

AGENDA

Charleston County Public Library

Board of Trustees Meeting

October 22, 2013

5:15pm

#	TOPIC	WHO	ACTION/ PROPOSED ACTION	FOLLOW-UP
1	Welcome	Janet Segal		
2	Public Comment			
3	Board Comment			
4	Freedom of Information Report			
5	Deletions and/or Additions to Agenda	Janet Segal		
6	Minutes of Previous Meeting: September 24, 2013		Accept	
7	Friends of the Library Update			
8	Library Reports A. Director's Report-Doug Henderson			
9	Audit Report			
10	Strategic Plan			
11	Grant Request		Action/ Proposed Action	
12	Radio Station Information			
13	Board Schedule for 2013			
14	Adjournment			

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

This Board Meeting will be held in at the Johns Island Regional Library, 3531 Maybank Hwy., Johns Island

CHARLESTON COUNTY LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
September 24, 2013

The Charleston County Library Board of Trustees met for a regular meeting on Tuesday, August 27, 2013, at 5:15p.m. at the Main Library on Calhoun Street.

Board members present were Mrs. Chambers, Ms. Manigault, Mr. McKellar, Ms. Hollinshead, Mr. Fava, Mr. Greene, Mr. Clem, and Ms. Segal. Mr. Tolly and Ms. Reider were unable to 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.

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.

Ms. Segal noted that a letter was received from Ms. Ashley Brown. Ms. Brown is a staff member at the Dart Branch Library, and wanted to thank everyone for all of the donations she received to help recover from a house fire. She noted that she greatly appreciated everyone's generosity and kindness.

Deletions and/or Additions to Agenda

Ms. Segal asked whether there were any additions or deletions to the agenda. There were not.

Minutes of Previous Meeting

The minutes of the September 24, 2013 regular meeting were reviewed. Mr.

McKellar noted that when Mr. Blackman of Chicora Gardens spoke about the proposed buildings in the Shipwatch area, the minutes should have reflected that he was speaking strictly for his firm, and not for the library system. Mr. Greene noted that the acronym for SCORE was not included in the minutes. The minutes were accepted as written with the noted changes described above.

Employee of the Quarter

Mr. Henderson introduced Ms. Jennifer Lively, Manager of the Technology Learning Center, and congratulated her for being the Employee of the Quarter.

Mr. Henderson said that in addition to coordinating computer classes at the Main Library, the TLC staff provide assistance to customers using the public computers located on the second floor of the Main Library. Ms. Lively also manages a mobile TLC lab in which her team travels to regional libraries to provide classes and tech talks to the public.

Mr. Henderson stated that Ms. Lively has participated in media interviews, helped other departments and branches, and sends staff training reports to all managers for evaluations and instructing the public on computer use.

Mr. Henderson noted that Ms. Lively is always thinking about how to better serve internal and external customers, and even though her manager, Ms. Darlene Jackson, encouraged her to take a break this summer, Ms. Lively felt that customers needed to be able to keep their skills up and continue learning new computers skills so she came up with a summer computer camp. Mr. Henderson noted that these are just a few examples of Ms. Lively's high standard of excellence and commitment to the public and staff. The success of the Technology Learning Center is in direct correlation to Ms. Lively's vision, commitment and leadership.

Friends of the Library

Ms. Everett reported that the Nominating Committee of the Friends of the Library worked hard during their tenure. She noted that a few of them will no longer be a part of the committee so some new people are needed. Ms. Everett added that there are some good people that have been discussed for those positions.

Ms. Everett stated that everything is underway for the Big Book Sale. She added, though, that volunteers are still needed. There are still work shifts available on Friday, Saturday and Sunday, and anyone can sign up on the Friends web site.

Ms. Everett reported that Abundatrade has been on the upswing the last couple of weeks. They are still looking at expanding though.

Ms. Everett noted that the Friends are still in the process of being audited and changes are being made.

Ms. Everett noted that the Friends are looking for an intern to test book sales. There is a lot that goes into that, and eventually if it becomes a larger income source, the Friends could become their own income company. Now, she added, we are just listing books on Amazon and eBay. The goal for this to take place is sometime in 2014.

