

COUNTY COUNCIL OF BEAUFORT COUNTY  
ADMINISTRATION BUILDING  
BEAUFORT COUNTY GOVERNMENT ROBERT SMALLS COMPLEX  
100 RIBAUT ROAD  
POST OFFICE DRAWER 1228  
BEAUFORT, SOUTH CAROLINA 29901-1228  
TELEPHONE: (843) 255-2000  
FAX: (843) 255-9401  
www.bcgov.net

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## AGENDA COMMUNITY SERVICES COMMITTEE

Monday, January 23, 2017  
3:00 p.m.

Executive Conference Room, Administration Building  
Beaufort County Government Robert Smalls Complex  
100 Ribaut Road, Beaufort

### Committee Members:

Alice Howard, Chairman  
Rick Caporale, Vice Chairman  
Michael Covert  
Steve Fobes  
York Glover  
Roberts "Tabor" Vaux

### Staff Support:

Monica Spells, Assistant County Administrator  
Civic Engagement and Outreach

1. CALL TO ORDER – 3:00 P.M.
2. UPDATE / INDIVIDUAL (FEMA DISASTER) ASSISTANCE FOR RESIDENTS AND SURVIVORS
3. UPDATE / BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS (DSN) DEPARTMENT
  - A. 10-YEAR CAPITAL IMPROVEMENT NEEDS FOR DSN FACILITIES ([backup](#))
  - B. DISCUSSION / DRAFT RESOLUTION TO BEAUFORT COUNTY LEGISLATIVE DELEGATION REGARDING STATUS OF THE COMMUNITY RESIDENTIAL CARE FACILITY OPERATED IN PORT ROYAL BY DSN DEPARTMENT ([backup](#))
4. UPDATE / BEAUFORT COUNTY LIBRARY SYSTEM
  - A. PROGRAMS AND SERVICES
  - B. REVISED COMPREHENSIVE PLAN / 10-YEAR CAPITAL IMPROVEMENT NEEDS FOR LIBRARY FACILITIES ([backup](#))
5. CONSIDERATION OF REAPPOINTMENTS AND APPOINTMENTS
  - A. Alcohol and Drug Abuse Board
  - B. Beaufort Memorial Hospital Board
  - C. Disabilities and Special Needs Board
  - D. Library Board
6. ADJOURNMENT



Name of Project	Description (Include Location and size)	Justification for Improvement	Estimated Cost	Estimated Funding Source
Ongoing renovations and rehabilitation of existing residential homes	Repairs and renovations to include HVAC, flooring, painting (interior/exterior) roofing	To maintain the value of the residential facilities and to meet compliance standards as per CMS-HCBS Final Rule, DHEC, SCDDSN, to prevent deterioration of homes, to ensure health and safety of residents.	\$200,000.00  In the event the replacement of the CRCF is not timely, an additional \$200,000 for renovations to the CRCF.	80 % SCDDSN  20% Beaufort County General Fund
Expansion of residential facilities (CTH II)	Purchase of at least two new homes. (at least 1 South of the Broad)	To accommodate increased needs for placement for individuals with Intellectual Disabilities To maintain compliance with Home and Community Based Services Final Rule HCBS	\$800,000.00	SC Housing Trust Fund SCDDSN Beaufort County General Fund
Replacement of Port Royal Community Residential Facility (CRCF)	Purchase two six bedroom homes to replace the existing 15 bed facility	To meet compliance regarding HCBS Final Rule, To be able to provide reasonable accommodations within best practice health and safety guidelines	\$1,100,000.00	Funds obtained from sale of exhibiting facility  SCDDSN Beaufort County General Fund SC Housing Trust Fund
Purchase and Replace Vehicles	<b>Replacement vehicles:</b> Existing CTH II Homes (7) CRCF (3) Purchase of new vehicles for expansion (2) Add Vehicle for SLP (1)	To meet transportation compliance guidelines and maintain safe vehicles. If vehicles are not replaced the operating cost to maintain vehicles will increase and the down time of vehicles will increase	\$300,000.00	80 % SCDDSN  20 % Beaufort County General Fund
Increase the use of technology to assist with consumer monitoring	Various locations within the arena of residential services	To increase the ability to provide services to residents in the least restrictive environment through the use of technology. Camera monitoring will replace staff monitoring where safe and appropriate.	\$30,000.00	80 % SCDDSN  20 % Beaufort County

Name of Project	Description (Include Location and size)	Justification for Improvement	Estimated Cost	Estimated Funding Source
Replacement of electronic locking doors	Replacement of 5-7 doors with electronic locks	To increase safety of staff and consumers who utilize the building	Approximately \$900 each for a total cost of \$8100.00	BCDSN Fund balance SCDDSN Medicaid County General Fund
River Walk Day Program	Develop a secondary training program at the River Walk complex in Okatie	To provide space for expansion of Day Program as waivers continue to increase and to extend services South of the Broad to meet the needs of those families	Initial upfit of building including ADA restrooms, fire sprinkler system, moveable dividers and creation of office space approx. \$68,000 then \$60,000 annual lease	BCDSN Fund balance SCDDSN Medicaid County General Fund
Purchase and Replace Vehicles	Replacement of existing ADA busses and possible addition to fleet as needs increase	To meet transportation compliance guidelines and maintain safe vehicles. If vehicles are not replaced the operating cost to maintain vehicles will increase and the down time of vehicles will increase	\$60,000 per unit (approx. two per year)	BCDSN Fund balance SCDDSN Medicaid County General Fund
Remodeling of Cafeteria	Remodel existing cafeteria	To replace outdated appliances and furniture and to allow for reconfiguring of the design to accommodate a training module centered around food service and hospitality	\$30,000 to \$45,000	BCDSN Fund balance SCDDSN Medicaid County General Fund
Remodeling of Laundry	Expansion of Laundry Room and addition of commercial units	To provide appropriate space and equipment for the current amount of cleaning and laundry services and to allow for growth and the establishment of a training module around hospitality industry	\$15,000 -\$30,000	BCDSN Fund balance SCDDSN Medicaid County General Fund
Expansion of Changing Rooms	Additional 10'x15' changing room	To provide appropriate space and equipment for the current amount of services and to allow for growth and more adaptive equipment	\$20,000-\$50,000 depending on expansion methods	BCDSN Fund balance SCDDSN Medicaid County General Fund

## RESOLUTION 2017 / X

### A RESOLUTION TO THE BEAUFORT COUNTY LEGISLATIVE DELEGATION REQUESTING A PROVISIO BE WRITTEN TO RETAIN THE TOTAL AMOUNT OF PROCEEDS FROM THE SALE OF THE PORT ROYAL COMMUNITY RESIDENTIAL CARE FACILITY TO BE APPLIED TO THE PURCHASE, CONSTRUCTION AND/OR RENOVATION OF RESIDENTIAL HOMES TO BE MANAGED BY BEAUFORT COUNTY DISABILITIES AND SPECIAL NEEDS

**WHEREAS**, The Beaufort County Disabilities and Special Needs (DSN) Board sent a resolution regarding the Beaufort County Community Residential Care Facility (CRCF) located in the Town of Port Royal (County Council District 4) to the Beaufort County Legislative Delegation on December 17, 2014; and

**WHEREAS**, the DSN Board passed this resolution on December 16, 2014 in hopes that the Delegation will consider moving it forward during the legislative session; and

**WHEREAS**, the DSN Board is appointed by Beaufort County Council and both bodies have concerns regarding the future of this facility, which is owned by the South Carolina Department of Disabilities and Special Needs (SCDDSN) and leased by Beaufort County Council for its DSN Department; and

**WHEREAS**, this facility is aging and no longer meets the needs of those it is meant to serve as the State had the facility constructed more than 20 years ago as an Intermediate Care Facility, which is institutional in nature and contrary to current SCDDSN program standards, and approved converting the facility to a 15-bed CRCF about 17 years ago; and

**WHEREAS**, current State standards call for a CRCF to accommodate no more than 6 to 8 individuals, and the 15 individuals residing at this facility have developmental disabilities, to include high-behavior needs, high-physical needs, and issues associated with aging, such as Alzheimer's and other dementias; and

**WHEREAS**, given the diverse, over-population in this facility, the ability of the County to best meet the needs of these individuals is adversely impacted, compromising the health and safety of the County employees and the individual residents; and

**WHEREAS**, based on current best practices established by SCDDSN and the South Carolina Department of Health and Human Services (SCDHHS), including the "Final Rule" (which looks at not only where a person lives, but how and with whom they spend their day), the facility prevents Beaufort County from coming into compliance with required home and community-based services; and

**WHEREAS**, the facility does not offer residents a homelike setting which is prescribed, thereby diminishing the care provided to the individuals living at the facility; and

**WHEREAS**, the location of the facility next to marshes and tidal waterways does not provide a safe setting for the residents, many of whom have communication disabilities; and

**WHEREAS**, these individuals deserve to reside in a home which affords them the opportunity to be in a place which is better integrated into the fabric of Beaufort County, enabling them to live as normal a life as possible; and

**WHEREAS**, Beaufort County DSN is facing challenges in transitioning these individuals per compliance requirements due to the facility being owned by SCDDSN; and

**WHEREAS**, should the property be sold, half of the proceeds will return to the State according to State law, thereby removing critical funding, which would be available to Beaufort County to develop appropriate housing for these individuals under its care and lead to the transfer of these individuals from Beaufort County and away from their loved ones to an alternate facility in a different county; and

**WHEREAS**, should this property be sold and all revenue be made available to Beaufort County to help develop compliant, smaller residential settings throughout the County, these residents will be able to remain in Beaufort County, their home, where they will be afforded an enhanced quality of life; and

**NOW, THEREFORE, BE IT RESOLVED**, that Beaufort County Council requests that the Beaufort County Legislative Delegation introduce and work diligently to pass a proviso to the South Carolina General Assembly session that would require the return of 100% of the proceeds of the future sale of the Port Royal CRCF property to Beaufort County for the express purpose of purchasing, constructing, or renovating several new smaller residential facilities for its residents with developmental disabilities that would both conform to compliance directives on appropriate residential settings for these persons and better enable Beaufort County to provide the necessary ongoing care for these residents in safer, more appropriate housing.

DONE this 23<sup>rd</sup> day of January, 2017

COUNTY COUNCIL OF BEAUFORT COUNTY

By: \_\_\_\_\_  
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

\_\_\_\_\_  
Thomas J. Keaveny, II, County Attorney

ATTEST:

\_\_\_\_\_  
Ashley M. Bennett, Clerk to Council

## Libraries

Beaufort County has a countywide system of libraries that service the unincorporated county and its municipalities. The system consists of five branches with a total of 111,647 square feet of building space. Collectively, the branch facilities house 399,477 items, which include books, DVD's, and CDs.

