



208 West Columbia Street, West Lafayette, IN 47906

Staff Meeting Room 225

Video conference link: <https://us02web.zoom.us/j/81771300774>

Phone: (309) 205-3325 - Meeting ID: 817 7130 0774

West Lafayette Public Library Board of Trustees

Appointing Body	Name	Term	
		Beginning	Term Ending
West Lafayette Community School Corporation	Anastasia Krutulis	8/30/2023	9/1/2027
Tippecanoe School Corporation	Sarah Powley	9/30/2024	10/1/2028
West Lafayette Community School Corporation	Martha Altschaeffl	7/1/2022	6/30/2026
Mayor of West Lafayette	Mark Pugh	8/1/2022	7/31/2026
Tippecanoe Board of Commissioners	Shelley Lowenberg-DeBoer	1/1/2025	12/31/2028
West Lafayette City Council	Jim Knapp	7/1/2024	6/31/2028
Tippecanoe County Council	John Meyers	1/1/2024	12/31/2027

Meeting Agenda for Wednesday, November 12, 2025 - 6:30 PM

1. Quorum
2. Board minutes
3. Treasurer's report and claims
4. President's report
5. Library Report
 - a. Caretaker's Cottage Annual Report - Devon Roddel
 - i. Caretaker's Cottage Lease Renewal
 - b. Solar Array Update and Energy Use Report
6. Old business
7. New business
 - a. 2026 Holiday Calendar
 - b. 2026 Salary Schedule and Cost of Living Adjustment
8. Topics for future action and discussion
9. Comments from the public
10. Adjourn

West Lafayette Board of Trustees

Meeting Minutes

November 12, 2025

1. Quorum

The meeting was called to order at 6:29 pm with the following in attendance:

Anastasia Krutulis, President

Shelley Lowenberg-DeBoer, Vice President

Jim Knapp, Treasurer

Mark Pugh, Secretary

Sarah Powley, Member

Jean Sullivan, West Lafayette Public Library Foundation

Marra Honeywell, West Lafayette Public Library

Scott Tracey, West Lafayette Public Library

2. Board minutes (see attached)

The minutes were approved with a motion by Jim Knapp, Treasurer, and seconded by Sarah Powley, Member.

Aye votes:

Anastasia Krutulis, President

Shelley Lowenberg-DeBoer, Vice President

Jim Knapp, Treasurer

Mark Pugh, Secretary

Sarah Powley, Member

3. Treasurer's report and claims (see attached)

The claims for 10/9-10/22 were approved with a motion by Mark Pugh, Secretary, and seconded by Sarah Powley, Member.

Aye votes:

Anastasia Krutulis, President

Shelley Lowenberg-DeBoer, Vice President

Jim Knapp, Treasurer

Mark Pugh, Secretary

Sarah Powley, Member

4. Treasurer's report and claims (see attached)

The claims for 10/23-11/12 were approved with a motion by Shelley Lowenberg-DeBoer, Vice President, and seconded by Mark Pugh, Secretary.

Aye votes:

Anastasia Krutulis, President

Shelley Lowenberg-DeBoer, Vice President

Jim Knapp, Treasurer

Mark Pugh, Secretary

Sarah Powley, Member

5. President's report

N/A

6. Library Reports (see attached)

- a. Marra Honeywell, West Lafayette Public Library reported Staff Day 2025 was a success, with much positive staff feedback

b. Caretaker's Cottage Annual Report

i. Caretaker's Cottage Lease Renewal

The renewal is upcoming, and plans for 2026 are underway.

The renewal for 2026 was approved with a motion by Jim Knapp, Treasurer, and seconded by Sarah Powley, Member

Aye votes:

Anastasia Krutulis, President

Shelley Lowenberg-DeBoer, Vice President

Jim Knapp, Treasurer

Mark Pugh, Secretary

c. Solar Array Update and Energy Use Report

Energy reclamation from the solar panels is averaging ~20% for electrical costs

7. Old business

8. New business (see attached)

a. 2026 Holiday Calendar

The 2026 Holiday Calendar was approved with a motion by Jim Knapp, Treasurer, and seconded by Mark Pugh, Secretary.

Aye votes:

Anastasia Krutulis, President

Shelley Lowenberg-DeBoer, Vice President

Jim Knapp, Treasurer

Mark Pugh, Secretary

Sarah Powley, Member

b. 2026 Salary Schedule and Cost of Living Adjustment

The Board recommended further adjustments for the December meeting.

9. Topics for future action and discussion

The Board asked the staff to review commercial room rentals at the Library, as addressed in Library policy, for the December agenda.

10. Comments from the public

N/A

11. Adjourn

The meeting was adjourned at 7:40 pm.

A handwritten signature in black ink, appearing to read "Mark Pugh". The signature is written in a cursive style with a large, looped initial "M".

Register Of Claims
West Lafayette Public Library

Report Date: From 10/09/25 To 10/22/25

<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>
11479	601	Amazon Capital Services Inc	Gift & Memorial Fund	Program Supplies	\$105.86	10/22/25	
			Operating	Books	\$38.11		
			Gift & Memorial Fund	DVD	\$26.37		
			Operating	Office Supplies	\$33.98		
			Gift & Memorial Fund	Program Supplies	\$16.99		
				Total this claim	<u>\$221.31</u>		
0	598	Automated Payroll Service	Operating	Other Professional Services/Ban	\$96.58	10/17/25	for payroll of 9/29/25-10/12/25
				Total this claim	<u>\$96.58</u>		
11480	602	CenterPoint Energy	Operating	Gas service	\$52.18	10/22/25	for 9/6/25-10/6/25
				Total this claim	<u>\$52.18</u>		
0	603	Chase Bank	Operating	Other Professional Services/Ban	\$29.66	10/22/25	Account Analysis Settlement Charge
				Total this claim	<u>\$29.66</u>		
11481	604	Chase Cardmember Service	Operating	Other Professional Services/Ban	\$44.00	10/22/25	for 9/17/25-10/16/25
			Operating	Office Supplies	\$67.17		
			Operating	Office Supplies	\$325.03		
			Operating	Databases	\$154.37		
			Operating	Postage	\$20.99		
			Operating	Repair & Maintenance Building	\$131.32		
			Operating	Periodicals and Newspapers	\$92.00		
			Gift & Memorial Fund	Program Supplies	\$9.55		
			Gift & Memorial Fund	Program Supplies	\$104.82		
			Gift & Memorial Fund	Office Supplies	\$5.35		
			Gift & Memorial Fund	Program Supplies	\$21.38		
			Gift & Memorial Fund	Office Supplies	\$99.26		
			Gift & Memorial Fund	Professional Meetings	\$133.48		
			Gift & Memorial Fund	Professional Meetings	\$602.04		
			Gift & Memorial Fund	Program Supplies	\$79.23		
			2019 Construction Fund	Office Supplies	\$726.11		
				Total this claim	<u>\$2,616.10</u>		
11482	605	Creative Solutions	Operating	Office Supplies	\$457.00	10/22/25	Toner Cartridges
				Total this claim	<u>\$457.00</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>
11483	606	Duke Energy	Operating	Electricity	<u>\$8,264.67</u>	10/22/25	for 9/4/25-10/2/25
				Total this claim	<u>\$8,264.67</u>		
11484	607	Duke Energy	Gift & Memorial Fund	Electricity	<u>\$50.01</u>	10/22/25	for 9/4/25-10/2/25 COTTAGE
				Total this claim	<u>\$50.01</u>		
0	626	First Merchants Bank (Lafayette	Transfer Fund	Interbank Transfers	<u>\$6,799.14</u>	10/22/25	Transfer of monies for Construction expenses paid out of 9000147939 from 7/22/25 to 10/22/25
				Total this claim	<u>\$6,799.14</u>		
11486	609	Indiana American Water Co Inc	Gift & Memorial Fund	Water and Waste Disposal Servi	<u>\$21.40</u>	10/22/25	for 9/4/25-10/1/25 COTTAGE
				Total this claim	<u>\$21.40</u>		
11485	608	Indiana American Water Co Inc	Operating	Water and Waste Disposal Servi	<u>\$435.45</u>	10/22/25	for 8/29/25-9/29/25
				Total this claim	<u>\$435.45</u>		
11487	610	Jing Liu	Operating	Books	<u>\$9.00</u>	10/22/25	Refund for book returned. "Naruto Vol 2" (31951004647779)
				Total this claim	<u>\$9.00</u>		
0	611	Merchant Services	Operating	Other Professional Services/Ban	<u>\$155.55</u>	10/22/25	credit card fees 9/1/25-9/30/25
				Total this claim	<u>\$155.55</u>		
11489	612	Metronet	Operating	Telephone and Internet	<u>\$562.14</u>	10/22/25	for 10/8/25-11/7/25
				Total this claim	<u>\$562.14</u>		
11488	613	Metronet	Gift & Memorial Fund	Telephone and Internet	<u>\$184.93</u>	10/22/25	for 10/14/25-11/13/25 COTTAGE
				Total this claim	<u>\$184.93</u>		
11490	614	MJV Group Inc	Operating	Repair & Maintenance Building	<u>\$1,815.95</u>	10/22/25	Janitor Services for October
				Total this claim	<u>\$1,815.95</u>		
11491	620	netPark Software LLC	Operating	Repair & Maintenance Garage	<u>\$383.00</u>	10/22/25	Monthly usage fee for parking garage system for October 2025
				Total this claim	<u>\$383.00</u>		
0	599	Payroll	Operating	Library Director	\$3,644.55	10/15/25	for payroll of 9/29/25-10/12/25
			Operating	Full-time Employees	\$9,052.28		
			Operating	Part-time Employees	\$11,232.85		
			Operating	Employer's Share-FICA & Medic	\$1,796.25		
			Operating	Unemployment Compensation	<u>\$23.42</u>		
				Total this claim	<u>\$25,749.35</u>		

