

**Charleston County Public Library Board of Trustees Agenda**

*5:15 p.m., August 23, 2016 | Auditorium, Main Library, Charleston*

- 5:15 p.m.     **1. Welcome and Freedom of Information**..... Andy Brack
- 5:16 p.m.     **2. Public comment** ..... Andy Brack
- 5:19 p.m.     **3. Board comment**..... Andy Brack
- 5:22 p.m.     **4. Deletions and additions to the agenda**
- 5:23 p.m.     **5. Minutes (6/28, 7/7, 7/19)** ..... Andy Brack
- 5:28 p.m.     **6. Friends of the Library update** ..... Brittany Mathis
- 5:33 p.m.     **7. Capital plan update** ..... Janette Alexander
- 5:43 p.m.             a. Board discussion
- 5:53 p.m.     **8. Library reports**
- a. Director's report..... Cynthia Bledsoe
- b. Financial report .....Susan Strunk/Perry Litchfield
- 6:02 p.m.     **9. WYLA radio station report** ..... Kevin Crothers
- 6:12 p.m.     **10. Board committee development**..... Andy Brack
- 6:22 p.m.     **11. Naming opportunity**..... Andy Brack
- Action expected*
- 6:30 p.m.     **12. Development of goals for executive director** ..... Susan Strunk
- 6:40 p.m.     **13. Executive director welcome planning** ..... Cynthia Bledsoe
- 6:45 p.m.     **14. Adjournment**

**Board service**

Term ends Dec. 2016: Brack, Manigault, Segal (\*), Strother

Term ends Dec. 2017: Hollinshead, Norris, Reider, Strunk

Term ends Dec. 2018: Clem, Fava, McKellar

\* open position due to term limit

CHARLESTON COUNTY LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
JUNE 28, 2016

The Charleston County Library Board of Trustees met for a regular meeting on Tuesday, June 28, at 5:15 p.m. at the Main Library.

Board members present were Ms. Manigault, Mr. Clem, Ms. Reider, Mr. Brack, Ms. Hollinshead, Ms. Strunk, Ms. Segal, Mr. Fava, Mr. Norris and Mr. Strother. Mr. McKellar was not in attendance. Staff members present were Cynthia Bledsoe, Perry Litchfield, and Nancy Sullivan. Mr. Herb Sass, County Council Liaison to the Library was in attendance, as were County Staff members Mr. Walt Smalls, Mr. Bryan Whitley and Ms. Janette Alexander.

Ms. Segal called the meeting to order and stated the media had been informed of the meeting and its agenda. She welcomed Mr. Sass and informed him the Board is happy to have him as Council Liaison. He responded he is glad to participate and is sorry he cannot make more meetings due to Council meetings held on Tuesdays, but he will be at the meetings as often as he possible.

The minutes of meetings from May 24<sup>th</sup>, June 8<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup> were reviewed. Mr. Brack made a motion to approve the four sets of minutes. Mr. Fava seconded the motion and the vote carried.

**Board Comments:**

Ms. Strunk reminded the board to send their bios to Cynthia Bledsoe.

Ms. Reider stated the dedication of the mural at the Dart Library was very well done as was the "We are Charleston" program. Ms. Segal indicated the ceremony renaming the St. Andrews Regional Branch Library as the Cynthia Graham Hurd St. Andrews Regional Library was touching and commented on the nice words spoken by County Council Chairman Elliott Summey.

**Capital Plan Update**

Ms. Alexander and Mr. Whitley updated the Board on the progress of the Capital Improvement Project. (See attached CCPL Capital Improvement Projects Update). As requested, Ms. Alexander distributed a CD to each Board member containing the files for the Charleston County/Charleston County Public Library Capital Improvement Projects Program Manual.

Ms. Alexander stated the building earmarked for the library administration and support facility, located at 4355 Bridge View Drive, is now a county owned building. County staff is developing an A/E RFQ (Request for Qualifications) Scope of Services for design of renovation. The Board asked the final price of the building. Mr. Whitley stated the price was \$1.678 million.

The IFB – Invitation for Bids - for the demolition of the old sheriff's department buildings has been issued.

Ms. Manigault asked about access to the cemetery adjacent to the new James Island Library site. Ms. Alexander reported county staff and the caretakers of the cemetery have met and are carefully researching this historic area. Currently there is access to the site (mainly for maintenance) and this access point will continue to be available. Mr. Sass asked about the wetlands delineation reports since they have not been completed. Ms. Alexander indicated there were not any problems with these reports. Final documents are forthcoming.

Ms. Segal asked about any schedule changes. Ms. Alexander reported the County anticipates contract execution with the Design Build firm and the Notice to Proceed to be issued in early July. Once this component is complete a Kick-Off meeting with the firm will be held which will include hammering out the schedule. She hopes to have an updated schedule available at the August Board meeting.

Ms. Alexander reported the county has given approval to hire the firm who assisted with the development of the program manual for the RFID/AMH (radio frequency identification/automated materials handling) for design and construction technical review services. County staff have submitted documentation for Non-Compete Services by the RFID-AMH consultant. This will ensure the county and library are getting the most appropriate systems for our libraries.

The Opening Day Collection proposals have been received and are being reviewed by the Selection Team. She anticipates a selection will be made and recommended to council for award in August.

Mr. Fava asked how the budgeting process for the new buildings will work. Mr. Litchfield explained the county asked the library for budget projections of operating costs quite some time ago and these figures have been incorporated into the projections.

#### **Finance Report:**

Mr. Litchfield gave a Power Point presentation to the Board of the General Fund Annual Budget for FY 2017 (see attached). Mr. Clem made a motion to approve the budget as presented. Ms. Hollinshead seconded the motion and the vote carried.

Ms. Strunk asked about the funding of library programs. Mr. Litchfield explained a small portion of funding comes from the library supply budget. The Friends of the Library fund most of the programs.

#### **Friends of the Library:**

Ms. Bledsoe gave the Friends of the Library report on behalf of Friends Executive Director Brittney Mathis.

That Summer Book Sale was a great success. The Friends were concerned about the street closures and how it would affect the sale, but they raised \$12,837.27 and welcomed more than 800 people through the door.

The John's Island Book Sale takes place July 22nd and July 23rd at the John's Island

Regional Library. A member event will take place Thursday, July 21st from 5:00pm-7:30pm. They are in need of volunteers for the July sale.

The Porgy and Bess event was very successful. The space was beautiful, the food and beverages were well received, and both Harlan Greene and Nic Butler did an amazing job. The event was not a huge moneymaker and brought in \$350. However, it did give the opportunity to bring supporters of the library together.

Glass Onion has selected the Friends to be the featured charity month for its charity tasting. Every month, Glass Onion holds a beverage tasting and selects a local charity to support. The cost is \$10 per person, and \$5 of each ticket goes to the charity. Glass Onion provides beverages to enjoy and some bites. The event will take place July 13 from 5:30-7:30. They will also selling books at that time.

**Director's Report:** (see attached)

The Board asked earlier for the number of active card users currently using the library. Our database indicates 92,844 were active users this year. Our total number of registered users is larger. That report is scheduled to run at the end of the fiscal year.

**Annual Policy Review:**

Three policies were reviewed and discussed (see attached).

Mr. Litchfield informed the Board he would provide them with a list at least annually of all donations received by the library. He provided a sample list for the current year.

Mr. Norris asked if donations could be spread out equally over the system. Mr. Litchfield indicated if a donation is specifically earmarked for a particular branch, we have to honor the donor's request to use the funds as specified.

Mr. Strother asked if we have a database of the donor's information. Mr. Litchfield replied since we are not a non-profit organization we do not keep databases of donor information since we could not solicit for funds. Mr. Clem suggested if we can legally note the donor's name on the distribution list could we add the information to the report.

Ms. Manigault asked if the Cynthia Graham Hurd funds are earmarked and how those funds are being managed. Ms. Bledsoe replied the funds are being used specifically at the St. Andrews and Dart significant for literacy, outreach and educational programming. Ms. Manigault suggested it might be a good idea to develop guidelines on how significant donations are to be spent.

After some discussion concerning the frequency of reporting the donations, Ms. Reider made a motion to accept all three policy changes. Mr. Norris seconded the motion. After discussion the motion carried with a 6-4 vote.

**Election of Board Officers:**

Mr. Fava reported for the Nomination Committee. The committee consisted of Ms. Manigault, Mr. McKellar, and Mr. Fava. The committee nominated Mr. Brack, Chair; Mr.

Clem, Vice President; Ms. Strunk, Treasurer; Ms. Hollinshead, Secretary. Ms. Segal asked if there were any nominations from the floor and there were none. Ms. Segal called for the vote. The motion from the committee was carried with a vote of 9-1.

### **Executive Director Search:**

Mr. Brack reported for the search committee. He said the Board's search had been diverse and broad. He stated he has been impressed with Bradbury and Associates and the process has been more than satisfactory. The Bradbury firm provided the committee with a good pool of candidates. Mr. Brack asked them to provide a diversity assessment of the process. There were 104 applicants. Forty-nine of those were considered unqualified, based on job description or incomplete applications. Of the remaining 55 completed applications, 6 did not meet the minimum standards, which left 49 applicants who met the provisions of the job description.

Of the 49 qualified, 27 were female and 22 were male. Of the 49, 28 were sitting library directors or had experience as a director. All but 6 had multi-branch library experience. Also, of the 49 candidates, 33 had less than 25 years of experience. Applicants came from 24 states with the highest numbers coming from South Carolina and Florida. The search committee reviewed the 49 applications and 8 were selected and interviewed via Skype, then 3 were selected for personal visits and interviews. Those visits and interviews will take place on July 8<sup>th</sup> and 9<sup>th</sup>. The interviews will consist of meetings with direct reports, a small group of staff, and a staff/public forum. The search committee will then interview each applicant after which they will deliberate and hopefully come to a decision to proceed with an offer. A news release will be issued tomorrow, Wednesday, June 29<sup>th</sup>, with the names and bios of the three candidates coming to Charleston for the interviews.

Ms. Reider asked if any of the three selected to come to Charleston had declined this round of interviews. Mr. Brack stated they all accepted.

### **Other Business:**

Mr. Brack was pleased to see an update on the radio station, but indicated he is disappointed in the content and said he hopes this will improve. He would like to see a regular programming schedule. He encouraged all Board members to listen to the station.

Ms. Segal spoke to the Board and staff thanking everyone for their work during her time as chairwoman. She spoke about the library's accomplishments during her time as chairwoman, including improving the relationship with County Council, the Strategic Plan and passing the bond referendum to improve the library system.

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Maya Hollinshead, Secretary

CHARLESTON COUNTY LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
JULY 7, 2016

The Charleston County Library Board of Trustees met for a special meeting on Thursday July 7, at 9 a.m. at the Main Library.

Board members present were Mr. Clem, Ms. Reider, Mr. Brack, Ms. Hollinshead, Ms. Strunk, Ms. Segal, Mr. Fava and Mr. McKellar. Ms. Manigault and Mr. Strother called into the meeting via telephone. Mr. Norris was not in attendance. Cynthia Bledsoe from the library was present as well as Dan and Jobeth Bradbury from Bradbury Associates.

Mr. Brack called the meeting to order and stated the media had been informed of the meeting and its agenda.

Ms. Reider moved to go into Executive Session to interview three candidates for the executive director position. Mr. McKellar seconded the motion and the motion carried.

After executive session, Ms. Segal gave a report from the search committee. She moved that the board authorize Bradbury Associates to enter negotiations with Candidate A. If negotiations are unsuccessful with Candidate A, then Bradbury Associates will report to the board and get into negotiations with Candidate B. If negotiations with both candidates fail, Bradbury Associates will report back to the board. Mr. Clem seconded the motion and the motioned was carried.

Mr. Brack adjourned the meeting at 2:30 p.m.

Respectfully submitted,

Maya Hollinshead, Secretary

CHARLESTON COUNTY LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
July 19, 2016

The Charleston County Library Board of Trustees met for a special meeting on Tuesday, July 19, 2016, at 10:00am in the boardroom at the Main Library located at 68 Calhoun Street and via teleconference.

Board members present in person were Ms. Segal and Mr. Fava. Members present via telephone were Mr. Brack, Ms. Strunk, Ms. Hollinshead, Mr. Clem, Ms. Reider, and Mr. Strother. Board members unable to attend were Mr. Norris, Mr. McKellar and Ms. Manigault. Staff members present were Cynthia Bledsoe, Darlene Jackson, Perry Litchfield, Nancy Sullivan, and Heather Kiessling.

Mr. Brack called the meeting to order and confirmed with Ms. Bledsoe that the media had been informed of the meeting and its agenda according to the Freedom of Information Act.

Public Comment

There was no public comment.

