

**Monon Town and Township Public Library  
Board of Trustees  
Meeting Agenda // February 12, 2024, 4PM EST**

1. Call to Order
2. Approval of January 8, 2024 Board Meeting & Board of Finance Minutes
3. Claims/Payroll for January 2024/Treasurer's Report
4. Librarian's Report
  
5. Personnel Report
  - a. Library Clerk Position Filled
  
6. Old Business
  - a. None
  
7. New Business
  - a. ISL 471 2024 E-Rate
  - b. Annual Reports
  - c. Bank of Wolcott CDs

8. Adjournment

The next meeting is Monday, March 11, 2024 at 4PM.

**Monon Town and Township Public Library Board of Trustees Meeting  
Monday, January 8, 2024, 4PM**

**Present:** Clark Raver, Julie Hart, Jennifer Annis, Stanley Minnick, Barbara Rayburn, Rosemary Cooley

**Absent:** Lexi Taylor, Desi Kyle

**Call to Order:** Called to order by Clark Raver at 4:00PM.

**Minutes** – Stan Minnick made a motion to approve the December 11 board meeting minutes and Julie Hart seconded. All were in favor, and the motion passed.

**Finances/Treasurer's Report** –Jennifer Annis made the motion to accept the financial reports, and sign the claims register. Stan Minnick seconded the motion. All were in favor. The motion passed. Julie Hart motioned to accept and sign the resolutions. Rosemary Cooley seconded that motion.

**Librarian's report –**

Barbara has been updating account logins and will update the Alliance Bank and Bank of Wolcott after the January board meeting. The new VISA card has arrived and all pertinent accounts have been updated.

AVC has updated our accounting program for 2024.

Pronunciator subscription has been updated for the year of 2024. The subscription rate was unchanged from 2023.

Laura will be starting the Pre-school story time and the after school Library Club on January 18, 2024.

**Laura- Youth Services Librarian Report**

Silly Safaris visited the library on December 7, 2023. Although the presenter, Reindeer Randy, was late due to traffic, the program was a huge success. 80 people attended the program and about 50 of those were children, ranging from newborn to high school. Reindeer Randy brought a variety of animals, including a rabbit, frog, tortoise, and a bird. The children were supposed to guess which ones were from the North Pole and which ones were not. The highlight of the show was the reindeer named Gumdrop. At the end of the show everyone had the opportunity to pet the reindeer and take a picture with it.

**Personnel Report** – Franklin Ramirez has applied for the part-time staff position. His interview has been set for Thursday, January 11, 2024 at 2pm.

**Old Business** – Mulhaupts are scheduled for entry door repair to prevent leakage on January 24, 2024.

**New Business** – Rosemary Cooley made a motion to continue to have regular board meetings on the second Monday of the month at 4pm. Jennifer Annis seconded the motion. All were in favor. The motion passed.

2024 Board Officers – Stan Minnick made a motion to approve the following:

President: Clark Raver

Vice President: Julie Hart

Secretary: Rosemary Cooley

Treasurer: Jennifer Annis

Stanley Minnick will be the backup secretary when Rosemary Cooley is absent.

Julie Hart seconded the motion, and all present were in favor. The motion passed.

Barbara shared the 2024 board by-laws. Julie Hart motioned to accept the by-laws and Stan Minnick seconded the motion. The board approved this via their signatures.

Rosemary Cooley motioned to limit all Hotspots to Monon Town & Township Public Library card holders in good standing. Julie Hart seconded the motion.

Rosemary Cooley made a motion to adjourn the meeting at 4:41pm and Jennifer Annis seconded. All present were in favor, and the motion passed. The next regular meeting on Monday, February 12, 2024.

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Clark Raver, President

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Rosemary Cooley, Secretary

**Monon Town and Township Public Library Board of Trustees Board of Finance Meeting**

**Monday, January 8, 2024, immediately following the 4:00pm regular meeting**

**Present:** Jennifer Annis, Julie Hart, Clark Raver, Barbara Rayburn, Stanley Minnick, Rosemary Cooley

**Absent:** Lexi Reagan, Desi Kyle

**Call to Order:** Called to order by Clark Raver at 4:42pm.

Stan Minnick made a motion to have the same board officers in the financial meeting as regular meeting. Julie Hart seconded the motion.

**Review of Finances and Investments** – Barbara shared the last of the financial reports and investments for 2023. These Financial reports were closed during the regular meeting prior.

**Transfer-** A transfer to LIRF of \$5000.00 that was included in the 2023 budget was approved as part of the motion to accept the finances and investments. Other Changes to Appropriations within Operating were made to bring each fund back to zero, and out of the negative. An Excess of \$100,000 (\$50,000 each) will be moved to the Rainy Day and LIRF Funds. This was approved via resolution. Rosemary Cooley made a motion to accept the transfer and Julie Hart seconded the motion. All present were in favor, and the motion passed.

**Approval to close 2023 budget-** Jennifer Annis made the motion to close the 2023 budget. Rosemary Cooley seconded the motion. All were in favor. The motion passed.

**Adjournment-** Jennifer Annis made a motion to adjourn the meeting at 4:50pm Rosemary Cooley seconded the motion. All present were in favor and the motion passed.

The next regular meeting will be Monday, February 12, 2024, at 4:00 pm.

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Clark Raver, President

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Rosemary Cooley, Secretary

# Register Of Claims

## Monon Town & Township Public Library

Report Date: From 1/1/24 To 1/31/24

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	34	Internal Revenue Service	Operating	Employee Benefits	\$797.31	1/31/24	Federal Tax Deposit
			Operating	Employee Benefits	\$186.46		
			FEDERAL	Payroll Withholding	\$953.52		
			FICA	Payroll Withholding	\$797.31		
			MEDICARE	Payroll Withholding	\$186.46		
				<b>Total this claim</b>	<b>\$2,921.06</b>		
0	33	Alliance Bank	Operating	Other Services and Charges	\$12.16	1/31/24	Direct Deposit charge
				<b>Total this claim</b>	<b>\$12.16</b>		
0	2	Monon Public Library	Operating	Interfund Transfers	\$50,000.00	1/10/24	Transfer \$50000.00 from Bank 0926 to Bank 3556
				<b>Total this claim</b>	<b>\$50,000.00</b>		
0	3	PERF	Operating	Employee Benefits	\$796.08	1/15/24	PERF Deposit
			PERF	Payroll Withholding	\$0.00		
				<b>Total this claim</b>	<b>\$796.08</b>		
0	19	Payroll	Operating	Salary of Librarian	\$822.42	1/15/24	PAYROLL
			Operating	Salary of Librarian	\$2,130.83		
			Operating	Salary of Assistants	\$3,679.58		
			Operating	Salary of Custodian	\$266.24		
				<b>Total this claim</b>	<b>\$6,899.07</b>		
0	1	Monon Public Library	Operating	Interfund Transfers	\$50,000.00	1/10/24	Transfer \$50000.00 from Bank 0926 to Bank 3548
				<b>Total this claim</b>	<b>\$50,000.00</b>		
0	35	Indiana Dept. of Revenue	STATE	Payroll Withholding	\$413.06	1/31/24	State and County Tax Deposit
			COUNTY	Payroll Withholding	\$280.86		
				<b>Total this claim</b>	<b>\$693.92</b>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	20	PERF	Operating PERF	Employee Benefits Payroll Withholding <b>Total this claim</b>	\$642.19 \$0.00 \$642.19	1/31/24	PERF Deposit
0	21	Payroll	Operating Operating Operating	Salary of Librarian Salary of Assistants Salary of Custodian <b>Total this claim</b>	\$2,130.83 \$3,538.61 \$291.20 \$5,960.64	1/31/24	PAYROLL
23827	4	AdTec Inc.	Operating	Other Services and Charges <b>Total this claim</b>	\$345.00 \$345.00	1/15/24	E-Rate Funding 2024
23828	5	AVC Technology Corporation	Operating	Other Services and Charges <b>Total this claim</b>	\$5,176.00 \$5,176.00	1/15/24	agreement
23829	6	Baker & Taylor	Operating	Books <b>Total this claim</b>	\$101.07 \$101.07	1/15/24	credit
23830	7	Cardinal Office Products	Operating	Other Services and Charges <b>Total this claim</b>	\$95.00 \$95.00	1/15/24	Digital color lease
23831	8	ENA Services LLC	State Technology Fund	Other Services and Charges <b>Total this claim</b>	\$52.08 \$52.08	1/15/24	
23832	9	Midwest Tape, LLC	Operating	Nonprint Materials <b>Total this claim</b>	\$109.44 \$109.44	1/15/24	
23833	10	Monon Chamber of Commerce	Operating	Dues, Interest, Taxes <b>Total this claim</b>	\$40.00 \$40.00	1/15/24	annual dues
23834	11	Monon Telephone Co.	Operating	Communication and Transportati <b>Total this claim</b>	\$169.91 \$169.91	1/15/24	
23835	12	Monon Utilities	Operating	Utility Services <b>Total this claim</b>	\$90.49 \$90.49	1/15/24	

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
23836	13	NIPSCO	Operating	Utility Services	\$998.32	1/15/24	
				<b>Total this claim</b>	<u>\$998.32</u>		
23837	14	Petty Cash	Operating	Cleaning and Sanitation Supplie	\$15.50	1/15/24	laundry
				<b>Total this claim</b>	<u>\$15.50</u>		
23838	15	pronunciator	Operating	Other Services and Charges	\$495.00	1/15/24	
				<b>Total this claim</b>	<u>\$495.00</u>		
23839	16	TK Elevator Corporation	Operating	Repairs and Maintenance	\$3,181.71	1/15/24	
				<b>Total this claim</b>	<u>\$3,181.71</u>		
23840	17	VOID	Other	Other	\$0.00	1/15/24	VOID
			Other	Other	\$0.00		
			Other	Other	\$0.00		
			Other	Other	\$0.00		
				<b>Total this claim</b>	<u>\$0.00</u>		
23841	18	WT.COX Information Services	Operating	Periodicals and Newspapers	\$1,179.74	1/15/24	
				<b>Total this claim</b>	<u>\$1,179.74</u>		
23842	22	Anthem Blue Cross Blue Shield	Operating	Employee Benefits	\$2,565.87	1/31/24	
				<b>Total this claim</b>	<u>\$2,565.87</u>		
23843	23	Baker & Taylor	Operating	Books	\$813.45	1/31/24	
				<b>Total this claim</b>	<u>\$813.45</u>		
23844	24	CENGAGE Learning/ Gale	Operating	Books	\$31.99	1/31/24	
				<b>Total this claim</b>	<u>\$31.99</u>		
23845	25	Center Point Large Print	Operating	Books	\$24.67	1/31/24	
				<b>Total this claim</b>	<u>\$24.67</u>		
23846	26	ENA Services LLC	State Technology Fund	Other	\$381.60	1/31/24	
				<b>Total this claim</b>	<u>\$381.60</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
23847	27	Midwest Tape, LLC	Operating	Nonprint Materials	\$128.93	1/31/24	
				<b>Total this claim</b>	\$128.93		
23848	28	T & D Property Specialist	Operating	Repairs and Maintenance	\$931.00	1/31/24	Front lights repaired
				<b>Total this claim</b>	\$931.00		
23849	29	U. S. Postal Service	Operating	Communication and Transportati	\$68.00	1/31/24	100 stamps
				<b>Total this claim</b>	\$68.00		
23850	30	International Crane Foundation	Annie Horton Advisory	Other	\$200.60	1/31/24	Wetland program
				<b>Total this claim</b>	\$200.60		
23851	31	VISA	Memorial/Gift Fund	Memorial	\$121.15	1/31/24	Christmas party
				<b>Total this claim</b>	\$121.15		
23852	32	VISA	Operating	Books	\$80.47	1/31/24	
			Operating	Other Services and Charges	\$15.70		
			Operating	Library Supplies	\$40.36		
			Operating	Cleaning and Sanitation Supplie	\$133.62		
				<b>Total this claim</b>	\$270.15		



Warrant Number      Claim Number      Name of Claimant      Fund      Account      Amount      Date      Explanation

