

# WELLS COUNTY PUBLIC LIBRARY

## Indiana Public Library Annual Report 2023

	CURRENT YEAR	PREVIOUS YEAR
<b>1 - General Information</b>		
Questions relating to standards are in bolded blue font.		
Grayed boxes are either prefilled, locked, or automatic calculations. If prefilled information is incorrect, please contact the LDO office.		
Please provide the most current information available.		
01-001 Survey contact	Sarah MacNeill	<i>Sarah MacNeill</i>
01-002 Preparer's phone number	(260) 824-1612	<i>(260) 824-1612</i>
01-003 Time zone in which the library's administrative entity is located	Eastern Time	<i>Eastern Time</i>
01-004 Library name	WELLS COUNTY PUBLIC LIBRARY	<i>WELLS COUNTY PUBLIC LIBRARY</i>
01-005 Library class	B	<i>B</i>
01-006 Library director	Sarah MacNeill	<i>Sarah MacNeill</i>
01-007 Street address	200 WEST WASHINGTON STREET	<i>200 WEST WASHINGTON STREET</i>
01-008 City	BLUFFTON	<i>BLUFFTON</i>
01-009 ZIP code	46714	<i>46714</i>
01-010 Is the mailing address the same as the address listed above?	Yes	<i>Yes</i>
01-011 Mailing address	200 W. WASHINGTON STREET	<i>200 W. WASHINGTON STREET</i>
01-012 Mailing city	BLUFFTON	<i>BLUFFTON</i>
01-013 Mailing ZIP code	46714	<i>46714</i>
01-014 Congressional district number	3	<i>3</i>
01-015 Phone	(260) 824-1612	<i>(260) 824-1612</i>
01-016 Fax	(260) 824-3129	<i>(260) 824-3129</i>
01-017 Does your library have an answering machine, voicemail or other similar technology?	Yes	<i>Yes</i>

Library URL	www.wellscolibrary.org	www.wellscolibrary.org
01-018		
Public library email address or a means of electronic contact listed on the library's website	wcpl@wellscolibrary.org	wcpl@wellscolibrary.org
01-019		
<b>Building Questions</b>		
Year the current central library was built	1991	1991
01-020		
Year of the most recent structural addition or alteration to the current central library	2020	2020
01-021		
Square footage of the central library	39,280	39,280
01-022		
01-023 Click <a href="#">here</a> to complete the central library daily hours. This link will take you to a table where you can record the typical hours that the central library is open. Please enter the hours in the following format: XX:XX AM or XX:XX PM. Please enter the hours that the library is open during a typical week. These are the hours which will be made available online at <a href="https://www.in.gov/library/pldirectory.htm">https://www.in.gov/library/pldirectory.htm</a> and updated as you notify us of changes.		
If your central library has non-standard schedule that cannot be correctly entered into the above form, please provide those hours here. For example, if your library closes for an hour for lunch, or if you have a special winter schedule, report that here.		
01-023		
Total number of hours the central library is open during a typical week	58	58
01-038		
Total number of hours per week the central library is open after 5:00 PM	13	13
01-039		
Total number of hours per week the central library is open on Saturday	5	5
01-040		
Total number of hours per week the central library is open on Sunday	0	0
01-041		
Number of weeks per year the central library was open in 2023	51	51
01-042		
Total public service hours the central library was open in 2023	2,958.00	2,807.0
01-043		
<b>Internet Access</b>		
What type of internet access is available in the central library?	Fiber Optic	Fiber Optic
01-044		
Select the nearest download speed of internet access in the central library.	500 Mbps - 1 Gbps	100 Mbps - 499.9 Mbps
01-045		
<b>Branch Information</b>		
Total number of branches (If this answer = 0, skip questions 01-200a through 01-237)	1	1
01-200		
<b>Individual Branch Information</b>		
Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.		
Branch name	OSSIAN BRANCH	OSSIAN BRANCH
01-200a		



01-201a	Branch street address	207 NORTH JEFFERSON STREET	207 NORTH JEFFERSON STREET
01-202a	Branch city	OSSIAN	OSSIAN
01-203a	Branch county	WELLS	WELLS
01-204a	Branch ZIP	46777	46777
01-205a	Is the mailing address the same as the address listed above?	Yes	Yes
01-206a	Branch mailing address		207 N. Jefferson St. Ossian, IN 46777
01-207a	Phone	(260) 622-4691	(260) 622-4691
01-208a	Fax	(260) 622-7030	(260) 622-7030
01-209a	Year built	1994	1994
01-210a	Year of the most recent structural addition or alteration to branch building	2013	2013
01-211a	Square footage of branch	5,360	5,360
01-212a	Number of weeks per year individual branch was open in 2023	52	52
01-213a	Monday opening time	9:00 AM	9:00 AM
01-214a	Monday closing time	8:00 PM	8:00 PM
01-215a	Tuesday opening time	9:00 AM	9:00 AM
01-216a	Tuesday closing time	8:00 PM	8:00 PM
01-217a	Wednesday opening time	9:00 AM	9:00 AM
01-218a	Wednesday closing time	8:00 PM	8:00 PM
01-219a	Thursday opening time	9:00 AM	9:00 AM
01-220a	Thursday closing time	8:00 PM	8:00 PM
01-221a	Friday opening time	9:00 AM	9:00 AM
01-222a	Friday closing time	5:00 PM	5:00 PM
01-223a	Saturday opening time	9:00 AM	9:00 AM
01-224a	Saturday closing time	12:00 PM	12:00 PM

01-225a	Sunday opening time		
01-226a	Sunday closing time		
01-227a	Total open hours for the branch library during a typical week.	55	55
01-228a	Total public service hours the branch was open in 2023 (manually compute 01-212a x 01-227a)	2,860	2,730
01-229a	What type of internet access is available in the branch library?	Fiber Optic	Fiber Optic
01-230a	Select the nearest download speed of internet access in the branch library	100 Mbps - 499.9 Mbps	100 Mbps - 499.9 Mbps
01-231	Total annual public service hours of all branches	2,860.00	2,730.00
<b><u>Bookmobile Information</u></b>			
01-300	Total number of bookmobiles (If this answer = 0, skip questions 01-301a through 01-312)	0	0
<b><u>Individual Bookmobile Information</u></b>			
01-301a	Bookmobile name		
01-302a	Street address		
01-303a	City		
01-304a	County		
01-305a	ZIP		
01-306a	Is the bookmobile's mailing address the same as the address listed above?		
01-307a	Mailing address		
01-308a	Phone		
01-309a	Total number of hours the bookmobile is open during a typical week		
01-310a	Number of weeks per year the bookmobile is open		
01-311a	Total public service hours the bookmobile was open in 2023 (manually calculate 01-309a x 01-310a)		
01-312	Total annual public service hours of all bookmobiles	0.00	0.00
01-500	Total system public service hours per year	5,818.00	5,537.00

## 2 - Registrations

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

02-001	Total number of resident registered users	14,404	14,214
02-002	Total number of users from contracting areas	0	0
02-003	Total number of paid non-resident registered users	29	99
02-004	Total number of non-resident cards issued to student users	87	58
02-005	Total non-resident cards issued to school employees	6	14
02-006	Total number of non-resident cards issued to library employees	6	3
02-007	Total number of all non-resident registered users	128	
02-008	Total number of registered users	14,532	14,313
02-009	Total number of reciprocal users	40	34
02-010	Total number of PLAC users	24	25
02-011	Amount of non-resident fee	\$80.00	\$75.00
02-012	Date the library board adopted this fee	2/14/2023	2/8/2022
02-013	Does your library annually purge or mark inactive accounts for those patrons who have not used their accounts for the last three (3) years and do not owe materials, fines, or fees to the library?	Yes	Yes
02-014	As of the end of the reporting period, does the library charge overdue fines (not replacement costs) to any users when they fail to return physical print materials by the date due?	No	No

### 3 - Libraries and Political Subdivisions

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled, locked, or automatic calculations. If prefilled information is incorrect, please contact the LDO office.

If your library district is located in more than one county or is a county contractual, please list information for both counties or library and contractual division.