Board Comment

Mr. Brack stated that the purpose of the meeting was to ratify the agreement to find the new executive director. The board suggested pursuing the first, second, and third alternatives for position in that order. The first candidate, Nicolle Davies, accepted the position pending the ratification of the agreement negotiated by Bradbury and Associates. Mr. Brack explained that Ms. Davies has notified her employer and she will be called immediately after the meeting for approval of wording. Cynthia Bledsoe will notify library staff of the decision after Ms. Davies has been called. Thirty minutes after the staff has been alerted, the media will be notified. Before the media is notified, Charleston County Council Chairman Elliott Summey will be alerted to the decision.

Executive Session: Hiring Executive Director

Mr. Brack stated that there was no need to go into executive session, as there was no discussion that needed to be made.

Executive Director

Mr. Clem made a motion to ratify the agreement. Ms. Reider seconded.

The vote was as follows:

Mr. Clem: yay

Mr. Fava: yay  
Ms. Hollinshead: yay  
Ms. Manigault: not present  
Mr. McKeller: not present  
Mr. Norris: yay (via proxy of Mr. Brack)  
Ms. Reider: yay  
Ms. Segal: yay  
Mr. Strother: yay  
Ms. Strunk: yay  
Mr. Brack: yay

The vote was passed unanimously to accept Nicolle Davies as the new executive director.

Mr. Brack thanked everyone for their accommodations and effort in the selection process. He asked for any further statements or discussion from the board. There were none.

Mr. Brack stated that Ms. Davies will start as the executive director within 70 days, as outlined in the agreement, or by October 2016. Ms. Davies has notified her board and is notifying her staff this morning. Her board tried to provide incentives for her to stay but she continued with her decision to become the new executive director of the Charleston Country Public Library. Mr. Brack said that he would phone her with the official news after the board meeting. Ms. Davies will be returning with her husband Josh Davies soon to find a house and select an official date to begin.

At 10:09am Mr. Fava motioned to adjourn the meeting; Ms. Segal seconded the motion and it passed.

Respectfully submitted,

Maya Hollinshead, Secretary



## Director's Report August 2016

2016 Summer Reading has wound down, with lots of happy readers and listeners. Our summer reading programs ran between June 1 and July 31, fifteen days shorter this year than last year, which means there is not a direct comparison of statistics between 2015 and 2016. The Children's program consisted of a Kids program and a Listener's program. The Kids Program had a 57% participation rate compared to last year's 49% and the Listeners had a 29% participation rate compared to last year's 24%. There was a decrease in the total number of participants, 4,834 this year compared to 6,736 in 2015. All children's summer reading was tracked through an online system this year to comply with the SC State Library's data collection processes. We anticipated a decline in the numbers this year from a shorter program and the online format, but overall the feedback was positive about this change. During the two-month period we held 861 children's programs, with 48,285 attendees, and 188,979 children's books were circulated during June and July 2016. The Teen Summer Reading program grew 27% in 2016, with an increase of 2084 readers compared to last year's 1644. The Adult Summer had 1,275 participants, 141 fewer than in 2016, and 8,345 books were checked out.

The Library staff has been busy with the CIP, working on building programming plans for the Main Library, which involves reallocating the Administrative and support services area to public services. The Opening Day Collection committee submitted their recommendations to Procurement, who then applied the financial data the calculations.

In late July 2016, CCPL began offering thousands of free downloadable items via *hoopla*, a service that allows card holders access to more than 100,000 eBooks, 33,000 audio books, 11,000 movies, 1,300 television shows and 6,000 comic books. With *hoopla*, residents can check out up to 10 items per calendar month. This is in addition to the more than 10,000 eBooks, 4,000 audio books, nine million songs, nearly 200 different magazine titles and thousands of films already offered for free download by visiting the library's website.

CCPL branch managers and department heads attended a diversity training session August 17, 2016, presented by Warren Redman-Gress, executive director of Alliance For Full Acceptance (AFFA). In light of the recent debate over the use of bathrooms based on gender identity, and in consideration of the tragic shootings in Orlando, Redman-Gress emphasized that it's important to raise awareness of the impact of stereotypes. Diversity includes lesbian, gay, bisexual and transgender people, and diversity awareness broadens one's world view and makes a difference in how we treat each other. Redman-Gress provided many tips to foster diversity awareness and Darlene Jackson and Cynthia Bledsoe look forward to having him provide this training to staff at several locations. CCPL serves a very diverse community and we want to make sure we have a better understanding of who we serve.

We're looking forward to welcoming Nicolle Davies to CCPL next month.

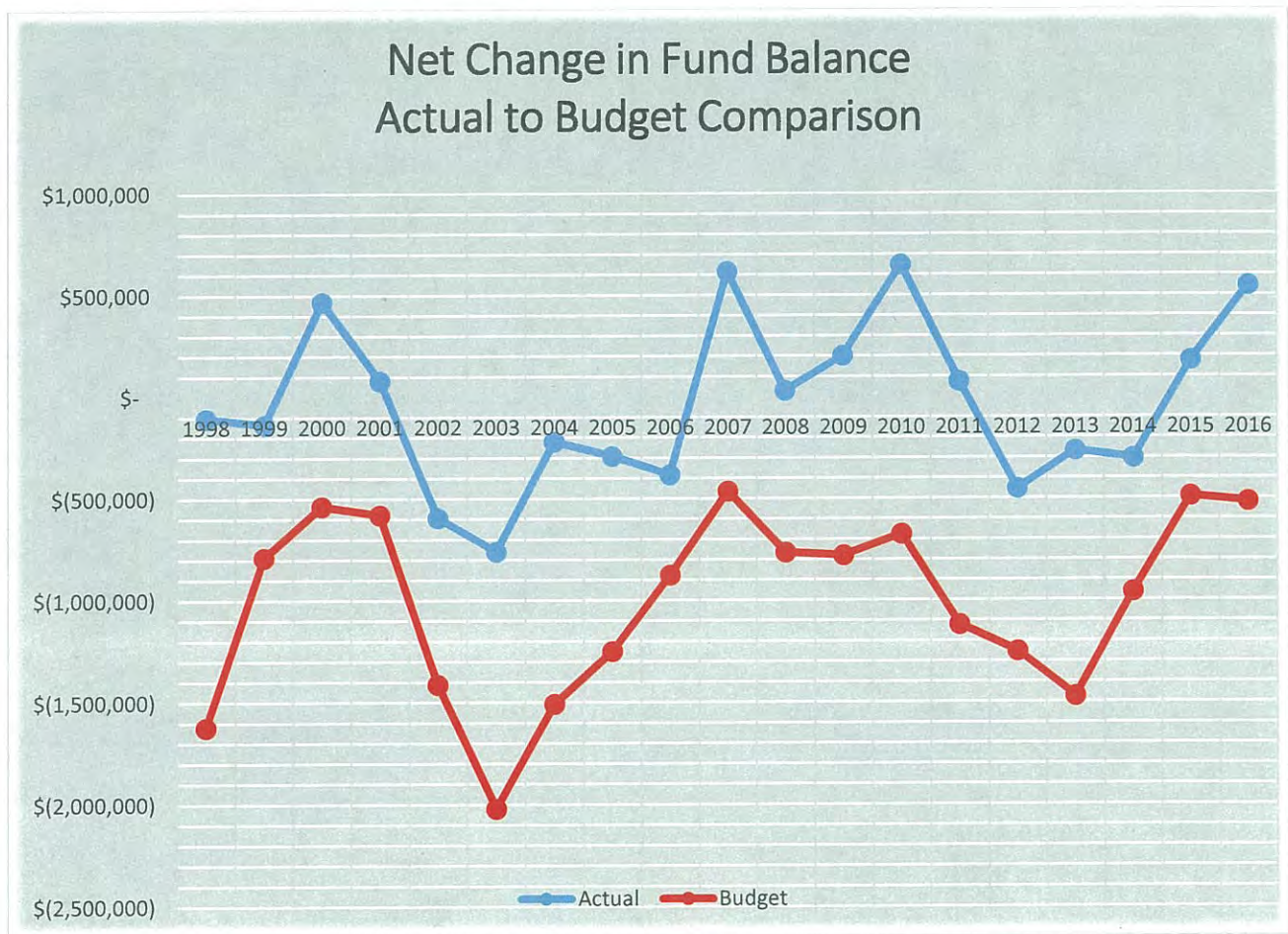
# CHARLESTON COUNTY PUBLIC LIBRARY

FINANCIAL HIGHLIGHTS FOR THE FISCAL YEAR ENDED JUNE 30, 2016

## GENERAL FUND

The General Fund finances the day-to-day provision of library services for Charleston County. Revenues exceeded expenditures resulting in an increase of fund balance of \$546,171.31 for the fiscal year ended June 30, 2016. This was due primarily to personnel vacancies and less spending on information resources than planned. See further discussion below. Assets of \$2,842,790.01 less liabilities of \$787,397.10 resulted in a total fund balance at June 30, 2016 of \$2,055,392.91. Fund balance represents the amount available to finance future operations.

The following chart is a comparison of the Library's budgeted vs. actual net change in fund balance since FY1998:

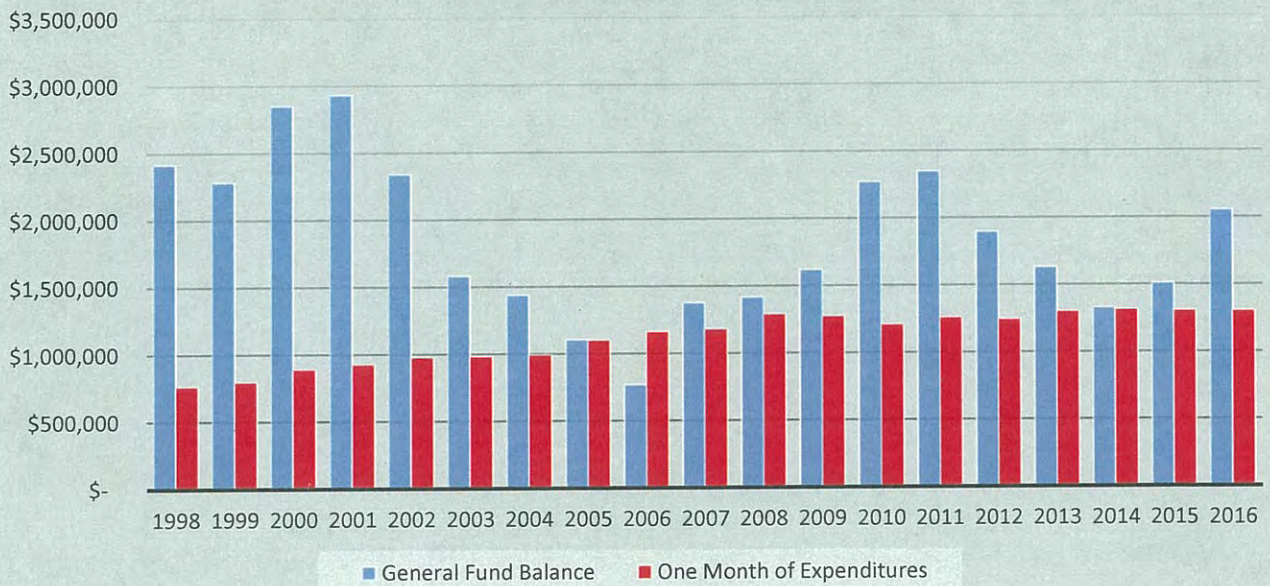


Actual results have consistently been better than budget.

The following chart shows a history of the Library's fund balance as compared to one month of expenditures since FY1998. The Library attempts to maintain this minimum level of resources as a hedge for future needs.