Total Amount of Claims      \$135,511.79

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Thursday, February 1, 2024

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

# Appropriation Report for 100 Operating Monon Town & Township Public Library

Report Date: From 1/1/24 To 1/31/24

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<b>1. Personal Services</b>							
1.01 Salary of Librarian	\$130,000.00	\$0.00	\$130,000.00	\$5,084.08	\$5,084.08	\$124,915.92	96.1
1.02 Salary of Assistants	\$63,000.00	\$0.00	\$63,000.00	\$7,218.19	\$7,218.19	\$55,781.81	88.5
1.03 Salary of Custodian	\$7,000.00	\$0.00	\$7,000.00	\$557.44	\$557.44	\$6,442.56	92.0
1.04 Employee Benefits	\$68,000.00	\$0.00	\$68,000.00	\$4,987.91	\$4,987.91	\$63,012.09	92.7
<b>Subtotal</b>	<b>\$268,000.00</b>		<b>\$268,000.00</b>	<b>\$17,847.62</b>	<b>\$17,847.62</b>	<b>\$250,152.38</b>	<b>93.3</b>
<b>2. Supplies</b>							
2.02 Cleaning and Sanitation Supplies	\$2,800.00	\$0.00	\$2,800.00	\$149.12	\$149.12	\$2,650.88	94.7
2.04 Library Supplies	\$6,300.00	\$0.00	\$6,300.00	\$40.36	\$40.36	\$6,259.64	99.4
<b>Subtotal</b>	<b>\$9,100.00</b>		<b>\$9,100.00</b>	<b>\$189.48</b>	<b>\$189.48</b>	<b>\$8,910.52</b>	<b>97.9</b>
<b>3. Other Services and Charge</b>							
3.01 Professional Services	\$2,100.00	\$0.00	\$2,100.00	\$0.00	\$0.00	\$2,100.00	100.0
3.02 Communication and Transportation	\$12,500.00	\$0.00	\$12,500.00	\$237.91	\$237.91	\$12,262.09	98.1
3.03 Printing and Advertising	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.04 Library Insurance	\$8,600.00	\$0.00	\$8,600.00	\$0.00	\$0.00	\$8,600.00	100.0
3.05 Utility Services	\$22,500.00	\$0.00	\$22,500.00	\$1,088.81	\$1,088.81	\$21,411.19	95.2
3.06 Repairs and Maintenance	\$20,500.00	\$0.00	\$20,500.00	\$4,112.71	\$4,112.71	\$16,387.29	79.9
3.07 Rentals	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	100.0
3.08 Dues, Interest, Taxes	\$1,500.00	\$0.00	\$1,500.00	\$40.00	\$40.00	\$1,460.00	97.3
3.09 Other Services and Charges	\$30,000.00	\$0.00	\$30,000.00	\$6,138.86	\$6,138.86	\$23,861.14	79.5
3.1 Transfer to Library Improvement Reserve	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
3.11 E Book Services & Hoopla	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.0

# Appropriation Report for 201 Rainy Day Fund

Monon Town & Township Public Library

Report Date: From 1/1/24 To 1/31/24

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<i>1. Personal Services</i>							
1.04 Employee Benefits	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
<b>Subtotal</b>	<b>\$2,500.00</b>		<b>\$2,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,500.00</b>	<b>100.0</b>
<i>3. Other Services and Charge</i>							
3.06 Repairs and Maintenance	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00	100.0
<b>Subtotal</b>	<b>\$25,000.00</b>		<b>\$25,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>100.0</b>
<b>Grand Total</b>	<b>\$27,500.00</b>	<b>\$0.00</b>	<b>\$27,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,500.00</b>	<b>100.0</b>

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

# Appropriation Report for 400 Library Improvement Reserve F

Monon Town & Township Public Library

Report Date: From 1/1/24 To 1/31/24

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<b>1. Personal Services</b>							
1.04 Employee Benefits	\$2,448.00	\$0.00	\$2,448.00	\$0.00	\$0.00	\$2,448.00	100.0
<b>Subtotal</b>	<b>\$2,448.00</b>		<b>\$2,448.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,448.00</b>	<b>100.0</b>
<b>3. Other Services and Charge</b>							
3.06 Repairs and Maintenance	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00	100.0
<b>Subtotal</b>	<b>\$25,000.00</b>		<b>\$25,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>100.0</b>
<b>Grand Total</b>	<b>\$27,448.00</b>	<b>\$0.00</b>	<b>\$27,448.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,448.00</b>	<b>100.0</b>

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

**Financial Report**  
**Monon Town & Township Public Library**

Report Dates = 1/1/24 to 1/31/24

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
<b>1. General</b>						
100 Operating	\$518,715.47	\$132,125.15	\$132,125.15	\$17,791.63	\$17,791.63	\$404,381.95
<b>Subtotal</b>	<b>\$518,715.47</b>	<b>\$132,125.15</b>	<b>\$132,125.15</b>	<b>\$17,791.63</b>	<b>\$17,791.63</b>	<b>\$404,381.95</b>
<b>2. Special Revenue</b>						
200 Memorial/Gift Fund	\$6,990.25	\$121.15	\$121.15	\$20.94	\$20.94	\$6,890.04
201 Rainy Day Fund	\$356,736.87	\$0.00	\$0.00	\$50,341.19	\$50,341.19	\$407,078.06
203 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226 State Technology Fund Grant Fund	\$1,963.51	\$433.68	\$433.68	\$1,721.36	\$1,721.36	\$3,251.19
275 Carroll White REMC Community	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276 Annie Horton Advisory Grant Fund	\$1,882.78	\$200.60	\$200.60	\$0.00	\$0.00	\$1,682.18
277 Indiana Humanities Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278 CARES Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
279 ARPA Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
280 LSTA Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
281 Community Foundation of White County	\$2,122.50	\$0.00	\$0.00	\$0.00	\$0.00	\$2,122.50
<b>Subtotal</b>	<b>\$369,695.91</b>	<b>\$755.43</b>	<b>\$755.43</b>	<b>\$52,083.49</b>	<b>\$52,083.49</b>	<b>\$421,023.97</b>
<b>4. Capital Projects</b>						
400 Library Improvement Reserve Fund	\$304,454.15	\$0.00	\$0.00	\$50,030.65	\$50,030.65	\$354,484.80
<b>Subtotal</b>	<b>\$304,454.15</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,030.65</b>	<b>\$50,030.65</b>	<b>\$354,484.80</b>
<b>5. Clearing</b>						
800 PLAC Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
801 Evergreen Indiana Pass Through Fund	\$114.90	\$0.00	\$0.00	\$0.00	\$0.00	\$114.90
802 Payroll fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$953.52	\$953.52	\$953.52	\$953.52	\$0.00
804 FICA	\$0.00	\$797.31	\$797.31	\$797.31	\$797.31	\$0.00
805 MEDICARE	\$0.00	\$186.46	\$186.46	\$186.46	\$186.46	\$0.00
806 STATE	\$0.00	\$413.06	\$413.06	\$413.06	\$413.06	\$0.00
807 COUNTY	\$0.00	\$280.86	\$280.86	\$280.86	\$280.86	\$0.00
808 PERF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
809 Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810 Transfer Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$114.90</b>	<b>\$2,631.21</b>	<b>\$2,631.21</b>	<b>\$2,631.21</b>	<b>\$2,631.21</b>	<b>\$114.90</b>
<b>Grand Total</b>	<b>\$1,192,980.43</b>	<b>\$135,511.79</b>	<b>\$135,511.79</b>	<b>\$122,536.98</b>	<b>\$122,536.98</b>	<b>\$1,180,005.62</b>

**Total all banks = \$1,180,005.62**

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

# Bank Balances

Date Printed: 2/1/24

## Monon Town & Township Public Library

Report Dates = 1/1/24 to 1/31/24

<i>Bank</i>	<i>Start of Year</i>	<i>Start of Month</i>	<i>Receipts this Month</i>	<i>Vouchers thisMonth</i>	<i>EOM Balance</i>
1 Alliance Bank 008-092-6	\$229,636.51	\$229,636.51	\$22,164.20	\$135,511.79	\$116,288.92
2 Alliance Bank 93548	\$310,651.96	\$310,651.96	\$50,342.13	\$0.00	\$360,994.09
3 Alliance Bank 93556	\$192,691.96	\$192,691.96	\$50,030.65	\$0.00	\$242,722.61
4 Alliance Bank 1000	\$460,000.00	\$460,000.00	\$0.00	\$0.00	\$460,000.00
<b>Total all banks =</b>	<b>\$1,192,980.43</b>	<b>\$1,192,980.43</b>	<b>\$122,536.98</b>	<b>\$135,511.79</b>	<b>\$1,180,005.62</b>

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

**Monon Town & Township Public Library**

Report Dates = 1/1/24 to 1/31/24

Receipt Summaries for :		100	Operating
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
109	HONEY CREEK CARDS	\$400.00	\$400.00
110	LIBERTY TOWNSHIP CARDS	\$2,340.00	\$2,340.00
130	FINES AND FEES	\$58.13	\$58.13
132	COPIES	\$138.60	\$138.60
152	LOCAL INCOME TAX (LIT)	\$14,243.67	\$14,243.67
153	LOF MISC RECEIPT	\$15.67	\$15.67
157	LOF INTEREST FROM CD	\$590.88	\$590.88
158	LOF CHECKING INTEREST	\$4.68	\$4.68
		<u>\$17,791.63</u>	<u>\$17,791.63</u>

Receipt Summaries for :		200	Memorial/Gift Fund
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
302	MEMORIAL FUND RECEIPT	\$20.00	\$20.00
303	MEMORIAL GIFT FUND INTEREST	\$0.94	\$0.94
		<u>\$20.94</u>	<u>\$20.94</u>

Receipt Summaries for :		201	Rainy Day Fund
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
156	LOF SAVINGS INTEREST	\$17.69	\$17.69
701	INTERFUND TRANSFER	\$50,000.00	\$50,000.00
923	RAINY DAY INTEREST	\$28.06	\$28.06
924	RAINY DAY INTEREST FROM CD	\$295.44	\$295.44
		<u>\$50,341.19</u>	<u>\$50,341.19</u>

Receipt Summaries for :		226	State Technology Fund Grant F
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
821	STATE TECHNOLOGY FUND GRA	\$1,721.36	\$1,721.36
		<u>\$1,721.36</u>	<u>\$1,721.36</u>

Receipt Summaries for :		400	Library Improvement Reserve F
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
405	LIRF SAVINGS INTEREST	\$30.65	\$30.65

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

701	INTERFUND TRANSFER	\$50,000.00	\$50,000.00
		\$50,030.65	\$50,030.65

<b>Receipt Summaries for :</b>		<b>803</b>	<b>FEDERAL</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
400	Payroll Withholdings	\$953.52	\$953.52
		\$953.52	\$953.52

<b>Receipt Summaries for :</b>		<b>804</b>	<b>FICA</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
400	Payroll Withholdings	\$797.31	\$797.31
		\$797.31	\$797.31

<b>Receipt Summaries for :</b>		<b>805</b>	<b>MEDICARE</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
400	Payroll Withholdings	\$186.46	\$186.46
		\$186.46	\$186.46

<b>Receipt Summaries for :</b>		<b>806</b>	<b>STATE</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
400	Payroll Withholdings	\$413.06	\$413.06
		\$413.06	\$413.06

<b>Receipt Summaries for :</b>		<b>807</b>	<b>COUNTY</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
400	Payroll Withholdings	\$280.86	\$280.86
		\$280.86	\$280.86

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

Printed On Thursday, February 1, 2024



## **Librarian's Report – February 12, 2024**

T & D Property Specialist repaired the Front upstairs entry outside lights on December 28, 2023. The total charged was \$931.00. This repair needs to be formally approved retroactively by the board since this purchase was over the \$500 limit without board approval.

Mulhaupts repaired all entrance doors & thresholds on January 23, 2024. This will prevent water leakage under the doors. We were informed that the north downstairs entry door hydraulic door closing unit would need replaced soon. That in the next 6 months to contact them for repair. The next day hydraulic oil was leaking down the door. Mulhaupts arrived on January 29<sup>th</sup> and installed a new hydraulic unit and adjust the door latch. The cost was \$833. This is in addition to the threshold repair done on January 23<sup>rd</sup>. This work has already been completed. The hydraulic body closer repair needs to be formally approved retroactively by the board since this purchase was over the \$500 limit without board approval.

The library closed at 5:00pm on Monday, January 22, 2024 due to the icy weather conditions.

Barbara has planned an employee Training Day on Good Friday, March 29, 2024. Trevor Stinson will provide Family & Friends CPR Certification for \$20 per employee. This will update our certification from two years ago. All employees will attend with the exception of Jacqui Hoover who will be gone on a mission trip. Barbara is requesting approval for the library to be closed and lunch from Agave Azul restaurant be provided. With the board's approval the meal would be paid out of the gift fund.

### **Youth Services Librarian – Laura's Report**

The Preschool Storytime and Library Club groups had a total of 15 children who attended over the last three weeks. The children in each group have enjoyed making polar puppets, hawk masks, felt car scenes, button moons, and painting sleds. The kindergarten through 5<sup>th</sup> graders have learned about red-tailed hawks and sled dog racing in Alaska. The preschoolers are learning new rhymes and songs each week. On February 15, we will be having someone from the International Crane Foundation come talk to the elementary children about the wetlands and the cranes.

The first Youth Advisory Group was held on February 6 and two teens attended. They enjoyed a snack while discussing books and guessing the answers to riddles. The teens competed to see who could get the most cotton balls in their baskets while blindfolded in one minute. The teens decided on a book to discuss during their next meeting and gave suggestions on other books they would like to read.

