

AGENDA

Charleston County Public Library

Board of Trustees Meeting

October 27, 2015

5:15pm

#	TOPIC	WHO	ACTION/ PROPOSED ACTION	FOLLOW-UP
1	Welcome	Janet Segal		
2	Public Comment			
3	Board Comment			
4	Freedom of Information Report	Susan Parsons		
5	Deletions and/or Additions to Agenda			
6	Approval of Minutes from September 29, 2015 meeting			
7	Friends of the Library Update	Brittany Mathis		
8	Library Reports: A. Director's Report B. Capital Plan Update			
9	Board Schedule for 2016			
10	Holiday Schedule for 2016			
11	Evaluation Process for Executive Director and Library Board			
12	Date for Library Board Retreat			
13	Discussion regarding James Island Renovation Letter to Council			
14	Adjournment			

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

This Board meeting will be held in the Board Room at the Main Library, 68 Calhoun Street
Charleston, SC 29401

CHARLESTON COUNTY LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
September 29, 2015

The Charleston County Library Board of Trustees met for a regular meeting on Tuesday, September 29, 2015, at 5:15p.m. at the Otranto Regional Library in North Charleston.

Board members present were Ms. Segal, Ms. Reider, Mr. Brack, Mr. Fava, Mr. Norris, and Mr. Strother. Mr. McKellar, Ms. Manigault, Ms. Hollinshead, Ms. Burgess and Mr. Clem were unable to attend. Staff members present were Doug Henderson, Cynthia Bledsoe, Nancy Sullivan, Perry Litchfield, Megan Summers, Marilyn Bowman and Susan Parsons. Ms. Brittany Mathis, representing the Friends of the Library, was also in attendance, as were Janette Alexander and Brian Whitley, representing the County. Mr. Jerry English of Cummings and McCrady also attended the meeting as were Ms. Ellen Adkins and Mr. Tyler Howanyk of WebsterRogers, LLP.

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

Public Comment

Ms. Segal asked whether there was any public comment. There was not.

Board Comment

Ms. Segal asked whether there was any Board comment. There was not.

Deletions or Additions to Agenda

Ms. Segal asked whether there were any deletions or additions to the minutes.

Mr. Henderson noted that Mr. Norris must leave the meeting at 6:00p.m. and added that items number ten and number eleven need action so they should be moved up on the agenda.

Ms. Segal responded that she would move those two items up on the agenda and they would be discussed after item number seven.

Minutes of Previous Meeting

The minutes of the August 25, 2015 meeting were reviewed.

Mr. Norris reported that he would like the name of the library he reported on to be named in those minutes. He added that the name of the library is the Mexican Naval Postgraduate Institute in Mexico City.

The minutes were accepted as written with the addition mentioned in the previous paragraph.

Employee of the Quarter

Mr. Henderson announced that Megan Summers, Librarian in the Reference Department at the Main Library, is the library's most recent Employee of the Quarter.

Mr. Henderson reported that Megan started as a library page, and in less than a year she was promoted to a library assistant and is now a librarian in the Reference Department of the Main Library.

Mr. Henderson noted that Megan is truly excited about being a librarian and working with the people in our community. She is always brainstorming programming and community outreach ideas, developing solid connections for the library in our community and she wants the residents of Charleston County to see the value of their public library.

Mr. Henderson stated that Megan is the primary developer and coordinator of the DIY Festival. She came up with the idea in 2013, while still working as a library assistant. Megan has created the publicity for the festival, sought out the exhibitors and made this a very successful large event for the library, with over 400 people attending this past year.

Mr. Henderson said that this past summer Megan developed the Makers in Residence program series; 6 maker events over 3 months. The maker events were diverse: from an introduction to coding class to an introduction to basic sewing. Megan coordinated the Robotics Fair in August where over 300 kids and adults saw demonstrations of robots created by the local 1st Robotics Team and other STEM related activities.

Mr. Henderson reported that Megan has many creative talents herself. She designs all the flyers for her programs and outreaches and she creates visually appealing book displays.

