



Jackson County Public Library

STRATEGIC PLAN 2025 – 2027

Approved by the Board of Trustees December 16, 2024

Mission Statement:

The mission of the Jackson County Public Library (JCPL) is to help the community connect, learn, and grow. (Connect. Learn. Grow.)

Library Overview:

The Jackson County Public Library is a tax-supported organization that has a service population of 39,103 (2020 census), an increase from 35,296 (2010 census), and serves nine townships in Jackson County, Indiana: Carr, Hamilton, Jackson, Owen, Pershing, Redding, Salt Creek, Vernon, Washington. This includes the city of Seymour and towns of Crothersville, Freetown, and Medora.

Community Needs:

In 2021, the Jackson County United Way facilitated community conversations to discover community issues. Issues included lack of mental health resources, substance abuse, safety, and generational poverty.

In the spring of 2020 and again in 2022, the mayor of Seymour created an online survey of city services and requested input on community needs. Items scoring low that may need assistance from the library are youth entertainment; entertainment for all ages, especially on weekends; arts & culture; and housing and transportation options.

In 2019, a health survey of Medora was conducted with 40 responses. The biggest concern is addiction services. Regularly scheduled health clinics and scheduled fitness classes were also highly ranked. Child abuse, mental health, and aging problems were also issues.

The library also conducted a survey in August & September 2024 asking for community input on library services. The library received 109 responses. In those responses, most liked was the staff and the friendly assistance they give. Offering programs for all ages was also highly mentioned.

Goals

Based on the input received, the following goals have been established for JCPL:

Goal 1: Connect the community with programs and services

Goal 2: Provide facilities and staffing to meet community needs

Seymour Library
303 West Second Street
Seymour, IN 47274

Tel: (812) 522-3412
Fax: (812) 522-5456

Crothersville Library
120 East Main Street
Crothersville, IN 47229

Tel: (812) 793-2927
Fax: (812) 793-3721

Medora Library
27 West Main Street
P.O. Box 400
Medora, IN 47260
Tel: (812) 966-2278
Fax: (812) 966-2229

Outreach Services
Serving Jackson County
Tel: (812) 522-3412 x1241

www.myjclibrary.org

Service Responses to Stated Goals

Goal 1: Connect the community with programs and services

Objective 1.1: Continue relationships with community agencies and the clients they serve

Activity 1.1.a.: Resume the summer learning program kickoff event in Seymour and include community organizations in 2025.

Activity 1.1.b.: Resume hosting Jackson County United Way Volunteer Income Tax Assistance (VITA) sessions in 2025 and willing to expand to Crothersville and Medora in 2025 or 2026 if possible

Activity 1.1.c: Participate in community planning for the celebration of the country's semiquincentennial (250th anniversary) in 2025 and 2026

Activity 1.1.d.: Educate all staff on community agencies for better referral service in 2027

Objective 1.2: Provide more services to older adults

Activity 1.2.a.: Increase large print offerings in 2025

Activity 1.2.b.: Create a variety of programs of interest by 2026

Activity 1.2.c.: Offer quarterly older adult programs in Crothersville by 2027

Objective 1.3: Provide more family programs and services

Activity 1.3.a.: Create a monthly homeschool gathering in Seymour in 2025

Activity 1.3.b.: Change some children's programs in Crothersville and Medora to family activities in 2025

Activity 1.3.c.: Offer more social programs and entertainment at all locations in 2026

Activity 1.3.d: Investigate other options for family programs and services in 2027

Objective 1.4: Expand outreach services to better serve the community

Activity 1.4.a.: Evaluate current Discovery Bus stops and prepare for the change in vehicles in 2025

Activity 1.4.b.: Conduct a contest to name and design the wrap on the new sprinter van in 2025

Activity 1.4.c.: Identify possible pop-up service locations in 2026

Activity 1.4.d.: Start pop-up service opportunities in 2027

Goal 2: Provide facilities and staffing to meet community needs

Objective 2.1: Investigate options for reallocating existing spaces to better serve the community

