,453	7.16
ST PAULS	3,702	3,349	10.54
MCCLELLANVILLE	1,531	1,675	-8.60
Wifi USE	134,898	n/a	100.00
TOTALS	400,735	270,823	47.97

OUT-OF-COUNTY REGISTRATIONS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	9	12	-25.00
BOOKMOBILE	0	0	0.00
CRM	5	0	100.00
DART	0	0	0.00
JAMES ISLAND	1	0	100.00
WEST ASHLEY	1	6	-83.33
VILLAGE	2	0	100.00
MT PLEASANT	14	13	7.69
ST ANDREWS	6	10	-40.00
DORCHESTER RD	49	57	-14.04
OTRANTO RD	101	132	-23.48
JOHN'S ISLAND	1	4	-75.00
POE	0	1	-100.00
EDISTO	13	3	333.33
FOLLY	0	0	0.00
ST PAULS	0	0	0.00
MCCLELLANVILLE	0	0	0.00
TOTALS	202	238	-15.13

REFERENCE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	128,131	115,893	10.56
BOOKMOBILE	85	134	-36.57
CRM	37,628	37,753	-0.33
DART	11,424	5,717	99.83
JAMES ISLAND	13,928	13,636	2.14
WEST ASHLEY	17,587	17,198	2.26
VILLAGE	776	828	-6.28
MT PLEASANT	72,256	88,833	-18.66
ST ANDREWS	52,876	56,361	-6.18
DORCHESTER RD	52,799	45,620	15.74
OTRANTO RD	21,264	28,016	-24.10
JOHN'S ISLAND	28,986	30,952	-6.35
POE	452	640	-29.38
EDISTO	208	106	96.23
FOLLY	10,413	9,817	6.07
ST PAULS	238	288	-17.36
MCCLELLANVILLE	4,596	3,617	27.07
TOTALS	453,647	455,409	-0.39

REGISTRATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	4,257	4,648	-8.41
BOOKMOBILE	313	290	7.93
CRM	1,724	1,952	-11.68
DART	743	596	24.66
JAMES ISLAND	1,338	1,359	-1.55
WEST ASHLEY	1,452	1,433	1.33
VILLAGE	255	156	63.46
MT PLEASANT	3,848	3,347	14.97
ST ANDREWS	2,627	2,565	2.42
DORCHESTER RD	1,746	1,969	-11.33
OTRANTO RD	2,173	2,351	-7.57
JOHN'S ISLAND	1,550	1,463	5.95
POE	204	237	-13.92
EDISTO	131	119	10.08
FOLLY	545	424	28.54
ST PAULS	187	187	0.00
MCCLELLANVILLE	139	150	-7.33
TOTALS	23,232	23,246	-0.06

PROGRAMMING

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN			
NO OF PROG	954	1,077	-11.42
ATTENDANCE	22,246	34,605	-35.71
BOOKMOBILE			
NO OF PROG	15	0	100.00
ATTENDANCE	795	0	100.00
CRM			
NO OF PROG	187	329	-43.16
ATTENDANCE	5,671	8,598	-34.04
DART			
NO OF PROG	489	520	-5.96
ATTENDANCE	13,638	11,358	20.07
JAMES ISLAND			
NO OF PROG	124	149	-16.78
ATTENDANCE	3,227	2,583	24.93
WEST ASHLEY			
NO OF PROG	163	241	-32.37
ATTENDANCE	3,632	3,459	5.00
VILLAGE			
NO OF PROG	35	54	-35.19
ATTENDANCE	370	622	-40.51
MT PLEASANT			
NO OF PROG	232	303	-23.43
ATTENDANCE	7,765	7,686	1.03
ST ANDREWS			
NO OF PROG	350	526	-33.46
ATTENDANCE	8,883	11,863	-25.12
DORCHESTER RD			
NO OF PROG	172	241	-28.63
ATTENDANCE	3,017	4,023	-25.01
OTRANTO RD			
NO OF PROG	262	283	-7.42
ATTENDANCE	4,317	5,302	-18.58
JOHN'S ISLAND			
NO OF PROG	476	526	-9.51
ATTENDANCE	10,716	13,198	-18.81
POE			
NO OF PROG	135	122	10.66
ATTENDANCE	2,386	1,974	20.87
EDISTO			
NO OF PROG	36	45	-20.00
ATTENDANCE	200	474	-57.81
FOLLY			
NO OF PROG	72	74	-2.70
ATTENDANCE	881	466	89.06
ST PAULS			
NO OF PROG	11	21	-47.62
ATTENDANCE	208	47	342.55
MCCLELLANVILLE			
NO OF PROG	55	52	5.77
ATTENDANCE	1,601	801	99.88
TOTALS			
NO OF PROG	3,768	4,563	-17.42
ATTENDANCE	89,553	107,059	-16.35



Charleston County Public Library

SERVICE EFFECTIVENESS MEASURES FY2013

<i>Through January 2013</i>	MAIN	MTP	STA	OTR	DOR	JOHNS	W ASH	JAMES	CRM	DART	EDI	FOLLY	STP	MCC	POE	VILL	SYSTEM
TOTAL CIRC/VISIT	1.13	2.66	2.03	1.42	1.54	1.89	1.45	1.81	0.98	0.81	2.49	1.95	2.20	1.31	2.28	2.20	1.76
CIRC/FTE	6,358	22,486	17,891	10,355	11,584	10,139	13,959	16,667	13,654	8,597	9,731	10,807	7,547	5,989	6,463	9,098	13,145
COST/CIRC	6.55	1.27	1.60	2.59	2.47	2.96	1.76	1.60	2.04	3.49	2.98	2.03	3.06	4.33	3.21	3.05	2.37
FTE COST/CIRC	4.24	1.11	1.41	2.22	2.15	2.50	1.55	1.34	1.73	2.88	2.47	1.86	2.67	3.79	2.41	2.71	1.87
FTES	37.250	17.625	16.75	15.000	12.00	13.250	7.875	7.75	7.125	5.375	1.00	1.375	1.875	1.625	2.625	2.875	151.375
FY12 PERSONNEL BUDGET	1,003,118	440,850	421,682	345,285	299,151	336,060	170,138	172,689	168,049	132,964	24,069	27,641	37,720	36,890	40,954	70,849	3,728,109
FY12 BRANCH BUDGET	1,552,229	502,348	480,700	401,725	343,717	397,982	193,011	206,956	198,780	161,474	28,978	30,230	43,265	42,124	54,497	79,835	4,717,851

YEAR-END FISCAL DATA

	FY2013	FY2012	%
Interlibrary Loans		4,494	
Reference Questions		1,098,026	
Summer Reading Participants		13245	
User Visits		1,940,896	
County Population (est. 2012)		370,000	
Total Circulation		3,131,596	
Circulation per Capita		8.46	