



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

*5:15 p.m., May 23, 2017 | Auditorium, St. Andrews Regional Library, Charleston*

	<u>Informational</u>	<u>Action</u>
<b>1. Welcome and Freedom of Information, 2 minutes</b>		<b>x</b>
<b>2. Public Comment, 2 minutes</b>		<b>x</b>
<b>3. Board Comment, 5 minutes</b>	<b>x</b>	
<b>4. Additions or Corrections to the Agenda, 2 minutes</b>	<b>x</b>	
<b>5. Approval of Minutes (4/25/17), 2 minutes</b>		<b>x</b>
<b>6. Friends of the Library Update: Brittany Mathis, 8 minutes</b>	<b>x</b>	
<b>7. Capital Plan Update, Toni Pattison and Janette Alexander, 20 minutes</b>	<b>x</b>	
<b>8. FY18 Budget Approval – 1<sup>st</sup> Reading, 10 minutes</b>	<b>x</b>	
<b>9. Public Comment Policy – 1<sup>st</sup> Reading, 5 minutes</b>	<b>x</b>	
<b>10. Fines and Policies – 1<sup>st</sup> Reading, 5 minutes</b>		
<b>11. Library Presentation, 15 minutes</b>	<b>x</b>	
a. IT Services, <i>Thomas Wheeler</i>		
<b>12. Library Reports, 5 minutes</b>	<b>x</b>	
a. Executive Director Report: <i>Nicolle Davies</i>		
<b>13. Committee Reports, 10 minutes</b>	<b>x</b>	
a. Finance: <i>Susan Strunk</i>		
b. Future: <i>Maya Hollinshead</i>		
c. Building Projects: <i>Ed Fava</i>		
<b>14. Adjournment</b>		<b>x</b>
<b>Board service</b>		
Term ends Dec. 2017: <i>Hollinshead, Norris, Reider, Strunk</i>		
Term ends Dec. 2018: <i>Clem, Fava</i>		
Term ends Dec. 2020: <i>Brack, Strother, Crosby, Nesbitt</i>		



**Board of Trustees Meeting Minutes**  
*April 25, 2017*

The Charleston County Library Board of Trustees met for a regular meeting on Tuesday, April 25, 2017 at 8:00am in the auditorium of the Main Library, 68 Calhoun Street, Charleston, SC.

Board members present were Mr. Brack, Mr. Fava, Ms. Crosby, Mr. Strother, Ms. Hollinshead, Ms. Strunk and Ms. Nesbitt. Board members absent were Mr. Norris, Ms. Reider and Mr. Clem. Staff members present were Nicolle Davies, Perry Litchfield, Toni Pattison, Darlene Jackson, Jim McQueen and Heather Kiessling. Also present were Brittany Mathis, representing the Friends of the Library, Herbert Sass of Charleston County Council, and Janette Alexander of Charleston County.

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

**Board Comment**

Ms. Hollinshead welcomed everyone to the meeting, as the public attendance was higher than usual. Mr. Brack said that they are experimenting with a morning meeting.

**Public Comment**

Mr. Brack opened the floor for public comments and explained the process of submitting a public comment. He encouraged everyone to send further comments to the board chair by email.

Lin Jay said that she was attending in support of the library and what the library does. She explained her background and said that she has complete trust in the librarians for choosing and displaying books.

April Borkman said that she has been a teen pregnancy prevention specialist for over ten years and she appreciates what the library does. She said that she supports the library and free speech.

Minde Herbert said that she visits the library frequently with her twin children. She said that Ms. Jackson met with her group with open ears and praised her for her accommodation. Ms. Herbert said that she does not want the books to be banned, just less noticeable as she believes the content is not appropriate for all ages in the teen area.

Deborah Davis Barrett said that she is here in support of the library on Grimball Road. She

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explained her background growing up on James Island. Ms. Barrett explained the history behind Nan Baxter and Anna Patrick, two educators who taught at the former school located at the new James Island site. She suggested that the new James Island library be named for those two women as the library will sit on the former site of that school.

Ronald Ladson said that he is also in support of Ms. Barrett's suggestion that the new James Island library be named after Ms. Baxter and Ms. Patrick. He also said that he would like to suggest a portrait of Charleston County Councilwoman Anna Johnson be positioned in the library in honor of her work in getting the library.

Eugene Frasier said that he was born and raised on James Island and gave some information on his background. He said that Anna Patrick and Nan Baxter were the first African-American teachers on James Island and he is in support of naming the library after them.

Geraldine Frasier Mentor introduced herself and said she attended Baxter Patrick Elementary School. She asked the board to keep the name Baxter Patrick alive through the library.

### **Additions or Corrections to the Agenda**

There were none.

### **Review of Minutes**

The minutes were approved as written.

### **Friends of the Library Update**

Ms. Mathis provided an update on the Friends of the Library. She said that the Books for Beer event had more than 170 people in attendance and raised more than \$2,100 through the silent auction.

The pop-up book sales will continue throughout April and there will be a one-day pop-up sale at the Mt. Pleasant library on April 28. The June book sale will be at Main from June 23-25. More information will be in the newsletter.

### **St. Paul's Design Presentation**

Shawn Mellin from Glick-Boehm and Associates spoke on the schematic design of the new St. Paul's library. Mr. Mellin explained where the site is situated and the size and orientation of the site. He explained the different areas of parking and pointed out the designated green space. He displayed an image of the proposed floor plan of the library and explained the different areas. Mr. Mellin said that they chose the design to be more traditional in fitting with the St. Paul's community. He stressed the design elements of natural light and Lowcountry style.

Mr. Brack pointed out a few key features of the location of the building and reminded everyone that the new library will be significantly larger than the current building. Mr. Brack said that the library should be finished at the end of 2018 and should provide a good sense of community space.

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Mr. Brack gave some background to the audience about the building design projects. He said that the Hollywood community meeting is tentatively scheduled for May 8 at 7:00pm at Ellington Elementary.

### **Library Naming**

Mr. Brack said that the library has a naming policy and explained some of the key features of the policy. He also said that the library board does not name the libraries; the board makes recommendations to County Council, who has the final word. Mr. Brack explained the need to finalize names for the libraries in order to proceed with ordering and processing the collection for those libraries.

Mr. Brack said that the board voted on recommended names a couple years ago; he went over the suggested names that the board decided on previously. Ms. Hollinshead said that she wants to change the name of Cooper River to Pinehaven. Mr. Fava said that he is concerned about other facilities that may be built near the proposed Pinehaven site. Mr. Brack said that it would not hurt to continue to refer to it as Cooper River instead of Pinehaven. The board decided to continue to call the new site Cooper River. Mr. Brack said that the new James Island library is replacing the existing James Island site.

Ms. Strunk said that it is typical for a library to be named for its geographical site. She said that she thinks the should keep it as James Island, but be open to call it something else in the future. Mr. Fava said that he liked the name West James Island to differentiate it from the existing site in case it is kept open. Ms. Nesbitt said that she would like to recommend that the Baxter-Patrick name be added to the list of future possibilities for the James Island library.

Mr. Brack said that the possible name list includes: Stono River, Evergreen, Baxter Patrick, Signal Point, and West James Island. He said that they will continue to call it the James Island Library for the purposes of ordering books. Mr. Strother said that he would like the Baxter Patrick name to be sent as a possible recommendation to County Council.

Ms. Davies said that the intent is to narrow the names down to one name for each branch to send to County Council as a recommendation.

Mr. Sass said that County Council will consider the names the library submits and that there is no plan to keep the current James Island site open once the new site opens.

Mr. Brack said that a decision must be made about naming James Island. Mr. Sass said that he likes that the library name reflects the geographical location. He said that Ms. Baxter and Ms. Patrick should perhaps be remembered in a school setting.

Mr. Strother moved that the James Island library be called James Island Baxter Patrick Library. The motion was seconded by Ms. Nesbitt. The motion passed with four in favor and three opposed.

Mr. Fava asked what the support services building will be called. Ms. Davies said that the building will be CCPL Support Services or something similar.

Ms. Crosby asked when the recommendations will be sent to County Council. Ms. Davies

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said that the names will be sent to Council in the next few weeks.

### **Approval of Coastal Community Foundation Request**

Ms. Davies said that the library has a foundation account with the Coastal Community Foundation and that they are requesting money from that account. The request needs approval from the library board and the Friends board to submit to the Foundation.

Mr. Fava moved for approval, seconded by Mr. Strother. The motion passed unanimously.

### **Library Reports**

Ms. Davies went over the library report. They are in the process of reviewing the budget and the library will be conducting leadership training with Cheryl Gould for twenty hand-selected library staff members. She also mentioned the Summer Feeding program that the library is participating in system-wide to help feed children throughout the summer.

### **Committee Reports**

- a. Finance  
There was no official report. The committee will be meeting on May 10 at 10:00am to review the proposed FY18 budget.
- b. Nominations  
There was no report.
- c. Future and Strategic Planning  
Ms. Hollinshead said that they are meeting with Curtis Rogers from the State Library to start setting strategic goals on May 20 at 8:00am at the Main library.
- d. Building  
Mr. Fava said that he met with County staff to look at a proposed reporting format to track costs for the library projects. He said that the staff developed a good format and a financial sheet illustrating the budget progress should be available at the next board meeting. He said that they must be careful not to overspend on the new facilities and have nothing left to renovate the existing libraries.

### **Adjournment**

Before adjourning, Mr. Brack went over the documents that the board was given, including the capital plan update provided by Ms. Pattison. Mr. Brack said that he would like to emphasize that the library board would like the new Cooper River site to be a separate building.

Mr. Strother asked how many minority or women-owned businesses have been a part of the building process. Mr. Walt Smalls from Charleston County said that the information should be

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available at the next board meeting. He also said that they are tracking the financials closely and are trying to keep the money spent on the new buildings to the original amount to leave plenty of funds to renovate the other libraries.

The meeting was adjourned at 9:11am.

Respectfully submitted,

Maya Hollinshead, Secretary

DRAFT

Agenda Item #6

Brittany Mathis will provide an update on the Friends of the Library.

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Toni Pattison and Janette Alexander will provide a capital plan update.

**Charleston County Public Library  
Projected Cost Summary  
16-May-17**

<b>Project Title</b>	<b>Status</b>	<b>Total</b>
<b>Bees Ferry</b>	Baseline*	14,441,665
Actual/Projected	CWE	14,449,014
<b>James Island</b>	Baseline*	13,131,000
Actual/Projected	CWE	13,215,336
<b>Mt Pleasant-Carolina Park</b>	Baseline*	26,135,000
Actual/Projected	CWE	25,637,157
<b>Pinehaven</b>	Baseline*	10,673,609
Actual/Projected	CWE	10,673,609
<b>St Pauls</b>	Baseline*	10,946,000
Actual/Projected	CWE	11,390,051
<b>Support Center</b>	Baseline*	7,669,549
Actual/Projected	CWE	7,669,549
<b>Existing Library Upgrades</b>	Baseline*	25,503,177
Actual/Projected	CWE	24,727,904
<b>LIBRARY TOTAL</b>	Baseline*	<b>108,500,000</b>
	CWE	<b>107,762,620</b>

\* Baseline values are inclusive of all Project Costs, including Program Development, Design, Engineering, Construction, Due Diligence, Permits and Fees, Testing, Inspections, Library and County Management, Library Specialty Equipment, Opening Day Collections, Furnishings, etc.



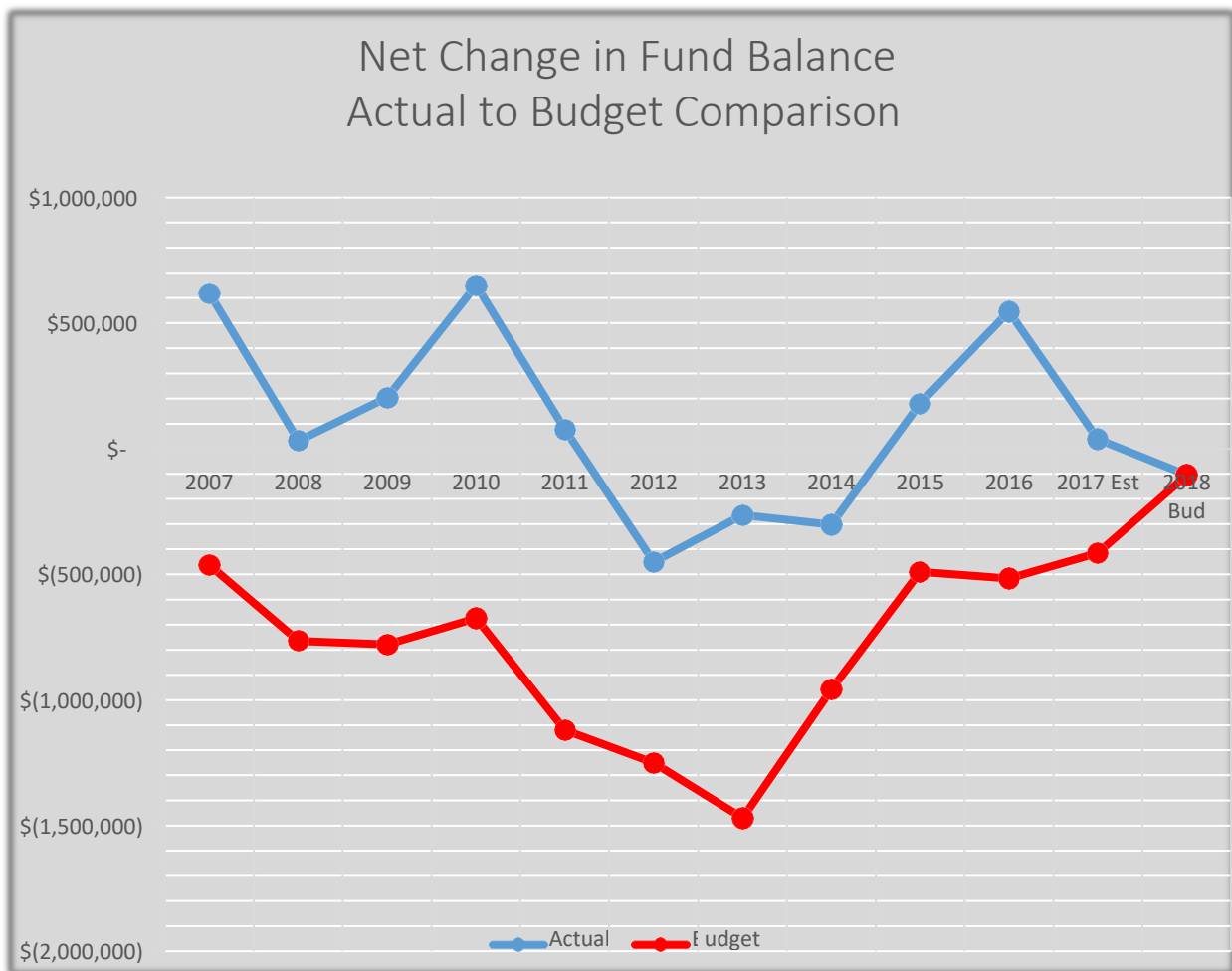
# CHARLESTON COUNTY PUBLIC LIBRARY

ANNUAL BUDGET FISCAL YEAR 2018

## GENERAL FUND BUDGET HIGHLIGHTS

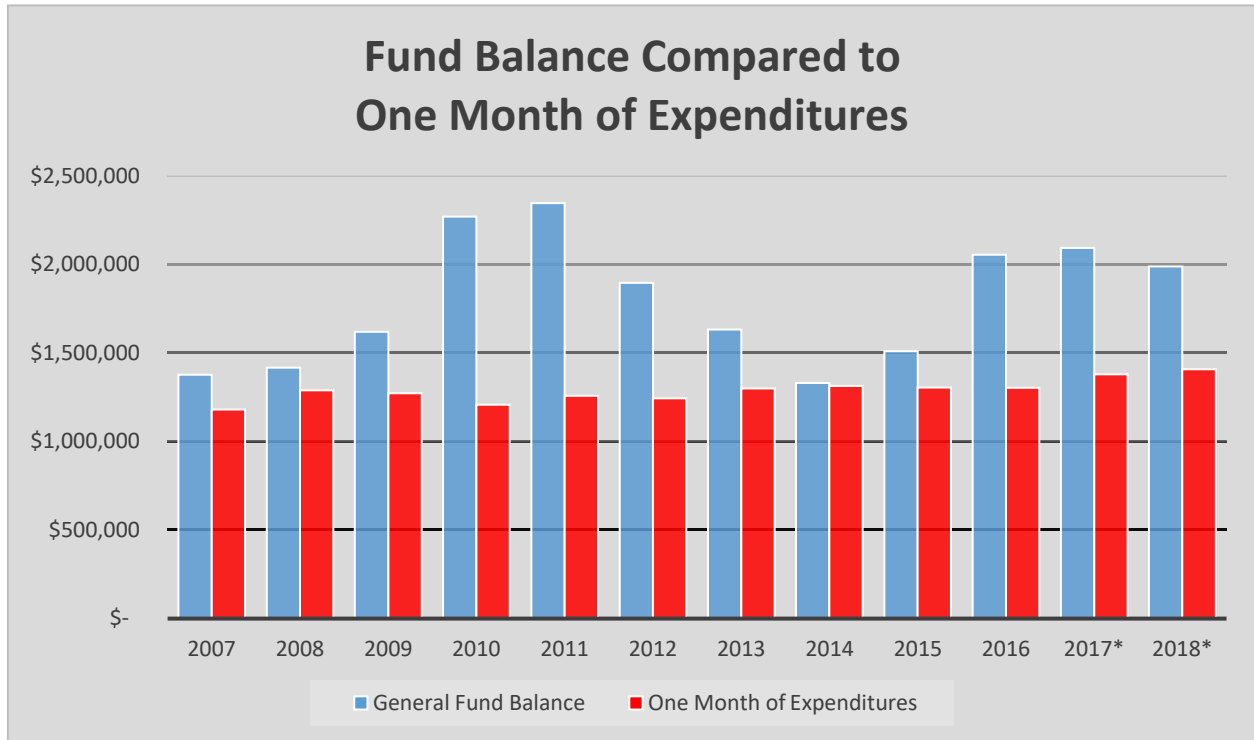
The General Fund finances the day-to-day provision of library services for Charleston County. The Library’s budget was prepared using the appropriation amount approved by Charleston County Council. The Fiscal Year 2018 (FY18) budget includes expenditures of \$16,901,724 and revenues of \$16,796,724 resulting in a deficit of \$105,000. The deficit will be financed with fund balance.

The following chart is a comparison of the Library’s budgeted vs. actual surplus or deficit since FY2007:



Current projection of total fund balance at the end of fiscal year 2017 is \$2,092,983. After financing the FY18 projected deficit, fund balance at June 30, 2018 would be \$1,987,983. One month of FY18 budgeted expenditures is \$1,408,477.