2020 Census figures are used for all calculations

03-001	Name of primary county	Wells	WELLS
--------	------------------------	-------	-------



03-002	Total assessed valuation for library district	\$2,118,391,858	\$1,940,752,744
03-003	Operating tax rate	.0495	.0518
03-004	Source year for data	2024	2023
03-005	Debt fund tax rate	.0154	.0169
03-006	LCPF tax rate	N/A	N/A
03-007	Did your library roll the LCPF into the operating tax rate?	N/A	N/A
03-008	Name of additional county	N/A	N/A
03-009	Total assessed valuation for additional county	N/A	N/A
03-010	Operating tax rate for additional county	N/A	N/A
03-011	Debt fund tax rate	N/A	N/A
03-012	LCPF tax rate	N/A	N/A
03-013	Total district population taxed for library service	27,681	27,704
03-013a	Total district population served by contract	0	
03-014	Total district population served (sum of taxed and contracting units)	27,681	27,704
03-015	Political subdivision name	Wells County - excluding part of Markle	Wells County - excluding part of Markle
03-016	Population served by taxation. (If the subdivision is served by contract, this line will be blank.)	27,681	27,704
03-017	Population served by contract. (If the subdivision is served by taxation, this line will be blank.)		
03-018	Were there any changes to your library's service area? ( Changes may include annexations, mergers, or changes to contracts. )	No	No
03-019	If the answer to 03-018 is YES, please explain		

#### 4 - Operating Revenue

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled, locked, or automatic calculations. If prefilled information is incorrect, please contact the LDO office.

### Local Government Revenue

04-001	Property tax or CEDIT income from library tax rate	\$1,016,958	\$977,907
04-002	Miscellaneous income taxes or LIT (Local Income Tax)	\$1,125,572	\$1,082,934
04-003	Contractual revenue received for service	\$0	\$0
04-004	<b>Total local government revenue</b>	\$2,142,530	\$2,060,841

### State Government Revenue

04-005	Financial Institutions Tax (FIT)	\$6,860	\$8,242
04-006	License Vehicle Excise Tax	\$89,443	\$95,085
04-007	Commercial Vehicle Excise Tax (CVET)	\$15,927	\$15,836
04-008	Broadband Connectivity Grant	\$5,995	\$6,125
04-009	Other state revenue	\$0	\$1
04-010	Source(s):	N/A	<i>Business Personal Property Exemption</i>
04-011	<b>Total state revenue</b>	\$118,225	\$125,289

### Federal Government Revenue

04-012	LSTA grants	\$0	\$0
04-013	Other federal revenue (including ARPA funds)	\$0	\$4,789
04-014	Source(s):	N/A	<i>ARPA</i>
04-015	<b>Total federal revenue</b>	\$0	\$4,789

### Other Revenue

04-016	PLAC reimbursement	\$0	
04-017	Fines and fees	\$22,249	\$19,407
04-018	Interest on investments	\$421	\$468
04-019	Gift receipts	\$80,527	\$70,019

04-020	Private and public foundation grants	\$0	\$0
04-021	Miscellaneous revenue	\$2,134	\$1,313
04-022	Source(s): Insurance Proceeds and Refunds		Refunds
04-023	Total other revenue	\$105,331	\$91,207
04-024	Total operating revenue	\$2,366,086	\$2,282,126

## 5 - Operating Fund Expenditures

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled, locked, or automatic calculations. If prefilled information is incorrect, please contact the LDO office.

### Staff and Supplies

05-001	Salaries/wages of all library staff	\$1,230,349	\$1,160,392
05-002	Employee benefits	\$278,294	\$236,810
05-003	Other personal services	\$0	\$379
05-004	Total personal services	\$1,508,643	\$1,397,581
05-005	Total staff expenditures	\$1,508,643	\$1,397,202
05-006	Total supplies	\$43,189	\$34,310

### Other Services and Charges

05-007	Professional services	\$169,146	\$151,284
05-008	Communication and transportation	\$24,816	\$16,126
05-009	Printing and advertising	\$304	\$431
05-010	Insurance	\$19,108	\$17,387
05-011	Utility services	\$70,313	\$73,917
05-012	Repairs and maintenance	\$49,495	\$41,569
05-013	Rentals	\$712	\$701
05-014	Debt service	\$0	\$0



05-015	Lease rental	\$0	\$0
05-016	Other	\$2,472	\$2,491
05-017	<b>Total of other services and charges</b>	\$336,366	\$303,906
<b><u>Capital Outlays from Operating Fund Expenditures</u></b>			
05-018	Land	\$0	\$0
05-019	Buildings	\$0	\$4,695
05-020	Improvements other than buildings	\$0	\$0
05-021	Furniture and equipment	\$44,138	\$59,041
05-022	Capital outlays for public access computers, e-readers and electronic media devices. <b>DO NOT REPORT in Q05-021</b>	\$34,135	\$56,948
<b><u>Library Materials - Operating Fund Expenditures</u></b>			
05-023	Books	\$136,792	\$126,832
05-024	Periodicals and newspapers	\$8,365	\$7,950
05-025	Audio/Visual materials, microforms, and other non-printed, physical materials	\$36,507	\$39,959
05-026	E-books, electronic collections, and database licensing/purchase/lease expenditures	\$120,023	\$96,326
05-027	Electronic physical format, including Playaways and e-book readers	\$11,064	\$14,011
<b><u>Library Materials - Non-Operating Fund Expenditures</u></b>			
05-028	Books	\$4,860	\$3,891
05-029	Periodicals and newspapers	\$0	\$0
05-030	Audio/Visual materials, microforms, and other non-printed, physical materials	\$0	\$0
05-031	E-book and electronic database licensing/purchase/lease expenditures	\$0	\$0
05-032	Electronic physical format, including Playaways and e-book readers	\$0	\$0
05-033	Total expenditures for print materials	\$150,017	\$138,673
05-034	Total expenditures for electronic materials	\$131,087	\$110,337
05-035	Total expenditures for other materials	\$36,507	\$39,959
05-036	Total expenditures for collections	\$317,611	\$288,969

05-037	Total operating fund capital outlays	\$271,001	\$309,436
05-038	Total operating fund expenditure for collection development	\$346,886	\$342,026
05-039	Total non-operating fund expenditure for collection development	\$4,860	\$3,891
05-040	Public access computers, e-readers and electronic media devices from all non-operating funds	\$0	\$0
05-041	Total operating fund expenditures	\$2,279,222	\$2,141,559
05-042	Other operating expenditures	\$457,828	\$459,279
05-043	Total operating expenditures	\$2,284,082	\$2,145,450
05-044	Total capital fund expenditures	\$0	\$0
<b>Non-Resident Fee Standard</b>			
05-045	Total collection expenditures	\$351,746	\$345,917
05-046	Total 2022 operating expenditures per capita	\$77.30	\$74.80
05-047	Difference between 2022 OE per capita and non-resident fee (subtract Q02-011 from Q05-046). If the output is a positive number, then your library's non-resident fee needs to be raised to match or exceed the operating expenditure per capita at the next scheduled board meeting.	\$-2.70	\$-0.20
05-047	Does your library's non-resident fee meet the standard? (Select YES if 05-047 is a negative number; Select NO if 05-047 is a positive number)	Yes	Yes
05-048	Total 2023 operating expenditures per capita. PLEASE MAKE SURE YOUR 2024 NON-RESIDENT FEE IS EQUAL OR GREATER THAN THIS AMOUNT	82.34	77.30
<b>Collection Development Standard</b>			
05-049	Collection development expenditure (from all funds) as a percentage of operating fund expenditure	15.4%	16.1%

## 6 - Capital Revenue

Grayed boxes are either prefilled, locked, or automatic calculations.

06-001	Local government capital revenue	\$360,588	\$368,853
06-002	State government capital revenue	\$0	\$0



06-003	Federal government capital revenue	\$0	\$0
06-004	Other capital revenue	\$0	\$0
06-005	<b>Total capital revenue</b>	\$360,588	\$368,853

## 7 - Employment Data

Questions relating to standards are in bolded blue font.

Report figures as of the last day of the fiscal year. Include all positions funded in the library's budget whether those positions are filled or not.