Mr. Henderson stated that we hope to have space for the Friends to sell books in the new proposed building as well. Ms. Everett added that right now sales are \$50 to \$100 per week in the libraries, so the Friends are really happy we that added income.

Library Reports

Ms. Henderson reported that next week the Library will compete in the annual corporate spelling bee. We are sponsored by a company so it does not cost the library any money to participate. Mr. Henderson noted that staff members competing are Ms. Amy Quesenbery, Ms. Denise Campbell, and Ms. Cheryl Brinkley. Ms. Marilyn Bowman will be the alternate.

Ms. Bledsoe noted that last year we won the spirit award at the event.

Mr. Henderson noted that the library is applying for a small radio station. This would be good for us to showcase story times, music, and promote library programs. Mr. Henderson added that when he was the Director at his previous library in Nevada, they did this, and eventually the station became public radio.

Mr. Henderson introduced Mr. Kevin Crothers, Head of Media Services, and noted that he would be in charge of this proposed service.

Mr. Crothers stated that all of the Trustees have to fill out a form stating that you do not have a financial interest in other media.

Mr. Crothers noted that this is the first time in a decade that a radio station is open and it is only open to non-profits.

Mr. Crothers said that we have a good chance to get the station because we rank high in all areas, except that we are not on an Indian reservation.

Mr. Crothers noted that it is not a big station, but it covers the peninsula, and a little bit of Mt. Pleasant and West Ashley. In the beginning, he added, we would only need to fill five hours of air time per day. It could be a really good outreach tool.

Mr. Henderson noted that if the idea is approved by the Trustees it will be an action item on next month's Board meeting agenda.

Mr. Greene noted that Board meetings could be aired on the radio station if this project comes through. Mr. Henderson agreed.

Ms. Segal asked whether it would make a difference if library administration moves to another building. Mr. Crothers responded that we could only move the station a certain number of miles for it to work. Mr. Henderson added that Mr. Crothers could keep his office at the Main Library.

Ms. Segal thanked Mr. Crothers for the information and added that it sounds exciting.

Mr. Henderson noted that Ms. Parsons will send the County the notice to post the Board Trustee vacancies. He added that if your term is up, and you wish to be reappointed, you must reapply.

Mr. Greene asked whether anyone knows who bought the property for sale next to the Main Library. Mr. Henderson responded that he will talk to the realtor, and it probably has something to do with the renovated Gaillard auditorium.

One Book

Mr. Henderson reported that *Divergent* is the book we are using for the One Book program this year. He added that there are over four hundred and fifty copies in the catalog, and over three hundred of them are circulating right now.

Mr. Henderson noted that the author of the book, Veronica Roth, will be coming on November 9th, and the movie will be released early next year. This title has created a lot of interest.

Budget Audit Report

Mr. Henderson noted that at the previous Board meeting there was discussion about deficit spending, so Mr. Litchfield has made charts showing the history.

Mr. Litchfield described the charts and noted that one of them is the budget to actual numbers since 1998 and it shows that we have been forced into doing this for quite some time. He added that in 2001 we had a lot of money in our fund balance and we were forced by the County to spend some of it. In 2006 the fund balance got too low, but we saved up for a while, but once again, it is shrinking.

Ms. Manigault asked why the fund balance was higher in 2010 and 2011. Mr. Henderson responded that we had significant position vacancies those years.

Mr. Litchfield introduced Mr. Tyler Howanyk and Ms. Ellen Atkins of the auditing firm Atkins, Webster and Rogers. He noted that Mr. Howanyk does all of the field work.

Mr. Fava asked about the out of county registrations on the monthly statistical report. Mr. Henderson responded that the number is only for this fiscal year to date.

Mr. McKellar asked why the library's fine income continues to decrease. Mr. Henderson replied that we stopped charging overdue fees for children's items on children's cards.

Ms. Atkins introduced herself. She stated that as usual, the library's financial group does a good job and they are to be commended on a clean opinion. Ms. Atkins added that she in the minutes of the previous meeting that Mr. Litchfield went into great detail about the financials.

