

AGENDA

Charleston County Public Library

Board of Trustees Meeting

June 25, 2013

5:15pm

#	TIME	TOPIC	WHO	ACTION/ PROPOSED ACTION	FOLLOW-UP
1	5:15	Welcome			
2	5:16	Public Comment	Janet Segal		
3	5:21	Board Comment	Susan Parsons		
4	5:25	Freedom of Information Report			
5	5:26	Deletions and/or Additions to Agenda	Janet Segal	Accept	
6	5:30	Minutes of Previous Meeting: May 28, 2013			
7	5:35	Friends of the Library Update			
8	5:45	Summer Reading: Pam Cadden, Andria Amaral and Cary Jones			
9	6:00	Library Reports A. Director's Report-Doug Henderson B. Finance Report			
10	6:15	Election of Officers			
11	6:20	Policy Approval			
12	6:30	Capital Plan			
13	6:40	Discussion of Director's Evaluation			
14	6:50	Adjournment			

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

This Board Meeting will be held in the Main Library Auditorium, 68 Calhoun Street, Charleston, SC 29401

CHARLESTON COUNTY LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
May 28, 2013

The Charleston County Library Board of Trustees met for a regular meeting on Tuesday, May 28, 2013, at 5:15p.m. at the Mount Pleasant Regional Library.

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

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 welcomed everyone to the meeting, and asked whether there was any public comment. There was none.

Board Comment

Ms. Segal asked whether there was any Board comment.

Mr. McKellar stated that if we do get the referendum for our capital plan, he does not want us to have the same problem that the Berkeley County School District had. He noted that the Superintendent of Schools is being sued by an attorney for allegedly using school time and resources to promote their referendum to the public.

Mr. Fava stated that it is not to say that staff cannot support the referendum, but not on County time, and not by asking the public to vote for it. The best way for staff to support the referendum is by being good ambassadors to the library system.

Ms. Segal added that staff can ask the public to vote, but they cannot tell them how to vote.

Mr. Henderson said that the library will print out a flyer that will let people know what it is we plan to build. We will then meet with people to give them more information, but we won't tell them to vote specifically for the issue.

Ms. Segal said that we will also be putting together a campaign with the Friends of

the Library and will need a lot of volunteers. She asked that you let her know if you know of any good people to put on this campaign.

Mr. Fava noted that Ms. Jennifer Miller of the County is in attendance today. He added that when he was the County Administrator and working with Ms. Miller was wonderful.

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 April 22, 2013, special meeting were reviewed. There was a typographical error and they were accepted as corrected.

The minutes of the April 23, 2013 regular meeting were reviewed and accepted as written.

Positive Performers

Mr. Henderson said that when Mr. Kurt Taylor became the County Administrator he wanted to emphasize acknowledgement of good employees. He implemented the Positive Performers program, and if we get notice of something good that an employee has done, we forward it to him.

Mr. Henderson noted that the last time the County honored Positive Performer employees the event was too long, so it was decided that we should honor our employees at a Board meeting. Mr. Henderson noted that Mr. Taylor had an emergency, so Ms. Miller will present the certificates today.

Ms. Miller thanked the Board and staff, and noted that there were such warm greetings from patrons regarding library staff.

Ms. Miller read aloud all of the positive letters and emails from patrons and awarded certificates to Ms. Stephanie Roff, Ms. Mary Alyce Houston, Ms. Margaret Richardson and Ms. Arnette Mitchum of the Dorchester Regional Library; Ms. Amy Steinmueller of Library Collections and Acquisitions; Ms. Kathi McGregor-Ouzts and Ms. Jessica Austin-Scaff of the Sullivan's Island Library; Ms. Andria Amaral, Ms. Darcy Coover, Ms. Sarah Kellner and Ms. Crystal Frost of the Young Adult Department of the Main Library; Ms. Karine Knopf, Ms. Susan Norman, and Ms. Ramona Brown of the

Children's Department at the Main Library; Ms. Dorothy Glover of the South Carolina History Room at the Main Library; Ms. Cindy Schweinfest and Ms. Susan Frohnsdorff of the Mt. Pleasant Regional Library, Ms. Jennifer Lively and the entire staff of the Technology Learning Center and Mr. Jim McQueen and the entire staff of the John's Island Regional Library.

