



# **2023 Annual Accountability Report**

---

**State Library**

**Agency Code: H870**

---

# Table of Contents

Agency’s Discussion and Analysis .....	1
Agency Organization Chart .....	10
Reorganization and Compliance .....	11
Strategic Plan Results .....	13
Strategic Plan Development .....	18
Budget Data .....	23
Legal Data .....	24
Services Data.....	27
Partnerships Data.....	30
Reports Data .....	33
Submission Form.....	35

<b>AGENCY NAME:</b>	State Library	
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b> 027

**AGENCY’S DISCUSSION AND ANALYSIS**

The South Carolina State Library’s mission is to develop, support, and sustain a thriving statewide community of learners committed to making South Carolina stronger. This translates into services to South Carolinians in five specific areas: Talking Book Services, the K-12 community which includes teachers, students, and families, public libraries and those they serve, state government agencies and employees, and those seeking research and reference assistance. Our guiding principles are innovation, collaboration, participation, and preservation.

South Carolinians of all ages, backgrounds, and abilities turn to their libraries for support and access to information related to academic, personal, creative, and professional interests. Libraries are anchor institutions in their communities, with information, collections, and programming thoughtfully planned and professionally delivered to meet the varied needs of the members of their communities. The State Library’s persistent goal is to strategically plan, collaboratively approach, and implement cost-effective solutions that result in outstanding, relevant library services for every South Carolinian.

The State Library’s **Finance and Grants Department** oversees the day-to-day fiscal operations of the State Library. The South Carolina State Library takes its fiduciary responsibility seriously, as evidenced by the planning, tracking, and accuracy of the budget. Each purchase the State Library makes is tied directly to a strategic direction, agency goal, and the Library Services and Technology Act (LSTA) federal grant’s purpose to support the mission and vision of the agency. Each budget line is categorized enabling tracking of expenses to be broken down to the most granular level. The State Library is fiscally responsible and diligently negotiates multi-year purchases that will provide the largest statewide impact. The State Library routinely works with other groups to secure collaborative partnerships that share costs across agencies or groups to save the state money. Those partnerships include the Department of Education, South Carolina Education Television (SCETV), Partnership Among South Carolina Academic Libraries (PASCAL), the Department of Administration, the Department of Employment and Workforce, the Department of Health and Environmental Control, the Department of Pardon and Parole, SC FirstSteps, and others. Collaborative purchases are important to the State Library, and we constantly seek to find opportunities for savings and equal access.

The Finance and Grants department oversees the distribution of Institute of Museum and Library Services (IMLS) federal grant funds for public libraries. With these federal funds, libraries throughout South Carolina are able to purchase materials and technology to enhance services to patrons, participate in continuing education experiences, and conduct strategic planning and community needs assessments that they otherwise would be unable to provide.

IMLS funds are primarily distributed to public libraries through subgrants. An annual cycle offers grant programs, such as competitive Impact Grants of up to \$50,000 for targeted projects in individual counties. The State Library provided 88 subgrants in FY23, for projects which met a multitude of patron and community needs. Examples include the York County Library Virtual Programming Technology program; Anderson County Library System outdoor locker unit to provide increased access to library materials 24 hours a day, seven days a week; and Sumter County Library offered an alternative to regular print books through the use Wonderbooks to increase a desire for reading and create lifelong learners and readers. Additionally, grants were provided to public library staff for conference attendance, continuing education, and tuition reimbursement for classes taken at an accredited Library and Information Science degree program. Summer Reading program subgrants were provided to all forty-six county library systems. This year the State Library also administered the IMLS ARPA (American Rescue Plan Act) funding to support library needs, awarding grants to public libraries in all 46 South Carolina counties.

The **Human Resources Department** supports the State Library’s belief in diversity and equity by striving to hire staff from various backgrounds with relevant experience to represent South Carolina fully. In response to our desire for a diverse workforce, the State Library Leadership team has gone through various training to ensure the most qualified candidate is hired, including understanding interviewing bias. Each employee receives regular, detailed feedback to ensure their success and that of the agency. Opportunities are provided for staff to cross-train and work on inter-department teams to learn more about other departments and encourage collaboration. Employees participate in continuing education, state and national conferences, and professional development. The State Library believes an engaged workforce is essential to

<b>AGENCY NAME:</b>	State Library		
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b>	027

meeting the high expectations and needs of South Carolinians. Our goal is to provide a workplace where employees feel valued and enjoy what they are doing. This work environment encourages creativity and innovation to develop exceptional programs.

The **Library Collections and Services Department** is responsible for reference, research, programming, training, outreach, accessing print and electronic collections, and circulation. This department directly serves state employees, elected officials, public libraries, and all South Carolina residents 18 and older. Staff members provide the public with free training opportunities both on-site and virtually. During the year, staff provided 39 workshops and programs to 2,363 attendees. Our most successful workshops this fiscal year were: Discover the South Carolina State Library Webinar Series, African American Genealogy Webinar Series, and continuation of the popular Grants Research and Grant Writing workshops. We have experienced a significant increase in-person visitors, new cardholders, and circulation of materials this year. Library Collections and Services staff continues Book-a-Librarian services to patrons, which extends the State Library's outreach to South Carolina residents across the entire state.

The Library Collections Department coordinates the selection, purchasing, cataloging, and access to the print and electronic collections of the State Library. The collection includes library and information science, management and leadership, civic engagement and government, information technology, grants research, diversity and inclusion, institutional libraries, mental health, and South Carolina-related titles.

The State Library serves as the state document depository for all documents created by state agencies, including documents that are born digitally. State agencies send the State Library copies of documents which exist in print; we use web crawlers to obtain documents which exist in digital format only. The State Library is also a federal document depository.

The department also provides online access to historical documents, books, and images which have been digitized and cultivates partnerships to make historical and cultural materials available online. Digitization projects completed during the FY23 include the South Carolina Wildlife Magazine (1976- 2014); Sandlapper Magazine; SC Acts & Resolutions volumes (1965-1974); South Carolina Aviation and Palmetto Aviation newsletters; and 1970 Horse Show Management Guidelines. A community oral history project featuring five older African Americans from the Lake City Senior Citizen Association, Saint Teresa Community Outreach and Empowerment Center in Lake City, was also uploaded to the online depository. Items which have been digitized are available as part of the State Library's Collaborative Digital Collections.

**Program Highlights:**

- State Library visitors increased by 134% from 4,692 (FY22) to 6,332 (FY23)
- State Library cardholders increased by 231% from 1,064 (FY22) to 2,463 (FY23)
- Items circulated: 2,803
- Interlibrary Loan items sent to other libraries: 287
- Interlibrary Loan requests filled for State Library patrons: 75
- Total items retrieved requiring a State Library card specifically: 102,828
- NewsBank current and historic newspaper articles viewed by cardholders: 83,814, a 70% increase
- Created webinar, Discover the State Library to promote online newspaper access through NewsBank
- ProQuest Historical Black Newspaper Collection usage: 10,419 a 9% usage increase
- Materials specific to IT and business and management (eBooks, videos, Learning Paths, and Playlists) through O'Reilly Media: 54,508; Items accessed through O'Reilly Media: 41,296
- EBook Central academic titles available: 232,133; EBook Central titles retrieved: 2,549
- Total state documents available in the State Documents Digital Depository: 51,627
- Total page view of state documents: 424,366
- State documents added to the State Documents Digital Depository: 5,885
- Items added to the State Library's print collection: 1,808
- Electronic federal documents added: 1,771

<b>AGENCY NAME:</b>	State Library	
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b> 027

**Additional Highlights:**

- Discover the South Carolina State Library workshop series was created to promote the rich variety of print and electronic resources in the State Library's collection and to provide instruction to patrons on access and use. Three sessions were offered: Research South Carolina Legislative Resources, Research African American History, and Research Women's History. These recordings are available on the State Library YouTube channel.
- The African American Genealogy Webinar Series was continued due to the popularity of African American family history research and the number of patrons utilizing these resources for research. Four additional webinars were offered covering: Discovering One's Enslaved Ancestors through Genealogical Records, Writing Family History, and Research Strategies and Resources to Use for Upstate Research. This series, which has continued to receive a great deal of positive feedback, has allowed us to serve new patrons across the state and U.S. and connect with new community partners.
- Additional cultural and informational programs held at the State Library included: Freedom of Information Workshop Series, A Journey through South Carolina Photography Exhibit and Program featuring the work of Retired Brigadier General Marie Goff, and a DNR Talk with Nature Photographer Robert Clark.
- The traveling exhibits Unforgettable: Celebrating a Time of Life, Hope and Bravery by Orangeburg native and South Carolina Civil Rights photographer Cecil J. Williams. The exhibit was loaned to twelve South Carolina public libraries and museums. Exhibits and programs were held in public libraries in Newberry, Pickens, and Chester. The exhibit shares the important stories and events of South Carolina's Civil Rights Movement with over 40 framed photographs taken by Mr. Williams from the 1950s-1970s.
- The annual Read-In which celebrates early literacy was held in April 2023 at the South Carolina State House. This year there were 1,900 attendees from 31 counties and 91 early childhood centers and K-12 schools.
- Services and resources to correctional institution libraries in the state through book donations, training, and programs was expanded. State and federal prison libraries in South Carolina received 1,200 book donations from the State Library. State Library staff provided training to the Federal correctional institution (FCI) Edgefield Education. Reference staff answered 49 requests from South Carolina inmates.
- The Notable State Documents Awards Ceremony was held at the State Library in March 2023 acknowledging the incredible work done by state agencies, with 12 winners this year.
- Our partnership with the SC Department of Natural Resources (SCDNR) to digitize their South Carolina Wildlife Magazine, 1954-current (with an embargo of most recent 6 months) was continued and nearly completed, with 1954-2014 issues available in the State Documents Depository. SCDNR is approaching the 70th anniversary of the magazine in 2024.
- Five State Documentary Depository System training sessions were held.
- A multi-year digitization project in partnership with the South Carolina Confederate Relic Room and Military Museum to digitize the Colin McRae-Huse Papers continues, with 347 items from the McRae-Huse Papers added to the South Carolina Digital Library.

The **SCLENDS (South Carolina Library Electronic Network Delivery System)** consortium is a collaboration of 20 county libraries and the State Library. Consortium members provide access to their communities through a shared catalog of books, audio, and video materials. The State Library maintains the integrity of the catalog and provides technical support for member libraries. Member libraries save on the costs associated with purchasing and processing shared library materials. SCLENDS currently serves almost one-half of the state's population. Approximately 73% of the residents in member counties have a library card which they can use to obtain items from any of the 20 participating SCLENDS libraries. The shared catalog available to residents boasts 2,508,189 items. Member input directly guides development and improvements in order to meet the needs of staff and patrons who use SCLENDS.

In June 2023 SCLENDS migrated to a new platform with Symphony, the most widely installed ILS (Integrated Library System) in history.

