



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

*8:00a.m., November 28, 2017 | Auditorium, Main 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>	
a. Recognition of Outgoing Board Members		
<b>4. Additions or Corrections to the Agenda, 2 minutes</b>	<b>x</b>	
<b>5. Approval of Minutes (10/24/17), 2 minutes</b>		<b>x</b>
<b>6. Friends of the Library Update: Brittany Mathis, 3 minutes</b>	<b>x</b>	
<b>7. Support Service Building Architectural Presentation: Liollo, 15 minutes</b>	<b>x</b>	
<b>8. Capital Plan Update: Toni Pattison and Janette Alexander, 5 minutes</b>	<b>x</b>	
<b>9. Audit Presentation: Webster Rodgers, 20 minutes</b>	<b>x</b>	
Ellen Adkins & Charlotte Allen		
<b>10. Library Reports, 5 minutes</b>	<b>x</b>	
a. Executive Director Report: <i>Nicolle Davies</i>		
b. 2018 CCPL Holiday closures: <i>Nicolle Davies</i>		
c. Financial Report: <i>Perry Litchfield</i>		
<b>11. Committee Reports, 5 minutes</b>	<b>x</b>	
a. Nominations: <i>Peggy Reider</i>		
b. Building Projects: <i>Ed Fava</i>		
<b>12. Adjournment, no later than 9:30am</b>		<b>x</b>

**Board service**

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

Term ends Dec. 2018: Clem, Fava

Term ends Dec. 2020: Brack, Strother, Crosby, Nesbitt

Term ends Dec. 2022: Rankin



**Board of Trustees Meeting Minutes**  
*October 24, 2017*

The Charleston County Library Board of Trustees met for a regular meeting on Tuesday, October 24, 2017 at 5:15pm in the auditorium of the John's Island Regional Library, John's Island, SC.

Board members present were Mr. Brack, Mr. Clem, Ms. Reider, Ms. Hollinshead, Ms. Strunk, Mr. Norris, Mr. Rankin and Mr. Fava. Ms. Crosby, Mr. Strother and Ms. Nesbitt were absent. Staff members present were Nicolle Davies, Toni Pattison, Perry Litchfield and Heather Kiessling. Also present were Janette Alexander of Charleston County and Janet Segal of the Library Foundation of the Low 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.

**Public Comment**

There was no public comment.

**Board Comment**

Ms. Hollinshead said that she attended SCLA in Columbia and some CCPL staff were honored, including Megan Summers with the New Professional award. She said that she also attended SCMLA.

**Additions or Corrections to the Agenda**

There were no additions or corrections to the agenda.

**Approval of Minutes**

Ms. Strunk said that the finance committee approved the finance minutes at their previous meeting, and as such, separate Board approval was not required. The board minutes from September 26, 2017 were approved as written.

**Friends of the Library Update**

Ms. Mathis said that the Friends raised more than \$94,000 at That BIG Book Sale. It attracted more than 7,000 people and brought great press attention. Mr. Brack asked why there were so many more books sold at this sale compared to last year's sale. Ms. Mathis said that they increased publicity and outreach, which increased visitors.

## Agenda Item #5

The Friends annual meeting is on November 15 at 6:00pm in the auditorium of the Main library and is open to the public. Mr. Brack will be the speaker for the meeting and will nominate new members and officers. The holiday book sale will be December 1-2 at the Mt. Pleasant library.

The Friends will host the holiday party and both the Friends board and the library board are invited. The potential dates are December 7, 11, or 12. Ms. Mathis and Mr. Brack will work on an email to send to board members to determine the final date.

### **Library Foundation of the Low Country Update**

Janet Segal said that they have obtained all necessary paperwork and are working with a graphic designer to produce a logo. She said that the foundation has received its first major gift. Mr. Norris asked about the governance of the foundation. Ms. Segal said that the board of directors is currently made up of three people and they will be adding to it.

### **Capital Plan Update**

Ms. Pattison provided the capital plan update. Baker and Taylor have proposed "carts," or book lists, to LCATS (Library Collections and Technical Services) for review. It is a multiple stage process and will continue into next year. There are at least monthly conference calls between LCATS and Baker and Taylor.

Mr. Fava asked if there is a point at which the final collection is determined. Ms. Pattison said that she will check with LCATS.

Midwest Tape will follow a similar process as Baker and Taylor. The meeting with the AMH (Automated Materials Handling) consultant was delayed due to Hurricane Irma, but it has been rescheduled. The AMH scope was slightly revised and should be released soon.

CCPL staff attended an access floor component demo on September 28. There was also an initial hardware coordination meeting on October 4 to ensure that all hardware is consistent across all branches.

Mr. Fava asked how sizable a role County procurement has in the hardware selection/procurement process. Ms. Alexander said that the hardware and access floor is built into the design build process so it is handled by MB Kahn and does not have to go through County procurement.

The R. Keith Summey North Charleston library received the Notice to Proceed on September 27 and the kickoff meeting was held on October 20. The architecture firm is the same as Bees Ferry West Ashley.

St. Paul's Hollywood's GMP (Guaranteed Maximum Price) is under review by CCPL and the County, and groundbreaking should be around late November/early December 2017. Construction is scheduled to be completed in December 2018 with opening anticipated for January-February 2019.

Bees Ferry West Ashley's Design Development package is under review by the library and the County. MB Kahn will begin preparing the GMP in the next couple of weeks.

## Agenda Item #5

Baxter Patrick James Island's groundbreaking was held on September 29 and had a great turnout. The GMP review is complete; some adjustments were required, but the design intent and unique features were preserved. Construction is expected to start in December 2017 with completion in December 2018.

Wando Mt. Pleasant is working through finalizing construction permitting with the Town of Mt. Pleasant. Construction is expected to start in November 2017 with completion in December 2018. Mr. Fava asked why the permitting was held up. Ms. Alexander said that there was an additional level of permitting required and that the permitting office is at capacity. She said that they expect the final permit to come through in the next couple of weeks.

Initial cost estimates for the Support Services building were over budget, and CCPL and County staff reviewed the budget to bring down the costs. Coordination meetings are scheduled for the AMH and loading dock. Construction is expected to start in April 2018 and complete in January 2019. Mr. Brack asked about the flooding problems at the property. Ms. Pattison said that when it rains, the water pools at the loading dock and that will need to be fixed. The building itself sits in a flood plain, although it did not flood during Irma. Ms. Pattison said that they will be required to flood-proof the building. Ms. Alexander explained some detail on the process. Mr. Brack asked about insurance costs due to the flooding risk. Ms. Alexander said that it is being evaluated by the County. Mr. Norris asked if the County self-insures the buildings; Mr. Fava said that the County participates in the state insurance plan.

Ms. Pattison displayed an anticipated timeline for the construction projects. Ms. Alexander presented the current financial status of the projects. She explained that the farther the projects progress, the more accurately defined the numbers are. The Bees Ferry West Ashley figures include Schematic Design numbers. The GMP for James Island was initially over budget and was lowered through value engineering. Ms. Alexander said that the numbers listed are the same as the spreadsheet that she shares with Mr. Fava, Ms. Davies and Ms. Pattison each month. Ms. Alexander also explained why the Support Services costs were higher than anticipated, and that they are working on lowering the cost. Money was shifted into the existing branch upgrades to account for higher construction costs. Ms. Alexander said that they work to always aim for lower than the budgeted amount to make sure there is additional money for the renovations and upgrades.

Ms. Reider asked if they could receive a breakdown of the costs for each of the estimated total costs for the projects. Ms. Alexander said that those costs are covered in the monthly meetings between herself, Mr. Fava, Ms. Pattison and Ms. Davies. Mr. Brack said that he would email the figures to Ms. Reider. Ms. Reider asked if at the next meeting they could see the amount of money spent to date on the project.

Mr. Clem said that in planning the Support Services building, an existing building was chosen to keep costs lower. He asked why the costs were coming back higher than budgeted. Ms. Alexander said that the estimator is using rough numbers for a large portion of the project, since many things have not been determined yet. She said that there were a few escalation percentages added to the project due to increasing wages, product costs, and hurricane contingencies.

Mr. Fava asked if the property for St. Paul's/Hollywood has been officially transferred. Ms. Alexander said that the agreement was going in front of the town of Hollywood for approval.

## Agenda Item #5

yesterday or today.

Mr. Norris asked about defining “upgrades” for the existing buildings. Ms. Alexander said that details were covered in the project manual and include technology upgrades, new furniture, etc. Ms. Davies said that “renovation” is not an accurate term for all branches. She said there is not an adequate budget to do a full renovation on 16 existing branches.

### **Board Meeting 2018 Proposed Dates**

Mr. Brack said that board members received a proposed list of 2018 dates for board meetings and the board retreat. The retreat will be on January 20 at James Island County Park. Mr. Brack and Ms. Davies will develop an agenda. Mr. Brack said that three meetings are currently scheduled as morning meetings. He asked for board input on the morning meetings. Ms. Reider suggested approving the dates and times tentatively and inviting input from the new board members in January.

Ms. Reider motioned to accept the dates as the 2018 meeting schedule to be reviewed in January with the new members. Mr. Clem seconded and the motion passed unanimously.

### **Board By-Laws - 2<sup>nd</sup> Reading**

Mr. Brack explained the suggested changes to the by-laws. Mr. Fava asked about article 6, concerning choosing a new director. Ms. Davies explained that the requirements can easily be met by someone from out of state, even though the by-law requirements are set forth by the South Carolina State Library.

Ms. Strunk asked about article 5d and suggested a small change of “include, but not limited to.”

Mr. Brack brought attention to section 2, article 2, on excused absences. Mr. Brack read Ms. Crosby’s email with her concerns about deciding excused absences. The board discussed the idea of excused absences. They decided to remove a phrase and have the section read “a member may have one excused absence per year. The chair will report excused absences to the secretary.”

Mr. Brack read the second part of Ms. Crosby’s email concerning the leave of absence. The board discussed the leave of absence section. The language was changed slightly to: “request a leave of absence from the officers.” Ms. Reider motioned to accept the by-laws as revised. Ms. Strunk seconded and the motion passed unanimously. Mr. Brack asked to put the updated document with the date of October 24, 2017 on the CCPL website.

### **Meeting Room Policy – 2<sup>nd</sup> Reading**

Ms. Davies said that nothing has changed except for the sentence about alcohol, which was removed from the policy. Mr. Clem motioned that the policy be accepted. Ms. Reider seconded and the motion passed unanimously.

### **Library Presentation – SC Room**

## Agenda Item #5

Marianne Cawley presented on the South Carolina Room and Charleston Archive located at the Main Library. Mr. Norris asked if there were online finding aids for out of town people to know what materials the SC Room has. Ms. Cawley said that they get many phone calls, and more information will be available on the new website. The SC Room also has brochures that detail the different offerings of the collection. Ms. Segal asked if the SC Room was working with the new African American Museum. Ms. Cawley said that she will be talking to the Family History manager at the museum.

### **Library Reports**

Ms. Davies highlighted some points of the report. CCPL's Staff Day was held on October 6 and was a success. She also recognized Megan Summers for receiving the New Professional Award from SCLA.

### **Committee Reports**

a. Finance

Ms. Strunk said that the finance committee met on September 18. The audit has been completed and is being reviewed. Board members can expect a digital copy of the audit by the November board meeting. The fiscal year 2019 budget kick-off meeting was also held, and included increasing the personnel budget to reflect the findings of the market study completed by the County. She said that the County knows that CCPL will need a new bookmobile as well as increased costs associated with the new branches opening. She also mentioned a few other items that will have to be included in the proposed budget. Trustees will receive an email in January with the proposed budget and the board will vote on the proposed budget at the January 23 board meeting.

b. Nominations

Ms. Reider said that the County is accepting submissions for the open board positions. She said that current board members up for renewal need to submit their applications if they would like to continue on the board, and they are interested in finding new board members from John's Island, North Charleston, and Mt. Pleasant. The deadline is December 4.

c. Building Projects

Mr. Fava said that he will work to have a "funds spent to date" report at the next meeting.

### **Adjournment**

The meeting was adjourned at 6:50pm.

Respectfully submitted,

Troy Strother, Secretary

Agenda Item #6

Brittany Mathis will provide a Friends of the Library Update.

Agenda Item #7

Liollo architects will present on the Support Services building.



Agenda Item #8

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

Agenda Item #9

Ellen Adkins and Charlotte Allen of Webster Rodgers will present the results of the audit.



**Library Report  
November 28, 2017**

**Nicolle Davies, Executive Director:**

**Website:**

I wanted to take a moment to recognize that the website launch has not gone as smoothly as I had hoped. I know there are issues that have been discovered and I am sure there are still some we have yet to realize. Frontline staff have done a wonderful job accepting feedback from our patrons and I want to applaud their professionalism. We are working hard with our vendor to resolve issues as we become aware of them. I appreciate the feedback I have received from the Board as well, and continue to welcome suggestions on how to fix and improve the new CCPL website.

**OCLC:**

OCLC is a library cooperative that provides technology services, conducts original research, and designs community programs for its members. I was asked if I would attend a Public Library Advisory meeting at OCLC's headquarters in Ohio in January to help with determine OCLC's vision and service offerings for public libraries. I am honored to be included and look forward to representing CCPL at the meeting.

**New Administrative Assistant:**

As you may know, Heather Kiessling has accepted a new position at CCPL as the Procurement Coordinator. While I am sad to no longer work directly with Heather, I am glad we are able to retain her in the organization. I would like to welcome Amanda Shinn in the role as Executive Administrative Assistant. Amanda has been with CCPL for two years working in circulation. I am thrilled to have her on my team in this role. She will assume her new role in December.