Activity 2.1.a.: Evaluate current facilities in Crothersville and Medora in 2025 and determine a response to community needs in 2026

Activity 2.1.b.: Seek funding and explore options for a makerspace in 2025 then create a makerspace at the Seymour Library in 2026

Activity 2.1.c.: Hire a consultant to evaluate current facilities in 2027

Objective 2.2: Investigate staffing levels to best serve the community

Activity 2.2.a.: Evaluate current staff positions in 2025 for 2026 budget planning

Activity 2.2.b.: Determine makerspace staffing needs in 2025 to add staff in 2026

Activity 2.2.c.: Establish a succession plan for administration staff in 2027

Assessment of Facilities, Services, Technology and Operations:

Facilities:

The library operates a main library in Seymour, branches in Crothersville and Medora, and a vehicle that travels throughout the library district. Two minivans assist staff in traveling to different locations and meetings. The silver van purchased in 2015 was originally scheduled for replacement in 2023 and will now be replaced in 2026. The red van purchased in 2018 was originally scheduled for replacement in 2025 or 2026 will now be replaced in 2027 or 2028. In January 2024, an electronic sign replaced the manual sign that was originally installed in 2005.

Of the facilities at JCPL, the most immediate needs are at the Seymour Library: evaluate the building to determine best use of the former computer lab, and at the Medora Library: possibly replace floodgate, steps, and ramp or, alternatively, provide different services in that community.

The Seymour main library was an original Carnegie library built in 1905 with additions in the 1920s, 1992, and 2005. Since 2005, a renovation of the Teen Scene and the addition of a Teen Specialist created a more vibrant and inviting teen experience; discovery stations for interactive play and early literacy support have been popular; tall adult shelving sections were removed and others reorganized to allow for more seating, more natural light, and better sight lines; Kidz Korner received new carpet, vinyl floor covering, and additional interactive areas for younger children; a small group meeting media:scape was added in a public area upstairs; meeting room chairs were replaced; the 1992 elevator was upgraded; LED lighting replaced most lighting from previous projects including the parking lot lights; masonry repair to the 1905 former entrance and tuckpointing the bricks on the original two sections of the building; and the portions of the chiller unit were upgraded. When new upstairs carpet was installed in July/August/September 2020, all shelving was moved, some taller sections were removed and the remaining units were re-arranged. In July 2020, the local history and Indiana collection moved to the former computer classroom and the magazine and newspapers were moved into the former quiet study room. With grants from the COVID-19 pandemic and the operating fund, all wood and fabric furniture

was replaced, whiteboards added to the media:scape, and more tables and chairs were purchased to provide more small meeting areas in 2022. In October 2022, public computers were redistributed upstairs near the Information Services Desk in order to host early voting in the computer lab, and computers have remained closer to the Information Desk for better staff assistance. In May 2024, a pollinator garden was created in two parking lot islands near staff parking. Using library endowment funds from the Community Foundation of Jackson County, outdoor tables were added to the entrance in 2019 and 2023.

The Crothersville and Medora branch libraries are identical buildings built in 1992 with the Crothersville Library replacing a rented storefront and the Medora Library replacing a weekly Bookmobile stop. Since the 1992 building project, both branches have removed shelving from the center of the public space, added rotating discovery stations for interactive play and early literacy support, and installed LED lighting. The Crothersville Library has added a storage area and has replaced carpet and wall covering/painting throughout, and the Medora Library replaced carpet. In 2022, all wood and fabric furniture were replaced. Outdoor lockers were added in 2022 for pick-up service outside of library hours. The Medora Library ramp, steps, and floodgate needed to be replaced in 2023 but were not, due to an increase in cost.

The Discovery Bus was purchased in 2008 and will be replaced by a sprinter van with an awning and ramp in 2025.