The Beaufort County Library system operates as a fiscal and administrative department of County government and employs 60 full time and 21 part time persons. The Beaufort County Library Board of Trustees acts as an advisory body to County Council. The Board establishes library policy, monitors library operations, and makes recommendations to County Council concerning budget, planning and development.

### LIBRARY FACILITIES

Three of the County's five branches are located in northern Beaufort County and two are in southern Beaufort County. Table 11-4 provides a summary of Beaufort County's Library System.

**Table 11-4: Summary of Library Facilities in Beaufort County**

Facility	Square Ft.	Staffing (Full-time/Part-time)	Collection Items
Beaufort*	32,747	28/3	105,591
Lobeco	4,000	3/1	23,799
St. Helena	23,000	9/4	40,835
Bluffton	25,000	11/6	112,318
Hilton Head	26,900	11/5	116,934
<b>Total</b>	<b>111,647</b>	<b>62/19</b>	<b>399,477</b>

\*Includes administrative and technical office space and staff & special collections.

### LIBRARY FACILITIES SIZE AND LOCATIONAL CRITERIA

Library Size (1.25 square feet/population)

Facility/Age	Current Size	State Standard	Beaufort County Standard
Beaufort (1993)	32,747	56,679	43,226
Bluffton (2002)	25,000	65,451	33,000
Hilton Head (1998)	26,900	47,761	35,508
Lobeco (2003)	4,000	5,336	5,280
St. Helena (2013)	23,000	27,565	30,360
<b>Totals =</b>	111,647 (.68 sq. ft.)	202,791 (1.25 square feet)	147,374 (1.0 square feet)

### LIBRARY FACILITIES SIZE AND LOCATIONAL CRITERIA

The Library's updated and revised policy is to favor three options in order of priority: 1) joint use facilities (facilities co-located with another county facility), 2) a public/private partnership facility, 3) a smaller stand-a-lone library (maximum 15,000 square feet). Any one of these options should be designed to provide a mix of public meeting space, computer lab space, online public access catalogs and delivery of materials without physically housing the traditional number of books/DVD's/CD's and

without the traditional staffing requirements/operating costs of a larger regional facility. Locational criteria should include a centralized population (whenever possible), site location that include access and visibility from an arterial highway, proximity to commercial properties, access to sewer and water and avoidance of flood prone areas.

## **LEVEL OF SERVICE STANDARDS**

The State of South Carolina does not require county library systems or library districts to comply with minimum standards. Instead, local governments are allowed to establish their own library needs.

*It should be noted that the South Carolina State Library Board has developed a fairly comprehensive set of standards and guidelines for public libraries in the state. See South Carolina Public Library Stands (Revised 2012/13). That document, however, is a planning and budgeting tool to compare library services with similarly-sized communities (as reported by member library districts). Because the responsibility for the provision of library services is reserved for local authorities, the guidelines are not intended to be regulatory, but rather to identify measurable objectives and suggest level of service standards that may be appropriate for individual communities.*

Four components are included in the LOS for public libraries: building space (square feet of library buildings) per capita; the number of items in the library collection per capita; the amount of land (acres) per capita; and the average replacement value of fixtures, furnishings, and equipment (FF&E) per capita.

The County has adopted the following levels of service for the county library system:

- 0.60 square feet of building space (square feet) per capita
- 3.5 items in the library collection per capita
- \$11.43 of fixtures, furniture & equipment (FF&E) per capita and
- 0.00011 acres of land per capita

In the past, Beaufort County adopted a level of service for library building space as 0.60 square feet per capita for planning purposes. Several trends are driving the need to revise this figure. The influx of technology in libraries has created the need for more space for computer workstations and a computer lab space. Also, public libraries are increasingly becoming centers for community activities requiring large meeting spaces and smaller conference rooms. National and state standards recommend a level of service of 1.25 square feet per capita. Both standards are *recommendations* and clearly state that counties must set their own standards within the limits of their resources. It is recommended that the Library Facilities Master Plan adopt a realistic standard of 1.0 square foot per capita building space level of service. In 2012/13 the South Carolina State Standards were revised and a new level of service standard was adopted which lowered the collection items per capita from 3.5 to 2.

### **Staffing**

- Essential - .5 FTE/1000 population (81.12)
- Target - .79 FTE/1000 population (121.67)
- BCL – 73.01 FTE

### **Hours open**

- Essential: 68 hours/week
- Target: 70 hours/week

- BCL – 55 hours/week @ Beaufort, Bluffton and Hilton Head branches  
40 hours/week @ St. Helena and Lobeco branches

#### **Library Card Registration**

- Essential: 30% of population (49,700)
- Target: 50% - 75% of population (88,331 – 121,745)
- BCL – 120,287

#### **Library Collections: Print items**

- Essential – 2 volumes/capita (324,466)
- Target – 4 volumes/capita (649,328)
- BCL – 324,788

#### **Public Computers**

- Essential – 1 PC/1000 population (162)
- Target - 3 PCs/1000 population (487)
- BCL - 203

*Standards are based on 2010 census*

*BCL stats are from the FY 2016 State Report*

### **LIBRARY FACILITIES MASTER PLAN**

The Beaufort County Library Facilities Master Plan should adopt a realistic standard of 1.0 square foot per capita building space level of service (even this level may be unrealistic due to budget realities and the changing role of libraries). Applying the higher level of service, the plan would propose repairs/renovation at Beaufort, Hilton Head, Lobeco and Bluffton facilities over the next 3 years and planning construction of two additional facilities of no more than 12,000 to 15,000 square feet at appropriate locations over the next 10 years to meet existing deficiencies and future population growth. The cost of these proposed facilities along with the necessary collection of materials and furniture, fixtures and equipment is estimated to be approximately \$12 to \$15 million (This figure is much more realistic and achievable than previous CIP figures).

### **FUNDING**

Approximately 90% of the Beaufort County Public Library's funding comes from County funds. Operations and maintenance costs are paid from the County's general funds. Capital costs are funded with impact fees. In 1999, Beaufort County passed an impact fee ordinance for libraries which was later revised in 2006. The fees pay for the impact of future development on library facilities; specifically building space, collection materials, furniture/fixtures & equipment, and land. Based on projected population growth, the fees are estimated to generate approximately \$16 million in revenue. The Friends of the Library also helps through cash contributions, book sales, and volunteer services. Funding is a critical issue.

### **CONCLUSION**

Funding the repair & renovation of existing facilities is critical for the near term and must be a primary focus. Existing facilities (except Bluffton library) are busy but not stressed. Growth in the Bluffton area will continue for the foreseeable future. The Bluffton library saw 16,000 visits per month in 2016 and is projected to have 20,000 visits per month by 2018. Secondary focus should be on

review/research/planning for new facilities that meet the needs of the county. No more than two 15,000 square foot facilities based on 1.0 square foot of library space per capita. Even at this level, funding operating & staffing will be a challenge that will not be overcome in the near future. The county library system must balance future facilities, staffing and services with a realistic budget projection.

## **RECOMMENDATIONS**

### **Recommendation 11-13: Level of Service**

- There are no nationally-recognized standards for public libraries.
- Statewide standards are untenable because of the vast differences between small, underfunded rural libraries and large well-supported urban libraries.
- Therefore, Beaufort County should adopt a realistic service standard of 1.0 square foot per capita in building space ( 147,374 square feet) and in collection materials adopt the new state standard of 2 items per capita (Essential Standard of 324,000 print items).

### **Recommendation 11-14: Address the Funding Gap**

This plan recommends the following strategy to meet the projected funding requirements for existing and future needs for library facilities:

- Utilize Library Impact Fees where and when appropriate.
- Initiate capital campaigns to solicit funding for individual library building projects from corporate and private donors; and
- Utilize the Capital Projects Sales Tax or Bond issuance to fund capital needs for libraries. This would be pursued via countywide referendum once the existing Capital Projects Sales Tax expires.

# ADD-ONS

The document(s) herein were provided to Council for information and/or discussion after release of the official agenda and backup items.

Topic: Beaufort County Library System PowerPoint  
Date Submitted: January 23, 2017  
Submitted By: Ray McBride  
Venue: Community Services Committee

# Beaufort County Library System



Collaboration ■ Innovation ■ Education



Topic: Beaufort County Library System PowerPoint  
Date Submitted: January 23, 2017  
Submitted By: Ray McBride  
Venue: Community Services Committee



January 2017

# BOARD OF TRUSTEES

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*Vice Chair*, Eileen M. Fitzgerald

Brenda Ladson Powell

Linda MacDonald

Anna Maria Tabernik

Laura Sturkie

Lynne Miller

Peggy Martin

Joseph Bogacz

Deborah Johnson

Rosalie Richman

*1400+ hours supporting the library system in 2016*

# FRIENDS OF THE LIBRARY & PUBLIC LIBRARY FOUNDATION OF BEAUFORT COUNTY

- Three established Friends groups & one Foundation
- All are 501(c)3 non-profits
- Enhances BCL by supplementing public funding for materials and programs
- Provided over \$100,000 in FY16