### All Librarians

07-001	Total number of all librarians	13.00	12.00
07-002	Total number of paid hours per week for all librarians	460	432
07-003	<b>FTE for all librarians</b>	11.50	10.80

### ALA-MLS Librarians

07-004	How many of the librarians reported in 07-001 have an ALA-MLS degree?	4.00	4.00
07-005	Total number of paid hours per week for all ALA-MLS librarians	160	160
07-006	<b>FTE for all ALA-MLS librarians</b>	4.00	4.00

### All Other Staff

07-007	Total number of all other paid staff	30.00	32.00
07-008	Total number of paid hours per week for all other paid staff	541	582
07-009	<b>FTE for all other paid staff</b>	13.53	14.55
07-010	<b>Total number of all paid staff</b>	43.00	44.00
07-011	<b>Total hours paid per week for all paid staff</b>	1,001.00	1,014.00
07-012	<b>FTE for all paid staff</b>	25.03	25.35
07-013	Number of hours per week considered to be full-time employment in your library	30-40	30-40

## 8 - Library Service and Technology

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled, locked, or automatic calculations.

### Interlibrary Loans



08-001	Number of interlibrary loan items (including photocopies) your library has provided to other libraries	339	295
08-002	Evergreen transits to other libraries. Number will be supplied by the Indiana State Library	0	0
08-003	SRCS materials provided to other libraries. Number will be supplied by the Indiana State Library	384	392
08-004	Total number of loans provided to other libraries	723	687
08-005	Number of interlibrary loan items (including photocopies) your library has borrowed from other libraries	505	563
08-006	Evergreen transits received from other libraries. Number will be supplied by the Indiana State Library	0	0
08-007	SRCS materials received from other libraries. Number will be supplied by the Indiana State Library	150	151
08-008	Total number of loans received from other libraries	655	714
08-009	Net lending rate	1.10	0.96

#### Programs

A program is any planned event which introduces the attendees to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. They may also provide cultural, recreational, or educational information, often designed to meet a specific social need.

#### **Live (Synchronous) In-Person, Onsite Program Sessions**

08-010	Number of in-person, onsite children's programs for ages 0-5	233	201
08-011	Number of in-person, onsite children's programs for ages 6-11	129	137
08-012	Number of in-person, onsite young adult programs	111	104
08-013	Number of in-person, onsite adult programs	221	208
08-014	Number of in-person, onsite general interest (all ages) programs	16	8
08-015	Total number of live, in-person, onsite program sessions	710	658

#### **Live (Synchronous) In-Person, Offsite Program Sessions**

08-016	Number of in-person, offsite children's programs for ages 0-5	70	69
08-017	Number of in-person, offsite children's programs for ages 6-11	77	44
08-018	Number of in-person, offsite young adult programs	21	23
08-019	Number of in-person, offsite adult programs	9	6

08-020	Number of in-person, offsite general interest (all ages) programs	1	1
08-021	<b>Total number of live, in-person, offsite program sessions</b>	178	143

#### Live (Synchronous) Virtual Program Sessions

Live, virtual programs are conducted via a Web conferencing or Webinar platform such as Facebook, YouTube, or Zoom, during which a library staff member (or other party sponsored by the library) is presenting to or interacting with an audience in real-time.

08-022	Number of live, virtual children's programs for ages 0-5	0	0
08-023	Number of live, virtual children's programs for ages 6-11	0	0
08-024	Number of live, virtual young adult programs	0	11
08-025	Number of live, virtual adult programs	0	0
08-026	Number of live, virtual general interest (all ages) programs	0	0
08-027	<b>Total number of live, virtual programs</b>	0	11

#### Attendance - Live (Synchronous) In-Person, Onsite Program Sessions

08-028	Attendance at in-person, onsite children's programs for ages 0-5	4,117	3,666
08-029	Attendance at in-person, onsite children's programs for ages 6-11	2,740	1,755
08-030	Attendance at in-person, onsite young adult programs	3,338	3,405
08-031	Attendance at in-person, onsite adult programs	2,498	2,194
08-032	Attendance at in-person, onsite general interest (all ages) programs	4,389	2,300
08-033	<b>Total attendance at live, in-person, onsite programs</b>	17,082	13,320

#### Attendance - Live (Synchronous), In-Person, Offsite Program Sessions

08-034	Attendance at in-person, offsite children's programs for ages 0-5	1,783	1,528
08-035	Attendance at in-person, offsite children's programs for ages 6-11	6,450	2,670
08-036	Attendance at in-person, offsite young adult programs	103	348
08-037	Attendance at in-person, offsite adult programs	306	224
08-038	Attendance at in-person, offsite general interest (all ages) programs	200	22
08-039	<b>Total attendance at live, in-person, offsite programs</b>	8,842	4,792

#### Attendance - Live (Synchronous) Virtual Program Sessions



08-040	Attendance at live, virtual children's programs for ages 0-5 as counted by participant devices	0	0
08-040	Attendance at live, virtual children's programs for ages 0-5 as counted by participants (optional)	0	0
08-041	Attendance at live, virtual children's programs for ages 6-11 as counted by participant devices	0	0
08-041	Attendance at live, virtual children's programs for ages 6-11 as counted by participants (optional)	0	0
08-042	Attendance at live, virtual young adult programs as counted by participant devices	0	92
08-042	Attendance at live, virtual young adult programs as counted by participants (optional)	0	N/A
08-043	Attendance at live, virtual adult programs as counted by participant devices	0	0
08-043	Attendance at live, virtual adult synchronous programs as counted by participants (optional)	0	0
08-044	Attendance at live, virtual general (all ages) programs as counted by participant devices	0	0
08-044	Attendance at live, virtual general (all ages) programs as counted by participants (optional)	0	0
08-045	Total attendance at live, virtual programs as counted by participant devices	0	92
08-045	Total attendance at synchronous virtual programs as counted by participants (optional)	0	0
Additional Programming Totals by Type and Audience			
08-046	Total number of live children's programs for ages 0-5 (in-person and synchronous virtual)	303	270
08-047	Total number of live children's programs for ages 6-11 (in-person and synchronous virtual)	206	181
08-048	Total number of live young adult programs (in-person and synchronous virtual)	132	138
08-049	Total number of all live programs (in-person and synchronous virtual)	888	812
08-050	Total attendance at in-person children's programs for ages 0-5	5,900	5,194
08-051	Total attendance at in-person children's programs for ages 6-11	9,190	4,425
08-052	Total attendance at in-person young adult in-person programs	3,441	3,753
08-053	Total attendance at all in-person programs	25,924	18,112
08-054	Total attendance at live children's programs for ages 0-5 (in-person and synchronous virtual)	5,900	5,194
08-055	Total attendance at live children's programs for ages 6-11 (in-person and synchronous virtual)	9,190	4,425
08-056	Total attendance at live young adult programs (in-person and synchronous virtual)	3,441	3,845



08-057	Total attendance at all live programs (includes in-person and synchronous virtual)	25,924	18,204
Recorded (Asynchronous) Program Presentations			
08-058	Total number of recorded (asynchronous) program presentations	0	2
08-059	Total view of recorded (asynchronous) program presentations	0	538
<u>Children's Reading Program</u>			
08-060	How many weeks of a Children's Reading Program did your library offer at each fixed location?	14	14
08-061	Total number of non-library sponsored programs	3,626	3,360
08-062	Total attendance at non-library sponsored programs	14,890	13,960
08-063	Total number of annual visits to the library	140,809	130,542
08-063a	Library visits reporting method	CT - Annual Count	CT - Annual Count
08-064	<b>Total number of reference transactions in 2023</b>	33,543	31,133
08-064a	Reference transactions reporting method	CT - Annual Count	CT - Annual Count
08-065	Instructional reference services (optional)	1,450	1,398
<u>Electronic Collections (includes Licensed Databases)</u>			
08-066	Number of state-licensed databases (INSPIRE databases)	66	79
08-067	Number of local and other licensed databases (not INSPIRE)	15	15
08-068	Name(s) of public use/commercial databases to which the library subscribes	AtoZ, Ancestry Plus, Creative Bug, Fact Cite Bio, Gale Virtual Reference, Gale in Context:HS, Miss Humblebees, My Heritage, Novelist, Opposing Viewpoints, Small Engine Repair, WorldBook, Chilton, Salem Online, Hoopla	Response has been entered.
08-069	Total electronic collections/databases	81	94
<u>Public Computers</u>			
08-070	Number of uses (sessions) of public internet computers in 2023	7,060	7,005
08-070a	Reporting method for number of uses of public internet computers	CT - Annual Count	CT - Annual Count
08-071	Number of wireless internet uses per year	75,566	62,959
08-071a	Reporting method for wireless sessions	CT - Annual Count	CT - Annual Count

08-072	Number of public internet computers system-wide	47	60
08-073	Number of staff computers	34	40
08-074	Number of website visits	112,084	88,640
<b>Library System Automation</b>			
08-075	Name of your library's automated bookkeeping system (If you do not have one, enter "N/A")	Keystone	Keystone
08-076	Brand and version of Integrated Library System	SirsiDynix Symphony	SirsiDynix Symphony

## 9 - Circulation and Holdings

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled, locked, or automatic calculations. If prefilled information is incorrect, please contact the LDO office.