Mr. Henderson noted that everyone honored could not attend, because we had to keep the branches open. He added that we are very proud of our staff, and this is why he thinks people will vote for our bond issue.

Ms. Miller noted that staff can recommend other staff for this honor, and it would be helpful if recommendations were sent electronically.

Ms. Miller stated that Mr. Kurt Taylor has been all about customer service, morale and excellence in what we do since he became County Administrator. She thanked the library staff and the Board of Trustees.

Ms. Segal thanked all of the staff honorees and noted that they can leave if they have to, but they are welcome to stay for the rest of the meeting.

Friends of the Library

Ms. Everett reported that the Friends are in the process of obtaining a CPA for an audit. Five local CPA's specializing in non-profits were contacted and informed that the due date for proposals is June 3rd. She added that three firms said that the audit is not necessary, but she spoke with them about what the Friends were told regarding a clean audit for the library system.

Ms. Everett stated that a lot of money came in through memberships for the month of April. She noted that almost \$3,000 total and \$1,890 of that amount came from memberships through the branches. The Poe Branch Library was the leader with \$845, and Ms. Jessie Austin-Scaff, the Branch Manager, will be the library guest at the Friends meeting in June so that we can thank her and learn more about her successful strategies. Ms. Everett said that she is proud of library staff for all of their hard in getting memberships.

Ms. Everett said that one person did not follow-up on their bid at the Party 4 a Purpose event, so the \$100 Charleston Stage gift certificate is still available with a minimum bid of \$50 if anyone is interested.

Ms. Everett said that there is an influx of book donations and therefore the Friends cannot keep them all. The recycling bin at the Main Library stays full. On that note, the Halsey Institute at the College of Charleston is hosting a book art project and displaying books donated by the Friends. Ms. Everett added that it looks really great, and she plans to see the whole project as part of a guided tour, so if you are interested in being a part of that group, please let her know.

Ms. Everett reported that the Main Library book sale will be held for the general public in the auditorium on June 14th and June 15th. Library staff as well as all Friends members are invited to attend on June 13th at 5:30p.m. for the preview. Ms. Everett added that there are enough volunteers for the event, but volunteers are needed for the July book sale if anyone is interested.

Ms. Everett stated that the Friends had a presence at the *Plantasia* event. Many books about gardening were sold for a total of \$458.

Ms. Everett reported that the banner for the Big Book Sale to be held in Mount Pleasant is ready. The Planning Committee for the event is getting everything together for the annual October event.

Director's Report

Mr. Henderson reported that last Saturday was the Children's Festival at Marion Square. Thousands of people attended and there were five tents representing the library. Mr. Henderson noted that Mayor Riley spoke and really "talked up" the library.

Mr. Henderson said that there was a letter to the Editor in the *Post and Courier* regarding the artwork in the Saul Alexander Gallery at the Main Library this month. It focuses on the homeless and is very touching.

Library Capital Plan

Mr. Henderson stated that Kurt Taylor, County Administrator, said that our Capital Plan presentation was wonderful and there will be a separate meeting with County Council in June so that they can go over the plan as well. The hope is that our plan will be on the referendum in November 2014.

Library Budget

Mr. Henderson reported that County Council has approved a quarter of a million dollar increase for us but that is just to make up for the bonus that was paid out to staff.

Mr. Henderson noted that there should be an increase of approximately \$80,000 in State Aid funding this year. This increase will help us to expand our web presence.

Nomination Committee for Officers

Ms. Segal asked for volunteers to be on the Board Officer Nominating Committee. Mrs. Chambers, Ms. Reider, and Mr. McKellar volunteered.

Policy Review

Ms. Segal reported that only one policy change suggestion was contributed by library staff.

Mr. Henderson stated that the policies are not up for vote until June, so there is still time to go over them.

Mr. McKellar noted that he went online and printed hard copies of all of them. He noted that the mission statement is different online and needs to be corrected.