Ms. Atkins stated that on page one of the draft is the Independent Auditors' Report and it is very different than last year's report. The first paragraph tells you what you are reporting on, and the next paragraph states management's responsibility for financial statements. The auditor's response is in the next paragraph in conforming to Government Auditing Standards.

Ms. Atkins noted that the opinion is broken into pieces on pages nine and ten, and pages eleven and twelve.

Ms. Atkins noted that the library received an unmodified opinion in three areas, but an adverse opinion in regarding a discreetly presented component unit. This refers to the financials for the Friends of the Library. Ms. Atkins stated that the Friends group are a legal entity on its own.

Mr. Fava asked whether the opinion can change since this is a draft copy of the audit. Ms. Atkins responded that it depends on what the Trustees decide tonight regarding the Friends status.

Mr. Litchfield noted that the County requires our audit by October 24, so if action is taken, it will need to be at this meeting.

Ms. Atkins noted that after speaking with library management, the auditing firm agreed that the Friends of the Library are a component unit of the Library. This means that it would be a significant hit to the library budget if the Friends of the Library folded.

Mr. Litchfield stated that the Friends contribution to the library budget is five per cent of the total.

Mr. Fava stated that this bothers him, and he does not believe that the Friends have to be a component unit of the library's financials. He added that five per cent of the budget does not seem like a devastating amount.

Mr. Clem noted that he believes significant is not the same as devastating, and he thinks that five per cent is significant.

Mr. Howanyk stated that there are a lot of factors that go into the belief that the Friends are a component unit. He added that their primary purpose is to benefit the library and they occupy space at the Main Library.

Ms. Segal noted that the money given to the library by the Friends pays for all of the programming. Mr. Greene added that if there were no Friends group, there would be no programming at the library.

Ms. Everett noted that the auditor for the Friends read the GASB ruling differently than the library's auditor. They do not believe that the Friends are a component unit of the library.

Mr. Fava noted that he believes there are other auditors that would also make the same finding as the Friends of the Library auditor.

Ms. Atkins asked that the Trustees keep in mind that the library would still receive a clean opinion in all areas except for that section of the audit if it is decided that the Friends are not a component unit by the Trustees. She added that the Friends auditors do not have access to our information and by them being named a component unit it would only mean that their records are shown with the library's records.

Ms. Everett asked whether that would mean the Friends would have to have an annual audit done. Mr. Litchfield replied that it would not, but it would be preferable. Ms. Everett noted that the price of doing an audit annually is a big concern to the Friends.

Mr. Fava asked whether the Library Board would be responsible if someone embezzled funds from the Friends in the event that they are named a component unit. Ms. Atkins responded no, and added that the library would just get the audit from the Friends.

Mr. Litchfield noted that the first year of an audit always costs more, and then the price decreases. Ms. Everett noted that it does not decrease very much.

Ms. Atkins noted that as long as the GASB ruling is in place, the Friends will always be determined as a component unit.

Ms. Everett asked whether the ruling could change in the future, and Ms. Atkins stated that it could. She added that the Friends are not subject to GASB, and that it is why it is up to the Library Board and not the Friends to decide

whether to include the Friends in their audit. The Library has to follow governmental accounting standards.

Mr. Litchfield stated that governmental accounting standards have changed. There tends to be more transparency in reporting now, and that is why the Friends are considered a component unit of the library.

Mr. Henderson noted that only one part of the audit is adverse. If the Library Board chooses not to make the Friends a component unit, this is what the final audit will look like.

Ms. Everett stated that the Friends Board has some concerns around this issue.

Mr. Fava noted that there are audit firms that might not say the Friends are a component unit. Ms. Atkins said that most would say that they are. She added that the Library keeps a very tight fund balance, so the Friends of the Library funding is very critical.

Mr. Fava noted that it is a bad position, since the Friends Board could be upset if we vote to make the Friends a component unit. Ms. Everett said that the Friends Board is also concerned that the Library would make other decisions for them if this motion passes.