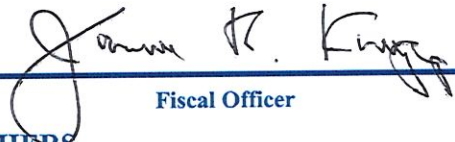
<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	600	Public Employees Retirement Fu	Operating PERF	Employers Contribution-PERF Salary and Wages	\$1,422.04 \$563.14	10/15/25	for payroll of 9/29/25-10/12/25
				Total this claim	<u>\$1,985.18</u>		
11492	615	Ricoh USA Subscription	Operating	Copier/Rental Equipment	\$431.42	10/22/25	Billing for copy allowance overages
				Total this claim	<u>\$431.42</u>		
11493	621	Tsai Fong Books Inc	Operating	Books	\$671.88	10/22/25	Foreign language books
				Total this claim	<u>\$671.88</u>		
11494	616	ULINE	2019 Construction Fund	Office Supplies	\$475.10	10/22/25	Signholders
				Total this claim	<u>\$475.10</u>		
11495	617	Unique Management	Operating	Other Professional Services/Ban	\$517.53	10/22/25	Placements and Notices for September 2025
				Total this claim	<u>\$517.53</u>		
11496	618	Verizon Wireless	Operating	Telephone and Internet	\$40.01	10/22/25	for 9/2/25-10/1/25
				Total this claim	<u>\$40.01</u>		
11497	622	West Lafayette Wastewater Trea	Operating	Water and Waste Disposal Servi	\$416.98	10/22/25	for 6/27/25/25-7/30/25
				Total this claim	<u>\$416.98</u>		
11498	619	Zebra Landscape & Tree Care In	Operating Operating	Cleaning & Sanitation Supplies Repair & Maintenance Building	\$24.00 \$260.00	10/22/25	Landscape Maintenance 9/12/25, 9/25/25
				Total this claim	<u>\$284.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$52,725.52

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, November 6, 2025



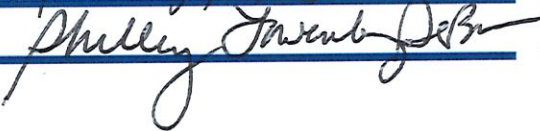


Fiscal Officer

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 11 day of Nov, 2025.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for West Lafayette Public Library on 01/01/98.

Register Of Claims
West Lafayette Public Library
Report Date: From 10/23/25 To 11/12/25

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
11499	636	Amazon Capital Services Inc	Operating	Office Supplies	\$15.48	11/12/25	
			Operating	Books	\$65.07		
			Gift & Memorial Fund	Office Supplies	\$84.07		
			Gift & Memorial Fund	DVD	\$16.99		
			2019 Construction Fund	Office Supplies	\$242.74		
				Total this claim	<u>\$424.35</u>		
0	623	Automated Payroll Service	Operating	Other Professional Services/Ban	\$101.53	10/31/25	for payroll of 10/13/25-10/26/25
				Total this claim	<u>\$101.53</u>		
11500	637	Blackstone Publishing	Gift & Memorial Fund	Audiobooks	\$82.62	11/12/25	Audiobooks
				Total this claim	<u>\$82.62</u>		
11501	638	Blick Art Materials	Gift & Memorial Fund	Program Supplies	\$130.27	11/12/25	
				Total this claim	<u>\$130.27</u>		
11502	639	Cooney Piano Services	Gift & Memorial Fund	Piano Expenses	\$170.00	11/12/25	Piano Tuning
				Total this claim	<u>\$170.00</u>		
0	640	Creative Inc	2019 Construction Fund	Office Supplies	\$192.16	11/12/25	
				Total this claim	<u>\$192.16</u>		
0	642	DEMCO Inc	2019 Construction Fund	Equipment	\$1,725.00	11/12/25	Book carts
				Total this claim	<u>\$1,725.00</u>		
11503	641	DEMCO Inc	Operating	Office Supplies	\$83.71	11/12/25	Office supplies
				Total this claim	<u>\$83.71</u>		
11504	643	Drywall Enterprise	Operating	Repair & Maintenance Garage	\$102.00	11/12/25	Refund of parking fees 9/26/25-10/14/25
				Total this claim	<u>\$102.00</u>		
11505	644	EnvisionWare Inc	Operating	Repair & Maintenance Building	\$6,815.87	11/12/25	EnvisionWare 1 Yr Maintenance fee
				Total this claim	<u>\$6,815.87</u>		
11506	645	Gran-IT Consulting	Operating	Telephone and Internet	\$337.50	11/12/25	Maintenance on server
				Total this claim	<u>\$337.50</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>
11507	646	hoopla	Operating	eBooks	\$931.37	11/12/25	Digital resources for October 2025
				Total this claim	\$931.37		
0	669	Huston Electric Inc	2019 Construction Fund	Repair & Maintenance Building	\$3,780.00	11/12/25	Interior and exterior signage
				Total this claim	\$3,780.00		
11508	647	Indiana American Water Co Inc	Operating	Water and Waste Disposal Servi	\$421.74	11/12/25	for 9/3025-10/30/25
				Total this claim	\$421.74		
11509	648	Indiana Library Federation	Gift & Memorial Fund	Dues and Membership	\$749.65	11/12/25	2026 Membership dues
				Total this claim	\$749.65		
11510	635	Ingram Library Services	Operating	Books	\$3,937.74	11/12/25	
			Operating	Books	\$559.27		
			Operating	Books	\$1,302.92		
			Operating	Books	\$854.00		
			Gift & Memorial Fund	Books	\$330.01		
				Total this claim	\$6,983.94		
11511	649	Kanopy Inc	Operating	eBooks	\$187.85	11/12/25	Digital resources for October 2025
				Total this claim	\$187.85		
0	650	Lafayette Materials Management	2019 Construction Fund	Repair & Maintenance Building	\$2,000.00	11/12/25	Repair of Roller Shades
				Total this claim	\$2,000.00		
0	651	Library Furniture International	2019 Construction Fund	Office Supplies	\$1,544.00	11/12/25	
				Total this claim	\$1,544.00		
11512	652	Light & Breuning Inc	Operating	Repair & Maintenance Garage	\$845.89	11/12/25	Carton of tickets
				Total this claim	\$845.89		
11513	653	Lucas Holdings LLC	Operating	Office Supplies	\$1,257.47	11/12/25	Library Cards for Resident and Reciprocal Borrowers
				Total this claim	\$1,257.47		
11514	654	Midwest Collaborative for Library	Gift & Memorial Fund	Databases	\$1,746.23	11/12/25	Ancestry for 11/1/25-10/31/26
				Total this claim	\$1,746.23		
11515	655	Midwest Tape LLC	Gift & Memorial Fund	DVD	\$525.73	11/12/25	
				Total this claim	\$525.73		
11516	656	MJV Group Inc	Operating	Cleaning & Sanitation Supplies	\$1,193.46	11/12/25	Janitor Supplies
				Total this claim	\$1,193.46		