Mr. McKellar noted that there are a lot of rules and regulations. He asked how patrons are supposed to know all of them. Mr. Henderson responded that the Rules of Conduct are posted in every branch.

Mr. McKellar said that there is a rule stating that children under nine years of age need an adult with them. Mr. Henderson said that he knows that there are some children at Main under that age without adult supervision and a note was sent home to all parents from the school district informing them of this policy.

Mr. Fava said that he thinks it is appropriate to talk to the school district because it demonstrates that we are trying to do the right thing.

Mr. Henderson noted that he was told that the schools are not responsible once the bus drops children off. He added that once some of the current branch locations close, some people will have a problem.

Mr. Clem asked for clarification on the policy change suggestion submitted by staff. He asked whether it means that once a person becomes an adult their card is clean, and their parents or guardians are no longer responsible for any fines or fees.

Mr. Henderson said that right now a parent can check out items on their child's card, and yes, it means that they will not be held responsible. The card will be wiped clean.

Mr. Henderson noted that last year we changed the policy so that library cards are on a one-year renewal cycle and a record has to be cleared to renew it. This should help greatly with fines and fees.

Ms. Neal Soleimani asked whether fines can be transferred to the adult card when a new card is given to a "new" adult. Ms. Bledsoe responded that unfortunately, we cannot do that, except manually. Mr. Henderson noted that that would be a lot of work for the amount of money we would get. He added that we lost between \$130,000 and \$150,000 in fine money since we dropped fines for kids.

Ms. Neal Soleimani asked whether it would benefit the library to change the policy. Mr. Henderson noted that he does not know whether the “no fines” for kids policy change worked, because circulation is up ten percent across the board.

Ms. Manigault asked how much is owed in fines. Mr. Henderson responded that there is about \$2.5 million due total.

Mr. Fava said that we should send all of that to our collection agency. He asked whether we could let the State know so that they can collect the fines from state taxes. He added that he has a problem forgiving fines, but it is tough because we want kids to be able to come to the library and check out materials.

Mr. Clem asked whether children could still use library services in-house if we put fines back on children’s accounts. Mr. Henderson added that he does not know if we can say that cutting out children’s fines really reduced that source of income. He added that seven percent of circulation is downloadable materials and those cannot be fined.

Mr. Fava noted that the issue of waiving fines is a troubling one. Mr. Henderson noted that the initial change in the policy came from the more economically depressed areas. He added that circulation is only one measure.

Mr. Henderson stated that Dart has had a twenty-one percent increase in circulation and Cooper River is up twenty percent.

Ms. Neal Soleimani asked what the typical amount is a patron owes in fines. Mr. Henderson replied that it could be as high as \$1000, due to lost items. Ms. Bledsoe added that usually patrons find lost items though, and just have to pay overdue fines.

Ms. Neal Soleimani said that she would like the age of an adult card to change to age sixteen. She added that she would like to know how we decide what age a child’s card cuts off, and switches to a young adult card.

Mr. Henderson responded OCLC tells us sometimes. If an item is catalogued as young adult, it is fineable.

Ms. Neal Soleimani asked why patrons are only allowed to download two books at a time. Mr. Henderson responded that it is based on the size of our collection.

Ms. Neal Soleimani noted that it seems that our Code of Conduct is targeted toward the homeless. An example she gave was the size and number of bags that may be brought into the library.

Mr. Henderson said that a national standard for that was set years ago, so it would stop anyone from bringing in a lot of bags.

Ms. Neal Soleimani asked whether we could store bags people bring in, and whether this policy is illegal because of the homeless.

Mr. Henderson stated that we are very encouraging to the homeless, and many of them are in our branches every day. However, he added, we should not have to be responsible for stowing equipment and bags.

Mr. Fava added that we do not want staff to get into the business of storage.

Mr. Henderson noted that it is also not fair to other customers if some people use chairs and other space to store their items.

Ms. Hollinshead asked whether the policy is the same for everyone, including the homeless. Mr. Henderson replied that it is exactly the same, regardless of who the patron is. He added that we want to offer the homeless the same opportunities that everyone gets, and we work with them every day. They are appreciative of what we do.