# County Population 179,589

White 67.4%

Black 19%

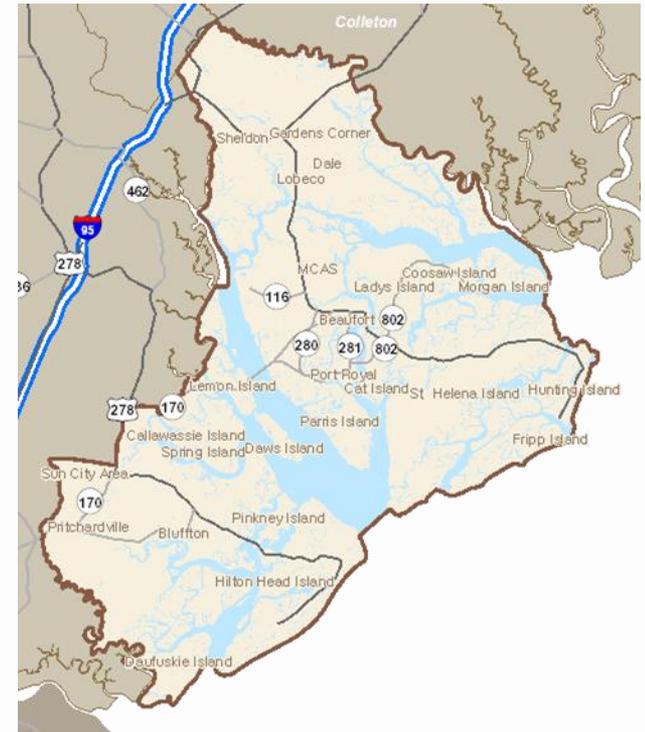
Hispanic 11.2%

All others 2.4%

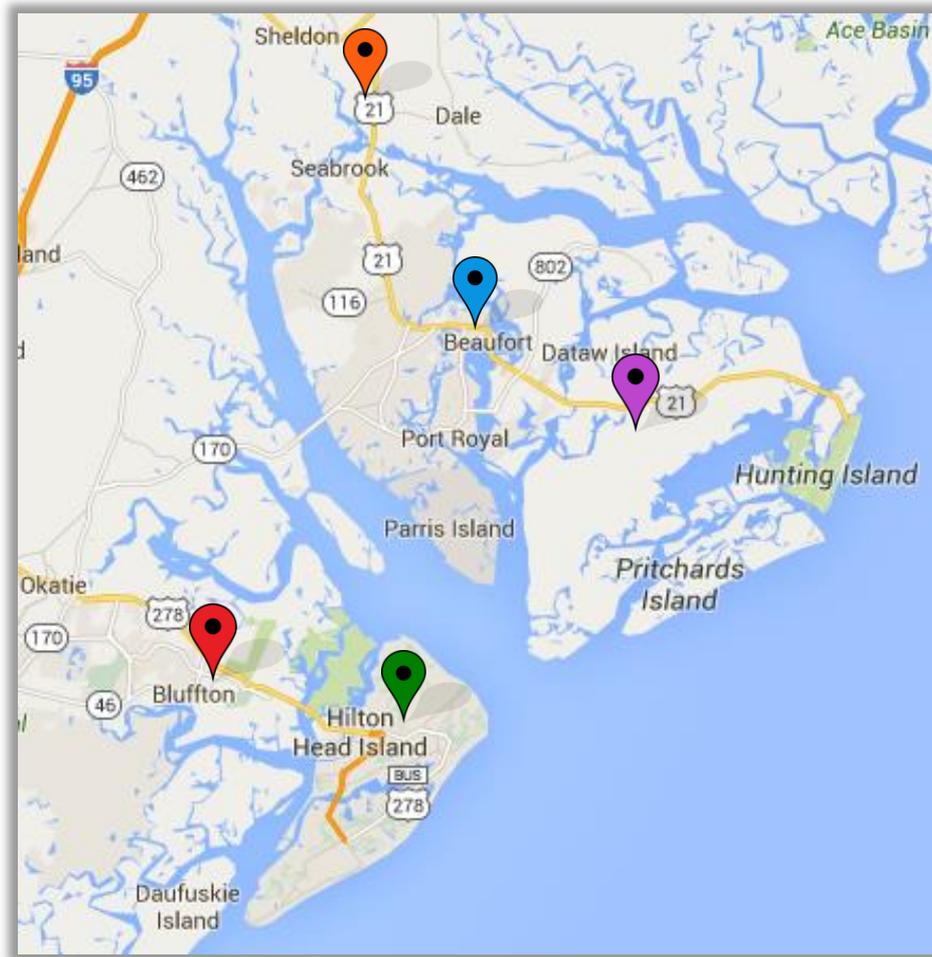
**High School Grad** 91.6%

**Bachelor or higher** 37.4%

**Veterans** 18,262



Census 2015 estimates



# BRANCHES

- Beaufort
- Bluffton
- Hilton Head
- Lobeco
- St. Helena

# LIBRARY FACILITIES

- 5 Branch Libraries
- Public WIFI At All Locations
- 203 Public Computers
- 9 Public Meeting Rooms
- 81 Full and Part-Time Staff Positions



# ONLINE RESOURCES

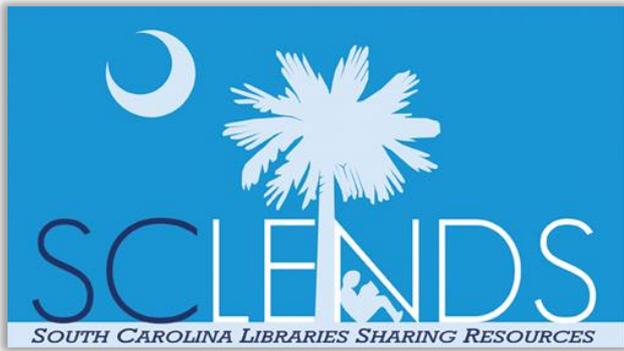
- Lowcountry Digital Library (Local History)
- Mango Language Learning Library
- 52 Educational/Research Databases
- *Well-Read* and *In Biblio Novitas* Podcasts
- My Next Book Reader's Advisory
- cloudLibrary
- Hoopla Digital Library



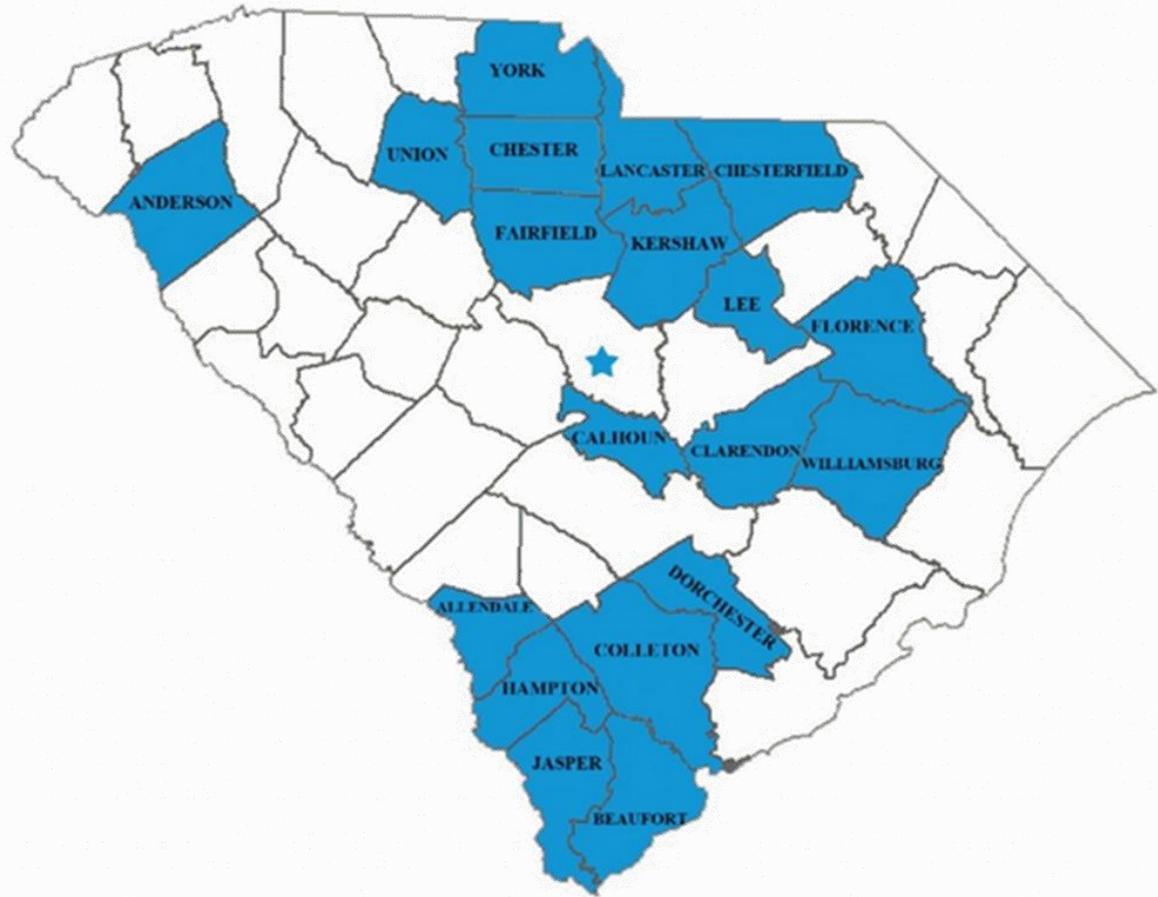
# LIBRARY COLLECTION

- 375,000 Items on our shelves
- 4,000+ e-Titles in the cloudLibrary
- 550,000 e-Titles in Hoopla

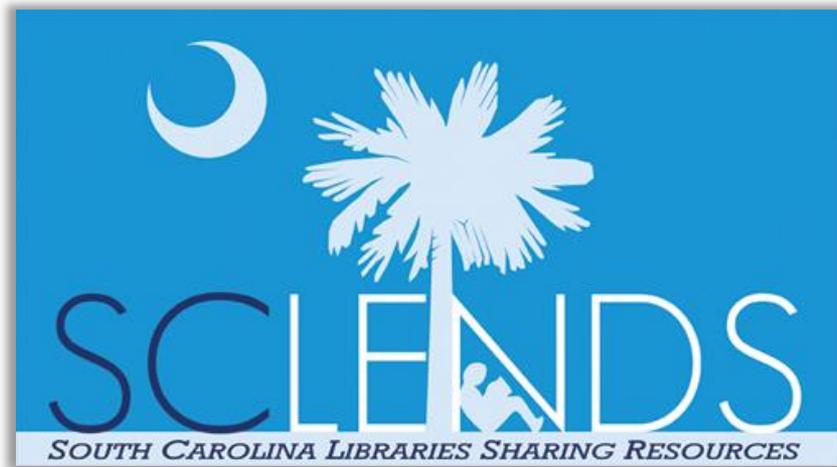




20 Counties  
plus the State  
Library



BEAUFORT COUNTY  
**LIBRARY**  
For Learning • For Leisure • For Life



- Over 3 million items
- About 350,000 items circulate monthly
- 1.2 million items loaned between counties at a value of \$9 million
- Evergreen open-source software