**National Library Legislative Day (NLLD):**

National Library Legislative Day (NLLD) is a two-day advocacy event that brings hundreds of librarians, trustees, library supporters and patrons to Washington, D.C. to meet with their members of Congress and to rally support for library issues and policies. The event will take place May 7 & 8, 2018. I will attend and hope that CCPL will send a Trustee, as we did in 2017. It is important that CCPL be represented in the South Carolina delegation.

**Darlene Jackson, Deputy Director:**

**YALLfest:**

CCPL held two programs for the 2017 YALLfest event. Andria Amaral, Young Adult Manager, held her annual Red Carpet event with a pre-registration of 230 attendees; over 300 attended. K'Lani Green, Dart Library Manager, held the first YALLfest festival with an event called Fierce Friday, with 230 attendees. The attendees came from different places such as Tennessee, Montreal, California and Alabama.

**Dart Anniversary:**

We will celebrate the 90th anniversary of Dart Hall Library and John L. Dart Library on December 9<sup>th</sup>, from 10:30-12noon. The anniversary event features the unveiling of a historical marker at the present location of the Dart Library, 1067 King St. There will also be special presentations and an excerpt of a documentary showcasing the evolution of Dart Hall Library and the Dart Library of today by Julian Gooding. All Board members are invited!

**2018 Charleston County Public Library  
Holiday Closing Schedule for Branches and Book Drops**

New Year's Day	Monday, January 1 – Closed
Martin Luther King, Jr. Day	Monday, January 15 – Closed
Presidents' Day	Monday, February 19 – Closed
Easter	Sunday, April 1 – Closed
Memorial Day	Monday, May 28 – Closed
Independence Day	Wednesday, July 4 – Closed
Labor Day	Monday, September 3 – Closed
Staff Development Day	Monday, October 8 - Closed
Veterans Day	Sunday, November 11 – Closed Monday, November 12 – Closed
Thanksgiving	Wednesday, November 21 - Close at 6 p.m. Thursday, November 22 - Closed Friday, November 23 – Closed
Christmas	Monday, December 24 – Closed Tuesday, December 25 – Closed Wednesday, December 26 – Closed

# CHARLESTON COUNTY PUBLIC LIBRARY

FINANCIAL HIGHLIGHTS FOR THE QUARTER ENDED SEPTEMBER 30, 2017

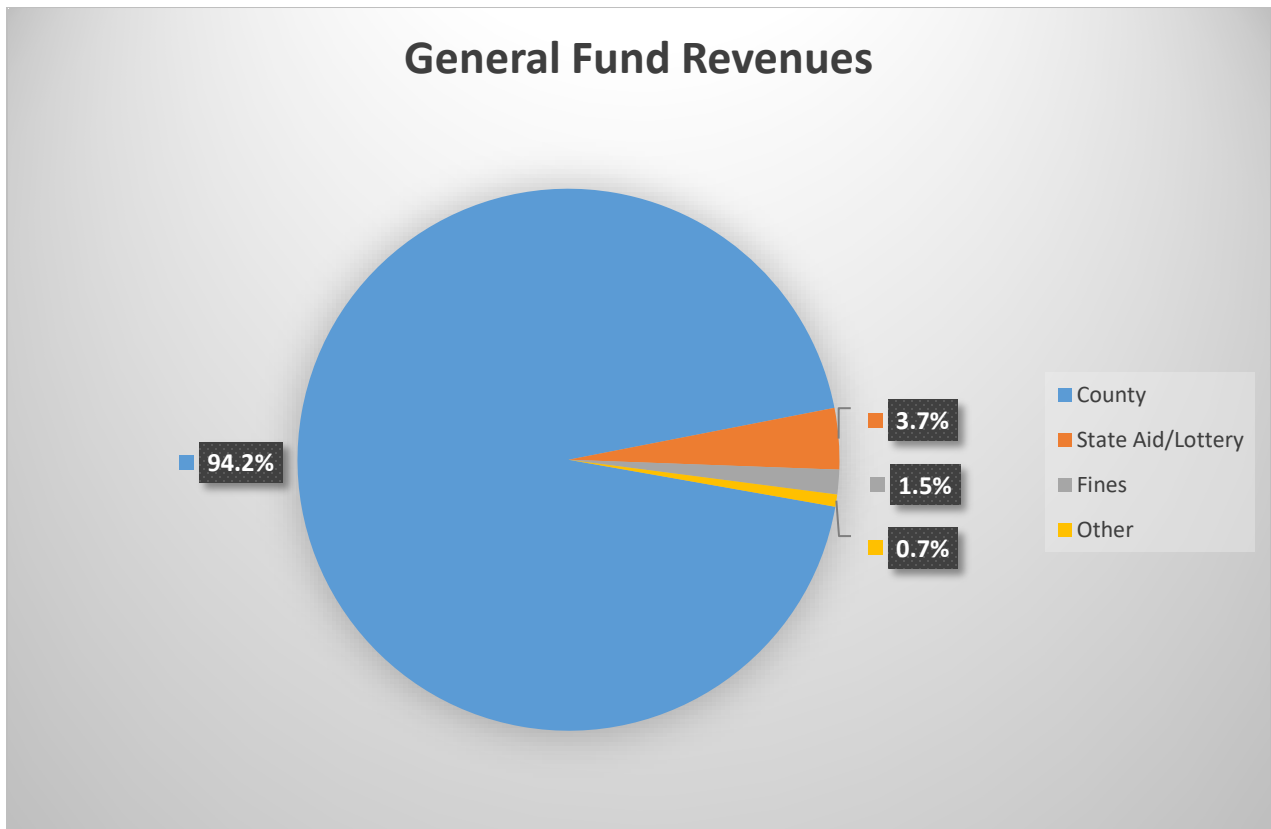
## GENERAL FUND

The General Fund finances the day-to-day provision of library services for Charleston County. Expenditures exceeded revenues resulting in a decrease of fund balance of \$22,504.23 for the three months ended September 30, 2017. The same period in the prior fiscal year fund balance increased by \$52,258.71.

Fund balance represents the amount available to finance future operations. The total general fund balance at September 30, 2017 was \$2,280,104.72. One month of fiscal year 2018 budgeted expenditures is \$1,408,477.

## GENERAL FUND REVENUES

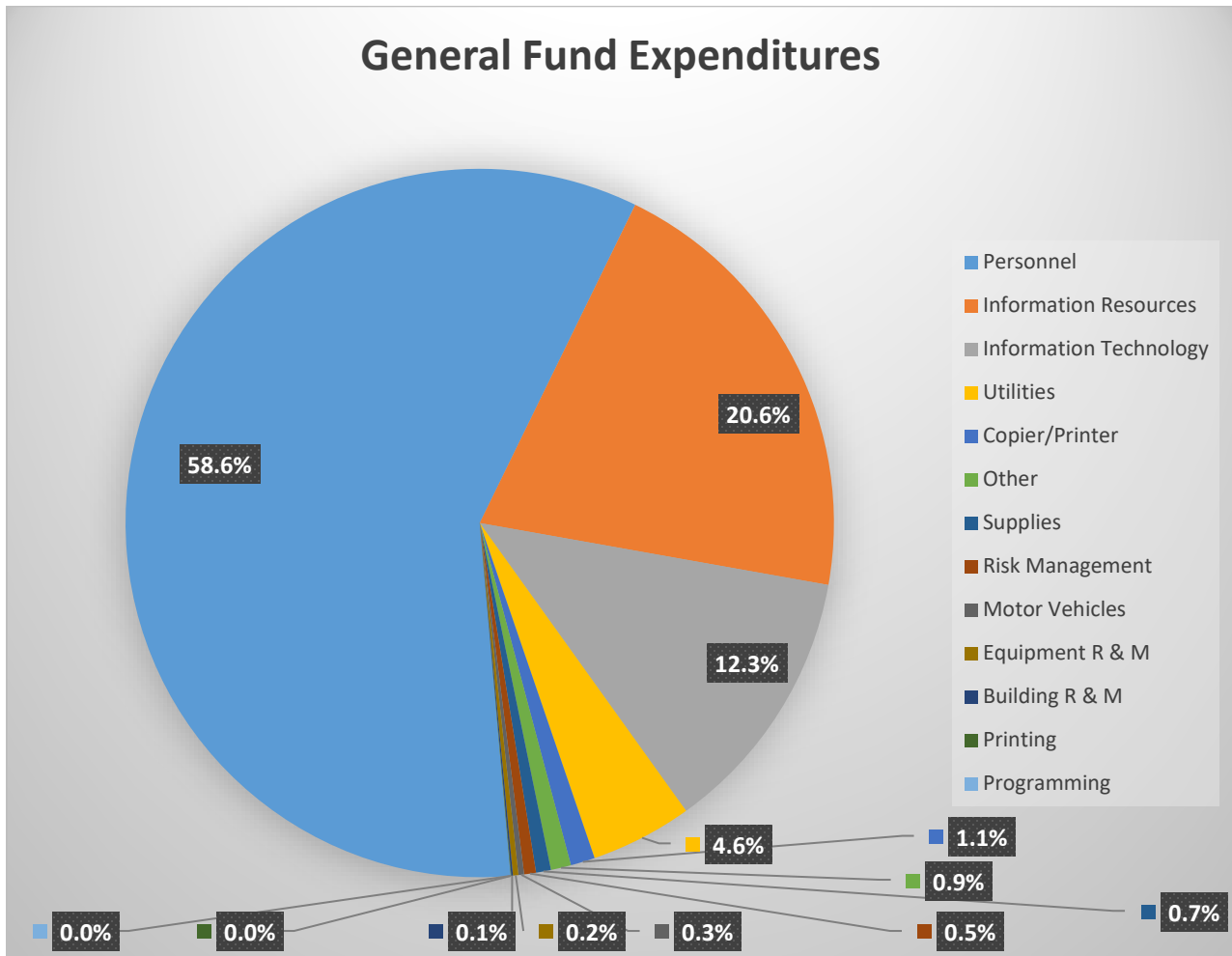
The primary funding of Library operations is through County appropriations. Additional funding comes from State Aid, fines, and other sources such as copier/printer charges, parking fees, etc. General fund revenues for the nine months ended September 30, 2017 are shown in the chart below:



State Aid is \$1.75 per capita for FY18. Fine revenues were 24.2 percent less than the prior year while copier/printer fees were down 10.4 percent. Parking garage receipts were down 22.4 percent due to fewer user visits at the Main Library.

## GENERAL FUND EXPENDITURES

The General Fund accounts for the normal operations of the Library. Expenditures for the three months ended September 30, 2017 were 0.1 percent under budget while 2.2 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 15.9 percent under the period's budget, due to timing of the payroll cycle, while 6.2 percent greater than last fiscal year. Rising retirement, health insurance rates, and parking for Main Library employees offset

decreases in the provision for other post-employment benefits (OPEB) and 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 36.7 percent over the period's budget, due to timing of annual database subscriptions, while 8.1 percent greater than the prior 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, web site, and other related costs. IT costs for the period were 65.6 percent of the annual budget due to incurring the annual cost of the integrated library system (ILS) and progress on the continuity of operations project (COOP). Costs were 33.8 percent greater than the prior year primarily due to spending on the COOP and acquisition of new catalog computers for public use.

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#### COPIERS AND PRINTERS

Lease costs and related supplies are included in the copiers and printers category. Expenditures were 3.9 percent under the period's budget and 1.0 percent less than the prior year.

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#### SUPPLIES

Supplies include various operating supplies such as office, data processing, and minor equipment. Expenditures were 0.7 percent over the period's budget while 29.0 percent greater than the prior year. The budget difference is due to timing of purchase of library cards and replacement of three meeting room projectors.

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#### PRINTING

Printing includes the costs of items printed externally for programs and internal use forms. Expenditures were 83.7 percent under the period's budget while 55.1 percent less than the prior year. Increased internal use and programming printing is expected later in 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 8.9 percent under the quarterly budget while 61.7 percent less than the prior year. Costs are less than the prior year due to the reduction of a maintenance contract and the timing of payment for another.

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#### BUILDING REPAIRS AND MAINTENANCE

Building repairs and maintenance for buildings used by the Library included in prior fiscal years various maintenance activities, janitorial, garbage collections, and security. For fiscal year 2018, costs other than



garbage collections and some minor repairs are the responsibility of Charleston County. Expenditures were 11.1 percent over the period's budget due to unexpected minor repairs.

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#### UTILITIES

Utilities include electricity and gas, water and sewer, solid waste disposal fees, and telephone related costs (including VOIP equipment lease payments). Expenditures were 21.1 percent under the period's budget while 19.0 percent less than the prior fiscal year. For fiscal year 2018, the solid waste fees are the responsibility of Charleston County and no longer paid by the Library. Other differences from the prior year are that expected rate increases have not taken effect yet.

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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 has a small increase over 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 23.5 percent under the period's budget and 69.9 percent more 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 18.7 percent under the period's budget while 9.4 percent less than the prior year. No payments had been made toward the Library's annual audit as of the end of the period.

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#### MISCELLANEOUS EXPENDITURES

No miscellaneous expenditures were incurred during the period.

#### 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 \$7,071.08 for the three months ended September 30, 2017. Grant spending included \$1,000 from the National Marine Sanctuary Foundation and \$6,071 from a Bridging Peace Fund grant of the Tides Foundation awarded in fiscal year 2016.