Mr. Henderson noted that this would not affect, in any way, how the Friends of the Library run their operation, there would just be more openness.

Ms. Everett stated that it is just not the cost of the audit that is a concern, it is also the time spent on it. She noted that since July she has spent one hundred and thirty-six hours dealing with it. Ms. Segal stated that she knows it is a lot of time, but it is no different for any other non-profit. She added that non-profits are not required to get audits in South Carolina, so as a result, there have been a lot of non-profits that have not functioned well.

Ms. Henderson stated that the library has just responded to request for regulation. He added that we do not want to take control of the Friends of the Library in any way.

Mr. Greene noted that when we ask for a referendum for our long-range plan, we will face public scrutiny, and it would be good to have a clean opinion on our audit. He added that a few years ago, the Friends did not have a full-time employee, so this is better timing.

Ms. Everett noted that she and the Friends Board are unclear what becoming a component unit would mean.

Mr. McKellar stated that we need to convince the Friends that we are not

going to tell them how to operate. He asked whether it would make a difference if the library paid for the Friends audit every year. Mr. Henderson responded that the money the Friends give the library is for specified use and if the library paid for the Friends audit it would come out of library operating funds.

Mr. Clem noted that becoming a component unit does not mean ownership. Mr. Litchfield agreed, and added that the only effect would be that the Friends share their annual financial information with the library.

Ms. Atkins stated that a lot of government agencies have component units, and some audit both of them. She added that nothing mandates who does the audit. Mr. Litchfield noted that it might be cost saving to use the same auditing firm, but the Friends can choose the auditor they want.

Ms. Manigault noted that she appreciates the opinions on the Friends question of whether they are a component unit, but we could discuss that after we discuss the library audit.

Ms. Atkins noted that on page two of the audit, it notes that the library will receive a clean opinion, with the exception of the component unit. The last paragraph notes that there is an issue with segregation of duties in the library's financial office. This is the same issue that has been noted for many years.

Ms. Atkins reported that on page eleven it notes that the fund balance will only cover once month of expenses, and this tight, because it should cover two to three months.

Mr. Fava asked whether the audit notes that issue. Ms. Atkins responded that it does not because that is a policy issue, but the library is operating on a shoestring budget.

Ms. Atkins stated that on page thirty-two the "budget to actual" financials are listed. She added that the fund balance was eaten into, but not as much as you thought you would. There were expenditures that were budgeted that the library did not end up paying for.

Ms. Atkins noted that personnel costs are is always the biggest variance, and there was also a lot of savings in the area of information technology.

Ms. Atkins stated that on pages thirty-four and thirty-five it is noted that there is an issue with internal control over financial reporting. She added that each year segregation of duties is an issue and noted in the audit.

Ms. Atkins said that management is doing a lot more oversight though, than in the past, and she thinks that the area with the biggest problem is journal entries. There are not enough staff in the financial department. The recommendation is for someone to review the journal entries, but maybe that is not feasible financially.

Mr. Fava stated that he has always been bothered by this finding. Mr. Henderson noted that the library has added more hours to one person, and we are also talking about adding another position who might look at those entries in question.

Mr. Fava said that this is a more significant issue than that of the Friends becoming a component unit.

Ms. Atkins stated that this problem is common in small businesses. The library is doing all that they can to tighten control the best they can.

Mr. Henderson noted that the strategic plan calls for another person in the business department, and it is no problem, but we will have to spend money to do it.

Mr. Litchfield said that we need someone who understands financial entries. Ms. Atkins added that Mr. Litchfield needs an accountant under him.

Mr. Greene said that if we are asking the Friends of the Library to become a component unit for the audit, we should consider hiring an extra person to clean up this part of the library's audit.

Ms. Segal stated that we should decide whether to take action regarding the Friends becoming a component unit before we take action on the library audit.

Ms. Everett noted that there are ongoing questions about the future in regards to the Friends becoming a component unit.

Mr. Henderson reiterated that the library would not have anything to do with the operation of the Friends if they were to become a component unit.

