

# COATESVILLE-CLAY TOWNSHIP PUBLIC LIBRARY

## Indiana Public Library Annual Report 2024

**CURRENT YEAR**

**PREVIOUS YEAR**

### 1 - General Information

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled and 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	Korleen Bledsoe	<i>Korleen Bledsoe</i>
01-002	Preparer's phone number	(765) 386-2355	<i>(765) 386-2355</i>
01-003	Time zone in which the library's administrative entity is located	Eastern Time	<i>Eastern Time</i>
01-004	Library name	COATESVILLE-CLAY TOWNSHIP PUBLIC LIBRARY	<i>COATESVILLE-CLAY TOWNSHIP PUBLIC LIBRARY</i>
01-005	Library class	C	<i>C</i>
01-006	Library director	Korleen Bledsoe	<i>Korleen Bledsoe</i>
01-007	Street address	4928 MILTON STREET	<i>4928 MILTON STREET</i>
01-008	City	COATESVILLE	<i>COATESVILLE</i>
01-009	ZIP code	46121	<i>46121</i>
01-010	Is the mailing address the same as the address listed above?	No	<i>No</i>
01-011	Mailing address	P O BOX 147	<i>P O BOX 147</i>
01-012	Mailing city	COATESVILLE	<i>COATESVILLE</i>

01-013	Mailing ZIP code	46121	46121
01-014	Congressional district number	4	4
01-015	Phone	(765) 386-2355	(765) 386-2355
01-016	Fax	(765) 386-6177	(765) 386-6177
01-017	Does your library have an answering machine, voicemail or other similar technology?	Yes	Yes
01-018	Library URL	<a href="https://coatesvillectpl.lib.in.us">https://coatesvillectpl.lib.in.us</a>	<a href="https://coatesvillectpl.lib.in.us">https://coatesvillectpl.lib.in.us</a>
01-019	Public library email address or a means of electronic contact listed on the library's website	<a href="mailto:coatesvilleclaypubliclibrary@gmail.com">coatesvilleclaypubliclibrary@gmail.com</a>	<a href="mailto:coatesvilleclaypubliclibrary@gmail.com">coatesvilleclaypubliclibrary@gmail.com</a>

#### Building Questions

01-020	Year the current central library was built	2006	2006
01-021	Year of the most recent structural addition or alteration to the current central library	2006	2006
01-022	Square footage of the central library	6,300	6,300

01-023 Click [here](#) 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. Enter the hours that the library is open during a typical week. These are the hours which will be made available online at <https://www.in.gov/library/pldirectory.htm> and updated as you notify us of changes.

01-023a If your central library has a 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.

01-038	<b>Total number of hours the central library is open during a typical week</b>	43	43
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01-039	<b>Total number of hours per week the central library is open after 5:00 PM</b>	10	10
01-040	<b>Total number of hours per week the central library is open on Saturday</b>	7	7
01-041	<b>Total number of hours per week the central library is open on Sunday</b>	0	0
01-042	Number of weeks per year the central library was open in 2024	52	52
01-043	<b>Total public service hours the central library was open in 2024</b>	2,117.0	2,236.00

Internet Access

01-044	What type of internet access is available in the central library?	Fiber Optic	<i>Fiber Optic</i>
01-045	Select the nearest download speed of internet access in the central library.	100 Mbps - 499.9 Mbps	<i>100 Mbps - 499.9 Mbps</i>

Branch Information

01-200	Total number of branches ( <i>If this answer = 0, skip questions 01-200a through 01-237</i> )	0	0
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Individual Branch Information

Grayed boxes are either prefilled and locked or automatic calculations.

01-200a Branch name

01-201a Branch street address

01-202a Branch city

01-203a Branch county

01-204a Branch ZIP

01-  
205a Is the mailing address the same as the  
address listed above?

01-  
206a Branch mailing address

01-  
207a Phone

01-  
208a Fax

01-  
209a Year built

01-  
210a Year of the most recent structural addition  
or alteration to branch building

01-  
211a Square footage of branch

01-  
212a Number of weeks per year individual  
branch was open in 2024

01-  
213a Monday opening time

01-  
214a Monday closing time

01-  
215a Tuesday opening time

01-  
216a Tuesday closing time

01-  
217a Wednesday opening time

01-  
218a Wednesday closing time

01-  
219a Thursday opening time

01-  
220a Thursday closing time

01-  
221a Friday opening time

01-  
222a Friday closing time

01-  
223a Saturday opening time

01-  
224a Saturday closing time

01-  
225a Sunday opening time

01-  
226a Sunday closing time

01-  
227a Total open hours for the branch library  
during a typical week.

01-  
228a Total public service hours the branch was  
open in 2024

01-  
229a What type of internet access is available in  
the branch library?

01-  
230a Select the nearest download speed of  
internet access in the branch library

01- 231	Total annual public service hours of all branches	0.00	0.00
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Bookmobile Information

01- 300	Total number of bookmobiles ( <i>If this answer = 0, skip questions 01-301a through 01- 312</i> )	0	0
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Individual Bookmobile Information

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 2024

01- 312	Total annual public service hours of all bookmobiles	0.00	0.00
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01- 500	Total system public service hours per year	2,117.00	2,236.00
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## 2 - Registrations

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled and locked or automatic calculations.