### DONATIONS SPECIAL REVENUE FUND

The Donations Special Revenue Fund accounts for donations, including private foundation grants, typically restricted for specific purposes. Revenues totaled \$3,128.11 for the three months ended September 30, 2017 with expenditures of \$4,011.45. Donations include \$2,500 for a speaking fee for the Library's historian, Dr. Nic Butler. Through September 2017, the Cynthia Graham Hurd Fund has received \$53,827.88 with expenditures of \$9,302.64 leaving a balance of \$44,525.24. Total unspent donated funds on hand at September 30, 2017 were \$102,203.

### 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 \$559.43 for the three months ended September 30, 2017 with expenditures of \$2,947.65. At September 30, 2017, the fund had a balance of \$1,076.26 to fund future programs.

### 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 three months ended September 30, 2017, program and staff development expenses totaled \$11,300.46. 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 the calendar year through September 30, 2017, the Library spent \$68,243.20 for programs and staff development funded by the FOL. At September 30, 2017, the FOL owed the Library \$10,452.35.

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Recap  
Fiscal Quarter Ended September 30, 2017**

	<u>Actual Year Ended Year 2017</u>	<u>Actual 3 Months Ended 9/30/2016</u>	<u>Actual 3 Months Ended 9/30/2017</u>	<u>Actual Increase (Decrease) (Decrease)</u>	<u>Percent Increase (Decrease) (Decrease)</u>	<u>Budget Year Ended Year 2018</u>	<u>Budget Remaining Remaining</u>	<u>Percent Budget Remaining Remaining</u>
<b>REVENUES</b>								
County Appropriation	\$ 15,495,938.04	\$ 3,873,984.51	\$ 3,931,536.45	\$ 57,551.94	1.5%	\$ 15,726,146.00	\$ 11,794,609.55	75.0%
Supplemental Appropriation Summer Youth	\$ 22,111.58	\$ 22,111.58	\$ -	\$ (22,111.58)	-100.0%	\$ -	\$ -	--
Bond Reimbursement	65,080.36	-	19,415.98	19,415.98	--	96,855.00	77,439.02	80.0%
<i>Total County Appropriations</i>	<u>15,583,129.98</u>	<u>3,896,096.09</u>	<u>3,950,952.43</u>	<u>54,856.34</u>	1.4%	<u>15,823,001.00</u>	<u>11,872,048.57</u>	75.0%
Copier Income	108,579.34	28,475.73	25,525.12	(2,950.61)	-10.4%	110,550.00	85,024.88	76.9%
Fine Income	279,549.55	81,226.43	61,562.19	(19,664.24)	-24.2%	273,420.00	211,857.81	77.5%
Other Income	2,349.16	226.62	227.17	0.55	0.2%	-	(227.17)	--
Parking Garage Receipts	25,419.79	6,119.72	4,747.14	(1,372.58)	-22.4%	24,440.00	19,692.86	80.6%
E Rate Reimbursement	74,006.12	36,663.34	-	(36,663.34)	-100.0%	40,000.00	40,000.00	100.0%
Lottery Revenues	36,956.52	-	-	-	--	-	-	--
State Aid Receipts	525,313.52	131,328.38	153,216.44	21,888.06	16.7%	525,313.00	372,096.56	70.8%
<b>TOTAL REVENUE</b>	<b>16,635,303.98</b>	<b>4,180,136.31</b>	<b>4,196,230.49</b>	<b>16,094.18</b>	<b>0.4%</b>	<b>16,796,724.00</b>	<b>12,600,493.51</b>	<b>75.0%</b>
<b>EXPENDITURES</b>								
Personnel Costs	10,888,089.19	2,327,843.91	2,473,271.27	145,427.36	6.2%	11,762,780.00	9,289,508.73	79.0%
Information Resources	2,390,422.17	802,668.85	867,445.93	64,777.08	8.1%	2,537,850.00	1,670,404.07	65.8%
Information Technology	753,884.16	387,807.44	518,858.61	131,051.17	33.8%	790,400.00	271,541.39	34.4%
Copiers and Printers	185,248.98	47,308.37	46,818.68	(489.69)	-1.0%	194,900.00	148,081.32	76.0%
Supplies	108,565.55	22,257.00	28,716.12	6,459.12	29.0%	114,060.00	85,343.88	74.8%
Printing	13,231.23	2,537.18	1,140.21	(1,396.97)	-55.1%	28,000.00	26,859.79	95.9%
Equipment Repairs and Maintenance	45,307.13	27,505.98	10,523.92	(16,982.06)	-61.7%	46,230.00	35,706.08	77.2%
Building Repairs and Maintenance	737,500.76	180,955.63	3,211.05	(177,744.58)	-98.2%	11,560.00	8,348.95	72.2%
Utilities	954,704.36	227,134.72	195,994.17	(31,140.55)	-13.7%	993,910.00	797,915.83	80.3%
Other Expenditures	143,258.38	42,921.01	38,899.86	(4,021.15)	-9.4%	191,440.00	152,540.14	79.7%
Motor Vehicles	32,329.60	6,376.33	10,832.03	4,455.70	69.9%	56,614.00	45,781.97	80.9%
Risk Management (Insurance)	88,590.96	22,147.74	22,869.99	722.25	3.3%	91,480.00	68,610.01	75.0%
Programming	-	-	152.88	152.88	--	50,000.00	49,847.12	99.7%
Miscellaneous Expenditures	46,955.47	30,413.44	-	(30,413.44)	-100.0%	2,500.00	2,500.00	100.0%
Capital Expenditures	-	-	-	-	--	30,000.00	-	0.0%
<b>TOTAL EXPENDITURES</b>	<b>16,388,087.94</b>	<b>4,127,877.60</b>	<b>4,218,734.72</b>	<b>90,857.12</b>	<b>2.2%</b>	<b>16,901,724.00</b>	<b>12,652,989.28</b>	<b>74.9%</b>
<b>FUND BALANCE INCREASED (DECREASED)</b>	<b>\$ 247,216.04</b>	<b>\$ 52,258.71</b>	<b>\$ (22,504.23)</b>	<b>\$ (74,762.94)</b>	<b>-143.1%</b>	<b>\$ (105,000.00)</b>	<b>\$ (52,495.77)</b>	<b>50.0%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Detail  
Fiscal Quarter Ended September 30, 2017**

	Fiscal Year 2017	3 Months Ended 9/30/2016	3 Months Ended 9/30/2017	Actual Increase (Decrease)	Percent Increase (Decrease)	Budget Fiscal Year 2018	Budget Remaining	Percent Budget Remaining
<b>REVENUES</b>								
County Appropriation	\$ 15,495,938.04	\$ 3,873,984.51	\$ 3,931,536.45	\$ 57,551.94	1.5%	\$ 15,726,146.00	\$ 11,794,609.55	75.0%
Supplemental Appropriation Summer Youth	22,111.58	22,111.58	-	(22,111.58)	-100.0%	-	-	--
Bond Reimbursement	65,080.36	-	19,415.98	19,415.98	--	96,855.00	77,439.02	80.0%
<i>Total County Appropriations</i>	<u>15,583,129.98</u>	<u>3,896,096.09</u>	<u>3,950,952.43</u>	<u>54,856.34</u>	<u>1.4%</u>	<u>15,823,001.00</u>	<u>11,872,048.57</u>	<u>75.0%</u>
Copier and Printer Income	108,579.34	28,475.73	25,525.12	(2,950.61)	-10.4%	110,550.00	85,024.88	76.9%
Fine Income	279,549.55	81,226.43	61,562.19	(19,664.24)	-24.2%	273,420.00	211,857.81	77.5%
Other Income	2,349.16	226.62	227.17	0.55	0.2%	-	(227.17)	--
Parking Garage Receipts	25,419.79	6,119.72	4,747.14	(1,372.58)	-22.4%	24,440.00	19,692.86	80.6%
E Rate Reimbursement	74,006.12	36,663.34	-	(36,663.34)	-100.0%	40,000.00	40,000.00	100.0%
Lottery Revenues	36,956.52	-	-	-	--	-	-	--
State Aid Receipts	525,313.52	131,328.38	153,216.44	21,888.06	16.7%	525,313.00	372,096.56	70.8%
<b>TOTAL REVENUES</b>	<b>16,635,303.98</b>	<b>4,180,136.31</b>	<b>4,196,230.49</b>	<b>16,094.18</b>	<b>0.4%</b>	<b>16,796,724.00</b>	<b>12,600,493.51</b>	<b>75.0%</b>
<b>EXPENDITURES</b>								
<b>Personnel Costs</b>								
Salaries	7,684,557.77	1,591,560.16	1,668,233.50	76,673.34	4.8%	8,717,115.00	7,048,881.50	80.9%
Temporary Wages	30,148.83	1,373.07	10,484.44	9,111.37	663.6%	26,000.00	15,515.56	59.7%
Summer Youth Program Wages	12,682.42	10,219.12	11,599.95	1,380.83	13.5%	-	(11,599.95)	--
<i>Total Wages</i>	<u>7,727,389.02</u>	<u>1,603,152.35</u>	<u>1,690,317.89</u>	<u>87,165.54</u>	<u>5.4%</u>	<u>8,743,115.00</u>	<u>7,052,797.11</u>	<u>80.7%</u>
Social Security	561,258.86	115,881.07	122,977.58	7,096.51	6.1%	666,860.00	543,882.42	81.6%
State Retirement	866,474.39	178,531.17	220,491.88	41,960.71	23.5%	1,066,880.00	846,388.12	79.3%
Life Insurance	12,315.56	3,002.14	3,189.07	186.93	6.2%	13,631.00	10,441.93	76.6%
Health Insurance	923,741.54	230,131.02	235,032.97	4,901.95	2.1%	1,015,078.00	780,045.03	76.8%
Dental Insurance	25,794.88	6,070.02	7,023.51	953.49	15.7%	30,244.00	23,220.49	76.8%
Workers Compensation	315,944.76	78,986.19	81,280.47	2,294.28	2.9%	325,122.00	243,841.53	75.0%
Other Post Employment Benefits	321,571.08	80,392.77	76,039.53	(4,353.24)	-5.4%	304,158.00	228,118.47	75.0%
County Wellness Program	35,544.00	8,886.00	3,001.47	(5,884.53)	-66.2%	12,006.00	9,004.53	75.0%
Employee Assistance Program	3,177.00	450.00	1,152.00	702.00	156.0%	4,500.00	3,348.00	74.4%
Other Personnel Costs	6,435.86	566.18	22.94	(543.24)	-95.9%	20,000.00	19,977.06	99.9%
Staff Parking Main Library	87,617.00	21,795.00	31,875.00	10,080.00	46.2%	156,000.00	124,125.00	79.6%
Relocation Assistance	825.24	-	866.96	866.96	--	-	(866.96)	--
Fringe Rate Adjustment	-	-	-	-	--	(125,204.00)	(125,204.00)	100.0%
<i>Total Fringe Benefits</i>	<u>3,160,700.17</u>	<u>724,691.56</u>	<u>782,953.38</u>	<u>58,261.82</u>	<u>8.0%</u>	<u>3,489,275.00</u>	<u>2,706,321.62</u>	<u>77.6%</u>
Budgeted Vacancies (wages plus fringe)	-	-	-	-	--	(469,610.00)	(469,610.00)	100.0%
<b>Total Personnel Costs</b>	<b>10,888,089.19</b>	<b>2,327,843.91</b>	<b>2,473,271.27</b>	<b>145,427.36</b>	<b>6.2%</b>	<b>11,762,780.00</b>	<b>9,289,508.73</b>	<b>79.0%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Detail  
Fiscal Quarter Ended September 30, 2017**