09-001	Circulation of physical items	240,284	210,371
09-002	Use of electronic materials ( <i>e.g., e-books circulated or electronic materials downloaded annually</i> )	81,285	60,128
09-003	Successful retrieval of electronic information ( <i>e.g., electronic material usage or views not meeting the definition of circulation and not otherwise reported in 09-002</i> )	21,111	15,550
09-004	Total electronic content use	102,396	75,678
09-005	Circulation of all children's physical materials	137,148	124,087
09-006	Circulation of other physical items	6,865	4,952
09-007	Total circulation of all materials	321,569	270,499
09-008	Total collection use	342,680	286,049
09-009	Total in-house usage of materials	9,817	9,897
<b>Selected Holdings</b>			
09-010	Books (print)	91,045	90,588
09-011	Does the library belong to an e-book consortium?	Yes	Yes
09-012	Name of e-book consortium	Indiana Digital Library	Indiana Digital Library
09-013	E-books (LOCAL HOLDINGS)	427	1,391



09-014	E-books (CONSORTIUM HOLDINGS)	506,960	481,710
09-015	E-books (TOTAL)	507,387	483,101
09-016	Video materials - physical units	6,338	6,796
09-017	Video materials - downloadable units (LOCAL HOLDINGS)	0	0
09-018	Video materials - downloadable units (CONSORTIUM HOLDINGS)	0	0
09-019	Video materials - downloadable units (TOTAL)	0	0
09-020	Audio materials - physical units	6,697	7,244
09-021	Audio materials - downloadable units (LOCAL HOLDINGS)	512	512
09-022	Audio materials - downloadable units (CONSORTIUM HOLDINGS)	208,594	180,487
09-023	Audio materials - downloadable units (TOTAL)	209,106	180,999
09-024	Current print serial subscriptions	134	191
09-025	Does your library circulate hotspots?	Yes	Yes
09-026	Other circulating physical items	885	720
09-027	Total physical items in collection ( 09-010 + 09-016 + 09-020 + 09-026)	104,965	105,348

## 10 - Library Board

Enter the most current information available for all members. If the position is vacant, please enter VACANT as the last name. Contact LDO with updates throughout the year.

10-0001	Position: President	President	President
10-0002	First name	John	John
10-0003	Middle initial/name	K	K
10-0004	Last name	Stauffer	Stauffer
10-0005	Home address	123 W. Market St	123 W. Market St
10-0006	City	Bluffton	Bluffton
10-0007	ZIP code	46714	46714



10-0008	Email address	stauffj@hotmail.com	<i>stauffj@hotmail.com</i>
10-0009	Appointing authority	Wells County Board of Commissioners	<i>Wells County Board of Commissioners</i>
10-0010	Date term expires	8/15/2024	<i>8/15/2024</i>
10-0011	Number of consecutive terms	1	<i>1</i>
10-0012	Date of initial appointment	8/16/2020	<i>8/16/2020</i>
10-0101	Position: Vice President	Vice President	<i>Vice President</i>
10-0102	First name	Stephen	<i>Stephen</i>
10-0103	Middle initial/name	V	<i>V</i>
10-0104	Last name	Tabor	<i>Tabor</i>
10-0105	Home address	4525 S 700 E	<i>4525 S 700 E</i>
10-0106	City	Bluffton	<i>Bluffton</i>
10-0107	ZIP code	46714	<i>46714</i>
10-0108	Email address	stabor@adamswells.com	<i>stabor@adamswells.com</i>
10-0109	Appointing authority	Bluffton-Harrison MSD	<i>Bluffton-Harrison MSD</i>
10-0110	Date term expires	8/15/2027	<i>8/15/2023</i>
10-0111	Number of consecutive terms	4	<i>3</i>
10-0112	Date of initial appointment	8/16/2011	<i>8/16/2011</i>
10-0201	Position: Secretary	Secretary	<i>Secretary</i>
10-0202	First name	Dustin	<i>Dustin</i>
10-0203	Middle initial/name	E	<i>E</i>
10-0204	Last name	Brown	<i>Brown</i>
10-0205	Home address	6465 SE State Road 116	<i>6465 SE State Road 116</i>
10-0206	City	Bluffton	<i>Bluffton</i>
10-0207	ZIP code	46714	<i>46714</i>

10-0208	Email address	dustinebrown@live.com	<i>dustinebrown@live.com</i>
10-0209	Appointing authority	Wells County Council	<i>Wells County Council</i>
10-0210	Date term expires	8/15/2025	<i>8/15/2025</i>
10-0211	Number of consecutive terms	2	<i>2</i>
10-0212	Date of initial appointment	8/16/2017	<i>8/16/2017</i>
10-0300	Position: Treasurer (Boards may have either a treasurer or treasurer/employee, but not both)	Treasurer	<i>Treasurer</i>
10-0302	First name	Debra	<i>Debra</i>
10-0303	Middle initial/name	K	<i>K</i>
10-0304	Last name	Johnson	<i>Johnson</i>
10-0305	Home address	1950 S No Number Rd	<i>1950 S No Number Rd</i>
10-0306	City	Bluffton	<i>Bluffton</i>
10-0307	ZIP code	46714	<i>46714</i>
10-0308	Email address	dj_53@mchsi.com	<i>dj_53@mchsi.com</i>
10-0309	Appointing authority	Bluffton-Harrison MSD	<i>Bluffton-Harrison MSD</i>
10-0310	Date term expires	8/15/2026	<i>8/15/2026</i>
10-0311	Number of consecutive terms	2	<i>2</i>
10-0312	Date of initial appointment	8/16/2018	<i>8/16/2018</i>
10-0400	Position: Treasurer / Employee (Boards may have either a treasurer or treasurer/employee, but not both)	Treasurer / Employee	<i>Treasurer / Employee</i>
10-0402	First name		
10-0403	Middle initial/name		
10-0404	Last name		
10-0405	Home address		
10-0406	City		

10-0407	ZIP code		
10-0408	Email address		
10-0409	Appointing authority		
10-0410	Date term expires		
10-0411	Number of consecutive terms		
10-0412	Date of initial appointment		
10-0501	Position: Member	Member	<i>Member</i>
10-0502	First name	Dawn	<i>Dawn</i>
10-0503	Middle initial/name	E	<i>E</i>
10-0504	Last name	Ulfig	<i>Ulfig</i>
10-0505	Home address	2173 E 950 N	<i>2173 E 950 N</i>
10-0506	City	Ossian	<i>Ossian</i>
10-0507	ZIP code	46777	<i>46777</i>
10-0508	Email address	dulfig@swraiders.com	<i>dulfig@swraiders.com</i>
10-0509	Appointing authority	Northern and Southern Wells Schools	<i>Northern and Southern Wells Schools</i>
10-0510	Date term expires	8/15/2026	<i>8/15/2026</i>
10-0511	Number of consecutive terms	1	<i>1</i>
10-0512	Date of initial appointment	8/16/2022	<i>8/16/2022</i>
10-0601	Position: Member	Member	<i>Member</i>
10-0602	First name	Kim	<i>Kim</i>
10-0603	Middle initial/name	L	<i>L</i>
10-0604	Last name	Gentis	<i>Gentis</i>
10-0605	Home address	8547 S 500 E	<i>8547 S 500 E</i>
10-0606	City	Keystone	<i>Keystone</i>



