

BOARD OF DIRECTORS**Tuesday, September 22, 2026****REPORTS**

Reports

- Director's Report
- Foundation Report
- 2026 Summer Reading Challenge Report
- Financial Report for August 2026
- Balance Sheet for August 2026
- Library Café Financial Report for August 2026

Meeting and Events Dates and Location

Tuesday, October 27, 2026: System Board Meeting, 3:30 pm in Pine Bluffs

Tuesday, November 24, 2026: System Board Meeting, 3:30 pm, Coneflower Room

Tuesday, December 22, 2026: System Board Meeting, 3:30 pm, Coneflower Room

September 17, 2026

To: Laramie County Library System Board

From: Laramie County Library Executive Director/County Librarian

Re: September Director's Report

Executive Director Updates.

- Library is working with an interagency collaborative group on a county-wide information sharing campaign for the 5th Penny.
- The library will transition to Precision Security for security services on October 12.
- Library leadership is launching the revamped performance review process for the first time. Staff norming will take place in September, with reviews due by the end of October.
- Marketing and Communications is in the process of printing the second issue of *Off the Shelf!* It will be available on Oct. 1. The team has also been working hard to expand distribution of the magazine throughout the community. It is currently available at 36 community locations, and our goal is to grow that number significantly with the second issue.
- Our Marketing & Communications team has received an invitation to be a part of a social media panel at the 2026 Governor's Business Forum in November.
- The library café has closed and construction to address the requests from the Board of Public Utilities has begun. Other facilities-related repairs, maintenance and enhancements will be completed at the same time.
- Technology has been ordered for the telehealth pods, and the library is awaiting equipment arrival for installation.
- Placement for library lockers has been finalized; equipment has been ordered. Physical locations are already prepped and construction is not necessary. All grant expenditures will be expended by the September 30th deadline and reporting is on track for November 5th.
- The library is currently planning on a tentative transition of our public computer area in early November 2026.

Public Service Updates

- Currently on exhibit:
 - September 1–30: Library Card Art Contest display of entries
 - September 1–21: Circle of Light Photo Project
 - September 1–25: Wyoming Native Plant Society Poster Contest Winners

- Approximately 100 people attended the Industrial Siting and Data Center Forum at LCCC on August 25. The event was organized in response to requests from the community and hosted in partnership with the Wyoming Department of Environmental Quality. We are exploring options to host additional events on these topics.
- Job descriptions for the makerspace supervisor and creative technologists are complete and will be shared with staff and posted for hiring at the appropriate time.
- The reference weeding project will be completed in the next two weeks.
- FY 27 purchasing has begun. Cataloging staff added 1260 new physical items to the collection in August
- Library Card Sign-Up Month began September 1st, and the campaign has already generated strong results. Since September 1st, we have welcomed 157 new library cardholders.
- Patron Services partnered with Cheyenne Regional Medical Center to provide de-escalation training for library staff. This partnership is part of our continued effort to equip staff with practical tools for handling challenging patron interactions while maintaining a safe and welcoming environment for everyone.
- Outreach & Engagement has successfully established regular “Stories-on-the-Go” for the FE Warren base that will occur year-round.
- Approximately 250 children and caregivers attended the annual Youth Services Harvest Festival.

Library Stories

Patrons love the new pod (*from Holly Bauer-Pine Bluffs Branch Specialist*)

A Pine patron and her teen daughter used the new pod this afternoon. As they were leaving, they said, "This pod is great! It's so helpful and it's really nice for a quiet place to study and work. Thanks so much!"

Win for Albin Elementary School (*from Susan Parkins- Mobile Library Coordinator*)

“Today is my first visit to Albin Elementary. They may be small but they are mighty! There are a total of 55 students and we started our school year with EVERY child having a library card! All the new students turned in their library card applications **BEFORE** my first visit. This includes 12 new Kindergarteners. I love handing out new library cards- it makes my heart happy!”

First School (*from Wendy Potts- Patron Services Assistant*)

“A little girl just coming in with her family said "Mom, this is my first school, right mommy?" I love how she thinks. Best thing I have ever heard said about the library.”

Teen Zone (*from Cindy Storm- Youth Services Assistant*)

“A local teacher was using our Sage room and she stopped by the desk to let me know she recognized 4 to 5 teens from her school walking into the teen area! She was amazed on how many teens decided to hangout in the library on a Saturday!”

September 17, 2026

To: Laramie County Library System Board of Directors
From: Kosha Olsen, Foundation Director
Re: August Director's Report

FOUNDATION BOARD UPDATES

The Foundation Board hosted a governance workshop in late August after welcoming seven new members and retiring four. The Board currently stands at 16 members—bylaws allow 8-21. The Board recently updated Foundation bylaws with minor amendments, the most significant change was to the standing committees. Previously the standing committees included an Executive Committee, Investment & Finance Committee, Development Committee, Events Committee, Nominating Committee, and Board Development Committee. With the amendments, Foundation committees are as follows:

- Governance Committee
- Investment & Finance Committee
- Development Committee
- Events Committee
- Advocacy & Information Committee

BOOKLOVERS BASH

Planning for this highly anticipated annual event is going well! We are honored to welcome Halladay Motors and the Joannadis Family Foundation as our first Presenting Sponsor. As of today, we have approximately 50 tickets, or 5 tables, remaining before we are sold out and revert to a waiting list.

6TH PENNY / 5TH PENNY

We're delighted that Laramie County voters have once again chosen to invest in their library system by approving Propositions 3 and 13! Antonia, Joelle, and I are collaborating on messaging and outreach related to the November ballot items that will affect LCLS.

DONOR RELATIONS

As part of developing a Gift Acceptance Policy, I'm reviewing our donor recognition practices, including the donor wall at the main entrance and the bricks outside the café, to identify opportunities for updates or improvements. I'm also becoming more familiar with our donor database and look forward to meeting in-person with donors.

GRANTS / PITCHES

A new list of grant opportunities to pursue has been identified, and we have promising developments on the donor front. Antonia and I are working on an updated wish list for direct pitches.