Services & Operations:

JCPL offers a variety of programs and a diverse collection for all ages, local history and genealogy services at the Seymour Main Library, and administrative services such as photocopying, digital scanning, and laminating (Crothersville and Seymour). In 2020, a self-service fax machine was installed at the Seymour Library. In 2023, library staff offered 1,130 library-sponsored programs at Seymour, Crothersville, Medora, the Discovery Bus, and off site with total program attendance of 23,233.

The COVID-19 pandemic greatly affected services starting in March 2020, which curtailed the existing long range plan. Little Free Libraries from Read Jackson County were added outside the entrance of all three libraries when the library first closed and will remain at those locations. After a successful Story Stroll was temporarily added to the Seymour Library sidewalk and grass area on Second Street, a Community Foundation Grant funded a Story Stroll in Shields Park in May 2022. Sunday hours at the Seymour Library were dropped in 2020, and the library hours shortened in September 2022. With county CARES money, the library added UV Book Sanitizers and UV HVAC coil scrubbers. When the libraries reopened to the public, most furniture with wood and cloth were no longer used. A \$26,000 ARPA grant through the Indiana State Library replaced lounge furniture at the Seymour Library in 2021/22. Other furniture was replaced by new tables and chairs with wipeable surfaces and were completely installed in 2022 using operating funds available due to computers not needing to be replaced in 2020 or 2021.

In 2023, total circulation of all materials was 129,126 including a circulation of 60,620 of children's materials. Total collection use in 2023 was 188,330. Collection size as of October 31, 2024 was 728,818 with 55,436 physical items. The total number of resident registered users in 2023 was 7,759. Readers' progress in the 2021 Summer Learning Program added outdoor games and circulating Roku devices to the collection at all three libraries. Electronic materials are offered through Libby (Indiana Digital Library), hoopla, Kanopy, and The Shelf TV Spanish streaming platform, added in December 2023.

Online databases offered by the library are Ancestry Library Edition (in library only), HeritageQuest Online, World Book Web, newspapers.com, and Gale Courses. Databases provided through Evergreen Indiana are Chilton Library, DataAxle Reference Solutions, Gale Legal Forms, and LibraryIQ (for staff use only). INSPIRE is available through the Indiana State Library. The library added GrantStation in

August 2024 for staff members to share the single access. TALK: Text and Learn for Kindergarten was added in August 2024 for caregivers of children ages 0-5.

JCPL has had outreach service through the Bookmobile since the library received a state grant in the 1960s. Service has changed over the years with fewer community stops due to low interest to service to most licensed daycares and preschools in the library district. The current Discovery Bus was put into service in 2008; is parked outdoors in the Seymour Community School Corporation bus lot; and has 35 stops at daycares, schools, nursing homes and assisted living facilities, neighborhoods, and homebound locations on a Monday-Thursday schedule. It will be replaced by a sprinter van in 2025 with payments from the operating fund in 2024 and 2025.

In June 2021, the library went fine-free except for some special items, such as hotspots and other equipment.

A seed library was created at the Seymour Library in 2021, was added to the Crothersville Library in 2022, and was added to the Medora Library in 2023. Seeds are also available upon request via The Discovery Bus.

In September 2022, the library became the local program partner for the Dolly Parton's Imagination Library of Jackson County that was created in March 2021. Before the library took over, registration for the program was temporarily suspended due to lack of dedicated funds. Library administration worked on obtaining local funding in 2023 and 2024. When the state of Indiana started paying half of the expenses in September 2023, pending registrations were added to the program the month prior. Once enough local donations and grant money were obtained to fully fund the existing registrations, registration reopened on a limited basis in June 2024, since the \$10,000 grant was limited to children living within the Seymour city limits.

In January 2023, the Seymour Library received an Indiana Legal Help Kiosk for the public to access housing assistance. Other legal assistance has been added and will continue to be added to the kiosk.