Mr. McKellar asked for a discussion on the possession of weapons inside library buildings. Mr. Henderson said that if someone has a permit we cannot stop them.

Ms. Neal Soleimani asked what the policy is for staff in regards to patrons carrying weapons. Mr. Henderson replied that we have signs on the door stating that concealed weapons are not allowed, but we are not police, so we do not expect staff to go up to a patron carrying a weapon.

Coastal Community Foundation Requests

Mr. Henderson noted that we have two requests for funding from the Coastal Community Foundation. This funding is interest from money put into the Foundation by the original Library Foundation.

Mr. Henderson stated that we would like to use \$5,000 to purchase books for the One Book Charleston County event, and \$10,000 for the Charleston Tells Storytelling Festival.

Mr. Henderson noted that if the Board approves, a final meeting will then need to be held with the Coastal Community Foundation, a Friends of the Library member, a library staff member and two members of the Library Board of Trustees.

Mr. Fava moved that the group of required people meet at 5:00pm on June 25th, prior to the next Board meeting to secure the funding requested for the One Book event and the Charleston Tells event. Ms. Reider seconded the motion and the motion carried.

Ms. Segal asked for two members of the Board to meet with the Coastal Community Foundation. Mr. Clem and Ms. Chambers volunteered. Mr. Henderson noted that he would attend for the Library.

Director's Evaluation

Ms. Segal stated that it is almost time for the Board to evaluate the Library Director. She added that she has asked Ms. Denise Lyons of the State Library if there is a better tool to use for evaluating personnel.

Miscellaneous Items

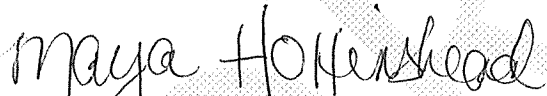
Mr. Henderson said that the library has not done a young adult book yet for the One Book event, so we would like to use one this year. He added that Ms. Andria Amaral, Manager of the Young Adult Department at Main, is very instrumental in the annual YALL Fest. There will many authors in attendance; some internationally known.

Mr. Henderson noted that the books being discussed for use are Divergent and Delirium. They both have media tie-ins.

Mr. Henderson noted that the Storytelling Festival was amazing and it will only get bigger.

Mr. Segal adjourned the meeting at 6:31 p.m.

Respectfully submitted,


Maya Hollinshead, Secretary

Director's Report

June 2013

We are quickly approaching the end of fiscal year 13. Our statistics are in order and look good for the year. We have had made significant progress updating our IT system. Our budget will grow slightly this year and help us make us the previous deficits. We will also be able to begin work on our new web presence. Work on the Capital Plan has moved forward.

We have been attending the County Council budget hearings and readings. The third reading took place June 18 and the budget was passed. The County increased our budget by \$250,000. This small increase helps make up for previous deficits and the amount allows us to comply with the Maintenance of Effort requirement from the State. This is the second year in a row that we have met the requirement. We also hope to receive an increase in our State Aid. The exact amount is not known yet since the State budget has not been approved. The increase will be used to update our web presence and to look at our branding.

Now that the budget process is over we hope the County is ready to help us move the Capital Plan forward. Staff is scheduled to meet with the County Administrator June 20th to discuss the plan. We have had initial contact with the Chamber of Commerce to discuss the plan and hope to make a presentation to them once the County has given us permission to proceed.

We have selected the book Divergent by Veronica Roth as our One Book title. This is a Young Adult title that is a New York Times bestseller. It is the first of a trilogy that includes Insurgents and the third book Allegiant which will be released in October. Ms. Roth will be the keynote speaker at Y'ALL Fest on November 9th.

June 2013 Notes

9. Election of Officers

Every June the Board of Trustees selects members to serve as the officers. Traditionally a committee presents a list of candidates to the Board. However, nominations can be submitted at the meeting.