OTHER

The Foundation is prepping annual filing documents, our 990 and annual report.

TO: LCLS Board of Directors

FROM: Blithe McAndrew, LCLS Events & Exhibitions Manager

CC: Antonia Gaona, Executive Director; Beth Cook, Director of Public Service; Kosha Olsen, Foundation Director

DATE: September 14, 2026

SUBJECT: 2026 Summer Reading Challenge Report

The Summer Reading Challenge (SRC) continues to be one of LCLS's most important literacy initiatives. By encouraging reading habits that last a lifetime, increasing awareness and use of the library, and helping students maintain literacy skills while out of the classroom for the summer, this annual program supports individual learning and growth while enriching our community.

The attached report provides a program overview and detailed participation data that, along with the highlights below, help to illustrate the impact of SRC on advancing the program goals of creating a community of lifelong readers, promoting engagement with library services, and combating summer learning loss in students.

A community of lifelong readers:

- 225,555 cumulative days read by participants
- 54 participating groups at daycares, preschools, summer schools, and youth programs
- 40 volunteers served a total of 850 hours helping with SRC registration and prize pickup
- *"I like the reading, of course, and the tradition of the event. I have read every summer for 14 years." **
- *"I enjoyed talking about Summer Reading with my sisters, nieces, and nephew." **
- *"Volunteers were encouraged to read and write book reviews while working at the SRC prize tent." ***

Promoting engagement with library services:

- 2,500 tote bags given out at libraries as registration incentives
- 5,972 views of the SRC webpage
- 48 themed events with a total attendance of 1,469
- *"I enjoyed the interaction at the start of the program when we were getting started." **
- *"It is very helpful to have another reason to visit the library more frequently." **
- *"Displayed materials at events to promote our collection and encourage people to checkout books." ***

Combating summer learning loss in students:

- 2,164 students registered at their libraries and logged some reading during the challenge
- 204 students read every day of the challenge and earned 75-day Super Reader status
- 545 summer school students participated in group SRC
- *"Helped motivate my son to read throughout the summer to earn more tickets." **
- *"We loved seeing my 5 year old learn how to read." **
- *"Helped students at summer school, an underserved population that especially benefits from library services, complete SRC and receive books as prizes." ***

* Comment from patron ** Input from SRC planning team member

Attached: SRC Program Overview, 2018–2026 Stats Comparison, 2024–2026 Detailed Stats

Summer Reading Challenge Program Overview

The Summer Reading Challenge (SRC) takes place annually from June 1–August 15 and is open to readers of all ages, from birth through adult. In early 2025, the SRC Guiding Team was formed and developed the following goals for the program: combat summer learning loss for students, create a community of lifelong readers, and promote engagement with library services.

The Guiding Team also sets annual measurable goals for increasing participation, which lagged during COVID-19 but has trended upward since and appears to be slowly returning to pre-pandemic numbers. For 2026, the goal was to increase in-library registration by individuals by 3% over the prior year. Data shows individual registrations totaled 5,609, a 4.8% increase from 2025.

LCLS uses the theme, slogan, and art assets provided by the Wyoming State Library through the Collaborative Summer Library Program, though LCLS provides our own graphics and marketing spin. The 2026 slogan was ‘Unearth a Story’ and the theme centered around dinosaurs, fossils, archaeology, and uncovering stories.

Registration for SRC is available in all three library branches, on the Mobile Library, and online through the Beanstack digital platform. Beanstack is also used to log reading and track participant progress toward the goal of reading 25 days during the challenge. Reading is incentivized with a registration giveaway, a progress prize, and a completion prize. The completion prize is for youth and teens, is always a book of their choice from a selection of titles. Participants who complete the challenge also receive virtual tickets to be entered into Beanstack drawings for larger prizes. Additional tickets are awarded for achieving Super Reader status by reading 50 or 75 days during the challenge.

In 2026, 4,671 books were given to youth and teens who participated in SRC either individually or as part of a group. In total, approximately 8,640 prizes were given out during the 2026 program at an average cost per participant of \$5.14.

Each year, SRC features a variety of themed programs, events, and performances for all ages at the libraries in Cheyenne, Burns, and Pine Bluffs. Some highlights in 2026 were the CaveSim mobile cave exploration event, the Extra Lives storytelling concert event for adults and teens, and the end-of-summer foam parties in Cheyenne, Burns, and Pine Bluffs.

Outreach & Engagement staff travel to locations in the community to facilitate the group SRC program for children attending summer school, daycare, and other youth summer programs. Youth enrolled as part of a group also earn a book of their choice, and a classroom set of books is provided to each participating location. The Mobile Library also provides outreach and SRC services during regular stops throughout the county.

Marketing for SRC runs from May into August and includes a social media campaign, billboards, and print advertisements in local newspapers. In 2026, paid advertising on social media reached over 42,000 user accounts on Facebook and Instagram and posts on the platforms were viewed over 97,000 times during the 12-week campaign. The Marketing & Communications division also produces a full suite of printed materials for SRC promotion and patron use. New in 2026, the SRC program booklet was developed and designed to provide clear and thorough communication to patrons in an easy-to-read format. In its first year, the digital version of the booklet on the LCLS website was viewed 4,381 times.

