

## LIBRARY

### SPECIAL REVENUE FUND

### CULTURE AND RECREATION

**Mission:** The purpose of the Charleston County Library is to continually identify, evaluate, and respond to the informational, educational, cultural, and recreational needs of all the residents of Charleston County to enrich the quality of life in the community and promote life long learning.

DEPARTMENTAL SUMMARY:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Adjusted</u>	FY 2004 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	232.75	232.75	232.75	237.75	5.00	2.1
Intergovernmental	\$ 599,565	\$ 500,188	\$ 453,292	\$ 313,979	\$ (139,313)	(30.7)
Charges and Fees	57,973	49,747	50,000	50,000	0	0.0
Fines and Forfeitures	306,520	320,191	300,000	570,000	270,000	90.0
Interest	169,244	51,175	75,000	25,000	(50,000)	(66.7)
Miscellaneous	<u>44,434</u>	<u>183,706</u>	<u>32,000</u>	<u>18,000</u>	<u>(14,000)</u>	<u>(43.8)</u>
TOTAL REVENUES	1,177,736	1,105,007	910,292	976,979	66,687	7.3
Interfund Transfer In	<u>9,998,238</u>	<u>10,020,590</u>	<u>10,015,207</u>	<u>10,768,033</u>	<u>752,826</u>	<u>7.5</u>
TOTAL SOURCES	<u>\$ 11,175,974</u>	<u>\$ 11,125,597</u>	<u>\$ 10,925,499</u>	<u>\$ 11,745,012</u>	<u>\$ 819,513</u>	<u>7.5</u>
Personnel	\$ 6,760,565	\$ 7,122,762	\$ 7,741,667	\$ 7,919,942	\$ 178,275	2.3
Operating	4,239,305	4,559,457	4,306,924	4,411,110	104,186	2.4
Capital	<u>94,568</u>	<u>35,450</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0</u>
TOTAL EXPENDITURES	<u>\$ 11,094,438</u>	<u>\$ 11,717,669</u>	<u>\$ 12,048,591</u>	<u>\$ 12,331,052</u>	<u>\$ 282,461</u>	<u>2.3</u>
Increase (Use) of Fund Balance	\$ 81,536	\$ (592,072)	\$ (1,123,092)	\$ (586,040)	\$ 537,052	(47.8)
Beginning Fund Balance	<u>2,850,497</u>	<u>2,932,033</u>	<u>2,339,961</u>	<u>1,216,869</u>	<u>(1,123,092)</u>	<u>(48.0)</u>
Ending Fund Balance	<u>\$ 2,932,033</u>	<u>\$ 2,339,961</u>	<u>\$ 1,216,869</u>	<u>\$ 630,829</u>	<u>\$ (586,040)</u>	<u>(48.2)</u>

### Funding Adjustments for FY 2004 Include:

- Revenues reflect a decrease due to anticipated State budget cuts in the Library's per capita amount. Projected interest income is also reduced based on current interest rates. During budget deliberations, County Council increased revenues by \$250,000 to be derived from higher library fine and fee rates.
- Interfund transfer in reflects funding from the General Fund. This amount was increased to fund the Cost of Living Adjustment (COLA) and higher fringe benefit rates. During budget deliberations, County Council increased appropriations \$450,000 to maintain current service levels.
- Personnel costs reflect higher fringe benefit costs, the actual grades and steps of the incumbents, and a Cost of Living Adjustment (COLA). During budget deliberations, County Council approved five new FTEs with no additional funding, to support the new John's Island Library which is scheduled to open July 2004.
- Operating expenditures reflect increased appropriations for building maintenance costs.
- Beginning fund balance will be used to balance the budget.

## LIBRARY (continued)

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### Objectives:

- Increase the use of the Library by Charleston County residents in FY 2003 by increasing the number of registered users by 1% by June 30, 2004.
- Answer Library users' information and reference questions in a timely and accurate manner by answering an additional 1% of reference questions in FY 2004.
- Increase circulation of all materials by 1% and increase the items circulated per capita from 7.48 items to 7.56 items toward a target of 8 items borrowed per registered borrower per year.

### Performance Measures:

MEASURE:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Projected</u>
<b>Output:</b>			
Library visits	1,525,561	1,629,469	1,645,764
Registered cardholders	287,137	309,033	312,123
Hours open	33,424	36,094	36,094
Programs held	2,452	2,559	2,585
Program attendees	56,093	59,915	60,514
Electronic use	1,079,525	1,174,660	1,186,407
Reference questions answered	1,252,806	1,422,757	1,436,985
Materials in collection	1,193,957	1,283,503	1,296,338
<b>Efficiency:</b>			
Library visits per capita	4.92	5.26	5.31
Cost per library visit	\$6.56	\$6.15	\$6.27
Cost per registered cardholder	\$34.88	\$33.39	\$33.06
Reference questions answered per hour of service	37.48	39.42	39.81
Reference questions answered per capita	4.04	4.59	4.64
Percent change in circulation per capita	0.70%	0.70%	0.09%
Items catalogued per capita	0.30	0.29	0.40
Circulation of all materials per year	2,319,467	2,537,024	2,562,394
<b>Outcome:</b>			
New registrations added annually	27,540	28,408	28,692
Registered users as percentage of population	85.56%	99.70%	100.70%
Percent change in registrations as percent of population	6.92%	9.16%	1.00%
Customer user satisfaction <sup>1</sup>	n/a	98.71	n/a
Peer review overall rating based on S.C. State Library Annual Statistical Survey	#2	#2	#2
Percentage increase of questions answered	0.90%	1.14%	1.01%
Circulation per capita	7.48	8.18	8.27

<sup>1</sup> Survey conducted every three years.