



Wells County Public Library

200 West Washington Street, Bluffton, IN 46714 • 260-824-1612

Contact: Emily Marshall, Community Relations Manager • emarshall@wellscolibrary.org



Grant application on behalf of the Wells County Bicentennial Committee for the

Bicentennial Holiday Celebration

Amount Requested: \$5,000

Date of application: June 15, 2016

Proposal Narrative:

In December 2011, former Governor Mitch Daniels created the Indiana Bicentennial Commission to oversee the planning and execution of a statewide celebration for Indiana's 200th birthday. The commission set the official celebration mission to aim at honoring "our state's 200 years of history, and to do so in a modern way that engages all 6.5 million Hoosiers and leaves a lasting legacy for future generations."

In Wells County, Erin Prible of the Chamber of Commerce was selected as the County Coordinator by the commission. She created a Wells County Bicentennial Committee that began working on implementing statewide events such as the Bicentennial Torch Relay and also county-wide events including a traveling Bison, World's Largest Parlor park, and a Photo Contest. At the same time, the Wells County Public Library wanted to be involved in the Bicentennial, since some of its key goals are to provide educational and cultural events for its patrons and to help preserve the past and present for future generations to enjoy, so staff members created a Special Events committee dedicated to coming up with ideas and projects to help promote Indiana's Bicentennial.

The two groups joined forces and decided to implement a Bicentennial Holiday Celebration that will take place over the weekend of Indiana's Statehood Day, which is December 11, 2016. Plans for the celebration are being headed primarily by the Wells County Public Library, so they will be the funding source for the grant and distribute the funds as needed.

Issues event will address:

The goal of the Bicentennial Holiday Celebration is to do a large weekend celebration from Thursday, December 8-Sunday, December 11 that involves Downtown Ossian and Downtown Bluffton. Due to the time of year it is the event will incorporate multiple holiday events, along with bicentennial-themed activities to help celebrate Indiana's 200th Birthday. The committee is determined to bring together the entire community and involve a large number of organizations in Wells County to make this event a true community celebration and make sure it is clearly documented so future generations can enjoy photos and mementoes of the celebration for decades to come. Most of the people in attendance will only get to see an Indiana centennial once in their life, so the event is literally a once-in-a-lifetime opportunity to celebrate the state that many in the community love and call "home."

Expectations of event:

The Bicentennial Holiday Celebration committee is hard at work on plans for the event. Many of the activities are set in place already and additional funds will help to expand the event even more. The committee plans on having the City of Bluffton close down the 100 block of Market Street in the courthouse area to help center activities as much as possible to the downtown area for the celebration.

Planned activities include:

- Ossian Home Town Christmas—annual holiday event planned by the Ossian Revitalization Group that was moved to this weekend and will kick-off the celebration on Thursday, December 8.
- Pancake Breakfast—Saturday, December 10. The Masons will hold a special pancake breakfast at the Masonic Lodge for the celebration.
- Cookie Walk—Saturday, December 10. A Friend's House Ministries will move their annual cookie walk fundraiser to one of the buildings in downtown Bluffton for the celebration.
- Business/Organization Walk—Saturday, December 10. Local organizations and businesses will be contacted to set-up "booths" inside or in front of several of the vacant storefronts along Market Street to provide entertainment and food for the celebration, either for sale as a fundraiser or as a small giveaway. They will be encouraged to provide a holiday or bicentennial-themed activity as part of their booth, but will be free to promote their organization as well. At the same time, businesses located in downtown Bluffton will also be encouraged to be open at a special time if needed, provide holiday activities, and display photos of their business that help show life throughout Bluffton over the years.
- Christmas in the Mansion—the Wells County Historical Museum will be open on Saturday, December 10 and Sunday, December 11 from 2-6 pm for their Festival of Trees and hopefully visits with Santa.