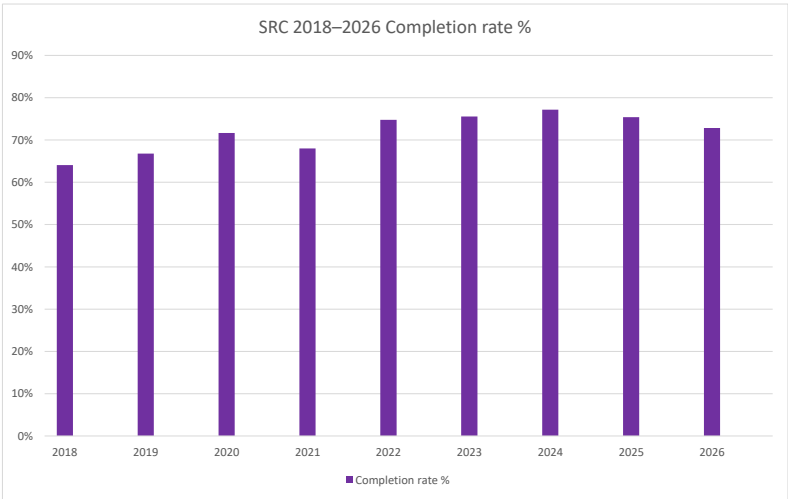
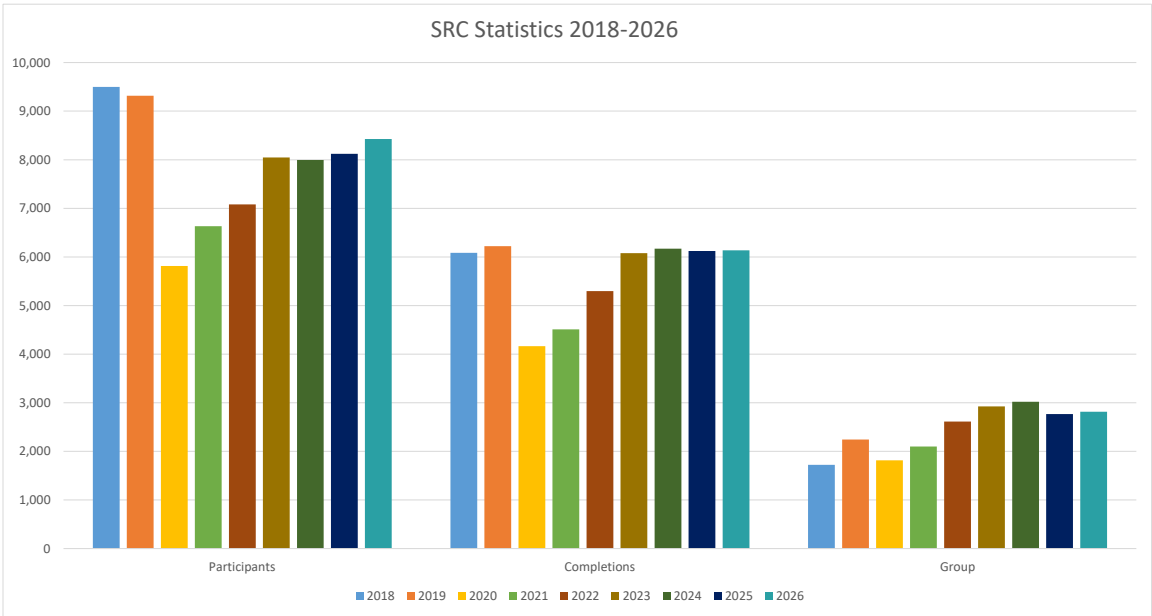
Funding for SRC is provided by the Laramie County Library Foundation via the Legacy Endowment and community grants. In 2026, LCLF received grants from the Women’s Civic League and Delta Kappa Gamma Upsilon Chapter totaling \$11,000. These grants directly supplement funding for the completion prize, the take-home book, helping the library get books into the hands of readers and into homes in Laramie County.

Summer Reading Challenge (2018-2026)

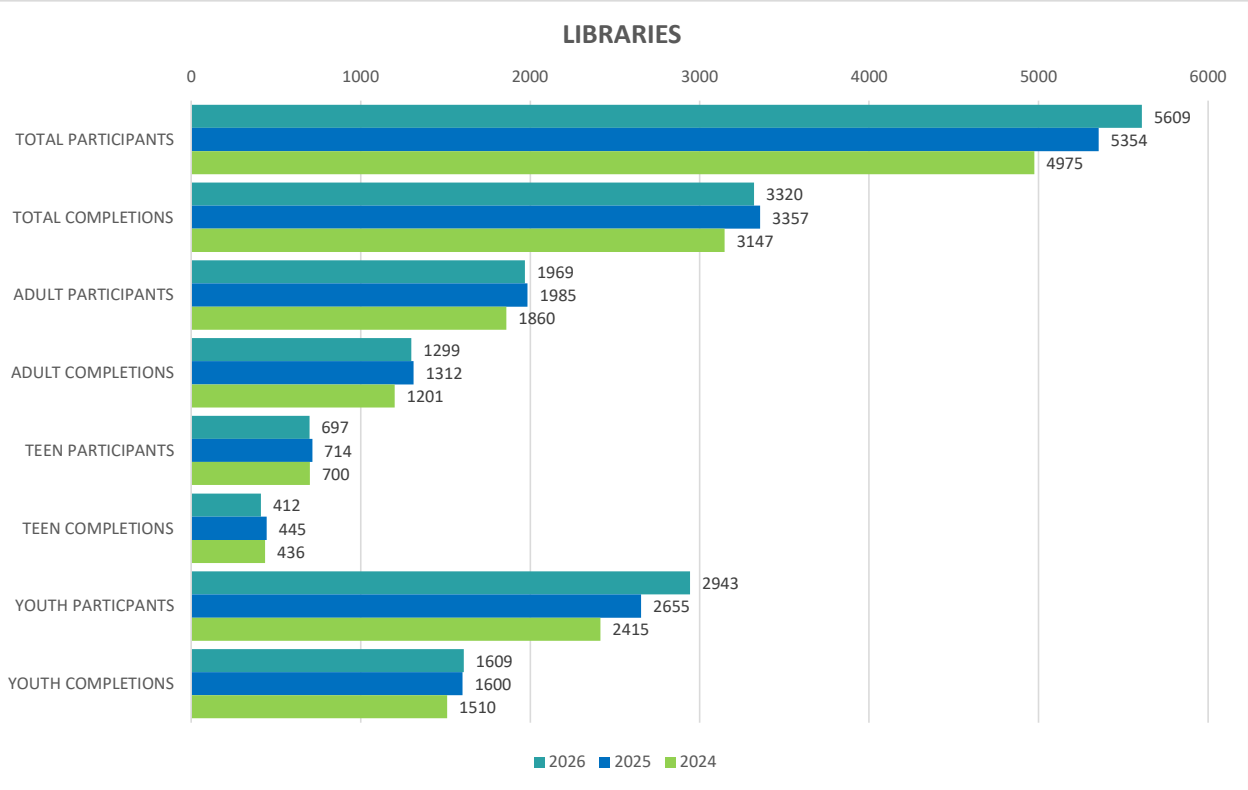
	2018	2019	% change	2020	% change	2021	% change	2022	% change	2023	% change	2024	% change	2025	% change	2026	% change
Participants	9,497	9,316	-1.9%	5,813	-37.6%	6,632	14.1%	7,082	6.8%	8,045	13.6%	7,995	-0.6%	8,121	1.6%	8,425	3.7%
Completions	6,084	6,220	2.2%	4,165	-33.0%	4,509	8.3%	5,296	17.5%	6,079	14.8%	6,169	1.5%	6,124	-0.7%	6,136	0.2%
Group	1,724	2,245	30.2%	1,817	-19.1%	2,098	15.5%	2,612	24.5%	2,926	12.0%	3,020	3.2%	2,767	-8.4%	2,816	1.8%

