



# LIBRARY ADVISORY BOARD MEETING

April 08, 2026 at 12:00 PM

WolfForth Library Community Room - 508 East HWY  
62/82 WolfForth, TX

## AGENDA

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### CALL MEETING TO ORDER

### ROLL CALL AND ESTABLISH A QUORUM

### CITIZEN ENGAGEMENT

This is an opportunity for the public to address the Library Advisory Board regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Citizen comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the citizen engagement sign in sheet and state his/her name and city of residence before speaking. Speakers shall address the Library Advisory Board with civility that is conducive to appropriate public discussion. Speakers can address only the Library Advisory Board and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

### ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consider and take appropriate action on minutes from the October 8, 2025 Advisory Board meeting
2. Consider and take appropriate action on report from City of WolfForth Library
3. Board requests for future agenda items.

### ADJOURN

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 WolfForth Texas 79382 at least 48 hours in advance of the meeting date.

Certification

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on March 25, 2026 at 5:00 p.m.

/s/ Kimberly Brantley-Sallee, Library Director

CITY OF WOLFFORTH  
LIBRARY ADVISORY BOARD  
MINUTES  
10/8/2025

Kim Brantley-Sallee called the meeting to order at 12:10 p.m.

Attendees: Jenna Atthanasion, Linda Dunn, Angela Apodaca, Charlotte McDonald, Leslie Demma, Stephanie Speed, and Debbie Perkey.

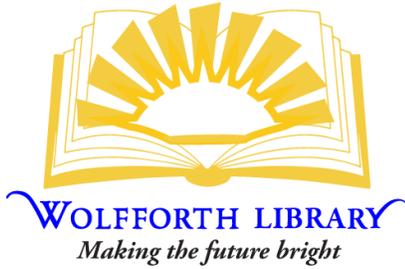
Staff members: Kim Brantley-Sallee, Taylor Revilla

Leslie moved to approve the minutes of 7/9/2025 as presented, Charlotte seconded, and the motion carried unanimously.

Kim reported that 720 Design will present the Library Master Plan to the City Council on 10/20/2025, at 6:00p.m. She requested all possible Board members attend in a show of support for the library and master plan. The Board briefly reviewed the draft Master Plan, requesting no changes. Fund raising will become crucial, beginning immediately. Please give some thought to ideas for the Foundation to generate dollars for the future building. No action taken.

Charlotte moved to table any action on fees for library cards for residents outside of Lubbock County and Debbie made the second. The motion passed unanimously.

The meeting adjourned at 12:55 p.m.



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	Library Advisory Board Meeting
<b>MEETING DATE:</b>	April 8, 2026
<b>ITEM TITLE:</b>	Consider and take appropriate action on report from City of Wolfforth Library
<b>STAFF INITIATOR:</b>	Kimberly Brantley-Sallee, Library Director

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### BACKGROUND:

We received our funds from Lubbock County in late December and we received \$18,000, a significant decrease in our funding. Last Fiscal Year they provided \$60,000 in funding.

720 Design Master Plan will be presented for approval again at the April 6, 2026, City Council meeting, and an update will be provided.

Taylor was awarded Siddle Joe Johnson Award from the Texas Library Association for outstanding achievement in children's library service. This award was presented at the annual Texas Library Association conference in Houston Tx on March 31, 2026, and Taylor was recognized for it at the April 6, 2026, City Council meeting.

Taylor and I attended the annual Texas Library Association conference in Houston Texas March 29-31, and an update will be provided.

As we move into the second quarter of 2026, we have completed our state annual report and sent that to TSLAC for approval. We have met all the minimum standards, are completely accredited for the current year, and do not expect any issues as we move forward this year.

Taylor has been preparing our summer reading outreach, which will include a kick-off party at Patterson Park again this year. We encourage you and your families to participate in these programs and encourage others to do so. We will also always take volunteers.

### EXHIBITS:

Completed Annual Report

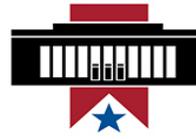
2026 Accreditation Letter

General Summer Reading Announcement

### ACTION/STAFF RECOMMENDATION:

None

# TEXAS PUBLIC LIBRARIES ANNUAL REPORT FOR LOCAL FISCAL YEAR 2025



**This report is due to the Texas State Library and Archives Commission (TSLAC) by March 31, 2026, to allow staff enough time to process all reports. All information must be submitted online by the end of April.**

The Texas State Library and Archives Commission (TSLAC) uses this report for library accreditation purposes and to collect data to compare libraries on local, statewide, and national levels. It is seen and used by researchers as well as policymakers at all levels of government. Accreditation-related questions are marked within the questionnaire (◆). Libraries meeting the minimum accreditation standards are eligible for federal funding opportunities through TSLAC.

Definitions are important to ensure comparability of data from different libraries and states. Please refer to the definitions as you complete this survey.

**Answer ALL questions.** Estimates are important if exact amounts are not available.

All questions relate to the library's **local fiscal year 2025**: the year that ended in calendar year 2025 and included **January 1, 2025**. If there was a change in the fiscal year, please contact accreditation staff to update that information. **All information must be entered into Texas LibPAS**, the online data collection portal, at <https://tx.countingopinions.com/>.

**Texas State Library and Archives Commission**  
**Library Development and Networking (LDN)**  
**Accreditation and Statistics Staff**  
[accreditation@tsl.texas.gov](mailto:accreditation@tsl.texas.gov)  
 512-463-5465, or toll free in Texas 800-252-9386

## SECTION 1: LIBRARY CONTACT INFORMATION - Central/Administrative Library

This section requests information for contacting the library, its staff, board, and friends group. The information you submit on this form is Public Information, <https://www.tsl.texas.gov/agency/customer/pia.html>. In addition, the information being entered may be subject to interception via common Internet tools. Please read our Web Policies and Disclaimers, <https://www.tsl.texas.gov/landing/webpolicies.html>.

*NOTE: In the online form, contact questions in 1.1 through 1.21 have been prefilled and locked. You will not be able to change the data. If changes need to be made to these questions, contact accreditation staff at [accreditation@tsl.texas.gov](mailto:accreditation@tsl.texas.gov) or add an explanation in the Note box.*

<b>1.1</b> Library Name	City of Wolfforth Library	<b>1.2</b> County	Lubbock
The local fiscal year covered by this report		<b>1.3</b> Start	10/1/2024
		<b>1.4</b> End	9/30/2025
508 E Hwy 62		Wolfforth	79382 - 2241
<b>1.5</b> Mailing Address - Street	<b>1.6</b> Mailing City	<b>1.7</b> Mailing Zip	<b>1.8</b> (Zip)+4
508 E Hwy 62	Wolfforth	79382 - 2241	
<b>1.9</b> Physical/Shipping address - Street	<b>1.10</b> City	<b>1.11</b> Zip	<b>1.12</b> (Zip)+4
◆ <b>1.13</b> Published Phone Number	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>1.14</b> Phone number	8068554150
An accredited library must have a published phone number. This can be on a website or other publicly available resource.		Area Code	Phone Number
<b>1.15</b> First Name: Library Director/Head Librarian	Kimberly	<b>1.16</b> Last Name: Library Director/Head Librarian	Brantley
<b>1.17</b> Director's Email Address	kbrantley@wolfforthtx.us	<b>1.18</b> Library General Email Address	library@wolfforthtx.us

*NOTE: The information you submit on this form is Public Information: <https://www.tsl.texas.gov/agency/customer/pia.html>. In addition, the information being entered may be subject to interception via common Internet tools. Business email addresses are not considered confidential under the Texas Public Information Act. To help ensure your privacy, always enter your business email address rather than your personal email address when such an address is requested. Please read our Web Policies and Disclaimers: <https://www.tsl.texas.gov/landing/webpolicies.html>.*

<b>◆ 1.19</b> Does the library have a website?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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An accredited library must have a website. If the library does not have a website, or if the URL (web address) has changed, please contact LDN staff. Social media sites, such as Facebook, are not sufficient for this purpose.

<b>1.20</b> Website URL	<a href="https://wolfforthlibrary.org/">https://wolfforthlibrary.org/</a>
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<b>1.21</b> Is the information provided in 1.1 through 1.20 correct?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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In the online form, contact questions in the section 1.1 through 1.20 have been prefilled and locked. You will not be able to change the data. Please contact accreditation staff at [accreditation@tsl.texas.gov](mailto:accreditation@tsl.texas.gov) if changes need to be made to these questions, or add an explanation in the Note box online.

Contact information on the person who completed this report

Kimberly	Brantley-Sallee	kbrantley@wolfforthtx.us
<b>1.22</b> Contact First Name	<b>1.23</b> Contact Last Name	<b>1.24</b> Contact Email

Library Advisory Board Information. Leave blank if there is no Advisory Board.

Jenna	Athanasiou
<b>1.25</b> Board Chair First Name	<b>1.26</b> Board Chair Last Name

Friends' Group Information. Leave blank if there is no Friends' Group.

Debbie	Youngblood-Perkey
<b>1.27</b> Friends' President First Name	<b>1.28</b> Friends' President Last Name

**SECTION 2: LIBRARY OUTLETS**

This section requests information on public service outlets. *Report figures as of the last day of the fiscal year* . If there is a new branch, but it was not open for business before the end of the library's local fiscal year, it should not be included on this report. Contact accreditation staff if there have been any changes.

<b>2.1</b> Number of Branch Libraries	0
Administered from a central unit, branch libraries are auxiliary units that have at least all of the following:	
<ul style="list-style-type: none"> <li>• separate quarters</li> <li>• an organized collection of library materials</li> </ul>	<ul style="list-style-type: none"> <li>• paid staff</li> <li>• Regularly scheduled hours for being open to the public</li> </ul>

<b>2.2</b> Number of Bookmobiles	0
A bookmobile is a traveling branch library and has at least all of the following:	
<ul style="list-style-type: none"> <li>• a truck or van that carries an organized collection of library materials</li> <li>• paid staff</li> </ul>	<ul style="list-style-type: none"> <li>• regularly scheduled hours for being open to the public (bookmobile stops).</li> </ul>
If the library has added a bookmobile for the last local fiscal year, please contact accreditation staff so it can be added into the online portal and agency directories.	