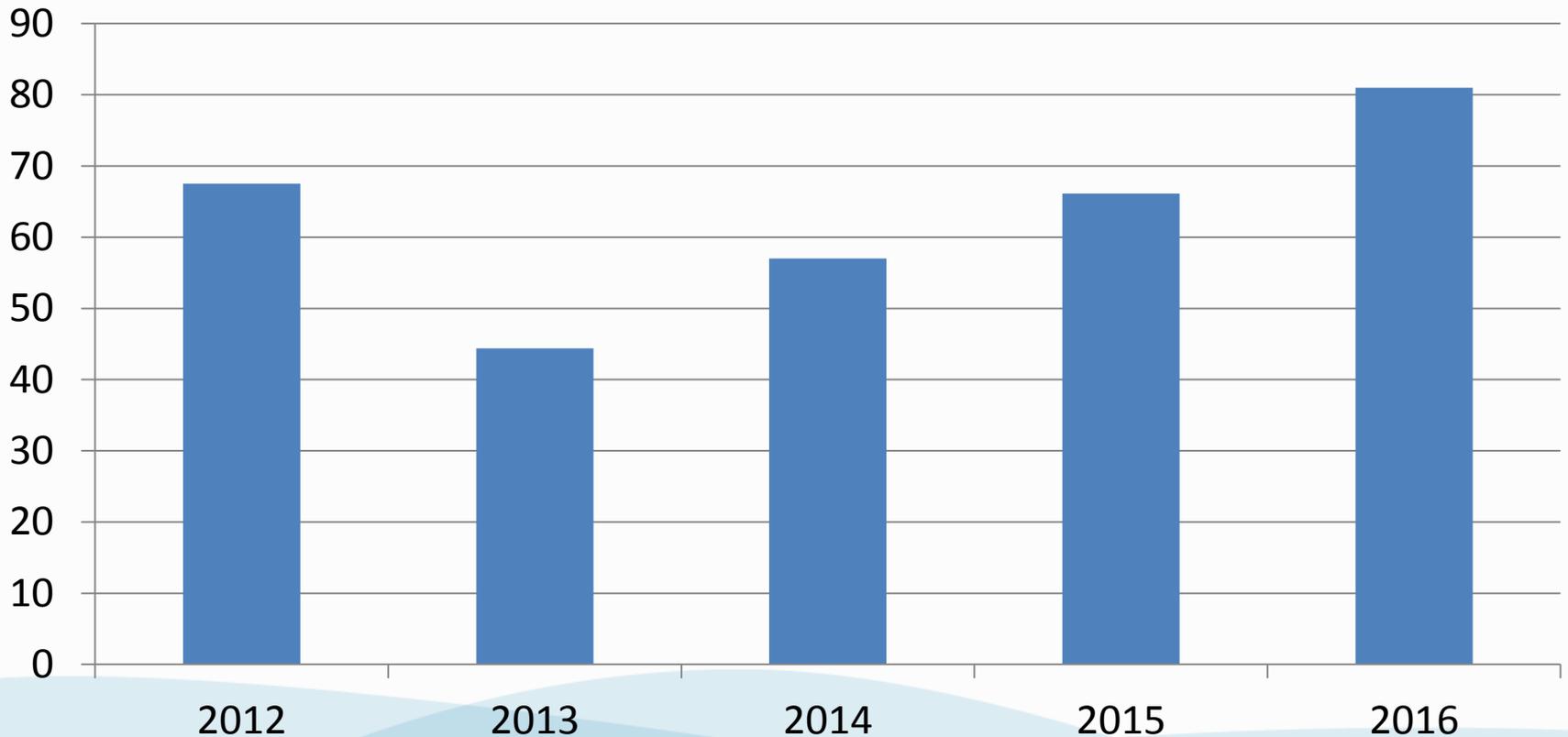
# Beaufort County Library System

## By the Numbers

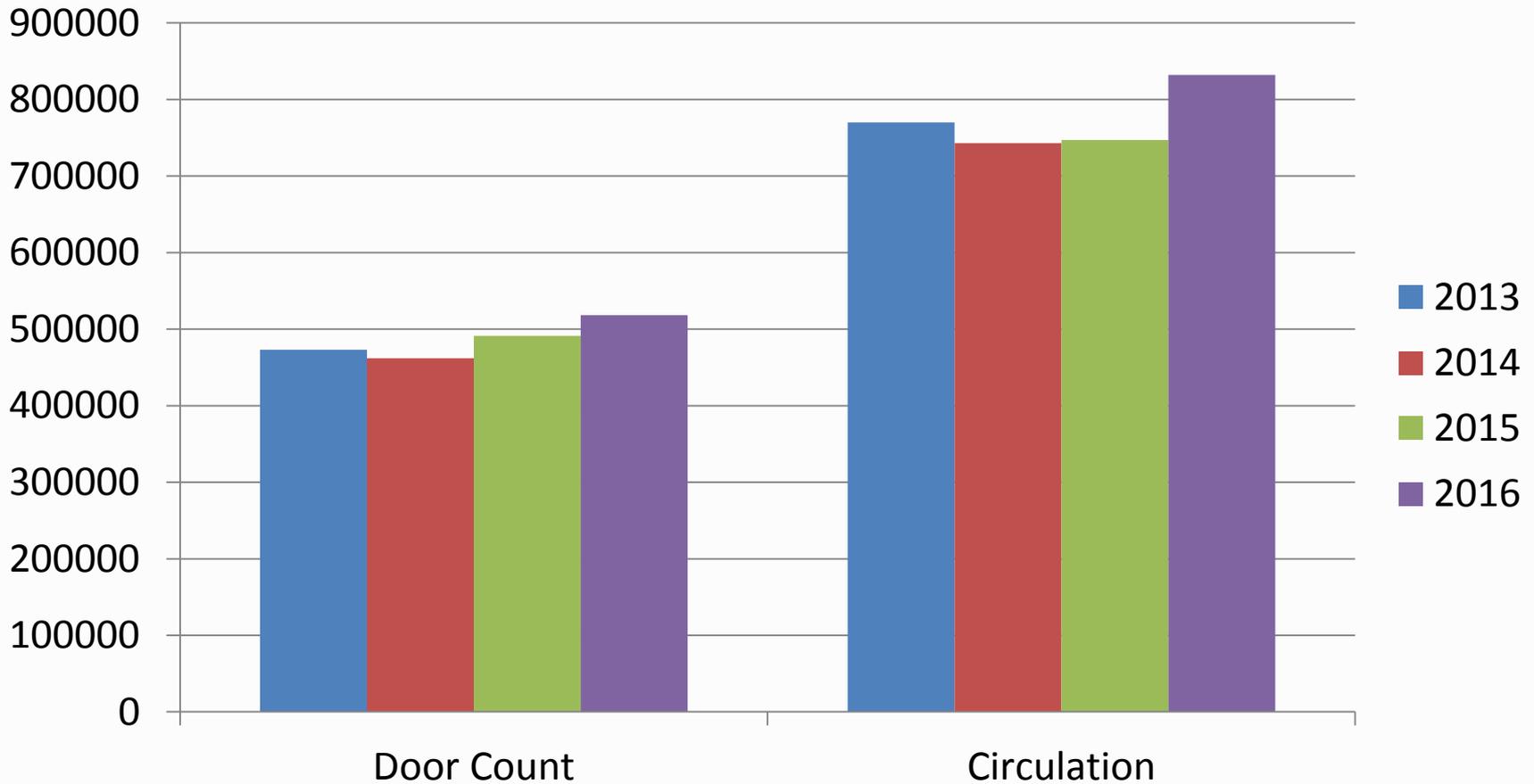


# Annual Statistics

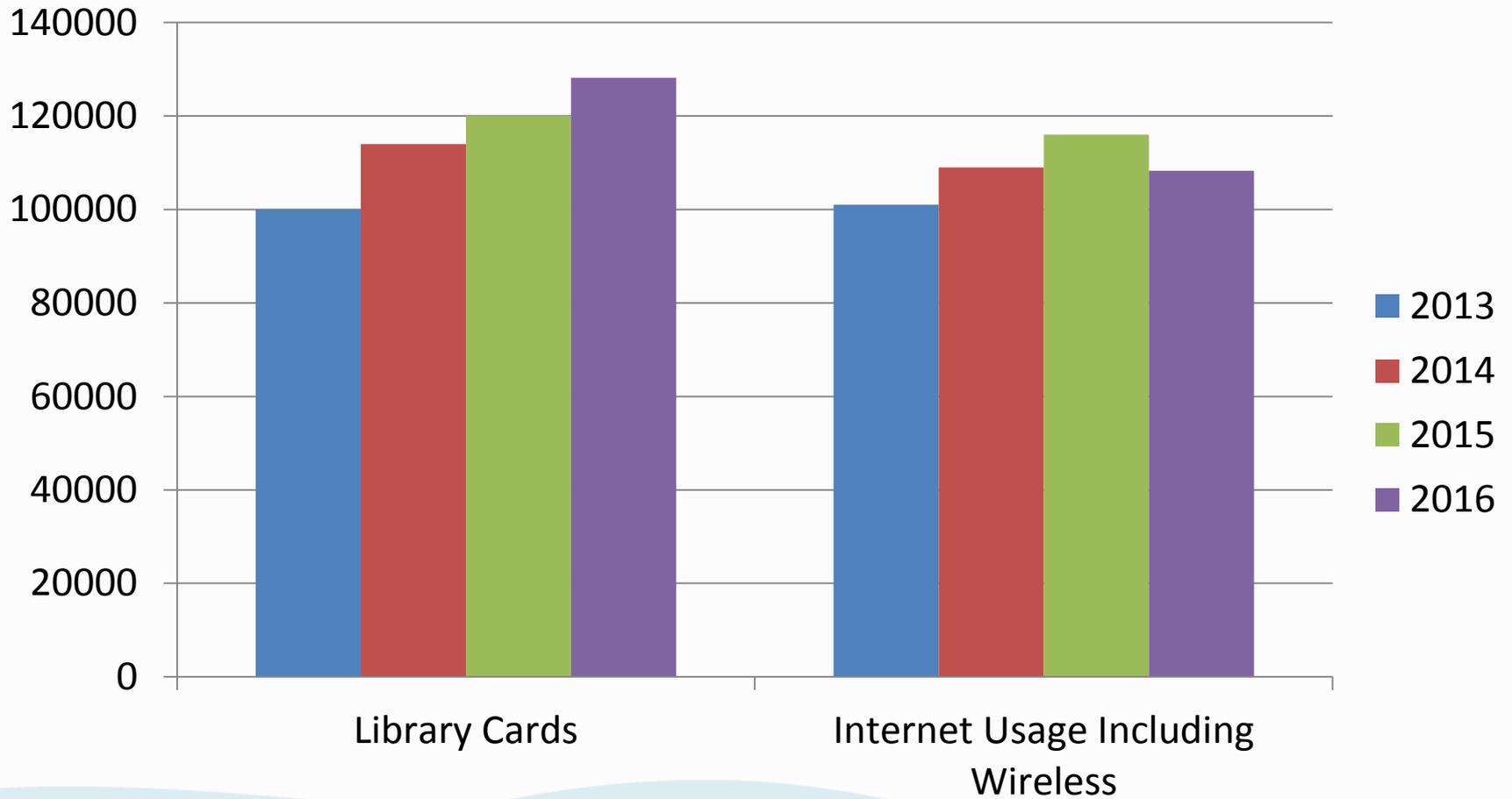
## Staffing (FTE)