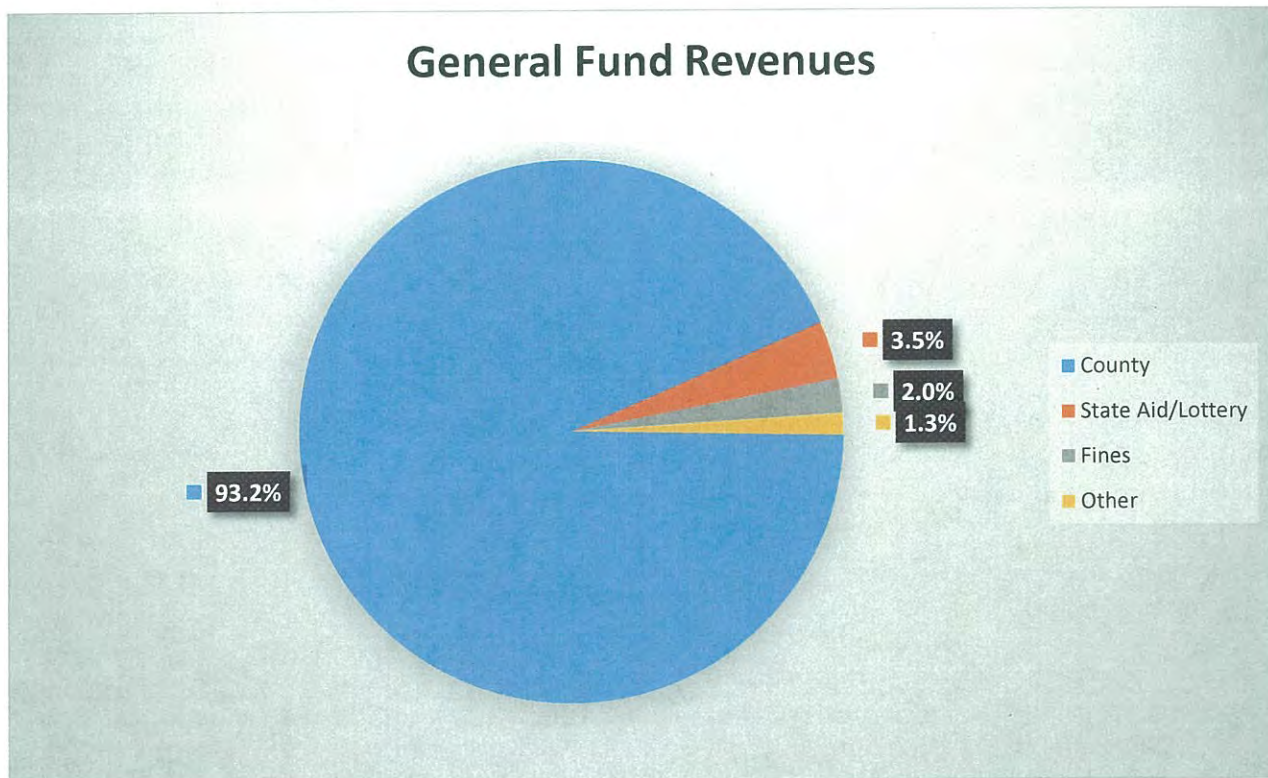


## Fund Balance Compared to One Month of Expenditures



## GENERAL FUND REVENUES

The Library's operations are primarily funded through County appropriations. Additional funding comes from State Aid, fines, and other sources such as copier/printer charges, parking fees, etc. The relative share of General fund revenue sources for fiscal year 2016 are shown in the chart below:

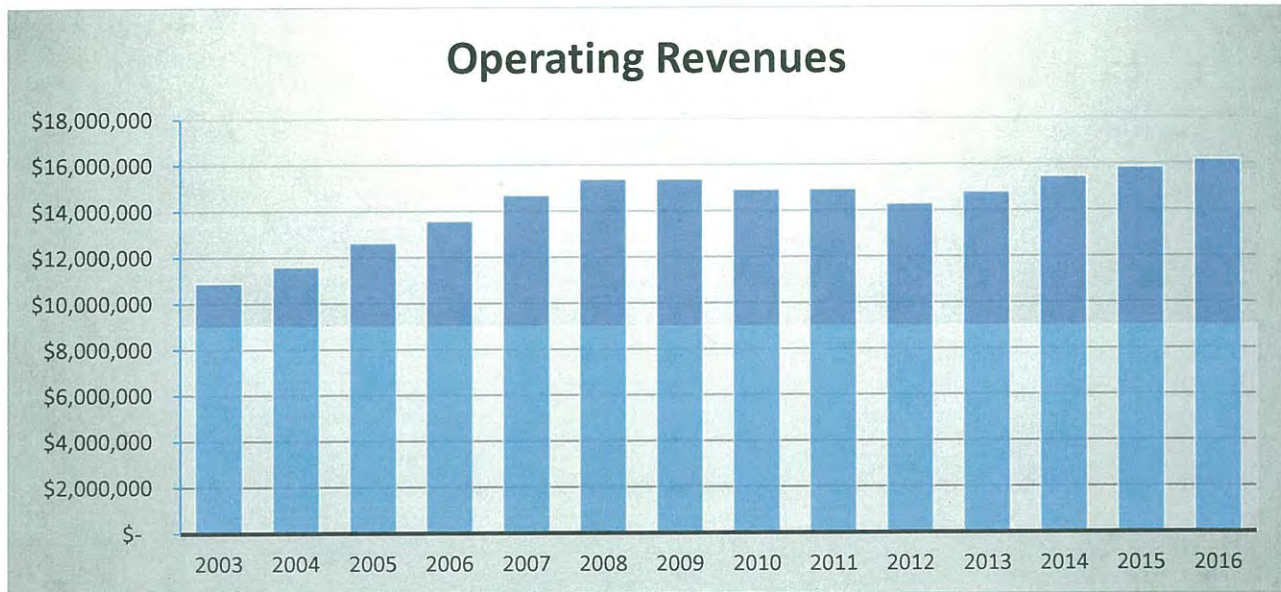


County appropriations included \$18,450.13 to offset the cost of the County's Summer Youth Program. State Aid was \$1.25 per capita for FY16. Lottery distributions for FY16 totaling \$121,209.62 were received. Fine revenues were 3.7 percent less August 15, 2016



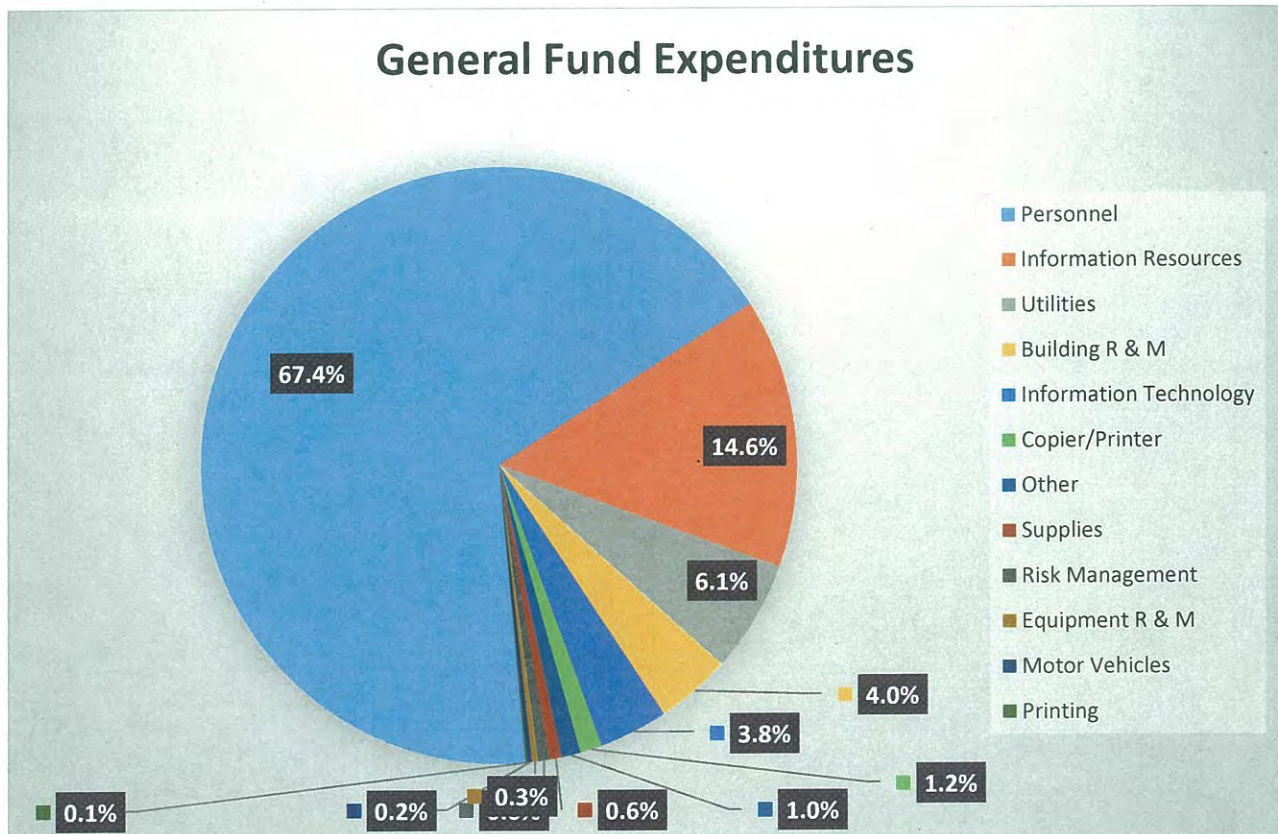
than the prior year while copier/printer fees were up 2.9 percent. Total revenues were \$154,048.17 over budget due to the Lottery distributions as well as an insurance settlement of \$35,405.89 related to flooding at the Poe branch.

The following chart shows total operating revenues since FY2003:



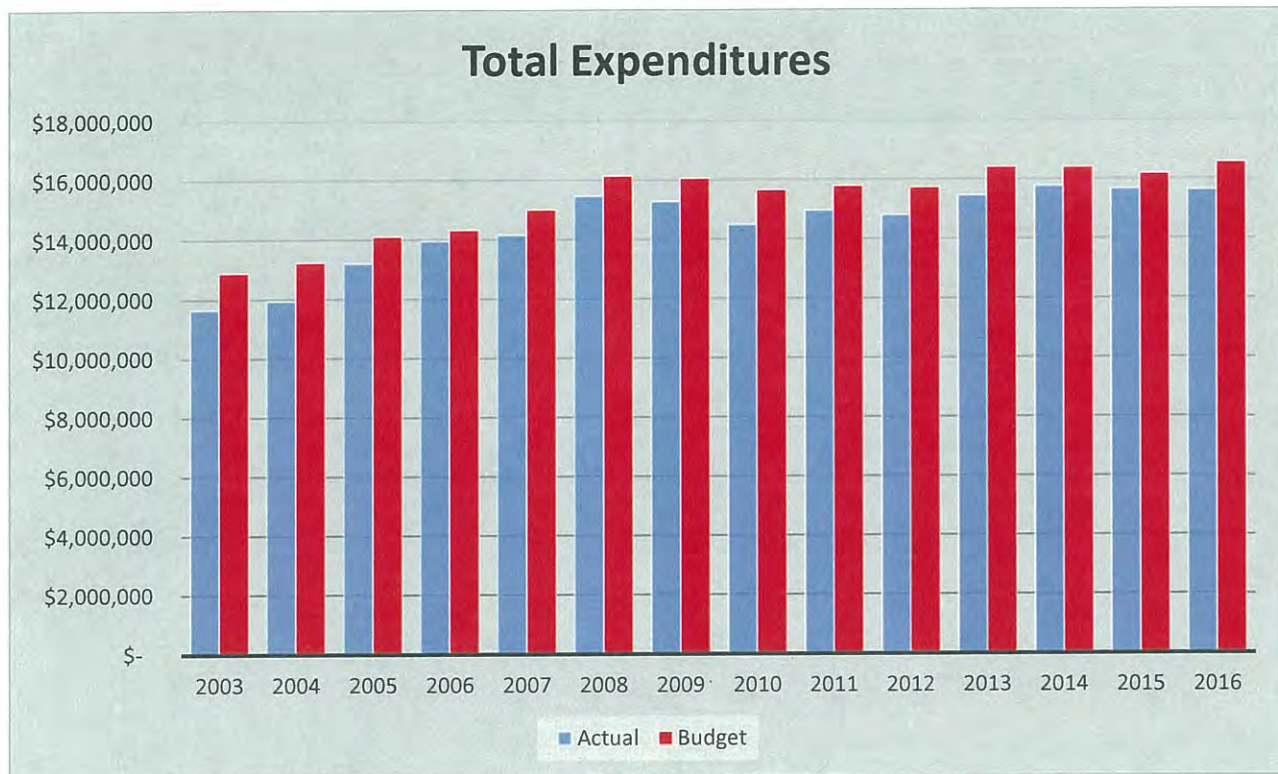
## GENERAL FUND EXPENDITURES

The normal operations of the Library are accounted for in the General Fund. Expenditures for the fiscal year ended June 30, 2016 were 5.5 percent less than budget while 0.2 percent less than the prior year. The chart below shows the relative size of each major expenditure category to the total:





The following chart shows total operating expenditures compared to budget since FY2003. Actual expenditures were less than budgeted for each year presented.



Following are comments on specific categories:

#### PERSONNEL COSTS

Personnel costs include salaries and associated employer costs. Actual expenditures were 4.2 percent under budget while 1.6 percent less than last fiscal year. Rising retirement, health insurance rates, and parking for Main Library employees was offset by decreases in workers' compensation insurance, the provision for other post-employment benefits (OPEB), and several significant vacancies.