Mr. Clem asked what the pros and cons would be if we paid for the Friends audit annually. Mr. Litchfield noted that the main benefit to the library paying for it would be how we look at funds. If we use all of the money that they give us for programming, like we currently are, that would not take away from that funding programming.

Mr. Henderson noted again, that they would still choose the auditor of their choice.

Mr. Greene moved that the Library Board make the Friends of the Library a component unit with the understanding that the Library will pay for their audit and auditor of their choice and absorb any expenses that come their way due to GASB through the coming years. Mr. McKellar seconded the motion and the motion passed. One Board member opposed the motion.

Mr. Litchfield suggested that we let the library auditors insert the new data due to the action just taken, and a copy of the new draft be presented by the library's auditors at the October Library Board meeting.

Ms. Atkins stated that there are several pages of the audit that will change due to the Friends becoming a component unit.

Ms. Segal asked that the library look into hiring an additional person for the business department. Mr. Litchfield suggested that we look at other County libraries to see what they are doing.

Mr. Henderson said that for the upcoming budget year we will request funding for a new position and note that our audit says that we have an issue in that area.

Young Adult Library Card Policy

Mr. Segal stated that, for the record, after the last Library Board meeting, an email was sent out to Trustees with financial figures that had not been sent previously. She added that due to those numbers, there were requests to revisit this policy.

Mr. McKellar asked whether teenagers are required to get parental signatures to get a young adult library card. He also noted that he would hate to lose patrons because they cannot pay fines.

Mr. Henderson noted that currently children's cards are blocked until books are returned, but there are no fines for late returns. We could do the same thing with young adult cards.

Mr. Henderson stated that almost all teenagers do not come to the library with their parents so it was determined to take a chance and let them sign up on their own for a young adult card. He added that there are a small group of people who abuse their card privileges, and they would probably abuse them if the policy changed.

Mr. Henderson said that young adults are different than children in that they do not rely completely on their parents to be responsible. Mr. Henderson noted that it is entirely up to the Library Board to decide how to handle this policy.

Mr. Fava and Mr. McKellar agreed with Mr. Henderson about young adults taking more responsibility than children. Mr. McKellar also noted that this is the first time he has heard it put quite like that.

Mr. McKellar asked how other libraries handle this issue. Mr. Henderson responded that a lot of other libraries would make everyone pay fines, including those on children's cards.

Mr. Clem asked what the impetus was in requesting the change in policy. Mr. Henderson replied that he asked all staff if they had any policy change requests,

and staff at Mt. Pleasant asked to request a change in the young adult card policy. He added that a compromise brought up was for young adults to only have to pay \$25.00, but the problem with that is if the books had to be replaced we would have to pay approximately twice that amount.

Mr. Henderson reported that approximately \$240,000 worth of items have not been returned in that age group.

Mr. Clem wondered whether we could offer teens volunteer opportunities in lieu of paying for items. Mr. Henderson responded that that would take away from staff time with training.

Ms. Bledsoe noted that we do take partial payments sometimes, depending on the circumstances, and we try to work with people.

Mr. Greene asked what the threshold was for someone to be blocked from checking items out. Ms. Bledsoe responded that people are able to still check out items until they owe more than ten dollars.

Ms. Manigault stated that the Trustees should reconsider the young adult card policy so that we are not doing away with fines.

Mr. Henderson noted that currently everyone has to renew their card every year, and it has to be a clear card to be renewed. He added that this is a newer policy, so in two more years this will be true for everyone.

Ms. Manigault stated that a friendly amendment to the policy would be for young adults to pay for lost items, but not for fines, when applying for an adult card.

Ms. Segal noted that there are between \$31,000 and \$35,000 worth of young adult materials checked out right now.

Ms. Manigault wondered whether adults checking out books on young adult cards would be a problem if fines did not have to be paid. Mr. Henderson said that if a parent got hold of the card, it could be an issue.