<b>Collection Area</b>	<b>January 2024 Circulation</b>	<b>January 2023 Circulation</b>	<b>January 2022 Circulation</b>
Adult Fiction	160	335	175
Adult Non-Fiction	36	109	38
Adult/Juvenile DVDs/Videos	128	145	188
Adult/Juvenile Audiobooks	8	2	6
Magazines	33	42	27
Juvenile Fiction	107	188	57
Juvenile Non-Fiction	20	86	8
Young Adult/Teen	19	17	19
Video Games	6	35	11
Hoopla	35	46	19
Overdrive (ebooks/e-audio)	353	268	228
Hotspots	9	25	10
Library of Things	0	0	0
<b>Total Circulation (# of checkouts)</b>	<b>914</b>	<b>1298</b>	<b>786</b>

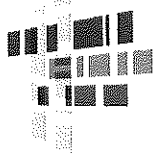
AdTec has completed the library's ISL 471 application for E-Rate  
Funding Year 2024.

Annual Cost: \$18,480.00 for 500Mb Internet Access with Hosted Firewall.

90% E-Rate Discount: \$16,632.00

Out of Pocket Cost: \$1,848.00

## Description of Services Ordered and Certification Form 471



**Universal Service  
Administrative Co.**

### FCC Form 471

#### Application Information

<b>Nickname</b>	FY2024 ISL 471 - Monon Town & Twp PL	<b>Application Number</b>	241007952
<b>Funding Year</b>	2024	<b>Category of Service</b>	Category 1

#### Billed Entity

MONON TOWN & TOWNSHIP LIBRARY  
427 N MARKET ST MONON IN 47959  
219-253-6517

#### Contact Information

Charity Hawkins  
765-855-1612  
charity@adtecerate.com

**Billed Entity Number**      130769  
**FCC Registration Number**    0014519854  
**Applicant Type**                Library

#### Consulting Firms

Name	Consultant Registration Number	City	State	Zip Code	Phone Number	Email
AdTec-Administrative and Technical Consulting	16024741	CENTERVILLE	IN	47330	765-855-1612	info@adtecerate.com

#### Entity Information

##### Library Entity - Details

BEN	Name	FSCS Code	Urban/Rural	Total Square Footage	School District Name	School District BEN	Library Attributes
130769	MONON TOWN & TOWNSHIP LIBRARY		Rural	8140	NORTH WHITE SCHOOL CORPORATION	130770	Public Library

#### Related Entity Information

##### Discount Rate

Associated School District Full-time Enrollment	Associated School District NSLP Count	Associated School District NSLP Percentage	Library Urban/Rural Status	Category One Discount Rate	Category Two Discount Rate
862	708	82.0%	Rural	90%	85%

**Funding Request for FRN #2499008071**

**Funding Request Nickname:** IA Monon Town & Twp PL

**Service Type:** Data Transmission and/or Internet Access

**Agreement Information - Contract**

<b>Contract Number</b>	70810	<b>Account Number</b>	n/a
<b>Establishing FCC Form 470</b>	230001392	<b>Service Provider</b>	ENA Services, LLC (SPN: 143030857)
<b>Was an FCC Form 470 posted for the product and/or services you are requesting?</b>	Yes	<b>Based on State Master Contract?</b>	Yes
<b>Award Date</b>	March 02, 2023	<b>Based on a multiple award schedule?</b>	No
<b>How many bids were received for this contract?</b>	2	<b>Includes Voluntary Extensions?</b>	Yes
<b>What is the service start date?</b>	July 01, 2024	<b>Remaining Voluntary Extensions</b>	2
		<b>Total Remaining Contract Length</b>	48
		<b>What is the date your contract expires for the current term of the contract?</b>	June 30, 2027

**Pricing Confidentiality**

**Is there a statute, rule, or other restriction which prohibits publication of the specific pricing information for this contract?** No

**Narrative** Basic Internet Access at 500 Mbps with Hosted Firewall serving Monon Town & TWP PL

**Line Item # 2499008071.001**

**Product and Service Details**

**Purpose** Internet access service that includes a connection from any applicant site directly to the Internet Service Provider

**Function** Fiber

**Type of Connection** Ethernet

**Bandwidth Speed**

**Upload Speed** 500.0 Mbps **Download Speed** 500.0 Mbps

**Connection Information**

**Does this include firewall services?** Yes **Is this a connection between eligible schools, libraries and NIFs (i.e., a connection that provides a "Wide area network")?** No

**Is this a direct connection to a single school, library or a NIF for Internet access?** Yes

**Cost Calculation for FRN Line Item # 2499008071.001**

<b>Monthly Cost</b>	
Monthly Recurring Unit Cost	\$1,540.00
Monthly Recurring Unit Ineligible Costs	- \$0.00
Monthly Recurring Unit Eligible Costs	= \$1,540.00
Monthly Quantity	x 1
Total Monthly Eligible Recurring Costs	= \$1,540.00
Months of Service	x 12
Total Eligible Recurring Costs	= \$18,480.00

<b>One-Time Cost</b>	
One-time Unit Cost	\$0.00
One-time Ineligible Unit Costs	- \$0.00
One-time Eligible Unit Cost	= \$0.00
One-time Quantity	x 0
Total Eligible One-time Costs	= \$0.00
<b>Summary</b>	
Total Eligible Recurring Costs	\$18,480.00
Total Eligible One-time Costs	+ \$0.00
Pre-Discout Extended Eligible Line Item Cost	= \$18,480.00

Recipients of Services

BEN	Name
130769	MONON TOWN & TOWNSHIP LIBRARY

**FRN Calculation for FRN #2499008071**

<b>Monthly Charges</b>	
Total Monthly Recurring Charges	\$1,540.00
Total Monthly Ineligible Charges	- \$0.00
Total Monthly Eligible Charges	= \$1,540.00
Total Number of Months of Service	x 12
Total Eligible Pre-Discount Recurring Charges	= \$18,480.00

<b>One-Time Charges</b>	
Total One-Time Charges	\$0.00
Total Ineligible One-Time Charges	- \$0.00
Total Eligible Pre-Discount One-Time Charges	= \$0.00

<b>Total Requested Amount</b>	
Total Eligible Pre-Discount Recurring Charges	\$18,480.00
Total Eligible Pre-Discount One-Time Charges	+ \$0.00
Total Pre-Discount Charges	= \$18,480.00
Discount Rate	90%
Funding Commitment Request	= \$16,632.00



## Certifications

I certify that the entities listed in this application are eligible for support because they are libraries or library consortia eligible for assistance from a State library administrative agency under the Library Services and Technology Act of 1996 that do not operate as for-profit businesses and, except for the limited case of Tribal colleges or universities, have budgets that are completely separate from any schools, including, but not limited to, elementary, secondary schools, colleges, or universities.

I certify that the entity I represent or the entities listed on this application have secured access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity, necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that the entities I represent or the entities listed on this application have secured access to all of the resources to pay the discounted charges for eligible services from funds to which access has been secured in the current funding year. I certify that the Billed Entity will pay the non-discount portion of the cost of the goods and services to the service provider(s).

## Total Funding Summary

Below is a summary of the total line item costs on this FCC Form 471:

Summary	
Total funding year pre-discount eligible amount on this FCC Form 471	\$18,480.00
Total funding commitment request amount on this FCC Form 471	\$16,632.00
Total applicant non-discount share of the eligible amount	\$1,848.00
Total budgeted amount allocated to resources not eligible for E-rate support	\$17,900.00
Total amount necessary for the applicant to pay the non-discount share of eligible and any ineligible amounts	\$19,748.00
Are you receiving any of the funds directly from a service provider listed on any of the FCC Forms 471 filed by this Billed Entity for this funding year?	No
Has a service provider listed on any of the FCC Forms 471 filed by this Billed Entity for this funding year assisted you in locating funds needed to pay your non-discounted share?	No

I certify an FCC Form 470 was posted and that any related RFP was made available for at least 28 days before considering all bids received and selecting a service provider. I certify that all bids submitted were carefully considered and the most cost-effective service offering was selected, with price being the primary factor considered, and is the most cost-effective means of meeting educational needs and technology goals.

I certify that the entity responsible for selecting the service provider(s) has reviewed all applicable FCC, state, and local procurement/competitive bidding requirements and that the entity or entities listed on this application have complied with them.

I certify that the services the applicant purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for educational purposes, see 47 C.F.R. § 54.500 and will not be sold, resold or transferred in consideration for money or any other thing of value, except as permitted by the Commission's rules at 47 C.F.R. § 54.513. Additionally, I certify that the entity or entities listed on this application have not received anything of value or a promise of anything of value, as prohibited by the Commission's rules at 47 C.F.R. § 54.503(d), other than services and equipment sought by means of this form, from the service provider, or any representative or agent thereof or any consultant in connection with this request for services.

I certify that I and the entity(ies) I represent have complied with all program rules and I acknowledge that failure to do so may result in denial of discount funding and/or cancellation of funding commitments. There are signed contracts or other legally binding agreements covering all of the services listed on this FCC Form 471 except for those services provided under non-contracted tiered or month-to-month arrangements. I acknowledge that failure to comply with program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.

I acknowledge that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the service, receive an appropriate share of benefits from those services.

I certify that I will retain required documents for a period of at least 10 years (or whatever retention period is required by the rules in effect at the time of this certification) after the later of the last day of the applicable funding year or the service delivery deadline for the associated funding request. I acknowledge that I may be audited pursuant to participation in the schools and libraries program. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the application for, receipt of, and delivery of services receiving schools and libraries discounts, and that if audited, I will make such records available to USAC.

I certify that I am authorized to order telecommunications and other supported services for the eligible entity(ies) listed on this application. I certify that I am authorized to submit this request on behalf of the eligible entity(ies) listed on this application, that I have examined this request, that all of the information on this form is true and correct to the best of my knowledge, that the entities that are receiving discounts pursuant to this application have complied with the terms, conditions and purposes of the program, that no kickbacks were paid to anyone and that false statements on this form can be punished by fine or forfeiture under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001 and civil violations of the False Claims Act.

I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the schools and libraries support mechanism are subject to suspension and debarment from the program. I will institute reasonable measures to be informed, and will notify USAC should I be informed or become aware that I or any of the entities listed on this application, or any person associated in any way with my entity and/or the entities listed on this application, is convicted of a criminal violation or held civilly liable for acts arising from their participation in the schools and libraries support mechanism.

I certify that if any of the Funding Requests on this FCC Form 471 are for discounts for products or services that contain both eligible and ineligible components, that I have allocated the eligible and ineligible components as required by the Commission's rules at 47 C.F.R. § 54.504.

## Notice

Section 54.504 of the Federal Communications Commission's rules requires all schools and libraries ordering services that are eligible for and seeking universal service discounts to submit an application for such discounts by filing this Services Ordered and Certification Form (FCC Form 471) with the Universal Service Administrator. 47 C.F.R. § 54.504. The collection of information stems from the Commission's authority under Section 254 of the Communications Act of 1934, as amended. 47 U.S.C. § 254. The data in the report will be used to ensure that schools and libraries comply with the application requirements for universal service discounts contained in 47 C.F.R. § 54.504. Schools and libraries must file this form themselves or as part of a consortium. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The FCC is authorized under the Communications Act of 1934, as amended, to collect the information we request in this form. We will use the information you provide to determine whether approving your application for universal service discounts is in the public interest. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, your application may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information in your application for universal service discounts may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government is a party of a proceeding before the body or has an interest in the proceeding. In addition, consistent with the Communications Act of 1934, FCC regulations and orders, the Freedom of Information Act, 5 U.S.C. § 552, or other applicable law, information provided in or submitted with this form or in response to subsequent inquiries may be disclosed to the public. If you owe a past due debt to the Federal government, the information you provide may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide the information to these agencies through the matching of computer records when authorized. If you do not provide the information we request on the form, the FCC or the Universal Service Administrator may delay processing of your application for universal service discounts or may return your application without action. The foregoing Notice is required by the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. § 3501, et seq. Public reporting burden for this collection of information is estimated to average 4.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation and Records Management, Washington, DC 20554. We also will accept your comments via the email if you send them to PRA@FCC.gov. DO NOT SEND COMPLETED WORKSHEETS TO THESE ADDRESSES.

### Authorized Person

<b>Title:</b>	E-Rate Consultant	<b>Name:</b>	Charity Hawkins
<b>Phone:</b>	765-855-1612	<b>Email:</b>	charity@adtecerate.com
<b>Address:</b>	P.O. BOX 97 CENTERVILLE IN 47330	<b>Employer:</b>	AdTec-Administrative and Technical Consulting

30-Jan-2024 16:22:53 EST

**Certified Timestamp**

# Annual Financial Report



Indiana State Board of Accounts

2023

MONON PUBLIC LIBRARY

White County

Not Submitted

Per IC.5-11-1-4 every municipality and local government is required to provide electronically and in a manner prescribed by the state examiner, financial reports for the fiscal year not later than sixty days after the close of the fiscal year.