#### INFORMATION RESOURCES

Information resources are collection items in various formats acquired for public use along with certain costs incurred in preparing materials for public use. Expenditures were 11.5 percent under budget while 2.4 percent greater than the prior year.

#### INFORMATION TECHNOLOGY

Information technology includes hardware and software acquisitions and maintenance of the Library's automation systems, network infrastructure, staff and public computers, internet access, and other related costs. IT costs were 5.0 percent under budget while 12.2 percent greater than the prior year. The primary change from the prior year was the addition of equipment leasing that was not as high as expected.

#### COPIERS AND PRINTERS

Lease costs and related supplies are included in the copiers and printers category. Expenditures were 0.5 percent under budget and 1.2 percent less than the prior year. Expenditures were less primarily due to decreased paper costs.



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## SUPPLIES

Supplies include various operating supplies such as office, data processing, and minor equipment. Expenditures were 16.4 percent under budget while 4.2% less than the prior year. Increases in office and data processing supplies were offset by fewer purchases of minor equipment than expected.

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## PRINTING

Printing includes the costs of items printed externally for programs and internal use forms. Expenditures were 33.9% under budget as well as 55.6 percent less than the prior year. Fiscal year 2015 program related printing was higher than normal.

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## EQUIPMENT REPAIRS AND MAINTENANCE

Equipment repairs and maintenance include annual contracts and repairs on various Library equipment. Expenditures were 2.7 percent under budget while 6.0 percent greater than the prior year. The increase was primarily due to purchase of additional security equipment.

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## BUILDING REPAIRS AND MAINTENANCE

Building repairs and maintenance for buildings used by the Library includes various maintenance activities, janitorial, garbage collections, and security. Expenditures were 4.0 percent under budget while 5.2 percent greater than the prior year. Costs were under budget primarily due to fewer than anticipated repairs and no janitorial costs for small branches. The primary increase was additional maintenance contract costs paid to the County.

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## UTILITIES

Utilities include electricity and gas, water and sewer, solid waste disposal fees, and telephone related costs. Expenditures were 0.4 percent under budget and 1.8 percent more than the prior fiscal year. Water and sewer experienced an unexpected increase in usage. This was offset by electricity and gas rates not increasing as much as expected.

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## RISK MANAGEMENT/INSURANCES

Risk management includes property insurance, tort liability, business interruption, bookmobile, and other vehicle coverage. These budget amounts are provided by the County's Risk Management Department and are withheld from the County Appropriation in equal monthly installments. There was no significant change from the prior year.

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## MOTOR VEHICLES

Motor vehicles include repairs, maintenance, and fuel for Library vehicles and employee mileage reimbursements when appropriate. Expenditures were 37.7 percent under budget while 17.8 percent less than the prior year. Repairs and fuel costs were less than County Fleet Operations estimated for the fiscal year.

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## OTHER EXPENDITURES

Other expenditures include various system-wide costs that are not otherwise classified. The most significant of these are audit services, postage and shipping, financial software maintenance, and the material recovery service. Expenditures were 21.3 percent under budget while 12.0 percent less than the prior year. Decreased postage costs were the primary change.

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## MISCELLANEOUS EXPENDITURES

Miscellaneous expenditures include \$164.35 for Board retreat expense and \$4,249.51 in executive search expenses.



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## CAPITAL EXPENDITURES

The only capital expenditure during the year was \$18,598.14 in leased network equipment accounted for as part of information technology expenditures.

## GRANTS SPECIAL REVENUE FUND

The Grants Special Revenue Fund accounts for grants received for special projects primarily from governmental sources. The Library recognized revenue and expenditures in the amount of \$30,084 for the fiscal year ended June 30, 2016. The most significant grant was \$12,364 in LSTA funds from the State Library for the FM Radio Station. There were fourteen active grants during the fiscal year with grant awards ranging from \$300 to \$25,000. Unspent funds on hand at year end were \$14,047.

## DONATIONS SPECIAL REVENUE FUND

The Donations Special Revenue Fund accounts for donations, including private foundation grants, typically restricted for specific purposes. Revenues totaled \$84,301 for the fiscal year with expenditures of \$26,367. Major donations included \$40,499 for the Cynthia Graham Hurd Memorial Fund, and \$23,461 from the Eleanor Delores Santos Estate.

The Charleston Tells Festival received donations and grants of \$20,246 during the fiscal year along with net ticket and merchandise sales of \$7,852. Expenses related to Charleston Tells were \$42,173. Charleston Tells had a deficit balance of \$11,326 that is expected to be balanced with fund raising for the 2017 festival.

Unspent funds on hand at year end were \$108,018, net of the Charleston Tells deficit. The Cynthia Graham Hurd Fund balance at June 30, 2016 was \$40,168.

## FRIENDS OF THE LIBRARY SPECIAL REVENUE FUND

The Friends of the Library Special Revenue Fund accounts for expenses associated with Library programs and staff development that are supported by the FOL. It also includes some operating expenses paid on behalf of the FOL. The revenue recognized in the fund includes program and staff development support as well as reimbursement of FOL operating expenses. For the fiscal year ended June 30, 2016, program and staff development expenses totaled \$109,197 and FOL operating expenses totaled \$4,026. It is important to note that the Friends of the Library operates on a calendar year basis while the Library accounts for its spending on a fiscal year basis. For calendar year 2015, the Library spent \$100,000 for programs and staff development funded by the FOL. At June 30, 2016, the FOL owed the Library \$60,925 which was subsequently received.



**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
GENERAL FUND - RECAP  
Fiscal Year Ended June 30, 2016**

	<b>Actual Year Ended 6/30/2015</b>	<b>Actual Year Ended 6/30/2016</b>	<b>Actual Increase (Decrease) FY16 - FY15</b>	<b>Percent Increase (Decrease) FY16 - FY15</b>	<b>Budget Year Ended 6/30/2016</b>	<b>Budget Remaining 6/30/2016</b>	<b>Percent Budget Remaining 6/30/2016</b>
<b>REVENUES</b>							
County Appropriation	\$ 14,702,230.36	\$ 15,072,773.76	\$ 370,543.40	2.46%	\$ 15,072,774.00	\$ 0.24	0.00%
Supplemental Appropriation Summer Youth	23,171.91	18,450.13	\$ (4,721.78)	-25.59%	-	\$ (18,450.13)	--
Supplemental Appropriation Longevity Adjust	43,517.00	-	\$ (43,517.00)	--	-	\$ -	--
<i>Total County Appropriations</i>	<u>14,768,919.27</u>	<u>15,091,223.89</u>	<u>322,304.62</u>	<u>2.14%</u>	<u>15,072,774.00</u>	<u>(18,449.89)</u>	<u>-0.12%</u>
Copier Income	104,907.10	107,799.62	\$ 2,892.52	2.68%	99,500.00	\$ (8,299.62)	-8.34%
Fine Income	342,981.52	330,876.86	\$ (12,104.66)	-3.66%	337,000.00	\$ 6,123.14	1.82%
Other Income	373.43	424.72	\$ 51.29	12.08%	-	\$ (424.72)	--
Insurance Proceeds	-	35,405.89	\$ 35,405.89	100.00%	-	\$ (35,405.89)	--
Parking Garage Receipts	26,145.39	22,148.03	\$ (3,997.36)	-18.05%	25,000.00	\$ 2,851.97	11.41%
E Rate Reimbursement	61,429.25	39,233.30	\$ (22,195.95)	-56.57%	60,000.00	\$ 20,766.70	34.61%
Lottery Revenues	107,333.57	121,209.62	\$ 13,876.05	11.45%	-	\$ (121,209.62)	--
State Aid Receipts	437,761.26	437,761.24	\$ (0.02)	0.00%	437,761.00	\$ (0.24)	0.00%
<b>TOTAL REVENUE</b>	<u>15,849,850.79</u>	<u>16,186,083.17</u>	<u>336,232.38</u>	<u>2.08%</u>	<u>16,032,035.00</u>	<u>(154,048.17)</u>	<u>-0.96%</u>
<b>EXPENDITURES</b>							
Personnel Costs	10,706,878.22	10,534,379.10	\$ (172,499.12)	-1.64%	10,995,033.00	\$ 460,653.90	4.19%
Information Resources	2,231,817.18	2,286,052.06	\$ 54,234.88	2.37%	2,581,850.00	\$ 295,797.94	11.46%
Information Technology	517,472.33	589,483.09	\$ 72,010.76	12.22%	620,400.00	\$ 30,916.91	4.98%
Copiers and Printers	188,891.40	186,743.13	\$ (2,148.27)	-1.15%	187,600.00	\$ 856.87	0.46%
Supplies	105,922.33	101,625.96	\$ (4,296.37)	-4.23%	121,550.00	\$ 19,924.04	16.39%
Printing	24,158.78	15,524.48	\$ (8,634.30)	-55.62%	23,500.00	\$ 7,975.52	33.94%
Equipment Repairs and Maintenance	48,360.98	51,426.08	\$ 3,065.10	5.96%	52,870.00	\$ 1,443.92	2.73%
Building Repairs and Maintenance	596,270.32	629,265.81	\$ 32,995.49	5.24%	655,528.00	\$ 26,262.19	4.01%
Utilities	931,871.78	949,459.35	\$ 17,587.57	1.85%	953,234.00	\$ 3,774.65	0.40%
Other Expenditures	175,513.92	156,663.28	\$ (18,850.64)	-12.03%	199,037.00	\$ 42,373.72	21.29%
Motor Vehicles	43,197.24	36,667.66	\$ (6,529.58)	-17.81%	58,890.00	\$ 22,222.34	37.74%
Risk Management (Insurance)	98,718.00	98,208.00	\$ (510.00)	-0.52%	98,208.00	\$ -	0.00%
Miscellaneous Expenditures	1,563.30	4,413.86	\$ 2,850.56	64.58%	1,000.00	\$ (3,413.86)	-341.39%
<b>TOTAL EXPENDITURES</b>	<u>15,670,635.78</u>	<u>15,639,911.86</u>	<u>(30,723.92)</u>	<u>-0.20%</u>	<u>16,548,700.00</u>	<u>908,788.14</u>	<u>5.49%</u>
<b>FUND BALANCE INCREASED (DECREASED)</b>	<u>\$ 179,215.01</u>	<u>\$ 546,171.31</u>	<u>\$ 366,956.30</u>	<u>67.19%</u>	<u>\$ (516,665.00)</u>	<u>\$ (1,062,836.31)</u>	<u>205.71%</u>