Mr. Henderson said that Megan sets an example for all employees to follow

June 30, 2014 was \$3,349,362.00, so the 2015 fiscal year started with a deficit of \$10,039,124 due to the adoption of GASB 68 and 71 principles.

Ms. Adkins stated that part of the reason the GASB principles were added is that the government wants more disclosures, which includes employee's retirement funding which is covered through the state. She added that the library's portion is actually less than one percent of the retirement funding.

Mr. Fava asked what would happen if the County asked the library system to send them the roughly \$10,000,000.00 that is needed to cover the accounting changes. Ms. Adkins responded that that will not happen. She added that there would have to be a catastrophic event.

Mr. Brack asked whether there is anything that we should add for next year and will we see an increase every year in this number. Ms. Adkins responded that it depends on what the Trustees want.

Ms. Adkins noted that on page forty-three there is a sensitivity analysis which shows that if the state fell short by one percent our liability could go over \$17,000,000.00, but if they do better our liability will fall. She added that the point is that the number will change every year.

Mr. Brack stated that if the state has \$29,000,000.00 in pensions that is just "make work". Mr. Litchfield agreed, and added that these numbers are just for disclosure and the state plan is pretty strong so there should not be any problems.

Ms. Adkins asked the Trustees to keep in mind that the state manages multiple plans. She added that rates have changed for employers from 7.7% to 10.9%.

Mr. Brack asked whether the liability of \$13,500,000 would change if the composition changes. Ms. Adkins responded that it would. She added that it depends on what you put in and invest in.

Mr. Norris stated that the Citadel offers employees other retirement options. Mr. Litchfield noted that the library does offer its employees a 401K, a 457, and a Roth option in addition to the state retirement plan.

Ms. Adkins asked the Trustees to turn to pages fifty-two and fifty-three. She noted that because of the limited size of staff hinders internal controls. However, she added, that the library staff put in as many controls as possible with the staff they do have.

Mr. Henderson noted that the library does have another business person budgeted in the building plan.

Mr. Fava asked whether the Friends of the Library component unit affected the library's audit. Ms. Adkins responded that the Friends statement is noted on pages seventeen and eighteen.

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Mr. Strother asked whether or not the library has effective controls due to the findings. Ms. Adkins responded that she would not say that they are not effective. Ms. Reider added that these findings have been the same for several years now.

Mr. Fava asked whether the library will be requesting additional staff with the new buildings that are planned. Mr. Henderson responded yes. He added that we have requested additional staff and planned in those staff salaries in future operating funds.

Mr. Fava asked whether there was sufficient internal controls for monies such as library fines. Mr. Litchfield responded that there are at least four or five steps taken for library fines. He added that at the branches two people do deposits together and then they send the deposits to the Main Library, where Ms. Parsons and Ms. Sullivan send them to the bank.

Ms. Adkins thanked the Board of Trustees for their time and Mr. Litchfield and library staff for their good work.

Ms. Reider moved to accept the draft audit for fiscal year 2015 as written. Mr. Norris seconded the motion and the motion carried.

Edisto Hours

Mr. Henderson reported that we would like to change the open hours for the Edisto Branch Library. We recently added ten more hours each week to the branches open hours, but it has been determined that it would be better to open earlier on Thursdays. Mr. Henderson noted that the number of hours the branch would be open would stay the same.

Mr. Henderson introduced Ms. Marilyn Bowman, Manager of the Edisto Branch.

Ms. Bowman noted that she has been working at the Edisto Branch Library for almost eight years.

Ms. Bowman stated that the Edisto Library is the smallest physical branch in the library system, but it has a very faithful clientele. She added that most of the customers are retired people.

Ms. Bowman stated that the branch circulates about 10,000 items per year and the customers love the branch. She noted that the next closest branch is in Hollywood and is twenty-five miles away. Mr. Brack asked where the people in Colleton County go when they want to visit a library. Ms. Bowman replied that they have their own library branch in Colleton County. However, there are many people

who pay an out-of-County fee to check out items from the Edisto Branch because they say they like our library system better.