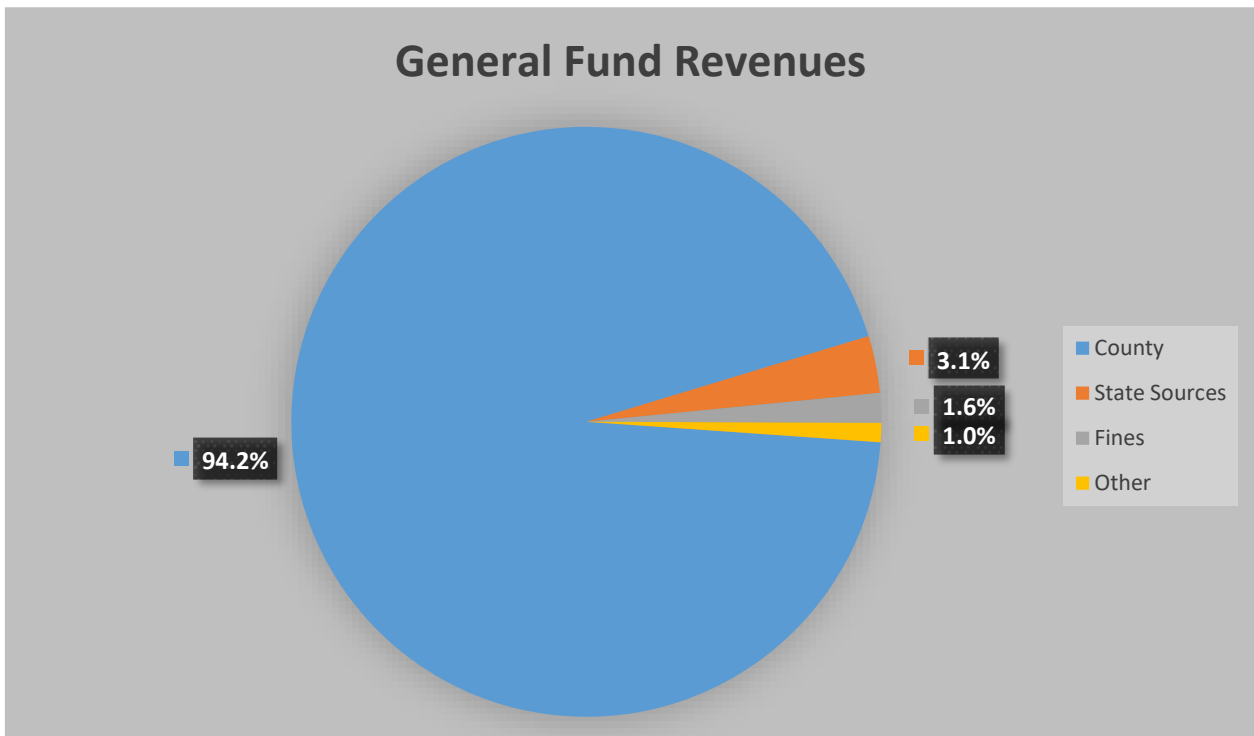
The following chart shows a history of the Library’s fund balance since FY2007:



\*Projected

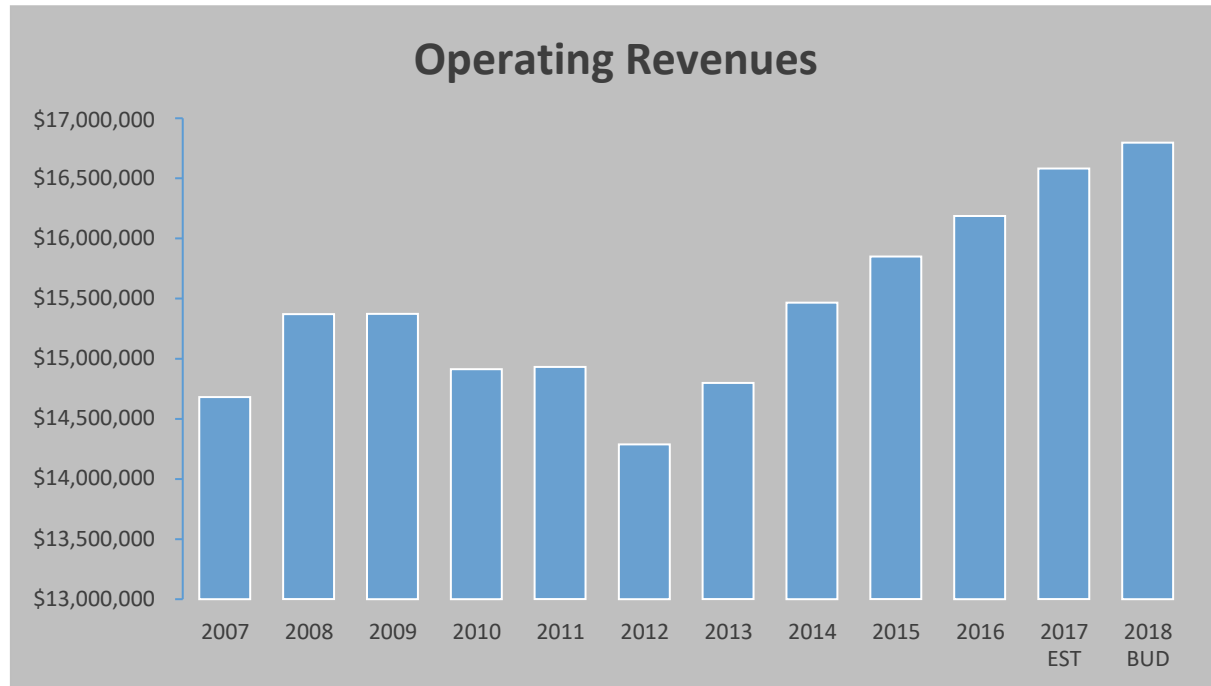
## REVENUES

The Library's operations are funded primarily through County appropriations. Additional funding comes from State Aid, fines, and other sources such as copier/printer charges, parking fees, etc. General fund revenues budgeted for FY18 are shown in the chart below:



Total General Fund budgeted revenues for FY18 are 1.6 percent greater than the FY17 budget. The FY18 County budget appropriation is 2.1 percent, or \$327,063, greater than the FY17 budget. County appropriation includes reimbursement from the bond referendum of costs associated with a project manager. State Aid is budgeted at the same level as FY17 (\$1.50 per capita). State Education Lottery Funds of \$36,957 are expected in FY17. This funding is dependent each year on State legislative action and has not been budgeted for FY18. Fine revenues are budgeted 16.0 percent less than FY17 to reflect the continuing decline in receipts. Other revenues include parking fees in the Main Library garage and E-Rate funding used to fund information technology projects.

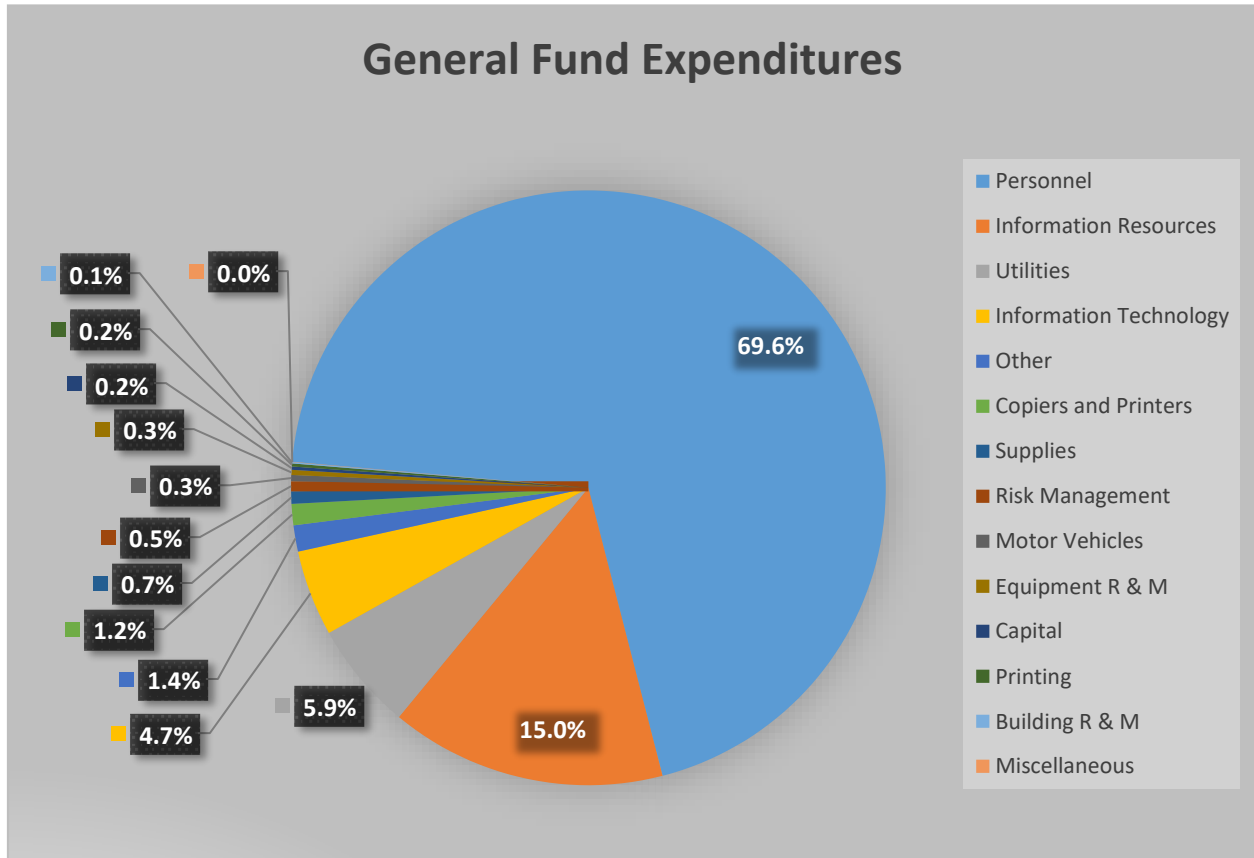
The following chart shows total operating revenues since FY2003:



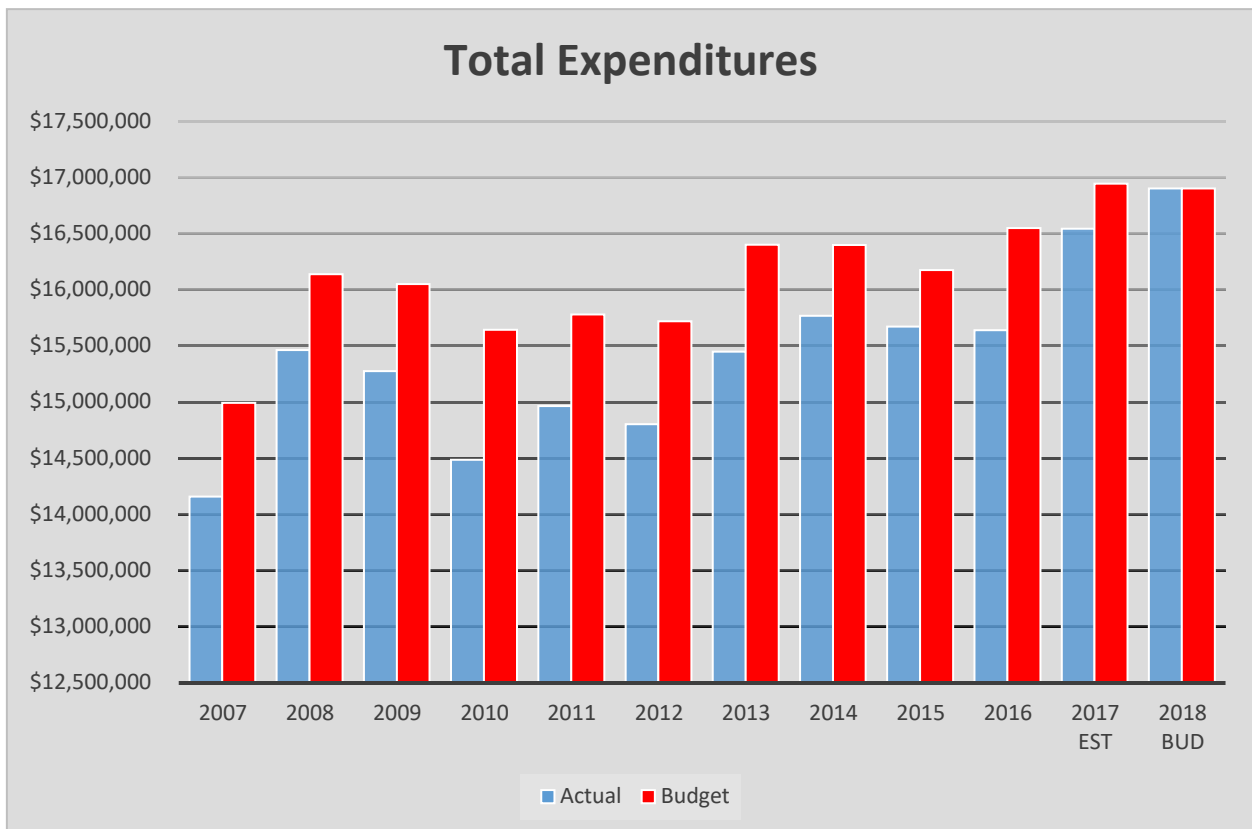
**EXPENDITURES**

The normal operations of the Library are accounted for in the General Fund. Budgeted expenditures for FY18 are 0.2 percent less than the FY17 budget. The largest increase is personnel costs related to the longevity and merit pay program, rises in employee benefits, parking for Main Library employees, and implementation of the results of a market study conducted by Charleston County. Other significant increases include additional funding for staff development and public programming. Primary decreases include, information resources, information technology, equipment repairs and maintenance, building repairs and maintenance, and miscellaneous. See below for discussion of specific increases and decreases.

The chart below shows the relative size of each major expenditure category for FY18 to the total:



The following chart shows total operating expenditures compared to budget since FY2007. Actual expenditures were less than budgeted for each year presented.



## PERSONNEL COSTS

Personnel costs include wages and the associated employer costs. The budget for FY18 is \$11,762,780. This represents 69.6 percent of the General Fund budget. The budget does not include a provision for an employee COLA. However, it does include the costs to implement mid-year the effects of a compensation market study conducted by Charleston County. It also includes the estimated costs of employee Longevity pay as well as a Merit Pay program. Under the Longevity program, employees receive increases in annual wages at specified anniversary dates. The Merit Pay program provides an opportunity for employees with at least seven years of service to receive an adjustment in their rate of pay based upon performance reviews in years they are not eligible for a longevity adjustment. County Council approves the Merit Pay program rates of increase each year. A four percent vacancy allowance has been included in the budget.

Personnel costs also include parking for staff of the Main Library in City of Charleston owned parking garages. For FY15, the City notified the Library that the monthly rate would increase on an annual schedule until FY18. At that time, the monthly rate would equal the rate the City charges its internal operations. The monthly rate per space rose in FY15 from \$40 to \$60. For FY16 the monthly rate increased to \$75 and the FY17 rate was \$90. For FY18, the monthly budgeted rate is \$125 per space. The Library leases 104 spaces for annual budgeted cost of \$156,000, a budget increase of \$43,680, or 38.9 percent.

## INFORMATION RESOURCES

Information resources are Library collection items in various formats and certain costs associated with preparing them for public access. The budget for FY18 of \$2,537,850 is a decrease of \$44,000, or 1.7 percent. This represents 15.0 percent of the General Fund budget, meeting State Aid minimum requirements.

## 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 are budgeted for FY18 at \$790,400. This represents 4.7 percent of the General Fund budget. Primary costs include leasing of public and staff use computers as well as certain network hardware at \$240,000, software maintenance contracts totaling \$340,000, web site hosting of \$30,000, and other purchases of \$180,400.

## COPIERS AND PRINTERS

Lease costs and related supplies are included in the copiers and printers category. Expenditures are budgeted for FY18 at \$194,900. This represents 1.1 percent of the General Fund budget. The current copier/printer lease expires in August 2017. An increase of 4.5 percent is budgeted to cover potential increases associated with the new contract.

## SUPPLIES

Supplies include various operating supplies such as office, data processing, and minor equipment. The FY18 budget is \$114,060. This represents 0.7 percent of the General Fund budget. There is little change from the FY17 budget.

## PRINTING

Printing includes the costs of items printed externally for programs and internal use forms. The budget for FY18 is \$28,000, an increase of \$4,000, or 16.7 percent, to finance costs associated with introduction of the Library's new logo and other professional printing. This represents 0.2 percent of the General Fund budget.

## EQUIPMENT REPAIRS AND MAINTENANCE

Equipment repairs and maintenance include annual contracts and repairs on various Library equipment. The FY18 budget is \$46,230. This represents 0.3 percent of the General Fund budget and a decrease of \$8,674 from FY17. A reduction in a maintenance contract accounts for the majority of the decrease.

## BUILDING REPAIRS AND MAINTENANCE

For FY18, the Charleston County Facilities Department will assume responsibility for all repairs and maintenance for buildings used by the Library. This includes various maintenance activities, janitorial, and security services. The Library will retain responsibility for garbage collections. Total expenditures are budgeted for FY18 at \$11,560, or 0.1 percent of the General Fund budget. This is a decrease of \$687,446, or 98.3 percent.

## UTILITIES

Utilities include electricity and gas, water and sewer, data lines, and telephone related costs. Expenditures are budgeted for FY18 at \$993,910 or 5.9 percent of the General Fund Budget. Electricity and gas for FY18 is budgeted approximately 5.6 percent higher than FY17. Increased utilization plus an expected rate increase account for the change. Water and sewer rates are running less than expected in FY17. Overall telephone costs are expected to decrease for FY18 due the acquisition in FY17 of a voice over internet protocol (VOIP) system. The lease costs are partially offset by a decrease in traditional telephone service. Solid waste disposal fees will be covered by the County Facilities Department for FY18 and are not included in the Library's budget.

## MOTOR VEHICLES

Motor vehicles include repairs, maintenance, and fuel for vehicles used in Library operations and employee mileage reimbursements when appropriate. Expenditures are budgeted for FY18 at \$56,614 or 0.3 percent of the General Fund budget. This is an increase of \$4,614, or 8.9 percent, from the prior fiscal year primarily due to higher repairs and maintenance costs. Repairs and fuel cost estimates are provided by the Charleston County Fleet Operations Department.

## RISK MANAGEMENT/INSURANCES

Risk management includes property insurance, tort liability, business interruption, bookmobile, and other vehicle coverage. These costs are budgeted for FY18 at \$91,480 or 0.5 percent of the General Fund Budget. This is an increase of \$2,899, or 3.3 percent from the prior year primarily due to higher cost of property insurance. In addition to Library employees, the Board of Trustees are covered under tort liability insurance up to a maximum of \$1,000,000.

## 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, the material recovery service, public programming, and staff development and training. Expenditures are budgeted for FY18 at \$241,440 or 1.4 percent of the General Fund budget. This represents an increase of 49.6 percent from the prior year. The most significant changes are provision for increased public programming costs, staff development, and training.

## MISCELLANEOUS EXPENDITURES

Miscellaneous expenditures include the board contingency account and other costs not classified elsewhere. The board contingency for FY18 is budgeted at \$2,500, an increase of \$1,500 over the prior year. This reflects a budget that facilitates greater board member engagement on national library trends and discussions.

## CAPITAL

Capital expenditures include replacement of two microfilm/fiche readers at the Main Library for an estimated cost of \$30,000.