10. Policy Approval

Every year the Board of Trustees spends three months reviewing, modifying or deleting existing policies. The Board can also entertain and adopt new policies. ***This year the only new policy being considered is: Any patron with a CCPL juvenile or young adult library card who returns to the library on or after his or her eighteenth birthday is eligible to receive a brand new CCPL adult library card with adult borrowing privileges. This new adult library card will not be linked to a parent's library card and will not carry over past fines, fees, or charges for outstanding lost or damaged materials. Any fines and fees that accrue to the new account will be the responsibility of the cardholder.***

11. Capital Plan

We will be providing an update of the Capital Plan status.

Charleston County Public Library
Financial Highlights
Month Ended April 30, 2013

The following are highlights of the Charleston County Public Library's interim financial report for the month ended April 30, 2013:

General Comments

- Expenditures exceeded revenues by \$35,277.18 in the General Fund and Special Revenue Grants Fund, the operating funds of the Library, for the ten months ended April 30, 2013 resulting in a reduction of fund balance.
- Combined fund balance for the General Fund and Special Revenue Grants Fund at April 30, 2013 was \$1,861,112.16.

Revenue

- The County appropriation includes supplemental one-time funding for special projects in the amount of \$158,530.00 and \$32,281.88 for the summer youth worker program.
- Fine income continues to be under budget. This is primarily due to a change in rate policy during the prior fiscal year. Late fines for adults were increased in August 2012.
- Other income includes E-rate reimbursement in the amount of \$96,000.
- All budgeted State Aid funds have been received for fiscal year 2013.

Expenditures

- Personnel costs are under budget due to vacancies.
- Library materials are slightly under budget due to timing of purchases.
- IT access and maintenance is under due to delay of server upgrade project.
- Supplies are under budget primarily due to lower than expected purchasing of RFID tags and DVD cases.
- Equipment repairs and maintenance are ahead of budget due to annual contract costs paid during July 2012.
- Capital expenditures include \$51,464.70 paid toward renovations at the Main Library and \$51,404.00 for vehicle replacements.

CHARLESTON COUNTY PUBLIC LIBRARY
REVENUE & EXPENDITURE STATEMENT

FY 2012-2013

04/01/2013 TO 04/30/2013

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>PCT USED</u>
REVENUE:				
30 County Appropriation	1,146,888.18	11,659,693.68	13,921,188.00	84.0
31 Copier Income	8,908.57	74,109.35	81,600.00	91.0
32 Fine Income	34,070.21	305,190.85	535,000.00	57.0
38 Interest Income	1.43	10.83	100.00	11.0
39 Other Income	4,180.73	121,752.02	26,000.00	468.0
70 Government Grant Revenues	0.00	7,315.30	0.00	0.0
71 Private Grant Revenues	0.00	3,667.12	0.00	0.0
80 Lottery Revenues	0.00	47,842.57	15,935.00	300.0
91 State Aid Receipts	87,552.25	350,209.00	350,209.00	100.0
TOTAL REVENUE	<u>1,281,601.37</u>	<u>12,569,790.72</u>	<u>14,930,032.00</u>	<u>84</u>
EXPENDITURE:				
41 Personnel Costs	809,550.70	8,485,903.39	11,028,754.00	77.0
42 Library Materials	159,569.12	1,550,966.18	2,023,331.00	77.0
43 IT Access and Maint	29,132.11	368,574.82	526,400.00	70.0
44 Copier Leases and Supplie	15,959.70	163,758.07	220,300.00	74.0
45 Supplies	10,862.35	140,482.39	246,975.00	57.0
46 Printing	0.00	16,656.16	23,250.00	72.0
47 Equipment Repairs and Mai	1,352.63	41,598.05	44,908.00	93.0
48 Building Repairs and Main	40,225.70	424,599.64	528,325.00	80.0
49 Utilities	70,122.32	677,863.97	890,556.00	76.0
50 Other Expenditures	13,987.71	153,317.89	185,937.00	82.0
51 Motor Vehicle Expenses	4,059.61	39,034.38	64,386.00	61.0
52 Insurance	7,691.58	76,915.80	92,299.00	83.0
53 Board Contingency	157.04	157.04	0.00	0.0
59 Capital Expenditures	0.00	102,868.70	158,530.00	65.0
75 Government Grant Expendit	0.00	7,315.30	0.00	0.0
76 Private Grant Expenditure	0.00	3,667.12	0.00	0.0
85 Lottery Expenditures	1,180.00	1,180.00	15,935.00	7.0
95 State Aid Expenditures	87,552.25	350,209.00	350,209.00	100.0
TOTAL EXPENDITURE	<u>1,251,402.82</u>	<u>12,605,067.90</u>	<u>16,400,095.00</u>	<u>77</u>
EXCESS OF REVENUE BEFORE TRANSFERS	<u>30,198.55</u>	<u>-35,277.18</u>	<u>-1,470,063.00</u>	<u>2</u>
EXCESS OF REVENUE AFTER TRANSFERS	<u>30,198.55</u>	<u>-35,277.18</u>	<u>-1,470,063.00</u>	<u>2</u>