**Project highlights:**

- Total number of items in SCLENDS: 2,508,189

<b>AGENCY NAME:</b>	State Library		
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b>	027

- Number of items circulated: 2,938,278
- Number of active cardholders: 701,289

The **Talking Book Services (TBS) Department** strives to fulfill the mandate set forth on state and local levels by the National Library Service (NLS) for the Blind and Print Disabled: “That all may read.” The primary goal of TBS is to serve as South Carolina’s Network Library in the national system by fostering a lifelong love of reading through audiobooks and audio serials. Books delivered on cartridges played on specialized digital talking book machines or downloaded to personal devices via the web-based BARD system are the largest circulators of the program. Having transitioned to the Duplication On Demand service model last fiscal year, patrons now receive up to 20 books on one cartridge instead of receiving 20 separate cartridges as they would have in the past. TBS also loans large-print books, descriptive DVDs, and coordinates services for braille resources.

The NLS mandate specifies that qualified patrons of the service be blind or otherwise print-disabled. The requirements for certification loosened in 2021 through federal legislation, allowing professionals other than physicians to certify those possessing cognitive disabilities such as dyslexia, ADD/ADHD, and other disorders stemming from permanent organic means or temporary impairment. TBS is actively working with organizations statewide to advertise this change and offer the service to as many potential patrons as possible through a targeted information campaign aimed at public libraries, school libraries, community agencies, and correctional and healthcare facilities. Staff are on-call to answer patron questions Monday through Friday from 8:30 - 5:00. All cartridges and equipment are mailed free of charge through the U.S. Postal Service. Fees and fines are never charged, and no face-to-face contact with patrons or certifiers is required for service.

**Program Highlights:**

- Active TBS patrons: 4,755
- Patron contacts: 11,250 (8,261 Phone Calls and 2,989 emails)
- Circulation: 430,373 (425,446 Digital Books + 4,680 Large Print Books + 247 DVDs)
- Digital Book Machines checked out: 729
- BARD patrons: 738
- Hours of volunteer service: 438
- Number of virtual outreach and training sessions conducted: 16 events; 1,156 participants

The **Electronic Resources Department** provides access to Discus – South Carolina’s Virtual Library. This collection of K-12 curriculum resources consists of more than 70 databases and services for all South Carolinians. Available 24/7, students and education professionals have free access to research databases, eBooks, practice tests, lesson plans, and live tutoring. The credible, high-quality, vetted publications in Discus allow students to safely search for up-to-date information without sifting through advertisements and non-educational results found in internet search engines. The State Library invests \$3.4 million annually in Discus, with funding primarily provided by the South Carolina General Assembly in collaboration with the K-12 Technology Initiative. Additional funding is received from the Library Services and Technology Act and the South Carolina Department of Education.

In the fall of 2021, the State Library announced a three-year \$1.5 million partnership with the South Carolina Department of Education to address the continuing academic impact of the pandemic by providing online, live tutoring. The establishment of this partnership means that South Carolina is the only statewide program offering 24/7 tutoring access for English and Spanish speakers in more than 200 subjects. Utilizing the American Rescue Plan Elementary and Secondary School Emergency Relief Fund (ARP ESSER), the Tutor.com service provides equal access to individualized learning and career coaches for all students and families. Usage of Tutor.com remains strong, with 97% of respondents glad the service is offered.

The integration of EZproxy, a state-of-the-art authentication solution, into Discus provides seamless access for 97% of users. Equitable access, regardless of economic status or geographic location, ensures students throughout South Carolina can utilize high-quality, current, and age-appropriate scholarly information without needing usernames, passwords, or other

<b>AGENCY NAME:</b>	State Library	
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b> 027

credentials. Discus resources can be accessed in schools, academic institutions, public libraries, and anywhere a user has a connection to the internet. Subjects considered essential to the Profile of the South Carolina Graduate — language arts, math, world languages, STEM, arts, and social sciences are included.

After two years of virtual trainings due to the COVID-19 pandemic, we were able to resume on-site professional development at schools, districts, media specialist regional meetings, family literacy nights and state conferences. Interest in training sessions continues to grow, both virtual and in-person, allowing all areas of the state equal opportunity for professional development. The continued resource and functionality enhancements in Discus ensure attendees will learn something new about Discus each time. Training announcements are regularly scheduled through a variety of mediums, including newsletters, Listservs and social media. The Discus Training and Outreach Coordinator presented to 29 groups, including school districts, organizations, libraries, and adult education programs. These specific training sessions were attended by 650 attendees. There were also 24 live webinars hosted by vendor partners and the Discus Training and Outreach Coordinator. These sessions were open to educators, parents, and the public, with 150 attendees and 319 recordings viewed throughout the year. Discus exhibited nine times at workshops, family literacy nights, and homeschool conferences reaching 2,776 attendees.

A total of 3,745 individuals attended the in-person offerings, watched live sessions or watched the recorded sessions. A few of the organizations that benefited from the Discus trainings are:

- Palmetto State Literacy Association
- South Carolina EdTech Conference
- Coastal Carolina University
- South Carolina Library Association Conference
- South Carolina Association of School Librarians
- South Carolina Independent School Librarians and Guidance Counselors

**Program Highlights:**

- Item retrievals in Discus (includes online books, academic journals, primary sources, practice tests, and videos) (28% usage increase): 24,040,950
- Britannica Learning text-based and multimedia item retrievals (13% usage increase): 12,480,623
- Capstone articles and eBooks viewed (85% usage increase): 2,199,288
- Credo Reference articles viewed (22% usage increase): 132,552
- Gale Cengage text-based and multimedia item retrievals (24% usage increase): 722,879
- LearningExpress Library practice tests, tutorials, courses, and eBooks used (33% usage increase): 16,637
- Tutor.com hours used (35% usage increase): 5,917
- TeachingBooks investigations including book title clicks, lesson plan downloads, author recordings, activities, and other tools: 3,743,734
- NewsBank current and historic newspaper article views (70% usage increase): 83,814
- ProQuest Historical Black Newspaper Collection (item requests by State Library cardholders; a 9% increase): 10,419
- Added PebbleGo Science and 50 eBooks from Capstone

Our **Information and Technology Services Department** not only handles the daily technological operations of the State Library, but they also provide technology assistance to public libraries in South Carolina. During Fiscal Year 2023, assistance to public libraries ranged from technology infrastructure assessments to remote support and project management. Continued focus was placed on leveraging federal E-Rate program funding for network infrastructure improvement projects at public libraries across the state. The schools and libraries universal service support program, commonly known as the E-Rate program, helps schools and libraries to obtain affordable broadband access.

**Program highlights:**



<b>AGENCY NAME:</b>	State Library	
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b> 027

- Managed and supported approximately 15 E-Rate Category 2 funded network infrastructure improvement projects during FY2023. Library Systems assisted were Abbeville, Allendale-Hampton-Jasper, Chesterfield, Cherokee, Colleton, Darlington, Dillon, Georgetown, Laurens, Lee, Marlboro, Marion, McCormick, Newberry, Orangeburg and Saluda.
- Focused on aiding public libraries with filing for Federal E-Rate Category 2 funds. During 2023 E-Rate application window, assisted 9 South Carolina Public Library Systems with requesting funds for network infrastructure projects. Provided technology assessments and detailed equipment specifications that were used in the application process. Total funds requested \$525,000. Library Systems assisted; Allendale-Hampton-Jasper, Anderson, Chester, Dorchester, Laurens, Marion, Marlboro, McCormick and Union.
- In May 2022 the K-12 Committee approved a new Bandwidth Allocation Policy establishing an increased minimum standard for Schools and Libraries. State Library IT notified all S.C Public Libraries of the Policy change and provided step by step instruction to receiving the new minimum bandwidth speed.
- Worked with Greenville County Library System to secure 62 surplus computers from them, which were approximately 4 years old. State Library IT upgraded the memory and hard drives in each and then distributed the computers to Abbeville (28)\*, Laurens (24)\*, Greenwood (5)\* and Saluda (5)\* who desperately needed newer computers.
- The State Library IT specified and procured items for Dillon utilizing funds from the American Rescue Plan Act (ARPA) grant technology. Equipment included 75-inch Sharp display mounted on mobile cart used for meetings and events, 10 new staff computers, new library website and webcams.
- Assisted Marion County Library with network setup at their new Sellers branch. State Library IT configured and installed network switch equipment and wireless access point at the Sellers branch to provide internet access.
- Partnered with the Georgetown and Dorchester County Government IT departments on technology planning for new libraries under construction. Two Library projects in Dorchester and one in Georgetown were handled.
- Marlboro and Cherokee Libraries had aged network servers that needed replacement. State Library IT provided technical specifications, sourced quotes from state contracted vendors, and arranged for professional installation of the new equipment.
- Visited 3 locations at Anderson County Library; Honea Path, Belton and Main Headquarters; filed 2023 application for E-RATE funds to modernize Honea Path and Belton branches. The Main Headquarters location has aged network infrastructure that's creating problems and requires a more detailed plan. The goal is to develop a more detailed plan in FY2024 for this location in order to file for Federal E-RATE funds.
- Insured 39 public library systems that are using the state provide Cisco Umbrella Security Platform migrated their content categories to the new standard. State Library IT reviewed all accounts and assisted 14 with the migration.

The **Library Development Department** provides assistance, training, and support for public library staff, trustees, and directors. Consulting services are provided for all aspects of library operations, services, and programming. Library Development Consultants are experienced in general library services and operations; each also has expertise in a specific subject area such as: children's and young adult services, library management and planning, collection management and programming, and outreach services. The Library Development department also provides statewide programs relevant to library and patron needs; circulating program kits; and printed materials to support early and family literacy.

Through site visits and consultations, the department provides direct one-on-one support for library directors or staff members in support of best practices for service. Consultants conduct on-site training days and small group sessions to help develop the skill levels of staff. The department hosts and conducts webinars and in-person training for library staff; conducts assessments, evaluations, and statistical reports; and coordinates the certification of professional librarians, which ensures the selection of competent personnel and high-quality library service. The department is also responsible for recommending library standards.

All of South Carolina's public libraries participate in summer reading to foster a love of reading for enjoyment and to help prevent learning loss throughout the summer. Summer reading grants are available to all public library systems to help



<b>AGENCY NAME:</b>	State Library	
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b> 027

support programming to hire special presenters and performers who bring a diverse range of experiences to children. Performances include animal encounters, live theatre, interactive musical performances, and more.

The State Library is committed to supporting library access to all residents across the state. The Library Development department conducts training on a variety of topics. Library Development provided professional development for library staff working with children and teens in public libraries to teach librarians how to engage teens in the libraries. The Facilities and Access Consultant helps provides guidance for libraries looking to build multicultural collections or provide specialized services to diverse customers. This year, the focus expanded to include supporting the construction, renovation, and maintenance of library facilities to improve the library building and website accessibility for patrons with disabilities.