**Facility Information**

<b>2.3</b> In what year was the current library facility originally built? Put approximate year/decade if actual date is not known.	<i>Prefilled in online form if available.</i>	2006
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<p><b>2.4</b> Square Footage of the Main Library</p> <p>This is the area on all floors enclosed by the outer walls of the library. Include all areas occupied by the library, including those areas off-limits to the public. Include areas shared with another agency or agencies if the library has use of that area.</p>	<p><i>Prefilled in online form</i></p>	<p>6,500</p>	<p>square feet</p>
<p><b>2.5</b> Renovations, Expansions, New Construction</p> <p>Has the main library building been renovated or expanded, or had new construction completed within the period covered by this report? Report structural changes only.</p>	<p>Yes</p>	<p><del>No</del></p>	
<p><b>2.6</b> In what year did the most recent major renovation or remodel occur? (If applicable) <i>Prefilled in online form if available.</i></p>	<p>Not Applicable</p>		
<p><b>2.7</b> Rate the current facility in meeting the needs for public service.</p>	<p>Poor</p>	<p>Adequate</p>	<p><del>Good</del></p>
<p><b>2.8</b> Are there plans in progress to undergo major modifications to the facility within the next three years?</p>	<p><del>Yes</del></p>		<p>No</p>
<p><b>2.9</b> Is more than half of the computer network hardware in this facility three years or older?</p>	<p>Yes</p>		<p><del>No</del></p>
<p><b>2.10</b> Are there plans in progress to upgrade the network/cabling/technology within the facility within the next three years?</p>	<p>Yes</p>		<p><del>No</del></p>

**SECTION 3: EXPENDITURES**

**REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS**

Local accounting practice guides whether a particular expense is classified as operating or capital expense.

- Report only **actual expenditures**. Do not include the value of donated items and estimates.
- Include only grant funds directly spent by the library. Do not include expenditures made on the library's behalf by another entity.
- If available, include major operating costs (e.g., salaries, benefits) paid by other authorized agencies.
- Report actual expenditures from all revenue sources, including state, federal, Friends' group contributions, and foundation funding.
- **Answer every question.** Enter "0" if an item does not apply. If you need to estimate, please use a standard methodology for doing so and add an explanation in the Notes field.

If you have questions, please contact accreditation staff at [accreditation@tsl.texas.gov](mailto:accreditation@tsl.texas.gov).

**Library Operating Expenditures**

Operating expenditures are the current and recurrent costs necessary to support the provision of library services. Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy taxes) "on behalf of" the library may be included if the information is available. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Any operating expenditure not covered by **Staff** or **Collection Material Expenditures** should be reported in question **3.8, Other Operating Expenditures**.

<b>Staff Expenditures</b>		
<b>REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS</b>		
<b>3.1 Salaries and Wages Expenditures</b>		<b>\$230,853</b>
<p>This includes salaries and wages for all library staff (including plant operations, security, and maintenance staff) for the fiscal year. Include salaries and wages before deductions but exclude employee benefits. Include longevity, merit, and other funds paid directly to employees. Do not report salaries paid by an outside entity or employees paid under a training program administered through another entity.</p>		
<b>3.2 Employee Benefits Expenditures</b>		<b>\$73,396</b>
<p>These are the benefits outside of salary and wages paid and accruing to employees (including plant operations, security, and maintenance staff), regardless of whether the benefits or equivalent cash options are available to all employees. Include amounts for direct paid employee benefits including Social Security, retirement, medical insurance, life insurance, guaranteed disability income protection, unemployment compensation, worker's compensation, tuition, and housing benefits.</p>		
<b>3.3 Total Staff Expenditures</b>	<i>Sum of 3.1 and 3.2</i>	<b>\$304,249</b>
<b>3.3a Staff expenditures from non-local sources of funding</b>	<b>\$0</b>	
<p>Of library staff expenditures, how much was provided from non-local grant funding? Non-local funds include Tocker Foundation, TSLAC (competitive grants, ILL reimbursement and Family Place funding), Dollar General, Hancher Foundation, Texas Book Festival, NEA, or similar sources outside of the library's home county. Enter "0" if all funding was from local sources.</p>		
<b>3.3b Local funds used for library staff expenditures</b>	<i>Difference between 3.3 and 3.3a</i>	<b>\$304,249</b>
<b>Collection Material Expenditures</b>		
<b>REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS</b>		
<b>3.4 Print Materials Expenditures</b>		<b>\$22,311</b>
<p>Report all operating expenditures for these print materials: books, current serial subscriptions, government documents, and any other print acquisitions.</p>		
<b>3.5 Electronic Materials Expenditures</b>		<b>\$6,993</b>
<p>Report all operating expenditures for electronic (digital) content. Include expenditures for electronic content for which the library has acquired permanent or temporary access rights. Include fees paid to platforms that provide licensed content.</p> <p>Electronic content can be accessed online from an electronic device. Types of electronic content include electronic materials (e-books, e-serials, e-audio, e-video), research databases, online learning platforms, reference tools, scores, maps, and pictures in electronic or digital format.</p> <p><i>NOTE: Expenditures for computer software used to support library operating or to link to external networks, including the Internet, are reported under 3.8, Other Operating Expenditures. TexShare participation fees are also reported in question 3.8.</i></p>		
<b>3.6 Other Physical Materials Expenditures</b>		<b>\$7,299</b>
<p>Report all operating expenditures for other physical materials, such as microform, audio and video physical units, DVD, circulating portable electronic devices, and materials in new formats</p>		

<b>3.7 Total Library Collection Expenditures</b>	<i>Sum of 3.4, 3.5, 3.6</i>	<b>\$36,603</b>
3.7a Collection Material expenditures from non-local sources of funding	<b>\$8,000</b>	
Of these expenditures, how much was from non-local grant funding? Non-local funds include Tocker Foundation, TSLAC (competitive grants, ILL reimbursement and Family Place funding), Dollar General, Hancher Foundation, Texas Book Festival, NEA, or similar sources outside of the library's home county. Enter "0" if all funding was from local sources.		
3.7b Local funds used for library collection material expenditures amount will be reported in Question 4.1.	This <i>Difference between 3.7 and 3.7a</i>	<b>\$28,603</b>
<b>3.8 Other Operating Expenditures</b>		<b>\$153,673</b>
This includes all expenditures other than those reported for Total Staff Expenditures Question 3.3 and Total Collection Expenditures Question 3.7. Include expenses such as binding, supplies, repair or replacement of existing furnishings and equipment; and costs of computer hardware and software used to support library operations or to link to external networks, including the Internet. Report contracts for services, such as costs for operating and maintaining physical facilities, and fees paid to a consultant, auditor, architect, attorney, etc. <i>Include fees paid to the TexShare database program.</i>		
3.8a Other Operating Expenditures from non-local sources of funding	<b>\$0</b>	
Of these expenditures, how much was from non-local grant funding? Non-local funds include Tocker Foundation, TSLAC (competitive grants, ILL reimbursement and Family Place funding), Dollar General, Hancher Foundation, Texas Book Festival, NEA, or similar sources outside of the library's home county. Enter "0" if all funding was from local sources.		
3.8b Local funds used for other library operating expenditures	<i>Difference between 3.8 and 3.8a</i>	<b>\$153,673</b>
<b>3.9 Total Direct Library Operating Expenditures</b>	<i>Sum of 3.3, 3.7, 3.8</i>	<b>\$494,525</b>
3.9a Total expended from non-local grant funding. <i>Sum of 3.3a, 3.7a, 3.8a</i>	<b>\$8,000</b>	
3.9b Local funds used for library operating expenditures. <i>Sum of 3.3b, 3.7b, 3.8b.</i>		<b>\$486,525</b>
<i>NOTE: This amount, plus 3.10, Indirect Costs (if needed), is reported in Question 4.2.</i>		
<b>3.10 Indirect Costs (if needed to meet maintenance of effort)</b>	Documentation Required*	<b>\$0</b>
This should only be reported when a library has failed to meet the maintenance of effort (MOE) requirement for accreditation in the state library system. If included, the expense must be documented by the local government entity that provided the service, and the document must be submitted to the state library with a signature from a government official with fiscal authority.		
An indirect cost is a cost incurred for a normal library operating expenditure that is not assigned to the library's budget, but paid for by a local government agency <i>on behalf of the library</i> . If you plan to report indirect expenditures please contact accreditation staff at accreditation@tsl.texas.gov.		
Capital Expenditures are included in question 3.12.		
<i>*NOTE: Include documented Indirect Costs (question 3.10) only when necessary to meet the average of expenditures for the maintenance of effort (MOE) requirement. Contact accreditation staff for additional information at accreditation@tsl.texas.gov.</i>		
<b>3.11 Total Library Operating Expenditures</b>	<i>Sum of 3.9, 3.10</i>	<b>\$494,525</b>