Technology:

Since 2013, the Seymour Library has offered self-check machines with Evergreen Indiana. Self-checks from Seymour were transferred to Crothersville and Medora in 2016. All self-check machines were replaced in 2020.

Several staff members have access to security cameras at the Seymour Library and key staff have access to security cameras at the branches. Four additional cameras were added with ARPA funds in 2022, and more cameras were purchased with operating funds in 2023 and 2024.

In 2019, 10 mobile hotspots were added for public checkout at all three libraries. 10 more were added in 2021. Chromebooks are also offered for use in all three libraries but were removed from the branches in 2024 due to non-use. Nintendo Switches purchased with the library endowment fund at the Community Foundation of Jackson County were added for teen use at all three libraries in August 2024.

In March 2022, a 27" laminator was added to the graphics office for staff use only. In December 2022, interested staff received sit-stand desktop workstations. Select staff members received replacement iPads in November 2023. In May 2024, the Friends of the Library purchased a Cricut for staff use in displays and programs.

A 5-year contract for photocopiers was renewed in August 2024 with new photocopier installation in September 2024.

The library has Facebook, Instagram, and YouTube accounts. SnapChat, TikTok, and X were deactivated in December 2024 due to non-use. In 2022, the library added the JCPL Storytime & Early Literacy Facebook group.

The library offers a local history archive online at www.jacksoncountyhistory.org and maintains a database of local clubs and organizations at www.seymour.org. In 2022, the local history content started to be entered into Indiana Memory.

In August 2024, Demco's online meeting room scheduling and program registration software were discontinued, and staff selected Library Market's Library Calendar to replace it.

Equipment Replacement Schedule:

2025: web servers in Seymour, public online catalogs, networking infrastructure

2026: staff computers, public iPads, self-check computers, silver van

2027: public computers, security cameras older than five years

2028: red van, security cameras older than five years

2029: photocopiers

Annual Evaluation Process:

The Board of Trustees will review this plan; evaluate objective successes/failures; update goals; and make other needed corrections/amendments annually at the December meeting.

Financial Resources and Sustainability:

The library's sources of revenue for its operating fund are mainly property taxes and local income tax. The property tax caps, which were voted into the Indiana State Constitution, will continue to lower the amount of property taxes that the library will receive. The Seymour and Jackson County Tax Increment Finance (TIF) Districts have decreased the library's tax base.

Library administration staff members have successfully decreased spending over the past few years to include sufficient cash flow in the operating fund. Annual transfers from the Operating Fund into the Rainy Day Fund and Library Improvement Reserve Fund (LIRF) have been cut. Current LIRF and rainy day funds could be used to pay for capital expenditures, and rainy day funds could be used to pay for any operating budget expenditure.

In 2024, the library received a Dollar General Foundation Grant for summer reading program expenses. The library will continue to seek additional grants when available.

Collaboration with Other Public Libraries:

Besides JCPL district residents, the library also serves residents of other Evergreen Indiana and Indiana Digital libraries, Bartholomew County cardholders due to a local agreement, other Indiana residents with a Public Library Access Card, and, to some extent, anyone who visits a library facility or contacts the library.

JCPL collaborates with other public libraries in many ways and will continue to do so. Beginning in 2016, JCPL participated in the Statewide Remote Circulation Service (SRCS) until it ended in August 2024. The library continues to use Indiana SHARE for interlibrary loans. As a member of Evergreen Indiana

since 2008, the library will continue to participate in 5-days-a-week transits, group purchases, DVD and music CD transits, and the statewide Indiana Digital Library (OverDrive) formed in 2022. Staff will continue to serve on committees (if elected), view meetings online, and participate in roundtables.

JCPL works with the Brownstown Public Library (BPL), since the two library systems serve all of Jackson County. On two days each week when traveling between the Seymour and Medora libraries, our Maintenance Specialist stops at BPL to pick up and drop off Evergreen Indiana transits. JCPL also includes BPL staff in meeting travel and has also included them in staff development day library tours outside of Jackson County.