02- 001	Total number of resident registered users	440	430
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02- 002	Total number of users from contracting areas	N/A	N/A
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02- 003	Total number of paid non-resident registered users	17	18
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02- 004	Total number of non-resident cards issued to student users	22	19
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02-005	Total number of non-resident cards issued to school employees	7	7
02-006	Total number of non-resident cards issued to library employees	11	12
02-007	<b>Total number of all non-resident registered users</b>	57	56
02-008	<b>Total number of registered users</b>	497	486
02-009	Total number of reciprocal users	8	8
02-010	Total number of PLAC users	0	0
02-011	<b>Amount of non-resident fee</b>	\$78.00	\$70.00
02-012	Date the library board adopted this fee	03-12-2024	03-14-2023
02-013	<b>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?</b>	Yes	Yes

### 3 - Libraries and Political Subdivisions

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled and 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	HENDRICKS	<i>HENDRICKS</i>
03-002	Total assessed valuation for library district	\$184,503,011	<i>\$168,390,090</i>
03-003	Operating tax rate	0.0476	<i>0.0501</i>
03-004	Source year for data	2024	2023

03-005	Debt fund tax rate	0.0601	0.0624
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	NONE	NONE
03-009	Total assessed valuation for additional county		
03-010	Operating tax rate for additional county		
03-011	Debt fund tax rate		
03-012	LCPF tax rate		
03-013	Total district population taxed for library service	2,341	2,341
03-013a	Total district population served by contract	0	0
03-014	Total district population served (sum of taxed and contracting units)	2,341	2,341
03-015	Political subdivision name	Clay Twp	Clay Twp
03-016	Population served by taxation. (If the subdivision is served by contract, this line will be blank.)	2,341	2,341
03-017	Population served by contract. (If the subdivision is served by taxation, this line will be blank.)		



03-018      No      No  
Were there any changes to your library's service area?

( Changes may include annexations, mergers, or changes to contracts. )

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 and 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	\$84,107	\$80,264
04-002	Miscellaneous income taxes or LIT (Local Income Tax)	\$129,494	\$117,418
04-003	Contractual revenue received for service	\$0	\$0
04-004	<b>Total local government revenue</b>	\$213,601	\$197,682

##### State Government Revenue

04-005	Financial Institutions Tax (FIT)	\$33	\$37
04-006	License Vehicle Excise Tax	\$8,043	\$8,247
04-007	Commercial Vehicle Excise Tax (CVET)	\$767	\$740
04-008	Broadband Connectivity Grant	\$581	\$533
04-009	Other state revenue	\$0	\$0
04-010	Source(s):		
04-011	<b>Total state revenue</b>	\$9,424	\$9,557

##### Federal Government Revenue

04-012	LSTA grants		
04-013	Other federal revenue		
04-014	Source(s):		
04-015	<b>Total federal revenue</b>	\$0	\$0
<b><u>Other Revenue</u></b>			
04-016	PLAC reimbursement		\$0
04-017	Fines and fees	\$1,326	\$1,924
04-018	Interest on investments		
04-019	Gift receipts	\$3,100	\$150
04-020	Private and public foundation grants	\$1,587	\$1,723
04-021	Miscellaneous revenue	\$677	\$3,494
04-022	Source(s):	Phone Company Credit; Book Sale; Book Club	
04-023	<b>Total other revenue</b>	\$6,690	\$7,291
04-024	<b>Total operating revenue</b>	\$229,715	\$214,530

## 5 - Operating Fund Expenditures

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled and 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	\$72,669	\$66,858
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**Federal:** We allowed extra hours for our hourly staff in 2024, resulting in a \$3,000 expenditure; We hired a new janitor who cleans more thorough, adding additional hours than previous years, resulting in a \$2,800 expenditure.

05-002	Employee benefits	\$13,471	\$18,291
05-003	Other personal services	\$15,000	\$10,005
05-004	<b>Total personal services</b>	101,140.00	\$95,154
05-005	<b>Total staff expenditures</b>	\$86,140	\$85,149
05-006	Total supplies	\$8,178	\$6,804
<u>Other Services and Charges</u>			
05-007	Professional services	\$10,292	\$9,684
05-008	Communication and transportation	\$3,615	\$2,839
05-009	Printing and advertising	\$313	\$801
05-010	Insurance	\$6,894	\$5,416
05-011	Utility services	\$8,168	\$9,981
05-012	Repairs and maintenance	\$3,222	\$6,215
05-013	Rentals	\$0	\$0
05-014	Debt service	\$0	\$0
05-015	Lease rental	0	\$0
05-016	Other	\$3,529	\$3,322
05-017	<b>Total of other services and charges</b>	\$36,033	\$38,258
<u>Capital Outlays from Operating Fund Expenditures</u>			
05-018	Land	\$0	\$5,593

05-019	Buildings	\$55,265	\$0
05-020	Improvements other than buildings	\$0	\$0
05-021	Furniture and equipment	\$2,308	\$3,220
05-022	Total for capital outlays from operating fund expenditures	\$57,573	

Library Materials - Operating Fund Expenditures

05-023	Print materials	\$21,510	\$25,339
05-024	Other physical materials	\$1,769	\$2,986
05-025	Electronic materials (e-books, e-audio, e-video)	\$1,000	\$3,000
05-026	Databases and online learning platforms	\$1,027	\$0
05-027	Public Access Computers	\$0	
05-028	Total operating fund expenditures for collection development	\$25,306	\$32,714

Library Materials - Non-Operating Fund Expenditures

05-029	Print materials	\$0	\$0
05-030	Other physical materials	\$0	\$0
05-031	Electronic materials (e-books, e-audio, e-video)	\$0	\$0
05-032	Databases and online learning platforms	\$0	\$0
05-033	Public Access Computers	0	\$0

05-034	Total non-operating fund expenditures for collection development	\$0	\$0
05-035	Total expenditures for print materials	\$21,510	\$26,728
05-036	Total expenditures for other physical materials	\$1,769	\$2,986
05-037	Total expenditures for electronic content	\$2,027	\$3,000
05-038	Total expenditures for public access computers	\$0	
05-039	Total expenditures for collections (w/o PACs)	\$25,306	\$32,714
05-040	Total expenditures for collections (w/ PACs)	\$25,306	
05-041	Total expenditures from operating funds	\$228,230	\$181,743
05-042	Other operating expenditures	\$116,784	\$63,880
05-043	Total expenditures (operating and non-operating funds)	\$228,230	\$181,743
05-044	Total capital fund expenditures	\$118,000	\$120,000

Non-Resident Fee Standard

To be in standards, a library's non-resident fee needs to meet or exceed their operating expenditures per capita for the previous year – unless that per capita is less than \$25, in which case, the library must set it to a minimum of \$25.