CHARLESTON COUNTY PUBLIC LIBRARY
 COMBINED BALANCE SHEET - GENERAL AND GRANT FUNDS

FY 2012-2013

PERIOD ENDING: 04/30/2013

ASSETS

ASSETS

Cash in Bank - Payroll	-3,732.49
Cash in Bank - Operating	2,233,851.86
Petty Cash Main	400.00
Petty Cash West Ashley	20.00
Petty Cash Cooper River	20.00
Petty Cash James Island	20.00
Petty Cash Dart	20.00
Petty Cash Village	10.00
Petty Cash McClellanville	10.00
Petty Cash Edisto	5.00
Petty Cash Poe	10.00
Petty Cash St Pauls	10.00
Petty Cash Folly Beach	10.00
Petty Cash Mt Pleasant	50.00
Petty Cash St Andrews	50.00
Petty Cash Otranto Road	50.00
Petty Cash Dorchester Road	50.00
Petty Cash John's Island	187.00
Prepaid Expenses	73,690.52
Supplies Inventory	31,261.35
Due To/From Other Funds	-67,232.56
Due To/From Other Funds	65,152.54
TOTAL ASSETS	2,333,913.22

LIABILITIES & EQUITY

LIABILITIES

Accounts Payable - Trade	451,580.88
United Way Withholding	287.00
Vending Fund	1,476.57
Staff Organization Fund	966.64
Deferred Income - Special Rev Fund	18,489.97
TOTAL LIABILITIES	472,801.06

CHARLESTON COUNTY PUBLIC LIBRARY
COMBINED BALANCE SHEET - GENERAL AND GRANT FUNDS

FY 2012-2013

PERIOD ENDING: 04/30/2013

EQUITY

CURRENT FISCAL YEAR ACTIVITY	-81,939.75
CURRENT FISCAL YEAR ACTIVITY	46,662.57
Unassigned Fund Balance	1,766,550.98
Nonspendable Fund Balance	129,838.36
TOTAL EQUITY	<u>1,861,112.16</u>
FUND BALANCE FOR ALL FUNDS	<u><u>2,333,913.22</u></u>

CIRCULATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	366,469	371,395	-1.33
BOOKMOBILE	25,310	27,237	-7.07
CRM	144,527	124,104	16.46
DART	63,343	53,682	18.00
JAMES ISLAND	205,811	189,090	8.84
WEST ASHLEY	167,715	172,656	-2.86
VILLAGE	39,265	36,693	7.01
MT PLEASANT	619,598	516,716	19.91
ST ANDREWS	456,272	421,507	8.25
DORCHESTER RD	207,504	208,942	0.00
OTRANTO RD	232,407	237,944	-2.33
JOHN'S ISLAND	207,031	221,350	-6.47
POE	26,807	25,014	7.17
EDISTO	14,848	16,669	-10.92
FOLLY	22,524	21,892	2.89
ST PAULS	22,233	24,326	-8.60
MCCLELLANVILLE	14,246	15,154	-5.99
Total Downloads	239,644	126,530	89.40
TOTALS	3,075,554	2,810,901	9.42