Completion and submission of the Gateway *Annual Financial Report* (AFR) will fulfill this requirement.

This document comprises all of the report outputs generated by Gateway, based on the information entered by the government unit and submitted by the government official as stipulated in state law.

Some information that rolled over from the previous year, such as grants, will print on this report until the AFR is submitted even if they do not apply to the current year. After the AFR is submitted, this information will not be on the report.

**Monon Public Library, White County, Indiana  
Annual Financial Report - 2023  
Cash & Investments Combined Statement**

Local Fund Number	Local Fund Name	Beg Cash & Inv Bal Jan. 1, 2023	Receipts	Disbursement	End Cash & Inv Bal Dec. 31, 2023
<b>Governmental Activities</b>					
100	Operating (General)	\$441,774.53	\$488,786.53	\$411,845.59	\$518,715.47
200	Payroll	\$0.00	\$35,946.36	\$35,946.36	\$0.00
275	Carroll White REMC Community	\$0.00	\$475.00	\$475.00	\$0.00
276	Annie Horton Advised Fund	\$1,333.74	\$1,000.00	\$450.96	\$1,882.78
278	CARES Grant Fund	\$2,000.00	\$0.00	\$2,000.00	\$0.00
281	Community Foundation of White County	\$0.00	\$2,122.50	\$0.00	\$2,122.50
300	Gift	\$5,339.62	\$3,860.74	\$2,210.11	\$6,990.25
400	Library Improvement Reserve	\$311,948.10	\$48,094.35	\$55,588.30	\$304,454.15
820	State Technology Fund Grant Fund	\$0.00	\$3,617.83	\$1,654.32	\$1,963.51
920	Rainy Day	\$371,164.88	\$41,369.79	\$55,797.80	\$356,736.87
960	Evergreen Indiana Pass Thru Fund	\$114.90	\$10.00	\$10.00	\$114.90
970	Petty Cash	\$30.00	\$0.00	\$0.00	\$30.00
980	Cash Change	\$20.00	\$0.00	\$0.00	\$20.00
	<b>GRAND TOTAL</b>	<b>\$1,133,725.77</b>	<b>\$625,283.10</b>	<b>\$565,978.44</b>	<b>\$1,193,030.43</b>

**Monon Public Library, White County, Indiana  
Detailed Receipts - 2023**

**Monon Public Library, White County, Indiana  
Detailed Receipts 2023**

Governmental Activities	Operating (General)	General Property Taxes	\$211,532.68
		Local Income Tax (LIT) Property Tax Replacement Credit	\$182,776.00
		Financial Institution Tax distribution	\$392.92
		Vehicle/Aircraft Excise Tax Distribution	\$15,253.74
		Commercial Vehicle Excise Tax Distribution (CVET)	\$1,427.00
	<b>Total Taxes and Intergovernmental</b>		<b>\$411,382.34</b>
		Document and Copy Fees	\$2,904.94
		Other Charges for Services, Sales, and Fees/121 - Operating	\$2,523.76
	<b>Total Charges for Services</b>		<b>\$5,428.70</b>
		Earnings on Investments and Deposits	\$8,059.00
		Refunds and Reimbursements	\$3,441.96
		Transfers In - Transferred from Another Fund	\$57,693.05
		Other Receipts/109 - Honey Creek Cards	\$490.00
		Other Receipts/110 - Liberty Township Cards	\$2,000.00
		Other Receipts/133 - Employee Benefits	\$291.48
	<b>Total Other Receipts</b>		<b>\$71,975.49</b>
	<b>Total Operating (General)</b>		<b>\$488,786.53</b>
	Payroll	Payroll Fund and Clearing Account Receipts	\$35,946.36
	<b>Total Other Receipts</b>		<b>\$35,946.36</b>
	<b>Total Payroll</b>		<b>\$35,946.36</b>
	Carroll White REMC Community	Other Receipts/962 - Carroll White REMC Community	\$475.00
	<b>Total Other Receipts</b>		<b>\$475.00</b>
	<b>Total Carroll White REMC Community</b>		<b>\$475.00</b>
	Annie Horton Advised Fund	Donations, Gifts, and Bequests	\$1,000.00
	<b>Total Other Receipts</b>		<b>\$1,000.00</b>
	<b>Total Annie Horton Advised Fund</b>		<b>\$1,000.00</b>
	Community Foundation of White County	Other Receipts/153 - LOF Misc Receipt	\$2,122.50
	<b>Total Other Receipts</b>		<b>\$2,122.50</b>
	<b>Total Community Foundation of White County</b>		<b>\$2,122.50</b>

Governmental Activities	Gift	Earnings on Investments and Deposits	\$7.43
		Donations, Gifts, and Requests	\$3,853.31
	<b>Total Other Receipts</b>		<b>\$3,860.74</b>
	<b>Total Gift</b>		<b>\$3,860.74</b>
	Library Improvement Reserve	Earnings on Investments and Deposits	\$919.20
		Refunds and Reimbursements	\$908.00
		Transfers In - Transferred from Another Fund	\$46,267.15
	<b>Total Other Receipts</b>		<b>\$48,094.35</b>
	<b>Total Library Improvement Reserve</b>		<b>\$48,094.35</b>
	State Technology Fund Grant Fund	Refunds and Reimbursements	\$3,617.83
			\$3,617.83
	<b>Total State Technology Fund Grant Fund</b>		<b>\$3,617.83</b>
	Rainy Day	Earnings on Investments and Deposits	\$1,369.79
		Transfers In - Transferred from Another Fund	\$40,000.00
	<b>Total Other Receipts</b>		<b>\$41,369.79</b>
	<b>Total Rainy Day</b>		<b>\$41,369.79</b>
	Evergreen Indiana Pass Thru Fund	Other Receipts/961 - Evergreen Indiana Pass Thru Fund	\$10.00
			\$10.00
	<b>Total Evergreen Indiana Pass Thru Fund</b>		<b>\$10.00</b>
	<b>Total Governmental Activities</b>		<b>\$625,283.10</b>

**Monon Public Library, White County, Indiana  
Disbursements by Fund - 2023**

Governmental Activities	Operating (General)	Salaries and Wages	\$174,798.94
		Employee Benefits	\$63,705.23
		<b>Total Personal Services</b>	<b>\$238,504.17</b>
		Operating Supplies	\$5,661.21
		<b>Total Supplies</b>	<b>\$5,661.21</b>
		Professional Services	\$395.16
		Communication and Transportation	\$2,905.32
		Insurance	\$4,079.00
		Utility Services	\$15,169.31
		Repairs and Maintenance	\$7,094.62
		Rentals	\$15.00
		Other Services and Charges	\$16,479.22
		<b>Total Services and Charges</b>	<b>\$46,137.63</b>
		Machinery, Equipment, and Vehicles	\$4,749.15
		Books and Other Media	\$30,526.28
		<b>Total Capital Outlays</b>	<b>\$35,275.43</b>
		Transfer Out - Transferred To Another Fund	\$86,267.15
		<b>Total Other Disbursements</b>	<b>\$86,267.15</b>
		<b>Total Operating (General)</b>	<b>\$411,845.59</b>
	Payroll	Payment of Taxes and Other Payroll Withholdings	\$35,946.36
		<b>Total Other Disbursements</b>	<b>\$35,946.36</b>
	<b>Total Payroll</b>		<b>\$35,946.36</b>
	Carroll White REMC Community	Other Disbursements	\$475.00
		<b>Total Other Disbursements</b>	<b>\$475.00</b>
	<b>Total Carroll White REMC Community</b>		<b>\$475.00</b>

Governmental Activities	Annie Horton Advised Fund	Other Disbursements	\$450.96
		<b>Total Other Disbursements</b>	<b>\$450.96</b>
	<b>Total Annie Horton Advised Fund</b>		<b>\$450.96</b>
	CARES Grant Fund	Transfer Out - Transferred To Another Fund	\$2,000.00
		<b>Total Other Disbursements</b>	<b>\$2,000.00</b>
	<b>Total CARES Grant Fund</b>		<b>\$2,000.00</b>
	Gift	Other Disbursements	\$2,210.11
		<b>Total Other Disbursements</b>	<b>\$2,210.11</b>
	<b>Total Gift</b>		<b>\$2,210.11</b>
	Library Improvement Reserve	Repairs and Maintenance	\$27,794.15
		<b>Total Services and Charges</b>	<b>\$27,794.15</b>
		Transfer Out - Transferred To Another Fund	\$27,794.15
		<b>Total Other Disbursements</b>	<b>\$27,794.15</b>
	<b>Total Library Improvement Reserve</b>		<b>\$55,588.30</b>
	State Technology Fund Grant Fund	Other Services and Charges	\$52.08
		<b>Total Services and Charges</b>	<b>\$52.08</b>
		Other Disbursements	\$1,602.24
		<b>Total Other Disbursements</b>	<b>\$1,602.24</b>
	<b>Total State Technology Fund Grant Fund</b>		<b>\$1,654.32</b>
	Rainy Day	Repairs and Maintenance	\$25,000.00
		<b>Total Services and Charges</b>	<b>\$25,000.00</b>



Governmental Activities	Rainy Day	Machinery, Equipment, and Vehicles	\$2,898.90
		<b>Total Capital Outlays</b>	<b>\$2,898.90</b>
		Transfer Out - Transferred To Another Fund	\$27,898.90
		<b>Total Other Disbursements</b>	<b>\$27,898.90</b>
		<b>Total Rainy Day</b>	<b>\$55,797.80</b>
		Evergreen Indiana Pass Thru Other Disbursements	\$10.00
		<b>Total Other Disbursements</b>	<b>\$10.00</b>
		<b>Total Evergreen Indiana Pass Thru Fund</b>	<b>\$10.00</b>
		<b>Total Governmental Activities</b>	<b>\$565,978.44</b>

**Monon Public Library, White County, Indiana  
Fund Type Schedule 2023**

Fund Type	Local Fund	Standard Fund
1 - General Fund	100 - Operating (General)	101001 - General
1 - General Fund	275 - Carroll White REMC Community	900008 - Carroll White REMC Community
1 - General Fund	281 - Community Foundation of White County	900002 - Community Foundation of White County
2 - Special Revenue	278 - CARES Grant Fund	900005 - CARES Grant Fund
2 - Special Revenue	960 - Evergreen Indiana Pass Thru Fund	900001 - Evergreen Indiana Receipt
4 - Capital Projects	400 - Library Improvement Reserve	104056 - Library Improvement Reserve
4 - Capital Projects	920 - Rainy Day	102194 - Rainy Day
9 - Private Purpose Trust	276 - Annie Horton Advised Fund	900004 - Annie Horton Advised Fund
12 - Other	200 - Payroll	910037 - Payroll
12 - Other	300 - Gift	902123 - Gift
12 - Other	820 - State Technology Fund Grant Fund	902900 - State Technology Fund Grant Fund
12 - Other	970 - Petty Cash	901003 - Petty Cash
12 - Other	980 - Cash Change	901004 - Cash Change

Monon Public Library, White County, Indiana  
Deficit Fund Balances - 2023

Ending Cash and  
Investment Balance

Enterprise Name   Fund Name

Total deficit fund balances

**Monon Public Library, White County, Indiana  
Transfer Report - 2023**

Transfers Out (Disbursements)		Transfers In (Receipts)	
Fund	Amount	Fund	Amount
Operating (General)	\$86,267.15	Operating (General)	\$57,693.05
Rainy Day	\$27,898.90	Library Improvement Reserve	\$46,267.15
Library Improvement Reserve	\$27,794.15	Rainy Day	\$40,000.00
CARES Grant Fund	\$2,000.00	<b>Total Transfers In</b>	<b>\$143,960.20</b>
<b>Total Transfers Out</b>	<b>\$143,960.20</b>		

**Monon Public Library, White County, Indiana  
Transfer Schedule Report - 2023**

Fund Transfer To

<u>Fund Transfer From</u>	100 - Operating (General)	400 - Library Improvement Reserve	920 - Rainy Day	Total
100 - Operating (General)	-	46,267	40,000	86,267
278 - CARES Grant Fund	2,000	-	-	2,000
400 - Library Improvement Reserve	27,794	-	-	27,794
920 - Rainy Day	27,990	-	-	27,990
<b>Total</b>	<b>\$ 57,784</b>	<b>\$ 46,267</b>	<b>\$ 40,000</b>	<b>\$ 144,051</b>

*For each transfer that did not occur on a routine basis or was inconsistent with the activities of the fund making the transfer that is identified in the above schedule, provide a general description of the principal purpose of the interfund transfer. One general description can be provided even if multiple funds are impacted or more than one transfer occurred. (An example of a non-routine transfer: a transfer to a wastewater enterprise fund for the local match of a federal pollution control grant, an example of a transfer that is an inconsistent activity of the fund: a transfer from a capital projects fund to the general fund.)*

Operating to Rainy Day \$40000.00 for excess year end funds. Operating to Library Improvement Reserve \$40000.00 for excess year end funds and \$1267.15 for a correction and \$5000.00 for budgeted transfer. \$2000.00 moved from CARES Grant Fund. Did not appropriate correctly in 2022. Transfer \$27989.90 from Rainy Day to Operating for LED Light Conversion and server/switch upgrade. Transfer from LIRF to Operating \$882.28 for Adult book replacement, \$12175.00 for Mulhaupts door repair, \$343.00 Microsoft Licenses, \$14736.87 for AVC technology support.