<p><b>3.12 Capital Expenditures</b></p> <p>This amount should never be included in any of the questions in <b>Section 4</b>. This should be reported in sources of funds the Capital Revenue part of <b>Section 5</b>.</p> <p>Do not include Operating Expenditures reported above. Local accounting practice guides whether a particular expense is classified as operating or capital expense.</p> <p>Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include expenditures for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures. Only funds that are supported by expenditure documents (e.g., invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Estimated costs are not included. Do not include expenditures for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation</p>	<p><b>\$0</b></p>
<p><b>SECTION 4: LOCAL FINANCIAL EFFORT</b></p>	
<p>This section contains questions which will help determine whether the library meets the minimum accreditation criteria. Local Operating Expenditures, question 4.2, is used in determining whether a library has met the maintenance of effort (MOE) criteria.</p> <p>In the online form, questions 4.1 and 4.2 are calculated fields. They will reflect the total expenditures, less any non-local and/or grant funding.</p>	
<p>◆ <b>4.1</b> Local expenditures on collections</p> <p>This is the amount of Total Collection Expenditures (question 3.7) paid for with city, library district, county, school district, and other local revenue sources. This amount is included in the amount reported in question 4.2, Local Funds Expenditures. This amount may be the same as Total Collection Expenditures.</p>	<p><i>Equal to 3.7b</i></p> <p><b>\$28,603</b></p>
<p>◆ <b>4.2</b> Local funds used for library operating expenditures</p> <p>This amount is the total library operating expenditures from local funds. This amount, which may equal the amount reported in question 3.11, is used to determine whether a library meets the Maintenance of Effort (MOE) criterion. Include any reported indirect costs.</p>	<p><i>Sum of 3.9b and 3.10</i></p> <p><b>\$486,525</b></p>
<p>◆ <b>4.3</b> Local government funds used for library operating expenditures</p> <p>This is the amount reported in Total Library Operating Expenditures, question 3.11, expended from local government revenue: funds spent for total operating purposes paid for with city, library district, county, or school district revenue sources. This amount is included in the amount reported in question <b>4.2</b>, Local Funds Expenditures. As this is based on actual expenditures, it should not be greater than the amounts totaled in <b>3.11, 4.2, or 5.4</b>. Include any reported indirect costs.</p> <p>Do not include expenditures from non-local grant sources such as Tocker Foundation, Dollar General, Hancher Foundation, Texas Book Festival, NEA, or similar sources outside of the library’s home county. <b>Do not include</b> expenditures from other local sources reported below, such as donations, fines, fees, friends group funds, memorials or similar sources.</p>	<p><b>\$417,143</b></p>

**SECTION 5: REVENUE**

**Library Revenue by Source**

Report revenue received by the library used for the current and recurrent costs of operation. Include federal, state, local, or other grants. DO NOT include revenue for major capital expenditures, contributions to endowments, other extraordinary items. Do not report revenue unavailable for use by the library such as fines or funds unspent from previous fiscal years. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants in the local government revenue questions.

The total funds reported as Library Revenue will not necessarily equal the total of Library Expenditures reported. Do not report grant funds spent on behalf of this library by another entity. Do not report salary revenue if the library did not pay the salary, as in the case of employees paid under a training program administered by another entity.

**Do not include indirect costs.**

**REPORT ACTUAL EXPENDITURES, NOT BUDGETED AMOUNTS**

**Local Government Revenue used for Operating Expenditures**

All tax and nontax receipts appropriated by the the local government entity to the public library and available for the purpose of operating expenditures by the public library. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants in the local government revenue questions. Include any revenue received from other cities, reported in 5.18 and 5.19.

Do not include revenue for major improvements such as construction, renovation, endowment fund deposits, other extraordinary items. Do not report revenue unavailable for use by the library such as fines or funds unspent from previous fiscal years.

<b>5.1</b>	City, Cities, or Library District Revenue used for operating expenditures. Include any funds reflected in 5.18 and 5.19.	\$417,143	
<b>5.2</b>	County or Counties Revenue used for operating expenditures. Include any funds reflected in 5.18 and 5.19.	\$60,000	
<b>5.3</b>	School District Revenue used for operating expenditures.	\$0	
<b>5.4</b>	Local Government Operating Revenue	<i>Sum of 5.1, 5.2, 5.3</i>	<b>\$477,143</b>

If this amount is less than the amount reported in question **4.3, Local Government Expenditures**, please provide an explanation in the note box in the online form.

<b>5.5</b>	State Revenue used for Operating Expenditures	\$0	
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Record the source of funds in the Notes box. All revenue from funds collected by the State and distributed directly to this library for expenditure by the library for operating costs.

*NOTE: Only certain funds received directly from TSLAC, notably Family Place supplies and Texas Reads grants are reported in 5.5. Competitive grant programs and ILL Reimbursements are reported in **5.6, Federal Operating Revenue**.*

Specify the sources of those funds. Record the source of funds in the Note box in the online form.

<p><b>5.6</b> Federal Revenue used for Operating Expenditures</p> <p>Record the source of funds in the Note box. Include all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the state.</p> <p>Include competitive grants and ILL reimbursement funds received directly from TSLAC that were used for library operating expenditures.</p> <p>Specify the sources of those funds. Record the source of funds in the Note box in the online form.</p> <p><b>E-rate reimbursements are not included in this survey.</b></p>	\$0
<p><b>5.7</b> Foundation and Corporate Grant Revenue used for Operating Expenditures</p> <p>Include cash grants from private foundations or corporations used for the purpose of library operating costs by the public library.</p> <p>Specify the sources of those funds. Record the source of funds in the Note box in the online form.</p>	\$8,000
<p><b>5.8</b> Other Local Sources of Revenue used for Operating Expenditures</p> <p>Report all revenue other than that reported in any of the other revenue categories used for operating costs, such as interest, fines, donations from individuals or friends groups. Include monetary gifts and donations from individuals. <b>Do not</b> include the value of any contributed services or the value of any non-monetary gifts and donations. Sources should be from entities within the library's home county.</p>	\$9,382
<p><b>5.9</b> Total Revenue Used for Library Operating Expenditures</p> <p style="text-align: right;"><i>Sum of 5.4 through 5.8</i></p>	\$494,525

**Revenue Used for Major Capital Expenditures**

Report revenue to be used for major capital expenditures, by source of revenue. Include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial collections (all types) for new buildings, building additions, or building renovations; (e) computer hardware and software used to support library operations, to link to networks, or to run information products; (f) new vehicles; and (g) other one-time major projects. Exclude revenue for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Do not include revenue passed through to another agency, such as fines, or funds unspent from previous fiscal years ("carryover").

**Do not report revenue that has already been reported as Operating Revenue, questions 5.1-5.9.**

**Local Government Revenue used for Capital Expenditures**

<p><b>5.10</b> City, Cities, or Library District Revenue used for major capital expenditures. Include revenue from other cities, from question 5.19.</p>	\$0
<p><b>5.11</b> County or Counties Revenue used for major capital expenditures. Include revenue from other counties, as calculated in question 5.19.</p>	\$0
<p><b>5.12</b> School District Revenue used for major capital expenditures.</p>	\$0

<p><b>5.13</b> State Revenue used for Capital Expenditures</p> <p>Record the source of funds in the Notes box. All revenue from funds collected by the State and distributed directly to this library for expenditure by the library for capital expenditures.</p> <p>Any funds received directly from TSLAC, including competitive grant funds should be reported in question 5.14, Federal Capital Revenue.</p> <p>Specify the sources of those funds. Record the source of funds in the Note box in the online form.</p>	\$0
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<b>5.14</b> Federal Revenue used for Capital Expenditures	\$0
Record the source of funds in the Note box. Include all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the state. <b>Include funds received directly from TSLAC</b> , including competitive grants funds used for capital expenditures.  Specify the sources of those funds. Record the source of funds in the Note box in the online form. <b>Do not include any E-rate reimbursements.</b>	

<b>5.15</b> Foundation and Corporate Grant Revenue used for Capital Expenditures	\$0
Include cash grants from private foundations or corporations used for the purpose of library major capital costs by the public library, whether or not expended. Specify the sources of those funds. Record the source of funds in the Note box in the online form.	

<b>5.16</b> Other Local Sources of Revenue used for Capital Expenditures	\$0
Report all revenue other than that reported in any of the other revenue categories used for major capital costs, such as interest, fines, donations from individuals or friends groups. Include monetary gifts and donations from individuals. <b>Do not</b> include the value of any contributed services or the value of any non-monetary gifts and donations. Sources should be from entities within the library’s home county or legal service population area.	

<b>5.17</b> Total Revenue Used for Library Capital Expenditures	<i>Sum of 5.10 through 5.16</i>	\$0
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**Skip** the following section if the library did not receive funds from a city or county government outside of the one in which the library is located. **Include** any funding reported in local government revenue above.

Accuracy in this section is essential, as funding from non-local governmental entities impacts the library's population assignment.

<b>Skip</b>	this section if the library only received funds from local county.	<b>5.18</b> Government Revenue Sources Outside Local City or County If funds were received from <b>government</b> entities outside of the local area, then list the appropriate cities or counties separately and indicate the total of the funds received from each. Make certain these totals are reflected in the local government revenue section, questions 5.1, 5.2, 5.13, 5.14.										
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%; padding: 5px;">City or County Providing Funds (outside home county)</th> <th style="width: 20%; padding: 5px;">Amount</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> <tr> <td style="text-align: right; padding: 5px;">5.19 Total Amount Received</td> <td></td> </tr> </tbody> </table>	City or County Providing Funds (outside home county)	Amount							5.19 Total Amount Received	
City or County Providing Funds (outside home county)	Amount											
5.19 Total Amount Received												

**Include these totals in local government revenue section above.**

**SECTION 6: LIBRARY COLLECTION**

This section collects data on selected types of materials. It does not cover all materials for which expenditures are reported in the **Collection Materials Expenditures** questions, totaled in **3.7**.

Unless otherwise indicated, report for each item and physical unit the amount held at the end of the fiscal year. Physical units are volumes, items, or pieces.

Report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

**◆ 6.1 Library Catalog** Yes No

An accredited library must have a catalog of its holdings available to the public that is searchable electronically, at a minimum by author, title, and subject.

**◆ 6.2 Collection has 1% published in last five years** Yes No

An accredited Texas public library must have at least 1% of total items collection published within the last five years. Example: for a library reporting 20,000 items in 6.14, 200 titles have been published in or after 2020.