Ms. Bowman stated that the Edisto Branch is only open after 6:00pm on Thursdays and on that evening the hours are 6:00 to 8:00p.m. However, she added, there were very few customers coming in during those hours, so staff started counting the number of visitors.

Ms. Bowman noted that between January and March of 2015, there 227 visitors, but only eleven of them came in after 6:00p.m. over the three month period.

Ms. Bowman stated that between January and August of this calendar year 2,209 items were checked out at the Edisto Branch, and only fifteen percent of those were checked out after 6:00p.m. She added that some of those were people renewing items online that they already had checked out.

Ms. Bowman said that there are only two staff members at the Edisto location and it would be better for staff and customers to be open between 12:00 and 6:00pm on Thursdays.

Ms. Reider asked whether Ms. Bowman had talked to people who come in the branch between 6:00 and 8:00p.m. Ms. Bowman responded that in general it is not the same people during those hours.

Mr. Strother asked whether the change in hours would affect staff. Ms. Bowman noted that it would not because the branch would still be open the same number of hours.

Ms. Reider moved that the hours of operation for the Edisto Branch Library on Thursdays be changed to 12:00 to 6:00p.m. Mr. Brack seconded the motion and the motion carried.

Mr. Fava commended Ms. Bowman for a job well done.

Friends of the Library Update

Ms. Mathis reported that That BIG Book Sale is next week. She added that everyone will begin seeing more advertisements in the City Paper, Skirt! Magazine, Post & Courier, and Charleston Scene, as well as a billboard on I-26.

Ms. Mathis noted that the Friends are in great need of volunteers for the sale during the last shift on Friday. She asked that you please contact her if you are interested in volunteering, or you can sign up through the Friends website at CharlestonLibraryFriends.org under 'volunteer'.

Ms. Mathis noted that from October 19 through October 23, Barnes & Noble

is partnering with the Friends to celebrate National Friends of the Library Week. During that time if you mention the Friends when you make your purchases at any of the three Barnes & Noble stores in Charleston County, fifteen percent of your purchase will go back to the Friends. Also, Ms. Mathis added, be sure to check out some of the wonderful events that will be going on at each of the three Barnes and Noble stores.

Ms., Mathis noted that on Monday, October 19 at 10:00a.m., the Mt Pleasant. Public Library will do a story time at the Mt. Pleasant Barnes and Noble. On Monday, October 19 at 3:30p.m., Councilman Keith Waring will issue a City of Charleston Proclamation for Friends of the Library at the West Ashley Barnes & Noble and on Tuesday, October 20 at 11:00a.m., Otranto will host a story time at the North Charleston Barnes & Noble.

Ms. Mathis reported that on November 18th, the Friends will host their Annual Meeting in the auditorium of the Main Library on Calhoun Street. She stated that she is looking for suggestions for a potential speaker in case you know anyone that would be good for the event.

Ms. Mathis stated that the Nominating Committee of the Friends are meeting September 30th to discuss six to eight openings on the Friends Board of Directors.

Ms. Mathis noted that the Main Library Book Sale was a great success even though it had to be rescheduled for late August. The sale took in over \$2,000 more than it did last year.

Mr. Henderson stated that he is very happy that Ms. Mathis is the new Director of the Friends. He added that she will be speaking at the Rotary Club during National Library Week.

Director's Report

Mr. Henderson reported that the renaming of the St. Andrews Regional Library will take place when the renovations are complete at that branch. This will probably be about two years from now.

Mr. Henderson noted that four of the five community meetings have taken place. The attendance has been growing, and the comments have been very enlightening, but not shocking. He noted that the St. Paul community wants a library that will be the centerpiece of the community and they want all of the services already available in many areas and in addition they want a space that is open and welcoming.

Mr. Henderson noted that the meetings at West Ashley, St. Paul and Pinehaven also highlighted the desire for lower shelving and more space for seating and sharing. This will change the number of items we put in the libraries but our

collections will still be strong.

Mr. Henderson noted that library staff are looking forward to working with the consultants.

Capital Plan Update

Ms. Alexander reported that it has been a great month of meetings.