**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**GENERAL FUND - DETAIL**  
Fiscal Year Ended June 30, 2016

	Actual Year Ended 6/30/2015	Actual Year Ended 6/30/2016	Actual Increase (Decrease) FY16 - FY15	Percent Increase (Decrease) FY16 - FY15	Budget Year Ended 6/30/2016	Budget Remaining 6/30/2016	Percent Budget Remaining 6/30/2016
<b>REVENUES</b>							
County Appropriation	\$ 14,702,230.36	\$ 15,072,773.76	\$ 370,543.40	2.46%	\$ 15,072,774.00	\$ 0.24	0.00%
Supplemental Appropriation Summer Youth	23,171.91	18,450.13	\$ (4,721.78)	-25.59%	-	(18,450.13)	--
Supplemental Appropriation Longevity Adjust	43,517.00	-	\$ (43,517.00)	--	-	-	--
<i>Total County Appropriations</i>	<u>14,768,919.27</u>	<u>15,091,223.89</u>	<u>322,304.62</u>	<u>2.14%</u>	<u>15,072,774.00</u>	<u>(18,449.89)</u>	<u>-0.12%</u>
Copier and Printer Income	104,907.10	107,799.62	2,892.52	2.68%	99,500.00	(8,299.62)	-8.34%
Fine Income	342,981.52	330,876.86	(12,104.66)	-3.66%	337,000.00	6,123.14	1.82%
Other Income	373.43	424.72	51.29	12.08%	-	(424.72)	--
Insurance Proceeds	-	35,405.89	35,405.89	100.00%	-	(35,405.89)	--
Parking Garage Receipts	26,145.39	22,148.03	(3,997.36)	-18.05%	25,000.00	2,851.97	11.41%
E Rate Reimbursement	61,429.25	39,233.30	(22,195.95)	-56.57%	60,000.00	20,766.70	34.61%
Lottery Revenues	107,333.57	121,209.62	13,876.05	11.45%	-	(121,209.62)	--
State Aid Receipts	437,761.26	437,761.24	(0.02)	0.00%	437,761.00	(0.24)	0.00%
<b>TOTAL REVENUES</b>	<u>15,849,850.79</u>	<u>16,186,083.17</u>	<u>336,232.38</u>	<u>2.08%</u>	<u>16,032,035.00</u>	<u>(154,048.17)</u>	<u>-0.96%</u>
<b>EXPENDITURES</b>							
<b>Personnel Costs</b>							
Salaries	7,572,553.03	7,468,123.61	(104,429.42)	-1.40%	8,087,490.00	619,366.39	7.66%
Temporary Wages	6,970.08	22,417.91	15,447.83	68.91%	26,000.00	3,582.09	13.78%
Summer Youth Program Wages	20,230.41	20,164.46	(65.95)	-0.33%	-	(20,164.46)	--
<i>Total Wages</i>	<u>7,599,753.52</u>	<u>7,510,705.98</u>	<u>(89,047.54)</u>	<u>-1.19%</u>	<u>8,113,490.00</u>	<u>602,784.02</u>	<u>7.43%</u>
Social Security	548,344.98	542,902.61	(5,442.37)	-1.00%	618,693.00	75,790.39	12.25%
State Retirement	800,235.07	807,969.45	7,734.38	0.96%	860,610.00	52,640.55	6.12%
Life Insurance	11,928.60	12,797.94	869.34	6.79%	15,002.00	2,204.06	14.69%
Health Insurance	899,420.52	914,444.38	15,023.86	1.64%	1,064,497.00	150,052.62	14.10%
Dental Insurance	24,672.98	24,413.92	(259.06)	-1.06%	26,723.00	2,309.08	8.64%
Workers Compensation	387,796.92	325,346.88	(62,450.04)	-19.19%	325,347.00	0.12	0.00%
Other Post Employment Benefits	359,100.24	315,100.92	(43,999.32)	-13.96%	315,101.00	0.08	0.00%
Employee Assistance Program	1,800.00	1,800.00	-	0.00%	1,800.00	-	0.00%
Other Personnel Costs	10,805.39	5,097.02	(5,708.37)	-111.99%	20,000.00	14,902.98	74.51%
Staff Parking Main Library	63,020.00	73,800.00	10,780.00	14.61%	93,600.00	19,800.00	21.15%
Fringe Rate Adjustment	-	-	-	--	(125,447.00)	(125,447.00)	100.00%
<i>Total Fringe Benefits</i>	<u>3,107,124.70</u>	<u>3,023,673.12</u>	<u>(83,451.58)</u>	<u>-2.76%</u>	<u>3,215,926.00</u>	<u>192,252.88</u>	<u>5.98%</u>
Budgeted Vacancies (wages plus fringe)	-	-	-	--	(334,383.00)	(334,383.00)	100.00%
<b>Total Personnel Costs</b>	<u>10,706,878.22</u>	<u>10,534,379.10</u>	<u>(172,499.12)</u>	<u>-1.64%</u>	<u>10,995,033.00</u>	<u>460,653.90</u>	<u>4.19%</u>



**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**GENERAL FUND - DETAIL**  
Fiscal Year Ended June 30, 2016

	Actual Year Ended 6/30/2015	Actual Year Ended 6/30/2016	Actual Increase (Decrease) FY16 - FY15	Percent Increase (Decrease) FY16 - FY15	Budget Year Ended 6/30/2016	Budget Remaining 6/30/2016	Percent Budget Remaining 6/30/2016
<b>Information Resources</b>							
Adult Fiction Books	275,849.56	250,020.30	(25,829.26)	-10.33%	300,000.00	49,979.70	16.66%
Adult Non-fiction Books	181,658.49	259,570.81	77,912.32	30.02%	220,000.00	(39,570.81)	-17.99%
Adult Reference	11,783.20	11,221.09	(562.11)	-5.01%	15,000.00	3,778.91	25.19%
SC Room	4,565.82	3,199.28	(1,366.54)	-42.71%	8,000.00	4,800.72	60.01%
Young Adult	62,134.09	61,878.71	(255.38)	-0.41%	80,000.00	18,121.29	22.65%
Juvenile Books	277,918.60	260,069.15	(17,849.45)	-6.86%	320,000.00	59,930.85	18.73%
McNaughtons	40,698.00	40,698.00	-	0.00%	41,000.00	302.00	0.74%
Large Print	36,215.73	45,979.55	9,763.82	21.24%	50,000.00	4,020.45	8.04%
Continuations	51,961.78	50,482.30	(1,479.48)	-2.93%	65,000.00	14,517.70	22.33%
<i>Total Books</i>	<i>942,785.27</i>	<i>983,119.19</i>	<i>40,333.92</i>	<i>4.10%</i>	<i>1,099,000.00</i>	<i>115,880.81</i>	<i>10.54%</i>
Periodicals	74,869.50	69,538.43	(5,331.07)	-7.67%	80,000.00	10,461.57	13.08%
Microforms	21,225.25	15,327.00	(5,898.25)	-38.48%	25,000.00	9,673.00	38.69%
<i>Total Periodicals</i>	<i>96,094.75</i>	<i>84,865.43</i>	<i>(11,229.32)</i>	<i>-13.23%</i>	<i>105,000.00</i>	<i>20,134.57</i>	<i>19.18%</i>
Adult DVD and Blu Ray	208,014.55	203,991.12	(4,023.43)	-1.97%	220,000.00	16,008.88	7.28%
Juvenile DVD and Blu Ray	67,407.49	41,404.41	(26,003.08)	-62.80%	100,000.00	58,595.59	58.60%
Adult Books on CD	55,026.74	77,406.38	22,379.64	28.91%	55,000.00	(22,406.38)	-40.74%
Juvenile Books on CD	5,738.90	32,006.20	26,267.30	82.07%	20,000.00	(12,006.20)	-60.03%
Young Adult Books on CD	3,983.93	712.84	(3,271.09)	-458.88%	5,000.00	4,287.16	85.74%
<i>Total Media</i>	<i>340,171.61</i>	<i>355,520.95</i>	<i>15,349.34</i>	<i>4.32%</i>	<i>400,000.00</i>	<i>44,479.05</i>	<i>11.12%</i>
Reference Databases	154,265.69	171,818.26	17,552.57	10.22%	174,000.00	2,181.74	1.25%
E-Books	162,612.75	186,814.66	24,201.91	12.96%	184,000.00	(2,814.66)	-1.53%
Downloadable Audio Books	83,912.73	89,693.56	5,780.83	6.45%	90,000.00	306.44	0.34%
Media Subscriptions	69,320.02	60,611.24	(8,708.78)	-14.37%	84,000.00	23,388.76	27.84%
<i>Total Digital Products</i>	<i>470,111.19</i>	<i>508,937.72</i>	<i>38,826.53</i>	<i>7.63%</i>	<i>532,000.00</i>	<i>23,062.28</i>	<i>4.34%</i>
Processing Fees	251,643.93	243,383.93	(8,260.00)	-3.39%	300,000.00	56,616.07	18.87%
MARC Technical Services	4,415.80	4,746.00	330.20	6.96%	7,000.00	2,254.00	32.20%
Cataloging Subscriptions	61,324.09	63,289.58	1,965.49	3.11%	62,000.00	(1,289.58)	-2.08%
RFID Tags	24,974.18	24,600.00	(374.18)	-1.52%	25,000.00	400.00	1.60%
Processing Supplies	10,440.51	11,714.45	1,273.94	10.87%	14,850.00	3,135.55	21.11%
LCATS Resources	26,105.00	4,745.83	(21,359.17)	-450.06%	33,000.00	28,254.17	85.62%
Bindery	3,750.85	1,128.98	(2,621.87)	-232.23%	4,000.00	2,871.02	71.78%
<i>Total Other Information Resources</i>	<i>382,654.36</i>	<i>353,608.77</i>	<i>(29,045.59)</i>	<i>-8.21%</i>	<i>445,850.00</i>	<i>92,241.23</i>	<i>20.69%</i>
<b>Total Information Resources</b>	<b>2,231,817.18</b>	<b>2,286,052.06</b>	<b>54,234.88</b>	<b>2.37%</b>	<b>2,581,850.00</b>	<b>295,797.94</b>	<b>11.46%</b>



**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**GENERAL FUND - DETAIL**  
Fiscal Year Ended June 30, 2016

	Actual Year Ended 6/30/2015	Actual Year Ended 6/30/2016	Actual Increase (Decrease) FY16 - FY15	Percent Increase (Decrease) FY16 - FY15	Budget Year Ended 6/30/2016	Budget Remaining 6/30/2016	Percent Budget Remaining 6/30/2016
<b>Information Technology</b>							
Web Site Hosting/Development	915.10	900.00	(15.10)	-1.68%	1,500.00	600.00	40.00%
Events/Reservation Software	4,900.00	5,145.00	245.00	4.76%	4,900.00	(245.00)	-5.00%
IT Systems Maintenance Contracts	281,993.44	289,853.13	7,859.69	2.71%	295,000.00	5,146.87	1.74%
IT Purchases and Repairs	57,672.35	66,054.97	8,382.62	12.69%	65,000.00	(1,054.97)	-1.62%
IT Lease Payments	168,091.44	222,154.99	54,063.55	24.34%	250,000.00	27,845.01	11.14%
IT Consultants	3,900.00	5,375.00	1,475.00	27.44%	4,000.00	(1,375.00)	-34.38%
<b>Total Information Technology</b>	<b>517,472.33</b>	<b>589,483.09</b>	<b>72,010.76</b>	<b>12.22%</b>	<b>620,400.00</b>	<b>30,916.91</b>	<b>4.98%</b>
<b>Copiers and Printers</b>							
Copier/Printer Leases	134,856.72	134,652.07	(204.65)	-0.15%	134,900.00	247.93	0.18%
Copier/Printer Lease Overages	40,980.18	41,204.96	224.78	0.55%	39,400.00	(1,804.96)	-4.58%
Copier Supplies	12,032.04	9,484.39	(2,547.65)	-26.86%	11,800.00	2,315.61	19.62%
Microform Supplies	1,022.46	1,401.71	379.25	27.06%	1,500.00	98.29	6.55%
<b>Total Copiers and Printers</b>	<b>188,891.40</b>	<b>186,743.13</b>	<b>(2,148.27)</b>	<b>-1.15%</b>	<b>187,600.00</b>	<b>856.87</b>	<b>0.46%</b>
<b>Supplies</b>							
Library Cards	4,918.29	3,999.31	(918.98)	-22.98%	7,000.00	3,000.69	42.87%
Library Supplies	9,249.04	8,305.39	(943.65)	-11.36%	10,700.00	2,394.61	22.38%
Library Program Supplies	4,225.97	5,188.32	962.35	18.55%	3,400.00	(1,788.32)	-52.60%
Data Processing Supplies	28,724.89	35,666.15	6,941.26	19.46%	31,500.00	(4,166.15)	-13.23%
Office Supplies	36,757.06	39,301.77	2,544.71	6.47%	37,900.00	(1,401.77)	-3.70%
AV Supplies	3,952.30	4,997.02	1,044.72	20.91%	6,400.00	1,402.98	21.92%
Minor Equipment	18,094.78	4,168.00	(13,926.78)	-334.14%	24,650.00	20,482.00	83.09%
<b>Total Supplies</b>	<b>105,922.33</b>	<b>101,625.96</b>	<b>(4,296.37)</b>	<b>-4.23%</b>	<b>121,550.00</b>	<b>19,924.04</b>	<b>16.39%</b>
<b>Printing</b>							
Programming Printing	8,882.74	5,380.59	(3,502.15)	-65.09%	8,000.00	2,619.41	32.74%
Other Printing	15,276.04	10,143.89	(5,132.15)	-50.59%	15,500.00	5,356.11	34.56%
<b>Total Printing</b>	<b>24,158.78</b>	<b>15,524.48</b>	<b>(8,634.30)</b>	<b>-55.62%</b>	<b>23,500.00</b>	<b>7,975.52</b>	<b>33.94%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**GENERAL FUND - DETAIL**  
Fiscal Year Ended June 30, 2016