USER VISITS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	320,779	344,448	-6.87
BOOKMOBILE	9,781	10,462	-6.51
CRM	148,585	151,632	-2.01
DART	82,361	89,004	-7.46
JAMES ISLAND	110,903	98,341	12.77
WEST ASHLEY	120,122	137,194	-12.44
VILLAGE	17,700	15,875	11.50
MT PLEASANT	232,378	233,654	-0.55
ST ANDREWS	227,048	234,676	-3.25
DORCHESTER RD	134,888	125,970	7.08
OTRANTO	168,549	160,795	4.82
JOHN'S ISLAND	113,364	122,831	-7.71
POE	11,200	8,774	27.65
EDISTO	5,784	6,293	-8.09
FOLLY	12,019	10,669	12.65
ST PAULS	9,841	10,028	-1.86
MCCLELLANVILLE	11,526	11,399	1.11
TOTALS	1,736,828	1,772,045	-1.99

PC USE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	80,691	80,718	-0.03
BOOKMOBILE	0	0	0.00
CRM	30,340	30,769	-1.39
DART	16,151	16,184	-0.20
JAMES ISLAND	13,259	13,368	-0.82
WEST ASHLEY	16,526	17,625	-6.24
VILLAGE	3,753	3,763	-0.27
MT PLEASANT	33,404	35,195	-5.09
ST ANDREWS	55,617	55,826	-0.37
DORCHESTER RD	25,060	25,710	-2.53
OTRANTO RD	41,371	42,090	-1.71
JOHN'S ISLAND	33,164	36,721	-9.69
POE	1,236	1,058	16.82
EDISTO	1,989	2,328	-14.56
FOLLY	2,051	2,020	1.53
ST PAULS	5,160	4,710	9.55
MCCLELLANVILLE	2,030	2,388	-14.99
Wifi USE	208,028	n/a	100.00
TOTALS	569,830	370,473	53.81

OUT-OF-COUNTY REGISTRATIONS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	27	13	107.69
BOOKMOBILE	0	0	0.00
CRM	5	1	400.00
DART	0	0	0.00
JAMES ISLAND	1	0	100.00
WEST ASHLEY	2	7	-71.43
VILLAGE	3	0	100.00
MT PLEASANT	30	17	76.47
ST ANDREWS	10	14	-40.00
DORCHESTER RD	70	80	-12.50
OTRANTO RD	125	172	-27.33
JOHN'S ISLAND	2	4	-50.00
POE	0	1	-100.00
EDISTO	15	7	114.29
FOLLY	0	0	0.00
ST PAULS	0	0	0.00
MCCLELLANVILLE	1	0	100.00
TOTALS	291	316	-7.91

REFERENCE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	170,610	154,142	10.68
BOOKMOBILE	459	239	92.05
CRM	48,570	51,101	-4.95
DART	16,066	10,439	53.90
JAMES ISLAND	19,383	19,236	0.76
WEST ASHLEY	23,733	23,570	0.69
VILLAGE	1,174	1,094	7.31
MT PLEASANT	95,550	109,435	-12.69
ST ANDREWS	73,772	76,170	-3.15
DORCHESTER RD	63,153	62,215	1.51
OTRANTO RD	28,960	36,037	-19.64
JOHN'S ISLAND	39,160	40,146	-2.46
POE	469	684	-31.43
EDISTO	420	307	36.81
FOLLY	12,268	12,829	-4.37
ST PAULS	304	369	-17.62
MCCLELLANVILLE	6,245	5,585	11.82
TOTALS	600,296	603,598	-0.55

REGISTRATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	5,731	5,979	-4.15
BOOKMOBILE	373	401	-6.98
CRM	2,182	2,547	-14.33
DART	959	766	25.20
JAMES ISLAND	1,835	1,715	7.00
WEST ASHLEY	2,004	2,022	-0.89
VILLAGE	397	275	44.36
MT PLEASANT	4,977	4,346	14.52
ST ANDREWS	3,642	3,263	11.62
DORCHESTER RD	2,284	2,512	-9.08
OTRANTO RD	2,716	3,030	-10.33
JOHN'S ISLAND	2,045	1,888	8.32
POE	288	281	2.49
EDISTO	150	148	1.35
FOLLY	605	559	8.23
ST PAULS	282	252	11.90
MCCLELLANVILLE	183	180	1.67
TOTALS	30,653	30,164	1.62