This department supports partnerships to reach English language learners and multilingual families and provides resources that strengthen collections and programs that represent the state’s diverse population. The annual Spanish for Library Staff series equipped staff to serve multilingual customers. The Neurodiversity in Libraries webinar series focused on welcoming individuals with Autism Spectrum Disorder or other cognitive differences to the library. The State Library’s Inclusive Services Center features a variety of assistive technology and accessibility tools, as well as a circulating collection of materials related to equity, diversity, and inclusion in library service. New materials were added to support prison libraries.

Library Development staff also coordinate statewide services and programs to meet information needs identified around the state. Rural libraries especially have identified gaps in access to technology, healthcare, and fresh foods. Public libraries can borrow a wide variety of circulating program kits on topics including STEM/STEAM, storytimes, book club sets, cooking equipment, board games, and memory care programs for patrons with dementia. Libraries and schools have used the kits to host robotics or drone programs for teens, Lego play for children, bilingual storytimes, and hands-on cooking programs. The 138 program kits in our collection circulated a total of 269 times during fiscal year 2023. The State Library’s SC Plants the Seeds program promotes community gardens and access to nutritious foods. A program in conjunction with Clemson Extension provided vegetable seeds to library staff for seed libraries, as well as information on how to start a seed library.

The Library Development department also provides early literacy materials to schools, daycares, and other early-childhood organizations. The signature South Carolina Day by Day Family Literacy Activity Calendar is available to libraries and partners in English or Spanish. The Day by Day calendar provides daily activities that support early literacy skills that help children better prepare for school. The State Library has been distributing the calendar for over a decade, with several states having replicated this project. Early literacy brochures and activity booklets were provided to participating libraries to use in their local programs, including Literacy On the Go, and Have Fun with Math and Science.

**Program Highlights:**

- Library Development partnered with a local nonprofit to offer Mental Health First Aid Training to library staff
- Hosted a virtual 5-week series of webinars on Connected Learning from Young Adult Library Services Association (YALSA)
- Hosted virtual monthly book clubs for youth services staff to generate new ideas for readers advisory.
- Offered multiple sessions of “storytime refresh” and yoga storytime training events that also included the purchase of materials to support library staff in starting programs in their libraries.
- Hosted three workshops on summer reading program planning in-person and wrap-up webinar
- Hosted two early literacy spaces training sessions
- Purchased “Take and Make” activity kits for children and teens for public library use
- Hosted two webinars featuring the Eric Carle Museum of Picture Book Art
- Hosted game club presentation from Firefly Toys & Games in which participants learned how to play a sample of demo games and tips for teaching games to children and teens as well as ideas for starting game clubs in the library
- Coordinated 25 training sessions on facilities
- 435 items are available for circulation in the Inclusive Services Center
- Sent 4 South Carolina public library staff to the 2022 Joint Conference of Librarians of Color to promote leadership and diversity in the field of libraries

<b>AGENCY NAME:</b>	State Library		
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b>	027

The **Communications Department** is responsible for the media relations and promotion of all the State Library services, programs, and initiatives. Staff members design and produce collateral materials and videos, and manage social media, including Facebook, Twitter, Instagram, YouTube, and LinkedIn. Effective communications and email marketing reaches 251,117 subscribers across the state.

Team members cultivate relationships with local media and with state employees to highlight the State Library’s mission and services in an effort to expand participation. The department advises public libraries on public relations matters, including brand standards, communications ethics, and industry trends and tools.

**Program Highlights:**

- Facebook followers: 4,749
- Twitter followers: 6,984
- Instagram followers: 1,922 (Instagram posts: 851)
- YouTube channel views during FY23: 22,838 (watch time 3,720.2 hours)
- YouTube channel subscribers: 926 (137 new in FY23)
- LinkedIn followers: 1,057

**Risk assessment and mitigation strategies**

The South Carolina State Library’s mission, vision, strategic directions, and goals align with our financial budget structure, planned projects, and agency objectives. The mandates the South Carolina State Library is charged with are broad and diverse. They include: service to people who are blind or print disabled; resources for the K-12 community; acting as the State’s document depository for state agencies; acting as a federal document depository; providing research, reference, and consultation services to a wide group of patrons including state employees, libraries, and the legislature. The way in which we meet those mandates must evolve and change over time as the needs of our patrons change.

The challenges of hiring qualified people have increased over time as we directly compete with larger state agencies and several libraries in the area that can offer higher salaries. State salaries, in general, have lagged behind the market, which has had a disproportionately negative impact on smaller agencies, as larger agencies can offer higher salaries and more advancement opportunities. It has been necessary for us to increase salary offers to potential candidates to secure them for employment, which also necessitates increasing existing internal personnel salaries to maintain internal equity. With increased personnel costs and a lack of funding to support these cost changes, the SCSL has utilized existing personnel funding to exhaustion. Funding meant to cover the salary of several positions may only cover the salary for one position now, ultimately leaving the SCSL with a deficit in personnel funding.

The State Library is the document depository for all documents created by each state agency. This role is imperative to the function of state government, Members of the General Assembly, and information access by the general public. This area of the SCSL, has drastically changed over the last ten years, requiring a higher-level skill set, knowledge, education, etc. State documents must be retained as part of South Carolina’s history; some items in our collection date back over 200 years. These documents require special handling and preservation techniques. In contrast, documents that are “born digital” (the agency does not publish a hard copy) require an employee with a different skillset with advanced technological skills. The staff at the SCSL are highly educated, with most positions requiring a minimum of a Bachelor’s degree, but often a Master’s degree is required. Changes in technology have created a more complex library system with technical equipment/software/practices, which require a higher corresponding skill level and experience and, thus, a higher corresponding salary.

**1. Staffing: Qualified Candidates:** The number of qualified candidates applying for positions within the state government has continued to decline. We have found it increasingly difficult to compete for and retain qualified staff, largely due to the

<b>AGENCY NAME:</b>	State Library		
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b>	027

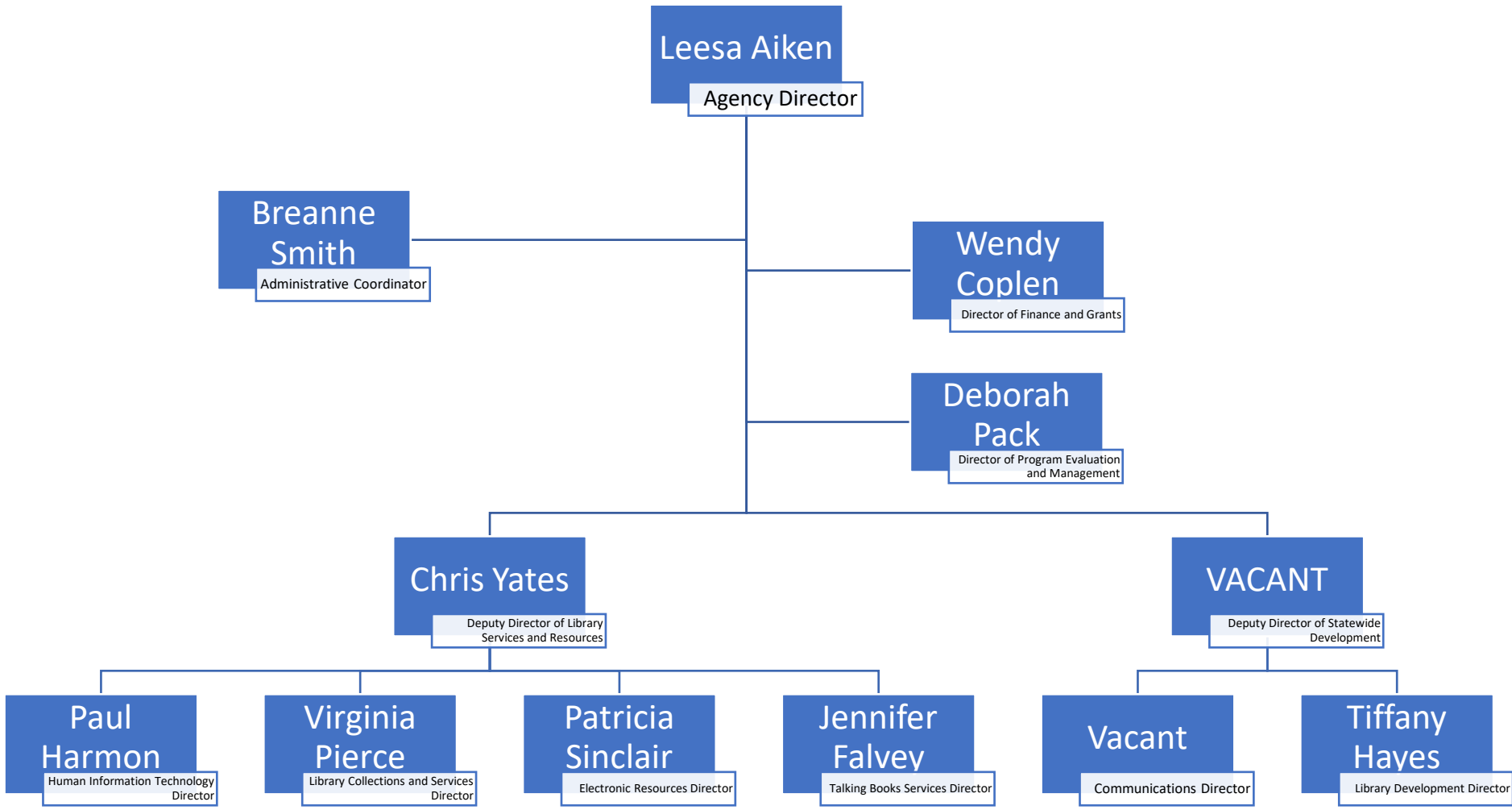
significant salary differences we are able to offer as a small state agency and the increasing costs associated with employee benefits and retirement contributions.

**Potential most negative impact:** An inability to hire and retain qualified personnel, resulting in an inability to provide quality programs and resources. A revolving door of employees who come to work for the South Carolina State Library to gain experience and then move on to higher-paying jobs instead of staying with the State Library because of our inability to compensate competitively.

**Outside help to mitigate the impact:** The ability to compensate staff at a higher rate will assist the State Library in our recruiting efforts. An overall increase in the appropriation for salaries will assist in efforts to retain trained employees that are of significant value to the agency. Additionally, a cap on the costs related to employee benefits and retirement contributions will attract potential applicants.

<b>AGENCY NAME:</b>	State Library		
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b>	027

**AGENCY ORGANIZATIONAL CHART**



# 2023

## Reorganization and Compliance

as submitted for the Accountability Report by:

### H870 - State Library

#### Primary Contact

First Name	Last Name	Role/Title	Email Address	Phone
Leesa	Aiken	Agency Director	laiken@statelibrary.sc.gov	803-734-8668

#### Secondary Contact

First Name	Last Name	Role/Title	Email Address	Phone
Chris	Yates	Deputy Director of Library Resources and Services	cyates@statelibrary.sc.gov	803-734-4618

#### Agency Mission

Adopted in:

2015

We serve the people of South Carolina by supporting state government and libraries to provide opportunities for learning in a changing environment.