	Fiscal Year 2017	3 Months Ended 9/30/2016	3 Months Ended 9/30/2017	Actual Increase (Decrease)	Percent Increase (Decrease)	Budget Fiscal Year 2018	Budget Remaining	Percent Budget Remaining
<b>Information Resources</b>								
Adult Fiction Books	286,497.59	73,831.14	77,642.51	3,811.37	5.2%	320,000.00	242,357.49	75.7%
Adult Non-fiction Books	249,065.95	58,588.98	69,906.68	11,317.70	19.3%	280,000.00	210,093.32	75.0%
Adult Reference	9,059.68	-	-	-	--	11,000.00	11,000.00	100.0%
SC Room	2,934.39	458.45	60.45	(398.00)	-86.8%	4,000.00	3,939.55	98.5%
Young Adult	93,379.78	20,797.85	20,828.22	30.37	0.1%	95,500.00	74,671.78	78.2%
Juvenile Books	308,719.81	55,755.93	110,942.18	55,186.25	99.0%	300,000.00	189,057.82	63.0%
McNaughtons	40,698.00	40,698.00	39,884.04	(813.96)	-2.0%	41,000.00	1,115.96	2.7%
Large Print	37,212.58	11,046.83	4,762.33	(6,284.50)	-56.9%	35,000.00	30,237.67	86.4%
Spanish	-	-	-	-	--	5,000.00	5,000.00	100.0%
Continuations	46,347.46	12,716.13	10,616.15	(2,099.98)	-16.5%	35,000.00	24,383.85	69.7%
<i>Total Books</i>	<u>1,073,915.24</u>	<u>273,893.31</u>	<u>334,642.56</u>	<u>60,749.25</u>	22.2%	<u>1,126,500.00</u>	<u>791,857.44</u>	70.3%
Periodicals	72,040.43	36,621.53	37,010.84	389.31	1.1%	75,000.00	37,989.16	50.7%
Microforms	17,532.00	1,575.00	9,288.27	7,713.27	489.7%	16,000.00	6,711.73	41.9%
<i>Total Periodicals</i>	<u>89,572.43</u>	<u>38,196.53</u>	<u>46,299.11</u>	<u>8,102.58</u>	21.2%	<u>91,000.00</u>	<u>44,700.89</u>	49.1%
Adult DVD and Blu Ray	260,633.72	58,199.08	57,404.59	(794.49)	-1.4%	295,000.00	237,595.41	80.5%
Juvenile DVD and Blu Ray	65,963.73	22,474.06	12,636.99	(9,837.07)	-43.8%	80,000.00	67,363.01	84.2%
Adult Books on CD	94,067.59	20,123.37	7,845.58	(12,277.79)	-61.0%	80,000.00	72,154.42	90.2%
Juvenile Books on CD	3,400.03	132.54	3,115.75	2,983.21	2250.8%	10,000.00	6,884.25	68.8%
Young Adult Books on CD	5,971.55	-	1,575.35	1,575.35	--	7,000.00	5,424.65	77.5%
<i>Total Media</i>	<u>430,036.62</u>	<u>100,929.05</u>	<u>82,578.26</u>	<u>(18,350.79)</u>	-18.2%	<u>472,000.00</u>	<u>389,421.74</u>	82.5%
Reference Databases	172,080.43	136,188.25	145,579.89	9,391.64	6.9%	184,000.00	38,420.11	20.9%
E-Books	201,301.35	49,752.53	48,124.27	(1,628.26)	-3.3%	200,000.00	151,875.73	75.9%
E-Audio	117,255.30	21,999.03	26,440.80	4,441.77	20.2%	110,000.00	83,559.20	76.0%
Media Subscriptions	175,883.35	132,919.81	140,110.60	7,190.79	5.4%	200,500.00	60,389.40	30.1%
<i>Total Digital Products</i>	<u>666,520.43</u>	<u>340,859.62</u>	<u>360,255.56</u>	<u>19,395.94</u>	5.7%	<u>694,500.00</u>	<u>334,244.44</u>	48.1%
Cataloging Subscriptions	70,971.33	18,881.62	9,579.34	(9,302.28)	-49.3%	67,000.00	57,420.66	85.7%
RFID Tags	28,778.41	-	-	-	--	30,000.00	30,000.00	100.0%
Processing Supplies	381.21	429.72	213.90	(215.82)	-50.2%	14,850.00	14,636.10	98.6%
LCATS Resources	29,779.00	29,479.00	27,795.00	(1,684.00)	-5.7%	30,000.00	2,205.00	7.4%
Bindery	467.50	-	-	-	--	2,000.00	2,000.00	100.0%
Other Materials	-	-	6,082.20	6,082.20	--	10,000.00	3,917.80	39.2%
<i>Total Other Information Resources</i>	<u>130,377.45</u>	<u>48,790.34</u>	<u>43,670.44</u>	<u>(5,119.90)</u>	-10.5%	<u>153,850.00</u>	<u>110,179.56</u>	71.6%
<b>Total Information Resources</b>	<u><b>2,390,422.17</b></u>	<u><b>802,668.85</b></u>	<u><b>867,445.93</b></u>	<u><b>64,777.08</b></u>	<b>8.1%</b>	<u><b>2,537,850.00</b></u>	<u><b>1,670,404.07</b></u>	<b>65.8%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY**  
**REVENUE & EXPENDITURE STATEMENT**  
**General Fund - Detail**  
**Fiscal Quarter Ended September 30, 2017**

	Fiscal Year 2017	3 Months Ended 9/30/2016	3 Months Ended 9/30/2017	Actual Increase (Decrease)	Percent Increase (Decrease)	Budget Fiscal Year 2018	Budget Remaining	Percent Budget Remaining
<b>Information Technology</b>								
Web Site Hosting/Development	8,000.00	225.00	28,655.00	28,430.00	12635.6%	30,000.00	1,345.00	4.5%
Events/Reservation Software	5,145.00	5,145.00	-	(5,145.00)	-100.0%	-	-	--
SirsiDynix (ILS) Maintenance	245,881.33	244,813.05	266,936.74	22,123.69	9.0%	270,000.00	3,063.26	1.1%
Software and Licenses	2,397.17	74.92	3,441.48	3,366.56	4493.5%	7,500.00	4,058.52	54.1%
IT Maintenance Contracts	56,631.83	38,637.43	45,199.84	6,562.41	17.0%	40,000.00	(5,199.84)	-13.0%
Financial Software Maintenance Contract	39,299.29	28,388.83	36,509.02	8,120.19	28.6%	40,000.00	3,490.98	8.7%
IT Repairs and Supplies	9,753.38	1,233.25	3,501.31	2,268.06	183.9%	10,400.00	6,898.69	66.3%
IT Non-Capital Equipment under \$5K	51,148.29	999.66	30,605.55	29,605.89	2961.6%	57,500.00	26,894.45	46.8%
IT Capital Equipment over \$5K	75,965.14	-	44,720.00	44,720.00	--	75,000.00	30,280.00	40.4%
IT Operating Lease Payments	195,245.58	48,694.47	48,975.09	280.62	0.6%	201,500.00	152,524.91	75.7%
IT Capital Lease Payments	38,443.32	9,610.83	9,610.83	-	0.0%	38,500.00	28,889.17	75.0%
IT Consultants	25,973.83	9,985.00	703.75	(9,281.25)	-93.0%	20,000.00	19,296.25	96.5%
<b>Total Information Technology</b>	<b>753,884.16</b>	<b>387,807.44</b>	<b>518,858.61</b>	<b>131,051.17</b>	<b>33.8%</b>	<b>790,400.00</b>	<b>271,541.39</b>	<b>34.4%</b>
<b>Copiers and Printers</b>								
Copier/Printer Leases	134,858.52	33,714.63	33,714.63	-	0.0%	140,260.00	106,545.37	76.0%
Copier/Printer Lease Overages	40,389.48	10,400.29	10,904.97	504.68	4.9%	41,240.00	30,335.03	73.6%
Copier Supplies	9,154.75	2,918.67	2,199.08	(719.59)	-24.7%	11,950.00	9,750.92	81.6%
Microform Supplies	846.23	274.78	-	(274.78)	-100.0%	1,450.00	1,450.00	100.0%
<b>Total Copiers and Printers</b>	<b>185,248.98</b>	<b>47,308.37</b>	<b>46,818.68</b>	<b>(489.69)</b>	<b>-1.0%</b>	<b>194,900.00</b>	<b>148,081.32</b>	<b>76.0%</b>
<b>Supplies</b>								
Library Cards	3,652.80	-	4,345.22	4,345.22	--	6,010.00	1,664.78	27.7%
Library Supplies	6,427.56	1,427.69	1,038.62	(389.07)	-27.3%	10,600.00	9,561.38	90.2%
Library Program Supplies	3,923.44	740.23	723.63	(16.60)	-2.2%	5,450.00	4,726.37	86.7%
Data Processing Supplies	18,189.73	6,253.78	4,633.25	(1,620.53)	-25.9%	21,750.00	17,116.75	78.7%
Office Supplies	46,931.06	7,786.29	9,288.20	1,501.91	19.3%	39,000.00	29,711.80	76.2%
AV Supplies	8,449.45	2,008.54	1,386.33	(622.21)	-31.0%	6,600.00	5,213.67	79.0%
Minor Equipment	20,991.51	4,040.47	7,300.87	3,260.40	80.7%	24,650.00	17,349.13	70.4%
<b>Total Supplies</b>	<b>108,565.55</b>	<b>22,257.00</b>	<b>28,716.12</b>	<b>6,459.12</b>	<b>29.0%</b>	<b>114,060.00</b>	<b>85,343.88</b>	<b>74.8%</b>
<b>Printing</b>								
Programming Printing	8,673.13	1,962.50	1,140.21	(822.29)	-41.9%	12,000.00	10,859.79	90.5%
Other Printing	4,558.10	574.68	-	(574.68)	-100.0%	16,000.00	16,000.00	100.0%
<b>Total Printing</b>	<b>13,231.23</b>	<b>2,537.18</b>	<b>1,140.21</b>	<b>(1,396.97)</b>	<b>-55.1%</b>	<b>28,000.00</b>	<b>26,859.79</b>	<b>95.9%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Detail  
Fiscal Quarter Ended September 30, 2017**

	<u>Fiscal Year 2017</u>	<u>3 Months Ended 9/30/2016</u>	<u>3 Months Ended 9/30/2017</u>	<u>Actual Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>	<u>Budget Fiscal Year 2018</u>	<u>Budget Remaining</u>	<u>Percent Budget Remaining</u>
<b>Equipment Repairs and Maintenance</b>								
Checkpoint Security	4,216.69	10,369.05	<b>1,247.25</b>	(9,121.80)	-88.0%	1,500.00	252.75	16.9%
Fire and Security Alarms	5,524.63	5,374.63	<b>3,278.00</b>	(2,096.63)	-39.0%	5,730.00	2,452.00	42.8%
Postage Machine	4,140.24	1,218.39	<b>1,068.39</b>	(150.00)	-12.3%	5,000.00	3,931.61	78.6%
Microfiche/Film Readers	6,184.00	6,184.00	-	(6,184.00)	-100.0%	8,000.00	8,000.00	100.0%
Cell Phones	10,326.67	2,638.99	<b>3,128.93</b>	489.94	18.6%	10,500.00	7,371.07	70.2%
Repairs and Maintenance	971.78	175.92	<b>210.00</b>	34.08	19.4%	3,000.00	2,790.00	93.0%
Parking Equipment	13,943.12	1,545.00	<b>1,591.35</b>	46.35	3.0%	12,500.00	10,908.65	87.3%
<b>Total Equipment Repairs and Maintenance</b>	<b>45,307.13</b>	<b>27,505.98</b>	<b>10,523.92</b>	<b>(16,982.06)</b>	<b>-61.7%</b>	<b>46,230.00</b>	<b>35,706.08</b>	<b>77.2%</b>
<b>Building Repairs and Maintenance</b>								
General Repairs	105,393.52	18,826.23	<b>307.33</b>	(18,518.90)	-98.4%	-	(307.33)	--
Garbage Collections	11,518.39	2,616.24	<b>2,853.72</b>	237.48	9.1%	11,560.00	8,706.28	75.3%
Janitorial	254,250.22	63,067.21	<b>50.00</b>	(63,017.21)	-99.9%	-	(50.00)	--
Carpet Cleaning	53,128.20	13,282.05	-	(13,282.05)	-100.0%	-	-	--
Security Services	141,088.55	40,133.43	-	(40,133.43)	-100.0%	-	-	--
County Paid Maintenance Contracts	172,121.88	43,030.47	-	(43,030.47)	-100.0%	-	-	--
<b>Total Building Repairs and Maintenance</b>	<b>737,500.76</b>	<b>180,955.63</b>	<b>3,211.05</b>	<b>(177,744.58)</b>	<b>-98.2%</b>	<b>11,560.00</b>	<b>8,348.95</b>	<b>72.2%</b>
<b>Utilities</b>								
Electricity and Gas	759,761.88	175,157.74	<b>153,669.04</b>	(21,488.70)	-12.3%	823,490.00	669,820.96	81.3%
Water and Sewer	71,429.97	20,286.43	<b>17,003.42</b>	(3,283.01)	-16.2%	69,060.00	52,056.58	75.4%
Solid Waste Fee	12,814.08	3,203.52	-	(3,203.52)	-100.0%	-	-	--
Telephone	62,168.64	20,326.09	<b>7,080.13</b>	(13,245.96)	-65.2%	22,790.00	15,709.87	68.9%
Data Lines	23,856.64	5,973.97	<b>5,970.69</b>	(3.28)	-0.1%	24,400.00	18,429.31	75.5%
Fax Lines	4,647.00	2,186.97	<b>234.18</b>	(1,952.79)	-89.3%	6,070.00	5,835.82	96.1%
VOIP Equipment Capital Lease Payments	20,026.15	-	<b>12,036.71</b>	12,036.71	--	48,100.00	36,063.29	75.0%
<b>Total Utilities</b>	<b>954,704.36</b>	<b>227,134.72</b>	<b>195,994.17</b>	<b>(43,177.26)</b>	<b>-19.0%</b>	<b>993,910.00</b>	<b>761,852.54</b>	<b>76.7%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Detail  
Fiscal Quarter Ended September 30, 2017**