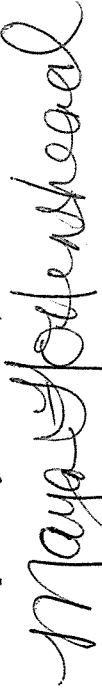
Ms. Darlene Jackson, Manager of the Main Library, stated that the general feeling is to keep accountability in place. She added that we have also taken a bit hit financially due to the loss of late fines on children's cards.

Ms. Jackson noted that she does not see this as a big issue, and she stated that she was surprised the policy request came from the Mt. Pleasant Regional Library.

Ms. Chambers moved to change the young adult card policy so that all fines and fees are required to be paid before a young adult can get an adult card. Mr. McKellar seconded the motion and the motion carried.

Ms. Segal adjourned the meeting at 7:25p.m.

Respectfully submitted,


Maya Hollinshead, Secretary

FINAL DRAFT

Administrative Report October 2013

The third week of One Book Charleston County is underway and the community response is positive. Copies of *Divergent* have been checked out 689 times between September 16 and Oct. 14, 2013 and all the book club kits are checked out.

Several branches featured special One Book programs recently, and an article in *The Post and Courier* lauded The City Paper helped spread the word about *Divergent* as this year's One Book selection. Staff members also made television appearances to promote One Book and the great line-up of programs.

A long time ago, in a galaxy far, far away...or, Oct. 5th at the Main Library, One Book Charleston County kicked off with a very successful *Star Wars* Reads Day event. Members of the Carolina Garrison of the 501st Legion dressed up as Boba Fett, Storm Troopers, R2D2 and other *Star Wars* characters to promote literacy and have fun.



Young Star Wars enthusiast at Star Wars Reads Day

Nearly 500 people enjoyed a variety of activities for children, teens and adults, including a costume parade and contest; Storm Trooper target practice; *Star Wars* trivia; origami Yoda folding; light saber and Darth Vader mask-making; a droid scavenger hunt; a Jedi Reading Academy; a movie screening of *The Clone Wars* and creative snack-making of Yoda soda and Wookiee cake pops.

We were fortunate that Veronica Roth, author of *Divergent*, created a public service announcement to promote One Book Charleston County. The PSA is featured on the front page of the CCPL web site. The final One Book Charleston County is a panel of YALLFest authors who will read from their latest works at the Main Library in the Teen Lounge. One Book culminates in YALL Fest, Nov 9th with Veronica Roth as the keynote speaker.

We recently received a \$10,000 Library Services and Technology (LSTA) Grant from the South Carolina State Library. The project, Spotlight on eLibrary, allowed us to purchase four sets of iPad and Samsung Galaxy tablets to equip staff at Main and the five regional libraries to make presentations for PTOs, community groups and business organizations promoting and demonstrating our eLibrary services, such as eBooks, downloadable audio and downloadable magazines.

Library Board of Trustees Meeting Schedule 2014

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 2014:

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



Charleston County Public Library

SERVICE EFFECTIVENESS MEASURES FY2014

<i>Through August 2013</i>	MAIN	MTP	STA	OTR	DOR	JOHNS	WASH	JAMES	CRM	DART	EDI	FOLLY	STP	MCC	POE	VILL	SYSTEM
TOTAL CIRC/VISIT	1.07	2.62	2.01	1.42	1.66	1.88	1.46	1.99	0.90	0.92	2.29	1.76	2.19	1.30	2.36	2.16	1.78
CIRC/FTE	1,788	7,052	5,319	3,418	3,350	2,892	4,320	5,685	3,704	3,307	1,852	3,288	2,325	1,844	2,469	2,555	3,986
COST/CIRC	5.70	1.10	1.38	2.59	2.50	2.75	1.62	1.27	2.13	3.65	3.13	3.61	2.76	4.05	2.50	3.06	2.14
FTE COST/CIRC	3.91	0.99	1.25	2.21	2.17	2.34	1.44	1.08	1.77	3.02	2.72	3.47	2.46	3.40	1.81	2.82	1.74
FTES	41.500	19.125	17.75	13.625	12.50	15.250	7.875	8.125	7.25	4	1.375	1.375	1.875	1.625	2.625	2.875	158.75
FY12 PERSONNEL BUDGET	290,387	132,882	117,896	102,945	90,897	103,274	48,931	49,761	47,568	40,012	6,925	15,689	10,723	10,188	11,740	20,731	1,100,549
FY12 BRANCH BUDGET	422,689	148,500	130,556	120,410	104,828	121,337	55,275	58,676	57,324	48,295	7,969	16,330	12,018	12,148	16,188	22,509	1,355,052