<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>
11517	657	Parker Technology LLC	Operating	Repair & Maintenance Garage	\$332.57	11/12/25	Call Center support for Garage Parking System
				Total this claim	<u>\$332.57</u>		
0	624	Payroll	Operating	Library Director	\$3,644.55	10/29/25	for payroll of 10/13/25-10/26/25
			Operating	Full-time Employees	\$9,052.28		
			Operating	Part-time Employees	\$11,791.28		
			Operating	Employer's Share-FICA & Medic	\$1,838.95		
			Operating	Unemployment Compensation	\$16.16		
				Total this claim	<u>\$26,343.22</u>		
0	633	Principal Financial Group	Operating	Employer's Contribution Short-te	\$505.59	10/29/25	Short-term disability for full-time employees
				Total this claim	<u>\$505.59</u>		
0	625	Public Employees Retirement Fu	Operating	Employers Contribution-PERF	\$1,422.04	10/31/25	for payroll of 10/13/25-10/26/25
			PERF	Salary and Wages	\$563.14		
				Total this claim	<u>\$1,985.18</u>		
0	658	Quality Plumbing and Heating In	2019 Construction Fund	Repair & Maintenance Building	\$10,781.25	11/12/25	Installation of new hydromatic pump
				Total this claim	<u>\$10,781.25</u>		
11518	659	Quill Corp	Operating	Office Supplies	\$358.83	11/12/25	
			Operating	Cleaning & Sanitation Supplies	\$127.79		
				Total this claim	<u>\$486.62</u>		
11519	660	Ricoh USA	Operating	Copier/Rental Equipment	\$194.52	11/12/25	for 11/9/25-12/8/25
				Total this claim	<u>\$194.52</u>		
11520	661	Scholastic Library Publishing	Operating	Books	\$505.20	11/12/25	
				Total this claim	<u>\$505.20</u>		
11521	662	T-Mobile	Operating	Telephone and Internet	\$435.43	11/12/25	Hotspots for for 9/21/25-10/20/25
				Total this claim	<u>\$435.43</u>		
11522	663	Tsai Fong Books Inc	Operating	Books	\$39.82	11/12/25	Foreign language books
				Total this claim	<u>\$39.82</u>		
11523	664	Vestis	Operating	Repair & Maintenance Building	\$88.65	11/12/25	Clean mats and first aid equipment
			Operating	Cleaning & Sanitation Supplies	\$44.97		
				Total this claim	<u>\$133.62</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>
11524	665	VKF Renzel USA Corp	2019 Construction Fund	Office Supplies	\$169.20	11/12/25	
				Total this claim	\$169.20		
11525	666	West Lafayette Student Art Initia	Operating	Program Costs	\$490.00	11/12/25	Proceeds for sales of artwork, minus 30% Library commission
				Total this claim	\$490.00		
11526	668	West Lafayette Wastewater Trea	Operating	Water and Waste Disposal Servi	\$416.98	11/12/25	for 7/30/25/25-8/28/25
				Total this claim	\$416.98		
11527	667	Wintek Corp	Operating	Telephone and Internet	\$778.80	11/12/25	Equipment rental for December 2025 and monthly Fiber Agreement.
				Total this claim	\$778.80		

Total Amount of Claims \$75,930.34

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.

Sunday, November 9, 2025

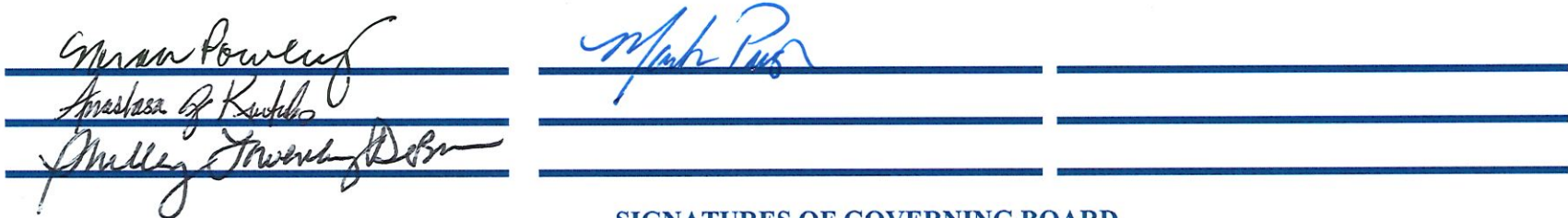

Fiscal Officer

ALLOWANCE OF VOUCHERS

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Date this 12 day of Nov, 2025.



SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for West Lafayette Public Library on 01/01/98.

Appropriation Report for 100 Operating
West Lafayette Public Library

Report Date: From 10/1/2025 To 10/31/2025

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent Remain</i>
<i>1. Personal Services</i>							
1.11 Library Director	\$94,000.00	\$0.00	\$94,000.00	\$10,264.16	\$80,180.10	\$13,819.90	14.7
1.12 Full-time Employees	\$280,000.00	\$0.00	\$280,000.00	\$25,368.48	\$209,805.72	\$70,194.28	25.1
1.125 Full-time Overtime	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
1.16 Part-time Employees	\$275,000.00	\$0.00	\$275,000.00	\$32,098.34	\$229,957.78	\$45,042.22	16.4
1.2 Employer's Contribution Short-term Disability	\$2,500.00	\$0.00	\$2,500.00	\$505.59	\$5,016.35	(\$2,516.35)	-100.7
1.21 Employer's Share-FICA & Medicare	\$50,000.00	\$0.00	\$50,000.00	\$3,635.20	\$38,942.60	\$11,057.40	22.1
1.22 Unemployment Compensation	\$2,000.00	\$0.00	\$2,000.00	\$39.58	\$1,118.43	\$881.57	44.1
1.23 Employers Contribution-PERF	\$45,000.00	\$0.00	\$45,000.00	\$4,266.12	\$32,692.09	\$12,307.91	27.4
1.24 Employer's Contribution-Gp. Insurance	\$70,000.00	\$0.00	\$70,000.00	\$0.00	\$49,843.22	\$20,156.78	28.8
Subtotal	\$819,500.00		\$819,500.00	\$76,177.47	\$647,556.29	\$171,943.71	21.0
<i>2. Supplies</i>							
2.1 Office Supplies	\$14,000.00	\$0.00	\$14,000.00	\$2,672.13	\$11,943.75	\$2,056.25	14.7
2.11 Program Supplies	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,454.02	\$4,545.98	75.8
2.21 Cleaning & Sanitation Supplies	\$7,000.00	\$0.00	\$7,000.00	\$189.87	\$2,866.23	\$4,133.77	59.1
Subtotal	\$27,000.00		\$27,000.00	\$2,862.00	\$16,264.00	\$10,736.00	39.8
<i>3. Other Services and Charge</i>							
3.13 Legal Services	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$875.00	\$2,125.00	70.8
3.14 Other Professional Services/Bank Fees	\$23,000.00	\$0.00	\$23,000.00	\$1,598.60	\$19,364.08	\$3,635.92	15.8
3.145 Databases	\$5,000.00	\$0.00	\$5,000.00	\$154.37	\$11,128.93	(\$6,128.93)	-122.6
3.146 eBooks	\$35,000.00	\$0.00	\$35,000.00	\$1,141.57	\$22,350.71	\$12,649.29	36.1
3.21 Telephone and Internet	\$37,000.00	\$0.00	\$37,000.00	\$3,139.23	\$32,783.55	\$4,216.45	11.4

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent Remain</i>
3.22 Postage	\$2,000.00	\$0.00	\$2,000.00	\$20.99	\$1,113.85	\$886.15	44.3
3.23 Traveling Expense	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,463.36	\$536.64	26.8
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$339.61	\$2,660.39	88.7
3.26 Program Costs	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$100.00	\$9,400.00	98.9
3.31 Advertising & Public Notices	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.41 Insurance: Official Bonds	\$100.00	\$0.00	\$100.00	\$0.00	\$150.00	(\$50.00)	-50.0
3.42 Other Insurance: Property and Liability	\$28,000.00	\$0.00	\$28,000.00	\$2,210.00	\$22,128.00	\$5,872.00	21.0
3.51 Gas service	\$5,000.00	\$0.00	\$5,000.00	\$52.18	\$1,156.51	\$3,843.49	76.9
3.52 Electricity	\$115,000.00	\$0.00	\$115,000.00	\$8,264.67	\$93,582.57	\$21,417.43	18.6
3.54 Water and Waste Disposal Services	\$10,000.00	\$0.00	\$10,000.00	\$1,428.25	\$8,292.76	\$1,707.24	17.1
3.61 Repair & Maintenance Building	\$70,000.00	\$0.00	\$70,000.00	\$4,636.82	\$77,157.14	(\$7,157.14)	-10.2
3.62 Fire Alarm	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$594.00	\$656.00	52.5
3.63 Repair & Maintenance Garage	\$23,000.00	\$0.00	\$23,000.00	\$3,258.07	\$11,013.84	\$11,986.16	52.1
3.72 Copier/Rental Equipment	\$4,500.00	\$0.00	\$4,500.00	\$625.94	\$4,297.81	\$202.19	4.5
3.9 Debt service/Leasing/Other	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	100.0
3.91 Dues and Membership	\$22,000.00	\$0.00	\$22,000.00	\$0.00	\$10,084.00	\$11,916.00	54.2
3.94 Transfer to LIRF	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100.0
Subtotal	\$413,950.00		\$413,950.00	\$26,530.69	\$317,975.72	\$95,974.28	23.2