	2018	2019	2020	2021	2022	2023	2024	2025	2026
Completion rate %	64%	67%	72%	68%	75%	76%	77%	75%	73%

Note: All group participants complete the challenge and are included in total numbers. Groups are also reported seperately to assess how that aspect of SRC is performing.



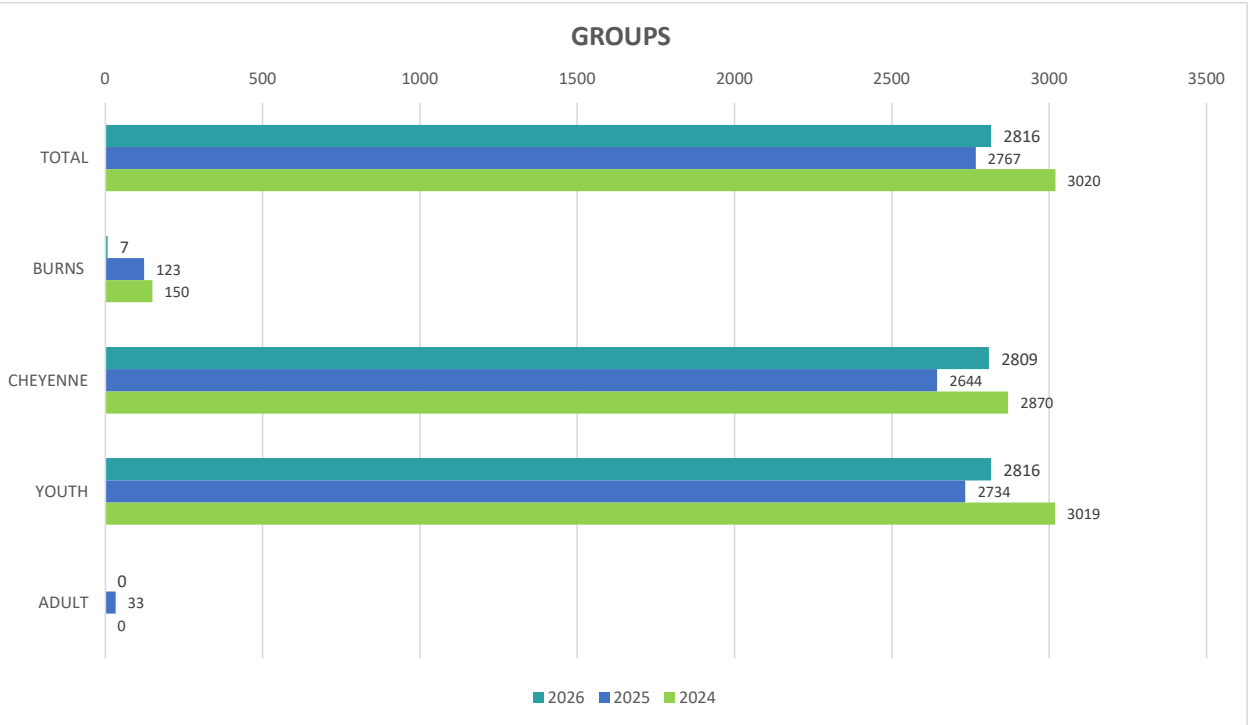
SRC 2024–2026 Participation and Completion by Age Group at all Libraries