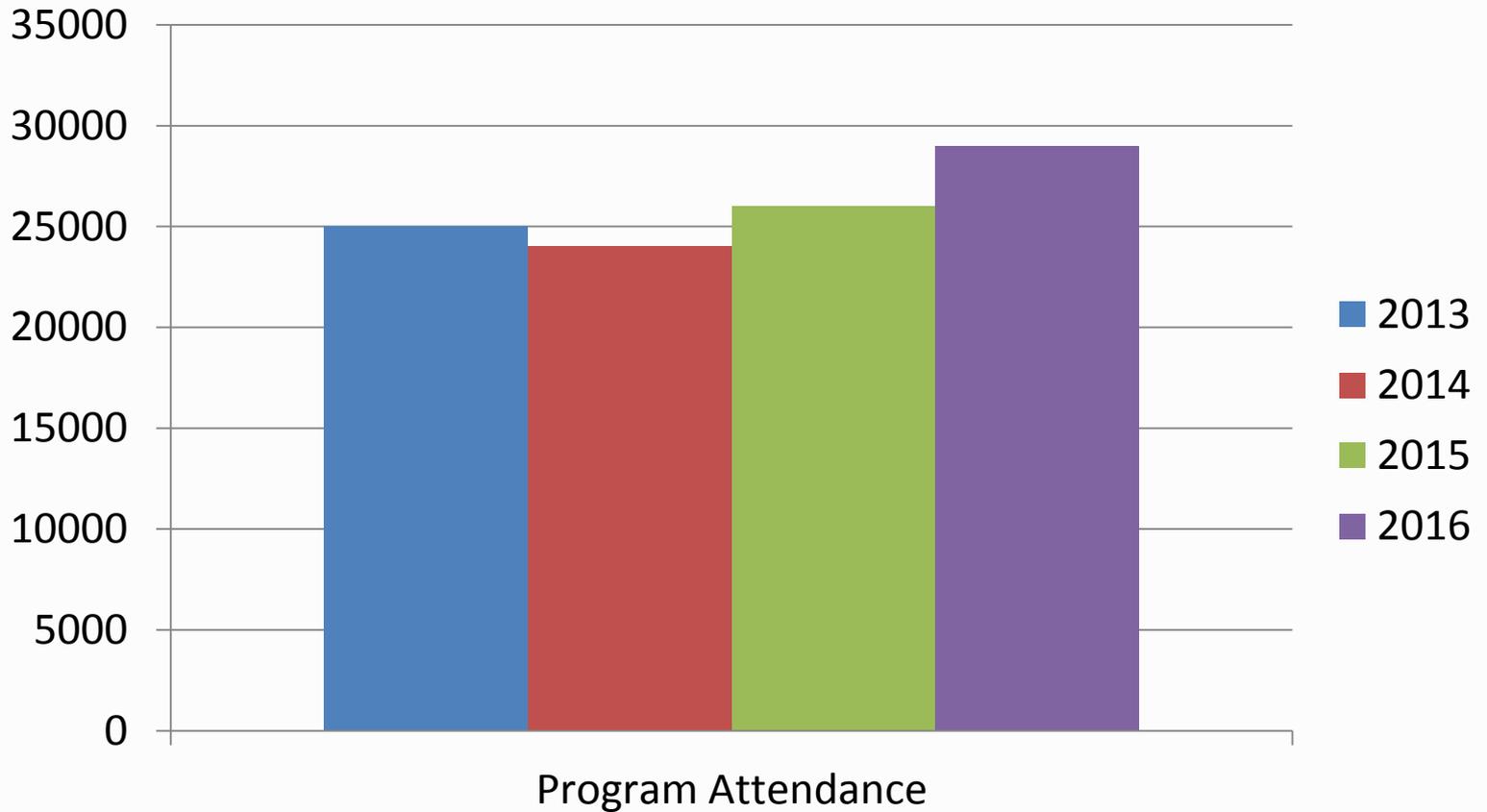
# Annual Statistics



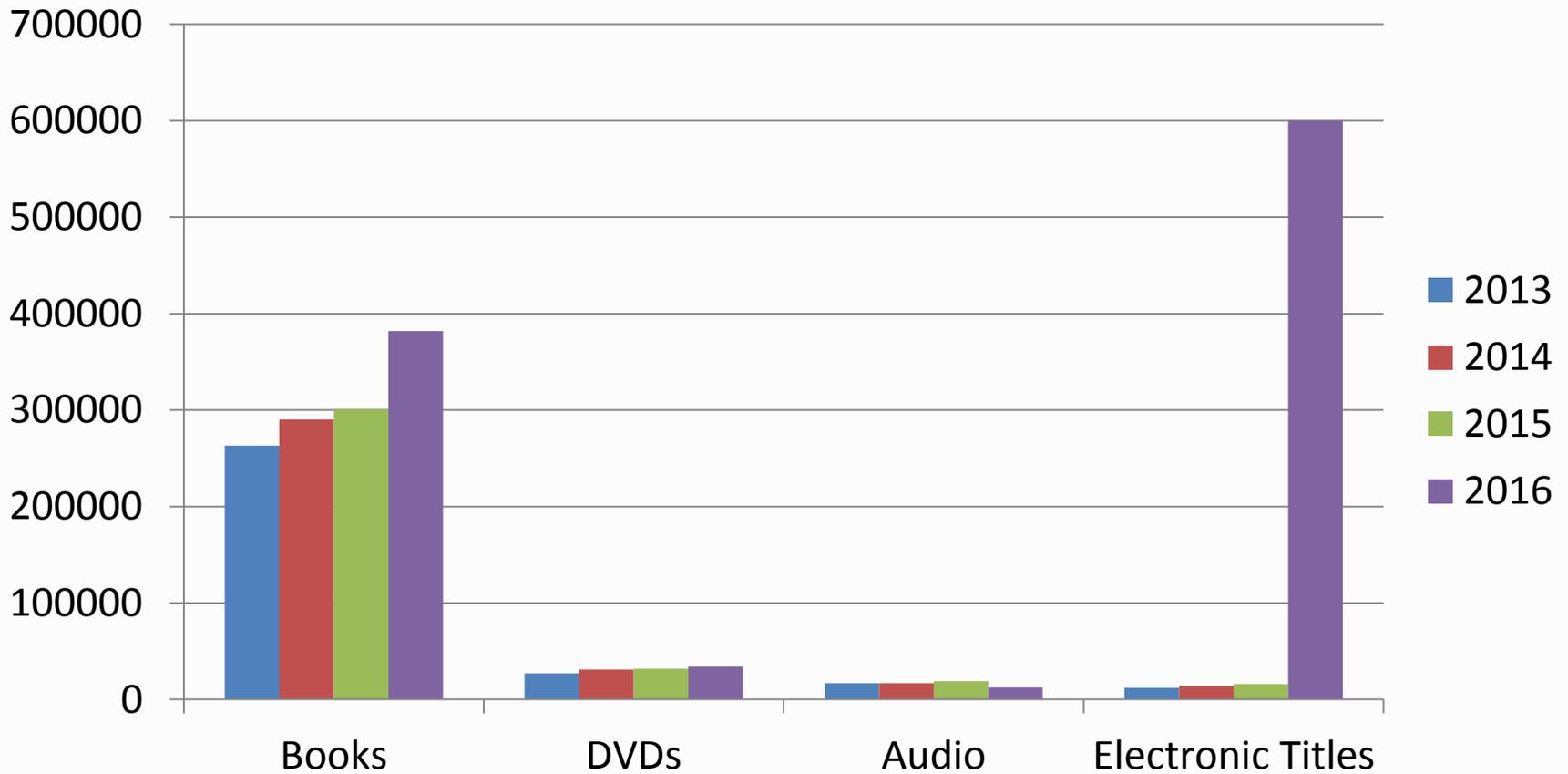
# Annual Statistics



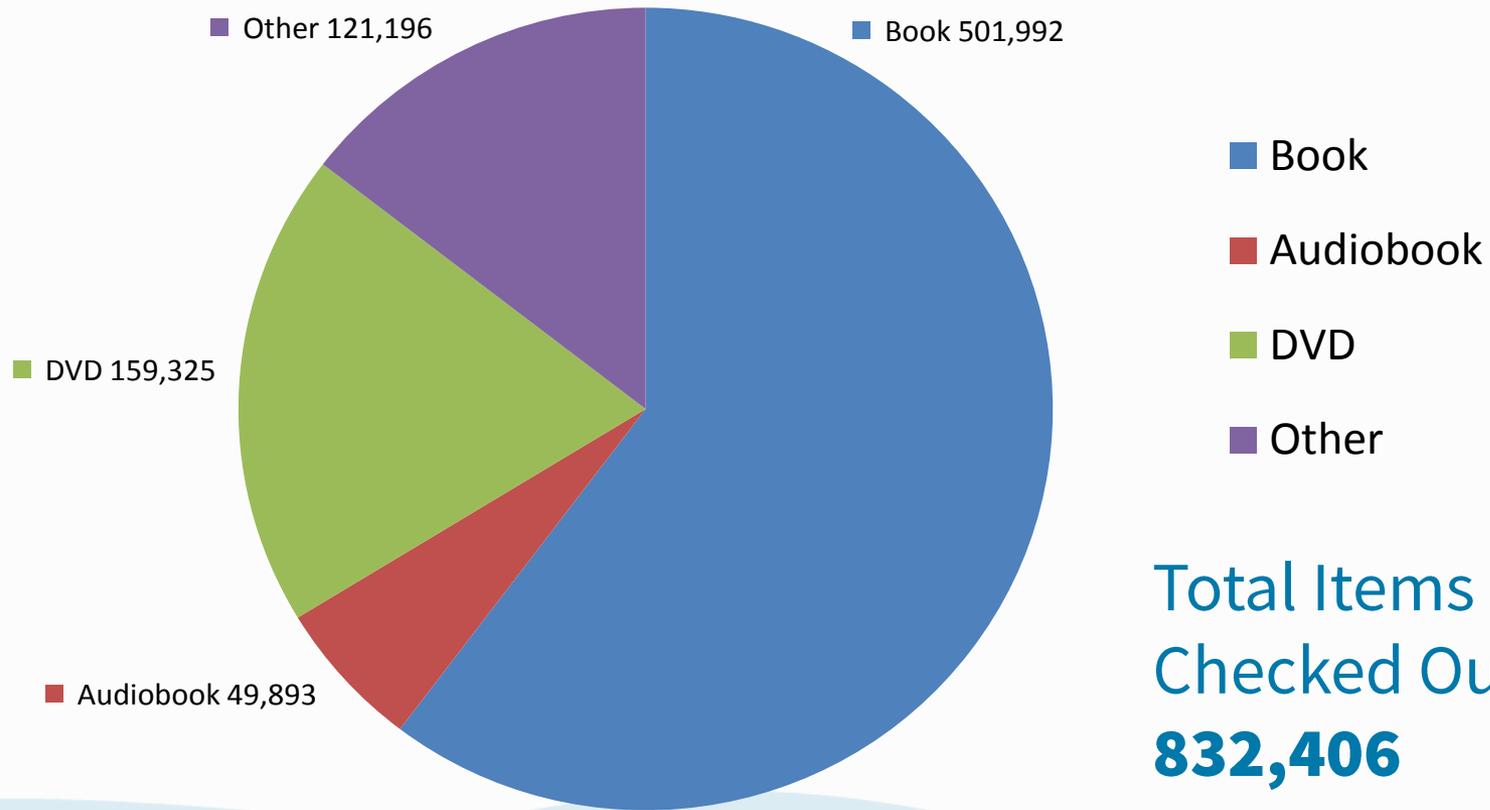
# Annual Statistics



# Annual Statistics

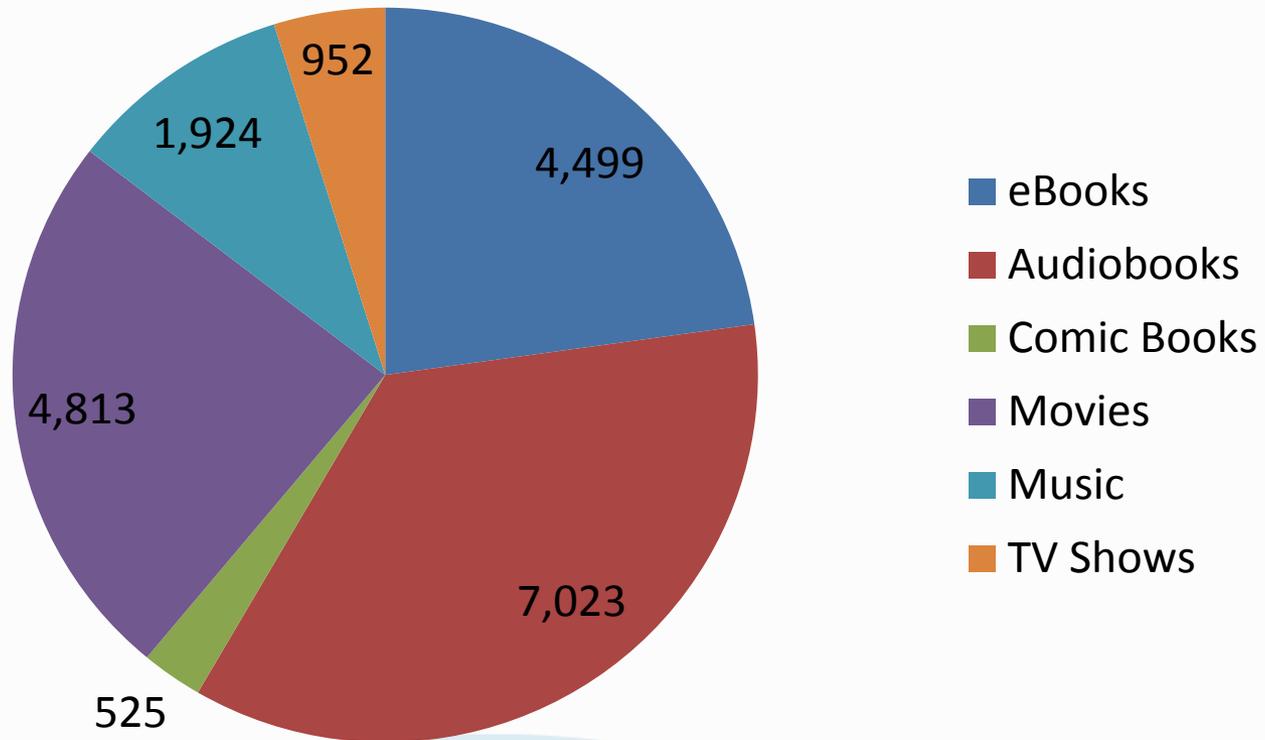


# Checkouts By Physical Format



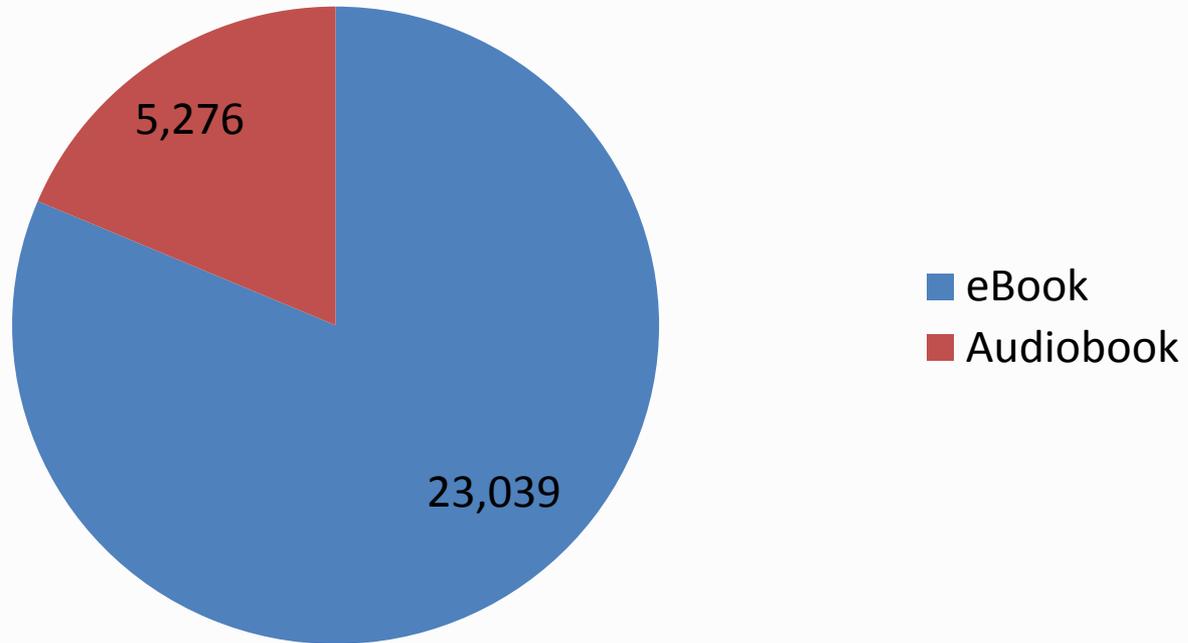
# Hoopla Digital Checkout By Category

19,736 Total Digital Checkouts