#### Agency Vision

Adopted in:

2015

The South Carolina State Library develops, supports, and sustains a thriving statewide community of learners committed to making South Carolina stronger.

#### Recommendations for reorganization requiring legislative change:

None

#### Agency intentions for other major reorganization to divisions, departments, or programs to allow the agency to operate more effectively and efficiently in the succeeding fiscal year:

Creation of Administration Department

#### Significant events related to the agency that occurred in FY2023

Description of Event	Start	End	Agency Measures Impacted	Other Impacts
Discover the South Carolina State Library Webinar series	Jul-22	Jun-23	Number of outreach activities and training sessions conducted	Reaching new patrons across the state
African American Genealogy Webinar series	Jul-22	Oct-23	Number of outreach activities and training sessions conducted	Reaching new patrons across the state and U.S.
A Journey Through South Carolina Photography by Brigadier General Marie Goff Exhibit and Program	Mar-23	May-23	Number of cultural awareness programs offered	Promoting the state's rich culture and history
Unforgettable Civil Rights Photography Exhibit with Cecil Williams	Jul-22	Jun-23	Number of cultural awareness programs offered	Promoting the state's rich culture and history
Notable Documents Awards Ceremony	Jul-22	Jun-23	Number of outreach activities and training sessions conducted	Recognizing other state agencies
South Carolina Wildlife Magazine Digitization Project	Jul-22	Jun-23	Number of items in the State Documents Depository	Partnership with SC Department of Natural Resources
Read-In	Jul-22	Jun-23		Supporting early literacy across the state

<b>Is the agency in compliance with S.C. Code Ann. § 2-1-220, which requires submission of certain reports to the Legislative Services Agency for publication online and the State Library? (See also S.C. Code Ann. § 60-2-20).</b>		Yes
<b>Reason agency is out of compliance: (if applicable)</b>		
<b>Is the agency in compliance with various requirements to transfer its records, including electronic ones, to the Department of Archives and History? See the Public Records Act (S.C. Code Ann. § 20-1-10 through 20-1-180) and the South Carolina Uniform Electronic Transactions Act (S.C. Code Ann. § 26-6-10 through 26-10-210).</b>		Yes
<b>Does the law allow the agency to promulgate regulations?</b>		No
<b>Law number(s) which gives the agency the authority to promulgate regulations:</b>		
<b>Has the agency promulgated any regulations?</b>		No
<b>Is the agency in compliance with S.C. Code Ann. § 1-23-120 (J), which requires an agency to conduct a formal review of its regulations every five years?</b>		Yes
(End of Reorganization and Compliance Section)		

# FY2023

## Strategic Plan Results

as submitted for the Accountability Report by:

H870 - State Library

- Goal 1 Innovation: Demonstrate Excellence in Library Services
- Goal 2 Collaboration: Strengthen Community Engagement
- Goal 3 Participation: Provide equitable access to information
- Goal 4 Preservation: Advance collection Stewardship and Access

Perf. Measure Number	Description	Base	Target	Actual	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes
<b>1.1 Continuing Education and targeted skill development for library professionals and paraprofessionals</b>														
<b>State Objective: Education, Training, and Human Development</b>														
1.1.1	Number of outreach activities and training sessions conducted	224	300	167	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of training sessions offered by the library including exchanges, webinars, etc.; Count of all training events hosted	State library training calendar	Library Development	Library staff and administrators	Library staff training for purposes of increasing skills and raising the level of library service. Direct contact with users stimulates understanding and usage of the resources.	4503.000000.000, 4004.000000.000	Less demand for webinars after returning from COVID; cancelled contract for weekly outside webinars; have fewer Library Development consultants and no Continuing Education Consultant
1.1.2	Number of library certifications provided to public library staff	70	60	60	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Count of all certifications processed	State Library OnBase database	Library Development	Public library staff and administrators	Public library staff certification required for library directors per state statute; available to other staff as a credential	4503.000000.000	
1.1.3	Number of training sessions provided to trustees and friends groups	1	3	4	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Statistical count	Simple tally	Library Development	Library Board of Trustees and Friends of the Library members; library directors and administration.	Train trustees on library board responsibilities, procedures, and administration.	4503.000000.000	
1.1.4	Number of training sessions on Equity, Diversity, and Inclusion provided	31	35	25	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of training sessions	Internal Records, libCal	Library Development	SC library staff and administrators	Guidance and best practices related to equitable, diverse, and inclusive library services	4503.000000.000	Equitable and accessible library practices incorporate into all training
<b>1.2 Provide consulting services to library staff and library board of trustees</b>														
<b>State Objective: Education, Training, and Human Development</b>														
1.2.1	Number of consultations provided to public library staff	614	650	134	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	A consult is considered one interaction in person, by phone, or by email with a library staff member, administrator, Board or Friends member	Monthly reporting from Library Development consultants	Library Development	Public library staff and administrators; K-12 educators, public librarians, academic librarians, parents	Libraries need consulting assistance for a variety of topics related to administration, staff training, patron interactions, and other related concerns	4503.000000.000	Reduced number of consultants in department; changing the way we count consultations to improve accuracy – no longer counting emails as consults
1.2.2	Number of Accessibility Audits of public libraries	3	5	0	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	number of websites and facilities assessed for accessibility	Internal Records	Library Development	Public Libraries	Facilities and websites that are accessible to people with disabilities, staff knowledge of accessibility	4503.000000.000	Project ended. Can be removed
<b>2.1 Provide reader advisory service and library materials to patrons who are blind or print disabled.</b>														
<b>State Objective: Education, Training, and Human Development</b>														
2.1.1	Number of active TBS patrons	4,206	5,500	4,755	Count	Equal to or greater than	State fiscal year	Count of all patrons using TBS services	Internal records	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	Average of the year; NLS patronage nationwide is declining, so this is an excellent result
2.1.2	Circulation of TBS materials	186,780	190,000	430,373	Count	Equal to or greater than	State fiscal year	Count of TBS materials circulated to patrons	Keystone Library Automation System, Utah State Library Braille print book service, National Library Service	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	The BARD application and increases in patron registration have dramatically increased usage overall



Perf. Measure Number	Description	Base	Target	Actual	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes	
2.1.3	Digital Book Machines out to TBS patrons	643	900	729	Count	Equal to or greater than	State fiscal year	Total number of Digital Book Machines sent to TBS patrons	Keystone Library Automation System	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	Again, this number was impacted by the increased use of the BARD app	
2.1.4	TBS BARD patrons	731	900	738	Count	Equal to or greater than	State fiscal year	Count of all TBS patrons using the BARD platform	National Library Service	Talking Book Services	Fostering a lifelong love of reading by providing assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	Average over the year	
2.1.5	Donations to TBS	12,687	7,000	8,818	Count	Equal to or greater than	State fiscal year	total monetary donations given to TBS during fiscal year	Internal records	Talking Book Services	Assist Talking Book Services financially and in-kind to provide equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000		
2.1.6	TBS Volunteer hours	419	450	438	Count	Equal to or greater than	State fiscal year	Total hours worked by TBS volunteers	Internal records	Talking Book Services	Assist Talking Book Services financially and in-kind to provide equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	We are still working to replace some of the regular volunteers who did not return after Covid.	
2.1.7	TBS Outreach sessions	12	12	16	Count	Equal to or greater than	State fiscal year	Number of times TBS staff performed outreach to patrons or community	LibCal, Internal Records	Talking Book Services	Fostering a lifelong love of reading by providing assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	With the addition of a Reader Advisor focused on outreach, growth has been steady.	
2.1.8	TBS Outreach participants	187	200	1,156	Count	Equal to or greater than	State fiscal year	Count of individuals who attended TBS outreach sessions	LibCal, Internal records	Talking Book Services	Fostering a lifelong love of reading by providing assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	With the return of many community events, as well as more outreach, we are reaching many more people.	
2.1.9	TBS Books recorded	4	8	5	Count	Equal to or greater than	State fiscal year	Number of book readings recorded for TBS patrons	Internal records	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	With a nearly 300% increase in magazine recording, book recording has taken a back seat.  Finding new volunteers to read book-length materials is challenging.	
2.1.10	TBS Magazines recorded	10	18	21	Count	Equal to or greater than	State fiscal year	Number of magazine readings recorded for TBS patrons	Internal records	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000		
<b>2.2</b>	<b>SCSL will support a Summer Reading Program for children and youth</b>								<b>State Objective: Education, Training, and Human Development</b>						
2.2.1	Number of Summer Reading participants 18 and under	58,590	60,000	63,883	Count	equal to or greater than	State Fiscal Year	Total reported	post-survey	Library Development	Improves literacy and prevents the "summer slide"	Children and early readers in South Carolina	4503.000000.000		

Perf. Measure Number	Description	Base	Target	Actual	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes
<b>2.3 Incorporate data and storytelling to effectively communicate the valuable services of libraries to partners, customers, and stakeholders.</b>														
<b>State Objective: Education, Training, and Human Development</b>														
2.3.1	Number of individuals reached with email marketing updates to promote programs and training opportunities	251,117	260,000	268,236	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total of departmental and general weekly and monthly emails sent out through Constant Contact email marketing system	Constant Contact	Communications	Patrons, Library directors, library staff, state employees	News and information	4503.000000.000	
2.3.2	Number of individuals attending quarterly social media idea exchange meetings.	40 attendees per meeting.	160	56	Count	Equal to or greater than.	State Fiscal Year (July 1 - June 30).	Tally count from attendee sign-in sheet.	Sign-in sheet.	Communications	State agency employees	News and information	4503.000000.000	The State Library was only able to hold 2 exchanges during FY23.
<b>3.1 Acquire, process, catalog, maintain, and delivery quality resources.</b>														
<b>State Objective: Education, Training, and Human Development</b>														
3.1.1	Number of items circulated from the Inclusive Services Collection	171	180	188	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of items circulated from this collection	SLENDIS / Evergreen	Library Development	Library card holders, including SC library staff and the general public	Access to diverse and accessible library materials	4503.000000.000	
3.1.2	Number of library programming kit circulations	160	200	269	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	KitKeeper report on annual circulation total	Kit Keeper online circulation management software report	Library Development	Public library staff and patrons	Programming kits allow libraries to offer events that they would otherwise not have, without financial commitment from the library	4503.000000.000	
3.1.3	Number of items in electronic materials collection	312,307	330,000	285,641	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Grand total reported.	Obtained from vendor reports.	Library Collections & Services	SCSL cardholders	Resource assistance.	4004.000000.000	
3.1.4	Number of electronic materials retrieved	79,848	90,000	102,828	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Grand total reported.	Obtained from vendor reports.	Library Collections & Services	SCSL cardholders	Resource assistance.	4004.000000.000	
3.1.5	Number of items retrieved from Historical Black Newspaper Collection	9,942	10,000	10,419	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Grand total reported.	Obtained from vendor reports.	Library Collections & Services	SCSL cardholders	Resource assistance.	4004.000000.000	
3.1.6	Number of library cards issued	1,064	1,200	2,463	Count	Equal to or greater than	State Fiscal Year (July 1 - June 30).	Total new library cards issued during the fiscal year	Internal records	Library Collections & Services	Access to State Library physical and electronic collections	South Carolina residents	4004.000000.000	We now have more than 10,000 State Library patrons.
<b>3.2 Provide professional reference and research services to South Carolinians, K-12, state and local government, business, and libraries</b>														
<b>State Objective: Government and Citizens</b>														
3.2.1	Number of visitors to state library	4,692	5,000	6,332	Count	Equal to or greater than	State Fiscal Year (July 1 - June 30).	Total visitors through State Library's front entrance	Internal records	Library Collections & Services	Access to State Library collections and services	General public	4004.000000.000	
<b>3.3 Provide teachers, students, families, libraries, and the general public with access to electronic resources to meet informal needs of South Carolinians.</b>														
<b>State Objective: Education, Training, and Human Development</b>														