**Physical Material Counts****6.3 Books in Print**

Number of volumes, items or physical units

19,164

Books are non-serial printed publications (including music scores or other bound forms of printed music, and maps) that are bound in hard or soft covers, or in loose-leaf format. Include non-serial government documents. Report the number of physical units, including duplicates. Books packaged together as a unit, such as a 2-volume set, and checked out as a unit are counted as one physical unit. Do not include unbound sheet music. Do not count uncataloged paperbacks.

**6.4 Audio Materials — Physical format**

Number of items or physical units

260

These are materials circulated in a fixed, physical format on which sounds only are stored recorded and that can be reproduced played back mechanically, electronically, or both. Include records, audiocassettes, audio cartridges, audio discs including audio CDs, audio reels, talking books, and other sound recordings stored in a fixed, physical format. Items packaged together as a unit, such as two audiocassettes for one recorded book, and checked out as a unit are counted as one physical item. **Do not include downloadable electronic audio files.**

**6.5 Video Materials - Physical Format**

Number of items or physical units

705

These are materials circulated in a fixed, physical format on which moving pictures are recorded, with or without sound. Electronic playback reproduces pictures, with or without sound, using a television receiver or computer monitor. Video formats may include tape (VHS), DVD, and CD. Items packaged together as a unit, such as two video cassettes or DVDs for one movie and checked out as a unit are counted as one physical item. **Do not include downloadable electronic video files.**

<b>6.6 Other Circulating Non-traditional Physical Items</b>	Number of items checked out as physical units	305
<p>Report a single figure that includes the following: all circulating physical items <b>other than</b> print books (6.3) physical audio units (6.4), physical video units (6.5), and serials. These are materials in a fixed, physical format available for use outside the library. These can include a variety of items types, such as wi-fi hotspots, sewing machines, cake pans, tools, etc.</p> <p>Report the number of units, including duplicates. Items packaged together as a unit (such as a set of cookie cutters) and checked out as a unit are counted as one physical unit.</p>		

Note types of non-traditional items available for circulation:

<b>6.7 Total Physical Items in Collection</b>	<i>Sum of 6.3, 6.4, 6.5, 6.6</i>	20,434
<p><b>All circulating physical items in the collection.</b> These are materials in a fixed, physical format available for use outside the library. This includes <b>6.3</b> Print Materials, <b>6.4</b> Physical Audio units, <b>6.5</b> Physical Video units, and <b>6.6</b> Other Circulating Physical items.</p>		

**Electronic Material Counts**

For purposes of this survey, units are defined as “units of acquisition or purchase”. The “unit” is determined by considering whether the item is restricted to a finite number of simultaneous users or an unlimited number of simultaneous users.

- Finite simultaneous use: units of acquisition or purchase is based on the number of simultaneous usages acquired equivalent to purchasing multiple copies of a single title. For example, if a library acquires a title with rights to a single user at a time, then that item is counted as 1 “unit”; if the library acquires rights to a single title for 10 simultaneous users, then that item is counted as 10 “units”. For smaller libraries, if volume data are not available, the number of titles may be counted.
- Unlimited simultaneous use: units of acquisition or purchase is based on the number of titles acquired. For example, if a library acquires a collection of 100 books with unlimited simultaneous users, then that collection would be counted as 100 “units.”

**Do not consider resources available for free when answering the following questions.**  
Do not include any items in the public domain such as Project Gutenberg or similar platforms.

<b>6.8 Consortium Participation</b>	Yes	No
<p>Does the library participate in one or more consortium or cooperative agreements for licensing or acquiring e-materials? If so, please indicate consortium membership below.</p>		
<div style="border: 1px solid black; width: 100%; height: 100%;"></div>		

**\*\*\* DEFINITIONS\*\*\***

**Library:** Purchased solely through the library's budget.

**Consortium:** Purchased through a consortium, cooperative or similar group at the local, regional or state level.

**State:** Provided by the state library or another state agency at no or minimal cost to the library.

**6.9 E-Books** Digital/Downloadable Units **20,385**

Report all items to which your patrons have access, whether through the library or a consortium.

**Do not include any materials freely available in the public domain (such as Project Gutenberg). Do not include TexShare holdings.** E-Read Texas/Boundless materials are reported in 6.8a

E-books are digital documents including those digitized by the library, licensed or not, where searchable text is prevalent, and which can be seen in analogy to a printed book monograph. E-books are loaned to users on portable devices e-book readers or by transmitting the contents to the user’s personal computer for a limited time.

Include e-books held locally and remote e-books for which permanent or temporary access rights have been acquired. Report the number of electronic units, including duplicates at the administrative entity level; do not duplicate unit counts for each branch.

E-books packaged together as a unit, such as multiple titles on a single e-book reader, and checked out as a unit are counted as one unit. Report the number of units. Report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required.

Include only items which were acquired by monetary exchange. Exclude items permanently retained by patrons or freely available without cost. Count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

6.9a E-Read Texas E-Books *Prefilled in online form for participants in this program* **12,130**

E-Read Texas provides a curated collection of e-books and audiobooks and a mobile e-reader application that make it possible for all Texans served by public libraries to access e-books. For reporting year 2025 there 12,130 e-books available. Information at [www.tsl.texas.gov/ldn/ebooks](http://www.tsl.texas.gov/ldn/ebooks).

**6.9b What is the source of the library's ebooks?**

CloudLibrary/CloudLink Hoopla  
 Libby/OverDrive Other: Libby/OverDrive

		Check any that apply.	
6.9c	Did the library provide access to <b>ebooks</b> purchased or acquired:	Through Library only	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Through a Consortium	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		State Provided	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**6.10 E- Audio Materials** Digital/Downloadable Units **5,835**

Report all items to which your patrons have access, whether through the library or a consortium. **Do not include TexShare holdings. Do not include E-Read Texas/SimplyE materials.**

These are downloadable electronic files on which sounds only are stored recorded and that can be reproduced (played back) electronically. Audio-Downloadable Units may be loaned to users on portable devices or by transmitting the contents to the user’s personal computer for a limited time. Include Audio-downloadable units held locally and remote Audio-downloadable units for which permanent or temporary access rights have been acquired.

6.10a E-Read Texas E-Audio *Prefilled in online form for participants in this program* **6,847**

Read Texas provides a curated collection of e-books and audiobooks and a mobile e-reader application that make it possible for all Texans served by public libraries to access e-books. For reporting year 2025, there 6,847 e-books available. Information at [www.tsl.texas.gov/ldn/ebooks](http://www.tsl.texas.gov/ldn/ebooks).

<b>6.10b What is the source of the library's e-audio materials?</b>			
CloudLibrary/CloudLink	Hoopla	Libby/OverDrive	
Libby/OverDrive	Other:		
6.10c Did the library provide access to <b>e-audios</b> purchased or acquired:		Check any that apply.	
		Through Library only	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Through a Consortium	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		State Provided	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>6.11 E- Video Materials</b>		Digital/Downloadable Units	0
These are downloadable electronic files on which moving pictures are recorded, with or without sound. Electronic Report all items to which your patrons have access, whether through the library or a consortium.			
<b>6.11a What is the source of the library's e-video materials?</b>			
CloudLibrary/CloudLink	Hoopla	Libby/OverDrive (inc Kanopy)	
Libby/OverDrive (inc Kanopy)	Other:		
6.11b Did the library provide access to <b>e-videos</b> purchased or acquired:		Check any that apply.	
		Through Library only	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Through a Consortium	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		State Provided	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>6.12 Databases (Electronic Collections)</b>		1	
Report the number of databases made available through purchase by the local library. Do not include any licences through a consortium.			
<b>6.13 Total E- Material Units</b>		<i>Sum of 6.9, 6.9a, 6.10, 6.10a, 6.11</i>	45,197
<b>6.14 TexShare - State Licensed Databases</b>		60	
Libraries that were a TexShare member in 2025, and purchased the databases through the TexShare consortium, there were <b>60</b> databases available to their patrons. <a href="http://www.tsl.texas.gov/texshare/databasecountfy2025.html">www.tsl.texas.gov/texshare/databasecountfy2025.html</a>			
<b>Collection Totals</b>			
◆ <b>6.15</b> Number of volumes, items or units		<i>Sum of total physical circulating items, 6.7, and total</i>	65,632
An accredited library must have at least one item per capita, with a minimum of 7,500 items, or have expended 15			
<b>6.16 E-serials</b> are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are			
Did the library provide access to <b>e-serials</b> purchased or acquired:		Check any that apply.	
		Through Library only	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Through a Consortium	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		State Provided	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>6.17 Research databases</b> are organized collections of electronic data or records (e.g., facts, abstracts, articles,			
Did the library provide access to <b>research databases</b> purchased or acquired:		Check any that apply.	
		Through Library only	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		Through a Consortium	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		State Provided	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

<b>6.18 Online learning platforms</b> primarily provide instruction, tools, and resources to enhance education, lifelong			
Did the library provide access to <b>online learning platforms</b> purchased or acquired:	Check any that apply.		
	Through Library only	Yes	<input checked="" type="checkbox"/> No
	Through a Consortium	Yes	<input checked="" type="checkbox"/> No
	State Provided	<input checked="" type="checkbox"/> Yes	No

**SECTION 7: LOCAL LIBRARY SERVICES**

**Answer every question.** Enter "0" if an item does not apply. If you need to estimate, please use a standard methodology for doing so and describe the method in the Notes field.