10-0607	ZIP code	46759	46759
10-0608	Email address	kingentis@yahoo.com	kingentis@yahoo.com
10-0609	Appointing authority	Wells County Council	Wells County Council
10-0610	Date term expires	8/15/2024	8/15/2024
10-0611	Number of consecutive terms	2	2
10-0612	Date of initial appointment	8/16/2016	8/16/2016
10-0701	Position: Member	Member	Member
10-0702	First name	Matthew	Julie
10-0703	Middle initial/name	J	R
10-0704	Last name	Yergler	Eicher
10-0705	Home address	1212 Summit Ave	5875 E North St
10-0706	City	Bluffton	Ossian
10-0707	ZIP code	46714	46777
10-0708	Email address	matthewyergler@yahoo.com	tjeicher912@gmail.com
10-0709	Appointing authority	Wells County Board of Commissioners	Wells County Board of Commissioners
10-0710	Date term expires	8/15/2025	8/15/2025
10-0711	Number of consecutive terms	1	1
10-0712	Date of initial appointment	8/16/2021	8/16/2021
10-0801	Position: Member	Member	Member
10-0802	First name		
10-0803	Middle initial/name		
10-0804	Last name		
10-0805	Home address		
10-0806	City		

10-0807	ZIP code		
10-0808	Email address		
10-0809	Appointing authority		
10-0810	Date term expires		
10-0811	Number of consecutive terms		
10-0812	Date of initial appointment		
10-0901	Position: Member	Member	<i>Member</i>
10-0902	First name		
10-0903	Middle initial/name		
10-0904	Last name		
10-0905	Home address		
10-0906	City		
10-0907	ZIP code		
10-0908	Email address		
10-0909	Appointing authority		
10-0910	Date term expires		
10-0911	Number of consecutive terms		
10-0912	Date of initial appointment		
10-1001	Position: Member	Member	<i>Member</i>
10-1002	First name		
10-1003	Middle initial/name		
10-1004	Last name		
10-1005	Home address		
10-1006	City		



10-1007	ZIP code		
10-1008	Email address		
10-1009	Appointing authority		
10-1010	Date term expires		
10-1011	Number of consecutive terms		
10-1012	Date of initial appointment		
10-1101	Position: Member	Member	<i>Member</i>
10-1102	First name		
10-1103	Middle initial/name		
10-1104	Last name		
10-1105	Home address		
10-1106	City		
10-1107	ZIP code		
10-1108	Email address		
10-1109	Appointing authority		
10-1110	Date term expires		
10-1111	Number of consecutive terms		
10-1112	Date of initial appointment		
10-1201	Position: Member	Member	<i>Member</i>
10-1202	First name		
10-1203	Middle initial/name		
10-1204	Last name		
10-1205	Home address		
10-1206	City		

10-1207	ZIP code	
10-1208	Email address	
10-1209	Appointing authority	
10-1210	Date term expires	
10-1211	Number of consecutive terms	
10-1212	Date of initial appointment	
10-099	What day of the month is the regular library board meeting?	2nd Tuesday <i>2nd Tuesday</i>
10-099	What is the time of the regular library board meeting?	6:30 pm <i>6:30 pm</i>

## 11 - Salary Section

**Questions relating to standards are in bolded blue font.**

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

11-001	Annual salary of the director	\$72,321	<i>\$70,221</i>
11-002	Does the library director have an employment contract?	No	<i>No</i>
11-003	What is the current level of certification held by the library director?	LC 1	<i>LC 2</i>
11-004	Job Title - Assistant or Associate Director		<i>Assistant Director</i>
11-005	Certification level		
11-006	Minimum hourly wage		
11-007	Maximum hourly wage		
11-008	Job Title - Department Head, Manager or Supervisor		<i>Department Head</i>
11-009	Certification level	LC 5	<i>LC 5</i>
11-010	Minimum hourly wage	\$18.27	<i>\$17.74</i>
11-011	Maximum hourly wage	\$30.89	<i>\$29.98</i>
11-012	Job Title - Branch Head		<i>Branch Head</i>
11-013	Certification level	LC 5	<i>LC 5</i>

11-014	Minimum hourly wage	\$21.82	\$17.74
11-015	Maximum hourly wage	\$31.81	\$30.88
11-016	Job Title - Administrative Assistant		<i>Administrative Assistant</i>
11-017	Certification level	None required	<i>None required</i>
11-018	Minimum hourly wage	\$18.11	\$17.58
11-019	Maximum hourly wage	\$30.61	\$29.72
11-020	Job Title - Automation, Network or System Manager		<i>Automation / Network / System Manager</i>
11-021	Certification level	None required	<i>None required</i>
11-022	Minimum hourly wage	\$29.85	\$28.98
11-023	Maximum hourly wage	\$29.85	\$28.98
11-024	Job Title - Business Manager		<i>Business Manager</i>
11-025	Certification level	None required	<i>None required</i>
11-026	Minimum hourly wage	\$18.11	\$17.58
11-027	Maximum hourly wage	\$30.61	\$29.72
11-028	Job Title - Cataloging or Technical Services Librarian		<i>Cataloging or Technical</i>
11-029	Certification level		
11-030	Minimum hourly wage		
11-031	Maximum hourly wage		
11-032	Job Title - Children's Librarian		<i>Children's Librarian</i>
11-033	Certification level		
11-034	Minimum hourly wage		
11-035	Maximum hourly wage		
11-036	Job Title - General Reference or Adult Librarian		<i>General Reference or Adult Librarian</i>



11-037	Certification level		
11-038	Minimum hourly wage		
11-039	Maximum hourly wage		
11-040	Job Title - Young Adult Librarian		<i>Young Adult Librarian</i>
11-041	Certification level		
11-042	Minimum hourly wage		
11-043	Maximum hourly wage		
11-044	Job Title - Indiana History, Local History, or Genealogy Librarian		<i>Indiana History, Local History, or Genealogy Librarian</i>
11-045	Certification level		
11-046	Minimum hourly wage		
11-047	Maximum hourly wage		
11-048	Job Title - Specialist (Professional)		<i>Specialist (Professional)</i>
11-049	Certification level	None required	<i>None required</i>
11-050	Minimum hourly wage	\$18.11	<i>\$17.58</i>
11-051	Maximum hourly wage	\$30.61	<i>\$29.72</i>
11-052	Job Title - Library Assistant		<i>Library Assistant</i>
11-053	Certification level	LC 6	<i>LC 6</i>
11-054	Minimum hourly wage	\$14.08	<i>\$13.67</i>
11-055	Maximum hourly wage	\$23.80	<i>\$23.10</i>
11-056	Job Title - Bookkeeper or Treasurer		<i>Bookkeeper or Treasurer</i>
11-057	Certification level	None required	<i>None required</i>
11-058	Minimum hourly wage	\$18.11	<i>\$17.58</i>
11-059	Maximum hourly wage	\$30.61	<i>\$29.72</i>

11-060	Job Title - Library Technician (including computer)		<i>Library Technician</i>
11-061	Certification level	LC 6	<i>LC 6</i>
11-062	Minimum hourly wage	\$12.34	<i>\$11.98</i>
11-063	Maximum hourly wage	\$20.86	<i>\$20.25</i>
11-064	Job Title - Clerk, Clerical or Aide		<i>Clerical or Aide</i>
11-065	Certification level	None required	<i>None required</i>
11-066	Minimum hourly wage	\$11.18	<i>\$11.19</i>
11-067	Maximum hourly wage	\$19.48	<i>\$18.91</i>
11-068	Job Title - Maintenance, Custodian, Janitor, or Housekeeper		<i>Maintenance, Custodian</i>
11-069	Certification level	None required	<i>None required</i>
11-070	Minimum hourly wage	\$21.38	<i>\$20.76</i>
11-071	Maximum hourly wage	\$33.08	<i>\$32.12</i>
11-072	Job Title - Page, Intern or Student Assistant		<i>Page, Intern or Student Assistant</i>
11-073	Certification level	None required	<i>None required</i>
11-074	Minimum hourly wage	\$11.53	<i>\$11.19</i>
11-075	Maximum hourly wage	\$19.48	<i>\$14.14</i>
11-076	Job Title - Temporary Substitute		<i>Temporary Substitute</i>
11-077	Certification level	None required	<i>None required</i>
11-078	Minimum hourly wage	\$11.53	<i>\$11.41</i>
11-079	Maximum hourly wage	\$12.97	<i>\$12.84</i>
11-080	Job Title - Interlibrary Loan		<i>Interlibrary Loan</i>
11-081	Certification level		
11-082	Minimum hourly wage		