Proposal Narrative—continued:

- Entertainment on the Courthouse Plaza—Saturday, December 10. Several school groups and singing groups will be contacted to provide musical entertainment along Market Street and in the courthouse plaza throughout Saturday. Weather locations will be either the basement of the Arts, Commerce & Visitors Centre, the Main Library, or one of the vacant storefronts.
- Carriage Rides—Sunday, December 11 (and possibly Saturday) by Sentimental Journey Carriage Rides. A small cost might be involved, but the owner is looking for a sponsor to offer free rides between events.
- Advent Walk—Sunday, December 11: 1-2 pm. Will involve caroling and a short message at four downtown churches: First Baptist Church of Bluffton, First Reformed Church, Bluffton Church of God, and Bluffton First United Methodist Church.
- Bicentennial Bash @ the Library—Sunday, December 11: 2-4 pm. Library will have a Bicentennial cake, historical interpreters, holiday activities, and a special ceremony to seal up a 2016 Time Capsule that will be stored in the library and scheduled to be reopened in 50 years.
- Planter Contest—to help decorate downtown Bluffton, the committee is planning to host a planter contest to encourage school groups, individuals, or organizations to sponsor one of the planters and decorate.
- Wonderland of Lights—throughout the weekend at Ouabache State Park.
- Other activities still being worked out include: Festival of Wreathes that should be sponsored by the Psi Iota Xi Bluffton this year and held at the Arts, Commerce & Visitors Centre building; a chili lunch; live reindeer; potential gala event on Saturday evening; and other activities.

Activities the grant would help fund:

To help complete the event, the committee would love to provide some super special events and activities to round out the celebration and make it even more memorable. These include:

- Redecorating the Christmas tree in the courthouse plaza to be themed blue and gold for the Bicentennial.
- Ice Sculptures—Saturday, December 10. Several ice sculptures will be set up and then a demonstration by Stephen Koak of Indiana Ice Studio will be held in the courthouse plaza.
- Fireworks spectacular—Sunday, December 11. Would like to shoot off fireworks from the courthouse balcony on Sunday evening, which is Indiana's Statehood Day.
- Marketing for the entire weekend and to get extra Indiana flags or other decorations to help promote the Bicentennial itself.

How many will benefit from the event:

Since this is the first event of its kind related to the Bicentennial, it is hard to determine the number that will benefit. The goal is to have at least 2,000 people in attendance at the various events held during the Bicentennial Holiday Celebration itself. The City of Bluffton will also be decorated, so anyone driving through the city during the month of December will be able to enjoy the planter contest, special lighted tree for the Bicentennial, and extra flags and decorations throughout downtown Bluffton.

Role of volunteers at the event:

The event will depend largely on volunteers from numerous organizations listed above to pull off the events. Members on the committee come from numerous organizations and businesses within the community, including: the Wells County Public Library, Wells County Chamber of Commerce and Economic Development, Wells County Historical Society and Museum, the City of Bluffton and the Mayor's Office, Ouabache State Park, Masonic Lodge, Bluffton Parks and Recreation, Bluffton Now, Ossian Revitalization Committee, Bluffton News-Banner, downtown businesses, area churches, area civic organizations, and more. All of these people are donating time and energy to help planning this celebration and many of the organizations are funding specific events planned during the celebration or using it as a fundraising opportunity. The goal is to pull volunteers from even more organizations such as school groups, homeschool groups, and more to help with various events during the celebration.

Proposal Narrative—continued:

Plan for evaluation:

Because of the nature of the event, it can only happen once, since one of the main focuses is to help celebrate Indiana's Bicentennial. However, if the event goes well, there might be a possibility that the committee would like to do a scaled-down annual holiday celebration in Downtown Bluffton to help bring tourism to the downtown area for the holiday. The goal would then be to centralize the already existing holiday events offered by numerous organizations in the community and make it more accessible for people to attend all of them at once or advertise them together. For that reason, the committee does want to evaluation the event.

Suggested forms of evaluation include:

- Follow up meeting with all the participating organizations to get a feel for how the event went from their perspective, focusing on personal interactions they had.
- Getting a total estimated number of attendees at each of the events related to the celebration.
- Performing informal interviews with attendees throughout the various events to make a collection of quotes as a memory of the celebration and include these in the photo book that will be printed after the Bicentennial year and put in the collection at the library.