Your 2024 non-res fee should be at least as much as your 2023 op. exp per capita.

Your 2025 non-res fee should be at least as much as your 2024 op. exp per capita.

05-045	Total 2023 operating expenditures per capita	\$77.63	\$68.76
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05-046	Difference between 2023 OE per capita and non-resident fee (subtract Q02-011 from Q05-045). 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 capit	\$-0.37	\$-1.24
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05-046a	Does your library's non-resident fee meet the standard? (Select YES if 05-046 is a negative number; Select NO if 05-046 is a positive number)	Yes	Yes
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05-047	Total 2024 operating expenditures per capita. PLEASE MAKE SURE YOUR 2025 NON-RESIDENT FEE IS EQUAL OR GREATER THAN THIS AMOUNT	\$97.49	77.63
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Collection Development Standard

05-048	Total collection expenditures	\$25,306	\$32,714
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05-049	Collection development expenditure (from all funds) as a percentage of operating fund expenditure	11.0%	18.0%
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**6 - Capital Revenue**

Grayed boxes are either prefilled and locked or automatic calculations.

06-001	Local government capital revenue	\$115,856	\$121,968
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>	\$115,856	\$121,968

**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	1.00	1.00
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07-002	Total number of paid hours per week for all librarians	35	35
07-003	FTE for all librarians	0.88	0.88

ALA-MLS Librarians

07-004	How many of the librarians reported in 07-001 have an ALA-MLS degree?	0.00	0.00
07-005	Total number of paid hours per week for all ALA-MLS librarians	0	0
07-006	FTE for all ALA-MLS librarians	0.00	0.00

All Other Staff

07-007	Total number of all other paid staff	6.00	6.00
07-008	Total number of paid hours per week for all other paid staff	34	30
07-009	FTE for all other paid staff	0.85	0.75
07-010	Total number of all paid staff	7.00	7.00
07-011	Total hours paid per week for all paid staff	69.00	65.00
07-012	FTE for all paid staff	1.73	1.63
07-013	Number of hours per week considered to be full-time employment in your library	35	35

**8 - Library Service and Technology**

Questions relating to standards are in bolded blue font.

Grayed boxes are either prefilled and locked or automatic calculations.

Interlibrary Loans

08-001	Number of interlibrary loan items (including photocopies) your library has provided to other libraries	0	0
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08-002	Evergreen transits to other libraries. Number will be supplied by the Indiana State Library	2,383	1,744
08-003	SRCS materials provided to other libraries. Number will be supplied by the Indiana State Library	0	0
08-004	<b>Total number of loans provided to other libraries</b>	2,383	1,744
08-005	Number of interlibrary loan items (including photocopies) your library has borrowed from other libraries	0	0
08-006	Evergreen transits received from other libraries. Number will be supplied by the Indiana State Library	715	447
08-007	SRCS materials received from other libraries. Number will be supplied by the Indiana State Library	0	0
08-008	<b>Total number of loans received from other libraries</b>	715	447
08-009	<b>Net lending rate</b>	3.33	3.90



## Library Programs

### Live (Synchronous) Program Sessions

A live program session is any planned event which introduces the group attending to any of the broad range of library services or activities which directly provides information to participants.

Program sessions may cover use of the library, library services, or library tours. They may also provide cultural, recreational, or educational information. Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

#### INCLUDE

- All program sessions that are sponsored or co-sponsored by the library. For a program session to be sponsored or co-sponsored by the library, the library must contribute financial resources or staff time toward the program session. For a program session that is part of a larger community event (such as a craft class at a farmer's market or festival), it is not necessary for the library to also sponsor or organize the larger event.
- Both on-site and off-site program sessions. For example, include a storytime at a farmer's market or a presentation to a school group about library resources conducted at a school.
- Live-streamed virtual (synchronous) program sessions that are sponsored or co-sponsored by the library.
- Program sessions with attendance of zero or one if they were intended for a group.

#### EXCLUDE

- Program sessions sponsored by other groups that use library facilities. For example, do not include a homeschooling group hosting a speaker in a meeting room without facilitation from library staff.
- Offsite outreach efforts that do not otherwise meet the definition of a program session. For example, do not include having a library card signup booth at a farmer's market.
- Recorded presentations of program content; these should be reported in 08-058 – *Total Number of Asynchronous Program Presentations*.
- Programming that is shared on the library's website or social media that is not sponsored or co-sponsored by the library. For example, do not include sharing a video from an author's website of him or her reading a book.
- Activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, and mentoring activities.
- Passive or self-directed activities that do not occur at a scheduled time. For example, do not include leaving an art project or puzzle on a table for participants to complete.

#### TIPS

- If programs are offered as part of a series, count each individual program session. For example, a film series offered once a week for eight weeks should be counted as eight program sessions.
- Each program session should only be counted once. If a program is a hybrid (i.e., in-person and virtual), then report it as one in-person. Attendance will be broken down into in-person and virtual and reported accordingly; each attendee/device will only be counted once.

### Children Ages 0-5

08-010	Number of in-person, onsite children's programs for ages 0-5	33	35
08-011	Attendance at in-person, onsite children's programs for ages 0-5	344	612
08-012	Number of in-person, offsite children's programs for ages 0-5	0	0
08-013	Attendance at in-person, offsite children's programs for ages 0-5	0	0

08-014	Number of live, virtual children's programs for ages 0-5	0	0
08-015	Attendance at live, virtual children's programs for ages 0-5 as counted by participant devices	0	0
08-016	Total number of library programs for children ages 0-5	33	35
08-017	Total attendance at live children's programs for ages 0-5 (in-person and synchronous virtual)	344	612
Children Ages 6-11			
08-018	Number of in-person, onsite library programs for children ages 6-11	13	10
08-019	Attendance at in-person, onsite children's programs for ages 6-11	292	277
08-020	Number of in-person, offsite children's programs for ages 6-11	0	0
08-021	Attendance at in-person, offsite children's programs for ages 6-11	0	0
08-022	Number of live, virtual children's programs for ages 6-11	0	0
08-023	Attendance at live, virtual children's programs for ages 6-11 as counted by participant devices	0	0
08-024	Total number of library programs for children ages 6-11	13	10
08-025	Total attendance at library programs for children ages 6-11	292	277
Young Adults Ages 12-18			
08-026	Number of in-person, onsite programs for young adults	0	0