## SPECIAL REVENUE FUNDS

Special revenue funds account for revenues restricted for specific purposes. The Library includes grants and donations in various special revenue fund. For FY18, \$160,000 is budgeted for donations and other restricted revenues based on prior experience. Grants are not budgeted.

**Charleston County Public Library**  
**Differences Between Budget Request and County Proposed Budget**

	Budget Request	Proposed Budget	Increase (Decrease)	Comments
<b>Revenues</b>				
County Appropriation	\$ 15,842,552	\$ 15,823,001	\$ <u>(19,551)</u>	Restoration of allocated maintenance/insurance costs, net of reduced fringe rate
<b>Expenditures</b>				
Personnel costs	\$ 11,379,579	\$ 11,762,780	\$ 383,201	Additional 4 full-time positions to support new facilities, 3 of the 4 for 1/4 year; increased vacancy savings rate from 3% to 4%; increase some salaries based on findings of a market study commissioned by the County
Information Resources (Library Collections)	\$ 2,632,850	\$ 2,537,850	\$ (95,000)	Maintains 15% of total expenditures
Building Repairs and Maintenance	\$ 892,897	\$ 11,560	\$ (881,337)	Transferred building maintenance, janitorial, carpet cleaning, and security costs to County Facilities
Utilities	\$ 1,006,724	\$ 993,910	\$ (12,814)	Transferred solid waste disposal fees to County Facilities
Other Expenditures	\$ 343,467	\$ 241,440	\$ <u>(102,027)</u>	Removed strategic plan consultant fees; reduced staff development request
Net Operating Cost Decrease			<b>\$ (707,977)</b>	
Deficit reduction			<b>\$ 688,426</b>	



### Charleston County Public Library General Fund Annual Budget Summary

	FY 2016 Actual Results	FY 2017 Amended Budget	FY 2017 Projected Results	FY 2018 Proposed Budget	FY 2018 Percent of Total	Budget Change 2017 vs. 2018	
						Amount	Percent
<b>REVENUES</b>							
County	\$ 15,091,224	\$ 15,495,938	\$ 15,562,366	<b>\$ 15,823,001</b>	94.2%	\$ 327,063	2.1%
State Aid	\$ 437,761	\$ 525,313	\$ 525,313	<b>\$ 525,313</b>	3.1%	\$ -	0.0%
Education Lottery Funding	\$ 121,210	\$ -	\$ 36,957	\$ -	0.0%	\$ -	--
Other	\$ 535,888	\$ 507,500	\$ 455,894	<b>\$ 448,410</b>	2.7%	\$ (59,090)	-11.6%
<b>Total Revenues</b>	<b>\$ 16,186,083</b>	<b>\$ 16,528,751</b>	<b>\$ 16,580,530</b>	<b>\$ 16,796,724</b>	<b>100.0%</b>	<b>\$ 267,973</b>	<b>1.6%</b>
<b>EXPENDITURES</b>							
Personnel	\$ 10,534,380	\$ 11,138,790	\$ 10,786,181	<b>\$ 11,762,780</b>	69.6%	\$ 623,990	5.6%
Information Resources	\$ 2,286,050	\$ 2,581,850	\$ 2,575,946	<b>\$ 2,537,850</b>	15.0%	\$ (44,000)	-1.7%
Other Operating	\$ 2,819,482	\$ 3,222,583	\$ 3,180,812	<b>\$ 2,601,094</b>	15.4%	\$ (621,489)	-19.3%
<b>Total Expenditures</b>	<b>\$ 15,639,912</b>	<b>\$ 16,943,223</b>	<b>\$ 16,542,939</b>	<b>\$ 16,901,724</b>	<b>100.0%</b>	<b>\$ (41,499)</b>	<b>-0.2%</b>
<b>Fund Balance Increase (Decrease)</b>	<b>\$ 546,171</b>	<b>\$ (414,472)</b>	<b>\$ 37,591</b>	<b>\$ (105,000)</b>		<b>\$ 309,472</b>	<b>-74.7%</b>
<b>Fund Balance From Prior Year</b>	<b>\$ 1,509,221</b>	<b>\$ 2,055,392</b>	<b>\$ 2,055,392</b>	<b>\$ 2,092,983</b>			
<b>Fund Balance at End of Year</b>	<b>\$ 2,055,392</b>	<b>\$ 1,640,920</b>	<b>\$ 2,092,983</b>	<b>\$ 1,987,983</b>			

Note - Projected results are based on actual amounts through March 2017.

**Charleston County Public Library  
General Fund Annual Budget Recap**

	FY 2016	FY 2017	FY 2017	FY 2018	Budget Change	
	YTD Actual	Amended Budget	Projected Actual	Proposed Budget	2017 vs. 2018 Amount	Percent
<b>Revenues</b>						
County Appropriation						
Annual Appropriation	\$ 15,072,774	\$ 15,495,938	\$ 15,495,938	\$ 15,726,146	\$ 230,208	1.5%
Bond Reimbursement	\$ -	\$ -	\$ 44,316	\$ 96,855	\$ 96,855	--
Supplemental Summer Youth	\$ 18,450	\$ -	\$ 22,112	\$ -	\$ -	0.0%
Supplemental COLA	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
<i>Total County Appropriations</i>	\$ 15,091,224	\$ 15,495,938	\$ 15,562,366	\$ 15,823,001	\$ 327,063	2.1%
State Aid	\$ 437,761	\$ 525,313	\$ 525,313	\$ 525,313	\$ -	0.0%
Education Lottery Funding	\$ 121,210	\$ -	\$ 36,957	\$ -	\$ -	--
Copier/Printer Receipts	\$ 107,799	\$ 102,000	\$ 107,694	\$ 110,550	\$ 8,550	8.4%
Fine Receipts	\$ 330,877	\$ 325,500	\$ 284,021	\$ 273,420	\$ (52,080)	-16.0%
Other Revenue	\$ 97,212	\$ 80,000	\$ 64,179	\$ 64,440	\$ (15,560)	0.0%
<b>Total Revenues</b>	<b>\$ 16,186,083</b>	<b>\$ 16,528,751</b>	<b>\$ 16,580,530</b>	<b>\$ 16,796,724</b>	<b>\$ 267,973</b>	<b>1.6%</b>
<b>Expenditures</b>						
Personnel Costs	\$ 10,534,380	\$ 11,138,790	\$ 10,786,181	\$ 11,762,780	\$ 623,990	5.6%
Information Resources	\$ 2,286,050	\$ 2,581,850	\$ 2,575,946	\$ 2,537,850	\$ (44,000)	-1.7%
Information Technology	\$ 622,722	\$ 836,400	\$ 800,712	\$ 790,400	\$ (46,000)	-5.5%
Copiers and Printers	\$ 186,742	\$ 186,450	\$ 185,856	\$ 194,900	\$ 8,450	4.5%
Supplies	\$ 101,632	\$ 112,450	\$ 94,030	\$ 114,060	\$ 1,610	1.4%
Printing	\$ 15,525	\$ 24,000	\$ 11,532	\$ 28,000	\$ 4,000	16.7%
Equipment Repairs and Maintenance	\$ 51,424	\$ 54,904	\$ 54,891	\$ 46,230	\$ (8,674)	-15.8%
Building Repairs and Maintenance	\$ 629,267	\$ 699,006	\$ 750,430	\$ 11,560	\$ (687,446)	-98.3%
Utilities	\$ 949,458	\$ 976,354	\$ 976,923	\$ 993,910	\$ 17,556	1.8%
Motor Vehicles	\$ 36,667	\$ 52,000	\$ 28,606	\$ 56,614	\$ 4,614	8.9%
Risk Management	\$ 98,208	\$ 88,591	\$ 88,591	\$ 91,480	\$ 2,889	3.3%
Other Expenditures	\$ 123,423	\$ 161,428	\$ 142,242	\$ 241,440	\$ 80,012	49.6%
Miscellaneous Expenditures	\$ 4,414	\$ 31,000	\$ 46,999	\$ 2,500	\$ (28,500)	-91.9%
Capital	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	100.0%
<b>Total Expenditures</b>	<b>\$ 15,639,912</b>	<b>\$ 16,943,223</b>	<b>\$ 16,542,939</b>	<b>\$ 16,901,724</b>	<b>\$ (41,499)</b>	<b>-0.2%</b>
<b>Fund Balance Increase (Decrease)</b>	<b>\$ 546,171</b>	<b>\$ (414,472)</b>	<b>\$ 37,591</b>	<b>\$ (105,000)</b>	<b>\$ 309,472</b>	<b>-74.7%</b>
<b>Fund Balance From Prior Year</b>	<b>\$ 1,509,221</b>	<b>\$ 2,055,392</b>	<b>\$ 2,055,392</b>	<b>\$ 2,092,983</b>	<b>\$ 37,591</b>	
<b>Fund Balance at End of Year</b>	<b>\$ 2,055,392</b>	<b>\$ 1,640,920</b>	<b>\$ 2,092,983</b>	<b>\$ 1,987,983</b>	<b>\$ 347,063</b>	

Note - Projected results are based on actual amounts through March 2017.

**Charleston County Public Library  
General Fund Annual Budget**

	<b>FY 2016 YTD Actual</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Projected Actual</b>	<b>Annual Budget Request</b>	<b>FY 2018 County Budget</b>	<b>FY 2018 Proposed Budget</b>	<b>Budget Change 2017 vs. 2018</b>	
							<b>Amount</b>	<b>Percent</b>
<b>REVENUE</b>								
County Appropriations								
Annual Appropriation	\$ 15,072,774	\$ 15,495,938	\$ 15,495,938	\$ 15,842,552	\$ 15,726,146	\$ 15,726,146	\$ 230,208	1.5%
Bond Reimbursement			\$ 44,316	\$ -	\$ 96,855	\$ 96,855	\$ 96,855	--
Supplemental Summer Youth	\$ 18,450	\$ -	\$ 22,112	\$ -	\$ -	\$ -	\$ -	0.0%
Supplemental Longevity Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
<i>Total County Appropriations</i>	<i>\$ 15,091,224</i>	<i>\$ 15,495,938</i>	<i>\$ 15,562,366</i>	<i>\$ 15,842,552</i>	<i>\$ 15,823,001</i>	<i>\$ 15,823,001</i>	<i>\$ 327,063</i>	<i>2.1%</i>
State Aid	\$ 437,761	\$ 525,313	\$ 525,313	\$ 525,313	\$ 525,313	\$ 525,313	\$ -	0.0%
Education Lottery Funding	\$ 121,210	\$ -	\$ 36,957	\$ -	\$ -	\$ -	\$ -	--
Copier/Printer Receipts	\$ 107,799	\$ 102,000	\$ 107,694	\$ 110,550	\$ 110,550	\$ 110,550	\$ 8,550	8.4%
Fine Receipts	\$ 330,877	\$ 325,500	\$ 284,021	\$ 273,420	\$ 273,420	\$ 273,420	\$ (52,080)	-16.0%
Other Revenue	\$ 97,212	\$ 80,000	\$ 64,179	\$ 64,440	\$ 64,440	\$ 64,440	\$ (15,560)	-19.5%
<b>Total Revenue</b>	<b>\$ 16,186,083</b>	<b>\$ 16,528,751</b>	<b>\$ 16,580,530</b>	<b>\$ 16,816,275</b>	<b>\$ 16,796,724</b>	<b>\$ 16,796,724</b>	<b>\$ 267,973</b>	<b>1.6%</b>
<b>EXPENDITURES</b>								
<b>Personnel Costs</b>								
Wages	\$ 7,510,704	\$ 8,238,026	\$ 7,653,247	\$ 8,378,623	\$ 8,549,289	\$ 8,549,289	\$ 311,263	3.8%
Market Study Provision	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ 270,000	\$ 270,000	--
Other Costs	\$ 3,023,676	\$ 3,240,177	\$ 3,132,934	\$ 3,346,031	\$ 3,413,101	\$ 3,413,101	\$ 172,924	5.3%
Budgeted Vacancies	\$ -	\$ (339,413)	\$ -	\$ (345,075)	\$ (469,610)	\$ (469,610)	\$ (130,197)	38.4%
<b>Total Personnel Costs</b>	<b>\$ 10,534,380</b>	<b>\$ 11,138,790</b>	<b>\$ 10,786,181</b>	<b>\$ 11,379,579</b>	<b>\$ 11,762,780</b>	<b>\$ 11,762,780</b>	<b>\$ 623,990</b>	<b>5.6%</b>
<b>Information Resources</b>								
Books (includes State Aid)	\$ 983,119	\$ 1,282,000	\$ 1,282,000	\$ 1,282,000	\$ 1,282,000	\$ 1,282,000	\$ -	0.0%
Periodicals	\$ 84,865	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ -	0.0%
Media	\$ 355,520	\$ 486,000	\$ 486,000	\$ 486,000	\$ 486,000	\$ 486,000	\$ -	0.0%
Digital Products	\$ 508,938	\$ 575,000	\$ 629,000	\$ 575,000	\$ 575,000	\$ 575,000	\$ -	0.0%
Other Library Materials and Costs	\$ 353,608	\$ 143,850	\$ 83,946	\$ 194,850	\$ 99,850	\$ 99,850	\$ (44,000)	-30.6%
<b>Total Library Materials</b>	<b>\$ 2,286,050</b>	<b>\$ 2,581,850</b>	<b>\$ 2,575,946</b>	<b>\$ 2,632,850</b>	<b>\$ 2,537,850</b>	<b>\$ 2,537,850</b>	<b>\$ (44,000)</b>	<b>-1.7%</b>

**Charleston County Public Library  
General Fund Annual Budget**

	<b>FY 2016 YTD Actual</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Projected Actual</b>	<b>Annual Budget Request</b>	<b>FY 2018 County Budget</b>	<b>FY 2018 Proposed Budget</b>	<b>Budget Change 2017 vs. 2018</b>	
							<b>Amount</b>	<b>Percent</b>
<b>Information Technology</b>								
Web Site Hosting and Development	\$ 900	\$ 76,000	\$ 30,000	\$ 50,000	\$ 50,000	\$ 30,000	\$ (46,000)	-60.5%
Event/Reservation Software	\$ 5,145	\$ 5,400	\$ 5,145	\$ 5,400	\$ 5,400	\$ -	\$ (5,400)	-100.0%
Financial Software Maintenance	\$ 33,240	\$ 30,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 10,000	33.3%
IT Systems Maintenance Contracts	\$ 289,853	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 310,000	\$ 10,000	3.3%
IT Repairs and Supplies	\$ 388	\$ 10,000	\$ 4,456	\$ 10,000	\$ 10,000	\$ 10,400	\$ 400	4.0%
IT Noncapital Purchases	\$ 65,666	\$ 45,000	\$ 43,940	\$ 50,000	\$ 50,000	\$ 65,000	\$ 20,000	44.4%
IT Capital Purchases	\$ -	\$ 120,000	\$ 120,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ (45,000)	-37.5%
IT Lease Payments	\$ 222,155	\$ 235,000	\$ 233,471	\$ 240,000	\$ 240,000	\$ 240,000	\$ 5,000	2.1%
IT Consultants	\$ 5,375	\$ 15,000	\$ 23,700	\$ 20,000	\$ 20,000	\$ 20,000	\$ 5,000	100.0%
<b>Total Information Technology</b>	<b>\$ 622,722</b>	<b>\$ 836,400</b>	<b>\$ 800,712</b>	<b>\$ 790,400</b>	<b>\$ 790,400</b>	<b>\$ 790,400</b>	<b>\$ (46,000)</b>	<b>-5.5%</b>
<b>Copiers and Printers</b>								
Copier/Printer Leases	\$ 134,652	\$ 134,900	\$ 134,864	\$ 140,260	\$ 140,260	\$ 140,260	\$ 5,360	4.0%
Copier/Printer Lease Overages	\$ 41,203	\$ 38,250	\$ 40,666	\$ 41,240	\$ 41,240	\$ 41,240	\$ 2,990	7.8%
Copier Supplies	\$ 9,485	\$ 11,800	\$ 9,960	\$ 11,950	\$ 11,950	\$ 11,950	\$ 150	1.3%
Microform Supplies	\$ 1,402	\$ 1,500	\$ 366	\$ 1,450	\$ 1,450	\$ 1,450	\$ (50)	-3.3%
<b>Total Copiers and Printers</b>	<b>\$ 186,742</b>	<b>\$ 186,450</b>	<b>\$ 185,856</b>	<b>\$ 194,900</b>	<b>\$ 194,900</b>	<b>\$ 194,900</b>	<b>\$ 8,450</b>	<b>4.5%</b>
<b>Supplies</b>								
Library Supplies	\$ 17,493	\$ 21,050	\$ 15,030	\$ 22,060	\$ 22,060	\$ 22,060	\$ 1,010	4.8%
Data Processing Supplies	\$ 35,668	\$ 21,750	\$ 17,202	\$ 21,750	\$ 21,750	\$ 21,750	\$ -	0.0%
Office Supplies	\$ 39,303	\$ 38,800	\$ 34,420	\$ 39,000	\$ 39,000	\$ 39,000	\$ 200	0.5%
AV Supplies	\$ 5,000	\$ 6,200	\$ 6,352	\$ 6,600	\$ 6,600	\$ 6,600	\$ 400	6.5%
Minor Equipment	\$ 4,168	\$ 24,650	\$ 21,026	\$ 24,650	\$ 24,650	\$ 24,650	\$ -	0.0%
<b>Total Supplies</b>	<b>\$ 101,632</b>	<b>\$ 112,450</b>	<b>\$ 94,030</b>	<b>\$ 114,060</b>	<b>\$ 114,060</b>	<b>\$ 114,060</b>	<b>\$ 1,610</b>	<b>1.4%</b>
<b>Printing</b>	<b>\$ 15,525</b>	<b>\$ 24,000</b>	<b>\$ 11,532</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ 4,000</b>	<b>16.7%</b>