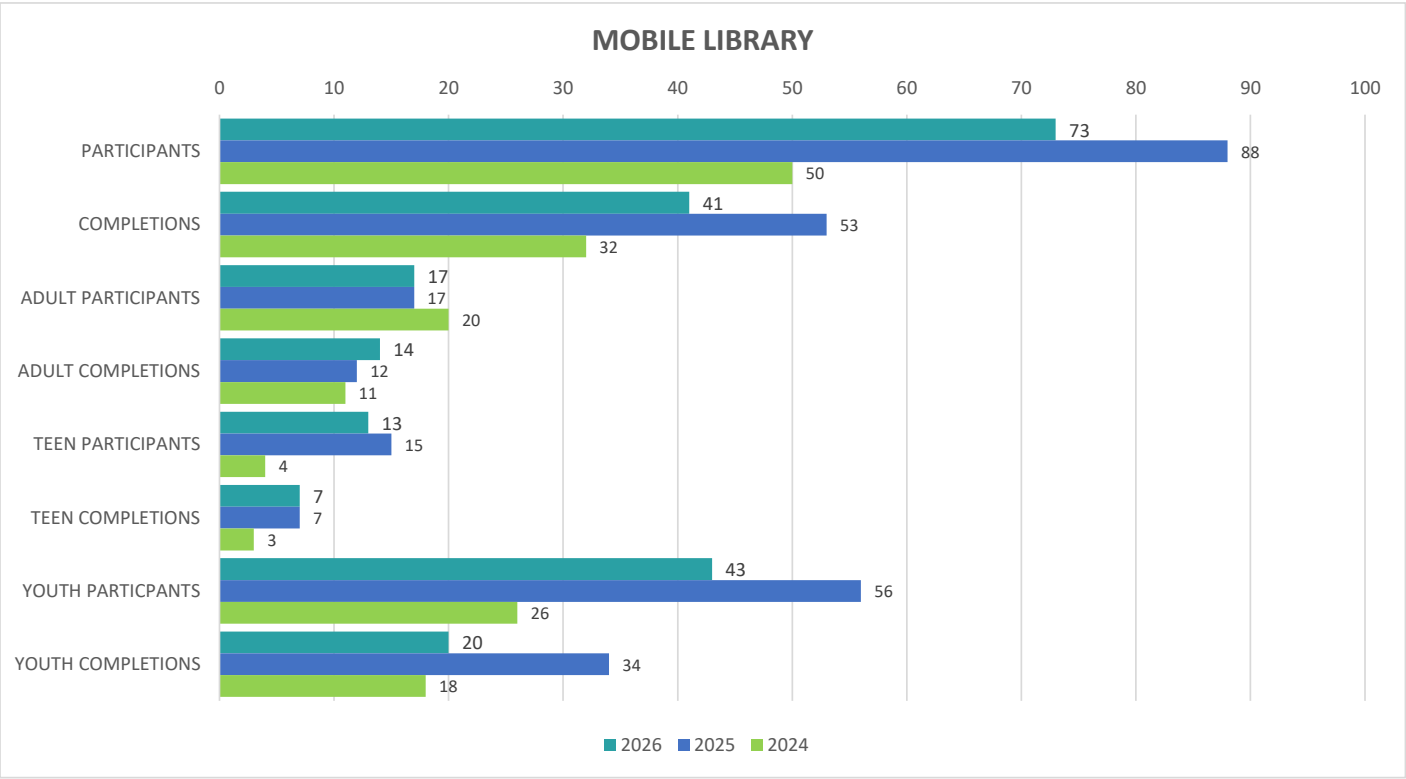
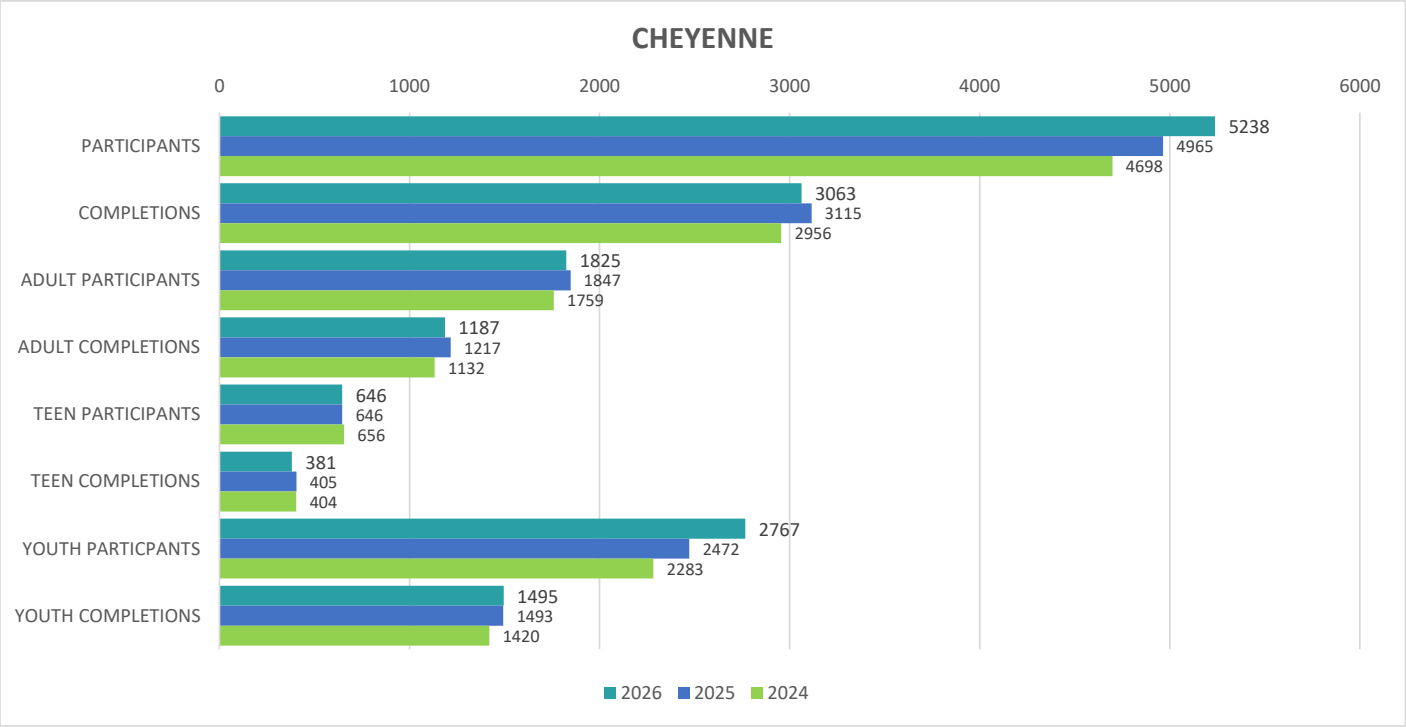
SRC 2024–2026 Participation in Groups Facilitated by Outreach & Engagement Division