4. Capital Outlays

4.3 Equipment	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
4.4 Computers	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$339.46	\$4,660.54	93.2
4.5 Books	\$66,000.00	\$0.00	\$66,000.00	\$3,318.89	\$44,358.80	\$21,641.20	32.8
4.6 Periodicals and Newspapers	\$2,000.00	\$0.00	\$2,000.00	\$92.00	\$552.00	\$1,448.00	72.4
4.7 Nonprinted Materials	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
4.74 DVD	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$641.18	\$6,358.82	90.8
4.75 Audiobooks	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$391.76	\$858.24	68.7

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent Remain</i>
Subtotal	\$86,250.00		\$86,250.00	\$3,410.89	\$46,283.20	\$39,966.80	46.3
Grand Total	\$1,346,700.00	\$0.00	\$1,346,700.00	\$108,981.05	\$1,028,079.21	\$318,620.79	23.7

Approved by the State Board Of Accounts for West Lafayette Public Library on 1/1/1998.

Financial Report
West Lafayette Public Library

Report Dates = 10/01/25 to 10/31/25

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. General						
100 Operating	\$127,418.10	\$108,981.05	\$1,028,079.21	\$47,338.44	\$819,096.89	(\$81,564.22)
105 LIRF	\$4,736.71	\$0.00	\$0.00	\$0.00	\$0.00	\$4,736.71
110 Petty Cash	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
190 Transfer Fund	\$0.00	\$6,799.14	\$639,731.87	\$6,799.14	\$639,731.87	\$0.00
Subtotal	\$132,229.81	\$115,780.19	\$1,667,811.08	\$54,137.58	\$1,458,828.76	(\$76,752.51)
2. Special Revenue						
200 Gift & Memorial Fund	\$174,741.06	\$4,257.09	\$42,307.10	\$1,549.42	\$78,610.32	\$211,044.28
202 Rainy Day	\$50,260.25	\$0.00	\$0.00	\$0.00	\$0.00	\$50,260.25
203 Levy Excess	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226 Community Foundation	\$16,922.99	\$0.00	\$0.00	\$0.00	\$1,216.76	\$18,139.75
227 Anna Akley Gift Fund	\$71,265.94	\$0.00	\$1,908.50	\$0.00	\$0.00	\$69,357.44
Subtotal	\$313,190.24	\$4,257.09	\$44,215.60	\$1,549.42	\$79,827.08	\$348,801.72
3. Debt Service						
303 Debt Service Fund	\$97,730.71	\$0.00	\$446,900.00	\$419.35	\$506,967.84	\$157,798.55
Subtotal	\$97,730.71	\$0.00	\$446,900.00	\$419.35	\$506,967.84	\$157,798.55
4. Capital Projects						
401 2019 Construction Fund	\$153,094.85	\$1,286.21	\$97,591.74	\$0.00	\$0.00	\$55,503.11
402 2020 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
403 BONY Sinking Fund	\$63.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.00
422 State Technology Grant Fund	\$2,295.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,295.00
Subtotal	\$155,452.85	\$1,286.21	\$97,591.74	\$0.00	\$0.00	\$57,861.11
5. Clearing						
800 PLAC	\$867.19	\$0.00	\$0.00	\$0.00	\$0.00	\$867.19
803 Federal Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
804 FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
805 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
806 State Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
807 County Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
808 PERF	\$0.00	\$1,689.42	\$11,672.61	\$1,689.42	\$11,672.61	\$0.00
810 Healthcare	\$0.00	\$0.00	\$8,531.95	\$1,347.15	\$9,879.10	\$1,347.15
Subtotal	\$867.19	\$1,689.42	\$20,204.56	\$3,036.57	\$21,551.71	\$2,214.34
Grand Total	\$699,470.80	\$123,012.91	\$2,276,722.98	\$59,142.92	\$2,067,175.39	\$489,923.21

Total all banks = \$489,923.21

Bank Balances

West Lafayette Public Library

Report as of: 10/31/2025

<i>Bank</i>		
1	First Merchants/Lafayette B & T (7920/7939)	\$239,571.35
2	Chase Bank	\$86,784.99
3	Bank of NY Mellon (OR)/2020 OR 550512	\$84,078.17
4	Bank of NY Mellon (SF)/2020 SF 550511	\$2,944.41
5	Community Foundation	\$18,139.75
6	Petty Cash (in the Library)	\$75.00
7	Chase Bank Savings Account	\$1,015.04
8	First Merchants Construction Account	\$11,514.83
9	Bank of NY Mellon 2019 Paying Agency/342634	\$0.00
11	Bank of NY Mellon 2020 Construct Fund/476345	\$45,799.67
<i>Total all banks =</i>		\$489,923.21

Approved by the State Board Of Accounts for West Lafayette Public Library on 1/1/1998.