08-027	Attendance at in-person, onsite programs for young adults	0	0
08-028	Number of in-person, offsite programs for young adults	0	0
08-029	Attendance at in-person, offsite programs for young adults	0	0
08-030	Number of live, virtual programs for young adults	0	0
08-031	Attendance at in-live, virtual programs for young adults as measured by participant devices	0	0
08-032	Total number of programs for young adults	0	0
08-033	Total attendance at programs for young adults	0	0
Adults Ages 19 and older			
08-034	Number of in-person, onsite programs for adults	11	10
08-035	Attendance at in-person, onsite programs for adults	138	111
08-036	Number of in-person, offsite programs for adults	0	0
08-037	Attendance at in-person, offsite programs for adults	0	0
08-038	Number of live, virtual programs for adults	0	0
08-039	Attendance at in-person, virtual programs for adults	0	0
08-040	Total number of programs for adults	11	

08- 138  
041 Total attendance at programs for adults

General Interest – Multiple Target Audiences

08- 1 1  
042 Number of in-person, onsite general interest programs

08- 24 35  
043 Attendance at in-person, onsite general interest programs

08- 0 0  
044 Number of in-person, offsite general interest programs

08- 0 0  
045 Attendance at in-person, offsite general interest programs

08- 0 0  
046 Number of live, virtual general interest programs

08- 0  
047 Attendance at live, virtual general interest programs

08- 1  
048 Total number of general interest programs

08- 24  
049 Total attendance at general interest programs

Other Programming Totals

08- 58 56  
050 Total number of in-person, onsite library programs

08- 798 1,035  
051 Total attendance at in-person, onsite library programs

08- 0 0  
052 Total number of in-person, offsite library programs

08- 0 0  
053 Total attendance at in-person, offsite library programs

08-054	Total number of live, virtual library programs	0	0
08-055	Total attendance at live, virtual library programs	0	0
08-056	Total number of live (in-person or virtual) library programs	58	56
08-057	Total attendance at live (in-person or virtual) library programs	798	1,035
Recorded (Asynchronous) Program Presentations			
08-058	Total number of recorded (asynchronous) program presentations	0	0
08-059	Total plays of recorded (asynchronous) program presentations	0	0
Other Services			
08-060	How many weeks of a Children's Reading Program did your library offer at each fixed location?	38	41
08-061	Number of reservable spaces (meeting rooms, study rooms) available for public use	1	
08-062	Number of times meeting rooms were used by the public (optional)		
08-063	Total number of annual visits to the library	19,096	20,873
08-063a	Library visits reporting method	CT - Annual Count	CT - Annual Count
08-064	<b>Total number of reference transactions in 2024</b>	2,319	1,950
08-064a	Reference transactions reporting method	ES - Annual Estimate Based on Typical Week(s)	ES - Annual Estimate Based on Typical Week(s)
08-065	Instructional reference services (optional)	623	423

## Public Computers

08-066	Number of uses (sessions) of public internet computers in 2024	242	454
08-066a	Reporting method for number of uses of public internet computers	CT - Annual Count	CT - Annual Count
08-067	Number of wireless internet uses per year	3,654	3,846
08-067a	Reporting method for wireless sessions	CT - Annual Count	CT - Annual Count
08-068	Number of public internet computers system-wide	6	6
08-069	Number of staff computers	5	5

## Library System Automation

08-070	Name of your library's automated bookkeeping system (If you do not have one, leave blank)	N/A	N/A
08-071	Brand and version of Integrated Library System	Evergreen 3.13.5	Evergreen 3.9.1

## **9 - Holdings and Circulation**

### Holdings – Physical Materials

09-001	Books (print)	26,445	27,091
09-002	Print serial subscriptions	37	33
09-003	Audio materials - physical units	564	563
09-004	Video materials - physical units	1,466	1,406
09-005	All other circulating physical materials	122	122
09-006	Does your library circulate hotspots?	No	No

09-  
007 Total physical items in collection

28,597

29,182

Holdings – Electronic Materials

For each type of electronic holding, please answer YES or NO to the following question: **Did the library provide access to the following materials purchased solely by the** (library; consortia; or state agency)?

**E-books** are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering the following questions

09-  
008 E-books provided by library No

09-  
009 E-books provided by consortium Yes

09-  
009a If answer was YES, name of the consortium? INDIANA DIGITAL LIBRARY

09-  
010 E-books provided by state agency Yes

**E-serials** are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query. Do not consider resources available for free in the public domain when answering the following questions.

09-  
011 E-periodicals provided by library Yes

09-  
012 E-periodicals provided by consortium Yes

09-  
013 E-periodicals provided by state agency No

**E-audio** are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions.

09-  
014 E-audio provided by library No

09-  
015 E-audio provided by consortium Yes

09-  
016 E-audio provided by state No

**E-videos** are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions.

09-  
017 E-video provided by library No

09-  
018 E-video provided by consortium No

09- No  
019 E-video provided by the state agency

**Research databases** are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information. Do not consider resources available for free when answering the following questions.

09- Yes  
020 Research databases provided by library

09- No  
021 Research databases provided by consortium

09- Yes  
022 Research databases provided by state agency

**Online learning platforms** primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc. Do not consider resources available for free when answering the following questions.

09- Yes  
023 Online learning platforms provided by library

09- No  
024 Online learning platforms provided by consortium

09- Yes  
025 Online learning platforms provided by state agency

09- Scholastic Go! *Response has been entered.*  
026 [Name\(s\) of public use/commercial databases to which the library subscribes](#)

Circulation - Physical

09- 9981 7,703  
027 Circulation of physical items: books, audio and video units

09- 5,964 4,360  
028 Circulation of all children's physical materials (subset of 09-027)

09- 71 0  
029 Circulation of other physical items (subset of 09-027)

This includes circulation (including renewals) of all physical items not counted in 09-026. These can include a variety of items types, such as hotspots, materials from a Library of Things, and video games.