	Actual Year Ended 6/30/2015	Actual Year Ended 6/30/2016	Actual Increase (Decrease) FY16 - FY15	Percent Increase (Decrease) FY16 - FY15	Budget Year Ended 6/30/2016	Budget Remaining 6/30/2016	Percent Budget Remaining 6/30/2016
<b>Equipment Repairs and Maintenance</b>							
Checkpoint Security	9,367.58	10,720.91	1,353.33	12.62%	10,722.00	1.09	0.01%
Fire and Security Alarms	4,082.92	8,720.72	4,637.80	53.18%	3,386.00	(5,334.72)	-157.55%
Postage Machine	4,660.88	3,154.48	(1,506.40)	-47.75%	5,100.00	1,945.52	38.15%
Microfiche/Film	6,510.00	7,267.75	757.75	10.43%	7,557.00	289.25	3.83%
Cell Phones	10,371.41	11,283.48	912.07	8.08%	10,500.00	(783.48)	-7.46%
Typewriters	-	-	-	-	105.00	105.00	100.00%
Repairs and Maintenance	872.47	743.86	(128.61)	-17.29%	3,000.00	2,256.14	75.20%
Parking Equipment	12,495.72	9,534.88	(2,960.84)	-31.05%	12,500.00	2,965.12	23.72%
<b>Total Equipment Repairs and Maintenance</b>	<b>48,360.98</b>	<b>51,426.08</b>	<b>3,065.10</b>	<b>5.96%</b>	<b>52,870.00</b>	<b>1,443.92</b>	<b>2.73%</b>
<b>Building Repairs and Maintenance</b>							
General Repairs	53,201.15	45,136.33	(8,064.82)	-17.87%	55,700.00	10,563.67	18.97%
Garbage Collections	10,419.98	9,778.22	(641.76)	-6.56%	11,000.00	1,221.78	11.11%
Janitorial	229,718.40	233,312.68	3,594.28	1.54%	241,866.00	8,553.32	3.54%
Carpet Cleaning	24,942.12	26,831.76	1,889.64	7.04%	26,832.00	0.24	0.00%
Security Services	155,598.63	158,076.86	2,478.23	1.57%	164,000.00	5,923.14	3.61%
All Other General Services (County)	122,390.04	156,129.96	33,739.92	21.61%	156,130.00	0.04	0.00%
<b>Total Building Repairs and Maintenance</b>	<b>596,270.32</b>	<b>629,265.81</b>	<b>32,995.49</b>	<b>5.24%</b>	<b>655,528.00</b>	<b>26,262.19</b>	<b>4.01%</b>
<b>Utilities</b>							
Electricity and Gas	755,721.11	763,569.01	7,847.90	1.03%	773,290.00	9,720.99	1.26%
Water and Sewer	59,352.42	71,020.45	11,668.03	16.43%	60,650.00	(10,370.45)	-17.10%
Solid Waste Fee	12,821.04	12,814.08	(6.96)	-0.05%	12,814.00	(0.08)	0.00%
Telephone	63,610.05	63,849.22	239.17	0.37%	64,750.00	900.78	1.39%
Data Lines	31,619.28	29,464.99	(2,154.29)	-7.31%	32,850.00	3,385.01	10.30%
Fax Lines	8,747.88	8,741.60	(6.28)	-0.07%	8,880.00	138.40	1.56%
<b>Total Utilities</b>	<b>931,871.78</b>	<b>949,459.35</b>	<b>17,587.57</b>	<b>1.85%</b>	<b>953,234.00</b>	<b>3,774.65</b>	<b>0.40%</b>



**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**GENERAL FUND - DETAIL**  
Fiscal Year Ended June 30, 2016

	Actual Year Ended 6/30/2015	Actual Year Ended 6/30/2016	Actual Increase (Decrease) FY16 - FY15	Percent Increase (Decrease) FY16 - FY15	Budget Year Ended 6/30/2016	Budget Remaining 6/30/2016	Percent Budget Remaining 6/30/2016
<b>Other Expenditures</b>							
Audit Services							
CCPL	16,615.00	17,030.00	415.00	2.44%	20,000.00	2,970.00	14.85%
FOL	10,800.00	9,100.00	(1,700.00)	-18.68%	10,000.00	900.00	9.00%
Bank Charges	8,637.45	6,623.82	(2,013.63)	-30.40%	8,500.00	1,876.18	22.07%
Advertising	2,055.25	4,579.69	2,524.44	55.12%	3,000.00	(1,579.69)	-52.66%
Interlibrary Loans	624.50	596.18	(28.32)	-4.75%	1,000.00	403.82	40.38%
Messenger Service (County)	1,037.00	1,037.00	-	0.00%	1,037.00	-	0.00%
Postage	54,404.13	38,604.08	(15,800.05)	-40.93%	65,000.00	26,395.92	40.61%
Dues	4,569.00	4,631.00	62.00	1.34%	5,500.00	869.00	15.80%
Professional Services	32,142.25	34,355.91	2,213.66	6.44%	35,000.00	644.09	1.84%
Material Recovery Service	41,152.10	37,249.90	(3,902.20)	-10.48%	45,000.00	7,750.10	17.22%
Training and Conferences	3,477.24	2,855.70	(621.54)	-21.76%	5,000.00	2,144.30	42.89%
<b>Total Other Expenditures</b>	<b>175,513.92</b>	<b>156,663.28</b>	<b>(18,850.64)</b>	<b>-12.03%</b>	<b>199,037.00</b>	<b>42,373.72</b>	<b>21.29%</b>
<b>Motor Vehicles</b>							
Motor Vehicle Repairs and Maintenance	22,148.31	21,143.74	(1,004.57)	-4.75%	29,345.00	8,201.26	27.95%
Motor Vehicle Fuel	17,955.58	12,677.47	(5,278.11)	-41.63%	26,545.00	13,867.53	52.24%
Motor Vehicle Employee Expense	3,093.35	2,846.45	(246.90)	-8.67%	3,000.00	153.55	5.12%
<b>Total Motor Vehicles</b>	<b>43,197.24</b>	<b>36,667.66</b>	<b>(6,529.58)</b>	<b>-17.81%</b>	<b>58,890.00</b>	<b>22,222.34</b>	<b>37.74%</b>
<b>Risk Management</b>							
Property Insurance	77,550.00	76,748.04	(801.96)	-1.04%	76,748.00	(0.04)	0.00%
Auto Liability Insurance	4,680.00	4,680.00	-	0.00%	4,680.00	-	0.00%
Auto Comp Collision Insurance	737.04	738.00	0.96	0.13%	738.00	-	0.00%
Inland Marine Insurance (Bookmobile)	2,007.96	1,913.04	(94.92)	-4.96%	1,913.00	(0.04)	0.00%
Tort Liability Insurance	7,727.04	8,112.96	385.92	4.76%	8,113.00	0.04	0.00%
MIS Business Interruption Insurance	6,015.96	6,015.96	-	0.00%	6,016.00	0.04	0.00%
<b>Total Risk Management</b>	<b>98,718.00</b>	<b>98,208.00</b>	<b>(510.00)</b>	<b>-0.52%</b>	<b>98,208.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Miscellaneous Expenditures</b>							
Board Contingency	1,338.30	164.35	(1,173.95)	-714.30%	1,000.00	835.65	0.00%
Executive Search Expenses	-	4,249.51	4,249.51	100.00%	-	(4,249.51)	100.00%
Miscellaneous	225.00	-	(225.00)	--	-	-	0.00%
<b>Total Miscellaneous Expenditures</b>	<b>1,563.30</b>	<b>4,413.86</b>	<b>2,850.56</b>	<b>64.58%</b>	<b>1,000.00</b>	<b>(3,413.86)</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>15,670,635.78</b>	<b>15,639,911.86</b>	<b>(30,723.92)</b>	<b>-0.20%</b>	<b>16,548,700.00</b>	<b>908,788.14</b>	<b>5.49%</b>
<b>FUND BALANCE INCREASED (DECREASED)</b>	<b>\$ 179,215.01</b>	<b>\$ 546,171.31</b>	<b>\$ 366,956.30</b>	<b>67.19%</b>	<b>\$ (516,665.00)</b>	<b>\$ (1,062,836.31)</b>	<b>205.71%</b>



## Charleston County Public Library General Fund Trends

Revenues	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Trends
<b>County Appropriation</b>							
Annual Appropriation	13,322,999	13,762,658	14,287,911	14,702,230	15,072,774	15,495,938	
Supplemental Summer Youth	28,305	32,282	22,200	23,172	18,450	-	
Supplemental COLA	169,595	227,142	226,065	-	-	-	
Longevity Adjustments	-	-	-	43,517	-	-	
One-time Funds	-	158,530	-	-	-	-	
<b>Total County Appropriations</b>	<b>13,520,899</b>	<b>14,180,612</b>	<b>14,536,176</b>	<b>14,768,919</b>	<b>15,091,224</b>	<b>15,495,938</b>	
State Aid	256,669	350,209	437,761	437,761	437,761	525,313	
Lottery Receipts	43,047	47,843	-	107,334	121,210	-	
Copier/Printer Receipts	82,702	89,035	94,660	104,907	107,800	102,000	
Fine Receipts	397,248	367,439	357,365	342,982	330,877	325,500	
Other Revenue	29,373	125,561	39,188	87,948	97,212	80,000	
<b>Total Revenues</b>	<b>14,329,938</b>	<b>15,160,699</b>	<b>15,465,150</b>	<b>15,849,851</b>	<b>16,186,084</b>	<b>16,528,751</b>	

Expenditures	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Trends
Personnel Costs	10,180,013	10,470,753	10,682,875	10,706,878	10,534,379	11,138,790	
Information Resources	2,022,375	2,269,343	2,359,038	2,135,078	2,286,052	2,581,850	
Information Technology	404,756	393,220	530,832	578,796	589,483	806,400	
Copiers and Printers	219,677	195,203	183,601	188,891	186,743	186,450	
Supplies	186,447	148,480	150,835	141,337	101,626	112,450	
Printing	21,156	17,716	21,075	24,159	15,524	24,000	
Equipment Repairs and Maintenance	43,413	45,142	38,204	48,361	51,426	54,904	
Building Repairs and Maintenance	515,410	512,923	551,250	596,270	629,266	699,006	
Utilities	846,905	863,187	878,822	931,872	949,459	976,354	
Motor Vehicles	49,024	46,401	45,572	43,197	36,668	52,000	
Risk Management	89,967	92,299	94,150	98,718	98,208	88,591	
Other Expenditures	201,097	181,260	186,057	175,514	156,663	191,428	
Miscellaneous Expenditures	268	157	2,437	1,565	4,414	31,000	
Capital	-	188,986	42,413	-	-	-	
<b>Total Expenditures</b>	<b>14,780,508</b>	<b>15,425,070</b>	<b>15,767,161</b>	<b>15,670,636</b>	<b>15,639,911</b>	<b>16,943,223</b>	

<b>Fund Balance Used</b>	<b>(450,570)</b>	<b>(264,371)</b>	<b>(302,011)</b>	<b>179,215</b>	<b>546,173</b>	<b>(414,472)</b>	
<b>Fund Balance From Prior Year</b>	<b>2,346,958</b>	<b>1,896,388</b>	<b>1,632,017</b>	<b>1,330,006</b>	<b>1,509,221</b>	<b>2,055,394</b>	
<b>Fund Balance at End of Year</b>	<b>1,896,388</b>	<b>1,632,017</b>	<b>1,330,006</b>	<b>1,509,221</b>	<b>2,055,394</b>	<b>1,640,922</b>	

Note: Fiscal year 2017 are budgeted amounts.

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - GRANTS  
Fiscal Year Ended June 30, 2016**

	Actual Year Ended <u>6/30/2015</u>	Actual Year Ended <u>6/30/2016</u>	Actual Increase (Decrease) <u>FY16 - FY15</u>	Percent Increase (Decrease) <u>FY16 - FY15</u>
<b>REVENUES</b>				
Governmental Grants	30,618.45	\$ 21,373.48	\$ (9,244.97)	-43.25%
Nongovernmental Grants	-	8,710.23	\$ 8,710.23	100.00%
Total Revenues	<u>\$ 30,618.45</u>	<u>\$ 30,083.71</u>	<u>\$ (534.74)</u>	<u>-1.78%</u>
<b>EXPENDITURES</b>				
Governmental Grants	\$ 30,618.45	\$ 21,373.48	\$ (9,244.97)	-43.25%
Nongovernmental Grants	-	8,710.23	8,710.23	100.00%
Total Expenditures	<u>\$ 30,618.45</u>	<u>\$ 30,083.71</u>	<u>\$ (534.74)</u>	<u>-1.78%</u>
Total Fund Balance Increased (Decreased)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>--</u>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - DONATIONS  
Fiscal Year Ended June 30, 2016**

	Actual Year Ended <u>6/30/2015</u>	Actual Year Ended <u>6/30/2016</u>	Actual Increase (Decrease) <u>FY16 - FY15</u>	Percent Increase (Decrease) <u>FY16 - FY15</u>
<b>REVENUES</b>				
Restricted Gifts	70,115.17	\$ 84,001.06	\$ 13,885.89	16.53%
Unrestricted Gifts	<u>1,185.00</u>	<u>300.00</u>	<u>\$ (885.00)</u>	-295.00%
Total Revenues	<u>\$ 71,300.17</u>	<u>\$ 84,301.06</u>	<u>\$ 13,000.89</u>	15.42%
<b>EXPENDITURES</b>				
Information Resources	\$ 148.24	\$ 9,977.90	\$ 9,829.66	98.51%
Information Technology	-	3,530.49	3,530.49	100.00%
Programming Supplies	5,136.28	11,747.32	6,611.04	56.28%
Programming Performers	1,000.00	1,111.46	111.46	10.03%
Information Campaign	<u>27,188.45</u>	<u>-</u>	<u>(27,188.45)</u>	--
Total Expenditures	<u>\$ 33,472.97</u>	<u>\$ 26,367.17</u>	<u>\$ (7,105.80)</u>	-26.95%
Total Fund Balance Increased (Decreased)	<u>\$ 37,827.20</u>	<u>\$ 57,933.89</u>	<u>\$ 20,106.69</u>	34.71%