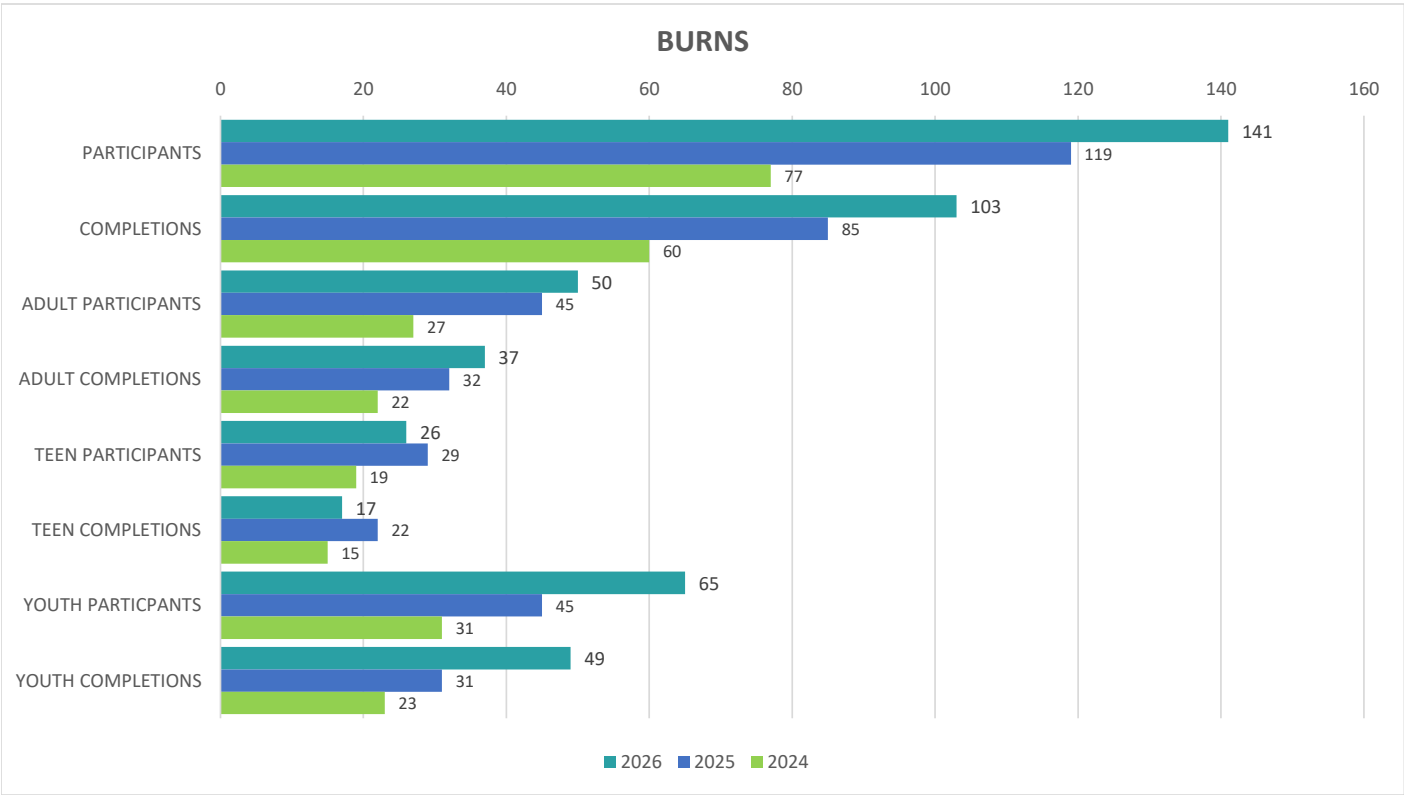
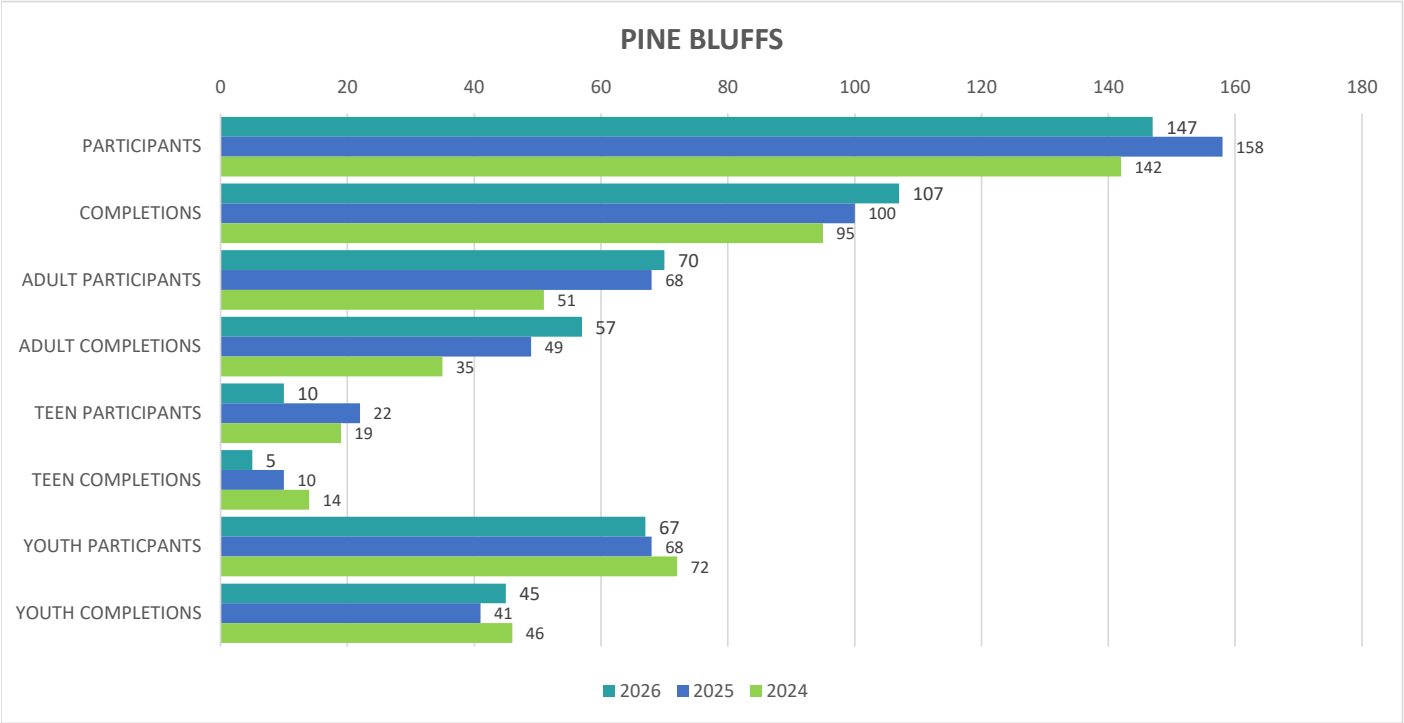
Groups include daycares, preschools, summer schools, and other summer programs