West Lafayette Public Library														
Monthly Balanced Cash Flow - Operating Budget 2025														
	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	End of Year	
Receipts:														
Property Tax					\$141,745.33	277480.35							\$419,225.68	
Auto Excise, CVET, FIT						14111.53							\$14,111.53	
LIT	\$21,020.00	\$21,020.00	\$21,020.00	\$21,020.00	\$21,020.00	\$21,020.00	\$21,020.00	\$21,020.00	\$21,020.00	\$21,020.00			\$210,200.00	
Addtl LIT					\$38,173.00								\$38,173.00	
Misc Revenues**	\$7,933.72	\$21,609.65	\$9,754.99	\$13,776.90	\$11,052.18	\$4,458.68	\$5,210.18	\$12,608.17	\$22,069.77	\$26,318.44			\$134,792.68	
Grants/Gifts			\$2,594.00										\$2,594.00	
Total Receipts	\$28,953.72	\$42,629.65	\$33,368.99	\$34,796.90	\$211,990.51	\$317,070.56	\$26,230.18	\$33,628.17	\$43,089.77	\$47,338.44	\$0.00	\$0.00	\$819,096.89	
Disbursements:														
Personnel Services	\$58,790.23	\$60,844.25	\$61,004.40	\$81,386.79	\$62,418.07	\$61,404.34	\$60,310.49	\$60,305.34	\$64,914.91	\$76,177.47			\$647,556.29	62.03%
Supplies	\$1,896.38	\$824.99	\$1,782.30	\$1,431.05	\$1,990.41	\$534.46	\$1,307.58	\$2,048.78	\$1,586.05	\$2,862.00			\$16,264.00	2.15%
Other Services and Charges	\$28,780.03	\$39,656.42	\$33,472.80	\$28,066.79	\$40,435.77	\$33,693.34	\$26,832.91	\$33,133.31	\$27,373.66	\$26,530.69			\$317,975.72	30.23%
Capital Outlays	\$1,836.86	\$5,663.69	\$2,850.31	\$5,858.45	\$6,359.45	\$3,005.67	\$6,626.47	\$4,832.45	\$5,838.96	\$3,410.89			\$46,283.20	5.59%
Fund Transfers													\$0.00	
Total Disbursements	\$91,303.50	\$106,989.35	\$99,109.81	\$116,743.08	\$111,203.70	\$98,637.81	\$95,077.45	\$100,319.88	\$99,713.58	\$108,981.05	\$0.00	\$0.00	\$1,028,079.21	
Net Cash Flow	(\$62,349.78)	(\$64,359.70)	(\$65,740.82)	(\$81,946.18)	\$100,786.81	\$218,432.75	(\$68,847.27)	(\$66,691.71)	(\$56,623.81)	(\$61,642.61)	\$0.00	\$0.00		
Beginning Cash	\$127,418.10	\$65,068.32	\$708.62	(\$65,032.20)	(\$146,978.38)	(\$46,191.57)	\$172,241.18	\$103,393.91	\$36,702.20	(\$19,921.61)	(\$81,564.22)	(\$81,564.22)		
Estimated Ending Cash	\$65,068.32	\$708.62	(\$65,032.20)	(\$146,978.38)	(\$46,191.57)	\$172,241.18	\$103,393.91	\$36,702.20	(\$19,921.61)	(\$81,564.22)	(\$81,564.22)	(\$81,564.22)		
*Misc Revenues													YR TOTAL	
Fines	\$210.99	\$279.00	\$373.99	\$397.22	\$533.95	\$345.00	\$334.00	\$980.57	\$434.49	\$156.00			\$4,045.21	Fines
Copies	\$268.84	\$322.19	\$286.73	\$394.14	\$517.15	\$213.62	\$332.64	\$528.09	\$623.57	\$452.76			\$3,939.73	Copies
Proctoring		\$35.00	\$25.00	\$25.00	\$25.00	\$45.00	\$170.00			\$70.00			\$395.00	Proctoring
Sale of Library Bags	\$3.00	\$12.00	\$15.00	\$12.00	\$6.00	\$12.00	\$6.00	\$6.00	\$9.00	\$18.00			\$99.00	Sale of Library Bags
Interest	\$5.04	\$4.62	\$2.23	\$1.03	\$6.86	\$9.99	\$10.76	\$8.78	\$6.87	\$6.15			\$62.33	Interest
Parking	\$7,157.76	\$9,123.59	\$8,395.27	\$12,220.61	\$9,578.12	\$3,813.02	\$3,634.33	\$10,538.08	\$20,151.25	\$24,479.87			\$109,091.90	Parking
Community Foundation		\$11,183.00											\$11,183.00	Comm Found
WLPL Foundation													\$0.00	WLPL Foundation
Artist Commissions									\$400.00	\$300.00			\$700.00	Artist Commissions
Refunds to us/Voided Checks	\$208.09	\$100.00	\$59.00										\$367.09	Refunds/Void Check
Miscellaneous	\$55.00	\$475.00	\$597.50	\$676.25	\$140.00		\$711.25	\$521.25	\$400.50	\$580.00			\$4,156.75	Miscellaneous
Donations	\$25.00	\$75.25	\$0.27	\$50.65	\$245.10	\$20.05	\$11.20	\$25.40	\$44.09	\$255.66			\$752.67	Donations
	\$7,933.72	\$21,609.65	\$9,754.99	\$13,776.90	\$11,052.18	\$4,458.68	\$5,210.18	\$12,608.17	\$22,069.77	\$26,318.44	\$0.00	\$0.00	\$134,792.68	
RAINY DAY														
Start of Year Balance	\$50,260.25													
Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Disbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
End-of-Month Total	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	
GIFT AND MEMORIAL														
Start of Year Balance	\$174,741.06												2025 TOTAL	
Receipts	\$36.00	\$50.00	\$830.00	\$34,797.57	\$208.00	\$100.00	\$0.00	\$0.00	\$25,076.46	\$25.00			\$61,123.03	
Book Cellar Income	\$1,547.44	\$1,652.23	\$1,816.53	\$2,188.86	\$1,543.37	\$1,354.33	\$1,984.98	\$2,136.49	\$1,738.64	\$1,524.42			\$17,487.29	
Disbursements	\$12,148.10	\$4,043.19	\$2,658.61	\$1,413.45	\$4,065.57	\$3,503.39	\$3,456.64	\$3,704.90	\$3,056.16	\$4,257.09			\$42,307.10	
End-of-Month Total	\$164,176.40	\$161,835.44	\$161,823.36	\$197,396.34	\$195,082.14	\$193,033.08	\$191,561.42	\$189,993.01	\$213,751.95	\$211,044.28	\$211,044.28	\$211,044.28	\$211,044.28	
				\$30,000.00					\$22,950.00					
				Foundation					Foundation					



November 2025 Library Report

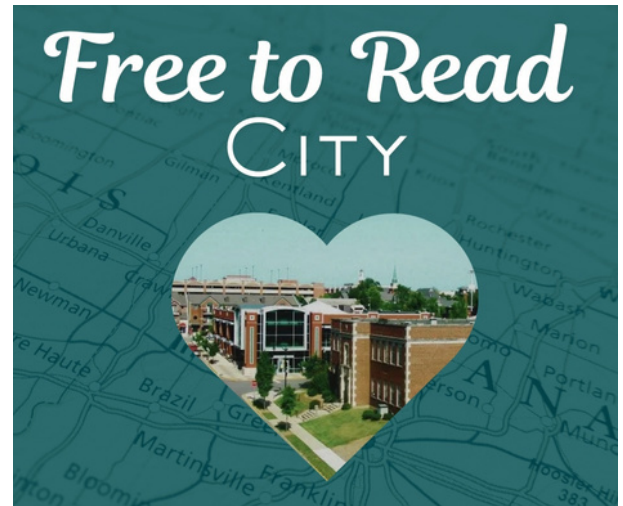
Submitted by:
Marra Honeywell, Director

2025 Staff Day

The 2025 Staff Day was well received by staff.

What was the most valuable part of Staff Day:

- Hearing the state of the library & seeing statistics & pie charts. Getting to ask questions. Also, meeting the board & foundations members. Hearing from them & asking questions.
- Getting away from routine. Different energy. Face time with board and foundation.
- I really enjoyed and thought the work around the building was valuable to both us as a team and a community!
- Getting to socialize with people you might not normally get to talk to when you're working. And cleaning the outside windows of the Children's Room! That was surprisingly satisfying.



Building Naming

The Northwestern entrance now announces this to the the "E. Nicholas Schenkel Building." Nick was here as the letters were added. Additional signage on the 1st floor is forth-coming and we will be planning a program about Library history in April for National Library week with further recognition to Nick.

Free to Read City Resolution

The West Lafayette City Council passed a resolution sponsored by Stacey Burr and Nick Schenkel, stating the Council's support of the First Amendment and appreciation of the WLPL's Staff and Board for their efforts to ensure access for all.

Staffing Changes

Public Services Assistant Jace Ditto has accepted a full-time role with Purdue Libraries. We will be interviewing for his role this week. Areesh Sobhani is the newest hire as Children's Services Assistant.

Gallery Exhibitions

Elizabeth Tracey is featured in the Gallery and has prints available for purchase. This is her first-large scale solo show and she worked hard to prepare.

Upcoming Events:

November 22, Local History screening of The American Revolution in partnership with WFYI PBS

December 17, Happy Birth Jane Austen, evening event (after hours!) celebration

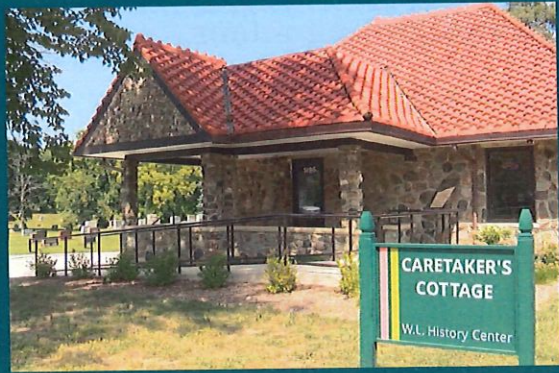
February 15, film screening of the documentary "The Librarians" in partnership with WFYI PBS and Civic Theater



Caretaker's Cottage

West Lafayette Local History Center

2025 Report

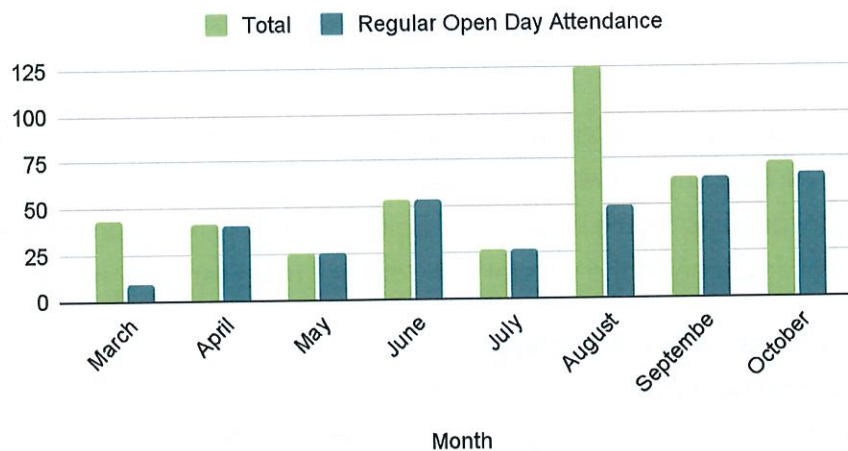


In its second year of operation as a small local history center, the Caretaker's Cottage at Grandview Cemetery is managed by the West Lafayette Public Library to share important stories of our community.