11-107	Maximum hourly wage	
11-084	Job Title - Human Resources	<i>Human Resources</i>
11-085	Certification level	
11-086	Minimum hourly wage	
11-087	Maximum hourly wage	
11-088	Job Title - Marketing	<i>Marketing</i>
11-089	Certification level	
11-090	Minimum hourly wage	
11-091	Maximum hourly wage	
11-092	Job Title - Circulation Librarian	<i>Circulation Librarian</i>
11-093	Certification level	
11-094	Minimum hourly wage	
11-095	Maximum hourly wage	
11-096	Job Title - Other	
11-097	Specify other job title	
11-098	Certification level	
11-099	Minimum hourly wage	
11-100	Maximum hourly wage	
11-101	Job Title - Other	
11-102	Specify other job title	
11-103	Certification level	
11-104	Minimum hourly wage	
11-105	Maximum hourly wage	



11-106	Job Title - Other		
11-107	Specify other job title		
11-108	Certification level		
11-109	Minimum hourly wage		
11-110	Maximum hourly wage		
11-111	Job Title - Other		
11-112	Specify other job title		
11-113	Certification level		
11-114	Minimum hourly wage		
11-115	Maximum hourly wage		
<u>Employee Fringe Benefit Information - Full-time Employees</u>			
11-501	PERF	Yes	<i>Yes</i>
11-502	Deferred compensation	Yes	<i>Yes</i>
11-503	Health insurance	Yes	<i>Yes</i>
11-504	Health Savings Account (HSA)	Yes	<i>Yes</i>
11-505	Dental insurance	No	<i>No</i>
11-506	Life insurance	Yes	<i>Yes</i>
11-507	Vision insurance	Yes	<i>Yes</i>
11-508	Disability insurance	No	<i>No</i>
11-509	Paid time off for continuing education	No	<i>No</i>
11-510	Reimbursement for continuing education	Yes	<i>Yes</i>
11-511	Other1 (specify)	Pre-tax Supplemental Insurance	<i>Pre-tax Supplemental Insurance</i>
11-512	Other2 (specify)		
<u>Employee Fringe Benefit Information - Part-time Employees</u>			
11-513	PERF	No	<i>No</i>

11-514	Deferred compensation	Yes	<i>Yes</i>
11-515	Health insurance	No	<i>No</i>
11-516	Health Savings Account (HSA)	No	<i>No</i>
11-517	Dental insurance	No	<i>No</i>
11-518	Life insurance	No	<i>No</i>
11-519	Vision insurance	No	<i>No</i>
11-520	Disability insurance	No	<i>No</i>
11-521	Paid time off for continuing education	No	<i>No</i>
11-522	Reimbursement for continuing education	Yes	<i>Yes</i>
11-523	Other1 (specify)	Pre-tax Supplemental Insurance	<i>Pre-tax Supplemental Insurance</i>
11-524	Other2 (specify)		
<b><u>Paid Time Off Per Year - Full-time Librarian</u></b>			
11-525	Number of vacation days	14-25	<i>14-25</i>
11-526	Number of sick days	12	<i>12</i>
11-527	Number of personal days	3	<i>3</i>
11-528	Number of holidays	11 days	<i>11 days</i>
11-529	Number of funeral/bereavement days	3-5 days	<i>3-5 days</i>
11-530	Number of other days (specify) OR all-purpose PTO	0	<i>0</i>
<b><u>Paid Time Off Per Year - Part-Time Librarian</u></b>			
11-531	Number of vacation days	0-12	<i>0-12</i>
11-532	Number of sick days	0-6	<i>0-6</i>
11-533	Number of personal days	0-1	<i>0-1</i>
11-534	Number of holidays	0-11	<i>0-11</i>
11-535	Number of funeral/bereavement days	0-3	<i>0-3</i>
11-536	Number of other days	0	<i>0</i>

**Paid Time Off Per Year - Full-Time Support Staff**

11-537	Number of vacation days	14-25	14-25
11-538	Number of sick days	12	12
11-539	Number of personal days	3	3
11-540	Number of holidays	11	11
11-541	Number of funeral/bereavement days	3-5	3-5
11-542	Number of other days	0	0

**Paid Time Off Per Year - Part-Time Support Staff**

11-543	Number of vacation days	0-12	0-12
11-544	Number of sick days	0-6	0-6
11-545	Number of personal days	0-1	0-1
11-546	Number of holidays	0-11	0-11
11-547	Number of funeral/bereavement days	0-3	0-3
11-548	Number of other days	0	0

**12 - PLAC Loans****Questions relating to standards are in bolded blue font**

Grayed boxes are either prefilled, locked, or automatic calculations. If prefilled information is incorrect, please contact the LDO office.

Report the number of PLAC loans your library made to a home patron of the following libraries.

DO NOT report any loans made to your own library. You may SKIP any libraries with no loans; you do not need to enter "0" if no loans were made.

12-001	Did your library make any PLAC loans?	Y	Y
12-002	Adams Public Library System	959	1,285
12-003	Akron Carnegie Public Library		
12-004	Alexandria-Monroe Public Library		
12-005	Alexandrian Public Library		
12-006	Allen County Public Library	162	139



12-007	Anderson Public Library		
12-008	Andrews-Dallas Township Public Library		
12-009	Argos Public Library		
12-010	Attica Public Library		
12-011	Aurora Public Library District		
12-012	Avon-Washington Township Public Library		
12-013	Bartholomew County Public Library		
12-014	Barton Rees Pogue Memorial Public Library		
12-015	Batesville Memorial Public Library		
12-016	Bedford Public Library		
12-017	Bell Memorial Public Library		
12-018	Benton County Public Library		
12-019	Berne Public Library	288	68
12-020	Bicknell-Vigo Township Public Library		
12-021	Bloomfield-Eastern Greene County Public Library		
12-022	Boonville-Warrick County Public Library		
12-023	Boswell-Grant Township Public Library		
12-024	Bourbon Public Library		
12-025	Brazil Public Library		
12-026	Bremen Public Library		
12-027	Bristol-Washington Township Public Library		
12-028	Brook-Iroquois-Washington Township Public Library		
12-029	Brookston-Prairie Township Public Library		
12-030	Brown County Public Library		

12-031	Brownsburg Public Library
12-032	Brownstown Public Library
12-033	Butler Public Library
12-034	Cambridge City Public Library
12-035	Camden-Jackson Township Public Library
12-036	Carmel Clay Public Library
12-037	Carnegie Public Library Of Steuben County
12-038	Centerville-Center Township Public Library
12-039	Charlestown Clark County Public Library
12-040	Churubusco Public Library
12-041	Clayton-Liberty Township Public Library
12-042	Clinton Public Library
12-043	Coatesville-Clay Township Public Library
12-044	Colfax-Perry Township Public Library
12-045	Converse-Jackson Township Public Library
12-046	Covington-Veedersburg Public Library
12-047	Crawford County Public Library
12-048	Crawfordsville District Public Library
12-049	Crown Point Community Public Library
12-050	Culver-Union Township Public Library
12-051	Danville-Center Township Public Library
12-052	Darlington Public Library
12-053	Delphi Public Library
12-054	Dublin Public Library