<p>◆ <b>7.1 Non-discrimination Compliance</b></p> <p>The library complies with all State and Federal Statues relating to non-discrimination. It agrees not to discriminate on the basis of race, color, national origin, sex, handicap, age, or disability in its employment practices and library services.</p>	<input checked="" type="checkbox"/> Yes	No
<p>◆ <b>7.2 Long-Range/Strategic Plan</b></p> <p>Report whether or not the library is operating with a long-range plan in place that has been approved by the library's governing board. An accredited library must have a long-range plan that has been reviewed and updated at least every five years. It must include a collection development element and a technology element.</p>	<input checked="" type="checkbox"/> Yes	No

**Service Measures**

<p><b>7.3 Number of Reference Transactions</b></p> <p><i>If you need to estimate, please use a standard methodology for doing so and describe the method in the Notes field.</i></p> <p>Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others meet particular information needs. Reference transactions DO NOT include formal instruction or exchanges that provide assistance with locations, schedules, equipment, supplies, or policy statements.</p> <p>CLARIFICATION:</p> <p>(1) A reference transaction includes information and referral service, scheduled and unscheduled individual</p> <p>(2) Count Readers Advisory questions as reference transactions.</p> <p>(3) Information sources include (a) printed and nonprinted material; (b) machine-readable databases (including computer-assisted instruction); (c) the library's own catalogs and other holdings records; (d) other libraries and institutions through communication or referral; and (e) persons both inside and outside the library.</p> <p>(4) When a staff member uses information gained from previous use of information sources to answer a question, the transaction is reported as a reference transaction even if the source is not consulted again.</p>	<b>11,927</b>
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(5) If a contact includes both reference and directional services, it should be reported as one reference transaction.

(6) Duration should not be an element in determining whether a transaction is a reference transaction.

(7) Do not include transactions that include only a directional service, such as instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, “Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?”

7.3a	Regarding the number of reference transactions, is this an annual count or an annual estimate?	Count <input checked="" type="checkbox"/>	Estimate <input type="checkbox"/>	Data Not Collected <input type="checkbox"/>
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If an annual count of reference transactions is unavailable, count reference transactions during a typical week or weeks, and multiply the count to represent an annual estimate. A “typical week” is a time that is neither unusually busy nor unusually slow. Avoid holiday times, vacation periods for key staff, or days when unusual events are taking place in the community or in the library. Choose a week in which the library is open its regular hours.

*Example: If there are four weeks sampled, multiply the totals for those four weeks by 13 to get an estimate for the full year. If the sample is done twice a year (one week at each time, two weeks total) multiply the count by 26 to get the estimated annual count.*

**7.4 Number of Library Visits** 31,441

Frequently referred to as the gate count, this is the number of persons entering the library facility for any purpose during the year. **If you need to estimate, please use a standard methodology for doing so and describe the method in the Notes field.**

7.4a	Regarding the number of library visits, is this an annual count or an annual estimate?	Count <input checked="" type="checkbox"/>	Estimate <input type="checkbox"/>	Data Not Collected <input type="checkbox"/>
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If an actual count of visits is unavailable, determine an annual estimate by counting visits during a typical week, multiplying the count by 52. A “typical week” is a time that is neither unusually busy nor unusually slow. Avoid holiday times, vacation periods for key staff, or days when unusual events are taking place in the community or the library. Choose a week in which the library is open its regular hours. Include seven consecutive calendar days, from Sunday through Saturday (or whenever the library is usually open).

Example: If there are four weeks sampled, multiply the totals for those four weeks by 13 to get an estimate for the full year. If the sample is done twice a year (one week at each time, two weeks total) multiply the count by 26 to get the estimated annual count.

**7.5 Registered Users** 11,284

A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources. Files should have been purged within the past three (3) years.

**7.6 Overdue Fine Charged** Yes  No

As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?

*NOTE: Overdue fines are monetary penalties that typically increase according to the number of days the materials are overdue. Overdue fines are not replacement costs for lost or damaged materials.*

<b>7.7 Non-Resident Fee for Borrowing Privileges Charged</b>	Yes	<input checked="" type="checkbox"/> No
As of the end of the reporting period, does the library charge a fee for library cards to patrons who do not reside in the library's legal service area (non-resident fees)?		
7.7a Amount charged <b>annually</b> to non-residents	0.00	

<b>7.8 Current Fee Schedule</b>		
A public library may charge any member of the public for the following services at the discretion of the library's governing authority, Indicate which services have fees charged to patrons.		
a. Fee for replacement of lost borrower cards	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Lost/damaged item fee charged	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Fees related to interlibrary loan	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
d. Notary services provided	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
e. Copying, scanning, printing, and fax services available	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Passport services available	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
g. Sale of publications and retail merchandise	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
h. Rental fees and/or deposits charged on equipment	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
i. Rental fees and deposits charged on meeting and/or event spaces.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Circulation of Physical Materials**

<b>7.9 Automatic Renewal of Physical Materials</b>	Yes	<input checked="" type="checkbox"/> No
Did your library offer automatic renewal for any physical materials during the reporting period?		

<b>7.10 Circulation of Children's Physical Format Materials</b>	39,400
The National Center for Education Statistics NCES: Children and Young Adults Defined [ <i>Services and Resources for Children and Young Adults in Public Libraries</i> , August 1995, NCES 95357] defines children as persons age 11 and under.	
Report the total annual circulation, including renewals, of all library materials in physical formats marked as children's, whether borrowed by a juvenile, young adult, or adult. This is the act of lending for use outside the library. This includes charging out checking out and renewals, each of which is reported as a circulation transaction. This includes books, physical audiobooks, physical videos (VHS or DVD), and other physical materials. It does not include materials for teens/young adults. It does not include non-traditional library items such as kits, games, or technology.	
Interlibrary loan transactions included are only items borrowed for users. Do not include items checked out to another library. Do not include digital formats (e-materials)	

<b>7.11 Circulation of All Other Ages Physical Format Materials</b>	8,246
Report the total annual circulation, including renewals, of all library materials in physical formats, excluding those marked as children's, whether borrowed by a juvenile, young adult, or adult. This is the act of lending for use outside the library. This includes charging out checking out and renewals, each of which is reported as a circulation transaction. This includes books, physical audiobooks, physical videos (VHS or DVD), and other physical materials. Interlibrary loan transactions included are only items borrowed for users. Do not include items checked out to another library.	

<b>7.12</b> Circulation of Other Non-traditional Physical Items		7,982	
Circulation of all physical items other than print books (6.3), physical audio units (6.4), physical video units(6.5), and serials, including renewals. These are materials in a fixed, physical format available for use outside the library. These can include a variety of items types, such as wi-fi hotspots, sewing machines, cake pans, tools, telescopes, board games, video games, etc.			
<b>7.13</b> Total Circulation of Physical Items		<i>Sum of 7.10, 7.11, 7.12</i>	55,628
<b>Circulation of E-Materials</b>			
In the following section, report circulation or usage of each of the item types. In addition, use the following definitions to describe how the library purchased, accessed or acquired those materials. Usage can be obtained from vendor. Do not report any <i>circulation</i> of TexShare Database program materials.			
<b>Do not consider resources available for free when answering the following questions.</b>			
Do not include any items in the public domain such as Project Gutenberg or similar platforms.			
Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals. Do not consider resources available for free in the public domain when answering the following questions.			
<b>7.14</b> Ebooks Usage/Circulation		6,005	
Ebooks are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering these questions. Use the following definitions to describe how the library provided access by its purchase or acquisition of those materials.			
<b>7.15</b> E-Serial Usage/Circulation		0	
E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query. Use the following definitions to describe how the library provided access by its purchase or acquisition of those materials.			
<b>7.16</b> E-Audio Usage/Circulation		5,109	
E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Use the following definitions to describe how the library provided access by its purchase or acquisition of those materials. Do not consider resources available for free in the public domain when answering these questions.			
<b>7.17</b> E-Video Usage/Circulation		0	
E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Use the following definitions to describe how the library provided access by its purchase or acquisition of those materials. Do not consider resources available for free in the public domain when answering these questions.			
<b>7.18</b> E-Read Texas Total Usage	<i>Includes both e-books and e-audio. Prefilled in online form for participants.</i>	540	
<b>7.19</b> Total E-Materials Usage/Circulation	<i>Sum of 7.14, 7.15, 7.16, 7.17</i>	11,654	
<b>7.20</b> Total Circulation of All Materials		<i>Sum of 7.13 and 7.19</i>	67,282
Circulation of all physical circulating items (7.13)and all e-material usage (7.19).			

### Programs and Program Attendance

Library programs are referred to as live (synchronous) program sessions or recorded (asynchronous) program presentations. Multiple format options, as well as expanded age ranges are being tracked.

Report in-person on-site programs and in-person off-site programs separately, as well as live, virtual programs and recorded (asynchronous) programs. See below for definitions of what constitutes a program.

If programs are offered as a series, count each program session in the series as one event. For example, a film series offered once a week for eight weeks should be counted as eight program sessions.

Each program session should only be counted in one age category based on its primary target audience. If there is no Each program session should only be counted once, regardless of the number of formats in which it is presented. For example, a program session that has both in-person and virtual attendance options should be counted as a single program session.

If programs are offered as a series, count each program in the series. For example, a story hour offered once a week, 48 weeks a year, should be counted as 48 sessions (programs or events). Exclude library activities delivered on a one-to-one basis, rather than to a group such as one-to-one literacy tutoring, services to homebound, homework assistance, and mentoring activities.

#### Count all attendees of these program sessions regardless of age.

For program presentations that are recordings of synchronous virtual program sessions, exclude synchronous attendance; these should be counted under Synchronous In-Person Onsite Program Attendance (7.P12a), Synchronous In-Person Offsite Program Attendance (7.P12b), or Synchronous Virtual Program Attendance (7.P12c).

### Live and Virtual Events: Synchronous Programming

Early Childhood Synchronous (Live) Programming targeting ages birth to 5 years

A program session targeted at children ages 0-5 is any planned event for which the primary audience is infants, toddlers, or preschool-age children. Examples of these types of program sessions include, but are not limited to, story hours, every child ready to read programs, musical or sing-along events, and puppet shows. Include program sessions aimed at children ages 0-5 even if adult caregivers also attend. Each program session should only be counted in one age category based on its primary target audience.