Ms. Alexander showed the Trustees a project update PowerPoint presentation.

Ms. Alexander noted that she and other County staff attended a good meeting with Charleston County School District to discuss land transfer.

Ms. Alexander noted that the Charleston County School Board approved the transfer of the new James Island location at the September 14, 2015 meeting and the transfer is anticipated to take place in December 2015.

Ms. Alexander stated that the Pinehaven and Mount Pleasant North locations are county owned.

Ms. Alexander reported that the land transfer for the St. Paul's location is anticipated for December 2015.

Ms. Alexander said that Charleston County School District and Charleston County staff met on September 14, 2015 to discuss land transfer of a four acre site to be determined in the West Ashley area after the school district master plans the West Ashley campus. They have an anticipated start date in the spring of 2016.

Ms. Alexander gave an update on the property pre-design. She noted that there is a topographic survey/wetlands delineation being done for James Island, Mount Pleasant and St. Paul as well as testing for building ACM's at Pinehaven. Ms. Alexander stated that the property pre-design for West Ashley will commence after the Charleston County School District master planning of the West Ashley campus.

Ms. Alexander stated that she appreciates everyone coming to the community meetings and the attendance has been very good at the four meetings that have already been held.

Ms. Alexander noted that a lot of meeting minutes were taken and some of the comments are being shared via the PowerPoint presentation. Mr. Henderson stated that there was a lot of interest expressed in outdoor spaces.

Ms. Alexander noted that Library Specialist Consultants conducted meetings

and toured library facilities for architectural programming, radio frequency identification, mechanical, electrical and plumbing issues, low voltage and branding and way-finding. There were also vendors presenting an under floor air distribution system.

Mr. Henderson noted that the under floor air distribution system can be raised above the floor in sections that can run wiring, air conditioning, etc. They can also be moved so that there would be a lot more flexibility.

Mr. Fava noted that we are building new buildings, the fewer hard walls we have; the better. Mr. Henderson agreed noting that it the question is how to separate the spaces, so that there are quiet areas for customers. He added that at the Regional libraries now the restrooms and the meeting spaces are outside of the public area, so that is a challenge.

Ms. Reider asked what way-faring means. Ms. Alexander responded that it is signage for all of the branches, adding that color and font style are all important. Mr. Henderson added that we also plan to have a new logo designed for the system.

Ms. Alexander reported that project meetings were held for almost four working days.

Mr. Henderson noted that he is very pleased with the team of consultants so far.

Ms. Reider asked whether the members of the community asked for things that were not expected. Mr. Mr. Whitley noted that he heard individual people ask for a waterfall, a petting zoo and an aquarium.

Ms. Segal asked whether anyone asked about having a café available in the libraries. Mr. Henderson said that it was brought up, but there are coffee shops across the street or just down the street from most locations, so we do not want to compete with private enterprise. He added that a café would also take up space that we could use for other things.

Mr. Fava asked whether the program manual that is being put together is part of the RFQ package. Ms. Alexander responded that it is not, but it is a very big help for the architects.

Ms. Segal asked if there is a date for the RFQ to go out. Ms. Alexander responded that there is a draft, but it is now back in the County's Legal Department for a final review.

Mr. Whitley distributed a spreadsheet with the preliminary schedule for the building plan. Ms. Segal asked whether the dates listed are the same as they were when they were presented in March 2015. Mr. Whitley responded that they are not.

Mr. Segal asked whether there is a way to look at the schedule to see what

the original proposed dates were. MR. Whitley responded that he would see if there is a good method to be able to do that. He added that everyone should keep in mind that this is just a preliminary schedule.

Mr. Fava asked Mr. Whitley what library location should be completed first based on what is known today. Mr. Whitley responded that it should be the James Island Branch and it is scheduled to be completed in March 2018.

Mr. Henderson noted that the names of the five new branches are still fluid. He noted that for our purposes we would like to remove the word "Regional" from all five of the current regional libraries.

Miscellaneous Items

Ms. Segal welcomed the newest Trustee, Mr. Troy Strother and apologized for introducing him so late.