09-030	Did your library offer automatic renewal for any physical materials during the reporting period?	Yes	
09-031	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

**CIRCULATION – ELECTRONIC MATERIALS**

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals.

09-032	E-book circulation	1,745	
09-033	E-serial circulation	115	
09-034	E-audio circulation	1,600	
09-035	E-video circulation	0	
09-036	Total circulation of electronic materials (book, serial, audio, video)	3,460	
09-037	Total circulation of all materials	13,441	
09-038	Total in-house usage of materials	175	110

**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	Larry	Larry
10-0003	Middle initial/name	unknown	unknown
10-0004	Last name	McCubbin	McCubbin

10-0005	Home address	7152 West 450 South	<i>7152 West 450 S</i>
10-0006	City	Coatesville	<i>Coatesville</i>
10-0007	ZIP code	46121	<i>46121</i>
10-0008	Email address	n/a	<i>n/a</i>
10-0009	Appointing authority	School Board	<i>School Board</i>
10-0010	Date term expires	08/13/28	<i>08/13/24</i>
10-0011	Number of consecutive terms	5	<i>4</i>
10-0012	Date of initial appointment	04/09/08	<i>04/09/08</i>
10-0101	Position: Vice President	Vice President	<i>Vice President</i>
10-0102	First name	Jackie	<i>Jackie</i>
10-0103	Middle initial/name	unknown	<i>unknown</i>
10-0104	Last name	Cramer	<i>Cramer</i>
10-0105	Home address	6245 West 450 South	<i>6245 W 450 S</i>
10-0106	City	Coatesville	<i>Coatesville</i>
10-0107	ZIP code	46121	<i>46121</i>
10-0108	Email address	n/a	<i>n/a</i>
10-0109	Appointing authority	County Council	<i>County Council</i>
10-0110	Date term expires	08/07/2026	<i>08/07/2026</i>

10-0111	Number of consecutive terms	2	2
10-0112	Date of initial appointment	10/01/19	<i>10/01/19</i>
10-0201	Position: Secretary	Secretary	<i>Secretary</i>
10-0202	First name	Carla	<i>Carla</i>
10-0203	Middle initial/name	unknown	<i>unknown</i>
10-0204	Last name	Gill	<i>Gill</i>
10-0205	Home address	P O Box 148	<i>P O Box 148</i>
10-0206	City	Coatesville	<i>Coatesville</i>
10-0207	ZIP code	46121	<i>46121</i>
10-0208	Email address	n/a	<i>n/a</i>
10-0209	Appointing authority	School Board	<i>School Board</i>
10-0210	Date term expires	02/10/25	<i>02/10/25</i>
10-0211	Number of consecutive terms	1	<i>1</i>
10-0212	Date of initial appointment	02/10/21	<i>02/10/21</i>
10-0301	Position: Treasurer (Boards may have either a treasurer or treasurer/employee, but not both)	Treasurer	<i>Treasurer</i>
10-0302	First name	Kathy	<i>Kathy</i>
10-0303	Middle initial/name	unknown	<i>unknown</i>

10-0304	Last name	Blake	<i>Blake</i>
10-0305	Home address	P O Box 171	<i>P O Box 171</i>
10-0306	City	Coatesville	<i>Coatesville</i>
10-0307	ZIP code	46121	<i>46121</i>
10-0308	Email address	n/a	<i>n/a</i>
10-0309	Appointing authority	County Council	<i>County Council</i>
10-0310	Date term expires	02/11/25	<i>02/11/25</i>
10-0311	Number of consecutive terms	1	<i>1</i>
10-0312	Date of initial appointment	02/10/21	<i>02/10/21</i>
10-0401	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	none	<i>none</i>
10-0403	Middle initial/name	none	<i>none</i>
10-0404	Last name	none	<i>none</i>
10-0405	Home address	none	<i>none</i>
10-0406	City	none	<i>none</i>
10-0407	ZIP code	none	<i>none</i>
10-0408	Email address	none	<i>none</i>

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	Shelly	<i>Shelly</i>
10-0503	Middle initial/name		
10-0504	Last name	Starbuck	<i>Starbuck</i>
10-0505	Home address	4754 South 800 West	<i>4754 S 800 W</i>
10-0506	City	Coatesville	<i>Coatesville</i>
10-0507	ZIP code	46121	<i>46121</i>
10-0508	Email address	n/a	<i>n/a</i>
10-0509	Appointing authority	County Commissioner	<i>County Commissioner</i>
10-0510	Date term expires	12/31/25	<i>12/31/25</i>
10-0511	Number of consecutive terms	2	<i>2</i>
10-0512	Date of initial appointment	02/09/21	<i>02/09/21</i>
10-0601	Position: Member	Member	<i>Member</i>

10-0602	First name	Robin	<i>Katie</i>
10-0603	Middle initial/name	unknown	<i>unknown</i>
10-0604	Last name	Cameron	<i>Baker</i>
10-0605	Home address	4042 South 550 West	<i>7212 W 450 S</i>
10-0606	City	Coatesville	<i>Coatesville</i>
10-0607	ZIP code	46121	<i>46121</i>
10-0608	Email address	n/a	<i>n/a</i>
10-0609	Appointing authority	County Commissioner	<i>School Board</i>
10-0610	Date term expires	12/31/27	<i>02/09/26</i>
10-0611	Number of consecutive terms	1	<i>1</i>
10-0612	Date of initial appointment	01/01/24	<i>02/09/22</i>
10-0701	Position: Member	Member	<i>Member</i>
10-0702	First name	Connie	<i>Kirstie</i>
10-0703	Middle initial/name	unknown	<i>unknown</i>
10-0704	Last name	Bartee	<i>Walker</i>
10-0705	Home address	4188 South 550 West	<i>4298 S 700 W</i>
10-0706	City	Coatesville	<i>Coatesville</i>
10-0707	ZIP code	46121	<i>46121</i>