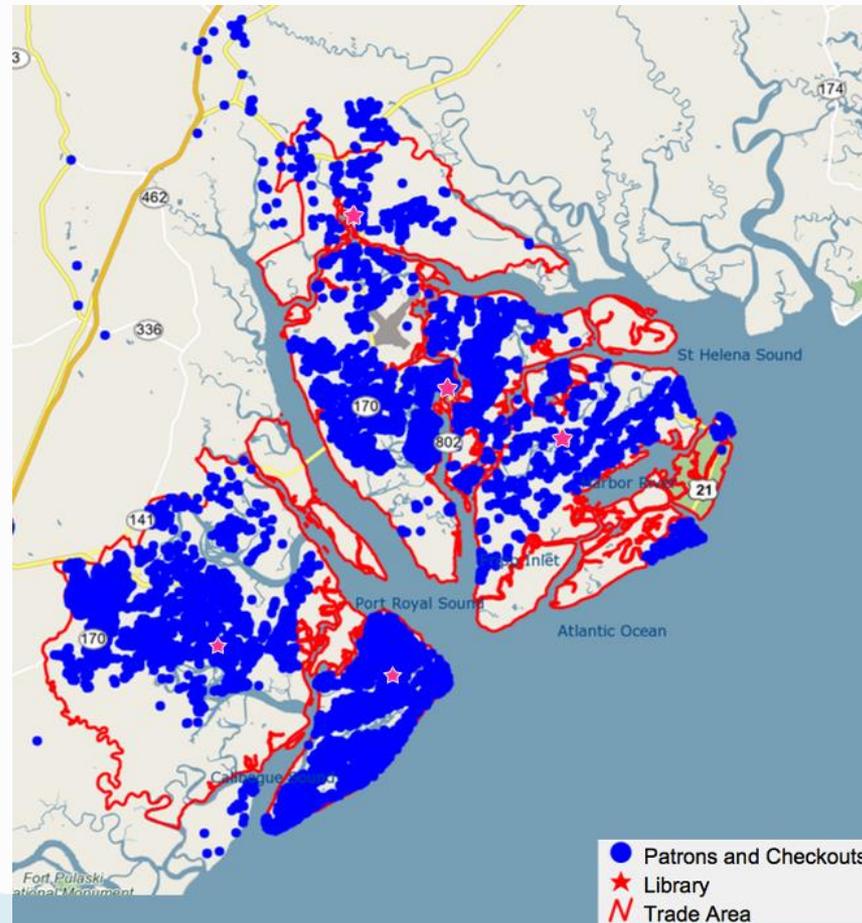


# cloudLibrary - By Category

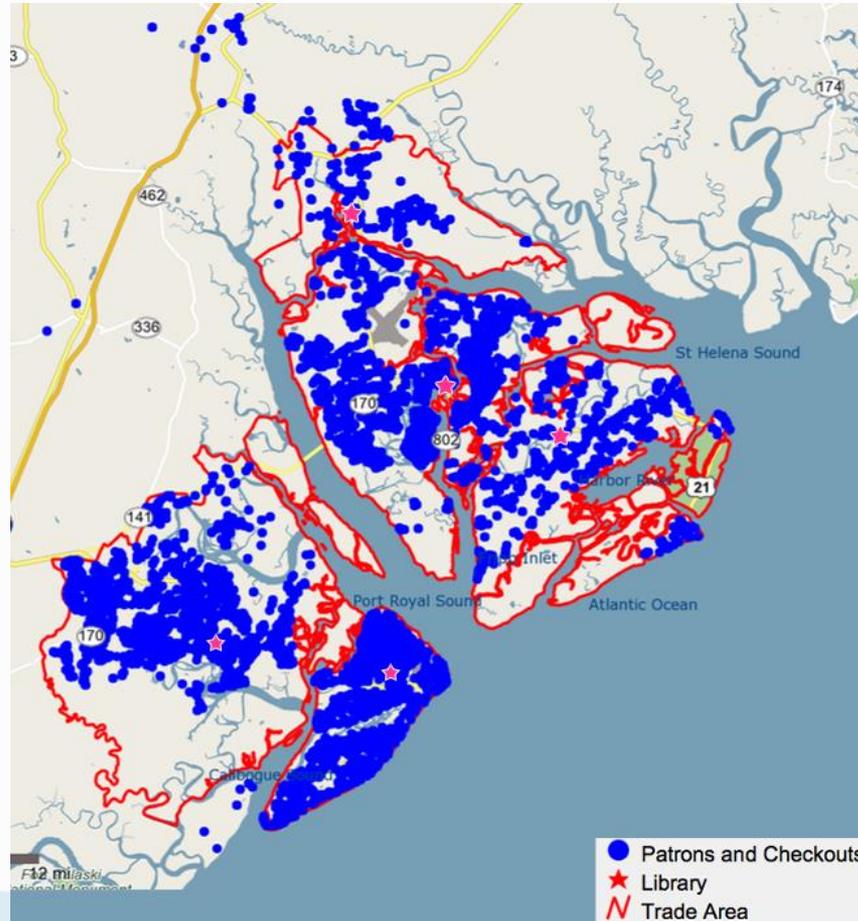
28,315 Total Checkouts



# Checkouts By Age: Adult



# Checkouts By Age: Juvenile



# CHALLENGES

- **Aging Facilities**

- Beaufort library 20 years old, 2<sup>nd</sup> floor never completely finished
- Parking at Beaufort Branch