PROGRAMMING

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN			
NO OF PROG	1,409	1,486	
ATTENDANCE	35,685	53,926	
BKMOBILE/OUTREACH			
NO OF PROG	28	0	100.00
ATTENDANCE	1,787	0	100.00
CRM			
NO OF PROG	240	423	-43.26
ATTENDANCE	8,181	11,834	-30.87
DART			
NO OF PROG	660	815	-19.02
ATTENDANCE	18,722	16,283	14.98
JAMES ISLAND			
NO OF PROG	184	221	-16.74
ATTENDANCE	6,748	4,782	41.11
WEST ASHLEY			
NO OF PROG	220	322	-31.68
ATTENDANCE	6,551	7,322	-10.53
VILLAGE			
NO OF PROG	54	87	-37.93
ATTENDANCE	690	796	-13.32
MT PLEASANT			
NO OF PROG	344	448	-23.21
ATTENDANCE	13,756	11,802	16.56
ST ANDREWS			
NO OF PROG	518	704	-26.42
ATTENDANCE	17,168	17,987	-4.55
DORCHESTER RD			
NO OF PROG	258	328	-21.34
ATTENDANCE	5,817	6,194	-6.09
OTRANTO RD			
NO OF PROG	381	388	-1.80
ATTENDANCE	7,508	8,515	-11.83
JOHN'S ISLAND			
NO OF PROG	676	781	-13.44
ATTENDANCE	15,412	20,379	-24.37
POE			
NO OF PROG	190	173	9.83
ATTENDANCE	3,179	2,666	19.24
EDISTO			
NO OF PROG	52	59	-11.86
ATTENDANCE	267	574	-53.48
FOLLY			
NO OF PROG	100	101	-1.00
ATTENDANCE	1,423	916	55.35
ST PAULS			
NO OF PROG	18	23	-21.74
ATTENDANCE	225	49	359.18
MCCLELLANVILLE			
NO OF PROG	71	72	-1.39
ATTENDANCE	1,758	1,245	41.20
TOTALS			
NO OF PROG	5,403	6,431	-15.99
ATTENDANCE	144,877	165,270	-12.34

note: The Charleston Tells programs and attendance numbers are added into Main



Charleston County Public Library

SERVICE EFFECTIVENESS MEASURES FY2013

<i>Through April 2013</i>	MAIN	MTP	STA	OTR	DOR	JOHNS	WASH	JAMES	CRM	DART	EDI	FOLLY	STP	MCC	POE	VILL	SYSTEM
TOTAL CIRC/VISIT	1.15	2.66	2.01	1.42	1.53	1.83	1.40	1.84	0.97	0.76	2.57	1.90	2.23	1.26	2.37	2.21	1.77
CIRC/FTE	8,049	29,428	23,036	14,143	14,672	13,282	19,478	22,987	17,410	14,434	9,930	23,659	10,607	8,113	9,291	12,491	17,488
COST/CIRC	6.92	1.37	1.76	2.93	2.71	3.16	1.89	1.69	2.25	4.18	3.50	2.39	3.34	4.88	3.43	3.38	2.55
FTE COST/CIRC	4.62	1.22	1.57	2.56	2.38	2.71	1.69	1.43	1.92	3.51	2.91	2.23	2.93	4.32	2.67	3.02	2.06
FTEs	41.500	19.125	18.125	15.000	13.00	14.250	7.875	8.125	7.625	4	1.375	0.875	1.875	1.625	2.625	2.875	159.875
FY12 PERSONNEL BUDGET	1,541,575	684,226	654,059	543,089	453,006	512,348	259,307	266,711	254,885	202,441	39,773	46,199	58,291	56,931	65,088	108,493	5,746,422
FY12 BRANCH BUDGET	2,312,669	770,639	736,283	620,691	516,292	598,212	290,613	314,984	298,216	241,500	47,829	49,562	66,417	64,287	83,624	121,447	7,133,265

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	