12-055	Dunkirk Public Library
12-056	Earl Park Public Library
12-057	East Chicago Public Library
12-058	Eckhart Public Library
12-059	Edinburgh Wright-Hageman Public Library
12-060	Elkhart Public Library
12-061	Evansville-Vanderburgh Public Library
12-062	Fairmount Public Library
12-063	Farmland Public Library
12-064	Fayette County Public Library
12-065	Flora-Monroe Township Public Library
12-066	Fort Branch-Johnson Township Public Library
12-067	Fortville-Vernon Township Public Library
12-068	Francesville-Salem Township Public Library
12-069	Frankfort Community-Clinton County Contractual Public Library
12-070	Franklin County Public Library District
12-071	Fremont Public Library
12-072	Fulton County Public Library
12-073	Garrett Public Library
12-074	Gary Public Library
12-075	Gas City-Mill Township Public Library
12-076	Goodland & Grant Township Public Library
12-077	Goshen Public Library
12-078	Greensburg-Decatur County Contractual Public Library



12-079	Greentown & Eastern Howard School Public Library		
12-080	Greenwood Public Library		
12-081	Hagerstown-Jefferson Township Public Library		
12-082	Hamilton East Public Library		
12-083	Hamilton North Public Library		
12-084	Hammond Public Library		
12-085	Hancock County Public Library		
12-086	Harrison County Public Library		
12-087	Hartford City Public Library		
12-088	Henry Henley Public Library IN0165		
12-089	Huntingburg Public Library		
12-090	Huntington City-Township Public Library		
12-091	Hussey-Mayfield Memorial Public Library		
12-092	Indianapolis-Marion County Public Library		
12-093	Jackson County Public Library		
12-094	Jasonville Public Library		
12-095	Jasper County Public Library		
12-096	Jasper-Dubois County Contractual Public Library		
12-097	Jay County Public Library	3	16
12-098	Jefferson County Public Library		
12-099	Jeffersonville Township Public Library		
12-100	Jennings County Public Library		
12-101	Johnson County Public Library		
12-102	Jonesboro Public Library		

12-103	Joyce Public Library
12-104	Kendallville Public Library
12-105	Kentland-Jefferson Township Public Library
12-106	Kewanna-Union Township Public Library
12-107	Kingman-Millcreek Public Library
12-108	Kirklin Public Library
12-109	Knightstown Public Library
12-110	Knox County Public Library
12-111	Kokomo-Howard County Public Library
12-112	La Crosse Public Library
12-113	La Grange County Public Library
12-114	La Porte County Public Library
12-115	Ladoga-Clark Township Public Library
12-116	Lake County Public Library
12-117	Lawrenceburg Public Library
12-118	Lebanon Public Library
12-119	Ligonier Public Library
12-120	Lincoln Heritage Public Library
12-121	Linden Carnegie Public Library
12-122	Linton Public Library
12-123	Logansport-Cass County Public Library
12-124	Loogootee Public Library
12-125	Lowell Public Library
12-126	Marion Public Library

12-127	Matthews Public Library
12-128	Melton Public Library
12-129	Michigan City Public Library
12-130	Middlebury Community Public Library
12-131	Middletown Fall Creek Township Public Library
12-132	Milford Public Library
12-133	Mishawaka-Penn-Harris Public Library
12-134	Mitchell Community Public Library
12-135	Monon Town & Township Public Library
12-136	Monroe County Public Library
12-137	Monterey-Tippecanoe Township Public Library
12-138	Montezuma Public Library
12-139	Monticello-Union Township Public Library
12-140	Montpelier-Harrison Township Public Library
12-141	Mooresville Public Library
12-142	Morgan County Public Library
12-143	Morrisson Reeves Library
12-144	Muncie-Center Township Public Library
12-145	Nappanee Public Library
12-146	New Albany-Floyd County Public Library
12-147	New Carlisle & Olive Township Public Library
12-148	New Castle-Henry County Public Library
12-149	New Harmony Workingmen's Institute
12-150	Newburgh Chandler Public Library

12-151	Newton County Public Library
12-152	Noble County Public Library
12-153	North Judson-Wayne Township Public Library
12-154	North Madison County Public Library System
12-155	North Manchester Public Library
12-156	North Webster Community Public Library
12-157	Oakland City-Columbia Township Public Library
12-158	Odon Winkelpleck Public Library
12-159	Ohio County Public Library
12-160	Orleans Town & Township Public Library
12-161	Osgood Public Library
12-162	Otterbein Public Library
12-163	Owen County Public Library
12-164	Owensville Carnegie Public Library
12-165	Oxford Public Library
12-166	Paoli Public Library
12-167	Parke County Public Library
12-168	Peabody Public Library
12-169	Pendleton Community Public Library
12-170	Penn Township Public Library
12-171	Perry County Public Library
12-172	Peru Public Library
12-173	Pierceton & Washington Township Public Library
12-174	Pike County Public Library



12-175	Plainfield-Guilford Township Public Library
12-176	Plymouth Public Library
12-177	Porter County Public Library System
12-178	Poseyville Carnegie Public Library
12-179	Princeton Public Library
12-180	Pulaski County Public Library
12-181	Putnam County Public Library
12-182	Remington-Carpenter Township Public Library
12-183	Ridgeville Public Library
12-184	Roachdale-Franklin Township Public Library
12-185	Roann Paw-Paw Township Public Library
12-186	Roanoke Public Library
12-187	Royal Center-Boone Township Public Library
12-188	Rushville Public Library
12-189	Salem-Washington Township Public Library
12-190	Scott County Public Library
12-191	Shelby County Public Library
12-192	Sheridan Public Library
12-193	Shoals Public Library
12-194	South Whitley-Cleveland Township Public Library
12-195	Speedway Public Library
12-196	Spencer County Public Library
12-197	Spiceland Town-Township Public Library
12-198	St. Joseph County Public Library

12-199	Starke County Public Library System		
12-200	Sullivan County Public Library		
12-201	Swayzee Public Library		
12-202	Switzerland County Public Library		
12-203	Syracuse-Turkey Creek Township Public Library		
12-204	Thorntown Public Library		
12-205	Tippecanoe County Public Library		
12-206	Tipton County Public Library		
12-207	Tyson Library Association, Inc		
12-208	Union City Public Library		
12-209	Union County Public Library		
12-210	Van Buren Public Library		
12-211	Vermillion County Public Library		
12-212	Vigo County Public Library		
12-213	Wabash Carnegie Public Library		
12-214	Wakarusa-Olive & Harrison Township Public Library		
12-215	Walkerton-Lincoln Township Public Library		
12-216	Walton & Tipton Township Public Library		
12-217	Wanatah Public Library		
12-218	Warren Public Library	108	136
12-219	Warsaw Community Public Library		
12-220	Washington Carnegie Public Library		
12-221	Washington Township Public Library		
12-222	Waterloo-Grant Township Public Library		

12-223	Waveland-Brown Township Public Library		
12-224	Wells County Public Library		
12-225	West Lafayette Public Library		
12-226	West Lebanon-Pike Township Public Library		
12-227	Westchester Public Library		
12-228	Westfield-Washington Public Library		
12-229	Westville-New Durham Township Public Library		
12-230	Whiting Public Library		
12-231	Willard Library of Evansville		
12-232	Williamsport-Washington Township Public Library		
12-233	Winchester Community Public Library		
12-234	Wolcott Community Public Library		
12-235	Worthington Jefferson Township Public Library		
12-236	York Township Public Library		
12-237	Yorktown Public Library		
12-238	<b>TOTAL PLAC Loans</b>	1,520	1,644

### 13 - Compliance with Standards for Public Libraries

The following questions refer to the library's compliance with the Indiana Public Library Standards (560 IAC 6).

Standards which can be verified by data or information elsewhere in the report do not appear in this section.

Please answer either "Yes", "No", or "N/A" if applicable.