**Charleston County Public Library  
General Fund Annual Budget**

	<b>FY 2016 YTD Actual</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Projected Actual</b>	<b>Annual Budget Request</b>	<b>FY 2018 County Budget</b>	<b>FY 2018 Proposed Budget</b>	<b>Budget Change 2017 vs. 2018</b>	
							<b>Amount</b>	<b>Percent</b>
<b>Equipment Repairs and Maintenance</b>								
Checkpoint Security	\$ 10,720	\$ 10,890	\$ 10,370	\$ 1,500	\$ 1,500	\$ 1,500	\$ (9,390)	-86.2%
Fire and Security Alarms	\$ 8,720	\$ 5,614	\$ 5,524	\$ 5,730	\$ 5,730	\$ 5,730	\$ 116	2.1%
Postage Machine	\$ 3,154	\$ 5,100	\$ 4,269	\$ 5,000	\$ 5,000	\$ 5,000	\$ (100)	-2.0%
Microfiche/Film	\$ 7,268	\$ 6,600	\$ 6,184	\$ 8,000	\$ 8,000	\$ 8,000	\$ 1,400	21.2%
Cell Phones	\$ 11,283	\$ 11,700	\$ 10,491	\$ 10,500	\$ 10,500	\$ 10,500	\$ (1,200)	-10.3%
Typewriters	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	--
Miscellaneous Repairs and Maintenance	\$ 744	\$ 3,000	\$ 2,061	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
Parking Equipment and Supplies	\$ 9,535	\$ 12,000	\$ 15,992	\$ 12,500	\$ 12,500	\$ 12,500	\$ 500	4.2%
<b>Total Equipment Repairs and Maintenance</b>	<b>\$ 51,424</b>	<b>\$ 54,904</b>	<b>\$ 54,891</b>	<b>\$ 46,230</b>	<b>\$ 46,230</b>	<b>\$ 46,230</b>	<b>\$ (8,674)</b>	<b>-15.8%</b>
<b>Building Repairs and Maintenance</b>								
General Repairs	\$ 45,135	\$ 51,900	\$ 116,388	\$ 94,300	\$ -	\$ -	\$ (51,900)	-100.0%
Garbage Collections	\$ 9,781	\$ 10,060	\$ 11,250	\$ 11,560	\$ 11,560	\$ 11,560	\$ 1,500	14.9%
Janitorial	\$ 233,312	\$ 252,796	\$ 254,097	\$ 261,131	\$ -	\$ -	\$ (252,796)	-100.0%
Carpet Cleaning	\$ 26,832	\$ 53,128	\$ 53,128	\$ 39,237	\$ -	\$ -	\$ (53,128)	-100.0%
Security Services	\$ 158,077	\$ 159,000	\$ 143,445	\$ 298,688	\$ -	\$ -	\$ (159,000)	-100.0%
County General Services	\$ 156,130	\$ 172,122	\$ 172,122	\$ 187,981	\$ -	\$ -	\$ (172,122)	-100.0%
<b>Total Building Repairs and Maintenance</b>	<b>\$ 629,267</b>	<b>\$ 699,006</b>	<b>\$ 750,430</b>	<b>\$ 892,897</b>	<b>\$ 11,560</b>	<b>\$ 11,560</b>	<b>\$ (687,446)</b>	<b>-98.3%</b>
<b>Utilities</b>								
Electricity and Gas	\$ 763,570	\$ 779,620	\$ 769,946	\$ 823,490	\$ 823,490	\$ 823,490	\$ 43,870	5.6%
Water and Sewer	\$ 71,021	\$ 71,090	\$ 75,505	\$ 69,060	\$ 69,060	\$ 69,060	\$ (2,030)	-2.9%
Solid Waste Disposal Fee	\$ 12,814	\$ 12,814	\$ 12,814	\$ 12,814	\$ -	\$ -	\$ (12,814)	-100.0%
VOIP Lease Payments	\$ -	\$ -	\$ 38,492	\$ 48,100	\$ 48,100	\$ 48,100	\$ 48,100	--
Telephone	\$ 63,848	\$ 73,580	\$ 50,494	\$ 22,790	\$ 22,790	\$ 22,790	\$ (50,790)	-69.0%
Data Lines	\$ 29,465	\$ 30,380	\$ 23,887	\$ 24,400	\$ 24,400	\$ 24,400	\$ (5,980)	-19.7%
Fax Lines	\$ 8,740	\$ 8,870	\$ 5,785	\$ 6,070	\$ 6,070	\$ 6,070	\$ (2,800)	-31.6%
<b>Total Utilities</b>	<b>\$ 949,458</b>	<b>\$ 976,354</b>	<b>\$ 976,923</b>	<b>\$ 1,006,724</b>	<b>\$ 993,910</b>	<b>\$ 993,910</b>	<b>\$ 17,556</b>	<b>1.8%</b>

**Charleston County Public Library  
General Fund Annual Budget**

	<b>FY 2016 YTD Actual</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Projected Actual</b>	<b>Annual Budget Request</b>	<b>FY 2018 County Budget</b>	<b>FY 2018 Proposed Budget</b>	<b>Budget Change 2017 vs. 2018</b>	
							<b>Amount</b>	<b>Percent</b>
<b>Other Expenditures</b>								
Audit Services								
CCPL	\$ 17,030	\$ 20,000	\$ 17,464	\$ 19,000	\$ 19,000	\$ 19,000	\$ (1,000)	-5.0%
FOL	\$ 9,100	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
Bank Charges, net of interest	\$ 6,624	\$ 8,500	\$ 7,202	\$ 8,500	\$ 8,500	\$ 8,500	\$ -	0.0%
Advertising and Marketing	\$ 4,580	\$ 3,000	\$ 10,607	\$ 11,500	\$ 11,500	\$ 11,500	\$ 8,500	283.3%
Interlibrary Loans	\$ 596	\$ 1,000	\$ 287	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
Messenger Service (County)	\$ 1,037	\$ 928	\$ 928	\$ 1,087	\$ 1,087	\$ 1,087	\$ 159	17.1%
Postage and Shipping	\$ 38,603	\$ 60,000	\$ 36,312	\$ 50,880	\$ 50,880	\$ 50,880	\$ (9,120)	-15.2%
Dues	\$ 4,631	\$ 5,500	\$ 6,271	\$ 5,500	\$ 5,500	\$ 5,500	\$ -	0.0%
Professional Services	\$ 1,116	\$ 2,500	\$ 118	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
Consultants	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	--
Material Recovery Service	\$ 37,250	\$ 42,000	\$ 36,003	\$ 40,000	\$ 40,000	\$ 40,000	\$ (2,000)	-4.8%
Programming	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	--
Staff Development	\$ 2,856	\$ 8,000	\$ 15,855	\$ 62,000	\$ 39,973	\$ 39,973	\$ 31,973	399.7%
Entertainment and Awards	\$ -	\$ -	\$ 1,195	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	--
<b>Total Other Expenditures</b>	<b>\$ 123,423</b>	<b>\$ 161,428</b>	<b>\$ 142,242</b>	<b>\$ 343,467</b>	<b>\$ 241,440</b>	<b>\$ 241,440</b>	<b>\$ 80,012</b>	<b>49.6%</b>
<b>Motor Vehicles</b>								
Repairs and Maintenance	\$ 21,144	\$ 29,000	\$ 13,897	\$ 39,766	\$ 39,766	\$ 39,766	\$ 10,766	37.1%
Fuel	\$ 12,677	\$ 20,000	\$ 12,003	\$ 13,848	\$ 13,848	\$ 13,848	\$ (6,152)	-30.8%
Employee Mileage Expense	\$ 2,846	\$ 3,000	\$ 2,706	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
<b>Total Motor Vehicles</b>	<b>\$ 36,667</b>	<b>\$ 52,000</b>	<b>\$ 28,606</b>	<b>\$ 56,614</b>	<b>\$ 56,614</b>	<b>\$ 56,614</b>	<b>\$ 4,614</b>	<b>8.9%</b>
<b>Risk Management</b>								
Property Insurance	\$ 76,748	\$ 67,300	\$ 67,300	\$ 69,988	\$ 69,988	\$ 69,988	\$ 2,688	4.0%
Tort Liability	\$ 8,113	\$ 7,727	\$ 7,727	\$ 7,727	\$ 7,727	\$ 7,727	\$ -	0.0%
Business Interruption Insurance	\$ 6,016	\$ 6,016	\$ 6,016	\$ 6,016	\$ 6,016	\$ 6,016	\$ -	0.0%
Inland Marine Insurance (Bookmobile)	\$ 1,913	\$ 1,913	\$ 1,913	\$ 1,913	\$ 1,913	\$ 1,913	\$ -	0.0%
Auto Liability	\$ 4,680	\$ 4,680	\$ 4,680	\$ 4,680	\$ 4,680	\$ 4,680	\$ -	0.0%
Auto Comp and Collision	\$ 738	\$ 955	\$ 955	\$ 1,156	\$ 1,156	\$ 1,156	\$ 201	21.0%
<b>Total Risk Management</b>	<b>\$ 98,208</b>	<b>\$ 88,591</b>	<b>\$ 88,591</b>	<b>\$ 91,480</b>	<b>\$ 91,480</b>	<b>\$ 91,480</b>	<b>\$ 2,889</b>	<b>3.3%</b>

**Charleston County Public Library  
General Fund Annual Budget**

	<b>FY 2016 YTD Actual</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Projected Actual</b>	<b>Annual Budget Request</b>	<b>FY 2018 County Budget</b>	<b>FY 2018 Proposed Budget</b>	<b>Budget Change 2017 vs. 2018</b>	
							<b>Amount</b>	<b>Percent</b>
<b>Miscellaneous Expenditures</b>								
Board Contingency	\$ 164	\$ 1,000	\$ 1,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,500	150.0%
Executive Search Expenses	\$ 4,250	\$ 30,000	\$ 45,999	\$ -	\$ -	\$ -	\$ (30,000)	-100.0%
<b>Miscellaneous Expenditures</b>	<b>\$ 4,414</b>	<b>\$ 31,000</b>	<b>\$ 46,999</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ (28,500)</b>	<b>-91.9%</b>
<b>Capital Expenditures</b>								
Microfilm Readers	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	0.0%
IT Purchases (one-time funds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total Capital Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>0.0%</b>
<b>Total Expenditures</b>	<b>\$ 15,639,912</b>	<b>\$ 16,943,223</b>	<b>\$ 16,542,939</b>	<b>\$ 17,609,701</b>	<b>\$ 16,901,724</b>	<b>\$ 16,901,724</b>	<b>\$ (41,499)</b>	<b>-0.2%</b>
<b>Fund Balance Increase (Decrease)</b>	<b>\$ 546,171</b>	<b>\$ (414,472)</b>	<b>\$ 37,591</b>	<b>\$ (793,426)</b>	<b>\$ (105,000)</b>	<b>\$ (105,000)</b>	<b>\$ 309,472</b>	<b>-74.7%</b>
<b>Fund Balance From Prior Year</b>	<b>\$ 1,509,221</b>	<b>\$ 2,055,392</b>	<b>\$ 2,055,392</b>	<b>\$ 2,092,983</b>	<b>\$ 2,092,983</b>	<b>\$ 2,092,983</b>	<b>\$ 37,591</b>	
<b>Fund Balance at End of Year</b>	<b>\$ 2,055,392</b>	<b>\$ 1,640,920</b>	<b>\$ 2,092,983</b>	<b>\$ 1,299,557</b>	<b>\$ 1,987,983</b>	<b>\$ 1,987,983</b>	<b>\$ 347,063</b>	

Note - Projected results are based on actual amounts through March 2017.

**Charleston County Public Library  
Trends**

Revenues	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	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	\$ 15,726,146	
Bond Reimbursement'	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,316	\$ 96,855	
Supplemental Summer Youth	\$ 28,305	\$ 32,282	\$ 22,200	\$ 23,172	\$ 18,450	\$ 22,112	\$ -	
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>\$ 15,562,366</b>	<b>\$ 15,823,001</b>	
State Aid	\$ 256,669	\$ 350,209	\$ 437,761	\$ 437,761	\$ 437,761	\$ 525,313	\$ 525,313	
Lottery Receipts	\$ 43,047	\$ 47,843	\$ -	\$ 107,334	\$ 121,210	\$ 36,957	\$ -	
Copier/Printer Receipts	\$ 82,702	\$ 89,035	\$ 94,660	\$ 104,907	\$ 107,150	\$ 107,694	\$ 110,550	
Fine Receipts	\$ 397,248	\$ 367,439	\$ 357,365	\$ 342,982	\$ 327,873	\$ 284,021	\$ 273,420	
Other Revenue	\$ 29,373	\$ 125,561	\$ 39,188	\$ 87,948	\$ 22,204	\$ 64,179	\$ 64,440	
<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>\$ 16,107,422</b>	<b>\$ 16,580,530</b>	<b>\$ 16,796,724</b>	

Expenditures	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Trends
Personnel Costs	\$ 10,180,013	\$ 10,470,753	\$ 10,682,875	\$ 10,706,878	\$ 10,537,335	\$ 10,786,181	\$ 11,762,780	
Information Resources	\$ 2,022,375	\$ 2,269,343	\$ 2,359,038	\$ 2,135,078	\$ 2,581,850	\$ 2,575,946	\$ 2,537,850	
Information Technology	\$ 404,756	\$ 393,220	\$ 530,832	\$ 578,796	\$ 598,597	\$ 800,712	\$ 790,400	
Copiers and Printers	\$ 219,677	\$ 195,203	\$ 183,601	\$ 188,891	\$ 184,894	\$ 185,856	\$ 194,900	
Supplies	\$ 186,447	\$ 148,480	\$ 150,835	\$ 141,337	\$ 106,641	\$ 94,030	\$ 114,060	
Printing	\$ 21,156	\$ 17,716	\$ 21,075	\$ 24,159	\$ 18,596	\$ 11,532	\$ 28,000	
Equipment Repairs and Maintenance	\$ 43,413	\$ 45,142	\$ 38,204	\$ 48,361	\$ 50,331	\$ 54,891	\$ 46,230	
Building Repairs and Maintenance	\$ 515,410	\$ 512,923	\$ 551,250	\$ 596,270	\$ 627,348	\$ 750,430	\$ 11,560	
Utilities	\$ 846,905	\$ 863,187	\$ 878,822	\$ 931,872	\$ 940,256	\$ 976,923	\$ 993,910	
Motor Vehicles	\$ 49,024	\$ 46,401	\$ 45,572	\$ 43,197	\$ 37,984	\$ 28,606	\$ 56,614	
Risk Management	\$ 89,967	\$ 92,299	\$ 94,150	\$ 98,718	\$ 98,208	\$ 88,591	\$ 91,480	
Other Expenditures	\$ 201,097	\$ 181,260	\$ 186,057	\$ 175,514	\$ 163,063	\$ 142,242	\$ 241,440	
Miscellaneous Expenditures	\$ 268	\$ 157	\$ 2,437	\$ 1,565	\$ 164	\$ 46,999	\$ 2,500	
Capital	\$ -	\$ 188,986	\$ 42,413	\$ -	\$ -	\$ -	\$ 30,000	
<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>\$ 15,945,267</b>	<b>\$ 16,542,939</b>	<b>\$ 16,901,724</b>	

<b>Fund Balance Used</b>	<b>\$ (450,570)</b>	<b>\$ (264,371)</b>	<b>\$ (302,011)</b>	<b>\$ 179,215</b>	<b>\$ 162,155</b>	<b>\$ 37,591</b>	<b>\$ (105,000)</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>\$ 1,671,376</b>	<b>\$ 1,708,967</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>\$ 1,671,376</b>	<b>\$ 1,708,967</b>	<b>\$ 1,603,967</b>	

Notes:

FY2017 is projected based on actual results through March 2017.  
FY2018 is budgeted amounts.



**Charleston County Public Library  
Special Revenue Funds Annual Budget Summary**

	<u>FY 2016 Actual Results</u>	<u>FY 2017 Projected Results</u>	<u>FY 2018 Proposed Budget</u>
<b>REVENUES</b>			
Restricted contributions	\$ 117,770	\$ 35,000	\$ 50,000
Friends of the Library contributions	\$ 100,000	\$ 100,000	\$ 100,000
Charleston Tells Ticket Sales	\$ 7,952	\$ 1,700	\$ 10,000
Grants	\$ 30,084	\$ 20,000	\$ -
<b>Total Revenues</b>	<b><u>\$ 255,806</u></b>	<b><u>\$ 156,700</u></b>	<b><u>\$ 160,000</u></b>
<b>EXPENDITURES</b>			
Grant related	\$ 30,084	\$ 20,000	\$ -
Information Resources	\$ 9,978	\$ 8,000	\$ -
Information Technology	\$ 3,530	\$ -	\$ -
Public Programming	\$ 158,791	\$ 150,000	\$ 150,000
Improvements	\$ -	\$ 40,000	\$ -
Staff Development	\$ 9,465	\$ 15,000	\$ 10,000
<b>Total Expenditures</b>	<b><u>\$ 211,848</u></b>	<b><u>\$ 233,000</u></b>	<b><u>\$ 160,000</u></b>
<b>Fund Balance Increase (Decrease)</b>	<b><u>\$ 43,958</u></b>	<b><u>\$ (76,300)</u></b>	<b><u>\$ -</u></b>
<b>Fund Balance From Prior Year</b>	<b><u>\$ 64,060</u></b>	<b><u>\$ 108,018</u></b>	<b><u>\$ 31,718</u></b>
<b>Fund Balance at End of Year</b>	<b><u>\$ 108,018</u></b>	<b><u>\$ 31,718</u></b>	<b><u>\$ 31,718</u></b>

Notes:

Potential grant awards not included.

Projected results are based on actual amounts through March 2017.

# CHARLESTON COUNTY PUBLIC LIBRARY

FINANCIAL HIGHLIGHTS FOR THE QUARTER ENDED MARCH 31, 2017

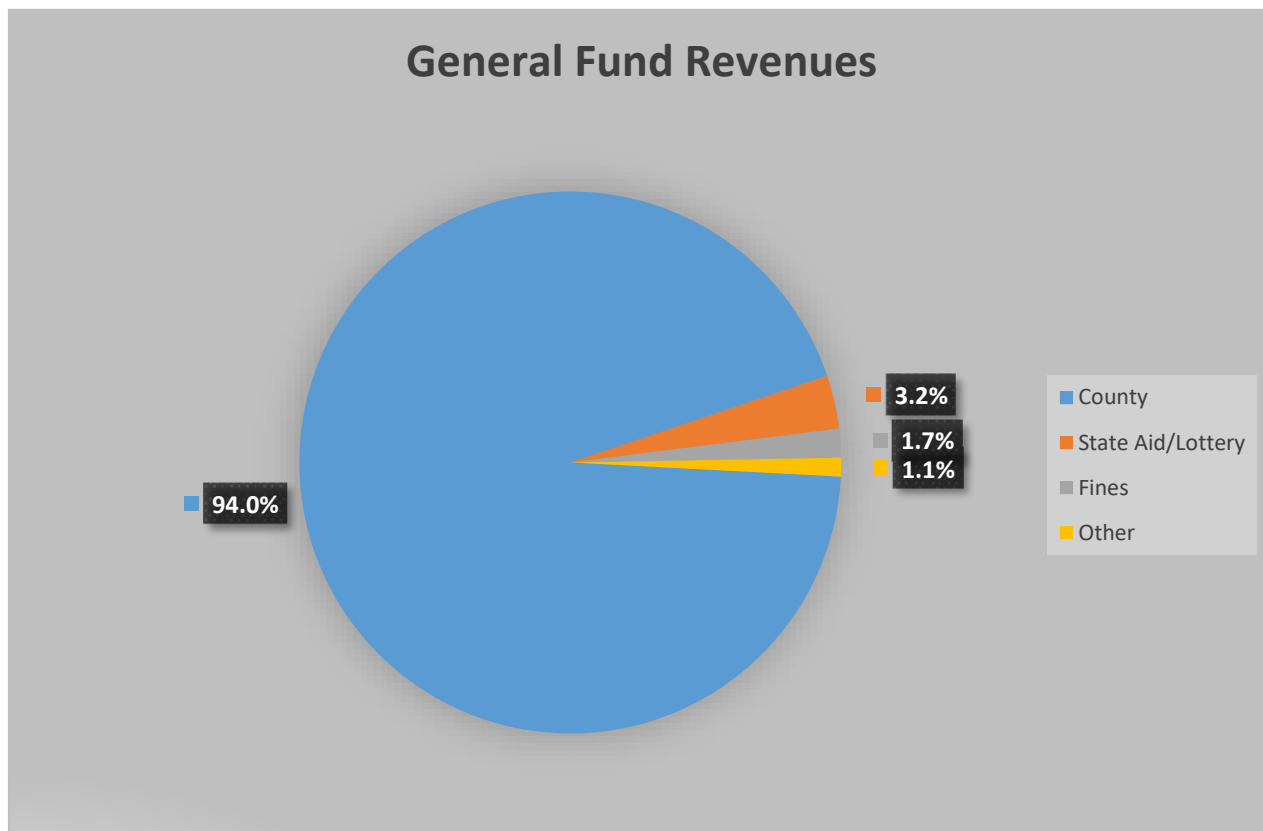
## GENERAL FUND

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 \$599,785.70 for the nine months ended March 31, 2017. The same period in the prior fiscal year fund balance increased by \$758,713.42.