	Fiscal Year 2017	3 Months Ended 9/30/2016	3 Months Ended 9/30/2017	Actual Increase (Decrease)	Percent Increase (Decrease)	Budget Fiscal Year 2018	Budget Remaining	Percent Budget Remaining
<b>Other Expenditures</b>								
Audit Services CCPL	17,464.00	12,500.00	-	(12,500.00)	-100.0%	19,000.00	19,000.00	100.0%
Audit Services FOL	11,625.00	2,025.00	<b>1,000.00</b>	(1,025.00)	-50.6%	10,000.00	9,000.00	90.0%
Bank Charges	6,937.53	2,132.73	<b>1,230.94</b>	(901.79)	-42.3%	8,500.00	7,269.06	85.5%
Advertising	5,130.24	1,763.90	<b>324.77</b>	(1,439.13)	-81.6%	6,500.00	6,175.23	95.0%
Marketing	4,500.00	4,500.00	<b>2,500.00</b>	(2,000.00)	100.0%	5,000.00	2,500.00	50.0%
Interlibrary Loans	247.94	150.00	<b>287.94</b>	137.94	92.0%	1,000.00	712.06	71.2%
Messenger Service (County)	928.00	-	-	-	--	1,087.00	1,087.00	100.0%
Postage and Shipping	38,552.51	10,841.55	<b>10,554.27</b>	(287.28)	-2.6%	50,880.00	40,325.73	79.3%
Dues	4,803.00	280.00	<b>978.00</b>	698.00	249.3%	5,500.00	4,522.00	82.2%
Professional Services	117.50	117.50	-	(117.50)	-100.0%	2,500.00	2,500.00	100.0%
Material Recovery Service	34,090.55	8,171.35	<b>6,748.30</b>	(1,423.05)	-17.4%	40,000.00	33,251.70	83.1%
Staff Development	16,997.63	438.98	<b>14,432.12</b>	13,993.14	3187.6%	39,973.00	25,540.88	63.9%
Food and Awards	1,864.48	-	<b>843.52</b>	843.52	--	1,500.00	656.48	43.8%
<b>Total Other Expenditures</b>	<b>143,258.38</b>	<b>42,921.01</b>	<b>38,899.86</b>	<b>(4,021.15)</b>	<b>-9.4%</b>	<b>191,440.00</b>	<b>152,540.14</b>	<b>79.7%</b>
<b>Motor Vehicles</b>								
Motor Vehicle Repairs and Maintenance	17,394.45	2,735.37	<b>7,062.84</b>	4,327.47	158.2%	39,766.00	32,703.16	82.2%
Motor Vehicle Fuel	12,010.76	2,966.02	<b>3,297.13</b>	331.11	11.2%	13,848.00	10,550.87	76.2%
Motor Vehicle Employee Expense	2,924.39	674.94	<b>472.06</b>	(202.88)	-30.1%	3,000.00	2,527.94	84.3%
<b>Total Motor Vehicles</b>	<b>32,329.60</b>	<b>6,376.33</b>	<b>10,832.03</b>	<b>4,455.70</b>	<b>69.9%</b>	<b>56,614.00</b>	<b>45,781.97</b>	<b>80.9%</b>
<b>Risk Management</b>								
Property Insurance	67,299.96	16,824.99	<b>17,496.99</b>	672.00	4.0%	69,988.00	52,491.01	75.0%
Auto Liability Insurance	4,680.00	1,170.00	<b>1,170.00</b>	-	0.0%	4,680.00	3,510.00	75.0%
Auto Comp Collision Insurance	954.96	238.74	<b>288.99</b>	50.25	21.0%	1,156.00	867.01	75.0%
Inland Marine Insurance (Bookmobile)	1,913.04	478.26	<b>478.26</b>	-	0.0%	1,913.00	1,434.74	75.0%
Tort Liability Insurance	7,727.04	1,931.76	<b>1,931.76</b>	-	0.0%	7,727.00	5,795.24	75.0%
MIS Business Interruption Insurance	6,015.96	1,503.99	<b>1,503.99</b>	-	0.0%	6,016.00	4,512.01	75.0%
<b>Total Risk Management</b>	<b>88,590.96</b>	<b>22,147.74</b>	<b>22,869.99</b>	<b>722.25</b>	<b>3.3%</b>	<b>91,480.00</b>	<b>68,610.01</b>	<b>75.0%</b>
<b>Programming</b>								
System-wide Programming	-	-	<b>152.88</b>	<b>152.88</b>	--	<b>50,000.00</b>	<b>49,847.12</b>	<b>99.7%</b>
<b>Capital Expenditures</b>								
Microfilm Readers	-	-	-	-	--	<b>30,000.00</b>	<b>30,000.00</b>	<b>100.0%</b>
<b>Miscellaneous Expenditures</b>								
Board Contingency	956.33	-	-	-	--	2,500.00	2,500.00	0.0%
Executive Search/Relocation Expenses	45,999.14	30,413.44	-	(30,413.44)	-100.0%	-	-	0.0%



**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
General Fund - Detail  
Fiscal Quarter Ended September 30, 2017**

	Fiscal Year 2017	3 Months Ended 9/30/2016	3 Months Ended 9/30/2017	Actual Increase (Decrease)	Percent Increase (Decrease)	Budget Fiscal Year 2018	Budget Remaining	Percent Budget Remaining
Total Miscellaneous Expenditures	46,955.47	30,413.44	-	(30,413.44)	-100.0%	2,500.00	2,500.00	0.0%
<b>TOTAL EXPENDITURES</b>	<b>16,388,087.94</b>	<b>4,127,877.60</b>	<b>4,218,734.72</b>	<b>78,820.41</b>	<b>1.9%</b>	<b>16,901,724.00</b>	<b>12,646,925.99</b>	<b>74.8%</b>
<b>FUND BALANCE INCREASED (DECREASED)</b>	<b>\$ 247,216.04</b>	<b>\$ 52,258.71</b>	<b>\$ (22,504.23)</b>	<b>\$ (62,726.23)</b>	<b>-120.0%</b>	<b>\$ (105,000.00)</b>	<b>\$ (46,432.48)</b>	<b>44.2%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - GRANTS  
Fiscal Quarter Ended September 30, 2017**

	<u>Fiscal Year 2017</u>	<u>3 Months Ended 9/30/2016</u>	<u>3 Months Ended 9/30/2017</u>	<u>Actual Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
<b>REVENUES</b>					
Governmental Grants	\$ 21,511.33	\$ 13,711.33	\$ 1,000.00	\$ (12,711.33)	-1271.1%
Nongovernmental Grants	6,733.01	2,430.45	6,071.08	\$ 3,640.63	60.0%
Total Revenues	<u>\$ 28,244.34</u>	<u>\$ 16,141.78</u>	<u>\$ 7,071.08</u>	<u>\$ (9,070.70)</u>	<u>-128.3%</u>
<b>EXPENDITURES</b>					
Governmental Grants	\$ 21,511.33	\$ 13,711.33	\$ 1,000.00	\$ (12,711.33)	-1271.1%
Nongovernmental Grants	6,733.01	2,430.45	6,071.08	3,640.63	60.0%
Total Expenditures	<u>\$ 28,244.34</u>	<u>\$ 16,141.78</u>	<u>\$ 7,071.08</u>	<u>\$ (9,070.70)</u>	<u>-128.3%</u>
Total Fund Balance Increased (Decreased)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	--

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - DONATIONS  
Fiscal Quarter Ended September 30, 2017**

	<u>Fiscal Year 2017</u>	<u>3 Months Ended 9/30/2016</u>	<u>3 Months Ended 9/30/2017</u>	<u>Actual Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
<b>REVENUES</b>					
Restricted Gifts	\$ 33,165.13	\$ 8,265.00	\$ 3,088.11	\$ (5,176.89)	-167.6%
Unrestricted Gifts	100.00	-	40.00	\$ 40.00	100.0%
Total Revenues	<u>\$ 33,265.13</u>	<u>\$ 8,265.00</u>	<u>\$ 3,128.11</u>	<u>\$ (5,136.89)</u>	<u>-164.2%</u>
<b>EXPENDITURES</b>					
Information Resources	\$ 10,262.46	\$ 7,934.14	\$ 240.00	\$ (7,694.14)	-3205.9%
Information Technology	1,192.69	-	-	-	--
Programming Supplies	8,718.40	1,230.86	3,441.45	2,210.59	64.2%
Programming Performers	1,055.00	-	330.00	330.00	100.0%
Repairs	25,252.42	-	-	-	--
Dues	118.00	118.00	-	(118.00)	--
Staff Development	4,000.00	-	-	-	--
Total Expenditures	<u>\$ 50,598.97</u>	<u>\$ 9,283.00</u>	<u>\$ 4,011.45</u>	<u>\$ (5,271.55)</u>	<u>-131.4%</u>
 Total Fund Balance Increased (Decreased)	 <u>\$ (17,333.84)</u>	 <u>\$ (1,018.00)</u>	 <u>\$ (883.34)</u>	 <u>\$ 134.66</u>	 <u>-15.2%</u>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - CHARLESTON TELLS  
Fiscal Quarter Ended September 30, 2017**

	<u>Fiscal Year 2017</u>	<u>3 Months Ended 9/30/2016</u>	<u>3 Months Ended 9/30/2017</u>	<u>Actual Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
<b>REVENUES</b>					
Restricted Gifts	\$ 15,050.00	\$ -	\$ -	\$ -	--
Ticket Sales, net	1,550.51	28.80	\$ 565.43	\$ 536.63	94.9%
Merchandise Sales, net	275.25	-	(6.00)	\$ (6.00)	100.0%
Total Revenues	<u>\$ 16,875.76</u>	<u>\$ 28.80</u>	<u>\$ 559.43</u>	<u>\$ 530.63</u>	<b>94.9%</b>
<b>EXPENDITURES</b>					
Program Supplies	\$ 88.49	\$ -	\$ -	\$ -	--
Performers	1,396.97	-	2,547.65	2,547.65	100.0%
Audio Rental	99.93	-	-	-	--
Advertising	500.00	-	400.00	400.00	100.0%
Total Expenditures	<u>\$ 2,085.39</u>	<u>\$ -</u>	<u>\$ 2,947.65</u>	<u>\$ 2,947.65</u>	<b>100.0%</b>
 Total Fund Balance Increased (Decreased)	 <u>\$ 14,790.37</u>	 <u>\$ 28.80</u>	 <u>\$ (2,388.22)</u>	 <u>\$ (2,417.02)</u>	 <b>101.2%</b>

**CHARLESTON COUNTY PUBLIC LIBRARY  
REVENUE & EXPENDITURE STATEMENT  
SPECIAL REVENUE FUND - FRIENDS OF THE LIBRARY  
Fiscal Quarter Ended September 30, 2017**

	<u>Fiscal Year 2017</u>	<u>3 Months Ended 9/30/2016</u>	<u>3 Months Ended 9/30/2017</u>	<u>Actual Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
<b>REVENUES</b>					
Contributions from FOL	\$ 98,743.67	\$ 7,295.75	\$ 10,452.35	\$ 3,156.60	30.2%
Thrift Books Proceeds	357.16	-	848.11	\$ 848.11	100.0%
Contributions from FOL	<b>\$ 99,100.83</b>	<b>\$ 7,295.75</b>	<b>\$ 11,300.46</b>	<b>\$ 4,004.71</b>	<b>35.4%</b>
Reimbursement of FOL Expenditures	\$ 3,511.96	\$ 1,683.97	\$ -	\$ (1,683.97)	--
Total Received From FOL	<b>\$ 102,612.79</b>	<b>\$ 8,979.72</b>	<b>\$ 11,300.46</b>	<b>\$ 2,320.74</b>	<b>20.5%</b>
<b>EXPENDITURES</b>					
<b>CCPL Programming</b>					
Film Licensing Fees	\$ 6,592.00	\$ -	\$ -	\$ -	--
Programming Supplies	18,091.90	3,259.20	3,679.06	\$ 419.86	11.4%
Programming Performers	13,390.00	980.00	1,165.00	\$ 185.00	15.9%
Summer Reading					
Children's Supplies	4,051.02	49.95	-	\$ (49.95)	--
Children's Performers	14,805.00	-	-	\$ -	--
Young Adults Supplies	5,986.12	957.42	402.66	\$ (554.76)	-137.8%
Adults Supplies	2,050.00	-	-	\$ -	--
Printing	6,235.50	-	264.55	\$ 264.55	100.0%
Special Projects	7,002.27	481.91	3,303.15	\$ 2,821.24	85.4%
Printing and Publicity	4,602.14	-	-	\$ -	--
Legislative Day	-	-	-	\$ -	--
Staff Training and Development	16,294.88	1,567.27	2,486.04	\$ 918.77	37.0%
Total CCPL Programming	<b>\$ 99,100.83</b>	<b>\$ 7,295.75</b>	<b>\$ 11,300.46</b>	<b>\$ 4,004.71</b>	<b>35.4%</b>
<b>FOL Expenditures Paid by CCPL</b>					
Office Supplies (boxes, etc.)	\$ 2,533.61	\$ 1,206.23	\$ -	\$ (1,206.23)	--
Items for Sale (USB, headphones, etc.)	978.35	477.74	-	\$ (477.74)	--
Printing	-	-	-	\$ -	--
Postage	-	-	-	\$ -	--
Advertising	-	-	-	\$ -	--
Total FOL Expenditures	<b>\$ 3,511.96</b>	<b>\$ 1,683.97</b>	<b>\$ -</b>	<b>\$ (1,683.97)</b>	<b>--</b>
Total Expenditures	<b>\$ 102,612.79</b>	<b>\$ 8,979.72</b>	<b>\$ 11,300.46</b>	<b>\$ 2,320.74</b>	<b>20.5%</b>
Total Fund Balance Increased (Decreased)	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>--</b>

**Charleston County Public Library  
 Grants Special Revenue Fund Activity Recap  
 Fiscal Year Ended June 30, 2018  
 Activity Through September 30, 2017**