Perf. Measure Number	Description	Base	Target	Actual	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes
3.3.1	Number of Discus training screencasts provided	28	30	24	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total for the period reported	Simple tally	Electronic Resources	K-12 students and educators, public library patrons, and academic institutions	Homework and research assistance.	4004.000000.000	With schools opening up for guest speakers and presenters we focused on in-person training opportunities. We also focused on a presentation series for parents and guardians, and public libraries rather than a variety of webinars for the various communities Discus supports. We have also hired two new trainers to the Discus team which took time that would normally be spent planning and conducting virtual trainings.
3.3.2	Number of views of Discus training screencasts	755	800	150	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total for the period reported	Simple tally	Electronic Resources	K-12 educators, public librarians, academic librarians	Resource assistance and greater knowledge of database functionality.	4004.000000.000	Previous numbers were during COVID. We focused on hiring and training new trainers to conduct in-person sessions and participate in statewide conferences again.
3.3.3	Number of locations receiving promotional project kits	1,426	1,500	1,480	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of public schools, libraries, individuals, and partners that receive promotional kits from include Discus (SC's Virtual	Simple tally	Electronic Resources	K-12 students and educators	Increased program awareness.	4004.000000.000	
3.3.4	Usage of Discus online resources retrieved	18,808,129	20,000,000	24,040,950	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Grand total reported.	Obtained from vendor reports.	Electronic Resources	K-12 students and educators, public library patrons, and academic institutions	For homework and informational purposes by citizens.	4004.000000.000	
4.1	<b>Encourages reading, writing, and literacy among all ages of South Carolinians</b>											<b>State Objective: Education, Training, and Human Development</b>		
4.1.1	Literacy materials sent	4,000	5,000	48,529	Count	Equal to or greater than	State fiscal year	Count of total literacy items sent to libraries, schools, day care centers, churches, homeschooling groups, preschools, Department of Education, and other agencies/organizations.	Internal records	Library Development	Increase literacy at an early stage of development.	Children and early readers in South Carolina	4503.000000.000	
4.2	<b>Digitize and preserve South Carolina History</b>											<b>State Objective: Government and Citizens</b>		
4.2.1	Number of SCSL and partner items added to the South Carolina Digital Library	0	80	347	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Statistical count	Simple tally	Library Collections & Services	General public	Increased visibility of documents to public.	4004.000000.000	Since we did not submit any items to the South Carolina Digital Library in FY22, we ended up submitting a larger number in FY23.
4.2.2	Number of visits of SCSL items via the South Carolina Digital Library	39,703	40,000	33,191	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Statistical count	System report from external partner	Library Collections & Services	SCSL cardholders	Resource assistance.	4004.000000.000	Difficult to obtain from external source; will be removed from future reports
4.3	<b>The SCSL is South Carolina's state government depository. Provides transparency in government with centralized and free, statewide access to state publications.</b>											<b>State Objective: Education, Training, and Human Development</b>		
4.3.1	Number of Document Depository training sessions provided	1	2	5	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Statistical count	Simple tally	Library Collections & Services	12 state depository libraries	Train depository library staff on how to provide access to documents.	4004.000000.000	

Perf. Measure Number	Description	Base	Target	Actual	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes
4.3.2	Number of attendees/views of Document Depository training	24	30	9	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Statistical count	Simple tally	Library Collections & Services	12 state depository libraries	Train depository library staff on how to provide access to documents.	4004.000000.000	In the previous fiscal year there were additional trainings with State Depository Libraries and our Government Documents Librarian Sheila Dorsey to devise and promote a new process for sharing new electronic state documents they could ingest into their catalogs. Many of the State Depository Libraries are part of the PASCAL catalog consortium and share a catalog so the new process was created specifically for it. In FY22, we also onboarded a new State Depository Library partner, Georgetown Tech, and met with them to get them started. In FY23, the new process and Georgetown Tech were both well established and they met fewer times.
4.3.3	Number of items in the State Documents Digital Depository	45,742	50,000	51,627	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Statistical count	System report	Library Collections & Services	State agencies and researchers	Increased visibility of documents to public.	4004.000000.000	
4.3.4	Number of visits to the State Documents Digital Depository	307,406	310,000	424,366	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Statistical count	Google Analytics	Library Collections & Services	State agencies and researchers	Increased visibility of documents to public.	4004.000000.000	

# FY2024

## Strategic Plan Development

as submitted for the Accountability Report by:

H870 - State Library

- Goal 1 Innovation: Demonstrate Excellence in Library Services
- Goal 2 Collaboration: Strengthen Community Engagement
- Goal 3 Participation: Provide equitable access to information
- Goal 4 Preservation: Advance collection Stewardship and Access

Perf. Measure Number	Description	Base	Target	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes	
<b>1.1 Continuing Education and targeted skill development for library professionals and paraprofessionals</b>													<b>State Objective: Education, Training, and Human Development</b>	
1.1.1	Number of outreach activities and training sessions conducted	167	170	Count	equal to or greater than	State fiscal year	Total number of training sessions offered by the library including exchanges, webinars, etc.; Count of all training events hosted	State library training calendar	Library Development	Library staff training for purposes of increasing skills and raising the level of library service. Direct contact with users stimulates understanding and usage of the resources.	Library staff and administrators	4503.000000.000, 4004.000000.000		
1.1.2	Number of library certifications provided to public library staff	60	65	Count	equal to or greater than	State fiscal year	Count of all certifications processed	State Library OnBase database	Library Development	Public library staff certification required for library directors per state statute; available to other staff as a credential	Public library staff and administrators	4503.000000.000		
1.1.3	Number of training sessions provided to trustees and friends groups	4	6	Count	equal to or greater than	State fiscal year	Statistical count	Simple tally	Library Development	Train trustees on library board responsibilities, procedures, and administration.	Library Board of Trustees and Friends of the Library members; library directors and administration.	4503.000000.000		
1.1.4	Number of training sessions on Equity, Diversity, and Inclusion provided	25	25	Count	equal to or greater than	State fiscal year	Total number of training sessions	Internal Records, libCal	Library Development	Guidance and best practices related to equitable, diverse, and inclusive library services	SC library staff and administrators	4503.000000.000		
1.1.5	Number of educational trainings to State and Federal Correctional Institutions	1	2	Count	equal to or greater than	State fiscal year	Grand total reported	Internal records	Library Collections & Services	Access to State Library collections and services	State Correctional Institutional Libraries and Federal Correctional Institutional Libraries located in SC and their inmate population	4004.000000.000		
<b>1.2 Provide consulting services to library staff and library board of trustees.</b>													<b>State Objective: Education, Training, and Human Development</b>	
1.2.1	Number of consultations provided to public library staff	134	175	Count	equal to or greater than	State fiscal year	A consult is considered one interaction in person, by phone, or by email with a library staff member, administrator, supporter, or community partner	Monthly reporting from Library Development consultants	Library Development	Public library staff and administrators; K-12 educators, public librarians, academic librarians, parents	Libraries need consulting assistance for a variety of topics related to administration, staff training, patron interactions, and other related concerns	4503.000000.000		
<b>2.1 Provide reader advisory service and library materials to patrons who are blind or print disabled.</b>													<b>State Objective: Education, Training, and Human Development</b>	
2.1.1	Number of active TBS patrons	4,755	4,855	Count	Equal to or greater than	State fiscal year	Count of all patrons using TBS services	Internal records	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000		

Perf. Measure Number	Description	Base	Target	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes
2.1.2	Circulation of TBS materials	430,373	435,000	Count	Equal to or greater than	State fiscal year	Count of TBS materials circulated to patrons	Keystone Library Automation System, Utah State Library Braille print book service, National Library Service	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	
2.1.3	Digital Book Machines out to TBS patrons	729	750	Count	Equal to or greater than	State fiscal year	Total number of Digital Book Machines sent to TBS patrons	Keystone Library Automation System	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	
2.1.4	TBS BARD patrons	738	750	Count	Equal to or greater than	State fiscal year	Count of all TBS patrons using the BARD platform	National Library Service	Talking Book Services	Fostering a lifelong love of reading by providing assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	
2.1.5	Donations to TBS	8,818	9,000	Count	Equal to or greater than	State fiscal year	total monetary donations given to TBS during fiscal year	Internal records	Talking Book Services	Assist Talking Book Services financially and in-kind to provide equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	
2.1.6	TBS Volunteer hours	438	450	Count	Equal to or greater than	State fiscal year	Total hours worked by TBS volunteers	Internal records	Talking Book Services	Assist Talking Book Services financially and in-kind to provide equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	
2.1.7	TBS Outreach sessions	16	26	Count	Equal to or greater than	State fiscal year	Number of times TBS staff performed outreach to patrons or community	LibCal, Internal Records	Talking Book Services	Fostering a lifelong love of reading by providing assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	
2.1.8	TBS Outreach participants	1,156	1,750	Count	Equal to or greater than	State fiscal year	Count of individuals who attended TBS outreach sessions	LibCal, Internal records	Talking Book Services	Fostering a lifelong love of reading by providing assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	