Monon Public Library, White County, Indiana  
Capital Assets 2023

Government or Enterprise	Beginning Balance as of January 1, 2023	Additions	Reductions	Ending Balance as of December 31, 2023
<b>Governmental Activities - Non- Depreciable Assets</b>				
Land	\$10,000.00	-	-	\$10,000.00
Construction in Progress	-	-	-	-
Other Non-Depreciable Assets	-	-	-	-
<b>Total</b>	<b>\$10,000.00</b>	<b>-</b>	<b>-</b>	<b>\$10,000.00</b>
<b>Governmental Activities - Depreciable Assets</b>				
<b>Infrastructure</b>				
Buildings	\$1,039,842.72	-	-	\$1,039,842.72
Improvements Other Than Buildings	-	-	-	-
Machinery, Equipment, and Vehicles	-	-	-	-
Books and Other	\$158,232.87	-	-	\$158,232.87
<b>Total</b>	<b>\$1,198,075.59</b>	<b>-</b>	<b>-</b>	<b>\$1,198,075.59</b>
<b>Governmental Activities - Accumulated Depreciation Assets</b>				
<b>Infrastructure</b>				
Buildings	\$448,566.72	-	-	\$448,566.72
Improvements Other Than Buildings	-	-	-	-
Machinery, Equipment, and Vehicles	-	-	-	-
Books and Other	\$158,232.87	-	-	\$158,232.87
<b>Total</b>	<b>\$606,799.59</b>	<b>-</b>	<b>-</b>	<b>\$606,799.59</b>

Monon Public Library, White County, Indiana  
Accounts Payable/Receivable Statement - 2023

Government or Enterprise	Accounts Payable	Accounts Receivable
Governmental Activities	\$0.00	\$0.00

**Monon Public Library, White County, Indiana  
Pensions - 2023**

1. Please indicate if your unit offers any of these pension plans to your Employees. Check all that apply.	YES	NO
Public Employees Retirement Fund	X	
Teachers Retirement Fund		X
1925 Police Pension Fund		X
1937 Firefighter's Pension Fund		X
1977 Police and Firefighter's Pension Fund		X
2. Does your unit have any other pension plans where the employer makes contributions to the plan or funds any part of the benefits?		X

**Monon Public Library, White County, Indiana  
Cash & Investments Combined Statement - 2023**

	<b>Local Fund Number</b>	<b>Local Fund Name</b>	<b>Beg Cash &amp; Inv Bal Jan. 1, 2023</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>End Cash &amp; Inv Bal Dec. 31, 2023</b>
Governmental Activities	100	Operating (General)	\$441,774.53	\$488,786.53	\$411,845.59	\$518,715.47
	200	Payroll	\$0.00	\$35,946.36	\$35,946.36	\$0.00
	275	Carroll White REMC Community	\$0.00	\$475.00	\$475.00	\$0.00
	276	Annie Horton Advised Fund	\$1,333.74	\$1,000.00	\$450.96	\$1,882.78
	278	CARES Grant Fund	\$2,000.00	\$0.00	\$2,000.00	\$0.00
	281	Community Foundation of White County	\$0.00	\$2,122.50	\$0.00	\$2,122.50
	300	Gift	\$5,339.62	\$3,860.74	\$2,210.11	\$6,990.25
	400	Library Improvement Reserve	\$311,948.10	\$48,094.35	\$55,588.30	\$304,454.15
	820	State Technology Fund Grant Fund	\$0.00	\$3,617.83	\$1,654.32	\$1,963.51
	920	Rainy Day	\$371,164.88	\$41,369.79	\$55,797.80	\$356,736.87
	960	Evergreen Indiana Pass Thru Fund	\$114.90	\$10.00	\$10.00	\$114.90
	970	Petty Cash	\$30.00	\$0.00	\$0.00	\$30.00
	980	Cash Change	\$20.00	\$0.00	\$0.00	\$20.00
		<b>Total All Funds</b>	<b>\$1,133,725.77</b>	<b>\$825,283.10</b>	<b>\$685,978.44</b>	<b>\$1,193,030.43</b>





# STATE OF INDIANA

Eric J. Holcomb, *Governor*

Jacob Speer, State Librarian

INDIANA STATE LIBRARY  
140 N. Senate Avenue  
Indianapolis, IN 46204  
Phone: (317) 232-3675  
Fax: (317) 232-0002

## 2023 Indiana Public Library Report - Signature Page

Due March 1, 2024

This signature page is one of two parts of the annual report required to be submitted to the Indiana State Library by March 1, 2024.

The library director and the library board president are required to sign and return this page, after verifying that the annual report form is accurately completed and filed. Please make a copy of the report for your files.

Return this signature page:

By **EMAIL** to Angela Fox at [anfox@library.in.gov](mailto:anfox@library.in.gov) OR

By **MAIL** to the Indiana State Library, Library Development Office, 315 W. Ohio St., Indianapolis, IN 46202.

**I verify that the information included in the 2023 Indiana Public Library Annual Report is accurate to the best of my knowledge.**

Library Name: MONON Town and Township Public Library

Barbara E. Rayburn  
Library Director's Signature (in ink)

Date: 1/24/2024

Barbara E. Rayburn  
Library Director's Name (Please Print)

\_\_\_\_\_  
Library Board President's Signature (in ink)

Date: \_\_\_\_\_

\_\_\_\_\_  
Library Board President's Name (Please Print)

# MONON TOWN & TOWNSHIP PUBLIC LIBRARY

## Indiana Public Library Annual Report 2023

CURRENT YEAR

*PREVIOUS  
YEAR*

### 1 - General Information

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	Barbara Rayburn	<i>Austin Stroud</i>
01-002	Preparer's phone number	(219) 253-6517	<i>(219) 253-6517</i>
01-003	Time zone in which the library's administrative entity is located	Eastern Time	<i>Eastern Time</i>
01-004	Library name	MONON TOWN & TOWNSHIP PUBLIC LIBRARY	<i>MONON TOWN &amp; TOWNSHIP PUBLIC LIBRARY</i>
01-005	Library class	C	<i>C</i>
01-006	Library director	Barbara Rayburn	<i>Austin Stroud</i>
01-007	Street address	427 NORTH MARKET STREET	<i>427 NORTH MARKET STREET</i>
01-008	City	MONON	<i>MONON</i>
01-009	ZIP code	47959	<i>47959</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 305	<i>P.O. BOX 305</i>
01-012	Mailing city	MONON	<i>MONON</i>
01-013	Mailing ZIP code	47959	<i>47959</i>
01-014	Congressional district number	4	<i>4</i>
01-015	Phone	(219) 253-6517	<i>(219) 253-6517</i>
01-016	Fax	(219) 253-6517	<i>(219) 253-6517</i>
01-017	Does your library have an answering machine, voicemail or other similar technology?	Yes	<i>Yes</i>

01-018	Library URL	<a href="http://www.monon.lib.in.us">http://www.monon.lib.in.us</a>	<a href="http://www.monon.lib.in.us">http://www.monon.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:brayburn@monon.lib.in.us">brayburn@monon.lib.in.us</a>	<a href="mailto:astroud@monon.lib.in.us">astroud@monon.lib.in.us</a>

### Building Questions

01-020	Year the current central library was built	1914	1914
01-021	Year of the most recent structural addition or alteration to the current central library	1994	1994
01-022	Square footage of the central library	8,140	8,140
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 <https://www.in.gov/library/pldirectory.htm> and updated as you notify us of changes.

01-023a 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.

N/A

01-038	<b>Total number of hours the central library is open during a typical week</b>	44	44
01-039	<b>Total number of hours per week the central library is open after 5:00 PM</b>	4	4
01-040	<b>Total number of hours per week the central library is open on Saturday</b>	5	5
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 2023	52	52
01-043	<b>Total public service hours the central library was open in 2023</b>	2,288.00	2,288.0

### 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.	50 Mbps - 99.9 Mbps	<i>50 Mbps - 99.9 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
--------	---	---	---

### Individual Branch Information

Grayed boxes are either prefilled (and sometimes locked) or are 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 2023
  
- 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 2023 (manually compute 01-212a x 01-227a)

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

Bookmobile Information

01-300 Total number of bookmobiles (*If this answer = 0, skip questions 01-301a through 01-312*)

0

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 2023 (manually calculate 01-309a x 01-310a)

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	2,288.00	2,288.00
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## 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	575	485
--	-----	-----

02-002 Total number of users from contracting areas	N/A	N/A
---	-----	-----

02-003 Total number of paid non-resident registered users	70	210
---	----	-----

02-004 Total number of non-resident cards issued to student users	12	148
---	----	-----

02-005 Total non-resident cards issued to school employees	7	0
--	---	---

02-006 Total number of non-resident cards issued to library employees	11	8
---	----	---

02-007 Total number of all non-resident registered users	100	
--	-----	--

02-008	Total number of registered users	675	695
02-009	Total number of reciprocal users	13	17
02-010	Total number of PLAC users	0	0
02-011	Amount of non-resident fee	\$90.00	\$80.00
02-012	Date the library board adopted this fee	07-10-2023	12-12-2022
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	WHITE	<i>WHITE</i>
03-002	Total assessed valuation for library district	\$317,530,293	\$275,859,027
03-003	Operating tax rate	0.0692	0.0766
03-004	Source year for data	2024	2023
03-005	Debt fund tax rate	0	0
03-006	LCPF tax rate	0	0
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	3,286	3,286
03-013a	Total district population served by contract	3,252	

03-014	Total district population served (sum of taxed and contracting units)	6,538	6,538
03-015	Political subdivision name	Monon Twp	<i>Monon Twp</i>
03-016	Population served by taxation. (If the subdivision is served by contract, this line will be blank.)	3,286	3,286
03-017	Population served by contract. (If the subdivision is served by taxation, this line will be blank.)		
03-015	Political subdivision name	Honey Creek Twp	<i>Honey Creek Twp</i>
03-016	Population served by taxation. (If the subdivision is served by contract, this line will be blank.)		
03-017	Population served by contract. (If the subdivision is served by taxation, this line will be blank.)	1,188	1,188
03-015	Political subdivision name	Liberty Twp	<i>Liberty Twp</i>
03-016	Population served by taxation. (If the subdivision is served by contract, this line will be blank.)		
03-017	Population served by contract. (If the subdivision is served by taxation, this line will be blank.)	2,064	2,064
03-018	Were there any changes to your library's service area?	No	<i>No</i>

( 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, 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	\$211,533	<i>\$202,262</i>
04-002	Miscellaneous income taxes or LIT (Local Income Tax)	\$182,776	<i>\$148,553</i>
04-003	Contractual revenue received for service	\$2,490	<i>\$2,325</i>
04-004	Total local government revenue	\$396,799	<i>\$353,140</i>

##### State Government Revenue

04-005	Financial Institutions Tax (FIT)	\$393	<i>\$457</i>
04-006	License Vehicle Excise Tax	\$15,254	<i>\$15,744</i>



04-007	Commercial Vehicle Excise Tax (CVET)	\$1,427	\$1,373
04-008	Broadband Connectivity Grant	\$3,618	\$3,697
04-009	Other state revenue	\$0	\$0
04-010	Source(s):	N/A	N/A
04-011	Total state revenue	\$20,692	\$21,271

#### Federal Government Revenue

04-012	LSTA grants	\$0	\$3,674
04-013	Other federal revenue (including ARPA funds)	\$0	\$11,373
04-014	Source(s):	N/A	ARPA funds
04-015	Total federal revenue	\$0	\$15,047

#### Other Revenue

04-016	PLAC reimbursement	\$0	
04-017	Fines and fees	\$2,905	\$1,040
04-018	Interest on investments	\$8,059	\$382
04-019	Gift receipts	\$3,853	\$584
04-020	Private and public foundation grants	\$1,000	\$1,000
04-021	Miscellaneous revenue	\$3,442	\$3,133
04-022	Source(s):		\$947.37 - Copies, \$2,186 miscellaneous receipt
04-023	Total other revenue	\$19,259	\$6,139
04-024	Total operating revenue	\$436,750	\$395,597

## **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	\$174,799	\$158,589
05-002	Employee benefits	\$63,705	\$55,017
05-003	Other personal services	\$0	\$0
05-004	Total personal services	\$238,504	\$213,606
05-005	Total staff expenditures	\$238,504	\$213,606
05-006	Total supplies	\$5,661	\$6,203