Signed endorsement from the Wells County Public Library Board of Trustees:

Coming soon...

Financial Information:

Project Budget

Expenses:	Description:	Amount:
Fireworks	Melrose Pyrotechnics - Includes permits, insurance policies, "indoor" fireworks to set them off from the balcony of the courthouse	\$4,000
Ice Sculptures	2 block/2 hour demonstration by Stephan Koak of Indiana Ice Studio	\$525
	10 pre-carved ice sculptures	\$2,500
Tree Lighting	Lights, ribbons, and other decorations needed for the tree in the courthouse plaza to give it a special look for the Bicentennial year	\$1,000 ????
Marketing expenses	Some would be provided, but would like funds to potentially do billboard advertisements, banners, or signs	\$1,000
Miscellaneous expenses	Including several Indiana flags, other décor items to decorate downtown for the Bicentennial, and miscellaneous expenses that come up	\$975
Other activities	Several organizations are self-funding activities for the celebration (listed on Pages 2 & 3)	\$0 (funded by organizations)
TOTAL EXPENSES		<u>\$10,000</u>

Income:

Friends of the Library	Committed to donating towards the event	\$400
Corporate Sponsorship	Businesses will be approached to pay for each of the ice sculptures. An additional \$100 per sculpture will be used to fund the demonstration and other activities for the holiday celebration. Note: if not enough is raised, then not as many ice sculptures will be done.	\$3,500
Miscellaneous income	Funds will be requested from a variety of sources, including the County Commissioners and County Council	\$1,100
TOTAL INCOME		<u>\$5,000</u>

Grant Amount Requested: \$5,000

QUOTE - Ice Sculptures:

Indiana Ice Studio

Stephan Koak

866.609.0699

\$525.00 – 2 block/2hour demonstration

\$200.00 – per block/per hour additional hours

For winter festivals, they offer “Pre-Carved” ice sculptures for example: logos of different businesses that he charges \$250.00 for up to 10 sculptures (the price lowers every 10 sculptures). He suggests to charge \$350.00 or so as a sponsorship, the logos will be 10” x 20” on a lighted display. He can make a 3D element in the center (of whatever we want – possibly our bison or bicentennial logo) and have all the area business logos surround the center element as sponsorships.

He would need to know by the first week in September if we want him to do this demonstration and if he wants us to do any pre-carvings. He said the sooner you let him know, the better with this being a demonstration as well as possible pre-carvings.

For more information visit his website: <http://indianaicestudio.com/>

QUOTE - Fireworks:

Coming soon...

Verbal quote was \$4,000

Financial Information - other funding:

Funding sources received:

As shown in the income under the budget section and in the proposal narrative, several businesses have already been contacted about the event and more corporate sponsorships will attempt to be gathered for the celebration. So far, the committee knows of funds coming from these organizations.

- The Friends of the Library donated \$500 towards Bicentennial-related community activities. \$100 is being used to fund a photo contest held in September that will be used to help create the photo book for the Bicentennial year that will be added to the library's collection and also included in the time capsule that will be sealed away as part of the library's event during the Bicentennial Holiday Celebration. \$400 of that money will then be used towards general expenses for the Bicentennial Holiday Celebration and also towards an ice sculpture for the Friends of the Library.

Funds that are still being gathered:

- Funds will be requested from the County Commissioners and County Council since many of the events will be centered in downtown Bluffton and the fireworks spectacular is specifically to celebrate Indiana's Statehood Day.
- Organizations and individuals participating in the planter contest will be covering the expenses to decorate the planter that they are sponsoring. Groups that will be approached include: school groups, Bluffton Lions Club, Bluffton Rotary Club, Boy Scouts of America, Community & Family Services, Elks Lodge, 4-H, Girl Scouts of Northern Indiana-Michiana, Kiwanis Club of Greater Bluffton, Loving Shepherd Ministries, Moose Lodge, Optimist Club of Bluffton, Ossian Lions Club, Psi Iota Xi (Bluffton & Ossian), Sigma Phi Gamma, Tri Kappa, United Way of Wells County, Wheels of Yesteryear, YMCA, and more organizations the committee suggests as needed.
- Corporate sponsorships for the ice sculptures will tried to be gathered from businesses that are Chamber members.
- Donations or discounts for banners and other marketing materials might come from: Baller Signs, Hot Cakes Inc., Print Source, and other businesses as needed. The committee will contact these businesses once further plans are set.
- Pam Gregory of Pages & Stuff, Inc. will be donating her services as a graphic artist and costs to fund posters for the event. Specific details of what all she is providing is still being worked out.
- Sentimental Journey Carriage Rides is looking for a sponsor to offer free rides between the various events.