10-0708	Email address	n/a	<i>n/a</i>
10-0709	Appointing authority	School Board	<i>County Commissioners</i>
10-0710	Date term expires	02/09/26	<i>12/31/23</i>
10-0711	Number of consecutive terms	1	<i>3</i>
10-0712	Date of initial appointment	03/08/23	<i>03/13/12</i>
10-0801	Position: Member	Member	<i>Member</i>
10-0802	First name		<i>Connie</i>
10-0803	Middle initial/name		
10-0804	Last name		<i>Bartee</i>
10-0805	Home address		<i>4188 S 550 W</i>
10-0806	City		<i>Coatesville</i>
10-0807	ZIP code		<i>46121</i>
10-0808	Email address		<i>n/a</i>
10-0809	Appointing authority		<i>School Board</i>
10-0810	Date term expires		<i>02/09/2026</i>
10-0811	Number of consecutive terms		<i>1</i>
10-0812	Date of initial appointment		<i>03/08/2023</i>

10-  
0901 Position: Member

Member

*Member*

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

*Member*

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

*Member*

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- 0991	What day of the month is the regular library board meeting?	2nd Tuesday	<i>2nd Tuesday</i>
10- 0992	What is the time of the regular library board meeting?	5:30 PM	<i>5:30 PM</i>

## 11 - Salary Section

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

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

11- 001	Annual salary of the director	\$34,000	<i>\$34,000</i>
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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 7	<i>LC 7</i>
11-003a	How many of those years have been with the current library?	7	
11-004	Job Title - Assistant or Associate Director		
11-005	Certification level		
11-006	Minimum hourly wage		
11-007	Maximum hourly wage		
11-008	Job Title - Department Head, Manager or Supervisor		
11-009	Certification level		
11-010	Minimum hourly wage		
11-011	Maximum hourly wage		
11-012	Job Title - Branch Head		
11-013	Certification level		
11-014	Minimum hourly wage		
11-015	Maximum hourly wage		
11-016	Job Title - Administrative Assistant		

11-  
017 Certification level

11-  
018 Minimum hourly wage

11-  
019 Maximum hourly wage

11-  
020 Job Title - Automation, Network or System  
Manager

11-  
021 Certification level

11-  
022 Minimum hourly wage

11-  
023 Maximum hourly wage

11-  
024 Job Title - Business Manager

11-  
025 Certification level

11-  
026 Minimum hourly wage

11-  
027 Maximum hourly wage

11-  
028 Job Title - Cataloging or Technical Services  
Librarian

11-  
029 Certification level

11-  
030 Minimum hourly wage

11-  
031 Maximum hourly wage

11-  
032 Job Title - Children's Librarian

11-  
033 Certification level

11-  
034 Minimum hourly wage

11-  
035 Maximum hourly wage

11-  
036 Job Title - General Reference or Adult  
Librarian

11-  
037 Certification level

11-  
038 Minimum hourly wage

11-  
039 Maximum hourly wage

11-  
040 Job Title - Young Adult Librarian

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

11-  
045 Certification level

11-  
046 Minimum hourly wage

11-  
047 Maximum hourly wage

11-  
048 Job Title - Specialist (Professional)

11-049	Certification level		
11-050	Minimum hourly wage		
11-051	Maximum hourly wage		
11-052	Job Title - Library Assistant		
11-053	Certification level	None required	<i>None required</i>
11-054	Minimum hourly wage	\$15.00	<i>\$15.00</i>
11-055	Maximum hourly wage	\$15.00	<i>\$15.00</i>
11-056	Job Title - Bookkeeper or Treasurer		
11-057	Certification level	None required	<i>None required</i>
11-058	Minimum hourly wage	\$38.46	<i>\$38.46</i>
11-059	Maximum hourly wage	\$38.46	<i>\$38.46</i>
11-060	Job Title - Library Technician (including computer)		
11-061	Certification level		
11-062	Minimum hourly wage		
11-063	Maximum hourly wage		
11-064	Job Title - Clerk, Clerical or Aide		
11-065	Certification level		

11-066 Minimum hourly wage

11-067 Maximum hourly wage

11-068 Job Title - Maintenance, Custodian, Janitor, or Housekeeper

11-069 Certification level

11-070 Minimum hourly wage

11-071 Maximum hourly wage

11-072 Job Title - Page, Intern or Student Assistant

11-073 Certification level

11-074 Minimum hourly wage

11-075 Maximum hourly wage

11-076 Job Title - Temporary Substitute

11-077 Certification level

11-078 Minimum hourly wage

11-079 Maximum hourly wage

11-080 Job Title - Interlibrary Loan

11-081 Certification level

11-082 Minimum hourly wage

11-  
107 Maximum hourly wage

11-  
084 Job Title - Human Resources

11-  
085 Certification level

11-  
086 Minimum hourly wage

11-  
087 Maximum hourly wage

11-  
088 Job Title - Marketing

11-  
089 Certification level

11-  
090 Minimum hourly wage

11-  
091 Maximum hourly wage

11-  
092 Job Title - Circulation Librarian

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

Employee Fringe Benefit Information - Full-time Employees

11-  
501 PERF Yes Yes

11-502	Deferred compensation	No	<i>No</i>
11-503	Health insurance	Yes	<i>Yes</i>
11-504	Health Savings Account (HSA)	No	<i>No</i>
11-505	Dental insurance	No	<i>No</i>
11-506	Life insurance	Yes	<i>Yes</i>
11-507	Vision insurance	No	<i>No</i>
11-508	Disability insurance	No	<i>No</i>
11-509	Paid time off for continuing education	Yes	<i>Yes</i>
11-510	Reimbursement for continuing education	Yes	<i>Yes</i>
11-511	Other1 (specify)		
11-512	Other2 (specify)		