**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**SPECIAL REVENUE FUND - CHARLESTON TELLS**  
Fiscal Year Ended June 30, 2016

	Actual Year Ended <u>6/30/2015</u>	Actual Year Ended <u>6/30/2016</u>	Actual Increase (Decrease) <u>FY16 - FY15</u>	Percent Increase (Decrease) <u>FY16 - FY15</u>
<b>REVENUES</b>				
Restricted Gifts	31,243.00	\$ 20,246.02	\$ (10,996.98)	-54.32%
Ticket Sales, net	10,867.03	\$ 7,660.13	\$ (3,206.90)	-41.86%
Merchandise Sales, net	(628.00)	291.51	\$ 919.51	315.43%
Total Revenues	<u>\$ 41,482.03</u>	<u>\$ 28,197.66</u>	<u>\$ (13,284.37)</u>	<u>-47.11%</u>
<b>EXPENDITURES</b>				
Program Supplies	\$ 9,239.82	\$ 5,658.45	\$ (3,581.37)	-63.29%
Performers	23,716.34	22,067.11	(1,649.23)	-7.47%
Audio Rental	7,684.60	8,841.88	1,157.28	13.09%
Janitorial	-	307.50	307.50	100.00%
Security	350.00	350.00	-	0.00%
Electricity	15.65	17.82	2.17	12.18%
Advertising	7,550.67	4,929.86	(2,620.81)	-53.16%
Total Expenditures	<u>\$ 48,557.08</u>	<u>\$ 42,172.62</u>	<u>\$ (6,384.46)</u>	<u>-15.14%</u>
Total Fund Balance Increased (Decreased)	<u>\$ (7,075.05)</u>	<u>\$ (13,974.96)</u>	<u>\$ (6,899.91)</u>	<u>49.37%</u>

**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**SPECIAL REVENUE FUND - FRIENDS OF THE LIBRARY**  
Fiscal Year Ended June 30, 2016

	Actual Year Ended <u>6/30/2015</u>	Actual Year Ended <u>6/30/2016</u>	Actual Increase (Decrease) <u>FY16 - FY15</u>	Percent Increase (Decrease) <u>FY16 - FY15</u>
<b>REVENUES</b>				
Contributions from FOL	<u>\$ 107,730.35</u>	<u>\$ 113,222.80</u>	<u>\$ 5,492.45</u>	4.85%
<b>EXPENDITURES</b>				
<b>CCPL Programming</b>				
Film Licensing Fees	\$ -	\$ 6,272.00	\$ 6,272.00	100.00%
Programming Supplies	21,014.13	15,278.79	(5,735.34)	-37.54%
Programming Performers	12,389.43	19,110.50	6,721.07	35.17%
Summer Reading				
Children's Supplies	5,342.35	5,436.65	94.30	1.73%
Children's Performers	16,262.50	21,189.50	4,927.00	23.25%
Young Adults Supplies	5,822.26	7,391.03	1,568.77	21.23%
Adults Supplies	34.00	2,825.00	2,791.00	98.80%
Printing	6,406.07	7,079.80	673.73	9.52%
Special Projects	14,081.09	12,794.65	(1,286.44)	-10.05%
Printing and Publicity	3,414.70	2,354.34	(1,060.36)	-45.04%
Legislative Day	102.43	-	(102.43)	--
Staff Training and Development	14,505.94	9,464.87	(5,041.07)	-53.26%
Total CCPL Programming	<u>\$ 99,374.90</u>	<u>\$ 109,197.13</u>	<u>\$ 9,822.23</u>	8.99%
<b>FOL Expenditures Paid by CCPL</b>				
Office Supplies (boxes, etc.)	\$ 3,821.53	\$ 1,200.35	\$ (2,621.18)	-218.37%
Items for Sale (USB, headphones, etc.)	3,092.81	2,425.32	(667.49)	-27.52%
Printing	271.11	-	(271.11)	--
Postage	1,170.00	-	(1,170.00)	--
Advertising	-	400.00	400.00	100.00%
Total FOL Expenditures	<u>\$ 8,355.45</u>	<u>\$ 4,025.67</u>	<u>\$ (4,329.78)</u>	-107.55%
 Total Expenditures	 <u>\$ 107,730.35</u>	 <u>\$ 113,222.80</u>	 <u>\$ 5,492.45</u>	 4.85%
 Total Fund Balance Increased (Decreased)	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ -</u>	 --

CIRCULATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	356,156	383,116	-7.04%
BOOKMOBILE	22,701	25,651	-11.50%
CRM	101,905	121,030	-15.80%
DART	53,207	63,791	-16.59%
JAMES ISLAND	182,848	193,224	-5.37%
WEST ASHLEY	133,964	158,633	-15.55%
VILLAGE	37,124	37,853	-1.93%
MT PLEASANT	626,691	647,631	-3.23%
ST ANDREWS	395,572	430,450	-8.10%
DORCHESTER RD	138,071	171,401	-19.45%
OTRANTO RD	176,826	199,447	-11.34%
JOHN'S ISLAND	170,482	191,239	-10.85%
POE	20,037	28,254	-29.08%
EDISTO	11,742	12,756	-7.95%
FOLLY	19,447	22,384	-13.12%
ST PAULS	20,992	23,150	-9.32%
MCCLELLANVILLE	9,170	12,924	-29.05%
Total Downloads	576,246	395,540	45.69%
TOTALS	3,053,181	3,118,474	-2.09%

USER VISITS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	312,768	330,324	-5.31%
BOOKMOBILE	7,881	8,642	-8.81%
CRM	141,014	140,837	0.13%
DART	73,521	80,087	-8.20%
JAMES ISLAND	111,065	112,330	-1.13%
WEST ASHLEY	117,954	117,919	0.03%
VILLAGE	18,278	18,317	-0.21%
MT PLEASANT	254,525	257,320	-1.09%
ST ANDREWS	231,233	242,683	-4.72%
DORCHESTER RD	123,204	114,732	7.38%
OTRANTO	152,006	151,731	0.18%
JOHNS ISLAND	119,353	126,178	-5.41%
POE	10,788	13,576	-20.54%
EDISTO	5,349	5,179	3.28%
FOLLY	11,321	10,772	5.10%
ST PAULS	9,358	10,396	-9.98%
MCCLELLANVILLE	11,742	12,985	-9.57%
TOTALS	1,711,360	1,754,008	-2.43%

PC USE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	62,957	71,434	-11.87%
BOOKMOBILE	0	0	
CRM	30,885	31,677	-2.50%
DART	19,266	20,428	-5.69%
JAMES ISLAND	14,399	15,688	-8.22%
WEST ASHLEY	13,322	15,112	-11.84%
VILLAGE	2,983	2,792	6.84%
MT PLEASANT	30,002	32,219	-6.88%
ST ANDREWS	47,218	50,095	-5.74%
DORCHESTER RD	30,268	31,706	-4.54%
OTRANTO RD	39,917	40,643	-1.79%
JOHN'S ISLAND	26,945	26,173	2.95%
POE	880	1,275	-30.98%
EDISTO	930	1,403	-33.71%
FOLLY	1,481	1,814	-18.36%
ST PAULS	2,880	3,455	-16.64%
MCCLELLANVILLE	2,258	2,361	-4.36%
Wifi USE	248,130	231,546	7.16%
TOTALS	574,721	579,821	-0.88%

OUT-OF-COUNTY  
REGISTRATIONS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	72	64	12.50%
BOOKMOBILE	0	1	-100.00%
CRM	5	12	-58.33%
DART	1	0	100.00%
JAMES ISLAND	4	3	33.33%
WEST ASHLEY	8	11	-27.27%
VILLAGE	4	2	100.00%
MT PLEASANT	81	51	58.82%
ST ANDREWS	12	12	0.00%
DORCHESTER RD	63	67	-5.97%
OTRANTO RD	62	70	-11.43%
JOHN'S ISLAND	3	3	0.00%
POE	0	2	-100.00%
EDISTO	1	4	-75.00%
FOLLY	0	0	0.00%
ST PAULS	0	2	-100.00%
MCCLELLANVILLE	0	1	-100.00%
TOTALS	316	305	3.61%

REFERENCE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	149,724	173,260	-13.58%
BOOKMOBILE	1,336	1,921	-30.45%
CRM	33,374	33,777	-1.19%
DART	16,903	18,201	-7.13%
JAMES ISLAND	27,446	27,330	0.42%
WEST ASHLEY	33,054	30,234	9.33%
VILLAGE	2,139	1,406	52.13%
MT PLEASANT	71,357	78,017	-8.54%
ST ANDREWS	98,729	64,436	53.22%
DORCHESTER RD	39,724	30,389	30.72%
OTRANTO RD	42,775	34,695	23.29%
JOHN'S ISLAND	46,304	50,822	-8.89%
POE	1,199	1,417	-15.38%
EDISTO	778	266	192.48%
FOLLY	5,033	5,236	-3.88%
ST PAULS	4,165	1,822	128.59%
MCCLELLANVILLE	5,694	6,702	-15.04%
TOTALS	579,734	559,931	3.54%

REGISTRATIONS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	10,414	10,178	2.32%
BOOKMOBILE	499	654	-23.70%
CRM	2,269	2,253	0.71%
DART	1,259	1,183	6.42%
JAMES ISLAND	5,083	4,761	6.76%
WEST ASHLEY	4,284	4,389	-2.39%
VILLAGE	1,182	1,153	2.52%
MT PLEASANT	14,749	13,775	7.07%
ST ANDREWS	6,903	7,338	-5.93%
DORCHESTER RD	3,245	3,464	-6.32%
OTRANTO RD	3,624	3,544	2.26%
JOHN'S ISLAND	4,434	4,212	5.27%
POE	807	849	-4.95%
EDISTO	153	144	6.25%
FOLLY	517	513	0.78%
ST PAULS	542	600	-9.67%
MCCLELLANVILLE	338	319	5.96%
TOTALS	60,302	59,329	1.64%

PROGRAMMING

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN			
NO OF PROG	1,476	1,377	7.19%
ATTENDANCE	57,500	55,242	4.09%
BKMOBILE/OUTREACH			
NO OF PROG	20	44	-54.55%
ATTENDANCE	803	2,379	-66.25%
CRM			
NO OF PROG	263	154	70.78%
ATTENDANCE	7,503	6,102	22.96%
DART			
NO OF PROG	876	865	1.27%
ATTENDANCE	20,201	20,963	-3.63%
JAMES ISLAND			
NO OF PROG	290	277	4.69%
ATTENDANCE	12,512	10,407	20.23%
WEST ASHLEY			
NO OF PROG	225	276	-18.48%
ATTENDANCE	8,290	10,140	-18.24%
VILLAGE			
NO OF PROG	73	74	-1.35%
ATTENDANCE	1,385	1,411	-1.84%
MT PLEASANT			
NO OF PROG	609	538	13.20%
ATTENDANCE	26,065	23,354	11.61%
HURD/ST ANDREWS			
NO OF PROG	531	601	-11.65%
ATTENDANCE	21,354	20,654	3.39%
DORCHESTER RD			
NO OF PROG	510	396	28.79%
ATTENDANCE	13,651	9,940	37.33%
OTRANTO RD			
NO OF PROG	494	466	6.01%
ATTENDANCE	18,408	12,432	48.07%
JOHN'S ISLAND			
NO OF PROG	701	794	-11.71%
ATTENDANCE	16,613	18,324	-9.34%
POE			
NO OF PROG	310	433	-28.41%
ATTENDANCE	5,932	8,934	-33.60%
EDISTO			
NO OF PROG	66	69	-4.35%
ATTENDANCE	401	324	23.77%
FOLLY			
NO OF PROG	130	166	-21.69%
ATTENDANCE	2,505	3,573	-29.89%
ST PAULS			
NO OF PROG	30	60	-50.00%
ATTENDANCE	503	1,367	-63.20%
MCCLELLANVILLE			
NO OF PROG	76	70	8.57%
ATTENDANCE	2,637	1,057	149.48%
TOTALS			
NO OF PROG	6,680	6,660	0.30%
ATTENDANCE	216,263	206,603	4.68%