YEAR-END FISCAL DATA

	FY2014	FY2013	%
Interlibrary Loans		3,304	
Reference Questions		657,204	
Summer Reading Participants		13150	
User Visits		1,910,545	
County Population (est. 2012)		370,000	
Total Circulation		3,382,488	
Circulation per Capita		9.14	

SEPTEMBER 2013

CIRCULATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	107,124	107,115	0.01
BOOKMOBILE	6,553	7,043	-6.96
CRM	38,865	46,479	-16.38
DART	18,640	20,550	-9.29
JAMES ISLAND	64,553	63,913	1.00
WEST ASHLEY	47,913	50,346	-4.83
VILLAGE	10,509	12,649	-16.92
MT PLEASANT	190,054	183,746	3.43
ST ANDREWS	134,784	137,644	-2.08
DORCHESTER RD	58,209	66,410	-12.35
OTRANTO RD	65,398	74,264	-11.94
JOHN'S ISLAND	61,488	59,012	4.20
POE	8,760	9,203	-4.81
EDISTO	3,566	4,372	-18.44
FOLLY	6,663	6,794	-1.93
ST PAULS	6,320	6,921	-8.68
MCLELLANVILLE	4,005	5,272	-24.03
Total Downloads	71,216	50,919	39.86
TOTALS	904,620	912,652	-0.88

USER VISITS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN**	97,997	97,566	0.44
BOOKMOBILE	2,231	1,955	14.12
CRM	44,484	45,109	-1.39
DART	21,101	30,311	-30.39
JAMES ISLAND	32,156	32,359	-0.63
WEST ASHLEY	33,807	32,549	3.86
VILLAGE	4,985	5,999	-16.90
MT PLEASANT	71,864	69,573	3.29
ST ANDREWS	70,412	67,894	3.71
DORCHESTER RD	35,389	40,533	-12.69
OTRANTO	47,223	48,078	-1.78
JOHNS ISLAND	34,148	33,163	2.97
POE	3,623	3,419	5.97
EDISTO	1,558	1,759	-11.43
FOLLY	3,615	3,217	12.37
ST PAULS	2,824	3,136	-9.95
MCLELLANVILLE	3,396	3,280	3.54
TOTALS	510,813	519,900	-1.75

*WiFi use only partial stats due to changing Meraki system

PC USE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	22,746	22,900	-0.67
BOOKMOBILE	0	0	0.00
CRM	8,554	8,480	0.87
DART	4,598	4,575	0.50
JAMES ISLAND	4,554	3,792	20.09
WEST ASHLEY	4,436	4,461	-0.56
VILLAGE	1,003	1,191	-15.79
MT PLEASANT	9,443	9,440	0.03
ST ANDREWS	15,764	15,749	0.10
DORCHESTER RD	7,541	7,231	4.29
OTRANTO RD	12,183	11,929	2.13
JOHN'S ISLAND	9,009	9,488	-5.05
POE	325	270	20.37
EDISTO	492	594	-17.17
FOLLY	467	585	-20.17
ST PAULS	1,579	1,513	4.36
MCLELLANVILLE	632	737	-14.25
Wifi USE**	64,165	29039	120.96
TOTALS	167,491	131,974	26.91

OUT-OF-COUNTY REGISTRATIONS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	16	2	700.00
BOOKMOBILE	0	0	0.00
CRM	3	0	100.00
DART	1	0	100.00
JAMES ISLAND	1	0	100.00
WEST ASHLEY	0	0	0.00
VILLAGE	2	2	0.00
MT PLEASANT	13	2	550.00
ST ANDREWS	3	4	-25.00
DORCHESTER RD	15	22	-31.82
OTRANTO RD	34	50	-32.00
JOHN'S ISLAND	0	1	-100.00
POE	1	0	100.00
EDISTO	0	5	-100.00
FOLLY	0	0	0.00
ST PAULS	0	0	0.00
MCLELLANVILLE	0	0	0.00
TOTALS	89	88	1.14