Fund balance represents the amount available to finance future operations. The total general fund balance at March 31, 2017 was \$2,655,178.61. One month of fiscal year 2017 budgeted expenditures is \$1,411,935.

## GENERAL FUND REVENUES

The primary funding of Library operations is through County appropriations. Additional funding comes from State Aid, fines, and other sources such as copier/printer charges, parking fees, etc. General fund revenues for the nine months ended March 31, 2017 are shown in the chart below:



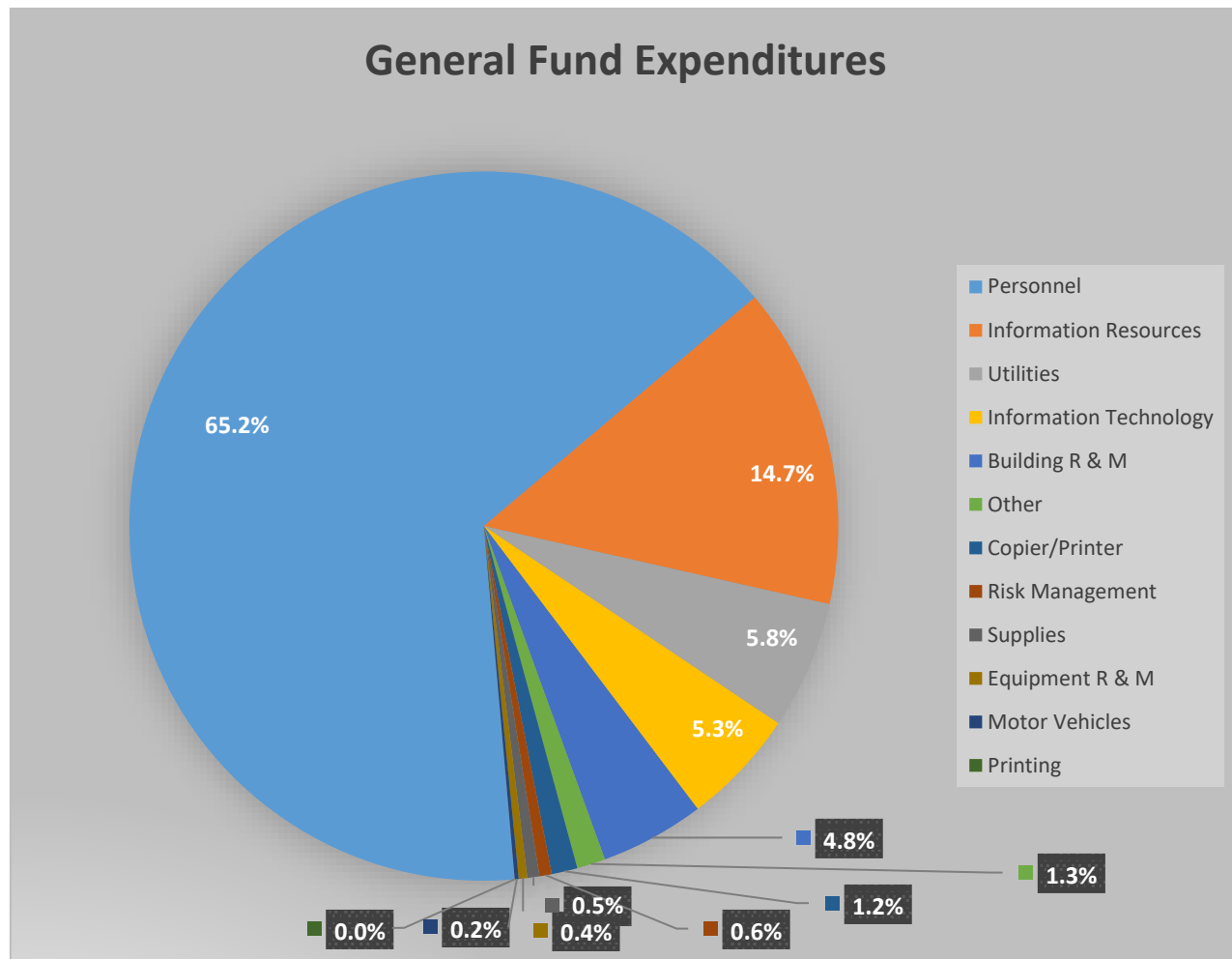
State Aid is \$1.50 per capita for FY17. SC Education Lottery Funds distributions of \$19,287 for FY17 were received. Fine revenues were 14.5 percent less than the prior year while copier/printer fees were up 0.9

Agenda Item #8

percent. The Library received \$36,663 in E-Rate reimbursement funds for FY16 expenditures. The payment was received too late to include in the FY16 financial statements.

**GENERAL FUND EXPENDITURES**

The General Fund accounts for the normal operations of the Library. Expenditures for the nine months ended March 31, 2017 were 6.9 percent under budget while 4.1 percent greater than the prior year. The chart below shows the relative size of each major expenditure category to the total:



Following are comments on specific categories:

**PERSONNEL COSTS**

Personnel costs include salaries, wages, and associated employer costs. Actual expenditures were 7.6 percent under the period’s budget while 1.9 percent greater than last fiscal year. Rising retirement, health insurance rates, and parking for Main Library employees offset decreases in workers’ compensation insurance and the provision for other post-employment benefits (OPEB). Beginning with FY17, Library employees are eligible to participate in the County’s Wellness Program.

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## 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 10.3 percent under the period's budget while 7.1 percent greater than the prior year. The Library remains on track to spend most of its information resource budget by the end of the fiscal year.

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## 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 on budget for the period while 17.9 percent greater than the prior year. Costs were greater than the prior year due to web site development and other IT projects.

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## COPIERS AND PRINTERS

Lease costs and related supplies are included in the copiers and printers category. Expenditures were 0.4 percent under the period's budget and 0.7 percent greater than the prior year.

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## SUPPLIES

Supplies include various operating supplies such as office, data processing, and minor equipment. Expenditures were 23.1 percent under the period's budget while 22.5 percent less than the prior year. The budget difference is due to timing of purchases. Additional spending is expected in the final quarter of the fiscal year.

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## PRINTING

Printing includes the costs of items printed externally for programs and internal use forms. Expenditures were 98.5 percent under the period's budget while 97.8 percent less than the prior year. Increased internal use and programming printing is expected later in the final quarter of the fiscal year.

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## EQUIPMENT REPAIRS AND MAINTENANCE

Equipment repairs and maintenance include annual contracts and repairs on various Library equipment. Expenditures were 12.0 percent over the quarterly budget while 5.8 percent greater than the prior year. Costs are ahead of budget due to payment of annual contracts at the beginning of the fiscal year.

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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 7.4 percent over the period's budget and 18.9 percent greater than the prior year. Additional building maintenance expenses charged by the County as well as unexpected repairs at several locations contributed to the increase over the prior year.

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## UTILITIES

## Agenda Item #8

Utilities include electricity and gas, water and sewer, solid waste disposal fees, and telephone related costs. Expenditures were 5.6 percent under the period's budget while 3.0 percent more than the prior fiscal year.

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### RISK MANAGEMENT/INSURANCES

Risk management includes property insurance, tort liability, business interruption, bookmobile, and other vehicle coverage. The County Risk Management Department provides budgeted amounts and these are withheld from the County Appropriation in equal monthly installments. Property insurance is less than 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 45.0 percent under the period's budget and 31.1 percent less than the prior year. Repairs and fuel costs have been less than projected by County Fleet Operations.

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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, and the material recovery service. Overall expenditures were 11.6 percent under the period's budget while 2.0 percent greater than the prior year. Postage costs have been significantly less than expected through nine months of the fiscal year.

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### MISCELLANEOUS EXPENDITURES

Miscellaneous expenditures include \$45,999.14 for executive director search and relocation costs and \$729.93 related to board recognitions.

### 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 of \$18,404.14 for the nine months ended March 31, 2017. The completion of the State Library grant to acquire equipment for the Radio Station of \$12,636 was the most significant during the period.

### DONATIONS SPECIAL REVENUE FUND

The Donations Special Revenue Fund accounts for donations, including private foundation grants, typically restricted for specific purposes. Revenues totaled \$22,797.21 for the nine months ended March 31, 2017 with expenditures of \$14,417.46. Donations include \$6,467.21 for the Cynthia Graham Hurd Fund and \$7,400.00 from the College of Charleston Foundation for books given away in connection with a program. Through the March 2017, the Cynthia Graham Hurd Fund has received \$53,608.76 with expenditures of \$8,632.88 leaving a balance of \$44,975.88. Total unspent donated funds on hand at December 31, 2017 were \$127,724.

#### CHARLESTON TELLS SPECIAL REVENUE FUND

The Charleston Tells Special Revenue Fund accounts for donations, including grants, ticket and merchandise sales associated with the Charleston Tells program series. Revenues totaled \$6,425.51 for the nine months ended March 31, 2017 with expenditures of \$2,085.39. The fund carried forward a deficit of \$11,325.89 from the fiscal year ended June 30, 2016. At March 31, 2017, the fund had a net deficit of \$6,985.77 that will be reduced by future donations and ticket sales.

#### 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 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 nine months ended March 31, 2017, program and staff development expenses totaled \$48,398.95 and FOL operating expenses totaled \$3,471.39. 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 2016, the Library spent \$100,005.04 for programs and staff development funded by the FOL. At March 31, 2017, the FOL owed the Library \$44,330.62. Of that balance, \$36,998.80 was received in April 2017 with the remaining amount expected in May 2017.

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Recap  
Fiscal Quarter Ended March 31, 2017**

	<b>Actual Year Ended 6/30/2016</b>	<b>Actual 9 Months Ended 3/31/2016</b>	<b>Actual 9 Months Ended 3/31/2017</b>	<b>Actual Increase (Decrease) FY17 - FY16</b>	<b>Percent Increase (Decrease) FY17 - FY16</b>	<b>Budget Year Ended 6/30/2017</b>	<b>Budget Remaining 6/30/2017</b>	<b>Percent Budget Remaining 6/30/2017</b>
<b>REVENUES</b>								
County Appropriation	\$ 15,072,773.76	\$ 11,304,580.32	\$ 11,621,953.53	\$ 317,373.21	2.8%	\$ 15,495,938.00	\$ 3,873,984.47	25.0%
Bond Reimbursement	\$ -	\$ -	\$ 17,770.19	\$ 17,770.19	--	\$ -	\$ (17,770.19)	--
Supplemental Appropriation Summer Youth	18,450.13	18,450.13	22,111.58	3,661.45	19.8%	-	(22,111.58)	--
<i>Total County Appropriations</i>	<u>15,091,223.89</u>	<u>11,323,030.45</u>	<u>11,661,835.30</u>	<u>338,804.85</u>	<u>3.0%</u>	<u>15,495,938.00</u>	<u>3,834,102.70</u>	<u>24.7%</u>
Copier Income	107,799.62	80,078.06	80,770.91	692.85	0.9%	102,000.00	21,229.09	20.8%
Fine Income	330,876.86	249,292.54	213,165.62	(36,126.92)	-14.5%	325,500.00	112,334.38	34.5%
Other Income	424.72	290.26	2,223.97	1,933.71	666.2%	-	(2,223.97)	--
Insurance Proceeds	35,405.89	-	-	-	--	-	-	--
Parking Garage Receipts	22,148.03	16,328.51	18,969.06	2,640.55	16.2%	20,000.00	1,030.94	5.2%
E Rate Reimbursement	39,233.30	-	36,663.34	36,663.34	--	60,000.00	23,336.66	38.9%
Lottery Revenues	121,209.62	121,209.62	19,287.40	(101,922.22)	-84.1%	-	(19,287.40)	--
State Aid Receipts	437,761.24	328,320.93	393,985.14	65,664.21	20.0%	525,313.00	131,327.86	25.0%
<b>TOTAL REVENUE</b>	<u><b>16,186,083.17</b></u>	<u><b>12,118,550.37</b></u>	<u><b>12,426,900.74</b></u>	<u><b>308,350.37</b></u>	<u><b>2.5%</b></u>	<u><b>16,528,751.00</b></u>	<u><b>4,101,850.26</b></u>	<u><b>24.8%</b></u>
<b>EXPENDITURES</b>								
Personnel Costs	10,534,379.10	7,572,769.54	7,715,569.86	142,800.32	1.9%	11,138,790.00	3,423,220.14	30.7%
Information Resources	2,286,052.06	1,623,008.73	1,737,659.51	114,650.78	7.1%	2,581,850.00	844,190.49	32.7%
Information Technology	622,722.75	532,311.48	632,653.85	100,342.37	18.9%	836,400.00	203,746.15	24.4%
Copiers and Printers	186,743.13	138,196.61	139,215.12	1,018.51	0.7%	186,450.00	47,234.88	25.3%
Supplies	101,625.96	83,736.94	64,861.72	(18,875.22)	-22.5%	112,450.00	47,588.28	42.3%
Printing	15,524.48	12,215.06	266.99	(11,948.07)	-97.8%	24,000.00	23,733.01	98.9%
Equipment Repairs and Maintenance	51,426.08	43,596.22	46,113.21	2,516.99	5.8%	54,904.00	8,790.79	16.0%
Building Repairs and Maintenance	629,265.81	473,308.98	562,822.02	89,513.04	18.9%	699,006.00	136,183.98	19.5%
Utilities	949,459.35	670,889.18	691,253.60	20,364.42	3.0%	976,354.00	285,100.40	29.2%
Other Expenditures	123,423.62	104,834.79	106,956.43	2,121.64	2.0%	161,428.00	54,471.57	33.7%
Motor Vehicles	36,667.66	31,149.37	21,454.14	(9,695.23)	-31.1%	52,000.00	30,545.86	58.7%
Risk Management (Insurance)	98,208.00	73,656.00	66,443.22	(7,212.78)	-9.8%	88,591.00	22,147.78	25.0%
Miscellaneous Expenditures	4,413.86	164.35	46,729.07	46,564.72	28332.7%	31,000.00	(15,729.07)	-50.7%
<b>TOTAL EXPENDITURES</b>	<u><b>15,639,911.86</b></u>	<u><b>11,359,837.25</b></u>	<u><b>11,831,998.74</b></u>	<u><b>472,161.49</b></u>	<u><b>4.2%</b></u>	<u><b>16,943,223.00</b></u>	<u><b>5,111,224.26</b></u>	<u><b>30.2%</b></u>
<b>FUND BALANCE INCREASED (DECREASED)</b>	<u><b>\$ 546,171.31</b></u>	<u><b>\$ 758,713.12</b></u>	<u><b>\$ 594,902.00</b></u>	<u><b>\$ (163,811.12)</b></u>	<u><b>-21.6%</b></u>	<u><b>\$ (414,472.00)</b></u>	<u><b>\$ (1,009,374.00)</b></u>	<u><b>243.5%</b></u>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Detail  
Fiscal Quarter Ended March 31, 2017**

	Actual Year Ended 6/30/2016	Actual 9 Months Ended 3/31/2016	Actual 9 Months Ended 3/31/2017	Actual Increase (Decrease) FY17 - FY16	Percent Increase (Decrease) FY17 - FY16	Budget Year Ended 6/30/2017	Budget Remaining 6/30/2017	Percent Budget Remaining 6/30/2017
<b>REVENUES</b>								
County Appropriation	\$ 15,072,773.76	\$ 11,304,580.32	\$ 11,621,953.53	\$ 317,373.21	2.8%	\$ 15,495,938.00	\$ 3,873,984.47	25.0%
Bond Reimbursement (Program Manager)	-	-	17,770.19	17,770.19	--	-	(17,770.19)	--
Supplemental Appropriation Summer Youth	18,450.13	18,450.13	22,111.58	3,661.45	19.8%	-	(22,111.58)	--
<i>Total County Appropriations</i>	<u>15,091,223.89</u>	<u>11,323,030.45</u>	<u>11,661,835.30</u>	<u>338,804.85</u>	<u>3.0%</u>	<u>15,495,938.00</u>	<u>3,834,102.70</u>	<u>24.7%</u>
Copier and Printer Income	107,799.62	80,078.06	80,770.91	692.85	0.9%	102,000.00	21,229.09	20.8%
Fine Income	330,876.86	249,292.54	213,165.62	(36,126.92)	-14.5%	325,500.00	112,334.38	34.5%
Other Income	424.72	290.26	2,223.97	1,933.71	666.2%	-	(2,223.97)	--
Insurance Proceeds	35,405.89	-	-	-	--	-	-	--
Parking Garage Receipts	22,148.03	16,328.51	18,969.06	2,640.55	16.2%	20,000.00	1,030.94	5.2%
E Rate Reimbursement	39,233.30	-	36,663.34	36,663.34	--	60,000.00	23,336.66	38.9%
Lottery Revenues	121,209.62	121,209.62	19,287.40	(101,922.22)	-84.1%	-	(19,287.40)	--
State Aid Receipts	437,761.24	328,320.93	393,985.14	65,664.21	20.0%	525,313.00	131,327.86	25.0%
<b>TOTAL REVENUES</b>	<u>16,186,083.17</u>	<u>12,118,550.37</u>	<u>12,426,900.74</u>	<u>308,350.37</u>	<u>2.5%</u>	<u>16,528,751.00</u>	<u>4,101,850.26</u>	<u>24.8%</u>
<b>EXPENDITURES</b>								
<b>Personnel Costs</b>								
Salaries	7,468,123.61	5,334,131.76	5,399,491.94	65,360.18	1.2%	8,212,026.00	2,812,534.06	34.2%
Temporary Wages	22,417.91	13,480.26	15,038.06	1,557.80	11.6%	26,000.00	10,961.94	42.2%
Summer Youth Program Wages	20,164.46	9,843.33	10,219.12	375.79	3.8%	-	(10,219.12)	--
<i>Total Wages</i>	<u>7,510,705.98</u>	<u>5,357,455.35</u>	<u>5,424,749.12</u>	<u>67,293.77</u>	<u>1.3%</u>	<u>8,238,026.00</u>	<u>2,813,276.88</u>	<u>34.1%</u>
Social Security	542,902.61	386,361.64	393,070.22	6,708.58	1.7%	628,218.00	235,147.78	37.4%
State Retirement	807,969.45	576,341.56	605,833.30	29,491.74	5.1%	874,381.00	268,547.70	30.7%
Life Insurance	12,797.94	9,631.70	9,127.80	(503.90)	-5.2%	13,707.00	4,579.20	33.4%
Health Insurance	914,444.38	682,402.68	688,486.77	6,084.09	0.9%	970,834.00	282,347.23	29.1%
Dental Insurance	24,413.92	18,326.74	18,780.94	454.20	2.5%	26,241.00	7,460.06	28.4%
Workers Compensation	325,346.88	244,010.16	236,958.57	(7,051.59)	-2.9%	315,945.00	78,986.43	25.0%
Other Post Employment Benefits	315,100.92	236,325.69	241,178.31	4,852.62	2.1%	321,571.00	80,392.69	25.0%
County Wellness Program	-	-	26,658.00	26,658.00	--	35,544.00	8,886.00	25.0%
Employee Assistance Program	1,800.00	1,350.00	2,088.00	738.00	54.7%	1,800.00	(288.00)	-16.0%
Other Personnel Costs	5,097.02	5,214.02	3,071.83	(2,142.19)	-41.1%	20,000.00	16,928.17	84.6%
Staff Parking Main Library	73,800.00	55,350.00	65,567.00	10,217.00	18.5%	112,320.00	46,753.00	41.6%
Fringe Rate Adjustment	-	-	-	-	--	(80,384.00)	(80,384.00)	100.0%
<i>Total Fringe Benefits</i>	<u>3,023,673.12</u>	<u>2,215,314.19</u>	<u>2,290,820.74</u>	<u>75,506.55</u>	<u>3.4%</u>	<u>3,240,177.00</u>	<u>949,356.26</u>	<u>29.3%</u>
Budgeted Vacancies (wages plus fringe)	-	-	-	-	--	(339,413.00)	(339,413.00)	100.0%
<b>Total Personnel Costs</b>	<u>10,534,379.10</u>	<u>7,572,769.54</u>	<u>7,715,569.86</u>	<u>142,800.32</u>	<u>1.9%</u>	<u>11,138,790.00</u>	<u>3,423,220.14</u>	<u>30.7%</u>