- **Deferred Maintenance**

- HHI: A/C units failing, 2 units already replaced
- BLF: A/C units failing, 1 unit already replaced
- BEA: A/C units failing

- **Staff turnover** (15% in 2016)

- **Aging Network Infrastructure**

# CONCLUSIONS

- Libraries are well-used by every demographic
- Books are still very popular
- Growth in Bluffton area is beginning to stress the Bluffton Branch Library
- Library Network Infrastructure is aging/failing
- HVAC units will continue to fail until replaced

# How Do We Better Serve Our Population?

- Repair/renovate existing facilities
- Expand hours of branches to better serve communities
- Refresh Network Infrastructure
- Introduce new services that are cost effective and show ROI

# NEW SERVICES INTRODUCED FY15/16

- Upgraded WIFI at all branches
- Introduced Hoopla Digital Library
- Reduced Wait Time on Popular Fiction Titles
- Increased Purchases of New Materials
- Expanded Children's Summer Reading Program
- Introduced SmartSpot WIFI Loan Program
- Supported implementation of the county-wide salary and compensation study
- Introduced New Library Website

## **NEW PROJECTS: FY16/17**

- Expand Children's Launchpad Pilot Program to Hilton Head and St. Helena branches
- Complete New 4-Year Strategic Plan
- Introduce Bookmobile service county-wide
- Refresh Network Infrastructure
- Renovation of Beaufort Library, 1<sup>st</sup> Floor
- Replace/Upgrade furniture at all branches as needed

# YOUR LIBRARY HAS ARRIVED.

Bookmobile Coming Spring 2017



BEAUFORT COUNTY  
**LIBRARY**

For Learning ♦ For Leisure ♦ For Life

# BEAUFORT COUNTY LIBRARY

## BOOKMOBILE

- 44 Initial Stops throughout Beaufort County
- Two-week rotation
- Public stops average 30 minutes
- Facility stops average one hour
- Fridays reserved for maintenance/office-time
- Two Saturdays per month reserved for community events

# Priorities for 2017

- Develop/support implementation of new Library Strategic Plan
- Continue to hire diverse staff
- Accelerate staff training opportunities
- Expand partnerships with the Beaufort County School District, Pat Conroy Literary Center, Family Literacy 360, and Reconstruction Grant

# Priorities for 2017

- Finish technology infrastructure refresh/rebuild
- Complete library collection inventory
- Expansion of the SmartSpot WIFI Loan Program
- Initiate Bookmobile service County-wide
- Continue to repair/renovate library facilities
- Continue to monitor HVAC issues



St. Helena Branch Library Named  
**Most Beautiful Library**  
in South Carolina

By Tech Insider

[Click here to read](#)

Search for an item

My Account

Event Calendar

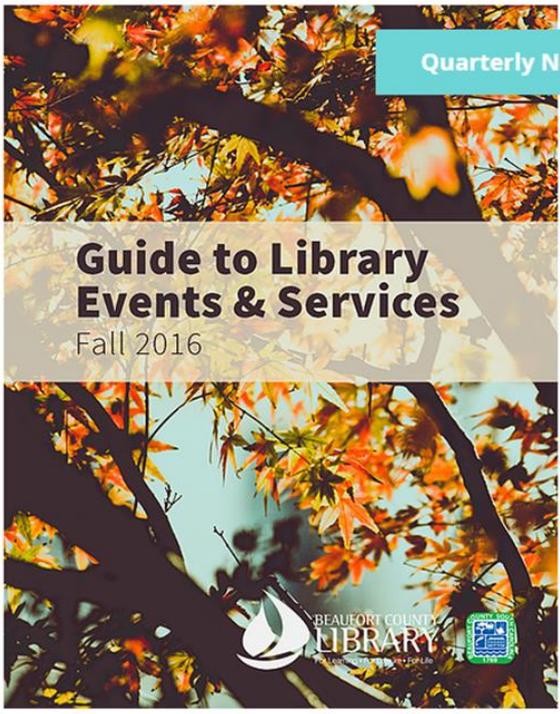
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Quarterly Newsletter

Branch Newsletters 

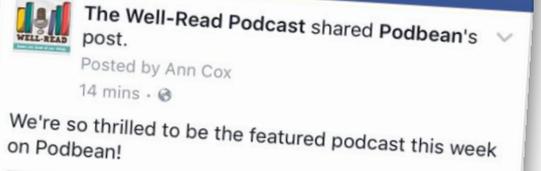
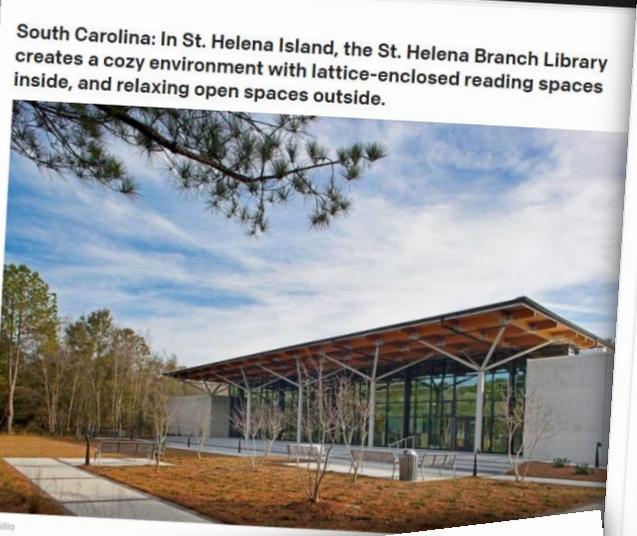
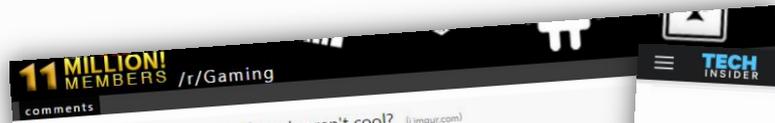
- Beaufort Branch Newsletter
- Bluffton Branch Newsletter
- Hilton Head Branch Newsletter
- Lobeco Branch Newsletter
- St. Helena Branch Newsletter
- Beaufort District Collection Newsletter

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# Our Library Is Making Headlines

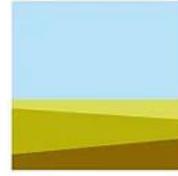


# KAJEET SMARTSPOT EDUCATION BROADBAND WIFI LOAN PROJECT

- Initial Pilot of 10 Devices
- Students Grades 6-12
- School-year loan period
- Awarded \$23,200 grant to expand program to 50 devices



# RECONSTRUCTION



GAYLORD & DOROTHY  
DONNELLEY FOUNDATION

- \$25,000 Planning Grant
- Funding will support the development of a creative curation project as part of a comprehensive plan to create a Beaufort County Interpretative Center on Reconstruction History.
- Partners include SCETV, the University of South Carolina Beaufort, the University of South Carolina's College of Education, The Mitchelville Project, Historic Penn Center, the Lowcountry Digital Library, the City of Beaufort and its mayor, Billy Keyserling.

# LAUNCHPADS FOR CHILDREN

- Sponsored by the Public Library Foundation of Beaufort County
- Expanded to other branches



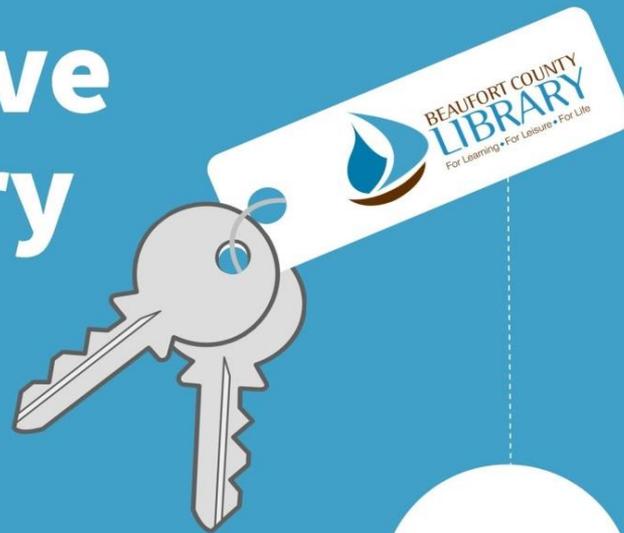
THE PUBLIC LIBRARY FOUNDATION  
OF BEAUFORT COUNTY

# WeeRead Literacy Kits

- Partnership with the Beaufort County School District
- Funded by the Public Library Foundation of Beaufort County



# Why have a Library Card?



Place a hold online, then pick up at your branch within days.



Have fun learning a new language.



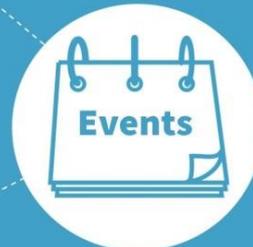
Preloaded, educational tablets with games for adults & children to borrow (at selected branches).



Explore your family roots at our branches.



Love books? Listen to our popular biweekly podcast.



Our calendar is full of free events for all ages.



Free access to the Investment Research Center.



550,000 digital movies, music, eBooks, audiobooks & more.



Digital eBooks & audiobooks



Publish online for free and the world can read it.



# THE SMARTEST CARD IN YOUR WALLET



# Questions?

Topic: Beaufort County 2010 Comprehensive Plan  
Date Submitted: January 23, 2017  
Submitted By: Ray McBride  
Venue: Community Services Committee



## Libraries

Beaufort County has a countywide system of libraries that serve the unincorporated county and its municipalities. The system consists of five branches with a total of 89,783 square feet of building space. Collectively, the branch facilities house 230,910 items, which include books, reference volumes, DVD's, cassettes and CD's.

The Beaufort County library system operates as a fiscal and administrative department of County government and employs 57 full time and 27 part time persons. The Beaufort County Library Board of Trustees acts as an advisory body to County Council. The Board establishes library policy, monitors library operations, and makes recommendations to County Council concerning budget and planning and development.

### LIBRARY FACILITIES

Three of the County's five branches are located in northern Beaufort County and two are in southern Beaufort County. Table II-4 provides a summary of Beaufort County's Library System.

**Table II-4: Summary of Library Facilities in Beaufort County**

Facility	Square Ft.	Staffing (full-time/part-time)	Collection Items
Beaufort*	34,000	31/8	84,900
Lobeco	4,000	4/1	19,800
St. Helena	1,000	1/2	9,700
Bluffton	25,000	11/8	37,200
Hilton Head I.	26,000	10/8	85,100
<b>Total</b>	<b>90,000</b>	<b>57/27</b>	<b>236,700</b>

\*Includes administrative and technical office space and staff.