Mr. Strother stated that he is originally from New York City and received his Master's Degree from NYU in Education. Mr. Strother noted that he does non-profit management work and works for Father to Father right now.

Mr. Strother noted that he is married and has a daughter who attends Charleston Collegiate School. He resides in West Ashley.

Mr. Strother stated that he is very happy to be a part of the Board of Trustees during this wonderful, exciting time. He added that he is very impressed with Ms. Alexander and also with the staff at the Otranto Regional Library whom he met earlier in the evening.

Mr. Brack noted that he would appreciate it if the Board would recognize Ms. Kathryn (Kit) Matthew. Ms. Matthew is from Charleston and has been named Director of the Institute of Museum and Library Services by the United States Senate. Mr. Brack noted that this is a very impressive achievement and a certificate should be sent to Ms. Matthew.

Mr. Strother stated that he would like to see a letter from the Board of Trustees to the County Council regarding renovation of the James Island Library.

Mr. Fava said that he did not think that was a bad idea, but perhaps premature. Ms. Reider stated that she thought there was enough controversy with Council right now. Mr. Fava agreed, noting that the timing might be off.

Mr. Henderson reported that at the Council meeting last week that idea was discussed. He added that the response was let's see if there is still funding at the end of the building project. He noted that there will also be an update tonight at the Council meeting regarding funding for renovations.

Mr. Strother noted that the renovation of the James Island Library cannot be done effectively. Ms. Reider stated that she does not disagree with that, but does not want to stir up a hornet's nest.

Mr. Strother said that he would like to see this item on the agenda next month. Ms. Segal stated that it would be added to the October 29, 2015 Agenda.

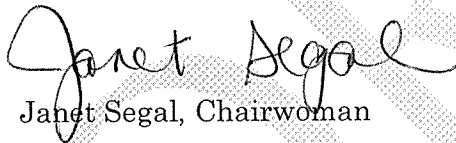
Director Evaluation

Ms. Segal stated that she will be sending the Trustees a tool to use to evaluate the Library Director. Please send it back to her when you have completed it.

Ms. Segal noted that usually Mr. Clem, Board Treasurer, helps with tabulating the results and then the Trustees go into Executive Session at the next regularly scheduled Board meeting.

Ms. Segal adjourned the meeting at 6:55p.m.

Respectfully submitted,


Janet Segal, Chairwoman

Director's Report

October 2015

Just when you think things may be getting back to normal Mother Nature takes over. The floods caused us to be closed for a period of time and the Edgar Alan Poe Library on Sullivan Island is still closed. The water swept into Poe and settled in the children's area and in the storage area. The water was removed and the carpet was removed. We had hoped that by doing that and bringing in fans and dehumidifiers that we would be able to save the collection. However, our Collection Department team determined that the books in the children's area took on too much moisture and needed to be discarded. We have kept a separate list of everything that is being discarded and will turn that in to the Risk Management Team at the County. We began pulling duplicate copies from the other branches to fill the shelves once we get the all clear. Unfortunately, the air quality test showed that the levels of mold in the building were still above normal. The County had the floors scrubbed with bleach and peroxide and the building was retested. We are waiting for the results. We have also determined that the best solution for the floor is an epoxy sealer.

County staff will be at your meeting to discuss the status of the Capital Plan. The Council was going to vote on the process they are going to use to select the contractor or architects but Council member Schweers became ill during the meeting and the vote was postponed. We still do not know when the vote will take place. We are still working on the program manual with the consultants.

We are attempting to schedule the last James Island community meeting. Right now we are targeting November 2nd. The meeting will be at the James Island Elementary School at 7 PM.

The Friends of the Library had a very successful Big Book Sale at the Omar Shrine Temple. I will let them tell you about it, but suffice to say every book sale they have held this year has done better than the previous year. We are very grateful for their support.

Our programs are doing well. Star Wars Reads had over 1100 people attend. That is twice as many as last year. We also had a very strong showing at Charleston Heals through Art Program. This program uses art to help overcome the grief and stress of the Emmanuel Nine tragedy. Unfortunately the Latin American Festival was canceled due to weather.