<b>Funding Source</b>	<b>Description</b>	<b>Original Award</b>	<b>FY Awarded</b>	<b>Beginning Balance</b>	<b>Receipts</b>	<b>Expenditures</b>	<b>Ending Balance</b>	<b>Status</b>
Tides Foundation (passed through from FOL)	The Bridging Peace Fund	\$ 10,000.00	2016	\$ 6,317.99	\$ -	\$ (6,071.08)	\$ 246.91	Open
National Marine Sanctuary Foundation	Charleston County Library Outreach Zero Waste Initiative	\$ 1,000.00	2018	\$ -	\$ 1,000.00	\$ (1,000.00)	\$ -	Closed
James E. Campbell	Campbell Memorial Fund	NA	NA	\$ 3,135.89	\$ -		\$ 3,135.89	Open
<b>Total</b>		<b>\$ 11,000.00</b>		<b>\$ 9,453.88</b>	<b>\$ 1,000.00</b>	<b>\$ (7,071.08)</b>	<b>\$ 3,382.80</b>	<b>3</b>

**Charleston County Public Library**  
**Donation Special Revenue Fund Activity Recap**  
**Fiscal Year Ended June 30, 2018**  
**Transactions Through September 31, 2017**

	Beginning Balance	Receipts	Expenditures	Ending Balance
<b>Branches</b>				
West Ashley	\$ 432.42	\$ -	\$ -	\$ 432.42
Cooper River	\$ -	\$ -	\$ -	\$ -
James Island	\$ 280.00	\$ -	\$ -	\$ 280.00
Dart Anniversary	\$ 1,814.24	\$ -	\$ -	\$ 1,814.24
Dart	\$ 2,200.00	\$ -	\$ (150.00)	\$ 2,050.00
Dart-Gregory Foundation	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Village	\$ -	\$ -	\$ -	\$ -
McClellanville	\$ 300.00	\$ -	\$ -	\$ 300.00
Edisto	\$ -	\$ -	\$ -	\$ -
Poe	\$ 1,232.70	\$ -	\$ (165.62)	\$ 1,067.08
St Pauls	\$ -	\$ -	\$ -	\$ -
Folly Beach	\$ -	\$ 25.00	\$ -	\$ 25.00
Mt Pleasant	\$ 7,302.92	\$ -	\$ (598.59)	\$ 6,704.33
Hurd/St Andrews	\$ 901.47	\$ 100.00	\$ -	\$ 1,001.47
St Andrews (estate)	\$ 18,208.51	\$ -	\$ -	\$ 18,208.51
Otranto	\$ 81.03	\$ -	\$ -	\$ 81.03
Dorchester	\$ 133.33	\$ -	\$ -	\$ 133.33
Johns Island	\$ 1,383.31	\$ 73.11	\$ (148.76)	\$ 1,307.66
<b>Main Library</b>	\$ 50.00	\$ 50.00	\$ -	\$ 100.00
Circulation	\$ -	\$ -	\$ -	\$ -
Bookmobile	\$ 2,356.02	\$ -	\$ -	\$ 2,356.02
Reference	\$ 384.88	\$ -	\$ -	\$ 384.88
SC Room/Archive	\$ 810.00	\$ -	\$ -	\$ 810.00
Popular Materials	\$ -	\$ -	\$ -	\$ -
Young Adults	\$ 2,144.27	\$ -	\$ (69.13)	\$ 2,075.14
Children	\$ 3,288.92	\$ -	\$ (2,639.35)	\$ 649.57
Historian	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
Tech Team	\$ -	\$ -	\$ -	\$ -
LCATS	\$ -	\$ 240.00	\$ (240.00)	\$ -
<b>Other</b>				
CCF Roper Medical	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Coastal Comm. Foundation	\$ 4,399.00	\$ -	\$ -	\$ 4,399.00
Charleston Tells	\$ 3,464.48	\$ 559.43	\$ (2,947.65)	\$ 1,076.26
Cynthia Graham Hurd Fund	\$ 44,425.24	\$ 100.00	\$ -	\$ 44,525.24
Unrestricted	\$ 1,882.28	\$ 40.00	\$ -	\$ 1,922.28
<b>Totals</b>	<b>\$ 105,475.02</b>	<b>\$ 3,687.54</b>	<b>\$ (6,959.10)</b>	<b>\$ 102,203.46</b>







PUBLISHED: NOV. 21, 2017

# MEDIA REPORT

An Overview of Media and Social Media Coverage  
October 2017



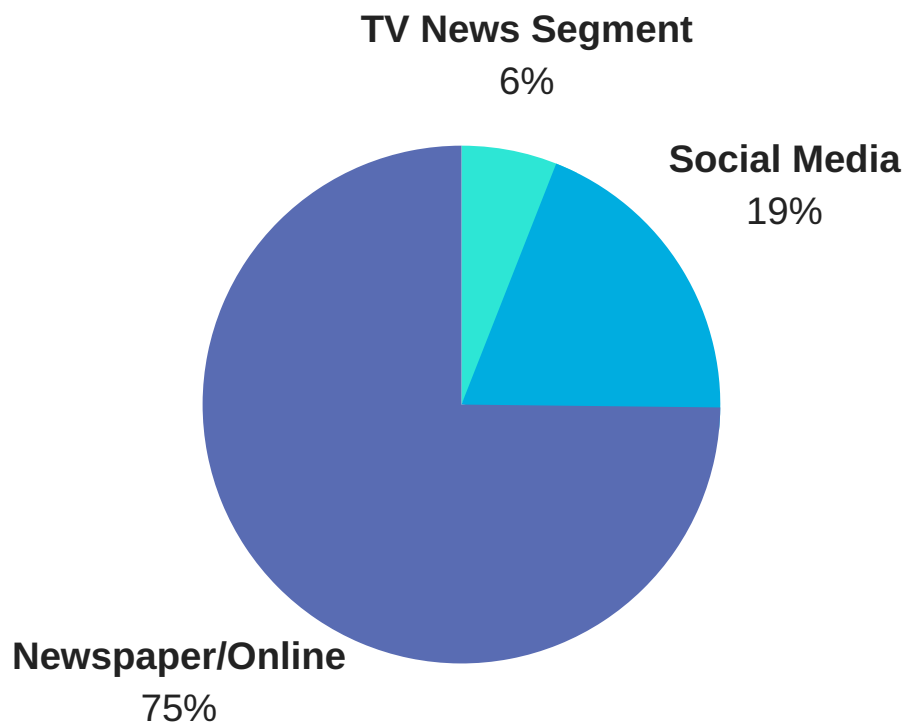
PREPARED BY MAGGIE MOHR  
COMMUNICATIONS COORDINATOR



# SUMMARY:

## MEDIA COVERAGE

Most of the media coverage that Charleston County Public Library received during this period featured the branch closures due to Hurricane Irma, YALLFest events at Main Library and John L. Dart Library, and the \$94,000 sum raised by the Friends of the Library at That BIG Book Sale. A breakdown of all coverage is provided below.



## SOCIAL MEDIA

CCPL's audience continues to grow on Facebook, Twitter and Instagram.



6,200  
LIKES

Date	Title or Subject	Publication Type	Publication	Link	Details/Notes
10/2/2017	Freeloaders: Free to enjoy the sort of fall weather	Newspaper/Online	Charleston City Paper	<a href="https://www.charlestoncitypaper.com/charleston/freeloaders-free-to-enjoy-the-sort-of-fall-weather/Content?oid=11524616">https://www.charlestoncitypaper.com/charleston/freeloaders-free-to-enjoy-the-sort-of-fall-weather/Content?oid=11524616</a>	
10/2/2017	North Charleston library branch replacement gets go-ahead for construction	Newspaper/Online	Post and Courier	<a href="http://www.postandcourier.com/news/north-charleston-library-branch-replacement-gets-go-ahead-for-construction/article_d76791fa-a799-11e7-850f-1fc650f0cb26.html">http://www.postandcourier.com/news/north-charleston-library-branch-replacement-gets-go-ahead-for-construction/article_d76791fa-a799-11e7-850f-1fc650f0cb26.html</a>	
10/3/2017	CCPL and Government Officials Break Ground on Baxter Patrick James Island Library	Online	AmericanTowns.com	<a href="http://www.americantowns.com/sc/charleston/news/ccpl-and-government-officials-break-ground-on-baxter-patrick-james-island-library-29041567">http://www.americantowns.com/sc/charleston/news/ccpl-and-government-officials-break-ground-on-baxter-patrick-james-island-library-29041567</a>	
10/4/2017	The 36th annual That BIG Book Sale a treasure hunt for book lovers	Newspaper/Online	Moultrie News	<a href="http://www.moultrienews.com/community-news/the-th-annual-that-big-book-sale-a-treasure-hunt/article_65b0fa8c-9e21-11e7-8e47-ff32bb9dc4be.html">http://www.moultrienews.com/community-news/the-th-annual-that-big-book-sale-a-treasure-hunt/article_65b0fa8c-9e21-11e7-8e47-ff32bb9dc4be.html</a>	
10/5/2017	Library back on the books	Newspaper/Online	Post and Courier	<a href="http://www.postandcourier.com/opinion/editorials/library-back-on-the-books/article_69ad1ea6-a941-11e7-af54-43da6fb6f3f4.html">http://www.postandcourier.com/opinion/editorials/library-back-on-the-books/article_69ad1ea6-a941-11e7-af54-43da6fb6f3f4.html</a>	

10/8/2017	Moja Arts Festival, Avery Center And Charleston County Public Library Announce Details Of "NEA Big Read"	Newspaper/Online	CRBJ Biz Wire	<a href="http://crjbizwire.com/moja-arts-festival-avery-center-and-charleston-county-public-library-announce-details-of-nea-big-read/">http://crjbizwire.com/moja-arts-festival-avery-center-and-charleston-county-public-library-announce-details-of-nea-big-read/</a>	
10/9/2017	Letter: Friends of the Library	Newspaper/Online	Post and Courier	<a href="http://www.postandcourier.com/opinion/letter-friends-of-the-library/article_f602e4d0-a9ff-11e7-8254-732167a8e7ca.html">http://www.postandcourier.com/opinion/letter-friends-of-the-library/article_f602e4d0-a9ff-11e7-8254-732167a8e7ca.html</a>	
10/9/2017	That BIG Book Sale	Online Journal	Charleston Currents	<a href="http://charlestoncurrents.com/2017/10/calendar-oct-9-that-big-book-sale-festivals-more/">http://charlestoncurrents.com/2017/10/calendar-oct-9-that-big-book-sale-festivals-more/</a>	
10/9/2017	That BIG Book Sale	TV	WCSC at 7:30 a.m.	N/A	Local market viewership audience: 33,010; Ad value: \$474.50 per 30 seconds
10/11/2017	Between the Stacks - Emerging Authors Drop-In	Newspaper/Online	Moultrie News	<a href="http://www.moultrienews.com/opinion/between-the-stacks---emerging-authors-drop-in/article_848170f8-a9d5-11e7-8f99-afae7a1e4102.html">http://www.moultrienews.com/opinion/between-the-stacks---emerging-authors-drop-in/article_848170f8-a9d5-11e7-8f99-afae7a1e4102.html</a>	
10/11/2017	What we're cooking: Online data, library check-outs reveal what locals are interested in	Newspaper/Online	Post and Courier	<a href="http://www.postandcourier.com/food/what-we-re-cooking-online-data-library-check-outs-reveal/article_f7492534-ae82-11e7-83f5-730c06663f7c.html">http://www.postandcourier.com/food/what-we-re-cooking-online-data-library-check-outs-reveal/article_f7492534-ae82-11e7-83f5-730c06663f7c.html</a>	

10/11/2017	FOL Book Sale	Newspaper/Online	Post and Courier	<a href="http://www.postandcourier.com/business/publix-plans-to-nearly-double-size-of-daniel-island-supermarket/article_4172aa38-a864-11e7-92ea-43073953a555.html">http://www.postandcourier.com/business/publix-plans-to-nearly-double-size-of-daniel-island-supermarket/article_4172aa38-a864-11e7-92ea-43073953a555.html</a>	
10/11/2017	That BIG Book Sale' to be held this weekend at Omar Shrine Auditorium in Mount Pleasant	TV/Online	ABCnews4.com	<a href="http://abcnews4.com/features/4-the-lowcountry/holy-city-sinner/that-big-book-sale-to-be-held-this-weekend-at-omar-shrine-auditorium-in-mount-pleasant">http://abcnews4.com/features/4-the-lowcountry/holy-city-sinner/that-big-book-sale-to-be-held-this-weekend-at-omar-shrine-auditorium-in-mount-pleasant</a>	
10/12/2017	5 Around Town: Latin American Fest, Children's Fest, Big Book Sale, fundraiser walks and a new haunted house	TV/Online	live5news.com	<a href="http://www.live5news.com/story/36579563/5-around-town-latin-american-fest-childrens-fest-big-book-sale-fundraiser-walks-and-a-new-haunted-house">http://www.live5news.com/story/36579563/5-around-town-latin-american-fest-childrens-fest-big-book-sale-fundraiser-walks-and-a-new-haunted-house</a>	
10/12/2017	Popular fall fundraiser That Big Book Sale is back; starts Friday morning in Mount Pleasant	Newspaper/Online	Post and Courier	<a href="http://www.postandcourier.com/news/popular-fall-fundraiser-that-big-book-sale-is-back-starts/article_9692d80c-af8b-11e7-b7eb-1fc8f6472d75.html">http://www.postandcourier.com/news/popular-fall-fundraiser-that-big-book-sale-is-back-starts/article_9692d80c-af8b-11e7-b7eb-1fc8f6472d75.html</a>	