JCPL annually pays membership dues for all managers to the Indiana Library Federation, American Library Association, and Public Library Association. These memberships allow those staff members to attend regional, state and national meetings where they have the opportunity to network with many other librarians.

All managers are currently and will continue their involvement in state and national listservs with other public librarians in their areas of specialization. They will also continue to participate in regional and state roundtables in their areas of specialization and will host these organizations when a location is needed.

Collaboration with Other Community Partners:

JCPL staff is active in the community, especially in Seymour. The library partners with Jackson County United Way on the annual VITA program with the library hosting some of their appointments. Almost all full-time staff members are graduates of Leadership Jackson County, and the library annually selects a full-time staff member to attend the program. Staff members are involved in various boards and committees: Boys and Girls Club of Seymour Emeritus, Community Service Council, Read Jackson County, Seymour Parks and Recreation Board.

The library is also an active member of Seymour Main Street by attending merchant meetings and participating in the Scarecrow Stroll and Downtown Trick or Treat. The library also annually participates in Jackson County Industrial Development Corporation's College Career Transition at Seymour High School. At least one staff member participates in Jackson County United Way (JCUW) Day of Caring. Seymour Library staff members co-host, collaborate on, and provide bubble activities at the annual Seymour Parks and Recreation End of Summer Escape. The Seymour Library hosts the Teens for Change HeART Show, a Sertoma Christmas Miracle angel tree, and bins for recycling batteries and eyeglasses. In 2024, the Seymour Library collected canned goods for the city's Canstruction event. The Seymour Library partner with Seymour Parks & Recreation on sites for outdoor programs.

The Outreach Services staff and Discovery Bus (sprinter van in 2025) participate in the Jamestown Apartments National Night Out, Crothersville Circle of Service, Zion Lutheran School's Big Trucks event., and the Seymour Oktoberfest parade. The Medora Library hosts the community Christmas Tree. The Crothersville Library hosts a Flag Donation Box maintained by the local boy scout troop and VFW.

JCPL provides space for other government and non-profit organizations to have special promotions such as the Jackson County Health Department, the Jackson County Clerk, Indiana Rural Health Association community needs assessment, the US Census, and the US Affordable Care Act healthcare navigators. The Seymour Library also often serves as a mobile office for many government and non-profit agencies and business people.

JCPL also provides community and job bulletin boards and pamphlet racks and continues to provide state and federal government handouts including tax forms, Indiana Department of Environmental

Management (IDEM) notices, and voter registration forms. The library also participates in National Voter Registration Day each September with the Jackson County Clerk's office and since 2018 maintains the "Be a Voter" website to facilitate local, state, and national voting information. Since October 2019, the Seymour Library has served as an early voting site and as an election day site since 2022.

In 2021, the library began a partnership with the Seymour Schools 6th Grade, Seymour Middle School, and Seymour High School to offer SORA, providing access to the Indiana Digital Library through OverDrive.

In 2023, the library began coordinating and participating in a Park Hop with Purdue Extension Jackson County, Healthy Jackson County, Seymour Parks and Recreation, Brownstown Park Board, Medora Parks, and Schneck Medical Center

In 2024, the library received grants from the Indiana Arts Commission for programs that incorporated local artists and the community, and a Creative Aging Grant to provide programs for older adults.

Communication Plan:

The library will provide a written copy of this Strategic Plan to all current and future members of the board of trustees and to community stakeholders including Brownstown Central Community School Corporation, City of Seymour, Crothersville Community School Corporation, Jackson County Commissioners, Jackson County Council, Medora Community School Corporation, Seymour Community School Corporation and town boards in Crothersville, Freetown, and Medora. A digital copy of the plan will be posted on the library website. Print copies will be available in each of the library buildings.

Library staff members will be given copies of the plan and will discuss activities at meetings in 2024 and 2025.