Board Notes

October 2015

8B. Capital Plan

County staff will be present to update the Board. We have been meeting with the different consultants involved in the process. We are scheduling one more meeting at James Island. Right now we are hoping that meeting takes place November 2.

9. Board Schedule

We are presenting our recommendation for next year's Board meetings

10. Holiday Schedule

The Holiday Schedule mirrors the county schedule with the exception of the Christmas break. Since Sunday is a scheduled day we give an extra day for that.

11. Evaluation process for the Executive Director and the Library Board

The Board was originally scheduled to evaluate the Executive Director this month but due to the storms it has been delayed until the December 1 meeting. However the Board will discuss the process and a process in which the Board may evaluate its progress.

12. Board Retreat

Last year the Board met on a Saturday for training and to discuss the coming year. This item will allow the Board to determine if they wish to have a similar retreat and a possible agenda.

Charleston County Public Library

2016 Holiday Closings

Closing schedule for CCPL branches and book drops in 2016.

Holiday

New Year's Day Thursday, January 1 – Closed

Martin Luther King, Jr. Day Monday, January 18 – Closed

Presidents' Day Monday, February 15 – Closed

Easter Sunday, April 5 – Closed

Memorial Day Monday, May 30 – Closed

Independence Day Monday, July 4

Labor Day Monday, September 5 – Closed

Veterans' Day Friday, November 11 – Closed Thursday at 6 p.m.

Thanksgiving Holidays Wednesday, November 25 – Closed at 6 p.m.

Thursday, November 24 – Closed

Friday, November 25 – Closed

Christmas Holidays

Friday, December 23 – Closed

Saturday, December 24-Closed

Sunday, December 25 – Closed

Monday, December 26 – Closed

*Staff get additional personal leave day for Sunday Dec. 25

Library Board of Trustees Meeting Schedule 2016

Library Board meetings are held for the purpose of conducting business necessary for the operations of the public library system in Charleston County. These meetings are scheduled for the 4th Tuesday at 5:15 pm, except where altered by public holiday or anticipated deadlines for action. The following schedule is projected for 2016:

JANUARY 26 at the Dorchester Regional Library
FEBRUARY 23 at the Main Library
MARCH 22 at the Mt. Pleasant Regional Library
APRIL 26 at the Main Library
MAY 24 at the St. Andrews Regional Library
JUNE 28 at the Main Library
AUGUST 23 at the Main Library
SEPTEMBER 27 at the Otranto Regional Library
OCTOBER 25 at the Main Library
NOVEMBER 29 at the Johns Island Regional Library

*****Notice of changes or cancellations will be posted as necessary. Committee and/or special meetings are called on an as-needed basis.**

SEPTEMBER 2015

CIRCULATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	96,105	105,090	-8.55
BOOKMOBILE	5,536	6,815	-18.77
CRM	29,659	32,639	-9.13
DART	14,320	18,037	-20.61
JAMES ISLAND	45,052	56,689	-20.53
WEST ASHLEY	39,517	44,356	-10.91
VILLAGE	10,270	10,113	1.55
MT PLEASANT	175,655	181,970	-3.47
ST ANDREWS	110,909	124,446	-10.88
DORCHESTER RD	41,656	51,659	-19.36
OTRANTO RD	52,486	59,169	-11.29
JOHN'S ISLAND	47,226	56,256	-16.05
POE	7,219	8,729	-17.30
EDISTO	3,453	3,625	-4.74
FOLLY	5,416	6,092	-11.10
ST PAULS	5,816	6,158	-5.55
MCCELLELLANVILLE	3,085	3,873	-20.35
Total Downloads	142,273	93,932	51.46
TOTALS	835,653	869,648	-3.91