10/13/2017	That BIG Book Sale	TV	WCSC at 5:30 a.m.	N/A	Local market viewership audience: 9,751; Ad value: \$90.02 per 30 seconds
10/13/2017	That BIG Book Sale	TV	WCSC at 4 p.m.	N/A	Local market viewership audience: 14,720; Ad value: \$216.84 per 30 seconds
10/13/2017	That BIG Book Sale	TV	WCSC at 5 p.m.	N/A	Local market viewership audience: 30,521; Ad value: \$402.22 per 30 seconds
10/13/2017	That BIG Book Sale	TV	WCIV at 7 p.n.	N/A	Local market viewership audience: 12,624; Ad value: \$134.04 per 30 seconds
10/13/2017	That BIG Book Sale	TV	WCSC at 7 p.m.	N/A	Local market viewership audience: 26,894; Ad value: \$404.55 per 30 seconds

10/14/2017	That BIG Book Sale	TV	WTAT at 10 p.m.	N/A	Local market viewership audience: 6,043; Ad value: \$131.67 per 30 seconds
10/17/2017	Letter: Banned books	Newspaper/Online	Post and Courier	<a href="http://www.postandcourier.com/opinion/letters_to_editor/letter-banned-books/article_adaf5fe0-adf3-11e7-8033-ffdadda27428.html">http://www.postandcourier.com/opinion/letters_to_editor/letter-banned-books/article_adaf5fe0-adf3-11e7-8033-ffdadda27428.html</a>	
10/18/2017	If no internet, there's always the library to help with online searches	Newspaper/Online	Post and Courier	<a href="http://www.postandcourier.com/food/forked_path/if-no-internet-there-s-always-the-library-to-help/article_e9a52fca-a44d-11e7-91d3-d3d97620cb88.html">http://www.postandcourier.com/food/forked_path/if-no-internet-there-s-always-the-library-to-help/article_e9a52fca-a44d-11e7-91d3-d3d97620cb88.html</a>	
10/18/2017	Get an early taste of YALLFest this Friday	Newspaper/Online	Post and Courier	<a href="https://www.charlestoncitypaper.com/CultureShock/archives/2017/10/18/get-an-early-taste-of-yallfest-this-friday">https://www.charlestoncitypaper.com/CultureShock/archives/2017/10/18/get-an-early-taste-of-yallfest-this-friday</a>	
10/18/2017	That BIG Book Sale	TV	WCIV at 5 p.m.	N/A	Local market viewership audience: 17,027; Ad value: \$195.31 per 30 seconds
10/19/2017	That BIG Book Sale	TV	WTAT at 7 a.m.	N/A	Local market viewership audience: 4,658; Ad value: \$44.96 per 30 seconds



10/27/2017	West Ashley library closed following Irma, hopes to reopen in November   WCBD News 2	Newspaper/Online	Post and Courier	<a href="http://counton2.com/2017/10/27/west-ashley-library-closed-following-irma-hopes-to-reopen-in-november/">http://counton2.com/2017/10/27/west-ashley-library-closed-following-irma-hopes-to-reopen-in-november/</a>	
10/30/2017	New CCPL Website	Online Journal	Charleston Currents	<a href="http://charlestoncurrents.com/2017/10/focus-county-library-system-unveils-new-dynamic-website-today/">http://charlestoncurrents.com/2017/10/focus-county-library-system-unveils-new-dynamic-website-today/</a>	

**October 2017**

<b>Circulation</b>			
	Current	Previous	
	YTD Total	YTD Total	% change
Main	<b>111,674</b>	112,478	-0.71%
Bookmobile	<b>7,286</b>	7,956	-8.42%
CRM	<b>26,186</b>	30,274	-13.50%
Dart	<b>10,572</b>	14,798	-28.56%
Dorchester Road	<b>40,252</b>	40,930	-1.66%
Edisto	<b>2,502</b>	3,388	-26.15%
Folly	<b>3,560</b>	5,913	-39.79%
James Island	<b>61,063</b>	63,196	-3.38%
John's Island	<b>51,726</b>	56,269	-8.07%
McClellanville	<b>2,817</b>	2,977	-5.37%
Mt. Pleasant	<b>196,986</b>	205,127	-3.97%
Otranto Road	<b>50,202</b>	57,003	-11.93%
Poe	<b>8,203</b>	8,174	0.35%
St. Andrews	<b>128,436</b>	139,175	-7.72%
St. Pauls	<b>7,191</b>	7,702	-6.63%
Village	<b>9,167</b>	10,872	-15.68%
West Ashley	<b>22,890</b>	37,234	-38.52%
Total Downloads	<b>199,614</b>	208,563	-4.29%
<b>TOTALS</b>	<b>940,327</b>	<b>1,012,029</b>	<b>-7.08%</b>

<b>PC Use</b>			
	Current	Previous	
	YTD Total	YTD Total	% change
Main	<b>18,760</b>	19,710	-4.82%
Bookmobile	<b>n/a</b>	0	n/a
CRM	<b>9,267</b>	9,830	-5.73%
Dart	<b>5,651</b>	6,564	-13.91%
Dorchester Road	<b>9,436</b>	10,088	-6.46%
Edisto	<b>235</b>	303	-22.44%
Folly	<b>193</b>	395	-51.14%
James Island	<b>5,141</b>	5,163	-0.43%
John's Island	<b>7,518</b>	8,127	-7.49%
McClellanville	<b>664</b>	825	-19.52%
Mt. Pleasant	<b>8,438</b>	9,111	-7.39%
Otranto Road	<b>10,040</b>	11,674	-14.00%
Poe	<b>483</b>	308	56.82%
St. Andrews	<b>13,445</b>	15,648	-14.08%
St. Pauls	<b>1,134</b>	1,067	6.28%
Village	<b>614</b>	1,051	-41.58%
West Ashley	<b>2,156</b>	3,600	-40.11%
<b>WiFi USE</b>	<b>77,728</b>	72,304	7.50%
<b>TOTALS</b>	<b>170,903</b>	<b>175,768</b>	<b>-2.77%</b>

<b>Registrations*</b>			
	Current	Previous	
	YTD Total	YTD Total	% change
Main	<b>1,438</b>	3,427	-58.04%
Bookmobile	<b>80</b>	193	-58.55%
CRM	<b>378</b>	900	-58.00%
Dart	<b>217</b>	409	-46.94%
Dorchester Road	<b>770</b>	1,087	-29.16%
Edisto	<b>20</b>	63	-68.25%
Folly	<b>27</b>	171	-84.21%
James Island	<b>388</b>	1,916	-79.75%
John's Island	<b>454</b>	1,672	-72.85%
McClellanville	<b>47</b>	115	-59.13%
Mt. Pleasant	<b>1,436</b>	5,248	-72.64%
Otranto Road	<b>552</b>	1,397	-60.49%
Poe	<b>71</b>	283	-74.91%
St. Andrews	<b>824</b>	2,398	-65.64%
St. Pauls	<b>60</b>	204	-70.59%
Village	<b>121</b>	392	-69.13%
West Ashley	<b>230</b>	1,469	-84.34%
<b>TOTALS</b>	<b>7,113</b>	<b>21,344</b>	<b>-66.67%</b>
<b>Total Active Library Card Holders</b>			<b>151,945</b>

\*registration numbers declined due to removing annual renewal requirement

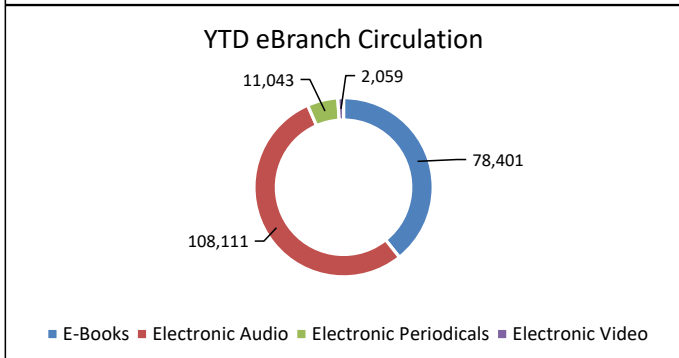
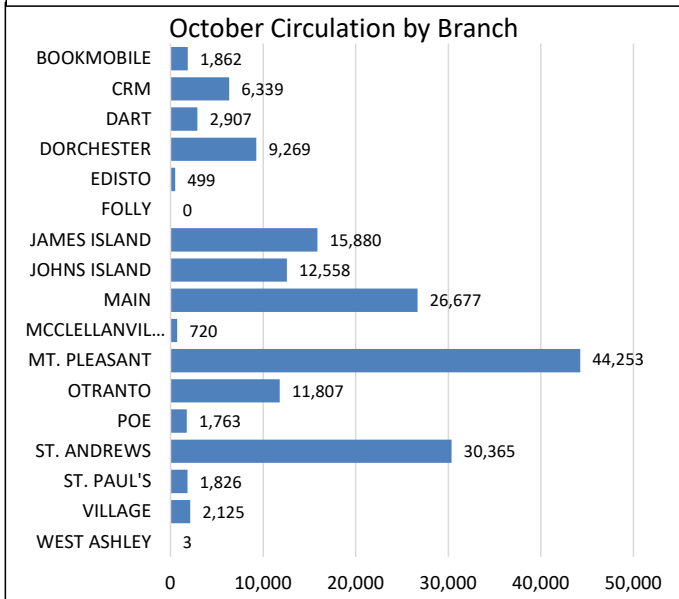
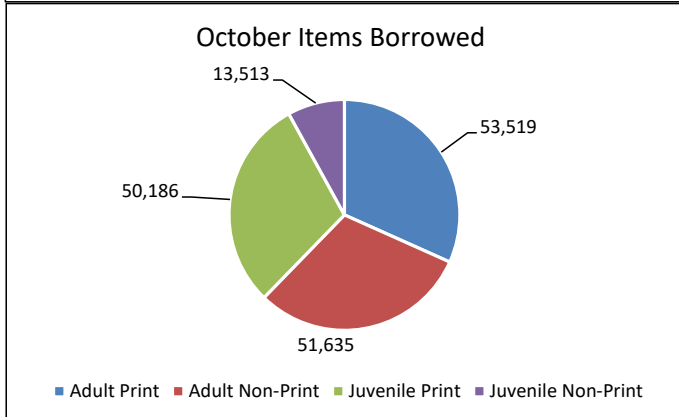
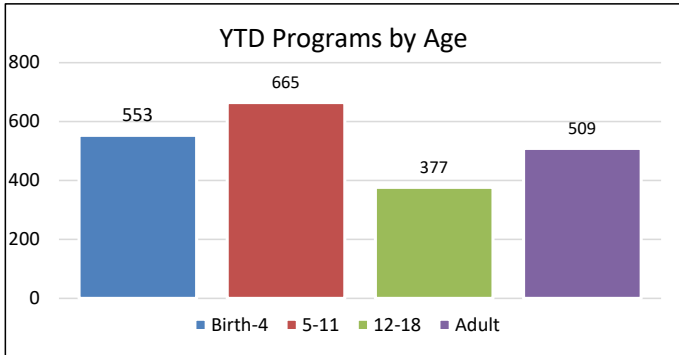
<b>User Visits</b>			
	Current	Previous	
	YTD Total	YTD Total	% change
Main	<b>110,704</b>	189,580	-41.61%
Bookmobile	<b>1,191</b>	1,081	10.18%
CRM	<b>37,073</b>	44,485	-16.66%
Dart	<b>24,276</b>	27,647	-12.19%
Dorchester Road	<b>40,015</b>	38,855	2.99%
Edisto	<b>1,574</b>	1,469	7.15%
Folly	<b>3,962</b>	4,999	-20.74%
James Island	<b>38,976</b>	35,136	10.93%
John's Island	<b>48,865</b>	39,553	23.54%
McClellanville	<b>5,305</b>	4,069	30.38%
Mt. Pleasant	<b>82,420</b>	84,922	-2.95%
Otranto Road	<b>43,794</b>	46,935	-6.69%
Poe	<b>3,975</b>	4,660	-14.70%
St. Andrews	<b>88,145</b>	73,698	19.60%
St. Pauls	<b>3,796</b>	3,460	9.71%
Village	<b>6,049</b>	6,723	-10.03%
West Ashley	<b>19,542</b>	31,076	-37.12%
<b>TOTALS</b>	<b>559,662</b>	<b>638,348</b>	<b>-12.33%</b>

<b>Reference</b>			
	Current	Previous	
	YTD Total	YTD Total	% change
Main	<b>45,504</b>	46,117	-1.33%
Bookmobile	<b>359</b>	867	-58.59%
CRM	<b>16,996</b>	11,418	48.85%
Dart	<b>3,707</b>	6,018	-38.40%
Dorchester Road	<b>10,557</b>	10,513	0.42%
Edisto	<b>291</b>	284	2.46%
Folly	<b>2,255</b>	2,345	-3.84%
James Island	<b>9,447</b>	9,084	4.00%
John's Island	<b>18,986</b>	16,566	14.61%
McClellanville	<b>1,715</b>	1,890	-9.26%
Mt. Pleasant	<b>22,578</b>	24,076	-6.22%
Otranto Road	<b>13,696</b>	13,755	-0.43%
Poe	<b>589</b>	534	10.30%
St. Andrews	<b>33,168</b>	40,667	-18.44%
St. Pauls	<b>2,889</b>	2,676	7.96%
Village	<b>1,160</b>	811	43.03%
West Ashley	<b>5,522</b>	10,142	-45.55%
<b>TOTALS</b>	<b>189,419</b>	<b>197,763</b>	<b>-4.22%</b>