Visits

454 visitors have come to the Caretaker's Cottage in 2025. This is down from 13% from 2024. Most of that change can be accounted for by the reduced number of events that we held in 2025 due to parking challenges at the Cottage. Interestingly, late summer and fall 2025 was double the traffic for that same period in 2024. Part of this boost could be accounted for by the addition of the Seed Library, which seems to have attracted some new visitors. The spring numbers at the Caretaker's Cottage could be anticipated to increase more as the Seed Library gets a "spring planting season" bump.

Caretaker's Cottage Visits



WEST LAFAYETTE PUBLIC LIBRARY
2025 Monthly Statistical Report

		January	February	March	April	May	June	July	August	September	October	November	December	Yearly
Circulation	Adult	7,722	7,016	7,852	7,842	7,510	7,957	7,801	7,934	7,587	7,826			77,047
	Teen	972	921	990	1,047	1,050	1,237	1,346	1,217	993	1,070			10,843
	Children	10,294	10,137	12,154	11,107	11,249	13,625	13,625	12,958	10,976	11,174			117,299
	Digital	9,935	8,616	9,458	8,941	9,904	9,956	10,852	10,312	9,356	9,981			97,311
	Total	28,923	26,690	30,857	28,937	29,713	32,624	33,588	32,421	28,912	30,051			302,716
	Reciprocal Borrower	5,786	5,179	6,802	5,845	6,282	7,521	7,863	7,810	6,533	6,786			66,407
	Resident	12,934	12,778	14,234	14,076	12,974	14,744	14,202	13,649	12,738	12,828			135,157
Reciprocal Borrower % Total Circ	30.91%	28.84%	32.34%	29.34%	32.62%	33.78%	35.64%	36.39%	33.90%	34.60%			32.84%	
Ask	Reference	212	335	359	328	223	211	349	264	458	313			3,052
	Total Interactions	473	698	684	751	553	535	899	602	977	902			7,074
New Cards	Junior	2	0	6	0	1	3	1	3	2	1			19
	NonResident	1	1	0	0	0	0	0	0	0	1			3
	ReciprocalBorrower	90	74	89	70	75	134	134	102	81	75			924
	Resident	245	187	198	128	142	138	138	266	244	187			1,873
	Other (Student, PLAC, Outreach)	0	0	0	0	0	0	0	0	0	0			0
	Total	338	262	293	198	218	275	273	371	327	264			2,819
Building	Door Count	13,173	15,021	16,318	17,315	14,312	12,739	13,916	13,594	16,628	16,342			149,358
	Study Room Use	138	178	173	206	139	86	107	91	141	171			1,430
	Meeting Room Use	28	32	33	46	50	31	32	31	40	57			380
	Computer Use	520	447	432	453	410	445	510	487	486	418			4,608
	WiFi usage (sessions)	96,486	96,211	93,847	96,166	74,159	56,149	56,207	65,831	87,556	94,352			816,964
	Social Media Reach	52,233	19,577	23,500	54,804	43,383	56,257	69,985	73,871	79,034	98,184			570,828
	Staff Hours	3,103.11	3,311.64	3,241.24	3,118.09	3,027.30	3,048.21	3,157.56	3,078.02	2,386.43	2,639.89			30,111.49
	Volunteer Hours	154	220	257	271	197	265	347	246	247	43			2,246
Programs	Adult Program Attendance	52	114	50	28	138	40	61	69	85	125			762
	Local History Program Attendance	0	0	60	39	54	48	59	85	26	0			371
	Teen Program Attendance	10	0	8	10	0	26	32	20	7	17			130
	Children's Program Attendance	752	942	778	976	692	749	1,522	577	634	683			8,305
	Adult Programs	5	4	10	3	7	6	6	8	9	10			68
	Local History Programs	0	0	2	1	3	3	3	1	1	0			14
	Teen Programs	5	2	3	1	0	3	5	2	1	3			25
	Children's Programs	29	37	33	37	25	26	26	23	27	33			296
	Total Program Attendance	814	1,056	906	1,053	884	863	1,674	751	752	825			9,578
	Total Programs	39	43	51	45	35	38	40	34	38	46			409

Cottage Operations

The Caretaker's Cottage is a collaboratively operated space between the West Lafayette Public Library and the West Lafayette Public Library Foundation.

- **West Lafayette Public Library**
 - Establishes and maintains exhibits with content from our archives or alongside community partners.
 - Staffs the Caretaker's Cottage for 4 hours each week
 - Upkeep for the Seed Library
 - Plans and hosts exhibits openings
 - Initial payment for all services including utilities, furnishings, exhibit preparation and building repair and maintenance not covered by the City and up to \$10,000
- **West Lafayette Public Library Foundation**
 - Manages all volunteer docents for daily operations, including intake, training and scheduling
 - Writes and send Caretaker's Cottage Newsletter
 - Maintains all Caretaker's Cottage Funds, reimbursing the Library quarterly by request
 - Plans and hosts fundraising events

Challenges

In our 2nd year of operation, we have needed to more actively work with the City of West Lafayette to navigate building repair and maintenance and determine which things the City will complete and which items the Library will be responsible for.

The Caretaker's Cottage has limited parking available. The owners of the Cemetery has expressed discontent about parking beyond those spaces, which has limited our ability to host programs at the Caretaker's Cottage.

Partners

The Library continued building lasting partnerships with various community-serving organizations in Greater Lafayette. We take pride in working closely with partners to develop both exhibits for the Cottage and history projects for the larger community. The following organizations partnered with West Lafayette Public Library at the Caretaker's Cottage Local History Center in 2025:

- **Racial Reconciliation of Greater Lafayette**
- **The Black Cultural Center at Purdue University**
- **General de Lafayette Chapter, Daughters of the American Revolution**
- **Tippecanoe County Historical Association**
- **NICHES Land Trust**

Special Events

- **Home Away From Home Exhibition Opening on *March 27th, 2025*:**
 - We hosted an exhibition opening that featured all of the Spring 2025 Cottage exhibits, but our highlight was on our partner-exhibit with the Black Cultural Center at Purdue University. We had dozens of patrons over the course of two hours, with a brief speech by BCC representatives and lots of great local history discussion.
- **NICHES 30th B-Day Exhibition on *June 1st, 2025*:**
 - Over the summer, we hosted a partnered event at the Caretaker's Cottage in celebration of NICHES Land Trust's 30th anniversary in our community. NICHES serves multiple counties in this part of the state, where they steward countless acres of land for the purpose of increasing biodiversity and maintaining the integrity of native landscapes and ecosystems. They were featured as a part of the Stewards of the Land exhibit, which highlighted a few environmental history topics from our local community.
- **2nd Annual Ice Cream Social on *August 16th, 2025*:**
 - At the second annual Ice Cream Social in August, our fundraiser brought in \$ while serving up plenty of scoops for patrons while they perused local history, received docent tours, and enjoyed local entertainment performances.
- **Pranks or Peril with David Hovde on *September 11th, 2025*:**
 - We hosted a large event at the West Lafayette Public Library on September 11th that featured a talk by David Hovde about the Purdue Tank Scraps. In honor of the exhibit we are hosting at the Caretaker's Cottage, David presented a program detailing the granular aspects of this local history tale with photos and first hand accounts compiled through research at Purdue University Archives. The program featured a lengthy Q & A session, where David answered numerous questions about both the Tank Scraps history and Purdue history.

Expenses

Expense Type	Actual	Projected
TOTAL	\$4,476	\$6,000
Utilities	\$3,013	\$3,000
Advertising	\$150	\$1,000
Events	\$418	\$500
Facility		\$500
Display	\$944	\$1000

Staff and Foundation Time

Members of the Library Foundation who serve as the Cottage Committee has given 115 hours of service to Cottage operations this year.

Devon Roddel, WLPL Local History Librarian diligently tracks his time spent on the Cottage. His time spent has been significantly less than during the Cottage's initial year, with about 25% of his time spent either staffing the Cottage or researching and developing exhibits.

2025 Donations

\$1,494 in donations have been given to the Caretaker's Cottage in 2025. These donations include 1 monthly donor, funds received through the Donation Box at the Cottage, the Ice Cream Social event, and individual gifts. It is worth noting that this year's Ice Cream Social was sponsored by a donation from Barash Law and that most of the supplies were donated to host the "friend-raising" event. In 2024, approximately \$2,000 in financial donations were received.