REFERENCE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	60,300	56,073	7.54
BOOKMOBILE	635	163	74.33
CRM	11,221	10,584	6.02
DART	6,582	6,377	3.21
JAMES ISLAND	6,365	5,777	10.18
WEST ASHLEY	6,053	5,185	16.74
VILLAGE	272	238	14.29
MT PLEASANT	26,018	24,821	4.82
ST ANDREWS	22,973	19,515	17.72
DORCHESTER RD	7,988	10,016	-20.25
OTRANTO RD	9,252	8,583	7.79
JOHN'S ISLAND	12,621	12,513	0.86
POE	59	41	43.90
EDISTO	136	66	106.06
FOLLY	1,069	1,019	4.91
ST PAULS	99	118	-16.10
MCLELLANVILLE	2,017	1,745	15.59
TOTALS	173,660	162,834	6.65

REGISTRATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	2,180	1,800	21.11
BOOKMOBILE	173	162	6.79
CRM	666	581	14.63
DART	307	355	-13.52
JAMES ISLAND	835	597	39.87
WEST ASHLEY	923	667	38.38
VILLAGE	226	129	75.19
MT PLEASANT	2,600	1,557	66.99
ST ANDREWS	1,664	1,203	38.32
DORCHESTER RD	832	774	7.49
OTRANTO RD	971	896	8.37
JOHN'S ISLAND	895	525	70.48
POE	136	129	5.43
EDISTO	30	71	-57.75
FOLLY	93	286	-67.48
ST PAULS	157	68	130.88
MCLELLANVILLE	100	58	72.41
TOTALS	12,788	9,858	29.72

PROGRAMMING

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN			
NO OF PROG	317	308	2.92
ATTENDANCE	12,233	7,589	61.19
BKMOBILE/OUTREACH			
NO OF PROG	10	0	100.00
ATTENDANCE	983	0	100.00
CRM			
NO OF PROG	119	85	40.00
ATTENDANCE	2,164	2,908	-25.58
DART			
NO OF PROG	174	205	-15.12
ATTENDANCE	5,609	6,969	-19.51
JAMES ISLAND			
NO OF PROG	54	52	3.85
ATTENDANCE	2,897	1,353	114.12
WEST ASHLEY			
NO OF PROG	70	67	4.48
ATTENDANCE	2,289	1,521	50.49
VILLAGE			
NO OF PROG	33	8	312.50
ATTENDANCE	427	181	135.91
MT PLEASANT			
NO OF PROG	102	100	2.00
ATTENDANCE	5,116	2,999	41.38
ST ANDREWS			
NO OF PROG	160	146	9.59
ATTENDANCE	9,037	4,261	112.09
DORCHESTER RD			
NO OF PROG	101	62	62.90
ATTENDANCE	2,261	1,197	88.89
OTRANTO RD			
NO OF PROG	100	91	9.89
ATTENDANCE	3,256	1,794	1462.00
JOHN'S ISLAND			
NO OF PROG	202	181	11.60
ATTENDANCE	5,616	4,949	13.48
POE			
NO OF PROG	57	54	5.56
ATTENDANCE	1,399	1,298	7.78
EDISTO			
NO OF PROG	18	14	28.57
ATTENDANCE	186	122	52.46
FOLLY			
NO OF PROG	36	26	38.46
ATTENDANCE	1,075	302	255.96
ST PAULS			
NO OF PROG	9	6	50.00
ATTENDANCE	340	194	75.26
MCLELLANVILLE			
NO OF PROG	18	30	-40.00
ATTENDANCE	485	1,329	-63.51
TOTALS			
NO OF PROG	1,580	1,435	10.10
ATTENDANCE	55,373	38,966	42.11