Count all children’s programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include children’s programs sponsored by other groups that use library facilities.

Attendance is the count of the audience at all program sessions for which the primary audience is children from birth to 5 years old. Count all attendees of these program sessions regardless of age.

		a. In-Person On-Site Sessions	b. In-Person Off-Site Sessions	c. Live Virtual Sessions	Totals
<b>7.P1</b>	Number of sessions	165	83	0	248
<b>7.P2</b>	Total audience	5,482	1,011	0	6,493

#### Program Highlights

Add to annotations online

**Student-Age Synchronous (Live) Programming targeting ages 6 to 11 years**

A program session targeted at children ages 6-11 is any planned event for which the primary audience is elementary-school-age children. Examples of these types of program sessions include, but are not limited to, story hours, science events, crafting classes, and summer reading events. Include program sessions aimed at children ages 6-11 even if adult caregivers also attend with the children. Each program session should only be counted in one age category based on its primary target audience.

Count all children’s programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include children’s programs sponsored by other groups that use library facilities.

Attendance is the count of the audience at all program sessions for which the primary audience is children from 6 to 11 years old. Count all attendees of these program sessions regardless of age.

	<b>Student-Age</b>	a. In-Person On-Site Sessions	b. In-Person Off-Site Sessions	c. Live Virtual Sessions	Totals
<b>7.P3</b>	Number of sessions	33	2	0	35
<b>7.P4</b>	Total audience	883	137	0	1,020

**Program Highlights**

*Add to annotations online*

**Young Adult Synchronous (Live) Programming targeting ages 12 to 18 years**

The Young Adult Services Association (YALSA) defines young adults as ages 12 through 18. A young adult program session is any planned event for which the primary audience is young adults ages 12 to 18 years. Examples of these types of program sessions include, but are not limited to, book clubs, college prep programs, teen tech or gaming clubs, and summer reading events. Each program session should only be counted in one age category based on its primary target audience.

Report all young adult programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include young adult programs sponsored by other groups that use the library facilities.

Attendance is the count of the audience at all program sessions for which the primary audience is young adults from 12 to 18 years old. Count all attendees of these program sessions regardless of age.

	<b>Young Adult</b>	a. In-Person On-Site Sessions	b. In-Person Off-Site Sessions	c. Live Virtual Sessions	Totals
<b>7.P5</b>	Number of sessions	16	0	0	16
<b>7.P6</b>	Total audience	57	0	0	57

**Program Highlights**

*Add to annotations online*

**Adult Synchronous (Live) Programming targeting ages 19+ years**

An adult program session is any planned event for which the primary audience is adults age 19 or older. Examples of these types of program sessions include, but are not limited to, book discussions, citizenship classes, and lectures. Each program session should only be counted in one age category based on its primary target audience. Report all adult programs, whether held on- or off-site that are sponsored or co-sponsored by the library. Do not include adult programs sponsored by other groups that use the library facilities.

Attendance is the count of the audience at all program sessions for which the primary audience is adults 19 years and older. Count all attendees of these program sessions regardless of age.

		a. In-Person On-Site Sessions	b. In-Person Off-Site Sessions	c. Live Virtual Sessions	Totals
<b>7.P7</b>	Number of sessions	86	1	0	87
<b>7.P8</b>	Total audience	506	82	0	588
<b>Program Highlights</b>					
<i>Add to annotations online</i>					

**Programs of General Interest (no targeted age group)**

A general interest program session is any planned event that is appropriate for any age group or multiple age groups. Include all-age, all-library, family, and intergenerational program sessions. Examples of these types of program sessions include, but are not limited to, family game nights, holiday events, storytelling programs, or chess clubs. Include all programs here that do not fit into the other age category elements. Each program session should only be counted in one age category based on its primary target audience; do not include program sessions here that have already been counted in earlier age category elements. Avoid including program sessions that are targeted at more than one non-adult age category (and are not targeted at adults); these should be counted in the child or young adult age category that best represents the target audience.

Report all general interest programs, whether held on- or off-site that are sponsored or co-sponsored by the library. Do not include general interest programs sponsored by other groups that use the library facilities.

Attendance is the count of the audience at all program sessions that are appropriate for any age group or multiple age groups. Count all attendees of these program sessions regardless of age.

		a. In-Person On-Site Sessions	b. In-Person Off-Site Sessions	c. Live Virtual Sessions	Totals
<b>7.P9</b>	Number of sessions	18	6	0	24
<b>7.P10</b>	Total audience	455	1,864	0	2,319
<b>Program Highlights</b>					
<i>Add to annotations online</i>					

**Live and/or Virtual (Synchronous) Program Totals**

This is a total count of the programs and audience at all live or virtual program sessions during the reporting period. Count all attendees of these program sessions regardless of age.

		a. In-Person On-Site Sessions Add all "a" values	b. In-Person Off-Site Sessions Add all "b" values	c. Live Virtual Sessions Add all "c" values	Total Synchronous Programs
<b>7.P11</b>	Number of sessions	318	92	0	410
<b>7.P12</b>	Total of all attendees	7,383	3,094	0	10,477

**Total Recorded Presentations (Asynchronous)**  
 Count recordings (asynchronous) program presentations at the administrative entity level; do not duplicate numbers at each branch. Include recordings of synchronous program sessions that were available for viewing after the session ended. For program presentations that are recordings of live (synchronous) virtual program sessions, exclude live (synchronous) attendance; these should be reported under the appropriate age and format within the live (synchronous) program counts.

<p><b>7.P13</b> Recorded Presentations</p> <p>Asynchronous program presentations are recorded videos or audio of program content that are posted online for downloading or on-demand viewing (rather than livestreaming).</p> <p>Only include program presentations posted during the reporting period. Include live program sessions that are recorded and posted online. Count each unique video or audio recording only once regardless of the number of platforms on which it is posted. Do not duplicate numbers at each branch; count only at the administrative entity level.</p>	<p><i>Number of Recorded Presentations</i></p>	<p>0</p>
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<p><b>7.P14</b> Recorded Presentation Views</p> <p>Report the count of views or plays of asynchronous program presentations for a period of thirty (30) days after the presentation was posted, even if that period extends beyond the survey reporting period (or fiscal year). For program presentations made available via Facebook, count unique 1-minute views of each video. For those made available via other platforms, count unique views of each video.</p>	<p><i>Number of Recorded Presentations</i></p>	<p>0</p>
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**SECTION 8: LIBRARY STAFFING AND SALARIES**

Include all positions funded in the library’s budget whether those positions are filled or not. Report figures as of the last day of the fiscal year. Report all hours worked for each employee type and report as total hours worked per week.

**Report number of hours worked per week, not the number of employees.**

<p>◆ <b>8.1</b> Professional (MLS) Librarians</p> <p>Librarians with master's degrees from programs of library and information studies accredited by the American Library Association. Persons with the title of librarian who do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspect.</p> <p>An accredited library with a population assignment greater than 25,001, must have professional librarians on staff.</p> <p>Report total number of <b>hours</b> all MLS librarians work per week, not as number of persons. Use the employees' normal work schedule to calculate this. Example: 2 MLS librarians each work 40 hours per week. Report 80 hours (40 x 2).</p>	<p><i>Weekly Hours Worked</i></p>	<p>80.00</p>
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<p><b>8.2 Other (Non-MLS) Librarians</b></p> <p>Persons with the title of librarian who do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspect. Report total number of hours all librarians work per week, not as number of persons. Use the employees' normal work schedule to calculate. Example: 2 librarians each work 30 hours per week. Report 60 hours (30 x 2).</p>	<p>Weekly Hours Worked</p>	<p>0.00</p>
<p><b>8.3 All Other Library Staff</b></p> <p>Includes all other persons paid by the library budget including plant operation, security, and maintenance staff. Report total number of hours all other paid staff work per week, not as number of persons. Use the employees' normal work schedule to calculate. Example: 3 paid part-time employees: 1 works 10 hours/week, 1 works 20 hours/week, one works 25 hours/week. Report 55 hours (10+20+25).</p>	<p>Weekly Hours Worked</p>	<p>140.00</p>
<p><b>8.4 All Library Staff – Total Weekly Hours Worked</b></p>	<p>Sum of 8.1, 8.2, 8.3</p>	<p>220.00</p>
<p><b>8.5 Volunteer Hours</b></p> <p>How many hours did volunteers work in this library last year? Indicate the total number of hours that were worked in the library by persons who were <u>not</u> on the library's payroll. Include volunteers, community service persons and those paid from non-library programs, such as Green Thumb.</p>	<p>Total Annual Hours</p>	<p>303</p>
<p><b>8.6 Head Librarian's Annual Rate Of Salary</b></p> <p>Report the annual rate of pay for the Head Librarian/Library Director at the end of the library's fiscal year. Include merit, longevity, and other payments made directly to the individual. If the position is vacant, report the annual salary that will be paid when someone is hired. Estimate of salary is acceptable.</p>	<p>\$76,627</p>	
<p><b>◆ 8.7 Head Librarian's Hours Worked per Week</b></p> <p>How many hours per week is the Head Librarian/Library Director currently employed in library duties? An accredited library must have a director work a minimum number of hours based on the assigned service population.</p>	<p>40.00</p>	
<p><b>◆ 8.8 Director Obtained 10 Units of Continuing Education (CEU)</b></p> <p>Directors/Head Librarian of an accredited library must obtain 10 hours of continuing education credits annually to Continuing education activities that meet qualitative standards for which the applicant can supply documentation of participation, duration, and relevance to the operation of a library. These activities must be instructional and may include workshops, appropriate sessions at library association conference, and distance education meetings.</p>	<p><input checked="" type="checkbox"/> Yes</p>	<p><input type="checkbox"/> No</p>
<p><b>◆ 8.9 Photocopier Available for Staff</b></p> <p>An accredited library must have a photocopier available for use by staff.</p>	<p><input checked="" type="checkbox"/> Yes</p>	<p><input type="checkbox"/> No</p>
<p><b>◆ 8.10 Internet Computer Available for Staff</b></p> <p>An accredited library must have a computer with internet access available for use by staff.</p>	<p><input checked="" type="checkbox"/> Yes</p>	<p><input type="checkbox"/> No</p>

**SECTION 9: RESOURCE SHARING**

**Interlibrary Loans**

An item of library material, or a copy of the material, is made available by one autonomous library to another upon request. The libraries involved in interlibrary loan are not under the same library administration.