2025 Exhibits

- **All Year (2025) - Race and Housing in West Lafayette** - This exhibit continues to draw great conversation to our space in 2025. It is an interactive display that introduces community members to the history of racial covenants in housing deeds in West Lafayette homes. By initially presenting the information, we have begun to facilitate small conversations in the community regarding the long-term effects of these practices in West Lafayette. The exhibit is inspiring multiple groups to push for equality and justice for all in

book alongside to inform patrons about the wealth of local writers who have either been active in the community previously or are currently-publishing authors.

- **Fall (2025) - The Black Yankees of Tippecanoe County – A Definitive History** - From oral histories done with some prominent African American veterans of World War One, we know that many Black men were referred to as “Black Yankees” by our European allies. This exhibit, featuring profiles and photos, will also contain some great war-era artifacts from our partner TCHA to add some physicality to this amazing local history research that was done by a dedicated group of local historians from the General de Lafayette Chapter of the Daughters of the American Revolution’s Black History committee. The exhibit captures the profiles of a dozen local men who served in World War One. *This was created in partnership with both the General de Lafayette Chapter of the Daughters of the American Revolution and Tippecanoe County Historical Association.*

2026 Planning

UPCOMING EXHIBITS

- **All Year (2026) - West Lafayette Tree Ring Calendar** - Last year, the city did some work to take down a rotting, old tree on the North side of the Cottage. They took a 4 inch-thick section from the trunk and propped it up for us to be able to do something with it. Nothing came up immediately, but just recently a Purdue artist reached out with a plan to use tooling and professional-grade resin to process this section of trunk into a polished type of surface. From this point, we will use the rings (which will pop off the finished trunk surface) to measure the age of the tree. Using the rings as a guide, we will track some community and regional/state history events to form a changeable community history calendar using the tree rings. The finished product will be placed on a sturdy stand for patrons to explore.
- **Spring (2026) - Capturing Change, Frame by Frame: The J.C. Allen Family Photo Collection** - Coming in Spring of 2026, we will install an exhibit featuring parts of our massive J.C. Allen Family Photo Collection. John Calvin Allen was from Illinois, but due to his father’s veteran status from serving the Union Army in the Civil War he was able to live on one of the farms near the Indiana State Veterans Home at the turn of the century. Soon after meeting his wife, Abbie Peavey from Clay City, he came into possession of a camera that he soon took a liking to using. First hired as a photographer to take pictures of prize livestock candidates for ease of judging at agricultural showcase events, he eventually went on to become the official photographer for the Purdue School of Agriculture. Allen did very well with his work at Purdue, as well as building a lively photography business based in West Lafayette called J.C. Allen & Son Photography.

This collection is very interesting, in that the photographer not only captured personal scenes of his family from various points in the early 20th century, but also staged his

our community, and it will move into semi-permanent installation in the Local History Section at West Lafayette Public Library in December of 2025. *This was created in partnership with both the John Martinson Purdue Honors College and Racial Reconciliation of Greater Lafayette.*

- **Spring (2025) - West Lafayette Sultans of Swing** - This was a curated collection of sports memorabilia items from the Orlando Itin Local Sports History Collection at WLPL. This large collection features items and information about a number of players in various sports, and this exhibit focused on baseball players from West Side and Harrison who eventually played in the major leagues.
- **All Year (2025) - Silver Linings in the Attic** - This display has been charming Cottage visitors all year. This was formerly housed as a display in the West Lafayette Public Library, but was moved into the Cottage space where it has been receiving praise. This assortment of silver spoons, temporarily on-loan from Martha Altshaeffle, features pieces from all over the county, state, and country, though we only are displaying those with local flair. Many people have a slight familiarity with collecting silverwares, and almost everyone who has said something about this exhibit has shared that they also have spoons in their attic.
- **Spring (2025) - Race and Housing in West Lafayette** - We installed an exhibit about environmental history topics from Greater Lafayette in partnership with NICHES Land Trust. The exhibit featured a map of NICHES properties that community members can visit, explored the legacy of environmental history topics like the failed Lafayette Dam project, and offered to help patrons learn more about the West Lafayette Tree Friends and the creation of Celery Bog. *This was created in partnership with NICHES Land Trust.*
- **All Year (2025) - Home Away From Home: The History of the Purdue Black Cultural Center** - This exhibit will offer insights into how the Purdue Black Cultural Center's creation played a crucial role in carving out a space for Black identity at Purdue as well as in West Lafayette, starting with the creation of the physical space in the 20th century and documenting all the work that's been done to deliver opportunities for Black students while continuing to provide space for African American identity in West Lafayette. The Purdue Black Cultural Center is the only black space in West Lafayette. *This was created in partnership with both the Black Cultural Center at Purdue University.*
- **Fall (2025) - Pranks or Peril: The Purdue Tank Scraps** - From the mid 1890s until 1913, a brutal student past-time called the Tank Scraps took place right next to the Caretaker's Cottage. The scraps were unarmed fights between the freshmen and sophomore Purdue classes to determine whose 'numerals' (the year a class would graduate from Purdue) would be painted on top of the water tower that sits next to the Cottage, which was built in 1896-87.
- **Fall (2025) - West Lafayette Local Authors** - This exhibit highlights authors from West Lafayette from over the years. In addition to a brief bio, we have placed a copy of their

family in advertisement photos selling products throughout the same period. Also donated with the photos and associated negatives, in addition to various correspondences, was a handful of personal diaries written by Martha during her teenage years growing up in West Lafayette in the 1920's. This exhibit will feature different aspects from this collection that help to highlight the larger focuses of this story.

- **Spring (2026) - Will the Real Caretaker Please Stand Up?** - We will install an exhibit exploring the titular role of Caretaker at the Caretaker's Cottage. Including a light history of the cemetery itself, this exhibit will feature our research about previous caretakers, what the role of caretaker looked like historically as well as how often there was such a person working/living there, and why the cemetery is so oddly-organized today (including why there are currently houses behind it along the Happy Hollow Ridge. Learn more about those who made this physical building in Grandview Cemetery historic, and learn more about how our local community used to operate at a time when the area immediately around the cottage was still tiny, local farms. The exhibit will feature photos, a few different family histories, and a large map of the cemetery's footprint. Patrons will also be able to take our self-guided cemetery tour from this exhibit. *This will be created in partnership with Tippecanoe County Historical Association.*
- **Spring (2026) - Mayors of West Lafayette** - Coming in Spring of 2026, we will install an exhibit profiling the previous mayors of West Lafayette, Indiana. Why was our first mayor not elected until 1924, even though West Lafayette became a thing in 1888? How many mayors have we had, and what all did they do; who were they? Using our own collection at the West Lafayette Public Library Archive Collections as well as material from newspaper archives, we will build profiles on all previous mayors of West Lafayette from Myron Morgan (1924-1938) to John Dennis (2008-2024).
- **Spring (2026) - The Work of Preservation: The West Lafayette Historic Preservation Commission** - We will install a small exhibit designed to highlight the work of the West Lafayette Historic Preservation Commission in our community. The exhibit will inform patrons on the work being done in our community to protect local history through preservation initiatives, explain why preservation is so beneficial to local communities, and highlight the commission's goals moving forward for what is necessary to safeguard history in our communities through community action and municipal support. *This will be created in partnership with the West Lafayette Historic Preservation Commission.*

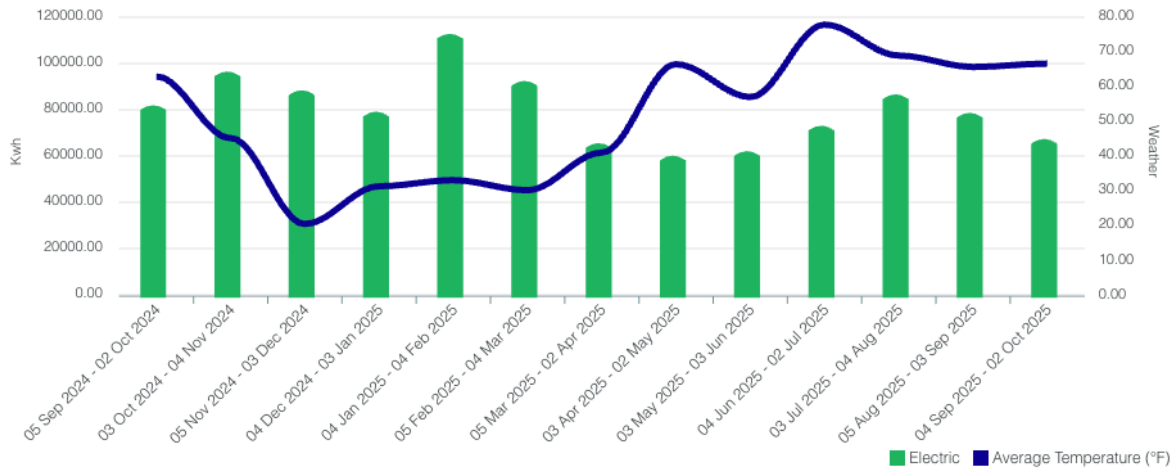
West Lafayette Public Library

Energy Use Report

The following data comes directly from Duke, our energy provider, and looks at changes the West Lafayette Public Library has made to conserve energy and reduce costs.