<b>Out-of-County Registrations</b>			
	Current	Previous	
	YTD Total	YTD Total	% change
Main	<b>6</b>	20	-70.00%
Bookmobile	<b>0</b>	0	0.00%
CRM	<b>1</b>	6	-83.33%
Dart	<b>0</b>	0	0.00%
Dorchester Road	<b>8</b>	23	-65.22%
Edisto	<b>0</b>	2	-100.00%
Folly	<b>0</b>	0	0.00%
James Island	<b>11</b>	1	1000.00%
John's Island	<b>0</b>	0	0.00%
McClellanville	<b>1</b>	0	100.00%
Mt. Pleasant	<b>5</b>	26	-80.77%
Otranto Road	<b>3</b>	35	-91.43%
Poe	<b>0</b>	1	-100.00%
St. Andrews	<b>0</b>	5	-100.00%
St. Pauls	<b>0</b>	0	0.00%
Village	<b>0</b>	1	-100.00%
West Ashley	<b>0</b>	2	-100.00%
<b>TOTALS</b>	<b>35</b>	<b>122</b>	<b>-71.31%</b>

## Programming

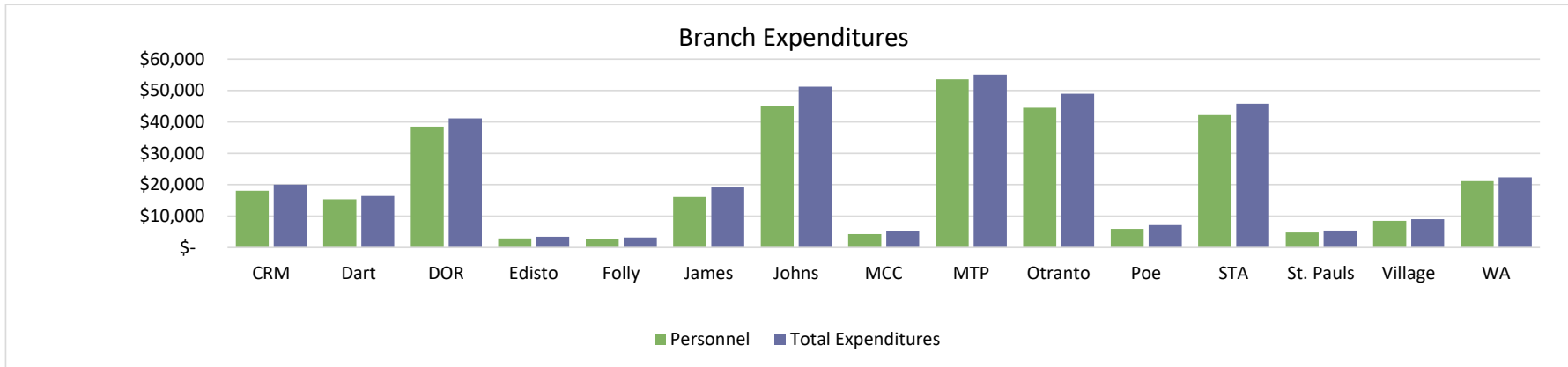
	Current YTD Total	Previous YTD	% change
<b>Main</b>			
# of Programs	<b>481</b>	442	8.82%
Attendance	<b>21,918</b>	18,147	20.78%
<b>Bookmobile</b>			
# of Programs	<b>6</b>	5	20.00%
Attendance	<b>91</b>	187	-51.34%
<b>CRM</b>			
# of Programs	<b>85</b>	88	-3.41%
Attendance	<b>5,497</b>	2,555	115.15%
<b>Dart</b>			
# of Programs	<b>247</b>	289	-14.53%
Attendance	<b>5,824</b>	6,623	-12.06%
<b>Dorchester Road</b>			
# of Programs	<b>167</b>	130	28.46%
Attendance	<b>8,516</b>	6,310	34.96%
<b>Edisto</b>			
# of Programs	<b>21</b>	25	-16.00%
Attendance	<b>177</b>	169	4.73%
<b>Folly</b>			
# of Programs	<b>33</b>	44	-25.00%
Attendance	<b>1,605</b>	1,054	52.28%
<b>James Island</b>			
# of Programs	<b>55</b>	92	-40.22%
Attendance	<b>3,140</b>	3,876	-18.99%
<b>John's Island</b>			
# of Programs	<b>197</b>	190	3.68%
Attendance	<b>6,553</b>	6,941	-5.59%
<b>McClellanville</b>			
# of Programs	<b>25</b>	29	-13.79%
Attendance	<b>1,309</b>	989	32.36%
<b>Mt. Pleasant</b>			
# of Programs	<b>168</b>	178	-5.62%
Attendance	<b>7,290</b>	8,321	-12.39%
<b>Otranto Road</b>			
# of Programs	<b>158</b>	150	5.33%
Attendance	<b>7,576</b>	5,441	39.24%
<b>Poe</b>			
# of Programs	<b>147</b>	152	-3.29%
Attendance	<b>2,566</b>	3,104	-17.33%
<b>St. Andrews/Hurd</b>			
# of Programs	<b>178</b>	206	-13.59%
Attendance	<b>12,511</b>	11,376	9.98%
<b>St. Pauls</b>			
# of Programs	<b>29</b>	28	3.57%
Attendance	<b>878</b>	969	-9.39%
<b>Village</b>			
# of Programs	<b>46</b>	28	64.29%
Attendance	<b>441</b>	406	8.62%
<b>West Ashley</b>			
# of Programs	<b>61</b>	74	-17.57%
Attendance	<b>3,323</b>	2,691	23.49%
<b>TOTALS</b>			
# of Programs	<b>2,104</b>	2,150	-2.14%
Attendance	<b>89,215</b>	79,159	12.70%





**SERVICE EFFECTIVENESS MEASURES FY2018**

<i>Through July 2017</i>	Main	CRM	Dart	DOR	Edisto	Folly	James	Johns	MCC	MTP	Otranto	Poe	STA	St. Pauls	Village	WA	System
Total Circulation/Visit	1.06	0.79	0.44	1.11	1.93	0.99	1.51	1.51	0.65	2.33	1.33	2.01	1.45	1.85	1.34	1.19	1.73
Circulation/FTE	939	1,134	505	810	622	1,413	2,285	915	502	2,966	968	1,193	2,303	898	851	1,336	1,750
FTE Cost/Circulation	3.49	2.36	5.66	3.40	3.41	1.43	0.99	3.16	5.19	0.94	3.06	2.22	1.16	2.67	3.46	2.11	1.64
Cost/Circulation	4.48	2.62	6.04	3.63	4.04	1.64	1.17	3.58	6.36	0.97	3.38	2.65	1.26	2.99	3.67	2.23	1.87
FTEs	33.88	6.75	5.38	14.00	1.38	1.38	7.13	15.63	1.63	19.13	15.00	2.25	15.75	2.00	2.88	7.50	151.67
<b>FY18 Personnel Expenditures</b>	<b>\$ 111,119</b>	<b>\$ 18,070</b>	<b>\$ 15,383</b>	<b>\$ 38,498</b>	<b>\$ 2,922</b>	<b>\$ 2,786</b>	<b>\$ 16,131</b>	<b>\$ 45,163</b>	<b>\$ 4,247</b>	<b>\$ 53,579</b>	<b>\$ 44,480</b>	<b>\$ 5,953</b>	<b>\$ 42,206</b>	<b>\$ 4,788</b>	<b>\$ 8,496</b>	<b>\$ 21,178</b>	<b>\$ 434,998</b>
<b>FY18 Branch Expenditures</b>	<b>\$ 142,674</b>	<b>\$ 20,031</b>	<b>\$ 16,426</b>	<b>\$ 41,117</b>	<b>\$ 3,469</b>	<b>\$ 3,201</b>	<b>\$ 19,081</b>	<b>\$ 51,227</b>	<b>\$ 5,209</b>	<b>\$ 55,088</b>	<b>\$ 48,997</b>	<b>\$ 7,107</b>	<b>\$ 45,774</b>	<b>\$ 5,366</b>	<b>\$ 9,008</b>	<b>\$ 22,372</b>	<b>\$ 496,148</b>



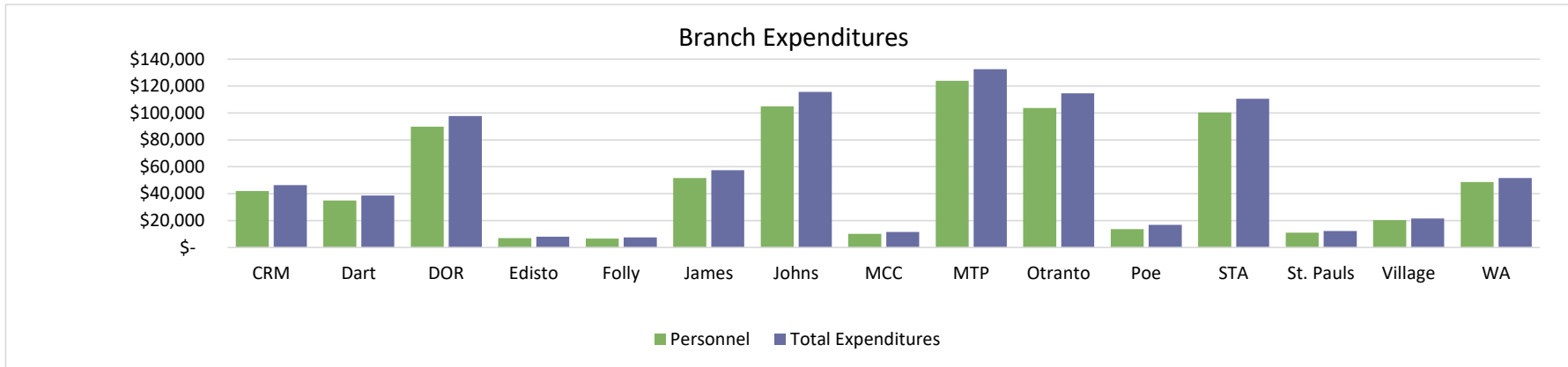
**YEAR-END FISCAL DATA**

	FY2018	FY2017	% Change
Interlibrary Loans		4,564	
Reference Questions		547,267	
Summer Reading Participants		7728	
User Visits		1,670,712	
County Population (est. 2015)		389,262	
Total Circulation		2,800,552	
Circulation per Capita		7.19	



**SERVICE EFFECTIVENESS MEASURES FY2018**

<i>Through August 2017</i>	Main	CRM	Dart	DOR	Edisto	Folly	James	Johns	MCC	MTP	Otranto	Poe	STA	St. Pauls	Village	WA	System
Total Circulation/Visit	0.99	0.69	0.43	0.96	1.56	0.90	1.44	0.93	0.55	2.29	1.10	1.92	1.36	1.77	1.51	1.13	1.58
Circulation/FTE	1,766	2,245	1,200	1,601	1,089	2,412	4,574	1,760	953	5,670	1,831	2,080	3,997	1,804	1,643	2,725	3,384
FTE Cost/Circulation	4.15	2.94	6.64	4.12	4.69	2.00	1.67	3.73	6.50	1.14	3.78	2.91	1.46	3.07	4.29	2.38	1.99
Cost/Circulation	5.60	3.24	7.34	4.48	5.38	2.26	1.86	4.11	7.41	1.22	4.17	3.57	1.60	3.37	4.55	2.53	2.30
FTEs	34.25	6.38	4.38	13.63	1.38	1.38	6.75	16.00	1.63	19.13	15.00	2.25	17.25	2.00	2.88	7.50	151.79
<b>FY18 Personnel Expenditures</b>	<b>\$ 250,857</b>	<b>\$ 42,040</b>	<b>\$ 34,916</b>	<b>\$ 89,867</b>	<b>\$ 7,047</b>	<b>\$ 6,661</b>	<b>\$ 51,621</b>	<b>\$ 104,992</b>	<b>\$ 10,095</b>	<b>\$ 123,986</b>	<b>\$ 103,763</b>	<b>\$ 13,633</b>	<b>\$ 100,442</b>	<b>\$ 11,091</b>	<b>\$ 20,297</b>	<b>\$ 48,571</b>	<b>\$ 1,019,879</b>
<b>FY18 Branch Expenditures</b>	<b>\$ 338,811</b>	<b>\$ 46,387</b>	<b>\$ 38,551</b>	<b>\$ 97,732</b>	<b>\$ 8,080</b>	<b>\$ 7,528</b>	<b>\$ 57,523</b>	<b>\$ 115,622</b>	<b>\$ 11,515</b>	<b>\$ 132,477</b>	<b>\$ 114,521</b>	<b>\$ 16,732</b>	<b>\$ 110,486</b>	<b>\$ 12,165</b>	<b>\$ 21,532</b>	<b>\$ 51,642</b>	<b>\$ 1,181,305</b>



**YEAR-END FISCAL DATA**

	FY2018	FY2017	% Change
Interlibrary Loans		4,564	
Reference Questions		547,267	
Summer Reading Participants		7728	
User Visits		1,670,712	
County Population (est. 2015)		389,262	
Total Circulation		2,800,552	
Circulation per Capita		7.19	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11 6:00pm – Board/Friends Holiday Party	12	13 5:30pm – FOL Board Meeting	14	15	16
17	18	19	20	21	22 Libraries Closed – Christmas	23 Libraries Closed – Christmas
24 Libraries Closed – Christmas	25 Libraries Closed – Christmas	26 Libraries Closed – Christmas	27	28	29	30
31						

# NEXT MONTH

**January**

1: Libraries closed for New Year's Day

10: FOL Board Meeting

23: Board meeting at Dorchester