Other Services and Charges

05-007	Professional services	\$395	\$1,417
05-008	Communication and transportation	\$2,905	\$3,620
05-009	Printing and advertising	\$0	\$0
05-010	Insurance	\$4,079	\$3,702
05-011	Utility services	\$15,169	\$18,878
05-012	Repairs and maintenance	\$7,095	\$7,106
05-013	Rentals	\$15	\$15
05-014	Debt service	\$0	\$0
05-015	Lease rental	\$0	\$0
05-016	Other	\$16,479	\$4,759
05-017	Total of other services and charges	\$46,137	\$39,497

Capital Outlays from Operating Fund Expenditures

05-018	Land	\$0	\$0
05-019	Buildings	\$0	\$0
05-020	Improvements other than buildings	\$0	\$0
05-021	Furniture and equipment	\$4,749	\$887
05-022	Capital outlays for public access computers, e-readers and electronic media devices. <b>DO NOT REPORT in Q05-021</b>	\$2,899	\$4,200

Library Materials - Operating Fund Expenditures

05-023	Books	\$21,926	\$19,601
05-024	Periodicals and newspapers	\$1,882	\$2,612
05-025	Audio/Visual materials, microforms, and other non-printed, physical materials	\$5,518	\$5,500
05-026	E-books, electronic collections, and database licensing/purchase/lease expenditures	1200.00	\$1,376
05-027	Electronic physical format, including Playaways and e-book readers	\$0	\$0

Library Materials - Non-Operating Fund Expenditures

05-028	Books	\$900	\$898
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	\$24,708	\$23,111
05-034	Total expenditures for electronic materials	\$1,200	\$1,376
05-035	Total expenditures for other materials	\$5,518	\$5,500
05-036	Total expenditures for collections	\$31,426	\$29,987
05-037	Total operating fund capital outlays	\$36,974	\$32,800
05-038	Total operating fund expenditure for collection development	\$33,425	\$33,289
05-039	Total non-operating fund expenditure for collection development	\$900	\$898
05-040	Public access computers, e-readers and electronic media devices from all non-operating funds	\$0	\$0
05-041	Total operating fund expenditures	\$328,476	\$293,482
05-042	Other operating expenditures	\$59,446	\$50,787
05-043	Total operating expenditures	\$329,376	\$294,380
05-044	Total capital fund expenditures	\$55,588	\$62,225

Non-Resident Fee Standard

05-045	Total collection expenditures	\$34,325	\$34,187
05-046	Total 2022 operating expenditures per capita	\$89.80	\$75.90
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.	\$-0.20	\$-4.10

05-047a	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
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05-048	Total 2023 operating expenditures per capita. PLEASE MAKE SURE YOUR 2024 NON- RESIDENT FEE IS EQUAL OR GREATER THAN THIS AMOUNT	99.96	89.31
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Collection Development Standard

05-049	Collection development expenditure (from all funds) as a percentage of operating fund expenditure	10.4%	11.6%
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## 6 - Capital Revenue

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

06-001	Local government capital revenue	\$0	\$0
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	Total capital revenue	\$0	\$0

## 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	3.00	2.00
07-002	Total number of paid hours per week for all librarians	105	70
07-003	FTE for all librarians	2.63	1.75

### ALA-MLS Librarians

07-004	How many of the librarians reported in 07-001 have an ALA-MLS degree?	1.00	1.00
07-005	Total number of paid hours per week for all ALA-MLS librarians	35	35
07-006	FTE for all ALA-MLS librarians	0.88	0.88

### All Other Staff

07-007	Total number of all other paid staff	8.00	8.00
07-008	Total number of paid hours per week for all other paid staff	125	111
07-009	FTE for all other paid staff	3.13	2.78
07-010	Total number of all paid staff	11.00	10.00
07-011	Total hours paid per week for all paid staff	230.00	181.00
07-012	FTE for all paid staff	5.76	4.53
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, locked, or automatic calculations.

Interlibrary Loans

08-001	Number of interlibrary loan items (including photocopies) your library has provided to other libraries	0	0
08-002	Evergreen transits to other libraries. Number will be supplied by the Indiana State Library	2,294	2,344
08-003	SRCS materials provided to other libraries. Number will be supplied by the Indiana State Library	67	62
08-004	Total number of loans provided to other libraries	2,361	2,406
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	765	673
08-007	SRCS materials received from other libraries. Number will be supplied by the Indiana State Library	1	4
08-008	Total number of loans received from other libraries	766	677
08-009	Net lending rate	3.08	3.55

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	27	15
08-011	Number of in-person, onsite children's programs for ages 6-11	52	16
08-012	Number of in-person, onsite young adult programs	9	7
08-013	Number of in-person, onsite adult programs	8	39
08-014	Number of in-person, onsite general interest (all ages) programs	22	4
08-015	Total number of live, in-person, onsite program sessions	118	81

Live (Synchronous) In-Person, Offsite Program Sessions

08-016	Number of in-person, offsite children's programs for ages 0-5	0	0
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08-017	Number of in-person, offsite children's programs for ages 6-11	7	16
08-018	Number of in-person, offsite young adult programs	0	0
08-019	Number of in-person, offsite adult programs	0	0
08-020	Number of in-person, offsite general interest (all ages) programs	0	2
08-021	Total number of live, in-person, offsite program sessions	7	18

#### 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	0
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	Total number of live, virtual programs	0	0

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

08-028	Attendance at in-person, onsite children's programs for ages 0-5	170	79
08-029	Attendance at in-person, onsite children's programs for ages 6-11	1,049	251
08-030	Attendance at in-person, onsite young adult programs	29	37
08-031	Attendance at in-person, onsite adult programs	44	219
08-032	Attendance at in-person, onsite general interest (all ages) programs	631	102
08-033	Total attendance at live, in-person, onsite programs	1,923	688

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

08-034	Attendance at in-person, offsite children's programs for ages 0-5	0	0
08-035	Attendance at in-person, offsite children's programs for ages 6-11	1,225	1,075

08-036	Attendance at in-person, offsite young adult programs	0	0
08-037	Attendance at in-person, offsite adult programs	0	0
08-038	Attendance at in-person, offsite general interest (all ages) programs	550	500
08-039	Total attendance at live, in-person, offsite programs	1,775	1,575

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
08-040a	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
08-041a	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	0
08-042a	Attendance at live, virtual young adult programs as counted by participants (optional)	0	0
08-043	Attendance at live, virtual adult programs as counted by participant devices	0	0
08-043a	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
08-044a	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	0
08-045a	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)	27	15
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08-047	Total number of live children's programs for ages 6-11 (in-person and synchronous virtual)	59	32
08-048	Total number of live young adult programs (in-person and synchronous virtual)	9	7
08-049	Total number of all live programs (in-person and synchronous virtual)	125	99
08-050	Total attendance at in-person children's programs for ages 0-5	170	79
08-051	Total attendance at in-person children's programs for ages 6-11	2,274	1,326
08-052	Total attendance at in-person young adult in-person programs	29	37
08-053	Total attendance at all in-person programs	3,698	2,263
08-054	Total attendance at live children's programs for ages 0-5 (in-person and synchronous virtual)	170	79
08-055	Total attendance at live children's programs for ages 6-11 (in-person and synchronous virtual)	2,274	1,326
08-056	Total attendance at live young adult programs (in-person and synchronous virtual)	29	37
08-057	Total attendance at all live programs (includes in-person and synchronous virtual)	3,698	2,263
<b>Recorded (Asynchronous) Program Presentations</b>			
08-058	Total number of recorded (asynchronous) program presentations	0	0
08-059	Total view of recorded (asynchronous) program presentations	0	0
<b><u>Children's Reading Program</u></b>			
08-060	How many weeks of a Children's Reading Program did your library offer at each fixed location?	6	6
08-061	Total number of non-library sponsored programs	9	13
08-062	Total attendance at non-library sponsored programs	90	130
08-063	Total number of annual visits to the library	8,549	7,526
08-063a	Library visits reporting method	CT - Annual Count	CT - Annual Count
08-064	<b>Total number of reference transactions in 2023</b>	475	520



08-064a	Reference transactions reporting method	ES - Annual Estimate Based on Typical Week(s)	<i>ES - Annual Estimate Based on Typical Week(s)</i>
08-065	Instructional reference services (optional)	25	12
<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)	6	6
08-068	Name(s) of public use/commercial databases to which the library subscribes	Chilton Gale Legal Forms hoopla Indiana Digital Library/Libby Pronunciator Wowbrary	<i>Response has been entered.</i>
08-069	Total electronic collections/databases	72	85
<u>Public Computers</u>			
08-070	Number of uses (sessions) of public internet computers in 2023	551	569
08-070a	Reporting method for number of uses of public internet computers	CT - Annual Count	<i>CT - Annual Count</i>
08-071	Number of wireless internet uses per year	600	570
08-071a	Reporting method for wireless sessions	ES - Annual Estimate Based on Typical Week(s)	<i>ES - Annual Estimate Based on Typical Week(s)</i>
08-072	Number of public internet computers system-wide	12	11
08-073	Number of staff computers	12	8
08-074	Number of website visits	3146	4,128
<u>Library System Automation</u>			
08-075	Name of your library's automated bookkeeping system (If you do not have one, enter "N/A")	AVC	AVC
08-076	Brand and version of Integrated Library System	Evergreen 3.9.1	<i>Evergreen ILS 3.9.1</i>

## 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	10,690	8,215
09-002	Use of electronic materials ( <i>e.g., e-books circulated or electronic materials downloaded annually</i> )	3,087	1,976
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> )	0	0
09-004	Total electronic content use	3,087	1,976
09-005	Circulation of all children's physical materials	2,576	1,995
09-006	Circulation of other physical items	266	324
09-007	Total circulation of all materials	13,777	10,191
09-008	Total collection use	13,777	10,191
09-009	Total in-house usage of materials	247	260
<u>Selected Holdings</u>			
09-010	Books (print)	27,824	28,212
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)	0	0
09-014	E-books (CONSORTIUM HOLDINGS)	506,960	481,780
09-015	E-books (TOTAL)	506,960	481,780
09-016	Video materials - physical units	2,899	2,692
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	236	244
09-021	Audio materials - downloadable units (LOCAL HOLDINGS)	0	0
09-022	Audio materials - downloadable units (CONSORTIUM HOLDINGS)	208,594	180,487
09-023	Audio materials - downloadable units (TOTAL)	208,594	180,487
09-024	Current print serial subscriptions	55	53
09-025	Does your library circulate hotspots?	Yes	Yes

09-026	Other circulating physical items	266	164
09-027	Total physical items in collection ( 09-010 + 09-016 + 09-020 + 09-026)		
		31,225	31,312

## 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	<i>President</i>
10-0002	First name	Clark	<i>Clark</i>
10-0003	Middle initial/name	A	<i>A</i>
10-0004	Last name	Raver	<i>Raver</i>
10-0005	Home address	411 Dorothy St.	<i>411 Dorothy St.</i>
10-0006	City	Monon	<i>Monon</i>
10-0007	ZIP code	47959	<i>47959</i>
10-0008	Email address	craver@nwhite.k12.in.us	<i>craver@nwhite.k12.in.us</i>
10-0009	Appointing authority	Monon Townhsip Board	<i>Monon Townhsip Board</i>
10-0010	Date term expires	12/31/2025	<i>12/31/2025</i>
10-0011	Number of consecutive terms	4	<i>3</i>
10-0012	Date of initial appointment	12/20/2009	<i>12/20/2009</i>
10-0101	Position: Vice President	Vice President	<i>Vice President</i>
10-0102	First name	Julie	<i>Julie</i>
10-0103	Middle initial/name	E.	<i>E.</i>
10-0104	Last name	Hart	<i>Hart</i>