USER VISITS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	81,796	97,522	-16.13
BOOKMOBILE	2,358	2,532	-6.87
CRM	36,085	31,983	12.83
DART	19,945	18,488	7.88
JAMES ISLAND	30,362	31,444	-3.44
WEST ASHLEY	30,209	30,510	-0.99
VILLAGE	5,016	5,012	0.08
MT PLEASANT	70,807	73,142	-3.19
ST ANDREWS	66,140	66,132	0.01
DORCHESTER RD	35,843	33,971	5.51
OTRANTO	41,585	45,022	-7.63
JOHNS ISLAND	33,324	35,722	-6.71
POE	3,812	3,779	0.87
EDISTO	1,375	1,568	-12.31
FOLLY	2,713	2,960	-8.34
ST PAULS	2,650	2,693	-1.60
MCCELLELLANVILLE	3,097	3,093	0.13
TOTALS	467,117	485,573	-3.80

PC USE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	17,898	18,908	-5.34
BOOKMOBILE	0	0	0.00
CRM	8,381	8,196	2.26
DART	5,522	4,763	15.94
JAMES ISLAND	3,950	4,150	-4.82
WEST ASHLEY	3,669	4,223	-13.12
VILLAGE	934	912	2.41
MT PLEASANT	8,598	8,759	-1.84
ST ANDREWS	13,141	14,162	-7.21
DORCHESTER RD	8,454	8,243	2.56
OTRANTO RD	11,098	11,169	-0.64
JOHN'S ISLAND	7,157	7,249	-1.27
POE	347	339	2.36
EDISTO	290	510	-43.14
FOLLY	369	382	-3.40
ST PAULS	814	1,055	-22.84
MCCELLELLANVILLE	630	685	-8.03
Wifi USE	63,384	59,673	6.22
TOTALS	154,636	153,378	0.82

OUT-OF-COUNTY REGISTRATIONS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	31	22	40.91
BOOKMOBILE	0	0	0.00
CRM	2	4	-50.00
DART	0	0	0.00
JAMES ISLAND	1	1	0.00
WEST ASHLEY	1	2	-50.00
VILLAGE	1	0	100.00
MT PLEASANT	28	17	64.71
ST ANDREWS	7	6	16.67
DORCHESTER RD	16	22	-27.27
OTRANTO RD	13	17	-23.53
JOHN'S ISLAND	0	1	-100.00
POE	0	1	-100.00
EDISTO	0	2	-100.00
FOLLY	0	0	0.00
ST PAULS	0	0	0.00
MCCELLELLANVILLE	0	0	0.00
TOTALS	100	95	5.26

REFERENCE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	41,883	52,803	-20.68
BOOKMOBILE	318	674	-52.82
CRM	5,214	11,118	-53.91
DART	4,675	2,759	69.45
JAMES ISLAND	6,269	8,028	-21.91
WEST ASHLEY	8,447	8,388	0.70
VILLAGE	312	323	-3.41
MT PLEASANT	20,340	22,764	-10.65
ST ANDREWS	19,245	21,311	-9.69
DORCHESTER RD	8,279	7,628	8.53
OTRANTO RD	9,530	9,440	0.95
JOHN'S ISLAND	12,993	12,734	2.03
POE	343	385	-10.91
EDISTO	88	79	11.39
FOLLY	1,392	1,351	3.03
ST PAULS	422	245	72.24
MCCELLELLANVILLE	1,680	1,679	0.06
TOTALS	141,430	161,709	-12.54

REGISTRATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	3,035	2,967	2.29
BOOKMOBILE	150	184	-18.48
CRM	703	753	-6.64
DART	311	386	-19.43
JAMES ISLAND	1,558	1,254	24.24
WEST ASHLEY	1,286	1,290	-0.31
VILLAGE	371	311	19.29
MT PLEASANT	4,429	3,882	14.09
ST ANDREWS	2,121	2,206	-3.85
DORCHESTER RD	991	1,014	-2.27
OTRANTO RD	1,012	1,016	-0.39
JOHN'S ISLAND	1,372	1,188	15.49
POE	235	231	1.73
EDISTO	48	42	14.29
FOLLY	139	106	31.13
ST PAULS	187	174	7.47
MCCELLELLANVILLE	131	104	25.96
TOTALS	18,079	17,108	5.68