**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Detail  
Fiscal Quarter Ended March 31, 2017**

	Actual Year Ended 6/30/2016	Actual 9 Months Ended 3/31/2016	Actual 9 Months Ended 3/31/2017	Actual Increase (Decrease) FY17 - FY16	Percent Increase (Decrease) FY17 - FY16	Budget Year Ended 6/30/2017	Budget Remaining 6/30/2017	Percent Budget Remaining 6/30/2017
<b>Information Resources</b>								
Adult Fiction Books	250,020.30	180,498.30	192,558.94	12,060.64	6.7%	352,000.00	159,441.06	45.3%
Adult Non-fiction Books	259,570.81	170,284.65	182,233.56	11,948.91	7.0%	320,000.00	137,766.44	43.1%
Adult Reference	11,221.09	11,131.09	9,059.68	(2,071.41)	-18.6%	15,000.00	5,940.32	39.6%
SC Room	3,199.28	2,065.00	1,427.11	(637.89)	-30.9%	4,000.00	2,572.89	64.3%
Young Adult	61,878.71	44,786.62	47,636.47	2,849.85	6.4%	87,000.00	39,363.53	45.2%
Juvenile Books	260,069.15	128,234.23	123,178.55	(5,055.68)	-3.9%	340,000.00	216,821.45	63.8%
McNaughtons	40,698.00	40,698.00	40,698.00	-	0.0%	41,000.00	302.00	0.7%
Large Print	45,979.55	29,444.57	34,460.86	5,016.29	17.0%	60,000.00	25,539.14	42.6%
Spanish	-	-	-	-	--	10,000.00	10,000.00	100.0%
Continuations	50,482.30	40,166.32	35,750.22	(4,416.10)	-11.0%	53,000.00	17,249.78	32.5%
<i>Total Books</i>	<u>983,119.19</u>	<u>647,308.78</u>	<u>667,003.39</u>	<u>19,694.61</u>	3.0%	<u>1,282,000.00</u>	<u>614,996.61</u>	48.0%
Periodicals	69,538.43	64,948.87	66,546.53	1,597.66	2.5%	75,000.00	8,453.47	11.3%
Microforms	15,327.00	15,327.00	17,532.00	2,205.00	14.4%	20,000.00	2,468.00	12.3%
<i>Total Periodicals</i>	<u>84,865.43</u>	<u>80,275.87</u>	<u>84,078.53</u>	<u>3,802.66</u>	4.7%	<u>95,000.00</u>	<u>10,921.47</u>	11.5%
Adult DVD and Blu Ray	203,991.12	141,425.31	208,889.30	67,463.99	47.7%	265,000.00	56,110.70	21.2%
Juvenile DVD and Blu Ray	41,404.41	29,981.27	46,461.99	16,480.72	55.0%	100,000.00	53,538.01	53.5%
Adult Books on CD	77,406.38	35,769.61	78,023.70	42,254.09	118.1%	86,000.00	7,976.30	9.3%
Juvenile Books on CD	32,006.20	11,805.20	132.54	(11,672.66)	-98.9%	30,000.00	29,867.46	99.6%
Young Adult Books on CD	712.84	712.84	-	(712.84)	-100.0%	5,000.00	5,000.00	100.0%
<i>Total Media</i>	<u>355,520.95</u>	<u>219,694.23</u>	<u>333,507.53</u>	<u>113,813.30</u>	51.8%	<u>486,000.00</u>	<u>152,492.47</u>	31.4%
Reference Databases	171,818.26	171,818.26	162,859.81	(8,958.45)	-5.2%	185,000.00	22,140.19	12.0%
E-Books	186,814.66	132,587.41	144,372.92	11,785.51	8.9%	190,000.00	45,627.08	24.0%
E-Audio	89,693.56	60,279.01	78,997.76	18,718.75	31.1%	100,000.00	21,002.24	21.0%
Media Subscriptions	60,611.24	56,413.39	154,044.34	97,630.95	173.1%	100,000.00	(54,044.34)	-54.0%
<i>Total Digital Products</i>	<u>508,937.72</u>	<u>421,098.07</u>	<u>540,274.83</u>	<u>119,176.76</u>	28.3%	<u>575,000.00</u>	<u>34,725.17</u>	6.0%
Processing Fees	243,383.93	162,114.23	-	(162,114.23)	-100.0%	-	-	--
MARC Technical Services	4,746.00	4,624.50	-	(4,624.50)	-100.0%	7,000.00	7,000.00	100.0%
Cataloging Subscriptions	63,289.58	49,812.32	51,962.25	2,149.93	4.3%	62,000.00	10,037.75	16.2%
RFID Tags	24,600.00	24,600.00	28,778.41	4,178.41	17.0%	28,000.00	(778.41)	-2.8%
Processing Supplies	11,714.45	10,256.75	1,808.07	(8,448.68)	-82.4%	14,850.00	13,041.93	87.8%
LCATS Resources	4,745.83	2,095.00	29,779.00	27,684.00	1321.4%	30,000.00	221.00	0.7%
Bindery	1,128.98	1,128.98	467.50	(661.48)	-58.6%	2,000.00	1,532.50	76.6%
<i>Total Other Information Resources</i>	<u>353,608.77</u>	<u>254,631.78</u>	<u>112,795.23</u>	<u>(141,836.55)</u>	-55.7%	<u>143,850.00</u>	<u>31,054.77</u>	21.6%
<b>Total Information Resources</b>	<u><b>2,286,052.06</b></u>	<u><b>1,623,008.73</b></u>	<u><b>1,737,659.51</b></u>	<u><b>114,650.78</b></u>	7.1%	<u><b>2,581,850.00</b></u>	<u><b>844,190.49</b></u>	32.7%

**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**General Fund - Detail**  
**Fiscal Quarter Ended March 31, 2017**

	Actual Year Ended <u>6/30/2016</u>	Actual 9 Months Ended <u>3/31/2016</u>	Actual 9 Months Ended <u>3/31/2017</u>	Actual Increase (Decrease) <u>FY17 - FY16</u>	Percent Increase (Decrease) <u>FY17 - FY16</u>	Budget Year Ended <u>6/30/2017</u>	Budget Remaining <u>6/30/2017</u>	Percent Budget Remaining <u>6/30/2017</u>
<b>Information Technology</b>								
Web Site Hosting/Development	900.00	675.00	<b>29,075.00</b>	28,400.00	4207.4%	76,000.00	46,925.00	61.7%
Events/Reservation Software	5,145.00	5,145.00	<b>5,145.00</b>	-	0.0%	5,400.00	255.00	4.7%
IT Software/Hardware Maint Contracts	289,853.13	283,137.65	<b>300,465.66</b>	17,328.01	6.1%	300,000.00	(465.66)	-0.2%
Financial Software Maintenance Contract	33,239.66	33,239.66	<b>37,099.29</b>	3,859.63	11.6%	30,000.00	(7,099.29)	-23.7%
IT Purchases and Repairs	66,054.97	42,364.48	<b>3,341.85</b>	(39,022.63)	-92.1%	10,000.00	6,658.15	66.6%
IT Non-Capital Purchases under \$5K	-	-	<b>32,955.21</b>	32,955.21	--	45,000.00	12,044.79	26.8%
IT Capital Purchases over \$5K	-	-	<b>31,693.86</b>	31,693.86	--	120,000.00	88,306.14	73.6%
IT Lease Payments	222,154.99	163,849.69	<b>175,102.98</b>	11,253.29	6.9%	235,000.00	59,897.02	25.5%
IT Consultants	5,375.00	3,900.00	<b>17,775.00</b>	13,875.00	355.8%	15,000.00	(2,775.00)	-18.5%
<b>Total Information Technology</b>	<b><u>622,722.75</u></b>	<b><u>532,311.48</u></b>	<b><u>632,653.85</u></b>	<b><u>100,342.37</u></b>	<b><u>18.9%</u></b>	<b><u>836,400.00</u></b>	<b><u>203,746.15</u></b>	<b><u>24.4%</u></b>
<b>Copiers and Printers</b>								
Copier/Printer Leases	134,652.07	100,937.44	<b>101,143.89</b>	206.45	0.2%	134,900.00	33,756.11	25.0%
Copier/Printer Lease Overages	41,204.96	30,948.28	<b>30,499.81</b>	(448.47)	-1.4%	38,250.00	7,750.19	20.3%
Copier Supplies	9,484.39	6,035.22	<b>7,296.64</b>	1,261.42	20.9%	11,800.00	4,503.36	38.2%
Microform Supplies	1,401.71	275.67	<b>274.78</b>	(0.89)	-0.3%	1,500.00	1,225.22	81.7%
<b>Total Copiers and Printers</b>	<b><u>186,743.13</u></b>	<b><u>138,196.61</u></b>	<b><u>139,215.12</u></b>	<b><u>1,018.51</u></b>	<b><u>0.7%</u></b>	<b><u>186,450.00</u></b>	<b><u>47,234.88</u></b>	<b><u>25.3%</u></b>
<b>Supplies</b>								
Library Cards	3,999.31	-	-	-	--	6,700.00	6,700.00	100.0%
Library Supplies	8,305.39	8,574.39	<b>5,067.37</b>	(3,507.02)	-40.9%	11,000.00	5,932.63	53.9%
Library Program Supplies	5,188.32	3,528.43	<b>2,786.60</b>	(741.83)	-21.0%	3,350.00	563.40	16.8%
Data Processing Supplies	35,666.15	27,229.61	<b>10,661.38</b>	(16,568.23)	-60.8%	21,750.00	11,088.62	51.0%
Office Supplies	39,301.77	35,792.87	<b>25,814.18</b>	(9,978.69)	-27.9%	38,800.00	12,985.82	33.5%
AV Supplies	4,997.02	4,484.55	<b>4,763.01</b>	278.46	6.2%	6,200.00	1,436.99	23.2%
Minor Equipment	4,168.00	4,127.09	<b>15,769.18</b>	11,642.09	282.1%	24,650.00	8,880.82	36.0%
<b>Total Supplies</b>	<b><u>101,625.96</u></b>	<b><u>83,736.94</u></b>	<b><u>64,861.72</u></b>	<b><u>(18,875.22)</u></b>	<b><u>-22.5%</u></b>	<b><u>112,450.00</u></b>	<b><u>47,588.28</u></b>	<b><u>42.3%</u></b>
<b>Printing</b>								
Programming Printing	5,380.59	3,414.32	<b>(931.48)</b>	(4,345.80)	-127.3%	8,000.00	8,931.48	111.6%
Other Printing	10,143.89	8,800.74	<b>1,198.47</b>	(7,602.27)	-86.4%	16,000.00	14,801.53	92.5%
<b>Total Printing</b>	<b><u>15,524.48</u></b>	<b><u>12,215.06</u></b>	<b><u>266.99</u></b>	<b><u>(11,948.07)</u></b>	<b><u>-97.8%</u></b>	<b><u>24,000.00</u></b>	<b><u>23,733.01</u></b>	<b><u>98.9%</u></b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Detail  
Fiscal Quarter Ended March 31, 2017**

	Actual Year Ended <u>6/30/2016</u>	Actual 9 Months Ended <u>3/31/2016</u>	Actual 9 Months Ended <u>3/31/2017</u>	Actual Increase (Decrease) <u>FY17 - FY16</u>	Percent Increase (Decrease) <u>FY17 - FY16</u>	Budget Year Ended <u>6/30/2017</u>	Budget Remaining <u>6/30/2017</u>	Percent Budget Remaining <u>6/30/2017</u>
<b>Equipment Repairs and Maintenance</b>								
Checkpoint Security	10,720.91	10,720.91	<b>10,369.05</b>	(351.86)	-3.3%	10,890.00	520.95	4.8%
Fire and Security Alarms	8,720.72	8,720.72	<b>5,524.63</b>	(3,196.09)	-36.6%	5,614.00	89.37	1.6%
Postage Machine	3,154.48	2,038.44	<b>3,201.49</b>	1,163.05	57.1%	5,100.00	1,898.51	37.2%
Microfiche/Film Readers	7,267.75	7,267.75	<b>6,184.00</b>	(1,083.75)	-14.9%	6,600.00	416.00	6.3%
Cell Phones	11,283.48	9,417.04	<b>7,868.55</b>	(1,548.49)	-16.4%	11,700.00	3,831.45	32.7%
Repairs and Maintenance	743.86	743.86	<b>971.78</b>	227.92	30.6%	3,000.00	2,028.22	67.6%
Parking Equipment	9,534.88	4,687.50	<b>11,993.71</b>	7,306.21	155.9%	12,000.00	6.29	0.1%
<b>Total Equipment Repairs and Maintenance</b>	<b><u>51,426.08</u></b>	<b><u>43,596.22</u></b>	<b><u>46,113.21</u></b>	<b><u>2,516.99</u></b>	<b>5.8%</b>	<b><u>54,904.00</u></b>	<b><u>8,790.79</u></b>	<b>16.0%</b>
<b>Building Repairs and Maintenance</b>								
General Repairs	45,136.33	36,284.52	<b>87,290.33</b>	51,005.81	140.6%	51,900.00	(35,390.33)	-68.2%
Garbage Collections	9,778.22	7,230.86	<b>8,437.97</b>	1,207.11	16.7%	10,060.00	1,622.03	16.1%
Janitorial	233,312.68	174,829.42	<b>190,572.55</b>	15,743.13	9.0%	252,796.00	62,223.45	24.6%
Carpet Cleaning	26,831.76	20,123.82	<b>39,846.15</b>	19,722.33	98.0%	53,128.00	13,281.85	25.0%
Security Services	158,076.86	117,742.89	<b>107,583.61</b>	(10,159.28)	-8.6%	159,000.00	51,416.39	32.3%
County Paid Maintenance Contracts	156,129.96	117,097.47	<b>129,091.41</b>	11,993.94	10.2%	172,122.00	43,030.59	25.0%
<b>Total Building Repairs and Maintenance</b>	<b><u>629,265.81</u></b>	<b><u>473,308.98</u></b>	<b><u>562,822.02</u></b>	<b><u>89,513.04</u></b>	<b>18.9%</b>	<b><u>699,006.00</u></b>	<b><u>136,183.98</u></b>	<b>19.5%</b>
<b>Utilities</b>								
Electricity and Gas	763,569.01	533,988.14	<b>539,140.16</b>	5,152.02	1.0%	779,620.00	240,479.84	30.8%
Water and Sewer	71,020.45	47,660.06	<b>53,507.05</b>	5,846.99	12.3%	71,090.00	17,582.95	24.7%
Solid Waste Fee	12,814.08	9,610.56	<b>9,610.56</b>	-	0.0%	12,814.00	3,203.44	25.0%
Telephone (including VOIP)	63,849.22	49,603.67	<b>66,739.98</b>	17,136.31	34.5%	73,580.00	6,840.02	9.3%
Data Lines	29,464.99	23,471.82	<b>17,915.35</b>	(5,556.47)	-23.7%	30,380.00	12,464.65	41.0%
Fax Lines	8,741.60	6,554.93	<b>4,340.50</b>	(2,214.43)	-33.8%	8,870.00	4,529.50	51.1%
<b>Total Utilities</b>	<b><u>949,459.35</u></b>	<b><u>670,889.18</u></b>	<b><u>691,253.60</u></b>	<b><u>20,364.42</u></b>	<b>3.0%</b>	<b><u>976,354.00</u></b>	<b><u>285,100.40</u></b>	<b>29.2%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**General Fund - Detail**  
**Fiscal Quarter Ended March 31, 2017**