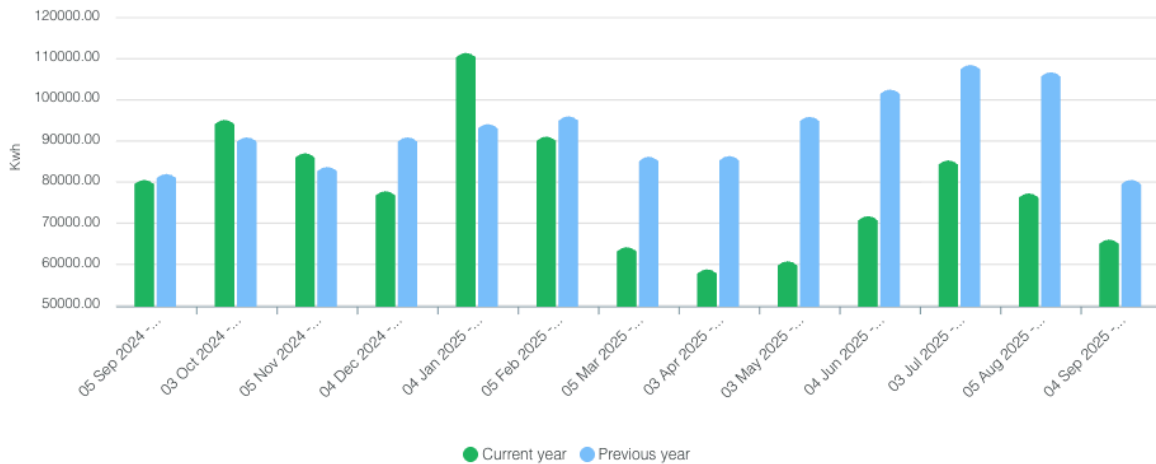
USAGE and TEMPERATURE

Our primary variable energy consumption comes from heating and cooling. The graph below illustrates how energy usage correlates to outside temperature.



YEAR TO YEAR

In February of 2025, we worked with Duke Energy, QPH and Conserv to adjust some of the heating and cooling system settings to lessen our energy usage. The changes were effective, and set a better baseline with the new building for appropriate adjustments.

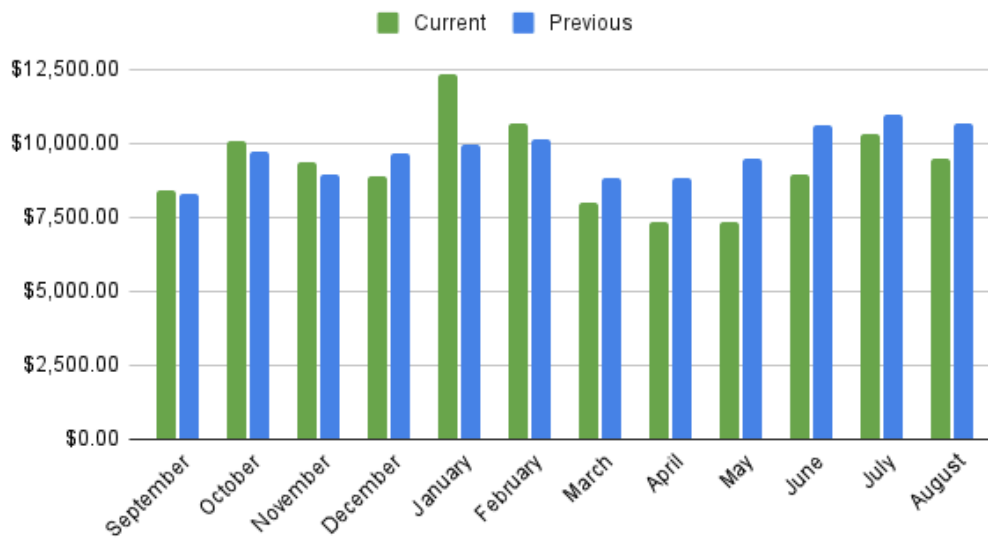


COST

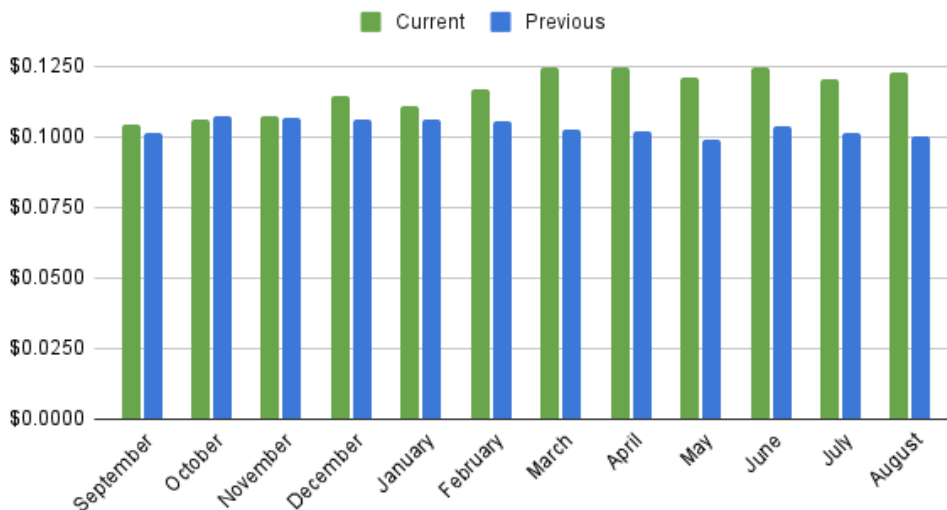
Energy costs fluctuate monthly, based on demand. The chart below shows an analysis of usage from September 2023 through September 2025. Energy costs have gone up, which make our continual efforts to reduce costs necessary. Through reduction efforts, it is estimated that we have spent nearly \$20,000 less than we would have spent without them.

		Total	Difference
Current	Cost	\$111,135.86	-\$5,071.14
	Use	961,027	-162,644
	Cost per KWh	\$0.1165	\$0.0130
Previous	Cost	\$116,207.00	
	Use	1,123,671	
	Cost per KWh	\$0.1035	

Energy Cost



Cost per KWh





HOLIDAY CLOSINGS 2026

Approved by WLPL Board of Trustees 11/12/2025

<u>Date</u>	<u>Schedule</u>	<u>Holiday</u>	<u>Day</u>
January 1, 2026	Closed (paid*)	New Year's Day	Thursday
April 5, 2026	Closed (unpaid)	Easter	Sunday
May 25, 2026	Closed (paid*)	Memorial Day	Monday
June 19, 2026	Closed (paid*)	Juneteenth	Friday
July 4, 2026	Closed (unpaid*)	Independence Day	Saturday
July 5, 2026	Closed (unpaid*)	Independence Day	Sunday
September 7, 2026	Closed (paid*)	Labor Day	Monday
October 12, 2026	Closed Staff Development	Staff Day	Monday
November 26, 2026	Closed (paid*)	Thanksgiving	Thursday
December 24, 2026	Closed (unpaid)	Christmas Eve	Thursday
December 25, 2026	Closed (paid*)	Christmas Day	Friday
December 31, 2026	Closed (unpaid)	New Year's Eve	Thursday
January 1, 2027	Closed (paid*)	New Year's Day	Friday

*paid holiday

- 40 hrs/wk = 8 hrs paid
- 20-30 hrs/wk = 4 hrs paid
- 10-19 hrs/wk = 3 hrs paid
- 0-9 hrs/wk = 0 hrs paid

** January 19, 2025 - Martin Luther King, Jr. Day, Full-time staff floating holiday