◆ **9.1 Statewide Interlibrary Loans (ILL) Offered to Patrons**

Yes

No

An accredited library must offer to borrow and lend materials via the statewide interlibrary loan resource sharing service for persons residing in the library's designated service area. The library governing board may adopt policies regarding materials available for loan and the length of the loan, the good standing of the borrower, and other relevant issues; these policies must be available for the public.

**9.2 ILL Received from Other Libraries**

Number Received/Borrowed

These are library materials, or copies of the materials, **received by** one autonomous library from another upon request. The libraries involved in interlibrary loans are not under the same library administration. Please report number of loans actually received, even if that number is zero. Exclude informational requests.

**9.3 ILL Provided to Other Libraries**

Number Provided/Lent

These are library materials, or copies of the materials, **provided by** one autonomous library to another upon request. The libraries involved in interlibrary loans are not under the same library administration. Please report number of loans actually loaned, even if that number is zero. Exclude informational requests.

**9.4 Integrated Library System (ILS)/Library Management (LMS) Used**

Biblionix Apollo

Biblionix Apollo

Civica's Spydus ILS

Book Systems (Atrium, Concourse)

Insignia

Evergreen

Koha

Follett (Destiny, Circulation Plus, Athena, Winnebago)

SirsiDynix (Symphony/Unicorn, Horizon)

Innovative Interfaces Inc (Millennium, Polaris, Sierra)

TLC Library Solution

Other:

**SECTION 10: INTERNET AND ELECTRONIC SERVICES**

◆ **10.1 Public Internet Access Computer with Printer/Copier**

Yes

No

An accredited library must have a computer with internet access and printing/copying capability for patron use.

**10.2 Public Internet Access Computers**

Number of computers

Report the number of the library's Internet computers [personal computers (PCs), laptops, and tablets], whether purchased, leased, or donated, used by the general public in the library. Do not include computers that connect to the Internet for a dedicated purpose (e.g., to access an OPAC or specific database, or to train the public) or purposes.

<b>10.3 Annual Uses of Public Internet Computer</b>	Annual computer uses	<input style="width: 90%;" type="text" value="1,760"/>
<p>Report the number of the library’s Internet computers [personal computers (PCs), laptops, and tablets], whether purchased, leased, or donated, used by the general public in the library. Do not include computers that connect to the Internet for a dedicated purpose (e.g., to access an OPAC or specific database, or to train the public) or purposes. A typical week or other reliable estimate may be used to determine the annual number. This is for in-library use only.</p> <p>The number of uses sessions may be counted manually, using registration logs. Count each use session for public internet computers, regardless of the amount of time spent on the computer. A use (session) on the library’s public Internet computers three times a week would count as three uses (sessions).</p>		
10.3a	Regarding the number of public computer uses, is this an annual count or an annual estimate?	<input checked="" type="checkbox"/> Count <input type="checkbox"/> Estimate <input type="checkbox"/> Data Not Collected
<p>If an actual count of uses is unavailable, determine an annual estimate by counting uses during a typical week in and multiplying the count by 52. A “typical week” is a time that is neither unusually busy nor unusually slow. Avoid holiday times, vacation periods for key staff, or days when unusual events are taking place in the community or the library. Choose a week in which the library is open its regular hours. Include seven consecutive calendar days, from Sunday through Saturday (or whenever the library is usually open).</p> <p><i>Example: If there are four weeks sampled, multiply the totals for those four weeks by 13 to get an estimate for the full year. If the sample is done twice a year (one week at each time, two weeks total) multiply the count by 26 to get the estimated annual count.</i></p>		
<b>10.4 Annual Wi-Fi Sessions</b>	Number of sessions	<input style="width: 90%;" type="text" value="0"/>
<p>Report the number of wireless sessions provided by the library wireless service annually. Count one session for each time a device connects to the library's wireless network, regardless of the duration of connection. If possible, only count sessions for patron devices and exclude library devices such as routers, access points, printers, and public access computers; otherwise, if patron devices cannot be isolated, report sessions for all devices.</p>		
10.4a	Regarding the number of wi-fi sessions, is this an annual count or an annual estimate?	<input type="checkbox"/> Count <input type="checkbox"/> Estimate <input checked="" type="checkbox"/> Data Not Collected <input type="checkbox"/> No Wi-Fi Available
<p><i>NOTE: If an annual count of wireless sessions is unavailable, count wireless sessions during a typical week or weeks using methods like hardware logging or network scanning, and multiply the count to represent an annual estimate. Do not conduct visual surveys of devices in use as a method to establish a count of a typical week. A “typical week” is a time that is neither unusually busy nor unusually slow. Avoid holiday times, vacation periods for key staff, or days when unusual events are taking place in the community or in the library. Choose a week in which the library is open its regular hours.</i></p>		
<b>10.5 Annual Website Visits</b>	Number of Web Visits	<input style="width: 90%;" type="text" value="0"/>
<p>Visits represent the annual number of sessions initiated by all users from insider or outside the library to the library website. The library website consists of all webpages under the library's domain. A website "visit" or "session" occurs when a user connects to the library's website for any length of time or purpose, regardless of the number of pages or elements viewed. Usage of library social media accounts (such as Facebook, Twitter, etc.) should not be reported.</p>		
10.5a	This cannot be estimated. If data is not available, report "0".	<input type="checkbox"/> Count <input checked="" type="checkbox"/> Data Not Collected <input type="checkbox"/> No Website

**SECTION 11: LIBRARY HOURS**

<b>11.1</b> Annual Public Service Hours for Central Library	Number hours open	2,964
<p>This is the hours the library was available to your patrons last year at the Central or Main Library facility. Report DO NOT include hours when the facility was physically closed but still offered virtual, Wi-Fi or "curbside" services outside the building. This total should be reduced for any hours that the facility was closed to the public (e.g., holidays, weather emergencies, natural disasters, pandemic closures, staff development days, construction, repairs, etc.). Branch hours open per year will be reported in each branch sub-report.</p> <p><i>NOTE: A facility is considered physically closed when the public cannot access any library buildings or bookmobiles, regardless of staff access.</i></p>		

<b>11.2</b> Annual Public Service Weeks for Central Library	Number weeks open	52
<p>This is the number of weeks open for public service at the Central/Main Library facility. The count should be based on number of weeks open for half or more of the library's scheduled service hours. Extensive weeks closed to the public due to natural disasters or other events should be excluded from the count. Round to the nearest whole <i>Do not calculate based on total number of service hours per year: do not divide total hours by 52 weeks.</i></p>		

◆	<b>11.3</b> Weekly Service Hours All Facilities Available, including branches	Unduplicated weekly hours	60
<p>Libraries with branches should report the total number of <b>unduplicated</b> hours per week the libraries are open during a regular schedule week. For assistance or clarification, contact LDN staff, or use the Weekly Total Hours Calculator on the Annual Report page, found in Reporting Services Hours.  <a href="https://www.tsl.texas.gov/ldn/annualreport">https://www.tsl.texas.gov/ldn/annualreport</a></p> <p>If the library has no branches, the answer will be the same as the amount reported in question <b>11.4, Weekly Hours</b>  <i>Example: Main is open M-F 8-5; the branch is open M-F 9-6. This library would be open 10 unduplicated hours per day. The total for five days would equal 50 hours per week.</i></p>			

Scheduled Weekly Hours	<b>11.4</b> Regular Schedule	60	<b>11.5</b> Summer Schedule	60
Central Library Open				

**DUE DATE FOR REPORT AND APPLICATION SUBMISSION**

To be considered for accreditation, the library must submit the annual report and complete the Accreditation in State Library System Application no later than **April 30, 2026**.

Once signed, the application should be forwarded to Library Accreditation in the Library Development and Networking Division (LDN): [accreditation@tsl.texas.gov](mailto:accreditation@tsl.texas.gov).

Where to find a blank copy of the Application:

- Included in this document.
- Home page tab of Texas LibPAS, <https://tx.countingopinions.com/index.php>, under the word ENTER.
- TSLAC Public Libraries Annual Report webpage, <https://www.tsl.texas.gov/ldn/annualreport>.

Scan and email the application to **accreditation@tsl.texas.gov**. Documents are saved electronically, so no original copy is needed.

**QUESTIONS:** If you have any questions about this survey, please contact Texas Public Library Accreditation staff at [accreditation@tsl.texas.gov](mailto:accreditation@tsl.texas.gov) or call 512-463-5466, toll free in Texas 800-252-9386.

**APPLICATION for ACCREDITATION in  
THE TEXAS STATE LIBRARY SYSTEM  
Local Fiscal Year 2025 - State Fiscal Year 2027**



TEXAS STATE LIBRARY  
AND  
ARCHIVES COMMISSION

Library Name	City of Wolfforth Library	Library City	Wolfforth
Federated Library System			

<b>SFY 2026 Accreditation (Current) Status</b>	<b>Legal Establishment</b>
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A public library is defined as an entity operated by a single public library agency or board, that is freely open to all persons under identical conditions, and that receives its financial support in whole or part from public funds. *Library Systems Act Sec 441.122 (12)*

If the library is applying for accreditation for state fiscal year 2027 (September 1, 2026, through August 31, 2027). This authorization for application must be completed and submitted on or before April 30, 2026.