10-0105	Home address	711 W 900 N	<i>711 W 900 N</i>
10-0106	City	Monon	<i>Monon</i>
10-0107	ZIP code	47959	<i>47959</i>
10-0108	Email address	jhart_wc@yahoo.com	<i>jhart_wc@yahoo.com</i>
10-0109	Appointing authority	White County Council	<i>White County Council</i>
10-0110	Date term expires	01/06/2025	<i>01/06/2025</i>
10-0111	Number of consecutive terms	4	<i>4</i>
10-0112	Date of initial appointment	01/05/2009	<i>01/05/2009</i>
10-0201	Position: Secretary	Secretary	<i>Secretary</i>
10-0202	First name	Rosemary	<i>Rosemary</i>
10-0203	Middle initial/name		
10-0204	Last name	Cooley	<i>Cooley</i>
10-0205	Home address	P.O. Box 26	<i>P.O. Box 26</i>
10-0206	City	Monon	<i>Monon</i>
10-0207	ZIP code	47959	<i>47959</i>
10-0208	Email address	grcooley@urhere.net	<i>grcooley@urhere.net</i>
10-0209	Appointing authority	Monon Town Council	<i>Monon Town Council</i>
10-0210	Date term expires	12/31/2024	<i>12/31/2024</i>
10-0211	Number of consecutive terms	3	<i>3</i>
10-0212	Date of initial appointment	02/05/2013	<i>02/05/2013</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	Jennifer	<i>Jennifer</i>
10-0303	Middle initial/name	T.	<i>T.</i>
10-0304	Last name	Annis	<i>Annis</i>
10-0305	Home address	P.O. Box 963	<i>P.O. Box 963</i>
10-0306	City	Monon	<i>Monon</i>
10-0307	ZIP code	47959	<i>47959</i>
10-0308	Email address	jentheclo@hotmail.com	<i>jentheclo@hotmail.com</i>
10-0309	Appointing authority	White County Commissioners	<i>White County Commissioners</i>
10-0310	Date term expires	11/22/2024	<i>11/22/2024</i>
10-0311	Number of consecutive terms	3	<i>3</i>
10-0312	Date of initial appointment	02/06/2012	<i>02/06/2012</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	N/A	<i>N/A</i>
10-0403	Middle initial/name	N/A	<i>N/A</i>
10-0404	Last name	N/A	<i>N/A</i>
10-0405	Home address	N/A	<i>N/A</i>
10-0406	City	N/A	<i>N/A</i>
10-0407	ZIP code	N/A	<i>N/A</i>

10-0408	Email address	N/A	N/A
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	Stanley	<i>Stanley</i>
10-0503	Middle initial/name		
10-0504	Last name	Minnick	<i>Minnick</i>
10-0505	Home address	P.O. Box 831	<i>P.O. Box 831</i>
10-0506	City	Monon	<i>Monon</i>
10-0507	ZIP code	47959	<i>47959</i>
10-0508	Email address	minnick508@comcast.net	<i>minnick508@comcast.net</i>
10-0509	Appointing authority	North White School Board	<i>North White School Board</i>
10-0510	Date term expires	12/31/2026	<i>12/31/2026</i>
10-0511	Number of consecutive terms	1	<i>1</i>
10-0512	Date of initial appointment	1/1/2023	<i>1/1/2023</i>
10-0601	Position: Member	Member	<i>Member</i>
10-0602	First name	Desiery	<i>Desiery</i>
10-0603	Middle initial/name	L.	<i>L.</i>

10-0604	Last name	Kyle	<i>Kyle</i>
10-0605	Home address	4541 W 900 N	<i>4541 W 900 N</i>
10-0606	City	Monon	<i>Monon</i>
10-0607	ZIP code	47959	<i>47959</i>
10-0608	Email address	kyle_desi@yahoo.com	<i>kyle_desi@yahoo.com</i>
10-0609	Appointing authority	North White School Board	<i>North White School Board</i>
10-0610	Date term expires	12/31/2027	<i>12/31/2023</i>
10-0611	Number of consecutive terms	3	<i>2</i>
10-0612	Date of initial appointment	12/14/2015	<i>12/14/2015</i>
10-0701	Position: Member	Member	<i>Member</i>
10-0702	First name	Alexis	<i>Alexis</i>
10-0703	Middle initial/name	S.	<i>S.</i>
10-0704	Last name	Taylor-Reagan	<i>Taylor-Reagan</i>
10-0705	Home address	PO BOX 514	<i>PO BOX 514</i>
10-0706	City	Monon	<i>Monon</i>
10-0707	ZIP code	47959	<i>47959</i>
10-0708	Email address	alexistaylor4@student.purdueglobo.edu	<i>alexistaylor4@student.purdueglobo.edu</i>
10-0709	Appointing authority	North White School Board	<i>North White School Board</i>
10-0710	Date term expires	03/10/2026	<i>03/10/2026</i>
10-0711	Number of consecutive terms	1	<i>1</i>

10-0712	Date of initial appointment	03/11/2022	03/11/2022
10-0801	Position: Member	Member	<i>Member</i>
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

*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

*Member*

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 Monday 2nd Monday

10-  
0992 What is the time of the regular library board meeting? 4PM 4PM

## 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 \$50,128 \$50,128

11-002 Does the library director have an employment contract? No No

11-003 What is the current level of certification held by the library director? LC 1 LC 1

11-004 Job Title - Assistant or Associate Director Assistant Director

11-005 Certification level

11-006 Minimum hourly wage

11-007 Maximum hourly wage

11-008 Job Title - Department Head, Manager or Supervisor Department Head

11-009 Certification level

11-010 Minimum hourly wage

11-011 Maximum hourly wage

11-012 Job Title - Branch Head Branch Head

11-013 Certification level

11-014 Minimum hourly wage

11-015 Maximum hourly wage

11-016 Job Title - Administrative Assistant 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		<i>Automation / Network / System Manager</i>
11-021	Certification level		
11-022	Minimum hourly wage		
11-023	Maximum hourly wage		
11-024	Job Title - Business Manager		<i>Business Manager</i>
11-025	Certification level	None required	
11-026	Minimum hourly wage	\$15.00	
11-027	Maximum hourly wage	\$25.00	
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	LC 6	<i>LC 6</i>
11-034	Minimum hourly wage	\$16.00	<i>\$11.00</i>
11-035	Maximum hourly wage	\$24.00	<i>\$22.50</i>
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		
11-050	Minimum hourly wage		
11-051	Maximum hourly wage		
11-052	Job Title - Library Assistant		<i>Library Assistant</i>
11-053	Certification level	None required	<i>None required</i>
11-054	Minimum hourly wage	\$12.00	<i>\$10.50</i>
11-055	Maximum hourly wage	\$20.00	<i>\$18.25</i>
11-056	Job Title - Bookkeeper or Treasurer		<i>Bookkeeper or Treasurer</i>
11-057	Certification level		<i>None required</i>
11-058	Minimum hourly wage		<i>\$10.50</i>
11-059	Maximum hourly wage		<i>\$18.25</i>
11-060	Job Title - Library Technician (including computer)		<i>Library Technician</i>
11-061	Certification level		
11-062	Minimum hourly wage		
11-063	Maximum hourly wage		
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	\$10.00	<i>\$10.00</i>

11-067	Maximum hourly wage	\$18.00	\$17.00
11-068	Job Title - Maintenance, Custodian, Janitor, or Housekeeper		<i>Maintenance, Custodian</i>
11-069	Certification level		
11-070	Minimum hourly wage		
11-071	Maximum hourly wage		
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	\$9.00	\$8.00
11-075	Maximum hourly wage	\$11.00	\$11.00
11-076	Job Title - Temporary Substitute		<i>Temporary Substitute</i>
11-077	Certification level		
11-078	Minimum hourly wage		
11-079	Maximum hourly wage		
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

*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	<i>Yes</i>
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	Yes	Yes
11-506	Life insurance	Yes	No
11-507	Vision insurance	Yes	Yes
11-508	Disability insurance	No	No
11-509	Paid time off for continuing education	Yes	Yes
11-510	Reimbursement for continuing education	Yes	Yes
11-511	Other1 (specify)		
11-512	Other2 (specify)		

Employee Fringe Benefit Information - Part-time Employees

11-513	PERF	No	No
11-514	Deferred compensation	No	No
11-515	Health insurance	No	No
11-516	Health Savings Account (HSA)	No	No
11-517	Dental insurance	No	No
11-518	Life insurance	No	No
11-519	Vision insurance	No	No
11-520	Disability insurance	No	No
11-521	Paid time off for continuing education	Yes	Yes
11-522	Reimbursement for continuing education	Yes	Yes
11-523	Other1 (specify)		
11-524	Other2 (specify)		

Paid Time Off Per Year - Full-time Librarian

11-525	Number of vacation days	10-20	10-20
11-526	Number of sick days	12	12
11-527	Number of personal days	0	0
11-528	Number of holidays	9	9
11-529	Number of funeral/bereavement days	2-5	2-5
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	10-20	10-20
11-532	Number of sick days	0	0



11-533	Number of personal days	0	0
11-534	Number of holidays	9	9
11-535	Number of funeral/bereavement days	2-5	2-5
11-536	Number of other days	0	0

Paid Time Off Per Year - Full-Time Support Staff

11-537	Number of vacation days	10-20	10-20
11-538	Number of sick days	12	12
11-539	Number of personal days	0	0
11-540	Number of holidays	9	9
11-541	Number of funeral/bereavement days	2-5	2-5
11-542	Number of other days	0	0

Paid Time Off Per Year - Part-Time Support Staff

11-543	Number of vacation days	10-20	10-20
11-544	Number of sick days	0	0
11-545	Number of personal days	0	0
11-546	Number of holidays	9	9
11-547	Number of funeral/bereavement days	2-5	2-5
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?	No	<i>N</i>
12-002	Adams Public Library System	0	0
12-003	Akron Carnegie Public Library	0	0
12-004	Alexandria-Monroe Public Library	0	0
12-005	Alexandrian Public Library	0	0
12-006	Allen County Public Library		0
12-007	Anderson Public Library		0

12-008	Andrews-Dallas Township Public Library	0	0
12-009	Argos Public Library		0
12-010	Attica Public Library	0	0
12-011	Aurora Public Library District	0	0
12-012	Avon-Washington Township Public Library		0
12-013	Bartholomew County Public Library		0
12-014	Barton Rees Pogue Memorial Public Library	0	0
12-015	Batesville Memorial Public Library	0	0
12-016	Bedford Public Library	0	0
12-017	Bell Memorial Public Library	0	0
12-018	Benton County Public Library	0	0
12-019	Berne Public Library		0
12-020	Bicknell-Vigo Township Public Library	0	0
12-021	Bloomfield-Eastern Greene County Public Library	0	0
12-022	Boonville-Warrick County Public Library	0	0
12-023	Boswell-Grant Township Public Library	0	0
12-024	Bourbon Public Library	0	0
12-025	Brazil Public Library	0	0
12-026	Bremen Public Library	0	0
12-027	Bristol-Washington Township Public Library	0	0
12-028	Brook-Iroquois-Washington Township Public Library	0	0
12-029	Brookston-Prairie Township Public Library	0	0
12-030	Brown County Public Library		0
12-031	Brownsburg Public Library		0
12-032	Brownstown Public Library	0	0
12-033	Butler Public Library	0	0
12-034	Cambridge City Public Library	0	0
12-035	Camden-Jackson Township Public Library	0	0
12-036	Carmel Clay Public Library		0
12-037	Carnegie Public Library Of Steuben County	0	0
12-038	Centerville-Center Township Public Library	0	0

12-039	Charlestown Clark County Public Library	0	0
12-040	Churubusco Public Library		0
12-041	Clayton-Liberty Township Public Library	0	0
12-042	Clinton Public Library	0	0
12-043	Coatesville-Clay Township Public Library	0	0
12-044	Colfax-Perry Township Public Library	0	0
12-045	Converse-Jackson Township Public Library	0	0
12-046	Covington-Veedersburg Public Library	0	0
12-047	Crawford County Public Library	0	0
12-048	Crawfordsville District Public Library	0	0
12-049	Crown Point Community Public Library	0	0
12-050	Culver-Union Township Public Library	0	0
12-051	Danville-Center Township Public Library		0
12-052	Darlington Public Library	0	0
12-053	Delphi Public Library	0	0
12-054	Dublin Public Library	0	0
12-055	Dunkirk Public Library	0	0
12-056	Earl Park Public Library	0	0
12-057	East Chicago Public Library	0	0
12-058	Eckhart Public Library	0	0
12-059	Edinburgh Wright-Hageman Public Library	0	0
12-060	Elkhart Public Library	0	0
12-061	Evansville-Vanderburgh Public Library		0
12-062	Fairmount Public Library	0	0
12-063	Farmland Public Library	0	0
12-064	Fayette County Public Library	0	0
12-065	Flora-Monroe Township Public Library	0	0
12-066	Fort Branch-Johnson Township Public Library	0	0
12-067	Fortville-Vernon Township Public Library		0
12-068	Francesville-Salem Township Public Library	0	0
12-069	Frankfort Community-Clinton County Contractual Public Library		0

12-070	Franklin County Public Library District	0	0
12-071	Fremont Public Library	0	0
12-072	Fulton County Public Library		0
12-073	Garrett Public Library	0	0
12-074	Gary Public Library	0	0
12-075	Gas City-Mill Township Public Library	0	0
12-076	Goodland & Grant Township Public Library	0	0
12-077	Goshen Public Library	0	0
12-078	Greensburg-Decatur County Contractual Public Library	0	0
12-079	Greentown & Eastern Howard School Public Library	0	0
12-080	Greenwood Public Library		0
12-081	Hagerstown-Jefferson Township Public Library	0	0
12-082	Hamilton East Public Library		0
12-083	Hamilton North Public Library		0
12-084	Hammond Public Library	0	0
12-085	Hancock County Public Library		0
12-086	Harrison County Public Library	0	0
12-087	Hartford City Public Library	0	0
12-088	Henry Henley Public Library IN0165		0
12-089	Huntingburg Public Library	0	0
12-090	Huntington City-Township Public Library	0	0
12-091	Hussey-Mayfield Memorial Public Library	0	0
12-092	Indianapolis-Marion County Public Library		0
12-093	Jackson County Public Library	0	0
12-094	Jasonville Public Library	0	0
12-095	Jasper County Public Library	0	0
12-096	Jasper-Dubois County Contractual Public Library		0
12-097	Jay County Public Library	0	0
12-098	Jefferson County Public Library	0	0
12-099	Jeffersonville Township Public Library	0	0