CIRCULATION

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	30,827	33,995	-9.32%
BOOKMOBILE	2,355	2,429	-3.05%
CRM	8,174	10,243	-20.20%
DART	3,540	5,014	-29.40%
JAMES ISLAND	17,146	18,495	-7.29%
WEST ASHLEY	12,598	13,716	-8.15%
VILLAGE	3,355	3,930	-14.63%
MT PLEASANT	58,343	63,644	-8.33%
ST ANDREWS	38,437	39,552	-2.82%
DORCHESTER RD	11,823	14,679	-19.46%
OTRANTO RD	16,671	18,664	-10.68%
JOHN'S ISLAND	16,416	17,381	-5.55%
POE	2,625	2,827	-7.15%
EDISTO	1,095	1,195	-8.37%
FOLLY	1,655	2,191	-24.46%
ST PAULS	2,060	2,206	-6.62%
MCCLELLANVILLE	910	1,105	-17.65%
Total Downloads	53,263	43,797	21.61%
TOTALS	281,293	295,063	-4.67%

USER VISITS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	38,765	29,903	29.64%
BOOKMOBILE	323	927	-65.16%
CRM	12,438	13,145	-5.38%
DART	7,347	7,033	4.46%
JAMES ISLAND	9,510	10,853	-12.37%
WEST ASHLEY	9,969	9,454	5.45%
VILLAGE	1,783	2,018	-11.65%
MT PLEASANT	24,861	26,266	-5.35%
ST ANDREWS	19,980	23,725	-15.79%
DORCHESTER RD	10,393	12,910	-19.50%
OTRANTO	12,392	14,261	-13.11%
JOHNS ISLAND	10,535	10,339	1.90%
POE	1,669	1,742	-4.19%
EDISTO	409	470	-12.98%
FOLLY	1,478	1,076	37.36%
ST PAULS	914	995	-8.14%
MCCLELLANVILLE	1,165	1,057	10.22%
TOTALS	163,931	166,174	-1.35%

PC USE

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	5,118	5,870	-12.81%
BOOKMOBILE	0	0	0.00%
CRM	2,469	2,797	-11.73%
DART	1,806	2,031	-11.08%
JAMES ISLAND	1,164	1,340	-13.13%
WEST ASHLEY	1,053	1,133	-7.06%
VILLAGE	266	318	-16.35%
MT PLEASANT	2,419	2,877	-15.92%
ST ANDREWS	4,116	4,374	-5.90%
DORCHESTER RD	2,635	2,956	-10.86%
OTRANTO RD	3,112	3,754	-17.10%
JOHN'S ISLAND	1,898	2,317	-18.08%
POE	98	137	-28.47%
EDISTO	93	97	-4.12%
FOLLY	89	134	-33.58%
ST PAULS	321	281	14.23%
MCCLELLANVILLE	270	215	25.58%
Wifi USE	18,979	20,209	-6.09%
TOTALS	45,906	50,840	-9.70%

OUT-OF-COUNTY  
REGISTRATIONS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	6	11	-45.45%
BOOKMOBILE	0	0	0.00%
CRM	0	0	0.00%
DART	0	0	0.00%
JAMES ISLAND	0	0	0.00%
WEST ASHLEY	0	0	0.00%
VILLAGE	0	0	0.00%
MT PLEASANT	6	8	-25.00%
ST ANDREWS	0	1	-100.00%
DORCHESTER RD	6	4	50.00%
OTRANTO RD	8	5	60.00%
JOHN'S ISLAND	0	0	0.00%
POE	1	0	100.00%
EDISTO	0	0	0.00%
FOLLY	0	0	0.00%
ST PAULS	0	0	0.00%
MCCLELLANVILLE	0	0	0.00%
TOTALS	27	29	-6.90%

REFERENCE

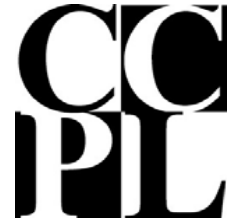
	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	12,775	15,544	-17.81%
BOOKMOBILE	248	97	155.67%
CRM	3,865	1,715	125.36%
DART	1,779	1,526	16.58%
JAMES ISLAND	2,449	2,180	12.34%
WEST ASHLEY	3,300	2,435	35.52%
VILLAGE	211	90	134.44%
MT PLEASANT	7,263	7,837	-7.32%
ST ANDREWS	11,637	5,919	96.60%
DORCHESTER RD	3,018	3,007	0.37%
OTRANTO RD	3,524	3,434	2.62%
JOHN'S ISLAND	4,543	4,646	-2.22%
POE	107	184	-41.85%
EDISTO	74	34	117.65%
FOLLY	473	510	-7.25%
ST PAULS	769	160	380.63%
MCCLELLANVILLE	467	455	2.64%
TOTALS	56,502	49,773	13.52%

REGISTRATIONS

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN	933	1,081	-13.69%
BOOKMOBILE	45	56	-19.64%
CRM	246	244	0.82%
DART	87	109	-20.18%
JAMES ISLAND	566	589	-3.90%
WEST ASHLEY	461	466	-1.07%
VILLAGE	118	126	-6.35%
MT PLEASANT	1,652	1,740	-5.06%
ST ANDREWS	716	775	-7.61%
DORCHESTER RD	317	338	-6.21%
OTRANTO RD	342	345	-0.87%
JOHN'S ISLAND	501	552	-9.24%
POE	92	103	-10.68%
EDISTO	18	15	20.00%
FOLLY	48	54	-11.11%
ST PAULS	56	69	-18.84%
MCCLELLANVILLE	31	44	-29.55%
TOTALS	6,229	6,706	-7.11%

PROGRAMMING

	CURRENT YTD TOTAL	PREVIOUS YTD TOTAL	% change
MAIN			
NO OF PROG	89	96	-7.29%
ATTENDANCE	4,298	3,495	22.98%
BKMOBILE/OUTREACH			
NO OF PROG	2	0	200.00%
ATTENDANCE	44	0	4400.00%
CRM			
NO OF PROG	24	18	33.33%
ATTENDANCE	1,344	1,420	-5.35%
DART			
NO OF PROG	78	86	-9.30%
ATTENDANCE	2,074	2,293	-9.55%
JAMES ISLAND			
NO OF PROG	24	25	-4.00%
ATTENDANCE	1,176	1,527	-22.99%
WEST ASHLEY			
NO OF PROG	25	29	-13.79%
ATTENDANCE	805	1,011	-20.38%
VILLAGE			
NO OF PROG	10	14	-28.57%
ATTENDANCE	289	431	-32.95%
MT PLEASANT			
NO OF PROG	56	58	-3.45%
ATTENDANCE	2,405	2,546	-5.54%
HURD/ST ANDREWS			
NO OF PROG	53	45	17.78%
ATTENDANCE	2,080	2,020	2.97%
DORCHESTER RD			
NO OF PROG	44	46	-4.35%
ATTENDANCE	1,404	1,487	-5.58%
OTRANTO RD			
NO OF PROG	38	42	-9.52%
ATTENDANCE	1,090	1,113	-2.07%
JOHN'S ISLAND			
NO OF PROG	48	58	-17.24%
ATTENDANCE	1,309	1,651	-20.71%
POE			
NO OF PROG	42	49	-14.29%
ATTENDANCE	1,169	1,503	-22.22%
EDISTO			
NO OF PROG	5	6	-16.67%
ATTENDANCE	60	66	-9.09%
FOLLY			
NO OF PROG	11	21	-47.62%
ATTENDANCE	318	483	-34.16%
ST PAULS			
NO OF PROG	12	4	200.00%
ATTENDANCE	146	27	440.74%
MCCLELLANVILLE			
NO OF PROG	15	9	66.67%
ATTENDANCE	301	325	-7.38%
TOTALS			
NO OF PROG	576	606	-4.95%
ATTENDANCE	20,312	21,398	-5.08%



# Charleston County Public Library

## SERVICE EFFECTIVENESS MEASURES FY2016

<i>Through May 2016</i>	MAIN	MTP	STA	OTR	DOR	JOHNS	W ASH	JAMES	CRM	DART	EDI	FOLLY	STP	MCC	POE	VILL	SYSTEM
TOTAL CIRC/VISIT	1.21	2.47	1.68	1.16	1.13	1.42	1.23	1.63	0.72	0.74	2.16	1.79	2.27	0.79	1.88	2.03	1.81
CIRC/FTE	8,579	28,624	20,795	11,478	9,708	11,896	15,362	20,238	15,631	9,794	7,715	19,956	9,584	6,133	6,670	13,509	18,187
COST/CIRC	7.95	1.53	2.07	4.25	4.65	4.66	2.49	1.94	3.54	5.22	4.78	2.55	3.24	8.02	5.66	3.78	2.82
FTE COST/CIRC	5.11	1.33	2.07	3.78	4.02	3.98	2.19	1.68	2.88	4.37	4.15	2.31	2.85	7.32	4.44	3.53	2.24
FTES	37.50	19.75	17.13	14.00	13.00	13.00	7.88	8.13	6.00	5.00	1.38	0.88	2.00	1.63	2.63	2.50	152.38
<b>FY16 PERSONNEL BUDGET</b>	<b>1,645,311</b>	<b>751,660</b>	<b>646,933</b>	<b>607,398</b>	<b>506,755</b>	<b>615,628</b>	<b>265,197</b>	<b>275,683</b>	<b>269,696</b>	<b>214,110</b>	<b>44,151</b>	<b>40,499</b>	<b>54,656</b>	<b>61,922</b>	<b>77,866</b>	<b>119,172</b>	<b>6,196,638</b>
<b>FY16 BRANCH BUDGET</b>	<b>2,558,679</b>	<b>862,462</b>	<b>737,945</b>	<b>683,519</b>	<b>586,533</b>	<b>721,000</b>	<b>300,966</b>	<b>318,398</b>	<b>331,815</b>	<b>255,475</b>	<b>50,877</b>	<b>44,840</b>	<b>62,098</b>	<b>67,859</b>	<b>99,270</b>	<b>127,767</b>	<b>7,809,504</b>

## 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	



# Charleston County Public Library

## SERVICE EFFECTIVENESS MEASURES FY2016

<i>Through June 2016</i>	MAIN	MTP	STA	OTR	DOR	JOHNS	W ASH	JAMES	CRM	DART	EDI	FOLLY	STP	MCC	POE	VILL	SYSTEM
TOTAL CIRC/VISIT	1.14	2.46	1.71	1.16	1.12	1.43	1.14	1.65	0.72	0.72	2.20	1.72	2.24	0.78	1.86	2.03	1.79
CIRC/FTE	9,691	33,424	21,819	11,788	10,932	11,653	17,001	22,491	14,056	9,890	8,509	14,092	10,496	5,626	8,905	12,890	19,670
COST/CIRC	8.18	1.58	2.16	4.42	4.86	4.82	2.63	2.00	3.68	5.52	4.93	2.69	3.49	8.44	5.68	3.95	2.91
FTE COST/CIRC	5.30	1.38	1.90	3.94	4.20	4.13	2.33	1.74	2.99	4.63	4.32	2.44	3.10	7.75	4.48	3.69	2.32
FTES	36.75	18.75	18.13	15.00	12.63	14.63	7.88	8.13	7.25	5.38	1.38	1.38	2.00	1.63	2.25	2.88	156.05
<b>FY16 PERSONNEL BUDGET</b>	<b>1,886,543</b>	<b>865,597</b>	<b>752,680</b>	<b>696,381</b>	<b>579,855</b>	<b>703,809</b>	<b>312,496</b>	<b>318,704</b>	<b>305,166</b>	<b>246,485</b>	<b>50,744</b>	<b>47,506</b>	<b>65,002</b>	<b>71,022</b>	<b>89,862</b>	<b>136,953</b>	<b>7,128,807</b>
<b>FY16 BRANCH BUDGET</b>	<b>2,914,689</b>	<b>992,114</b>	<b>855,698</b>	<b>781,165</b>	<b>670,564</b>	<b>821,537</b>	<b>352,844</b>	<b>366,553</b>	<b>374,523</b>	<b>293,571</b>	<b>57,856</b>	<b>52,328</b>	<b>73,186</b>	<b>77,423</b>	<b>113,729</b>	<b>146,606</b>	<b>8,944,386</b>

## YEAR-END FISCAL DATA

	FY2016	FY2015	%
Interlibrary Loans	4,997	3,219	55.23%
Reference Questions	579,734	559,931	3.54%
Summer Reading Participants	8193	14339	-42.86%
User Visits	1,711,360	1,754,008	-2.43%
County Population (est. 2013)	372,803	372,803	n/a
Total Circulation	3,068,536	3,118,474	-1.60%
Circulation per Capita	8.23	8.36	-1.54%