Perf. Measure Number	Description	Base	Target	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes	
2.1.9	TBS Books recorded		5	6	Count	Equal to or greater than	State fiscal year	Number of book readings recorded for TBS patrons	Internal records	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	
2.1.10	TBS Magazines recorded		21	30	count	Equal to or greater than	State fiscal year	Count number of completed magazine recordings	TBS statistical records	Talking Book Services	Fostering a lifelong love of reading by providing equipment, materials, and assistance to the blind and print disabled	South Carolina's blind or print disabled	1501.000000.000	
<b>2.2 Develop collaborative and strategic partnerships with relevant state agencies, libraries, schools, and community-based organizations in order to maximize service potential, share resources, and extend outreach to South Carolinians. State Objective: Education, Training, and Human Development</b>														
2.2.1	Number of Summer Reading participants 18 and under	63,883	70,000	Count	equal to or greater than	State Fiscal Year	Total reported	post-survey	Library Development	Improves literacy and prevents the "summer slide"	Children and early readers in South Carolina	4503.000000.000		
2.2.2	Number of reference questions answered by mail for State Correctional Institutional Residents	49	50	Count	equal to or greater than	State fiscal year	Grand total reported	Internal records	Library Collections & Services	Providing reference services via correspondence to underserved populations	State Correctional Institutional Libraries and Federal Correctional Institutional Libraries located in SC and their inmate population	0		
<b>2.3 Incorporate data and storytelling to effectively communicate the valuable services of libraries to partners, customers, and stakeholders. State Objective: Education, Training, and Human Development</b>														
2.3.1	Number of individuals reached with email marketing updates to promote programs and training opportunities	268,236	270,000	Count	equal to or greater than	State fiscal year	Total of departmental and general weekly and monthly emails sent out through Constant Contact email marketing system	Constant Contact	Communications	News and information	Patrons, Library directors, library staff, state employees	4503.000000.000		
2.3.2	Number of individuals attending quarterly social media idea exchange meetings.	56	25	Count	Equal to or greater than.	State fiscal year	Tally count from attendee sign-in sheet.	Sign-in sheet.	Communications	News and information	State agency employees	4503.000000.000		
<b>3.1 Acquire, process, catalog, maintain, and delivery quality resources. State Objective: Education, Training, and Human Development</b>														
3.1.1	Number of items circulated from the Inclusive Services Collection	188	100	Count	equal to or greater than	State fiscal year	Total number of items circulated from this collection	SCLENDS / Evergreen	Library Development	Access to diverse and accessible library materials	Library card holders, including SC library staff and the general public	4503.000000.000		
3.1.2	Number of library programming kit circulations	269	300	Count	equal to or greater than	State fiscal year	KitKeeper report on annual circulation total	Kit Keeper online circulation management software report	Library Development	Programming kits allow libraries to offer events that they would otherwise not have, without financial commitment from the library	Public library staff and patrons	4503.000000.000		



Perf. Measure Number	Description	Base	Target	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes
3.1.3	Number of items in electronic materials collection	285,641	280,000	Count	equal to or greater than	State fiscal year	Grand total reported.	Obtained from vendor reports.	Library Collections & Services	Resource assistance.	SCSL cardholders	4004.000000.000	
3.1.4	Number of electronic materials retrieved	102,828	110,000	Count	equal to or greater than	State fiscal year	Grand total reported.	Obtained from vendor reports.	Library Collections & Services	Resource assistance.	SCSL cardholders	4004.000000.000	
3.1.5	Number of items retrieved from Historical Black Newspaper Collection	10,419	11,000	Count	equal to or greater than	State fiscal year	Grand total reported.	Obtained from vendor reports.	Library Collections & Services	Resource assistance.	SCSL cardholders	4004.000000.000	
3.1.6	Number of library cards issued	2,463	3,500	Count	Equal to or greater than	State fiscal year	Total new library cards issued during the fiscal year	Internal records	Library Collections & Services	Access to State Library physical and electronic collections	South Carolina residents	4004.000000.000	
3.1.7	Number of e-Books retrieved	41,576	42,250	Count	equal to or greater than	State fiscal year	Grand total reported	Obtained from vendor reports	Library Collections & Services	Access to State Library collections	SCSL cardholders	0	
<b>3.2</b>	<b>Provide professional reference and research services to South Carolinians, K-12, state and local government, businesses, and libraries</b>										<b>State Objective: Government and Citizens</b>		
3.2.1	Number of visitors to state library	6,332	6,500	Count	Equal to or greater than	State fiscal year	Total visitors through State Library's front entrance	Internal records	Library Collections & Services	Access to State Library collections and services	General public	4004.000000.000	
<b>3.3</b>	<b>Provide teachers, students, families, libraries, and the general public with access to electronic resources to meet informational needs of South Carolinians.</b>										<b>State Objective: Education, Training, and Human Development</b>		
3.3.1	Number of Discus training screencasts provided	24	30	Count	equal to or greater than	State fiscal year	Total for the period reported	Simple tally	Electronic Resources	Homework and research assistance.	K-12 students and educators, public library patrons, and academic institutions	4004.000000.000	
3.3.2	Number of views of Discus training screencasts	150	150	Count	equal to or greater than	State fiscal year	Total for the period reported	Simple tally	Electronic Resources	Resource assistance and greater knowledge of database functionality.	K-12 educators, public librarians, academic librarians	4004.000000.000	

Perf. Measure Number	Description	Base	Target	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes
3.3.3	Number of locations receiving promotional project kits	1,480	1,480	Count	equal to or greater than	State fiscal year	Total number of public schools, libraries, individuals, and partners that receive promotional kits from include Discus (SC's Virtual	Simple tally	Electronic Resources	Increased program awareness.	K-12 students and educators	4004.000000.000	
3.3.4	Usage of Discus online resources retrieved	24,040,950	25,000,000	Count	equal to or greater than	State fiscal year	Grand total reported.	Obtained from vendor reports.	Electronic Resources	For homework and informational purposes by citizens.	K-12 students and educators, public library patrons, and academic institutions	4004.000000.000	
4.1	<b>Preserve interest in South Carolina cultural and artistic information by encouraging reading, writing, and literacy among all ages of South Carolinians through programs and activities.</b>										<b>State Objective: Education, Training, and Human Development</b>		
4.1.1	Literacy materials sent	48,529	50,000	Count	Equal to or greater than	State fiscal year	Count of total literacy items sent to libraries, schools, day care centers, churches, homeschooling groups, preschools, Department of Education, and other agencies/organizations.	Internal records	Library Development	Increase literacy at an early stage of development.	Children and early readers in South Carolina	4503.000000.000	
4.2	<b>Digitize and preserve South Carolina history.</b>										<b>State Objective: Government and Citizens</b>		
4.2.1	Number of SCSL and partner items added to the South Carolina Digital Library	347	350	Count	equal to or greater than	State fiscal year	Statistical count	Simple tally	Library Collections & Services	Increased visibility of documents to public.	General public	4004.000000.000	
4.2.2	Number of SCSL items now accessible via the South Carolina Digital Library	49,699	52,000	Count	equal to or greater than	State fiscal year	Statistical count	System report from external partner	Library Collections & Services	Increased visibility of documents to public.	SCSL cardholders	4004.000000.000	
4.3	<b>The SCSL is South Carolina's state government depository. Provides transparency in government with centralized and free, statewide access to state publications. Serve as a depository for federal publications.</b>										<b>State Objective: Education, Training, and Human Development</b>		
4.3.1	Number of Document Depository training sessions provided	5	5	Count	Maintain range	State Fiscal Year	Statistical count	Simple tally	Library Collections & Services	Train depository library staff on how to provide access to documents.	12 state depository libraries	4004.000000.000	

# 2023

## Budget Data

as submitted for the Accountability Report by:

### H870 - State Library

State Funded Program No.	State Funded Program Title	Description of State Funded Program	(Actual) General	(Actual) Other	(Actual) Federal	(Actual) Total	(Projected) General2	(Projected) Other	(Projected) Federal4	(Projected) Total
0100.000000.000	Administration	Oversees the State Library	\$ 1,198,553.26	\$ -	\$ -	\$ 1,198,553.26	\$ 1,297,116.00	\$ -	\$ -	\$ 1,297,116.00
1501.000000.000	Talking Book Services	Program provides audio books utilizing proprietary players and/or BARD online app as well as related library lending services throughout the entire state of South Carolina for the blind, visually impaired, or physically handicapped, commonly referred to as the print disabled.	\$ 452,761.03	\$ -	\$ 2,673.96	\$ 455,434.99	\$ 492,880.00	\$ -	\$ 366,096.00	\$ 858,976.00
4004.000000.000	Library Resources	Responsible for reference, research, programming, training, outreach, accessing print and electronic collections, and circulation	\$ 3,521,802.77	\$ 168,002.40	\$ 1,457,412.46	\$ 5,147,217.63	\$ 3,470,540.00	\$ -	\$ 1,004,184.00	\$ 4,474,724.00
4503.000000.000	Statewide Development	Library consulting, grant administration, communications and marketing, and services for special populations as well as all statewide special projects	\$ 13,818,306.13	\$ 11,631.75	\$ 1,767,775.24	\$ 15,597,713.12	\$ 14,016,347.00	\$ -	\$ 1,129,287.00	\$ 15,145,634.00
4503.000000.001	Statewide Development							\$ -		
9500.050000.000	State Employer Contributions	State Employer Contributions refers to the funds the agency pays toward employee benefits such as health and retirement.	\$ 613,249.90	\$ -	\$ 340,475.16	\$ 953,725.06	\$ 746,459.00	\$ -	\$ 201,579.00	\$ 948,038.00

# 2023

## Legal Data

as submitted for the Accountability Report by:

### H870 - State Library

Law number	Jurisdiction	Type	Description	Purpose the law serves:	Notes:	Changes made during FY2023
23-31-210	State	Regulation	Open Carry with Training Act	Not related to agency deliverable		No Change
60-1-10	State	Statute	Establishment of South Carolina State Library; State Library Board; appointment and terms of office of board members; vacancies.	Not related to agency deliverable		No Change
60-1-100	State	Statute	Services of libraries open to public; fees for certain services; provision for penalties.	Not related to agency deliverable		No Change
60-1-110	State	Statute	State Library to assist libraries of state institutions.	Not related to agency deliverable	State insitutional libraries request assistance on an as needed basis.	No Change
60-1-120	State	Statute	Library services to be rendered to blind and physically handicapped readers.	Requires a service	Provide library service to the blind and physically handicapped readers in cooperation with the United States Library of Congress	No Change
60-1-130	State	Statute	State Library to promote cooperation among governmental bodies and libraries for the sharing of resources.	Not related to agency deliverable		No Change
60-1-140	State	Statute	State Library to establish statewide library network.	Requires a service	Operate a statewide library network to facilitate the sharing of resources and information among South Carolina libraries	No Change
60-1-150	State	Statute	Authority of public libraries to participate in statewide library network; authority of director to allow participation.	Requires a manner of delivery		No Change