**The below signed certify, to the best of their ability, that the information contained in this Annual Report is complete and accurate for local fiscal year 2025.**

All applicable signatures are necessary, based on library's legal establishment.

**Library Director/Head Librarian/Library Manager**

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<b>Printed Name and Title</b>	<b>Signature</b>	<b>Date</b>
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<b>Governing Authority</b>	<i>Signature of the Mayor, City Manager, or County Judge, as appropriate. City Secretary, County Clerk or similar positions are not valid substitutions.</i>	
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<b>Printed Name and Title</b>	<b>Signature</b>	<b>Date</b>
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**Advisory Board Chair, if appropriate**

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<b>Complete the Accreditation Minimums Section below</b>	<b>Check One</b>
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The library has met all minimum standards of library accreditation.	
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The library has <b>not</b> met all minimum standards of library accreditation. <i>Please contact TSLAC staff for options: accreditation@tsl.texas.gov</i>	
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Accreditation Minimums				
13 TAC* Section	Description	Minimum Criterion	2025 Report Amount	Check to confirm ▼ or ~
§1.71	<b>Legal Service Area (LSA)</b> Population assignment based on sources of local government funding.	8,942	↓	
§1.74 (a)	<b>2025 Maintenance of effort (MOE)</b> Three-year average of amount in 4.2. Must meet <u>lower</u> amount.	Expenditure average		met
§1.74 (c)	<b>MOE Exemption:</b> Libraries that expend at least \$17.50 per capita and at least \$150,000 of local funds are exempt from the MOE criterion.	Per capita average		
§1.77	Minimum <b>local government support</b> - Amount in 4.3 Exemption over \$17.50 per capita.			
§1.81 (A)	Minimum <b>per capita</b> expenditures - (4.2)/LSA:			met
§1.81 (B)	<b>One item per capita</b> in collection (6.14) <b>OR</b> expenditures of at least 15 percent of local operating expenditures on collection material.	Number of items <b>OR</b> 15% 2024 (4.2)		met
§1.81 (D)	<b>Open</b> for not less than the required number of hours per week			met
§1.81 (E)	<b>Employ</b> a library director/head librarian for at least the required number of hours per week.			met
§1.81 (F)	<b>Employ</b> the minimum number of required full-time equivalent (FTE) Master's-level librarians over 25,001 LSA			met
13 TAC* Section	Description		2025 Report Question	Check to confirm
§1.75	Non-discrimination compliance with state and federal laws		<b>7.1</b>	met
§1.81 (C)	One percent of total items in collection published in or after 2020		<b>6.2</b>	met
§1.83 (1)	Website in place		<b>1.20</b>	met
§1.83 (2)	Internet access for patrons and staff		<b>8.10/10.2</b>	met
§1.83 (3)	Interlibrary loan (ILL) participant		<b>9.1</b>	met
§1.83 (4)	Continuing education of director/head librarian obtained		<b>8.8</b>	met
§1.83 (5)	Integrated searchable collection catalog		<b>6.1</b>	met
§1.83 (6)	Long-Range/Strategic Plan in place		<b>7.2</b>	met

\*TAC = Texas Administrative Code

LFY - Local Fiscal (Budgeting) Year

SFY - State Fiscal Year, September 1 through August 31



**SECTION 12: BRANCHES/BOOKMOBILES**

This section requests information for contacting the library branch or bookmobile and its staff. By entering this information, you understand that this will be published and become public information. The information you submit on this form is Public Information (<https://www.tsl.texas.gov/agency/customer/pia.html>). In addition, the information being entered may be subject to interception via common Internet tools. Business email addresses are not considered confidential under the Texas Public Information Act. To help ensure your privacy, always enter your business email address rather than your personal email address when such an address is requested. Please read our Web Policies and Disclaimers (<https://www.tsl.texas.gov/landing/webpolicies.html>).

**Check one:**

**B1.1a**  **Branch**

Administered from a central unit, branch libraries are auxiliary units that have at least all of the

- separate quarters
- paid staff
- an organized collection of library material
- Regularly scheduled hours for being open to the public

**B1.1b**  **Bookmobile**

A bookmobile is a traveling branch library and has at least all of the following:

- a truck or van that carries an organized collection of library materials
- paid staff
- regularly scheduled hours (bookmobile stops) for being open to the public

<b>B1.2</b>	Branch Library Name			
<b>B1.3</b>	Mailing Address - Street	<b>B1.4</b> Mail City	<b>B1.5</b> Mail Zip	<b>B1.6</b> (Zip)+4
<b>B1.7</b>	Physical/Shipping address - Street	<b>B1.8</b> City	<b>B1.9</b> Zip	<b>B1.10</b> (Zip)+4
<b>B1.11</b>	Phone number	<b>B1.12</b>	Library General Email Address	
<b>B1.13</b>	Branch Librarian/Manager First Name	<b>B1.14</b>	Branch Librarian/Manager Last Name	

Outlet Facility Information			
<b>B2.1</b>	In what year was this current branch facility originally built? Put approximate year/decade if actual date is not known.		
<b>B2.2</b>	Square Footage of the Branch Library <input type="text"/> square feet  This is the area on all floors enclosed by the outer walls of the library. Include all areas occupied by the library, including those areas off-limits to the public. Include areas shared with another agency or agencies if the library has use of that area.		
<b>B2.3</b>	Renovations, Expansions, new construction  Has the branch library been renovated or expanded, or had new construction completed within the period covered by this report? Report structural changes only.	Yes	No
<b>B2.4</b>	In what year did the most recent major renovation or remodel occur? (If applicable)		
<b>B2.5</b>	Rate the current facility in meeting the needs for public service.	Poor	Adequate
<b>B2.6</b>	Are there plans in progress to undergo major modifications to the facility within the next three years?	Yes	No
<b>B2.7</b>	Is more than half of the computer network hardware in this facility three years or older?	Yes	No
<b>B2.8</b>	Are there plans in progress to upgrade the network/cabling/technology within the next three years?	Yes	No
Outlet Library Service Information			
<b>B3.1</b>	Established Schedule  Does the branch have an <b>established schedule</b> in which the services of the staff are available to the public?	Yes	No
<b>B3.2</b>	Annual Total of Public Service Hours - Branch or Bookmobile  Report every hour that the facility is open to the public during all of last year. Branch hours open per year will be reported in each branch sub-report.  This is the number of hours open for public service at the branch or bookmobile. For each bookmobile, count only the hours the bookmobile is open for service to the public. Extensive hours closed to the public due to natural disasters or other events should be excluded from the count.		
<b>B3.3</b>	Annual Total of Public Service Weeks - Branch or Bookmobile  This is the number of weeks open for public service. The count should be based on number of weeks open for half or more of its scheduled service hours. Extensive weeks closed to the public due to natural disasters or other events should be excluded from the count.  Round to the nearest whole number of weeks. If the branch or bookmobile was open half or more of its scheduled hours in a given week, round up to the next week. If the branch or bookmobile was open less than half of its scheduled hours, round down. Do not calculate based on total number of service hours per year: do not divide total hours by 52 weeks.		

September 8, 2025

Dear Kimberly,

This letter is official notification that the library has met all minimum accreditation criteria and City of Wolfforth Library will be a fully qualified member of the Texas Library System for state fiscal year 2026: September 1, 2025, through August 31, 2026. Congratulations! As recognition, display the badge below in the library, as a window cling or added to the library's website. This year the badge includes the mascot to the [Texas Armadillo Network](#)—the statewide interlibrary loan program—since this is both a benefit and criteria of accreditation.

Accredited libraries are eligible for statewide interlibrary loan (ILL), E-rate, a variety of funding opportunities through this agency, and the TexShare Card and TexShare Databases programs. Libraries are also eligible to order [summer library program materials](#) through this agency and the Collaborative Summer Library Program (CSLP), and participate in [E-Read Texas](#). Check the [Services for Libraries](#) section of our website for all that is available from us for your library.

For reporting year 2025, the library's assigned legal service area (LSA) is 8,942. Its estimated maintenance of effort (MOE) for reporting year 2025 is \$375,698.33.

Find planning information for budgeting, as well as tips, tools, and training for the 2025 Annual Report on the Annual Report [webpage](#). Register for training now to attend the live training or get a link to the recording:

[www.tsl.texas.gov/ldn/cec/upcoming-webinars](http://www.tsl.texas.gov/ldn/cec/upcoming-webinars)

- [Annual Report, Part 1](#) -- *Pulling It All Together: Organize and Prepare for the Texas Public Libraries 2025 Annual Report* **Thurs, October 28, 2-3 PM**
- [Annual Report, Part 2](#) -- *Telling Your Library's Story: Completing the Texas Public Libraries 2025 Annual Report* **Thurs, January 8, 2025, 10-11:30 AM**

Accreditation minimums will increase for reporting year 2026. Click through explanatory links on the accreditation page, <https://www.tsl.texas.gov/ldn/accreditation>.

Contact staff with any questions or concerns at [accreditation@tsl.texas.gov](mailto:accreditation@tsl.texas.gov), 512-463-5465, or through our toll-free Texas-only number, 800-252-9386.

Thank you for your participation in the survey, and for all you do for your community!



Valicia Greenwood  
Library Data Coordinator



Sarah Hubert  
Research Support Specialist



Erica McCormick  
Manager, Grants and Accreditation



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**TSLAC**

Preserving yesterday  
Informing today  
Inspiring tomorrow

# 2026

# SUMMER READING

May 29<sup>th</sup> - August 1<sup>st</sup>

Read books. Earn Tickets. Have Fun.

Join us this summer for our annual summer reading program. Participants will have the opportunity to win wonderful prizes! We have something for every age.

We will also have FREE and fun programs like visits from the Texas Tech Museum, STEAM Club, a musician, a magician, and more!

LEARN MORE



806-855-4150



[wolfforthlibrary.org](http://wolfforthlibrary.org)