Employee Fringe Benefit Information - Part-time Employees

11-513	PERF	No	<i>No</i>
11-514	Deferred compensation	No	<i>No</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	No
11-520	Disability insurance	No	No
11-521	Paid time off for continuing education	No	No
11-522	Reimbursement for continuing education	No	Yes
11-523	Other1 (specify)		
11-524	Other2 (specify)		

Paid Time Off Per Year - Full-time Librarian

11-525	Number of vacation days	10	10
11-526	Number of sick days	5	5
11-527	Number of personal days	2	2
11-528	Number of holidays	12	12
11-529	Number of funeral/bereavement days	0	0
11-530	Number of other days (specify) OR all-purpose PTO	0	0

Paid Time Off Per Year - Part-Time Librarian

11-531	Number of vacation days	0	0
11-532	Number of sick days	0	0
11-533	Number of personal days	0	0
11-534	Number of holidays	0	0

11-535	Number of funeral/bereavement days	0	0
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11-536	Number of other days	0	0
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Paid Time Off Per Year - Full-Time Support Staff

11-537	Number of vacation days	0	0
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11-538	Number of sick days	0	0
--------	---------------------	---	---

11-539	Number of personal days	0	0
--------	-------------------------	---	---

11-540	Number of holidays	0	0
--------	--------------------	---	---

11-541	Number of funeral/bereavement days	0	0
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11-542	Number of other days	0	0
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Paid Time Off Per Year - Part-Time Support Staff

11-543	Number of vacation days	0	0
--------	-------------------------	---	---

11-544	Number of sick days	0	0
--------	---------------------	---	---

11-545	Number of personal days	0	0
--------	-------------------------	---	---

11-546	Number of holidays	0	0
--------	--------------------	---	---

11-547	Number of funeral/bereavement days	0	0
--------	------------------------------------	---	---

11-548	Number of other days	0	0
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## 12 - PLAC Loans

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

Grayed boxes are either prefilled and 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? N N

12-002 Adams Public Library System

12-003 Akron Carnegie Public Library

12-004 Alexandria-Monroe Public Library

12-005 Alexandrian Public Library

12-006 Allen County Public Library

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

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

12-  
098 Jefferson County Public Library

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099 Jeffersonville Township Public Library

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100 Jennings County Public Library

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101 Johnson County Public Library

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102 Jonesboro Public Library

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103 Joyce Public Library

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104 Kendallville Public Library

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105 Kentland-Jefferson Township Public  
Library

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106 Kewanna-Union Township Public Library

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107 Kingman-Millcreek Public Library

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108 Kirclin Public Library

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109 Knightstown Public Library

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110 Knox County Public Library

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111 Kokomo-Howard County Public Library

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112 La Crosse Public Library

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113 La Grange County Public Library

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114 La Porte County Public Library

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115 Ladoga-Clark Township Public Library

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116 Lake County Public Library

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117 Lawrenceburg Public Library

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118 Lebanon Public Library

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119 Ligonier Public Library

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120 Lincoln Heritage Public Library

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121 Linden Carnegie Public Library

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122 Linton Public Library

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123 Logansport-Cass County Public Library

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124 Loogootee Public Library

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125 Lowell Public Library

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126 Marion Public Library

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127 Matthews Public Library

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128 Melton Public Library

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129 Michigan City Public Library

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130 Middlebury Community Public Library

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131 Middletown Fall Creek Township Public  
Library

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132 Milford Public Library

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133 Mishawaka-Penn-Harris Public Library

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134 Mitchell Community Public Library

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135 Monon Town & Township Public Library

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136 Monroe County Public Library

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137 Monterey-Tippecanoe Township Public  
Library

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138 Montezuma Public Library

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139 Monticello-Union Township Public Library

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140 Montpelier-Harrison Township Public  
Library

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141 Mooresville Public Library

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142 Morgan County Public Library

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143 Morrisson Reeves Library

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144 Muncie-Center Township Public Library

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145 Nappanee Public Library

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146 New Albany-Floyd County Public Library

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147 New Carlisle & Olive Township Public  
Library

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148 New Castle-Henry County Public Library

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149 New Harmony Workingmen's Institute

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150 Newburgh Chandler Public Library

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151 Newton County Public Library

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152 Noble County Public Library

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153 North Judson-Wayne Township Public  
Library

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154 North Madison County Public Library  
System

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155 North Manchester Public Library

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156 North Webster Community Public Library

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157 Oakland City-Columbia Township Public  
Library

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158 Odon Winkelpleck Public Library

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159 Ohio County Public Library

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160 Orleans Town & Township Public Library

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161 Osgood Public Library

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162 Otterbein Public Library

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163 Owen County Public Library

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164 Owensville Carnegie Public Library

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165 Oxford Public Library

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166 Paoli Public Library

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167 Parke County Public Library

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168 Peabody Public Library

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169 Pendleton Community Public Library

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170 Penn Township Public Library

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171 Perry County Public Library

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172 Peru Public Library

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173 Pierceton & Washington Township Public  
Library

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174 Pike County Public Library

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175 Plainfield-Guilford Township Public  
Library

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176 Plymouth Public Library

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177 Porter County Public Library System

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178 Poseyville Carnegie Public Library

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179 Princeton Public Library

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180 Pulaski County Public Library

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181 Putnam County Public Library

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182 Remington-Carpenter Township Public  
Library

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183 Ridgeville Public Library

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184 Roachdale-Franklin Township Public  
Library

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185 Roann Paw-Paw Township Public Library

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186 Roanoke Public Library

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187 Royal Center-Boone Township Public  
Library

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188 Rushville Public Library

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189 Salem-Washington Township Public  
Library

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190 Scott County Public Library

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191 Shelby County Public Library

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192 Sheridan Public Library

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193 Shoals Public Library

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194 South Whitley-Cleveland Township Public  
Library

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195 Speedway Public Library

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196 Spencer County Public Library

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197 Spiceland Town-Township Public Library

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198 St. Joseph County Public Library

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199 Starke County Public Library System

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200 Sullivan County Public Library

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201 Swayzee Public Library

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202 Switzerland County Public Library