12-100	Jennings County Public Library	0	0
12-101	Johnson County Public Library		0
12-102	Jonesboro Public Library	0	0
12-103	Joyce Public Library		0
12-104	Kendallville Public Library	0	0
12-105	Kentland-Jefferson Township Public Library	0	0
12-106	Kewanna-Union Township Public Library	0	0
12-107	Kingman-Millcreek Public Library	0	0
12-108	Kirklin Public Library	0	0
12-109	Knightstown Public Library	0	0
12-110	Knox County Public Library	0	0
12-111	Kokomo-Howard County Public Library	0	0
12-112	La Crosse Public Library	0	0
12-113	La Grange County Public Library	0	0
12-114	La Porte County Public Library	0	0
12-115	Ladoga-Clark Township Public Library		0
12-116	Lake County Public Library	0	0
12-117	Lawrenceburg Public Library	0	0
12-118	Lebanon Public Library	0	0
12-119	Ligonier Public Library	0	0
12-120	Lincoln Heritage Public Library	0	0
12-121	Linden Carnegie Public Library	0	0
12-122	Linton Public Library	0	0
12-123	Logansport-Cass County Public Library	0	0
12-124	Loogootee Public Library	0	0
12-125	Lowell Public Library	0	0
12-126	Marion Public Library		0
12-127	Matthews Public Library	0	0
12-128	Melton Public Library	0	0
12-129	Michigan City Public Library	0	0
12-130	Middlebury Community Public Library	0	0

12-131	Middletown Fall Creek Township Public Library		0
12-132	Milford Public Library	0	0
12-133	Mishawaka-Penn-Harris Public Library	0	0
12-134	Mitchell Community Public Library	0	0
12-135	Monon Town & Township Public Library	0	0
12-136	Monroe County Public Library	0	0
12-137	Monterey-Tippecanoe Township Public Library	0	0
12-138	Montezuma Public Library	0	0
12-139	Monticello-Union Township Public Library	0	0
12-140	Montpelier-Harrison Township Public Library	0	0
12-141	Mooreville Public Library		0
12-142	Morgan County Public Library	0	0
12-143	Morrisson Reeves Library	0	0
12-144	Muncie-Center Township Public Library		0
12-145	Nappanee Public Library	0	0
12-146	New Albany-Floyd County Public Library	0	0
12-147	New Carlisle & Olive Township Public Library	0	0
12-148	New Castle-Henry County Public Library	0	0
12-149	New Harmony Workingmen's Institute	0	0
12-150	Newburgh Chandler Public Library	0	0
12-151	Newton County Public Library	0	0
12-152	Noble County Public Library	0	0
12-153	North Judson-Wayne Township Public Library	0	0
12-154	North Madison County Public Library System	0	0
12-155	North Manchester Public Library	0	0
12-156	North Webster Community Public Library	0	0
12-157	Oakland City-Columbia Township Public Library	0	0
12-158	Odon Winkelpleck Public Library	0	0
12-159	Ohio County Public Library	0	0

12-160	Orleans Town & Township Public Library	0	0
12-161	Osgood Public Library		0
12-162	Otterbein Public Library	0	0
12-163	Owen County Public Library	0	0
12-164	Owensville Carnegie Public Library	0	0
12-165	Oxford Public Library	0	0
12-166	Paoli Public Library	0	0
12-167	Parke County Public Library	0	0
12-168	Peabody Public Library	0	0
12-169	Pendleton Community Public Library		0
12-170	Penn Township Public Library	0	0
12-171	Perry County Public Library	0	0
12-172	Peru Public Library	0	0
12-173	Pierceton & Washington Township Public Library		0
12-174	Pike County Public Library	0	0
12-175	Plainfield-Guilford Township Public Library		0
12-176	Plymouth Public Library	0	0
12-177	Porter County Public Library System	0	0
12-178	Poseyville Carnegie Public Library	0	0
12-179	Princeton Public Library	0	0
12-180	Pulaski County Public Library		0
12-181	Putnam County Public Library	0	0
12-182	Remington-Carpenter Township Public Library	0	0
12-183	Ridgeville Public Library	0	0
12-184	Roachdale-Franklin Township Public Library	0	0
12-185	Roann Paw-Paw Township Public Library	0	0
12-186	Roanoke Public Library	0	0
12-187	Royal Center-Boone Township Public Library	0	0
12-188	Rushville Public Library	0	0
12-189	Salem-Washington Township Public Library	0	0
12-190	Scott County Public Library	0	0

12-191	Shelby County Public Library		0
12-192	Sheridan Public Library	0	0
12-193	Shoals Public Library	0	0
12-194	South Whitley-Cleveland Township Public Library	0	0
12-195	Speedway Public Library	0	0
12-196	Spencer County Public Library	0	0
12-197	Spiceland Town-Township Public Library	0	0
12-198	St. Joseph County Public Library	0	0
12-199	Starke County Public Library System	0	0
12-200	Sullivan County Public Library	0	0
12-201	Swayzee Public Library	0	0
12-202	Switzerland County Public Library	0	0
12-203	Syracuse-Turkey Creek Township Public Library	0	0
12-204	Thorntown Public Library	0	0
12-205	Tippecanoe County Public Library	0	0
12-206	Tipton County Public Library		0
12-207	Tyson Library Association, Inc	0	0
12-208	Union City Public Library	0	0
12-209	Union County Public Library	0	0
12-210	Van Buren Public Library	0	0
12-211	Vermillion County Public Library	0	0
12-212	Vigo County Public Library		0
12-213	Wabash Carnegie Public Library	0	0
12-214	Wakarusa-Olive & Harrison Township Public Library	0	0
12-215	Walkerton-Lincoln Township Public Library	0	0
12-216	Walton & Tipton Township Public Library	0	0
12-217	Wanatah Public Library	0	0
12-218	Warren Public Library	0	0
12-219	Warsaw Community Public Library		0
12-220	Washington Carnegie Public Library	0	0



12-221	Washington Township Public Library	0	0
12-222	Waterloo-Grant Township Public Library	0	0
12-223	Waveland-Brown Township Public Library	0	0
12-224	Wells County Public Library	0	0
12-225	West Lafayette Public Library	0	0
12-226	West Lebanon-Pike Township Public Library	0	0
12-227	Westchester Public Library	0	0
12-228	Westfield-Washington Public Library	0	0
12-229	Westville-New Durham Township Public Library	0	0
12-230	Whiting Public Library	0	0
12-231	Willard Library of Evansville	0	0
12-232	Williamsport-Washington Township Public Library	0	0
12-233	Winchester Community Public Library	0	0
12-234	Wolcott Community Public Library	0	0
12-235	Worthington Jefferson Township Public Library		0
12-236	York Township Public Library	0	0
12-237	Yorktown Public Library	0	0
12-238	<b>TOTAL PLAC Loans</b>	0	0

### 13 - Compliance with Standards for Public Librarie

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 Does the library comply with provisions of the federal Americans with Disabilities Act to make its physical and digital services available to everyone? Yes Yes

13-006 Do the library board and the director maintain separate functions? Yes Yes

13-007 Is the board responsible for governance and policy? Yes Yes

13-008 Is the director responsible for administration, operation and management of the library? Yes Yes

13-009 Does the director work full-time? Yes Yes

13-010 Does the director have the required certification under 590 IAC 5? (If unsure, check at <https://mylicense.in.gov/EVerification/Search.aspx>) 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

Personnel Policies

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

13-014 Recruitment? Yes Yes

13-015 Selection? Yes Yes

13-016 Appointments? Yes Yes

13-017 Personnel actions? Yes Yes

13-018 Salary administration? Yes Yes

13-019 Employee benefits? Yes Yes

13-020 Conditions of work? Yes Yes

13-021 Leaves? Yes Yes

13-022 Does the library board adhere to the current approved principles provided by the Indiana State Library for library trustees? Yes Yes

13-023 Does the library have current, written bylaws that state its purpose and its operational procedures? Yes Yes

13-024	Do the library bylaws specifically state rules governing conflicts of interest issues?	Yes	Yes
13-025	Do the library bylaws specifically state rules governing nepotism?	Yes	Yes
13-026	Have the bylaws been reviewed by the board in the last three (3) years?	Yes	Yes
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
<b><u>Long-Range Plan</u></b>			
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?	2022	2022
13-033	What year does your current long-range plan end?	2024	2024
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 *to other libraries* within Indiana? Yes Yes

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 *to your users*? Yes Yes

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? Yes Yes

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

13-049 If the answer to 13-048 is YES, please list libraries with which you have reciprocal borrowing agreements. We follow the Statewide Covenant linked here: <https://www.in.gov/library/files/StatewideRBCovenants.pdf> *Response has been entered.*

13-050 Does your library lend materials using the OCLC resource sharing system? No No

13-051 Is your library a member of Evergreen Indiana? Yes Yes

13-052 How many days per week does your library receive InfoExpress courier service? 2

Does the library provide adult services, including:

13-053 Reference services, including knowledge of and access to reference materials, including INSPIRE? Yes Yes

13-054 A collection of materials for adults? Yes Yes

13-055 A space designated for adults in each fixed location? Yes Yes

Does the library provide young adult services, including:

- |        |  |     |     |
|--------|--|-----|-----|
| 13-056 | Reference services, including knowledge of and access to reference materials, including INSPIRE? | Yes | Yes |
| 13-057 | A collection of materials for young adults?  | Yes | Yes |
| 13-058 | A space designated for young adults in each fixed location?                                      | Yes | Yes |

Does the library provide children's services, including:

- |        |  |     |     |
|--------|--|-----|-----|
| 13-059 | Reference services, including knowledge of and access to reference materials, including INSPIRE? | Yes | Yes |
| 13-060 | A collection of materials for children?  | Yes | Yes |
| 13-061 | A space designated for children in each fixed location?  | Yes | Yes |

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 <a href="http://INSPIRE.in.gov">INSPIRE.in.gov</a> ?                                | 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
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## 14 - Statement of Intent to Comply with Standards

14-001	Please explain any NO answers given in Part 13.	N/A	
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## 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	
15-002	Did your library receive any grants in 2023?	No	
15-002a	If so, please list the grantor and general purpose for the grant.	N/A	
15-003	Did the library offer "Take and Make" activities in 2023?	No	No
15-003a	Number of "Take and Make" activities distributed (optional)	0	0
15-004	What's something your library did in the past year that you're proud of?	We started a few new collections for adult Spanish items as well as adult graphic novels. We're also proud of our community presence in that we take an active role in community events and happenings outside of the library.	Response has been entered.

## 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.

IMPORTANT NOTICE

BANK OF WOLCOTT  
PO BOX 336, 105 N RANGE ST  
WOLCOTT, IN 47995

MONON TOWN & TOWNSHP PUBLI LIB  
427 N MARKET ST  
PO BOX 305  
MONON, IN 47959-0305

MATURITY NOTICE

MONON TOWN & TOWNSHP PUBLI LIB

According to our records your Certificate of Deposit, No  
000002186951-0002186951, issued 01/21/20 will mature 02/21/24.  
The balance of the certificate is \$50,000.00.  
If not redeemed within 10 days after 02/21/24, this account will  
automatically renew. If renewed, the new maturity date will be 02/21/25.  
The interest rate and annual percentage yield have not been determined.  
They will be available on 02/21/24. Please call (219)279-2185 to learn  
the interest rate and annual percentage yield for your account.

Interest is compounded on a simple basis and is paid quarterly  
by check.

If you have any questions about this notice, feel free to contact us at  
the phone number shown above.  
To help us better serve you, please refer to your certificate number in  
all correspondence.

Thank you for allowing us the opportunity to serve you.

-----FOR BANK USE-----  
01/26/24 000002186951-0002186951  
Branch 2 Term 12M Freq 3M

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MATURITY NOTICE

MONON TOWN & TOWNSHP PUBLI LIB

According to our records your Certificate of Deposit, No  
000002139439-0002139439, issued 01/21/20 will mature 02/21/24.  
The balance of the certificate is \$50,000.00.  
If not redeemed within 10 days after 02/21/24, this account will  
automatically renew. If renewed, the new maturity date will be 02/21/25.  
The interest rate and annual percentage yield have not been determined.  
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01/26/24 000002139439-0002139439  
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