How will the event be funded in the future:

If the committee decides to continue the event in the future as a normal holiday celebration, then it will be funded by the various organizations participating and by corporate sponsorships. Obviously, the special Bicentennial-related fireworks and decorations will not be a part of the event as that will be for 2016 only.

Organizational Information:

Bicentennial Holiday Celebration Committee:

The committee planning the Bicentennial Holiday Celebration consists of members from the Wells County Public Library and numerous other organizations and business in Wells County. Primary contacts for the various special events or activities include:

Grant or Marketing Contact:

Emily Marshall
Wells County Public Library
Community Relations Manager
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emarshall@wellscolibrary.org

Fireworks or Bicentennial Holiday Committee: Teresa Dustman
Wells County Public Library
Circulation Department Head
260-824-1612
tdustman@wellscolibrary.org

Ice Sculpting:

Erin Prible
Chamber of Commerce
Executive Director
260-824-0510
eprible@wellscoc.com

Planter Contest:

Rhonda Ryan
Street Fair Committee & various organizations
rkr721@sbcglobal.net

Tree Lighting/Decorating:

Chuck King
Wells County Historical Society &
Bluffton News-Banner
260-273-1742
king57@news-banner.com

Lynn Elliott
Wells County Historical Society
lelliott2@sbcglobal.net

Organizational Information:

History of the Wells County Public Library:

Any grant funds for the celebration will go through the Wells County Public Library to distribute. The Wells County Public Library has been serving Wells County residents for more than a 100 years. The library's official mission statement is to "provide the communities it serves with access, knowledge, and growth by supporting research, popular interests, and lifelong learning."

A brief history of the library and a copy of the tax exemption status should be on file at the Wells County Foundation.

One of the reason the Wells County Public Library became interested in helping on the Wells County Bicentennial Committee was to help preserve a memory of the Bicentennial year for the future. The Indiana Room at the library is already a wealth of information of historical and genealogical information and this is a prime opportunity to add to that collection and preserve it for future generations. Activities during the bicentennial year are being documented through photographs and will be included in a special Bicentennial Photo Book that will be cataloged and housed at the library. The library is also creating a sealed time capsule that will be on display at the library and scheduled to be reopened in 50 years. This time capsule will include this photo book of events, people, and activities during the Bicentennial Year.

In addition to it's historical services, between the Main Library and Ossian Branch it houses more than 120,000 items that residents with a library card can check out, including books, movies, CDs, and more. Within the past few years, the library has greatly expanded it's online services to include eBooks, eAudiobooks, and more databases and online research tools to help students with class projects or those learning a new hobby or activity as an adult. It also offers a variety of services from free WiFi access, private study rooms, special events for all ages, community rooms that can be rented for a small fee, special services for the blind and physically handicapped, self-service copy machines, and much more.

WELLS COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES 2015 - 2016

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Organizational Information - Year-end Financial Statement:

Financial Report Wells County Public Library

Report Dates = 1/1/15 to 12/31/15

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
1. Operating Fund						
100 Operating Fund	\$1,073,591.58	\$2,110,172.08	\$2,110,172.08	\$2,133,108.35	\$2,133,247.70	\$1,096,667.20
Subtotal	\$1,073,591.58	\$2,110,172.08	\$2,110,172.08	\$2,133,108.35	\$2,133,247.70	\$1,096,667.20
2. Main						
110 Bond & Interest Fund	\$171,622.41	\$847,675.89	\$847,675.89	\$852,331.17	\$852,331.17	\$176,277.69
120 LIRF Fund	\$174,805.41	\$0.00	\$0.00	\$75,456.29	\$75,456.29	\$250,261.70
125 Rainy Day Fund	\$80,474.34	\$0.00	\$0.00	\$456.29	\$456.29	\$80,930.63
141 State Technology Fund Grant	\$0.00	\$8,844.00	\$8,844.00	\$15,718.56	\$15,718.56	\$6,874.56
150 PLAC Fund	(\$50.00)	\$455.00	\$455.00	\$505.00	\$505.00	\$0.00
160 Petty Cash	\$320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$320.00
180 Sales Tax	\$277.20	\$577.80	\$577.80	\$304.85	\$304.85	\$4.25
181 Property Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$427,449.36	\$857,552.69	\$857,552.69	\$944,772.16	\$944,772.16	\$514,668.83
3. Gift Fund						
130 Endowment Funds	\$36,270.30	\$6,188.34	\$6,188.34	\$2,744.26	\$2,744.26	\$32,826.22
133 Gifts/Memorial Funds	\$10,773.51	\$13,787.39	\$13,787.39	\$16,176.66	\$16,176.66	\$13,162.78
136 Programs	\$22,267.90	\$16,092.32	\$16,092.32	\$16,479.63	\$16,479.63	\$22,655.21
137 Other Gifts	\$1,653.04	\$16,129.46	\$16,129.46	\$19,824.36	\$19,824.36	\$5,347.94
Subtotal	\$70,964.75	\$52,197.51	\$52,197.51	\$55,224.91	\$55,224.91	\$73,992.15
4. Investments						
171 Operating Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
172 LIRF Investments	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
173 Gift Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
174 Rainy Day Investments	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
Subtotal	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00
6. Payroll Fund						
201 Federal Tax	\$0.00	\$88,023.73	\$88,023.73	\$88,023.73	\$88,023.73	\$0.00
202 FICA	\$0.00	\$59,267.64	\$59,267.64	\$59,267.64	\$59,267.64	\$0.00
203 State Tax	\$0.00	\$31,496.08	\$31,496.08	\$31,579.10	\$31,579.10	\$83.02
204 County	\$0.00	\$18,217.47	\$18,217.47	\$18,270.30	\$18,270.30	\$52.83
205 H.SA (Tax Exempt)	\$0.00	\$29,905.00	\$29,905.00	\$29,905.00	\$29,905.00	\$0.00
206 Annuities	\$0.00	\$41,522.49	\$41,522.49	\$41,522.49	\$41,522.49	\$0.00
208 Health Ins (Tax Exempt)	\$4,618.12	\$15,088.59	\$15,088.59	\$11,261.33	\$11,261.33	\$790.86
209 Medicare	\$0.00	\$13,861.03	\$13,861.03	\$13,861.03	\$13,861.03	\$0.00
210 AFLAC (Tax Exempt)	\$149.85	\$299.70	\$299.70	\$149.85	\$149.85	\$0.00
211 United Way	\$0.00	\$4,647.54	\$4,647.54	\$4,647.54	\$4,647.54	\$0.00
212 AFLAC	\$34.15	\$68.30	\$68.30	\$34.15	\$34.15	\$0.00
213 Colonial (Tax Exempt)	\$0.00	\$2,178.27	\$2,178.27	\$2,367.30	\$2,367.30	\$189.03
214 Colonial	\$0.00	\$1,417.11	\$1,417.11	\$1,452.36	\$1,452.36	\$35.25
215 Misc. Withholdings	\$0.00	\$1,708.00	\$1,708.00	\$1,586.00	\$1,586.00	(\$122.00)
Subtotal	\$4,802.12	\$307,700.95	\$307,700.95	\$303,927.82	\$303,927.82	\$1,028.99
Grand Total	\$1,776,807.81	\$3,527,623.23	\$3,527,623.23	\$3,637,033.24	\$3,637,172.59	\$1,886,357.17

Approved by the State Board Of Accounts for Wells County Public Library on 1/1/98.

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Page 1 of 1