PROGRAMMING

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN			
NO OF PROG	380	330	15.15
ATTENDANCE	11,154	13,662	-18.36
BKMOBILE/OUTREACH			
NO OF PROG	4	19	-78.95
ATTENDANCE	91	790	-88.48
CRM			
NO OF PROG	48	50	-4.00
ATTENDANCE	2,115	1,832	15.45
DART			
NO OF PROG	227	250	-9.20
ATTENDANCE	5,531	7,533	-26.58
JAMES ISLAND			
NO OF PROG	72	75	-4.00
ATTENDANCE	4,854	3,589	35.25
WEST ASHLEY			
NO OF PROG	70	71	-1.41
ATTENDANCE	2,243	2,276	-1.45
VILLAGE			
NO OF PROG	20	21	-4.76
ATTENDANCE	454	418	8.61
MT PLEASANT			
NO OF PROG	141	125	12.80
ATTENDANCE	6,433	4,823	33.38
ST ANDREWS			
NO OF PROG	119	176	-32.39
ATTENDANCE	4,335	7,201	-39.80
DORCHESTER RD			
NO OF PROG	111	95	16.84
ATTENDANCE	2,524	1,769	42.68
OTRANTO RD			
NO OF PROG	114	106	7.55
ATTENDANCE	2,483	2,191	13.33
JOHN'S ISLAND			
NO OF PROG	172	187	-8.02
ATTENDANCE	4,178	5,561	-24.87
POE			
NO OF PROG	107	76	40.79
ATTENDANCE	2,581	2,185	18.12
EDISTO			
NO OF PROG	17	16	6.25
ATTENDANCE	130	81	60.49
FOLLY			
NO OF PROG	44	46	-4.55
ATTENDANCE	1,060	1,122	-5.53
ST PAULS			
NO OF PROG	5	9	-44.44
ATTENDANCE	32	169	-81.07
MCCELLELLANVILLE			
NO OF PROG	20	23	-13.04
ATTENDANCE	1,890	527	258.63
TOTALS			
NO OF PROG	1,671	1,675	-0.24
ATTENDANCE	52,088	55,729	-6.53



Charleston County Public Library

SERVICE EFFECTIVENESS MEASURES FY2016

<i>Through August 2015</i>	MAIN	MTP	STA	OTR	DOR	JOHNS	W ASH	JAMES	CRM	DART	EDI	FOLLY	STP	MCC	POE	VILL	SYSTEM
TOTAL CIRC/VISIT	1.24	2.44	1.65	1.28	1.15	1.51	1.38	1.37	0.87	0.68	2.67	2.10	2.06	1.06	1.73	1.99	0.43
CIRC/FTE	1,720	6,490	4,741	2,581	2,240	2,094	3,450	4,303	2,877	1,910	1,897	2,799	5,579	1,354	1,933	2,848	3,739
COST/CIRC	6.60	1.18	1.68	3.14	3.52	3.94	2.02	1.78	2.89	4.63	3.81	2.05	2.91	5.20	3.29	3.00	2.35
FTE COST/CIRC	4.29	1.02	1.44	2.71	2.97	3.32	1.76	1.44	2.25	3.77	2.81	1.91	2.58	4.63	2.62	2.78	1.84
FTES	38.000	18.750	16.125	14.000	12.625	15.625	7.875	6.625	6.875	5	1.375	1.375	0.75	1.625	2.625	2.5	151.75
FY15 PERSONNEL BUDGET	280,074	123,543	110,018	98,065	84,030	108,483	47,900	40,997	44,484	36,013	7,317	7,367	10,792	10,192	13,295	19,827	1,042,397
FY15 BRANCH BUDGET	431,078	143,133	128,100	113,293	99,622	128,809	54,927	50,666	57,104	44,222	9,929	7,874	12,155	11,435	16,704	21,331	1,330,382

YEAR-END FISCAL DATA

	FY2016	FY2015	%
Interlibrary Loans		3,219	
Reference Questions		559,931	
Summer Reading Participants		14339	
User Visits		1,754,008	
County Population (est. 2013)		372,803	
Total Circulation		3,118,474	
Circulation per Capita		8.36	