13-001	<b>Does your library comply with Public Library Law under IC 36-12?</b>	Yes	Yes
13-002	<b>Does your library comply with other Indiana laws that affect municipal corporations?</b>	Yes	Yes
13-003	<b>Does your library comply with all federal laws affecting employment practice?</b>	Yes	Yes
13-004	<b>Are all newly constructed and existing library facilities in compliance with local, state, and federal building and health and safety codes?</b>	Yes	Yes

13-005	<b>Does the library comply with provisions of the federal Americans with Disabilities Act to make its physical and digital services available to everyone?</b>	Yes	<i>Yes</i>
13-006	Do the library board and the director maintain separate functions?	Yes	<i>Yes</i>
13-007	<b>Is the board responsible for governance and policy?</b>	Yes	<i>Yes</i>
13-008	<b>Is the director responsible for administration, operation and management of the library?</b>	Yes	<i>Yes</i>
13-009	<b>Does the director work full-time?</b>	Yes	<i>Yes</i>
13-010	Does the director have the required certification under 590 IAC 5? (If unsure, check at <a href="https://mylicense.in.gov/EVerification/Search.aspx">https://mylicense.in.gov/EVerification/Search.aspx</a> )	Yes	<i>Yes</i>
<u>With the advice and recommendations of the library director, has the library board adopted the following plans and policies?</u>			
13-011	A schedule of classification of employees	Yes	<i>Yes</i>
13-012	An annual schedule of salaries	Yes	<i>Yes</i>
13-013	A proposed library budget	Yes	<i>Yes</i>
<u>Personnel Policies</u>			
Has the library board adopted written personnel policies and procedures dealing with:			
13-014	Recruitment?	Yes	<i>Yes</i>
13-015	Selection?	Yes	<i>Yes</i>
13-016	Appointments?	Yes	<i>Yes</i>
13-017	Personnel actions?	Yes	<i>Yes</i>
13-018	Salary administration?	Yes	<i>Yes</i>
13-019	Employee benefits?	Yes	<i>Yes</i>
13-020	Conditions of work?	Yes	<i>Yes</i>
13-021	Leaves?	Yes	<i>Yes</i>
13-022	Does the library board adhere to the current approved principles provided by the Indiana State Library for library trustees?	Yes	<i>Yes</i>
13-023	Does the library have current, written bylaws that state its purpose and its operational procedures?	Yes	<i>Yes</i>
13-024	Do the library bylaws specifically state rules governing conflicts of interest issues?	Yes	<i>Yes</i>



13-025	Do the library bylaws specifically state rules governing nepotism?	Yes	<i>Yes</i>
13-026	Have the bylaws been reviewed by the board in the last three (3) years?	Yes	<i>Yes</i>
13-027	Has a copy of the current version of the bylaws, along with all of the amendments approved by the library board, been submitted to the Indiana State Library?	Yes	<i>Yes</i>
13-028	Does your library have a written collection development plan?	Yes	<i>Yes</i>
13-029	Does your library have a written circulation policy detailing the principles of access for all library materials and service?	Yes	<i>Yes</i>
13-030	Does your library provide support for continuing education for staff and trustees?	Yes	<i>Yes</i>
<u>Long-Range Plan</u>			
13-031	Does the library have a written long-range plan of service?	Yes	<i>Yes</i>
13-032	What year did your current long-range plan begin?	2023	<i>2023</i>
13-033	What year does your current long-range plan end?	2027	<i>2027</i>
13-034	Has your long-range plan been reviewed and updated in the last three (3) to five (5) years, depending upon the length of your plan?	Yes	<i>Yes</i>
13-035	Have copies of the plan, plus all updates and revisions, been filed with the Indiana State Library?	Yes	<i>Yes</i>
13-036	Does your long-range plan include a statement of community needs and goals?	Yes	<i>Yes</i>
13-037	Does your long-range plan include measurable objectives and service in response to the community's needs and goals?	Yes	<i>Yes</i>
13-038	Does your long-range plan include an assessment of facilities, services, technology, and operations?	Yes	<i>Yes</i>
13-039	Does your long-range plan include an ongoing evaluation process?	Yes	<i>Yes</i>
13-040	Does your long-range plan include a plan for financial resources and sustainability?	Yes	<i>Yes</i>
13-041	Does your long-range plan include an equipment replacement schedule?	Yes	<i>Yes</i>
13-042	Does your long-range plan include a professional development strategy?	Yes	<i>Yes</i>
13-043	Does your long-range plan include a statement of collaboration with other public libraries?	Yes	<i>Yes</i>
13-044	Does your long-range plan include a statement of collaboration with other community partners?	Yes	<i>Yes</i>

#### Resource Sharing

13-045	Does your library provide interlibrary loan free of charge <i>to other libraries</i> within Indiana? Answer YES if your policy is to lend, even if no loans were requested.	Yes	<i>Yes</i>
13-046	Does your library provide interlibrary loan free of charge <i>to your users</i> ? Answer YES if your policy is to lend, even if no loans were requested.	Yes	<i>Yes</i>
13-047	Does your library lend materials via a statewide reciprocal borrowing program?	Yes	<i>Yes</i>
13-048	Does your library lend materials using a local reciprocal borrowing agreement with at least one (1) other public library district within Indiana?	Yes	<i>Yes</i>
13-049	If the answer to 13-048 is YES, please list libraries with which you have reciprocal borrowing agreements.	Huntington City-Township Public Library	
13-050	Does your library lend materials using the OCLC resource sharing system?	Yes	<i>Yes</i>
13-051	Is your library a member of Evergreen Indiana?	No	<i>No</i>
13-052	How many days per week does your library receive InfoExpress courier service?	2	2
Does the library provide adult services, including:			
13-053	Reference services, including knowledge of and access to reference materials, including INSPIRE?	Yes	<i>Yes</i>
13-054	A collection of materials for adults?	Yes	<i>Yes</i>
13-055	A space designated for adults in each fixed location?	Yes	<i>Yes</i>
Does the library provide young adult services, including:			
13-056	Reference services, including knowledge of and access to reference materials, including INSPIRE?	Yes	<i>Yes</i>
13-057	A collection of materials for young adults?	Yes	<i>Yes</i>
13-058	A space designated for young adults in each fixed location?	Yes	<i>Yes</i>
Does the library provide children's services, including:			
13-059	Reference services, including knowledge of and access to reference materials, including INSPIRE?	Yes	<i>Yes</i>
13-060	A collection of materials for children?	Yes	<i>Yes</i>
13-061	A space designated for children in each fixed location?	Yes	<i>Yes</i>
<u>Public Access</u>			
13-062	Are patrons who are unable to read regular print, because of a visual or a physical disability, provided access to large print books, braille books, audio books, and/or enhanced media?	Yes	<i>Yes</i>



13-063	Does the library provide computers for the free use of all persons, regardless of residency?	Yes	Yes
13-064	Does your library provide a means for the public to print and make copies at each location?	Yes	Yes
<u>Website</u>			
Does your library's website include:			
13-065	Current hours of operation?	Yes	Yes
13-066	A physical address (or addresses) for your library?	Yes	Yes
13-067	A map for each fixed location?	Yes	Yes
13-068	A telephone number?	Yes	Yes
13-069	An email address or other means of electronic contact?	Yes	Yes
13-070	A link to INSPIRE.in.gov?	Yes	Yes
13-071	Publicly posted policies, including, but not limited to, circulation, fees, and internet use?	Yes	Yes
13-071	Has your internet policy been reviewed by the board in the last year?	Yes	Yes
13-072	A link to the library's online public access catalog?	Yes	Yes
13-073	A calendar or schedule of events and programs, updated at least monthly, including the dates for the library board meetings?	Yes	Yes

#### 14 - Statement of Intent to Comply with Standards

Please explain any NO answers given in Part 13.  
14-001

#### 15 - Supplemental Questions

15-001	Did your library face a materials challenge (in which a formal request for reconsideration was submitted) in the last year?	Yes	
15-002	Did your library receive any grants in 2023?	Yes	
15-002	If so, please list the grantor and general purpose for the grant.	Wells County Foundation-Wabash Endowment Fund, Teen Programming	
15-003	Did the library offer "Take and Make" activities in 2023?	Yes	Yes
15-003	Number of "Take and Make" activities distributed (optional)	577	801
15-004	What's something your library did in the past year that you're proud of?		

## **CERTIFICATION**

Click [here](#) to print a copy of the Signature Page. This needs to be signed by both the director and board president and returned via email or mail to the Indiana State Library Development Office. This is also due by March 1, 2024.