	Actual Year Ended <u>6/30/2016</u>	Actual 9 Months Ended <u>3/31/2016</u>	Actual 9 Months Ended <u>3/31/2017</u>	Actual Increase (Decrease) <u>FY17 - FY16</u>	Percent Increase (Decrease) <u>FY17 - FY16</u>	Budget Year Ended <u>6/30/2017</u>	Budget Remaining <u>6/30/2017</u>	Percent Budget Remaining <u>6/30/2017</u>
<b>Other Expenditures</b>								
Audit Services CCPL	17,030.00	17,030.00	<b>17,464.00</b>	434.00	2.5%	20,000.00	2,536.00	12.7%
Audit Services FOL	9,100.00	5,000.00	<b>2,025.00</b>	(2,975.00)	-59.5%	10,000.00	7,975.00	79.8%
Bank Charges	6,623.82	4,980.36	<b>5,401.48</b>	421.12	8.5%	8,500.00	3,098.52	36.5%
Advertising	4,579.69	2,079.69	<b>4,579.88</b>	2,500.19	120.2%	3,000.00	(1,579.88)	-52.7%
Marketing	-	-	<b>4,500.00</b>	4,500.00	100.0%	-	(4,500.00)	--
Interlibrary Loans	596.18	585.18	<b>214.99</b>	(370.19)	-63.3%	1,000.00	785.01	78.5%
Messenger Service (County)	1,037.00	1,037.00	<b>928.00</b>	(109.00)	-10.5%	928.00	-	0.0%
Postage	38,604.08	32,590.84	<b>27,233.17</b>	(5,357.67)	-16.4%	60,000.00	32,766.83	54.6%
Dues	4,631.00	4,431.00	<b>4,703.00</b>	272.00	6.1%	5,500.00	797.00	14.5%
Professional Services	1,116.25	5,057.50	<b>117.50</b>	(4,940.00)	-97.7%	2,500.00	2,382.50	95.3%
Material Recovery Service	37,249.90	29,472.35	<b>27,002.15</b>	(2,470.20)	-8.4%	42,000.00	14,997.85	35.7%
Training and Conferences	2,855.70	2,570.87	<b>11,891.18</b>	9,320.31	362.5%	8,000.00	(3,891.18)	-48.6%
Meals and Entertainment	-	-	<b>896.08</b>	896.08	--	-	(896.08)	--
<b>Total Other Expenditures</b>	<b>123,423.62</b>	<b>104,834.79</b>	<b>106,956.43</b>	<b>2,121.64</b>	<b>2.0%</b>	<b>161,428.00</b>	<b>54,471.57</b>	<b>33.7%</b>
<b>Motor Vehicles</b>								
Motor Vehicle Repairs and Maintenance	21,143.74	19,715.43	<b>10,422.43</b>	(9,293.00)	-47.1%	29,000.00	18,577.57	64.1%
Motor Vehicle Fuel	12,677.47	9,612.33	<b>9,002.05</b>	(610.28)	-6.3%	20,000.00	10,997.95	55.0%
Motor Vehicle Employee Expense	2,846.45	1,821.61	<b>2,029.66</b>	208.05	11.4%	3,000.00	970.34	32.3%
<b>Total Motor Vehicles</b>	<b>36,667.66</b>	<b>31,149.37</b>	<b>21,454.14</b>	<b>(9,695.23)</b>	<b>-31.1%</b>	<b>52,000.00</b>	<b>30,545.86</b>	<b>58.7%</b>
<b>Risk Management</b>								
Property Insurance	76,748.04	57,561.03	<b>50,474.97</b>	(7,086.06)	-12.3%	67,300.00	16,825.03	25.0%
Auto Liability Insurance	4,680.00	3,510.00	<b>3,510.00</b>	-	0.0%	4,680.00	1,170.00	25.0%
Auto Comp Collision Insurance	738.00	553.50	<b>716.22</b>	162.72	29.4%	955.00	238.78	25.0%
Inland Marine Insurance (Bookmobile)	1,913.04	1,434.78	<b>1,434.78</b>	-	0.0%	1,913.00	478.22	25.0%
Tort Liability Insurance	8,112.96	6,084.72	<b>5,795.28</b>	(289.44)	-4.8%	7,727.00	1,931.72	25.0%
MIS Business Interruption Insurance	6,015.96	4,511.97	<b>4,511.97</b>	-	0.0%	6,016.00	1,504.03	25.0%
<b>Total Risk Management</b>	<b>98,208.00</b>	<b>73,656.00</b>	<b>66,443.22</b>	<b>(7,212.78)</b>	<b>-9.8%</b>	<b>88,591.00</b>	<b>22,147.78</b>	<b>25.0%</b>
<b>Miscellaneous Expenditures</b>								
Board Contingency	164.35	164.35	<b>729.93</b>	565.58	344.1%	1,000.00	270.07	0.0%
Executive Search/Relocation Expenses	4,249.51	-	<b>45,999.14</b>	45,999.14	--	30,000.00	(15,999.14)	0.0%
<b>Total Miscellaneous Expenditures</b>	<b>4,413.86</b>	<b>164.35</b>	<b>46,729.07</b>	<b>46,564.72</b>	<b>28332.7%</b>	<b>31,000.00</b>	<b>(15,729.07)</b>	<b>0.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>15,639,911.86</b>	<b>11,359,837.25</b>	<b>11,831,998.74</b>	<b>472,161.49</b>	<b>4.2%</b>	<b>16,943,223.00</b>	<b>5,111,224.26</b>	<b>30.2%</b>
<b>FUND BALANCE INCREASED (DECREASED)</b>	<b>\$ 546,171.31</b>	<b>\$ 758,713.12</b>	<b>\$ 594,902.00</b>	<b>\$ (163,811.12)</b>	<b>-21.6%</b>	<b>\$ (414,472.00)</b>	<b>\$ (1,009,374.00)</b>	<b>243.5%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - GRANTS  
Fiscal Quarter Ended March 31, 2017**

	Actual Year Ended <u>6/30/2016</u>	Actual 9 Months Ended <u>3/31/2016</u>	Actual 9 Months Ended <u>3/31/2017</u>	Actual Increase (Decrease) <u>FY17-FY16</u>	Percent Increase (Decrease) <u>FY17-FY16</u>
<b>REVENUES</b>					
Governmental Grants	\$ 21,373.48	\$ 6,999.30	\$ 14,111.33	\$ 7,112.03	50.4%
Nongovernmental Grants	<u>8,710.23</u>	<u>7,000.00</u>	<u>4,292.81</u>	<u>\$ (2,707.19)</u>	-63.1%
Total Revenues	<u><b>\$ 30,083.71</b></u>	<u><b>\$ 13,999.30</b></u>	<u><b>\$ 18,404.14</b></u>	<u><b>\$ 4,404.84</b></u>	<b>23.9%</b>
<b>EXPENDITURES</b>					
Governmental Grants	\$ 21,373.48	\$ 19,936.97	\$ 14,111.33	\$ (5,825.64)	-41.3%
Nongovernmental Grants	<u>8,710.23</u>	<u>5,000.00</u>	<u>4,292.81</u>	<u>(707.19)</u>	-16.5%
Total Expenditures	<u><b>\$ 30,083.71</b></u>	<u><b>\$ 24,936.97</b></u>	<u><b>\$ 18,404.14</b></u>	<u><b>\$ (6,532.83)</b></u>	<b>-35.5%</b>
Total Fund Balance Increased (Decreased)	<u>\$ -</u>	<u>\$ (10,937.67)</u>	<u>\$ -</u>	<u>\$ 10,937.67</u>	--

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - DONATIONS  
Fiscal Quarter Ended March 31, 2017**

	Actual Year Ended <u>6/30/2016</u>	Actual 9 Months Ended <u>3/31/2016</u>	Actual 9 Months Ended <u>3/31/2017</u>	Actual Increase (Decrease) <u>FY17-FY16</u>	Percent Increase (Decrease) <u>FY17-FY16</u>
<b>REVENUES</b>					
Restricted Gifts	84,001.06	57,684.14	\$ 22,697.21	\$ (34,986.93)	-154.1%
Unrestricted Gifts	<u>300.00</u>	<u>200.00</u>	<u>100.00</u>	<u>\$ (100.00)</u>	-100.0%
Total Revenues	<b><u>\$ 84,301.06</u></b>	<b><u>\$ 57,884.14</u></b>	<b><u>\$ 22,797.21</u></b>	<b><u>\$ (35,086.93)</u></b>	<b>-153.9%</b>
<b>EXPENDITURES</b>					
Information Resources	\$ 9,977.90	\$ 7,695.30	\$ 8,034.14	\$ 338.84	4.2%
Information Technology	3,530.49	3,530.49	-	(3,530.49)	--
Programming Supplies	11,747.32	8,244.98	6,108.32	(2,136.66)	-35.0%
Programming Performers	<u>1,111.46</u>	<u>600.00</u>	<u>275.00</u>	<u>(325.00)</u>	-118.2%
Total Expenditures	<b><u>\$ 26,367.17</u></b>	<b><u>\$ 20,070.77</u></b>	<b><u>\$ 14,417.46</u></b>	<b><u>\$ (5,653.31)</u></b>	<b>-39.2%</b>
 Total Fund Balance Increased (Decreased)	 <b><u>\$ 57,933.89</u></b>	 <b><u>\$ 37,813.37</u></b>	 <b><u>\$ 8,379.75</u></b>	 <b><u>\$ (29,433.62)</u></b>	 <b>-351.2%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - CHARLESTON TELLS  
Fiscal Quarter Ended March 31, 2017**

	Actual Year Ended <u>6/30/2016</u>	Actual 9 Months Ended <u>3/31/2016</u>	Actual 9 Months Ended <u>3/31/2017</u>	Actual Increase (Decrease) <u>FY17-FY16</u>	Percent Increase (Decrease) <u>FY17-FY16</u>
<b>REVENUES</b>					
Restricted Gifts	20,246.02	20,246.02	\$ 4,300.00	\$ (15,946.02)	-370.8%
Grants	-	-	\$ 375.00	\$ 375.00	100.0%
Ticket Sales, net	7,660.13	7,404.31	\$ 1,550.51	\$ (5,853.80)	-377.5%
Merchandise Sales, net	<u>291.51</u>	<u>291.51</u>	<u>200.00</u>	<u>\$ (91.51)</u>	-45.8%
Total Revenues	<b><u>\$ 28,197.66</u></b>	<b><u>\$ 27,941.84</u></b>	<b><u>\$ 6,425.51</u></b>	<b><u>\$ (21,516.33)</u></b>	<b>-334.9%</b>
<b>EXPENDITURES</b>					
Program Supplies	\$ 5,658.45	\$ 5,653.62	\$ 88.49	\$ (5,565.13)	-6289.0%
Performers	22,067.11	22,067.11	1,396.97	(20,670.14)	-1479.6%
Audio Rental	8,841.88	8,841.88	99.93	(8,741.95)	-8748.1%
Janitorial	307.50	307.50	-	(307.50)	--
Security	350.00	350.00	-	(350.00)	--
Electricity	17.82	17.82	-	(17.82)	--
Advertising	<u>4,929.86</u>	<u>4,929.86</u>	<u>500.00</u>	<u>(4,429.86)</u>	-886.0%
Total Expenditures	<b><u>\$ 42,172.62</u></b>	<b><u>\$ 42,167.79</u></b>	<b><u>\$ 2,085.39</u></b>	<b><u>\$ (40,082.40)</u></b>	<b>-1922.1%</b>
 Total Fund Balance Increased (Decreased)	 <b><u>\$ (13,974.96)</u></b>	 <b><u>\$ (14,225.95)</u></b>	 <b><u>\$ 4,340.12</u></b>	 <b><u>\$ 18,566.07</u></b>	 <b>427.8%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - FRIENDS OF THE LIBRARY  
Fiscal Quarter Ended March 31, 2017**

	Actual Year Ended <u>6/30/2016</u>	Actual 9 Months Ended <u>3/31/2016</u>	Actual 9 Months Ended <u>3/31/2017</u>	Actual Increase (Decrease) <u>FY17-FY16</u>	Percent Increase (Decrease) <u>FY17-FY16</u>
<b>REVENUES</b>					
Contributions from FOL	\$ 113,222.80	\$ 52,297.75	\$ 8,979.72	\$ (43,318.03)	-482.4%
<b>EXPENDITURES</b>					
<b>CCPL Programming</b>					
Film Licensing Fees	\$ 6,272.00	\$ 6,272.00	\$ 6,592.00	\$ 320.00	4.9%
Programming Supplies	15,278.79	12,627.67	13,225.24	\$ 597.57	4.5%
Programming Performers	19,110.50	9,497.50	5,015.00	\$ (4,482.50)	-89.4%
Summer Reading				\$ -	
Children's Supplies	5,436.65	4,777.90	3,362.46	\$ (1,415.44)	-42.1%
Children's Performers	21,189.50	4,662.50	-	\$ (4,662.50)	--
Young Adults Supplies	7,391.03	1,413.26	957.42	\$ (455.84)	-47.6%
Adults Supplies	2,825.00	775.00	-	\$ (775.00)	--
Printing	7,079.80	-	-	\$ -	--
Special Projects	12,794.65	12,777.15	6,786.08	\$ (5,991.07)	-88.3%
Printing and Publicity	2,354.34	2,217.27	3,414.06	\$ 1,196.79	35.1%
Legislative Day	-	-	-	\$ -	--
Staff Training and Development	9,464.87	6,829.26	9,586.69	\$ 2,757.43	28.8%
Total CCPL Programming	<u>\$ 109,197.13</u>	<u>\$ 61,849.51</u>	<u>\$ 48,938.95</u>	<u>\$ (12,910.56)</u>	<u>-26.4%</u>
<b>FOL Expenditures Paid by CCPL</b>					
Office Supplies (boxes, etc.)	\$ 1,200.35	\$ -	\$ 2,533.61	\$ 2,533.61	100.0%
Items for Sale (USB, headphones, etc.)	2,425.32	2,461.42	937.78	\$ (1,523.64)	-162.5%
Printing	-	-	-	\$ -	--
Postage	-	-	-	\$ -	--
Advertising	400.00	400.00	-	\$ (400.00)	--
Total FOL Expenditures	<u>\$ 4,025.67</u>	<u>\$ 2,861.42</u>	<u>\$ 3,471.39</u>	<u>\$ 609.97</u>	<u>17.6%</u>
Total Expenditures	<u>\$ 113,222.80</u>	<u>\$ 64,710.93</u>	<u>\$ 52,410.34</u>	<u>\$ (12,300.59)</u>	<u>-23.5%</u>
Total Fund Balance Increased (Decreased)	<u>\$ -</u>	<u>\$ (12,413.18)</u>	<u>\$ (43,430.62)</u>	<u>\$ (31,017.44)</u>	<u>71.4%</u>





### **Public Comment Policy**

The Trustees for the Charleston County Public Library provide a Public Comment period at the beginning of each regularly scheduled monthly board meeting.

The Public Comment period is limited to 20 minutes. A sign in sheet will be available at each board meeting prior to the posted meeting time. The first 10 people to sign in will be allowed to speak for two minutes each and the Trustees will immediately begin conducting their business at the end of the Public Comment period.

As a reminder to citizens, Library Trustees will not engage in discussion during the Public Comment period.

Citizens wishing for a response will receive a written communication from library staff within seven business days of the board meeting.



**Fines and Policies**

- [Borrowing Limits](#) | [Loan Periods](#) | [Overdue Fines](#) | [Lost and Damaged Items](#) | [Collection of Overdue Items and Fines](#) | [Electronic Payment of Fees and Fines](#) | [Reserving Items](#) | [Renewing Items](#) | [Returning Items](#)

Library cards are free to Charleston County residents, business owners, students, teachers of accredited K-12 grade schools, members of the military and employees of Charleston County.

Stop by any [branch location](#) to apply for your card. To receive a card, you must present valid identification showing proof of your current address. Applications for children age 11 and under require a signature from a parent or guardian. If you are a South Carolina resident living outside of Charleston County, you can obtain a library card by paying an annual fee of \$40. **Library cards are good for one year and can be renewed at no cost.**

**\*Plan to remove the section in yellow**

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**Borrowing Limits**

Books.....	Unlimited
Magazines.....	5 per cardholder
Musical CDs, audiocassettes, multi-media sets.....	Unlimited
Videos / DVDs / Blu-rays.....	10 per cardholder
Audio books on CDs .....	Unlimited
Downloadable eBooks/audio books.....	4 per cardholder

Reference or SC Room Items: These items cannot leave the library. You may check to see if the library owns circulating copies.  
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**Loan Periods**

Books (includes juvenile, young adult, large print).....	28 days
Magazines.....	14 days
*Please note that all branches circulate back issues of magazines, though Main Library only features back issues of YA and Children's magazines.	
New books.....	14 days
Video tapes .....	7 days

## Agenda Item #10

Audio book tapes / CDs .....	28 days
Musical CDs.....	28 days
DVDs.....	7 days
Downloadable eBooks/audio books.....	14 days

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### Overdue Fines

All CCPL library materials are 20 cents per day, up to a maximum of \$5 per item. Children's materials checked out on children's cards are fine **free**, but overdue children's items must be returned in order to check out library materials. Interlibrary loan materials are 25 cents per day, up to a maximum of \$15.

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### \*Fixing a typo

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### Lost and Damaged Items

Library cardholders are responsible for the replacement cost of lost or damaged items **plus a \$5 processing fee to cover the cost of re-ordering and cataloging new items**. A library card replacement fee is \$2. **Patrons must pay any fines or lost item charges on their account to renew a library card (every year for county residents and for non-residents)**. There is no fee to county residents for an initial Library Card **or to renew, but the account must be up-to-date to renew**. The replacement cost for media containers is \$5; individual audio book cassettes or CDs cost \$7.

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### \*Plan to remove the sections in yellow

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### Collection of Overdue Items and Fines

Charleston County Public Library first tries to collect any overdue fines or materials by sending postcards or e-mails directly to patrons. Once an account becomes 60 days overdue and has a balance of \$25 or more, it will be sent to Unique Management Services, a collection agency. Although the majority of patrons return items on time and in good condition, there are a few who do not respond to overdue notices sent by the Library. It is important to have these items returned so they can be available for other customers to use and enjoy. For more information and tips on how to keep your account current, read these [Collection Agency FAQs](#).

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### Electronic Payment of Overdue Fines

Patrons may pay fines and fees by credit card, debit card or PayPal account via the public library catalog. Payments may be made for an entire item fine or group of item fines or fees where the total exceeds \$1.99. Partial payment of an item fine or payment of a fine less than \$2 will not be accepted by credit card, debit card or PayPal account.

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### Reserving Items

Patrons may have a maximum of 25 items on hold at any one time. Any

## Agenda Item #10

circulating library item may be reserved. Reserved items will be held for 10 days at the [branch location](#) you request to have your items sent. The library offers [e-mail notification](#) for your reserve requests. Items can be reserved over the phone or [online](#) by selecting the My Account link. To renew online, you must have your library card number and your 4 digit PIN. If you do not have a PIN, you can call any [branch location](#) and have one set up over the phone.

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### Renewing Items

Two renewals per item are allowed unless there is a waiting list for that item. In the case of a waiting list, return the item and your name will go on the waiting list. Not returning the item will result in an overdue fine appearing on your library card account.

Items can be renewed in person, over the phone or [online](#) by selecting the My Account link. To renew online, you must have your library card number and your 4 digit PIN. If you do not have a PIN, you can call any [branch location](#) and have one set up over the phone or [online](#) by selecting the My Account link.

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### Returning Items

Book drops are available at all [branch locations](#). To avoid damage to audio visual items, please return them to the Circulation Desk. Library materials may be returned to any Charleston County Public Library branch or the bookmobile. To avoid fines, the item must be returned by the date printed on the date due card or receipt.

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**Reaffirmed by the CCPL Board of Trustees June 2016**

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Agenda Item #11

Thomas Wheeler, IT Services Manager, will present on IT Services at CCPL.



## Library Report

May 23, 2017

Nicolle Davies, Executive Director:

Andy Brack, CCPL Board President, and I, along with a delegation of library representatives from SC participated in National Library Legislative Day in DC last week. In the picture below is me, Andy, Representative Mark Sanford and Eric Robinson (Fairfield County SC). Over 500 librarians, trustees and library supporters visited our Senators and Representatives to ask them to support and educate them on several issues impacting libraries such as IMLS funding, Net Neutrality, Copyright, Tax-funded research, etc. To learn more about the issues or how you can be involved, check out:

<http://www.ala.org/advocacy/sites/ala.org.advocacy/files/content/IssueBriefs.Final17.pdf>



## Agenda Item #12

Starting June 1, we will be kicking off our Summer Reading Program for kids, teens and adults. Pre-registration is already open and we already are seeing a great response. Nearly 500 kids, 83 teens and 152 adults have pre-registered. Our Children's, YA and Adult Services teams have worked hard to develop some great programming this year and we're so grateful for our sponsors, that continue supporting our programs with prizes for our participants. This year our PR team launched a Sponsor Spotlight to feature some of those sponsors like the S.C. Stingrays, who posed for a fun photo op reading some of their favorite children's books. We have provided you all with a poster we've published. PR has also promoted the programs through special media spots on our local TV stations, extended social media advertising and the printing of our Children's Summer Reading programs, which is also included in your packet.