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203 Syracuse-Turkey Creek Township Public  
Library

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204 Thorntown Public Library

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205 Tippecanoe County Public Library

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206 Tipton County Public Library



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207 Tyson Library Association, Inc

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208 Union City Public Library

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209 Union County Public Library

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210 Van Buren Public Library

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211 Vermillion County Public Library

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212 Vigo County Public Library

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213 Wabash Carnegie Public Library

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214 Wakarusa-Olive & Harrison Township  
Public Library

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215 Walkerton-Lincoln Township Public  
Library

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216 Walton & Tipton Township Public Library

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217 Wanatah Public Library

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218 Warren Public Library

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219 Warsaw Community Public Library

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220 Washington Carnegie Public Library

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221 Washington Township Public Library

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222 Waterloo-Grant Township Public Library

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223 Waveland-Brown Township Public Library

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224 Wells County Public Library

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225 West Lafayette Public Library

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226 West Lebanon-Pike Township Public  
Library

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227 Westchester Public Library

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228 Westfield-Washington Public Library

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229 Westville-New Durham Township Public  
Library

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230 Whiting Public Library

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231 Willard Library of Evansville

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232 Williamsport-Washington Township Public  
Library

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233 Winchester Community Public Library

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234 Wolcott Community Public Library

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235 Worthington Jefferson Township Public  
Library

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236 York Township Public Library

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237 Yorktown Public Library

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238 **TOTAL PLAC Loans** 0 0

### 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	Yes
13-006	Do the library board and the director maintain separate functions?	Yes	Yes
13-007	<b>Is the board responsible for governance and policy?</b>	Yes	Yes
13-008	<b>Is the director responsible for administration, operation and management of the library?</b>	Yes	Yes
13-009	<b>Does the director work full-time?</b>	Yes	Yes
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	Yes

With the advice and recommendations of the library director, has the library board adopted the following plans and policies?

13-011	A schedule of classification of employees	Yes	Yes
13-012	An annual schedule of salaries	Yes	Yes

13-013	A proposed library budget	Yes	Yes
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Personnel Policies

Has the library board adopted written personnel policies and procedures dealing with:

13-014	Recruitment?	Yes	Yes
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13-015	Selection?	Yes	Yes
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13-016	Appointments?	Yes	Yes
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13-017	Personnel actions?	Yes	Yes
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13-018	Salary administration?	Yes	Yes
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13-019	Employee benefits?	Yes	Yes
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13-020	Conditions of work?	Yes	Yes
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13-021	Leaves?	Yes	Yes
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13-022	Does the library board adhere to the current approved principles provided by the Indiana State Library for library trustees?	Yes	Yes
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13-023	Does the library have current, written bylaws that state its purpose and its operational procedures?	Yes	Yes
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13-024	Do the library bylaws specifically state rules governing conflicts of interest issues?	Yes	Yes
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13-025	Do the library bylaws specifically state rules governing nepotism?	Yes	Yes
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13-026	Have the bylaws been reviewed by the board in the last three (3) years?	Yes	Yes
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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 Yes

13-028 Does your library have a written collection development plan? Yes Yes

13-029 Does your library have a written circulation policy detailing the principles of access for all library materials and service? Yes Yes

13-030 Does your library provide support for continuing education for staff and trustees? Yes Yes

#### Long-Range Plan

13-031 Does the library have a written long-range plan of service? Yes Yes

13-032 What year did your current long-range plan begin? 2021 2021

13-033 What year does your current long-range plan end? 2026 2026

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 Yes

13-035 Have copies of the plan, plus all updates and revisions, been filed with the Indiana State Library? Yes Yes

13-036 Does your long-range plan include a statement of community needs and goals? Yes Yes

13-037 Does your long-range plan include measurable objectives and service in response to the community's needs and goals? Yes Yes

13-038 Does your long-range plan include an assessment of facilities, services, technology, and operations? Yes Yes

13-039	Does your long-range plan include an ongoing evaluation process?	Yes	Yes
13-040	Does your long-range plan include a plan for financial resources and sustainability?	Yes	Yes
13-041	Does your long-range plan include an equipment replacement schedule?	Yes	Yes
13-042	Does your long-range plan include a professional development strategy?	Yes	Yes
13-043	Does your long-range plan include a statement of collaboration with other public libraries?	Yes	Yes
13-044	Does your long-range plan include a statement of collaboration with other community partners?	Yes	Yes

Resource Sharing

13-045	Does your library provide interlibrary loan free of charge <i>to other libraries</i> within Indiana?	Yes	Yes
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Answer YES if your policy is to lend, even if no loans were requested.

13-046	Does your library provide interlibrary loan free of charge <i>to your users</i> ?	Yes	Yes
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Answer YES if your policy is to lend, even if no loans were requested.

13-047	Does your library lend materials via a statewide reciprocal borrowing program?	No	No
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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	Yes
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13-049	If the answer to 13-048 is YES, please list libraries with which you have reciprocal borrowing agreements.	Avon-Washington Township Public Library Brownsburg Public Library	<i>Response has been entered.</i>
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13-050	Does your library lend materials using the OCLC resource sharing system?	No	<i>No</i>
13-051	Is your library a member of Evergreen Indiana?	Yes	<i>Yes</i>
13-052	How many days per week does your library receive InfoExpress courier service?	1	<i>1</i>
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>

Public Access

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 Yes

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

Website

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](http://INSPIRE.in.gov)? Yes Yes

13-071 Publicly posted policies, including, but not limited to, circulation, fees, and internet use? Yes Yes

13-071a 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**



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

## 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? No *No*

15-  
002 Did your library receive any grants in  
2024? No *No*

15-  
002a If so, please list the grantor and general  
purpose for the grant.

15-  
003 Did the library offer “Take and Make”  
activities in 2024? Yes *No*

15-  
003a Number of “Take and Make” activities  
distributed (optional) 15

15-  
004 What's something your library did in the  
past year that you're proud of? Implemented a seed library exchange  
for everyone in the community.

## 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, 2025.