Law number	Jurisdiction	Type	Description	Purpose the law serves:	Notes:	Changes made during FY2023
60-1-160	State	Statute	State Library to receive statistical reports from libraries.	Requires a manner of delivery		No Change
60-1-170	State	Statute	Authority of director to cooperate with United States Department of Education and other agencies in the administration of funds.	Not related to agency deliverable		No Change
60-1-20	State	Statute	Chairman and vice-chairman of board; other officers; board meetings; compensation of board members.	Not related to agency deliverable		No Change
60-1-30	State	Statute	Director of State Library; qualifications; evaluation and term of office.	Not related to agency deliverable		No Change
60-1-40	State	Statute	Duties and authority of board.	Requires a service	Library and information services to state government, South Carolina libraries, and the citizens of the State	No Change
60-1-50	State	Statute	Duties of director.	Requires a service	Provide advice and technical assistance to public and other libraries, agencies of the State, political subdivisions, and planning groups concerning library services and operations	No Change
60-1-60	State	Statute	Duties of State Library in executing library policy.	Requires a service	Development and extension of library services throughout the State	No Change
60-1-70	State	Statute	State Library to provide research services to General Assembly and others.	Requires a service	Provide library and library research services to the General Assembly, state officers and agencies, and state government employees	No Change
60-1-80	State	Statute	State Library to provide assistance to public libraries and county governments.	Requires a service	Provide advice and assistance to public libraries, library boards, and county governments in matters concerning the establishment, support, operation, improvement, and coordination of library services	No Change

Law number	Jurisdiction	Type	Description	Purpose the law serves:	Notes:	Changes made during FY2023
60-1-90	State	Statute	Administration of state and federal grants to public libraries; eligibility for grants.	Distribute funding to another entity		No Change
75-1	State	Regulation	State Aid to Public Libraries: Regulations	Distribute funding to another entity		Amended
75-2	State	Regulation	Certification of Public Librarians: Regulations	Requires a service	Four types of public library certificates for professional and pre-professional staff	No Change

# 2023

## Services Data

as submitted for the Accountability Report by:

H870 - State Library

Description of Service	Description of Direct Customer	Customer Name	Others Impacted by Service	Division or major organizational unit providing the service.	Description of division or major organizational unit providing the service.	Primary negative impact if service not provided.	Changes made to services during FY2023	Summary of changes to services
Discus - South Carolina's Virtual Library	Public: statewide access to schools, libraries, and the general population	School districts	Public libraries, academic libraries, and the general population	Electronic Resources	Provides electronic resources for the public and the K-12 community. Ensures delivery of online databases and other electronic resources providing information for the public, especially students in South Carolina schools	Students, educators, families, and SC citizens will not have the resources for research and education.	No Change	
Public library consulting services	South Carolina public libraries	Public Libraries	Library boards; community partners; patrons	Library Development	Consults and provides training and other services to county public libraries statewide. Support, strengthen and develop public library operations and staff	Libraries will lack support to help improve services to patrons.	No Change	Reduced number of consultants due to department reorganization
Audio books and related services for the blind, visually impaired, or physically handicapped.	Public: statewide access to the general population	Print-disabled population of South Carolina.	Caregivers; other stakeholders of the print-disabled population of South Carolina.	Talking Books Services	Provides services and books in formats for the blind, low vision, physically handicapped. Statewide delivery of audio and print materials for customers with disabilities	Agency violates Federal mandate outlined in Public Law 116-94, Division P, Title XIV, §1403(a) - SEC. 1403. NATIONAL LIBRARY SERVICE FOR THE BLIND AND PRINT DISABLED.	No Change	
Research services	State government	State government employees	SC citizens, researchers, scholars, out of state patrons	Library Collections & Services	Provides research for state government employees and elected officials as it relates to their position in state government.	State government employees would not have access to the research and expertise of State Library staff for their legislative research needs, constituent services needs, and the accurate and quality resources the State Library provides.	No Change	This service has been discontinued as it is no longer necessary.
Research services	State government	State government employees	SC citizens, researchers, scholars, out of state patrons	Library Collections & Services	Provides research for state government employees and elected officials as it relates to their position in state government.	State government employees would not have access to the research and expertise of State Library staff for their legislative research needs, constituent services needs, and the accurate and quality resources the State Library provides.	No Change	
Research services	State government	State government employees	SC citizens, researchers, scholars, out of state patrons	Library Collections & Services	Provides research for state government employees and elected officials as it relates to their position in state government.	State government employees would not have access to the research and expertise of State Library staff for their legislative research needs, constituent services needs, and the accurate and quality resources the State Library provides.	No Change	



Description of Service	Description of Direct Customer	Customer Name	Others Impacted by Service	Division or major organizational unit providing the service.	Description of division or major organizational unit providing the service.	Primary negative impact if service not provided.	Changes made to services during FY2023	Summary of changes to services
Research services, cultural awareness programs, author talks	General Public, South Carolina residents	SC Residents	General public	Library Collections & Services	Provides research, educational events to the general public.	Patrons may not have the full understanding of the agency's mission.	No Change	Position vacant
Access to State Government documents (digitized and physical)	State government, general public	State government employees	SC citizens, researchers, scholars, out of state patrons	Library Collections & Services	Provides online and physical access to documents and materials for research.	Access would be limited to physical state government documents.	No Change	
SLENDS - multi-county consortium shared online catalog of materials	Public: statewide access to the general population	Residents of the counties whose public library systems are members of SLENDS	State library cardholders	SLENDS	Provides access to a consortium of 20 county libraries and the State Library. SLENDS libraries share a single catalog, which means that patrons can search for items at any of the libraries as easily as they search for items at their home library.	Patrons of the member county libraries would lose access to the other member library systems' holdings/items.	No Change	
Day by Day SC - family literacy calendar and website	Public: statewide access to the general population and targeted to family literacy groups	Children	Young children; parents; caregivers; teachers; librarians	Library Development	The South Carolina Day by Day Family Literacy Calendar is designed to be a tool that families, caregivers, educators, and librarians can use at home and in the classroom to further develop early literacy skills that help young children become prepared for, and to do better in, school.	Children lack early literacy and school readiness	No Change	
SC Read Eat Grow	South Carolina public libraries and targeted groups	Library Patrons	Library staff; library patrons; children	Library Development	SC Read Eat Grow is an initiative started by the South Carolina State Library in an effort to increase information regarding and access to healthy food.	Lower nutrition literacy statewide.	No Change	
StudySC	Public: statewide access to schools, libraries, and the general population	School districts	Public libraries, academic libraries, and the general population	Electronic Resources, Library Collections & Services	Provides web resources for K-12 homework help, projects, and more. It also provides teachers with lesson plans and other content to support classroom activities.	Students, educators, families, and SC citizens will not have the resource for SC research and education.	No Change	
A Book a Librarian service was added in January 2021 in order to allow State Library cardholders to borrow SLENDS items in a safe manner during State Library closures to the public during COVID-19.	This department directly serves state employees, elected officials, public libraries, and all South Carolina citizens.	Library Patrons	non State Library patrons, out of state researchers	Library Collections & Services	The Library Services Department is responsible for reference, research, programming, training, outreach, accessing print and electronic collections, and circulation. This department directly serves state employees, elected officials, public libraries, and all South Carolina citizens.	Library Services Department staff would not have been able to continue excellent services to patrons during the library closure due to COVID-19.	Amend	Book a Librarian service has broadened patron access to our research services. Book a Librarian is also used for grant consultations.
Digitization Services provided to Confederate Relic Room and Military Museum	This department directly serves state employees, state agencies, elected officials, public libraries, and all South Carolina citizens.	State agencies	state employees, elected officials, public libraries, and all South Carolina citizens, out of state researchers	Library Collections & Services	The Library Collections Department coordinates the selection, purchasing, cataloging, and access to the print and electronic collections of the State Library and also provides online access to historic documents, books, and images as well as cultivates partnerships to make historic and cultural materials easily available online.	The Confederate Relic Room and Military Museum does not have the staff expertise or equipment to digitize and create detailed metadata to complete this type of project.	No Change	

Description of Service	Description of Direct Customer	Customer Name	Others Impacted by Service	Division or major organizational unit providing the service.	Description of division or major organizational unit providing the service.	Primary negative impact if service not provided.	Changes made to services during FY2023	Summary of changes to services
Unforgettable Civil Rights Photography Traveling Exhibit	This program directly serves all South Carolina citizens, public libraries and museums.	SC citizens	SC public libraries and museums	Library Collections & Services	The Library Services Department is responsible for reference, research, programming, training, outreach, accessing print and electronic collections, and circulation. This department directly serves state employees, elected officials, public libraries, and all South Carolina citizens.	South Carolina citizens, including K-12 aged children, would not learn about some Civil Rights events that took place in South Carolina during the Civil Rights era.	No Change	
The Notable State Documents Awards Program is presented annually by the South Carolina State Documents Depository System at the State Library. The program recognizes exemplary state publications produced by South Carolina state agencies each calendar year.	This program directly serves state agencies and state employees.	State agencies	state employees, elected officials, public libraries, and all South Carolina citizens	Library Collections & Services	The Library Collections Department coordinates the selection, purchasing, cataloging, and access to the print and electronic collections of the State Library and also provides online access to historic documents, books, and images as well as cultivates partnerships to make historic and cultural materials easily available online.	State agencies and state employees would not receive adequate recognition for the excellent information they produce.	No Change	
Duplication On Demand - New one cartridge, one patron process for providing audio books for the blind, visually impaired, or physically-impaired temporary and permanent residents of South Carolina.	Print-disabled citizens of South Carolina.	Print-disabled citizens of South Carolina.	Institutions serving the print-disabled of South Carolina.	Talking Book Services	Talking Book Services is the South Carolina network library of the National Library for the Blind and Print Disabled, a division of the Library of Congress.	Agency in violation of agreement with National Library Service for the Blind and Print Disabled	No Change	
More	"More" is the South Carolina State Library's monthly newsletter providing information about agency programs, news from libraries around the state, upcoming continuing education events, and national library news.	SC citizens	Individuals interested in news about SCSL and other library-focused news.	Communications	The Communications Department is responsible for the media relations, publicity, and promotion of all the State Library services, programs, and initiatives.	There would be less awareness of available training opportunities, programs, and events.	No Change	
Weekly Update	Weekly email advertising SCSL's upcoming events	SC citizens	Individuals interested in events at SCSL	Communications	The Communications Department is responsible for the media relations, publicity, and promotion of all the State Library services, programs, and initiatives.	There would be less awareness of available training opportunities, programs, and events.	No Change	

# 2023

## Partnerships Data

as submitted for the Accountability Report by:

### H870 - State Library

Type of Partner Entity	Name of Partner Entity	Description of Partnership	Change to the partnership during the past fiscal year
State Government	Access South Carolina IT (ASCIT)	Partnering in offering virtual Accessibility conference	No Change
State Government	Assistive Technology Advisory Committee (ATAC)	Serve on advisory committee and cross promotes assistive technology to special populations	No Change
Professional Association	Association of Public Library Administrators	Works with library development and statewide services to host workshops and other educational opportunities to the state's public library administrators; Cross promotes events and programs	No Change
Non-Governmental Organization	Carolina Center for Family Engagement (CFEC)	Participation in interagency working group, collaboration on family engagement kits	Amend
Non-Governmental Organization	Cecil Williams Civil Rights Museum	State Library partners with Mr. Cecil Williams and the Cecil Williams Civil Rights Museum to coordinate with South Carolina public libraries and museums around the state to host the Unforgettable Civil Rights Photography Traveling Exhibit. The State Library hosts and funds a presentation event and reception with Mr. Cecil Williams at each public library or museum across the state where the Traveling exhibit is on display.	No Change
Federal Government	Center for the Book - Library of Congress	Partner in cross-promoting SC/other state authors, annual Route 1 Reads program	No Change
State Government	Department of Social Services	Partnership to assist foster children living in group homes and foster families with tutoring services provided through Discus and Tutor.com	No Change
Federal Government	Federal Depository Library Program (FDLP)	A government program created to make U.S. Federal government publications available to the public at no cost.	No Change
Private Business Organization	Graduation Alliance	Partnership to assist underachieving students and their coaches with tutoring services provided through Discus and Tutor.com	No Change
Federal Government	Institute of Museum and Library Services	Receive grant funds and promote national library-related programs and projects. The mission of IMLS is to advance, support, and empower America's museums, libraries, and related organizations through grantmaking, research, and policy development.	No Change
K-12 Education Institute	K-12 Technology Committee	Attend meetings, make decisions related to technology/connectivity and statewide access in libraries and schools	No Change
Federal Government	Library of Congress Name Authority Cooperative Program (NACO)	Participants contribute authority records for personal, corporate, and jurisdictional names, uniform titles, and series to the Library of Congress/NACO authority file.	No Change

Type of Partner Entity	Name of Partner Entity	Description of Partnership	Change to the partnership during the past fiscal year
Federal Government	National Library Service for the Blind and Print Disabled	Partner for statewide Talking Book Services program to circulates books and magazines in braille or audio formats, delivered by postage-free mail or instantly downloadable.	No Change
Professional Association	Partnership Among South Carolina Academic Libraries (PASCAL)	The South Carolina State Library maintains a joint subscription with PASCAL (Partnership Among South Carolina Academic Libraries) to a collection of core electronic resources made available within Discus statewide. This arrangement also allows for PASCAL member institutions to subscribe to additional "opt-in" resources at a significant discount.	No Change
Non-Governmental Organization	South Carolina Academy of Authors	Partner in promoting South Carolina's literary heritage	No Change
State Government	South Carolina Arts Commission	Partner on statewide literary projects and promoting SC authors through novel prize	No Change
Professional Association	South Carolina Association of School Librarians	We provide information and training on Discus. We continued to partner on various events.	No Change
Higher Education Institute	South Carolina Center for Children's Books and Literacy & Cocky's Reading Express	Work collaboratively on literacy initiatives for children and adults including the annual Read-In and annual Literacy Leaders awards	No Change
State Government	South Carolina Commission for the Blind	Cross promotion of services available via Talking Book Services and assistive technology	No Change
State Government	South Carolina Department of Education	Receive funding (1.5MM over 3 years) used toward tutor.com service.	No Change
State Government	South Carolina Department of Natural Resources	One Library Services Department staff partnered with South Carolina Department of Natural Resources as part of a NEDCC Disaster and Emergency Preparation program to participate in a series of Train the Trainer workshops for South Carolina employees of libraries, archives, museums, and other cultural institutions.	Amend
State Government	South Carolina Department of Archives & History	Partner on digitization projects (see PASCAL above)	No Change
Higher Education Institute	South Carolina Digital Library	Provides free online access to historic materials, such as photographs, manuscripts, journals, book, oral histories, objects, etc. illustrating the history and culture of South Carolina from over 40 cultural heritage institutions across the state.	No Change
State Government	South Carolina ETV	Partner on statewide literary projects	Amend
Non-Governmental Organization	South Carolina Humanities	Cross promotes literary events/programs such as LTAI (Let's Talk About) Book discussion program to libraries statewide, author talks	No Change
Professional Association	South Carolina Library Association	Staff members serve on board and provide guidance and advice on issues related to all types of libraries	Amend

Partnerships Data

Type of Partner Entity	Name of Partner Entity	Description of Partnership	Change to the partnership during the past fiscal year
Local Government	South Carolina Library Electronic Delivery System (SLENDS)	Serves as coordinating agency for 20 county consortium. SLENDS libraries share a single catalog, which means that patrons can search for items at any of the libraries as easily as they search for items at their home library. Items are delivered to requesting partner library	Amend
K-12 Education Institute	South Carolina School for the Deaf and the Blind	Talking Book Services sponsors annual art contest for students and promotes reading/literary services	No Change
Professional Association	South Carolina Vision Education Partnership	Group connects eight (8) different agencies dedicated to the education and support of blind South Carolinians.	No Change
State Government	State Library of North Carolina	Partnership to host online conference	No Change
Higher Education Institute	University of South Carolina School of Information Science	Provide internship and volunteer opportunities for students from bachelor's to doctoral level; serve on advisory committees	No Change
Higher Education Institute	University of South Carolina School of Medicine Library	Partner in grants and educational initiatives	No Change
Higher Education Institute	University of South Carolina: Upstate - Special Education – Visual Impairment Program	Program trains, educates and professionally-certifies teachers of the visually-impaired (TVI's) for public and private K-12 institutions.	No Change
Professional Association	PASOs	Partnered to provide training sessions on cultural awareness	No Change
Higher Education Institute	Winthrop University	Partnered to create a Music and Memories kit for people with dementia and their caregivers, and to provide training to library staff	No Change
State Government	SC Department on Aging	Partnered to provide training for library staff on serving people with dementia and their caregivers	No Change

# 2023

## Reports Data

as submitted for the Accountability Report by:

H870 - State Library

Report Name	Law Number (if applicable)	Summary of information requested in the report	Date of most recent submission DURING the past fiscal year	Reporting Frequency	Type of entity/entities	Method to access the report	Direct access hyperlink or agency contact (if not provided to LSA for posting online)	Changes to this report during the past fiscal year	Explanation why a report wasn't submitted
Annual audit		Financial audit	July 2022	Annually	South Carolina state agency or agencies	Electronic copy available upon request	Wendy Coplen, Director of Finance and Grants	No Change	While annual, this report can sometimes fall on either side of the end of the fiscal year and that this year it fell into July of 2022
Financial Status Report	2 C.F.R. § 200.328 Financial Reporting	Annual financial report of the final expenditure of Federal funds through the Library Services and Technology Act grant.		Annually	Entity within federal government	Available on another website	Wendy Coplen, Director of Finance and Grants	No Change	Current grants had a time extension, so Final report not submitted this past fiscal year
Five Year State Plan	USCODE-2012-title20-chap72 section 9134 <a href="https://www.govinfo.gov/content/pkg/USCODE-2012-title20/pdf/USCODE-2012-title20-chap72.pdf">https://www.govinfo.gov/content/pkg/USCODE-2012-title20/pdf/USCODE-2012-title20-chap72.pdf</a>	The Five Year State Plan is the document that identifies South Carolina State Library's needs and activities to be taken toward meeting the identified goals and priorities supported with the assistance of Federal funds made available under the Library Services and Technology Act ("LSTA").	July 2022	Every Five years	Entity within federal government	Available on another website	<a href="https://www.statelibrary.sc.gov/sites/default/files/in-line-files/scsl-lsta-five-year-plan-2023-2027.pdf">https://www.statelibrary.sc.gov/sites/default/files/in-line-files/scsl-lsta-five-year-plan-2023-2027.pdf</a>	No Change	Not due during FY22. Submitted in July 2022, final approval still pending
Interim Financial Federal Report	2 C.F.R. § 200.328 Financial Reporting	Annual financial report of the interim expenditure of Federal funds through the Library Services and Technology Act grant.	December 2022	Annually	Entity within federal government	Available on another website	Wendy Coplen, Director of Finance and Grants	No Change	
South Carolina Annual Public Library Statistics Report		Broad range of data submitted by public libraries about budget, personnel, collections, services, and other aspects of library services	May 2023	Annually	Entity within federal government	Available on agency's website	<a href="https://guides.statelibrary.sc.gov/sc-public-library-statistics/annual">https://guides.statelibrary.sc.gov/sc-public-library-statistics/annual</a>	No Change	
State Program Report	2 C.F.R. § 200.329 Monitoring and reporting program performance	Online system developed by IMLS for the annual Grants of States reporting. The purpose of the State Program Report (SPR) is to provide a record of grant-funded projects, collect information on project outcomes, and share promising practices. IMLS uses these data to report to Congress and the Office of Management and Budget about the agency's progress on addressing its strategic goals which focus on learning, community, and content.		Annually	Entity within federal government	Available on another website	Wendy Coplen, Director of Finance and Grants	No Change	Current grants had a time extension, so Final report not submitted this past fiscal year

Report Name	Law Number (if applicable)	Summary of information requested in the report	Date of most recent submission DURING the past fiscal year	Reporting Frequency	Type of entity/entities	Method to access the report	Direct access hyperlink or agency contact (if not provided to LSA for posting online)	Changes to this report during the past fiscal year	Explanation why a report wasn't submitted
K12 School Technology Initiative Progress Report		The South Carolina State Library department of Electronic Resources provides information on StudySC and Discus that is included in this joint report	June 2023	Annually	South Carolina state agency or agencies	Available on another website	<a href="https://sck12techinit.sc.gov/">https://sck12techinit.sc.gov/</a>	No Change	



<b>AGENCY NAME:</b>	State Library		
<b>AGENCY CODE:</b>	H870	<b>SECTION:</b>	027

---

**2023**  
**Accountability Report**

---

**SUBMISSION FORM**

I have reviewed and approved the data submitted by the agency in the following templates:

- Data Template
  - Reorganization and Compliance
  - FY2023 Strategic Plan Results
  - FY2024 Strategic Plan Development
  - Legal
  - Services
  - Partnerships
  - Report or Review
  - Budget
- Discussion Template
- Organizational Template

I have reviewed and approved the financial report summarizing the agency’s budget and actual expenditures, as entered by the agency into the South Carolina Enterprise Information System.

The information submitted is complete and accurate to the extent of my knowledge.

<b>AGENCY DIRECTOR</b> <i>(SIGN AND DATE):</i>	<b>SIGNATURE ON FILE</b>	<b>Signature Received:</b> 10/11/2023 11:42 AM
<i>(TYPE/PRINT NAME):</i>	Leesa M. Aiken	

<b>BOARD/CMSN CHAIR</b> <i>(SIGN AND DATE):</i>	<b>SIGNATURE ON FILE</b>	<b>Signature Received:</b> 10/11/2023 11:42 AM
<i>(TYPE/PRINT NAME):</i>	Alanna Wildman	