Charleston County Public Library Board of Trustees  
Finance Committee Meeting  
February 10, 2017  
Minutes

Staff present: Nicolle Davies, Perry Litchfield, Heather Kiessling  
Trustees present: Andy Brack, Ed Fava, Susan Strunk

Review of proposed FY2018 budget and process - Nicolle and Perry stated there will not be a major need to budget for more staff next year due to the construction and opening schedule for the new branches. FY2019 will present a greater need for additional staff.

Ed indicated there are two staffing issues to consider: hiring and training staff to open the new branches and restoring staffing levels. Perry explained that no one was cut from the library during the recession, but vacancies were not filled.

The Committee discussed potential meetings with the County Administrator and/or Council members and possibly submitting a letter stating the Library's needs. Andy noted that it is important to inform the County that there are needs beyond what the Library is requesting in the proposed budget. Nicolle mentioned one example is that branches are not open on Sundays and book drops are closed on Holidays. Perry noted that administrative staff have started the process of determining a dollar amount needed to be fully-staffed once the new branches are open.

The committee discussed a process for the Board to review and discuss the proposed FY2019 budget before the Board approves the budget's submission of the County next year. The proposed budget will be emailed to Trustees and a review meeting will be held the week before the regular Board meeting in January.

Review items from the December 16<sup>th</sup> meeting - staff confirmed that the Library has Director and Officer insurance coverage through the County. The County generally reconsiders their external auditing firm every six years. The Library will consider changing auditing firms in the next two-three years. Nicolle indicated there is no deferred maintenance plan for CCPL with the County. The maintenance section of the budget will need to be increased due to aging buildings.

Review of FY2017 second quarter finances - Perry stated there is nothing out of the ordinary related to the second quarter expenditures. Approximately 50% of the budget remains to cover the remaining six months.

Other topics - Perry explained about recently-filled positions as well as open positions in his department. Susan asked about the next steps in the budget process. Perry noted budgets will be distributed from the County on April 7<sup>th</sup> for review. The remaining budget process, with dates, was reviewed. Nicolle shared that she met with the County Administrator. A liaison has been appointed between the Library and the procurement division of the county.

Next meeting - The next committee meeting is dependent upon budget feedback from the County, but it will take place in time to share information with Trustees prior to the regular May meeting

The meeting was adjourned at 3:07 p.m.



**April 2017**

**Circulation**

	Current YTD Total	Previous YTD Total	% change
Main	278,129	292,745	-4.99%
Bookmobile	21,303	18,262	16.65%
CRM	68,560	86,336	-20.59%
Dart	32,838	45,107	-27.20%
Dorchester Road	92,561	116,277	-20.40%
Edisto	7,731	9,766	-20.84%
Folly	14,485	16,261	-10.92%
James Island	144,329	156,193	-7.60%
John's Island	127,818	141,722	-9.81%
McClellanville	6,390	7,933	-19.45%
Mt. Pleasant	436,949	516,747	-15.44%
Otranto Road	115,343	147,641	-21.88%
Poe	21,088	15,704	34.28%
St. Andrews	290,832	324,395	-10.35%
St. Pauls	18,487	17,569	5.23%
Village	27,116	30,764	-11.86%
West Ashley	97,692	110,562	-11.64%
Total Downloads	508,109	480,822	5.68%
<b>TOTALS</b>	<b>2,309,760</b>	<b>2,534,806</b>	<b>-8.88%</b>

**PC Use**

	Current YTD Total	Previous YTD Total	% change
Main	46,533	52,815	-11.89%
Bookmobile	0	0	0.00%
CRM	24,744	25,849	-4.27%
Dart	15,566	16,200	-3.91%
Dorchester Road	22,254	25,122	-11.42%
Edisto	1,601	775	106.58%
Folly	993	1,279	-22.36%
James Island	12,608	12,115	4.07%
John's Island	19,074	22,724	-16.06%
McClellanville	1,728	1,788	-3.36%
Mt. Pleasant	19,716	25,171	-21.67%
Otranto Road	25,058	33,595	-25.41%
Poe	867	706	22.80%
St. Andrews	32,931	39,230	-16.06%
St. Pauls	2,486	2,405	3.37%
Village	2,418	2,515	-3.86%
West Ashley	10,392	11,133	-6.66%
<b>WiFi USE</b>	<b>187,575</b>	<b>207,311</b>	<b>-9.52%</b>
<b>TOTALS</b>	<b>426,544</b>	<b>480,733</b>	<b>-11.27%</b>

**Registrations**

	Current YTD Total	Previous YTD Total	% change
Main	8,038	8,449	-4.86%
Bookmobile	30	374	-91.98%
CRM	1,848	1,902	-2.84%
Dart	889	1,069	-16.84%
Dorchester Road	2,277	2,682	-15.10%
Edisto	136	129	5.43%
Folly	402	422	-4.74%
James Island	3,873	4,029	-3.87%
John's Island	3,471	3,599	-3.56%
McClellanville	236	282	-16.31%
Mt. Pleasant	10,679	11,580	-7.78%
Otranto Road	2,789	2,941	-5.17%
Poe	686	631	8.72%
St. Andrews	5,002	5,438	-8.02%
St. Pauls	419	448	-6.47%
Village	822	956	-14.02%
West Ashley	3,270	3,459	-5.46%
<b>TOTALS</b>	<b>44,867</b>	<b>48,390</b>	<b>-7.28%</b>
<b>Total Active Library Card Holders</b>			<b>147,018</b>

**User Visits**

	Current YTD Total	Previous YTD Total	% change
Main	357,129	227,873	56.72%
Bookmobile	3,983	6,983	-42.96%
CRM	118,764	118,304	0.39%
Dart	64,751	60,687	6.70%
Dorchester Road	87,752	101,589	-13.62%
Edisto	3,407	4,566	-25.38%
Folly	12,576	8,956	40.42%
James Island	85,734	91,664	-6.47%
John's Island	95,106	99,936	-4.83%
McClellanville	10,130	9,725	4.16%
Mt. Pleasant	181,760	209,156	-13.10%
Otranto Road	100,147	126,083	-20.57%
Poe	10,010	8,547	17.12%
St. Andrews	156,650	193,831	-19.18%
St. Pauls	8,190	5,973	37.12%
Village	16,986	15,192	11.81%
West Ashley	82,040	89,340	-8.17%
<b>TOTALS</b>	<b>1,395,115</b>	<b>1,378,405</b>	<b>1.21%</b>

**Reference**

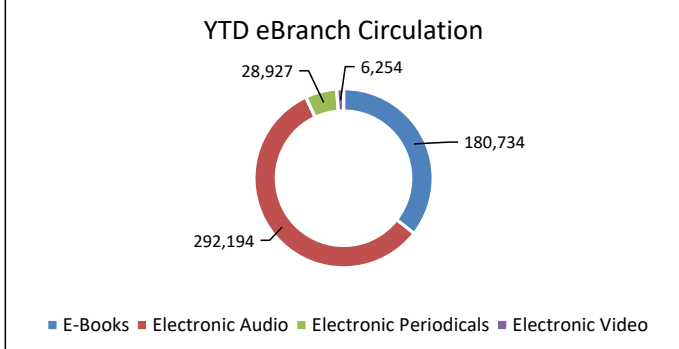
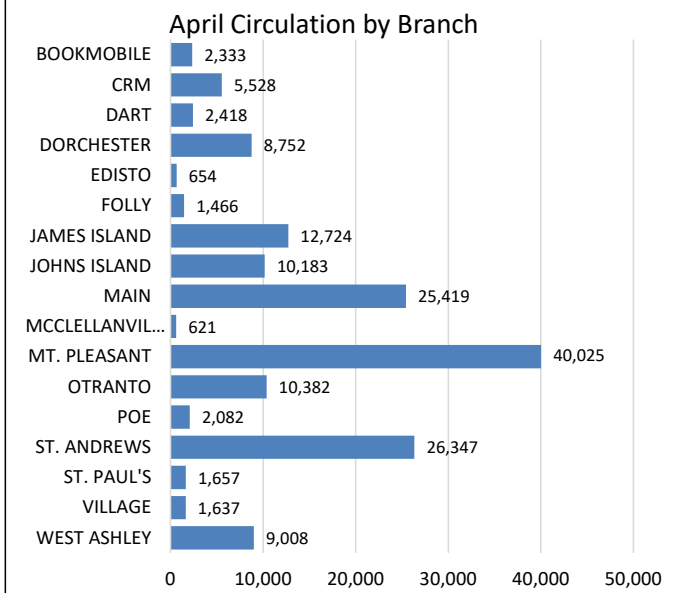
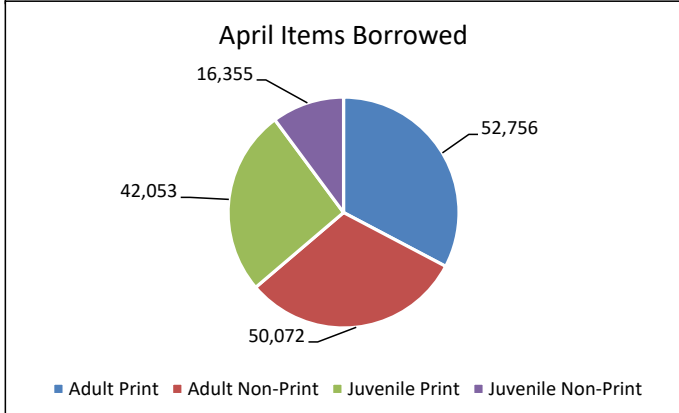
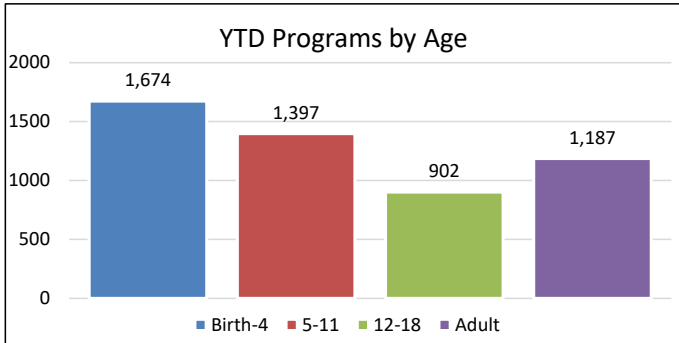
	Current YTD Total	Previous YTD Total	% change
Main	108,544	124,400	-12.75%
Bookmobile	2,038	1,077	89.23%
CRM	26,813	21,456	24.97%
Dart	11,646	14,750	-21.04%
Dorchester Road	23,572	33,914	-30.49%
Edisto	628	637	-1.41%
Folly	6,851	3,891	76.07%
James Island	21,105	21,777	-3.09%
John's Island	42,978	38,519	11.58%
McClellanville	4,001	4,826	-17.09%
Mt. Pleasant	49,171	58,043	-15.29%
Otranto Road	27,692	32,990	-16.06%
Poe	1,443	970	48.76%
St. Andrews	79,884	75,050	6.44%
St. Pauls	6,277	2,894	116.90%
Village	3,591	1,644	118.43%
West Ashley	26,938	26,385	2.10%
<b>TOTALS</b>	<b>443,172</b>	<b>463,223</b>	<b>-4.33%</b>

**Out-of-County Registrations**

	Current YTD Total	Previous YTD Total	% change
Main	55	59	-6.78%
Bookmobile	0	0	0.00%
CRM	10	5	100.00%
Dart	1	1	0.00%
Dorchester Road	55	56	-1.79%
Edisto	9	1	800.00%
Folly	0	0	0.00%
James Island	1	2	-50.00%
John's Island	1	3	-66.67%
McClellanville	2	0	200.00%
Mt. Pleasant	55	74	-25.68%
Otranto Road	71	49	44.90%
Poe	2	0	200.00%
St. Andrews	13	12	8.33%
St. Pauls	1	0	100.00%
Village	2	3	-33.33%
West Ashley	8	7	14.29%
<b>TOTALS</b>	<b>286</b>	<b>272</b>	<b>5.15%</b>

## Programming

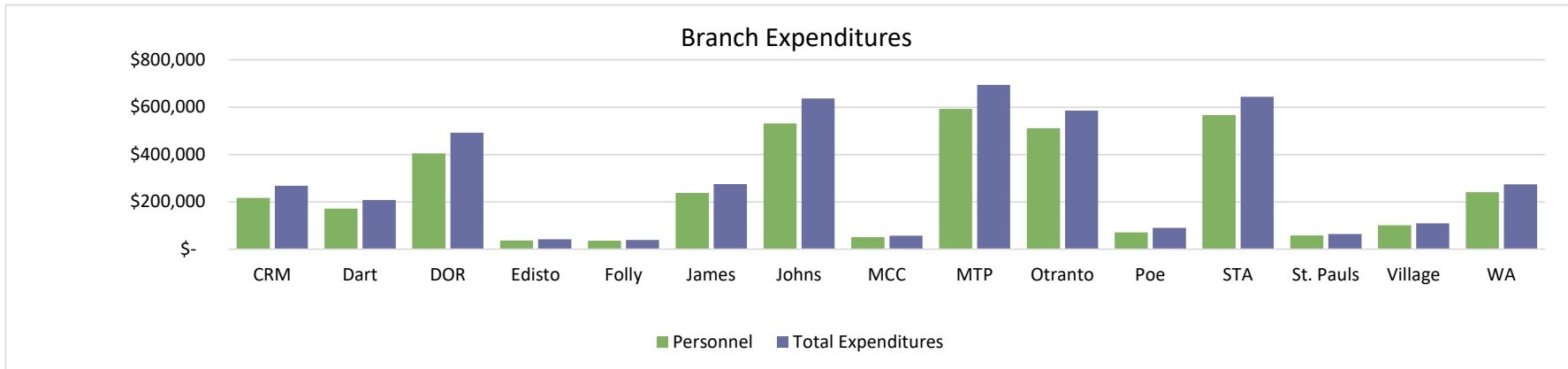
	Current YTD Total	Previous YTD	% change
<b>Main</b>			
# of Programs	<b>1,190</b>	1,231	-3.33%
Attendance	<b>46,497</b>	42,710	8.87%
<b>Bookmobile</b>			
# of Programs	<b>17</b>	17	0.00%
Attendance	<b>1,005</b>	660	52.27%
<b>CRM</b>			
# of Programs	<b>244</b>	203	20.20%
Attendance	<b>5,759</b>	5,594	2.95%
<b>Dart</b>			
# of Programs	<b>611</b>	713	-14.31%
Attendance	<b>11,486</b>	14,706	-21.90%
<b>Dorchester Road</b>			
# of Programs	<b>283</b>	405	-30.12%
Attendance	<b>11,243</b>	8,941	25.75%
<b>Edisto</b>			
# of Programs	<b>52</b>	56	-7.14%
Attendance	<b>266</b>	327	-18.65%
<b>Folly</b>			
# of Programs	<b>126</b>	107	17.76%
Attendance	<b>2,635</b>	2,102	25.36%
<b>James Island</b>			
# of Programs	<b>226</b>	248	-8.87%
Attendance	<b>8,207</b>	8,859	-7.36%
<b>John's Island</b>			
# of Programs	<b>572</b>	596	-4.03%
Attendance	<b>16,365</b>	12,898	26.88%
<b>McClellanville</b>			
# of Programs	<b>61</b>	61	0.00%
Attendance	<b>1,453</b>	2,447	-40.62%
<b>Mt. Pleasant</b>			
# of Programs	<b>290</b>	510	-43.14%
Attendance	<b>15,763</b>	19,726	-20.09%
<b>Otranto Road</b>			
# of Programs	<b>316</b>	412	-23.30%
Attendance	<b>3,091</b>	9,530	-67.57%
<b>Poe</b>			
# of Programs	<b>402</b>	245	64.08%
Attendance	<b>7,518</b>	4,779	57.31%
<b>St. Andrews/Hurd</b>			
# of Programs	<b>454</b>	422	7.58%
Attendance	<b>9,637</b>	14,622	-34.09%
<b>St. Pauls</b>			
# of Programs	<b>64</b>	16	300.00%
Attendance	<b>1,673</b>	240	597.08%
<b>Village</b>			
# of Programs	<b>56</b>	57	-1.75%
Attendance	<b>738</b>	1,037	-28.83%
<b>West Ashley</b>			
# of Programs	<b>196</b>	175	12.00%
Attendance	<b>9,489</b>	4,905	93.46%
<b>TOTALS</b>			
# of Programs	<b>5,160</b>	5,474	-5.74%
Attendance	<b>152,825</b>	154,083	-0.82%





**SERVICE EFFECTIVENESS MEASURES FY2017**

<i>Through March 2017</i>	Main	CRM	Dart	DOR	Edisto	Folly	James	Johns	MCC	MTP	Otranto	Poe	STA	St. Pauls	Village	WA	System
Total Circulation/Visit	0.77	0.57	0.52	1.07	2.27	1.20	1.70	1.36	0.64	2.41	1.16	2.12	1.90	2.26	1.65	1.20	1.66
Circulation/FTE	6,900	9,162	10,140	6,149	5,128	9,434	16,188	7,842	3,539	22,362	7,701	7,227	15,218	8,415	10,192	11,254	13,867
FTE Cost/Circulation	5.40	3.43	5.65	4.83	5.14	2.72	1.81	4.52	8.87	1.49	4.87	3.76	2.14	3.41	3.95	2.72	2.47
Cost/Circulation	8.39	4.25	6.82	5.87	5.94	3.00	2.09	5.42	9.89	1.75	5.58	4.76	2.43	3.80	4.27	3.08	3.14
FTEs	36.63	6.88	3.00	13.63	1.38	1.38	8.13	15.00	1.63	17.75	13.63	2.63	17.38	2.00	2.50	7.88	151.43
<b>FY17 Personnel Expenditures</b>	<b>\$1,364,971</b>	<b>\$ 216,385</b>	<b>\$ 171,838</b>	<b>\$ 404,593</b>	<b>\$ 36,400</b>	<b>\$ 35,398</b>	<b>\$ 237,783</b>	<b>\$ 531,332</b>	<b>\$ 51,164</b>	<b>\$ 592,472</b>	<b>\$ 511,590</b>	<b>\$ 71,415</b>	<b>\$ 566,249</b>	<b>\$ 57,403</b>	<b>\$ 100,655</b>	<b>\$ 240,875</b>	<b>\$ 5,190,525</b>
<b>FY17 Branch Expenditures</b>	<b>\$2,120,823</b>	<b>\$ 268,079</b>	<b>\$ 207,322</b>	<b>\$ 491,921</b>	<b>\$ 42,026</b>	<b>\$ 39,036</b>	<b>\$ 274,691</b>	<b>\$ 637,090</b>	<b>\$ 57,041</b>	<b>\$ 694,383</b>	<b>\$ 585,576</b>	<b>\$ 90,505</b>	<b>\$ 643,641</b>	<b>\$ 63,967</b>	<b>\$ 108,725</b>	<b>\$ 273,467</b>	<b>\$ 6,598,294</b>



**YEAR-END FISCAL DATA**

	FY2017	FY2016
Interlibrary Loans		4,997
Reference Questions		579,734
Summer Reading Participants		8193
User Visits		1,711,360
County Population (est. 2013)		372,803
Total Circulation		3,068,536
Circulation per Capita		8.23