### LIBRARY FACILITIES SIZE AND LOCATIONAL CRITERIA

The Library's current policy is to favor larger regional facilities that offer comprehensive services. This means fewer but larger facilities to ensure consistent comprehensive service among the branches. The Library has outlined several criteria for site location that include access and visibility

from an arterial highway, proximity to commercial properties, access to sewer and water, and avoidance of flood prone areas.

### LEVEL OF SERVICE STANDARDS

In the past, Beaufort County adopted the level of service for library building space as 0.6 square feet per capita for planning purposes. Several trends are driving the need for more library building space. The influx of technology in libraries has created the need for more space for computer work stations. Also, public libraries are increasingly becoming centers for community activities requiring large meeting spaces and smaller conference rooms for special programs such as after school homework centers. Therefore, current national standards recommend a per capita building level of service between 1.25 and 1.6 square feet. Beaufort County has also adopted a level of service standard of 3.5 collection items per capita.



The 25,000 square foot Bluffton Library was opened in 2002.

### LIBRARY FACILITIES MASTER PLAN

The Beaufort County Library Facilities Master Plan recommends adopting a 1.25 square foot per capita building space level of service. Applying this higher level of service, the plan proposes three

**Table 11-5: Planned Library Facilities**

Planned Library Facility and Location	Square Footage
New St. Helena Branch, Penn Center	21,100
Burton Wells Branch, move admin/tech offices from Beaufort, Burton Wells Park	46,200
Hilton Head Branch – addition	21,800
Beaufort Branch- renovation	12,500
New Lady's Island Branch, no site identified	19,100
New Okatie Branch, Okatie Center	29,500
New Pritchardville Branch, no site identified	29,500
Lobeco – addition	4,400

Source: Library Facilities Master Plan, Beaufort County Library Department

renovations/additions and five new libraries to be constructed over the next 10 years to meet both existing deficiencies and future population growth. The cost of these proposed facilities along with the necessary collection materials and furniture, fixtures and equipment is estimated to be over \$74 million. Table 11-5 lists the major projects to be completed in the next 10 years.

### FUNDING

Approximately 90% of the Beaufort County Public Library's funding comes from County funds. Operations and maintenance costs are paid for from the County's general fund. Capital costs are funded with

impact fees. In 1999, Beaufort County passed an impact fee ordinance for libraries which was later revised in 2006. The fees pay for the impact of future development on library facilities; specifically building space, collection materials, furniture/fixtures & equipment, and land. Based on projected population growth, the fees are estimated to generate approximately \$16 million in revenue. Most of the remaining funds will have to come from the State of South Carolina through appropriations and competitive grants. The Friends of the Library also helps the Library through cash contributions, book sales, and volunteer services.

### CONCLUSION

A comparison of Beaufort County's Library facilities to recommended national level of service standards shows that the county is deficient in meeting current needs let alone the demands of future population growth. The Library Facilities Master Plan indicates that it will cost over \$74 million to meet these needs in capital costs alone. Library impact fees, which can only be applied to future facilities needs, are estimated to generate approximately \$16 million leaving \$58 million in capital needs unfunded. Therefore, the County will need to aggressively pursue additional funding sources to close this gap.

## RECOMMENDATIONS

### Recommendation 11-13: Level of Service

This plan recommends the following levels of service for libraries:

- Building Space: 1.25 square feet per capita
- Collection Materials: 3.5 items per capita

### Recommendation 11-14: Address the Funding Gap

This plan recommends the following strategy for closing the projected funding gap of \$58 million to meet existing and future needs for library facilities:

- Continually pursue outside funding sources, such as foundations, and state and federal grants;
- Initiate capital campaigns to solicit funding for individual library building projects from corporate and private donors; and
- Utilize the Capital Projects Sales Tax to fund capital needs for libraries. This would be pursued via countywide referendum once the existing Capital Projects Sales Tax expires in 2012.

Topic: Leadership Class of 2017  
Date Submitted: January 23, 2017  
Submitted By: Fred Leyda  
Venue: Community Services Committee

Topic: Leadership Class of 2017  
 Date Submitted: January 23, 2017  
 Submitted By: Fred Leyda  
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# LEADERSHIP SOUTH CAROLINA

## Class of 2017



Kristen Beckham  
Dominion Resources



Joshua Bennett  
RTT Law



Sean Bennett  
Asset Integration



Gretchen Birt  
SCEMD



Sharon Bramlett  
McNair Law



Keith Brown  
Hitachi



Mary Lee Carns  
TCL



Donna Carver  
Clemson



Sarah Corbett  
SC PEBA



Leah Cromer  
Palmetto Legal



Jimmy Curtis  
Santee Cooper



Ryal Curtis  
BCBS SC



Warren Darby  
SC Power Team



Lisa Davies  
Fluor



Kip Dillihay  
KOD Group



Da'Nine Fleming  
MUSC



Terrance Ford  
AT&T



Tiffany Freeman  
BCBS SC



Mitchell Goldsmith  
SC Retirement



Jon Good  
NAI Earle Furman



Shaun Greenwood  
City of Cayce



Krista Hampton  
City of Columbia



Whitney Hanna  
Greenville Schools



Annika Huell  
Addus Homecare



Susan Hughes  
National Guard



Jay Jordan  
Wallace Jordan PC



Grayson Kelly  
Tri-County Tech



Anne Lamb  
BB&T



Chad Lawson  
Spartanburg Water



Derek Lewis  
Greenville First Steps



Matt Littlejohn  
Bon Secours



Emily Luther  
Parker Poe



Tony Magwood  
SCDOT



Nancy McCartney  
McCartney Resc.



Bryan Moore  
SC Retirement



Stephen Murray  
Kazoobie Kazoos



Michael Pinilla  
Pinilla Law



Brent Powers  
Lexington Health



Joseph Powers  
Merrill Lynch



John Raftery  
SCANA



John Scott  
HSB Law



Jimmy Sfris  
Dixon Hughes Goodman



Scott Slatton  
MASC



Marie Smith  
Pendleton Place



Joshua Standridge  
National Guard



Shannon Stephens  
TD Bank



Ronald Taylor  
National Guard



Kristen Taylor  
Fluor



Michael Weaver  
McNair Law Firm



Tori West  
SC Thrive



Nika White  
Greenville Chamber



Patrick White  
Comporium



John Wilkinson  
USA eShop



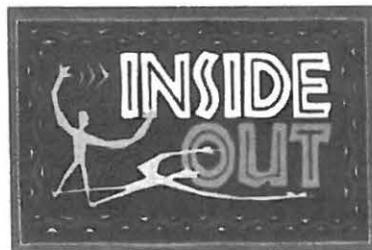
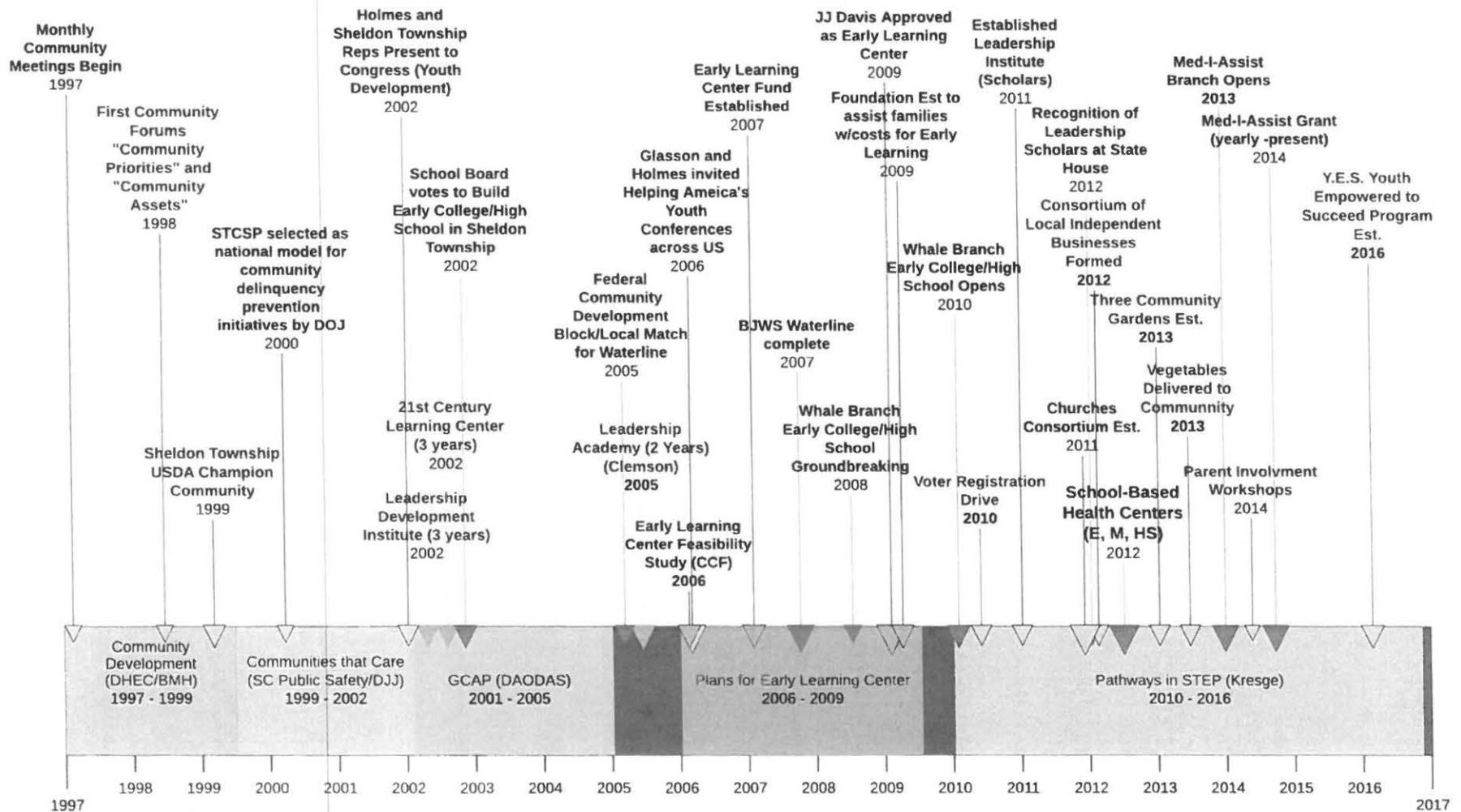
Jennifer Wise  
SC TOY

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Topic: Sheldon Township Community Support Partnership Timeline  
Date Submitted: January 23, 2017  
Submitted By: Fred Leyda  
Venue: Community Services Committee

# SHELDON TOWNSHIP COMMUNITY SUPPORT PARTNERSHIP TIMELINE



Topic: Sheldon Township Community Support Partnership Timeline  
 Date Submitted: January 23, 2017  
 Submitted By: Fred Leyda  
 Venue: Community Services Committee