In 2025, a trial of adult group SRC for Library for All attendees was conducted



SRC 2024–2026 Participation and Completion by Age Group and Location





Financial Statement for Period
Ending August 31, 2026

2

Percent YTD

16.67%

INCOME

TAXES

400-000 1% OPTIONAL SALES	105,010.69	621,824.69	222,073.17	1,332,439.00	(710,614.31)	46.67%
402-000 AUTO LICENSE FEES	73,850.45	145,809.60	140,071.22	840,427.32	(694,617.72)	17.35%
404-000 MILLAGE	0.00	107,198.64	816,666.67	4,900,000.00	(4,792,801.36)	2.19%
406-000 MISCELLANEOUS TAXES	0.00	6,851.94	1,083.33	6,500.00	351.94	105.41%
409-000 SPECIFIC PURPOSE TAX	0.00	0.00	0.00	0.00	0.00	
TOTAL TAXES	178,861.14	881,684.87	1,179,894.39	7,079,366.32	(6,197,681.45)	

FINES & FEES

412-000 FINES & FEES	201.35	3,962.33	7,500.00	45,000.00	(41,037.67)	8.81%
TOTAL FINES & FEES	201.35	3,962.33	7,500.00	45,000.00	(41,037.67)	

GRANTS

432-000 GRANTS	0.00	0.00	2,500.00	15,000.00	(15,000.00)	0.00%
432-008 GRANT - COUNTY ARPA - PLANNING	2,281.00	68,703.00	15,008.11	90,048.67	(21,345.67)	76.30%
432-009 GRANT- WSL ARPA - OPEN+	0.00	0.00	16,347.40	98,084.39	(98,084.39)	0.00%
432-010 McMURRY GRANT	0.00	0.00	0.00	0.00	0.00	
TOTAL GRANTS	2,281.00	68,703.00	33,855.51	203,133.06	(134,430.06)	

	Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
FOUNDATION						
433-000 FND BSR	2,359.72	5,899.51	0.00	0.00	5,899.51	
454-000 SUMMER READING	0.00	190.00	250.00	1,500.00	(1,310.00)	12.67%
456-000 LIBRARY STORE	76.00	76.00	0.00	0.00	76.00	
TOTAL FOUNDATION	2,435.72	6,165.51	250.00	1,500.00	4,665.51	
MISCELLANEOUS						
430-000 INSURANCE SETTLEMENTS	0.00	0.00	63,021.74	378,130.43	(378,130.43)	0.00%
434-000 INTEREST ON FUNDS	24,522.95	49,320.86	41,666.67	250,000.00	(200,679.14)	19.73%
440-000 SALE OF PROPERTY	200.93	339.32	333.33	2,000.00	(1,660.68)	16.97%
442-000 MISCELLANEOUS INCOME	0.00	0.00	583.33	3,500.00	(3,500.00)	0.00%
444-000 CONTRACT WITH FOUNDATION	8,168.09	16,336.18	22,225.00	133,350.00	(117,013.82)	12.25%
445-000 FND DONATIONS	0.00	60,875.00	10,145.83	60,875.00	0.00	100.00%
447-000 LEGISLATIVE ENDOWMENT INTEREST	0.00	0.00	16,985.12	101,910.69	(101,910.69)	0.00%
TOTAL MISCELLANEOUS	32,891.97	126,871.36	154,961.02	929,766.12	(802,894.76)	
CAFÉ INCOME						
470-000 FOOD SALES	6,702.04	14,019.76	10,833.33	65,000.00	(50,980.24)	21.57%
471-000 KIDS FOOD SALES	776.96	1,824.08	1,833.33	11,000.00	(9,175.92)	16.58%
472-000 HOT DRINK SALES	2,818.33	6,307.70	6,666.67	40,000.00	(33,692.30)	15.77%
473-000 COLD DRINK SALES	2,435.26	5,413.48	3,833.33	23,000.00	(17,586.52)	23.54%
474-000 MERCHANDISE SALES	99.99	401.06	500.00	3,000.00	(2,598.94)	13.37%
475-000 SALES TAX COLLECTED	0.00	7.08	1,166.67	7,000.00	(6,992.92)	0.10%
476-000 CAFE MISCELLANEOUS INCOME	0.00	0.00	250.00	1,500.00	(1,500.00)	0.00%
TOTAL CAFÉ INCOME	12,832.58	27,973.16	25,083.33	150,500.00	(122,526.84)	
CASH CARRYOVER						
450-000 PLANNED CASH CARRYOVER	0.00	1,000,000.00	166,666.67	1,000,000.00	0.00	100.00%
460-000 INCOME OVER EXPENSES	0.00	1,041,197.90	173,532.98	1,041,197.90	0.00	100.00%
TOTAL CASH ON HAND	0.00	2,041,197.90	340,199.65	2,041,197.90	0.00	

	Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
RESERVES						
480-000 RESERVE - BOOKMOBILE/VEHICLES	0.00	0.00	0.00	0.00	0.00	
481-000 RESERVE - FACILITY REPAIR	0.00	0.00	62,500.00	375,000.00	(375,000.00)	0.00%
482-000 RESERVE - EQUIPMENT/FURNISHINGS	0.00	0.00	0.00	0.00	0.00	
483-000 RESERVE - FIRST STEPS	0.00	137,909.46	22,984.91	137,909.46	0.00	100.00%
484-000 RESERVE - LBB	0.00	1,527.57	0.00	0.00	1,527.57	
485-000 RESERVE - EMERGENCY	0.00	0.00	49,213.98	295,283.85	(295,283.85)	0.00%
490-000 RESERVE - O&M	0.00	0.00	96,494.50	578,967.00	(578,967.00)	0.00%
TOTAL RESERVES	0.00	139,437.03	231,193.39	1,387,160.31	(1,247,723.28)	
TOTAL INCOME	229,503.76	3,295,995.16		11,837,623.71	(8,541,628.55)	

	Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
EXPENSES						
PERSONNEL						
505-000 LIBRARY STAFF	345,220.46	724,166.05	803,913.05	4,823,478.27	(4,099,312.22)	15.01%
511-000 CONTRACT PERSONNEL	14,882.83	40,200.36	50,000.00	300,000.00	(259,799.64)	13.40%
512-000 CONSULTANTS	2,084.10	4,438.20	4,000.00	24,000.00	(19,561.80)	18.49%
514-000 FOUNDATION STAFF	7,000.00	14,000.00	25,000.00	150,000.00	(136,000.00)	9.33%
515-000 FICA	26,135.98	54,521.51	61,499.35	368,996.09	(314,474.58)	14.78%
516-000 WYOMING RETIREMENT	59,993.84	125,695.31	133,333.33	800,000.00	(674,304.69)	15.71%
517-000 UNEMPLOYMENT BENEFITS	0.00	0.00	2,500.00	15,000.00	(15,000.00)	0.00%
710-000 INSURANCE - HEALTH	52,308.32	102,801.84	103,202.69	619,216.16	(516,414.32)	16.60%
715-000 INSURANCE - DENTAL	3,085.45	6,208.75	6,453.33	38,720.00	(32,511.25)	16.03%
718-000 WORKERS' COMPENSATION	0.00	2,258.72	4,019.57	24,117.39	(21,858.67)	9.37%
TOTAL PERSONNEL	510,710.98	1,074,290.74	1,193,921.32	7,163,527.91	(6,089,237.17)	
ADMINISTRATION						
519-000 CONFERENCE/CONT. ED.	8,248.65	13,107.74	10,833.33	65,000.00	(51,892.26)	20.17%
521-000 PROFESSIONAL MBSHIPS	1,269.00	1,599.00	1,000.00	6,000.00	(4,401.00)	26.65%
538-000 PLANNING AND DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	
700-000 INSURANCE-PLANT, LIABTY	0.00	99,037.80	18,333.33	110,000.00	(10,962.20)	90.03%
705-000 INSURANCE DEDUCTIBLE LOSS	0.00	0.00	1,666.67	10,000.00	(10,000.00)	0.00%
730-000 SECURITY BONDS	15.00	115.00	166.67	1,000.00	(885.00)	11.50%
803-000 BOARD/VOLUNTEER/STAFF ACTIVITIES	0.00	0.00	0.00	0.00	0.00	
815-000 REFUNDS ON LOST MATERIALS	70.48	(88.41)	333.33	2,000.00	(2,088.41)	-4.42%
820-000 COLLECTION FEES	1,060.90	1,060.90	1,166.67	7,000.00	(5,939.10)	15.16%
830-000 PRIOR YEAR CARRYOVER	37,403.34	79,536.26	13,833.33	83,000.00	(3,463.74)	95.83%
840-000 MERCHANT FEES	673.78	1,269.58	1,166.67	7,000.00	(5,730.42)	18.14%
TOTAL ADMINISTRATION	48,741.15	195,637.87	48,500.00	291,000.00	(95,362.13)	
SUPPLIES & EQUIPMENT						
525-000 OFFICE SUPPLIES	5,716.31	11,525.26	9,666.67	58,000.00	(46,474.74)	19.87%
529-000 EQUIPMENT LEASES - CENTRAL	1,586.98	3,552.25	10,414.67	62,488.00	(58,935.75)	5.68%
530-000 NETWORK	3,205.12	6,490.96	24,325.50	145,953.00	(139,462.04)	4.45%
825-000 SOFTWARE INTERNAL	13,659.49	42,617.33	37,774.33	226,646.00	(184,028.67)	18.80%
TOTAL SUPPLIES & EQUIPMENT	24,167.90	64,185.80	82,181.17	493,087.00	(428,901.20)	

	Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
COMMUNICATIONS						
531-000 POSTAGE	2,688.51	5,742.89	6,166.67	37,000.00	(31,257.11)	15.52%
532-000 TELECOMMUNICATIONS	3,249.03	6,866.71	6,666.67	40,000.00	(33,133.29)	17.17%
534-000 ADVERTISING	858.50	858.50	10,833.33	65,000.00	(64,141.50)	1.32%
536-000 PRINTING	579.62	12,109.85	9,516.67	57,100.00	(44,990.15)	21.21%
537-000 PROMOTIONAL	4,223.52	4,223.52	833.33	5,000.00	(776.48)	84.47%
TOTAL COMMUNICATIONS	11,599.18	29,801.47	34,016.67	204,100.00	(174,298.53)	
LIBRARY MATERIALS						
543-000 ELECTRONIC RESOURCES	1,000.00	5,350.00	5,416.67	32,500.00	(27,150.00)	16.46%
547-000 ELECTRONIC MATERIALS	68,500.00	92,500.00	35,958.33	215,750.00	(123,250.00)	42.87%
550-000 LIBRARY MATERIALS	14,615.21	19,871.45	39,875.00	239,250.00	(219,378.55)	8.31%
570-000 PERIODICALS	72.00	3,107.13	3,000.00	18,000.00	(14,892.87)	17.26%
575-000 BINDING	0.00	0.00	416.67	2,500.00	(2,500.00)	0.00%
742-000 OCLC SERVICES	0.00	0.00	4,481.00	26,886.00	(26,886.00)	0.00%
745-000 WYLD SYSTEM	0.00	0.00	5,491.83	32,951.00	(32,951.00)	0.00%
TOTAL LIBRARY MATERIALS	84,187.21	120,828.58	94,639.50	567,837.00	(447,008.42)	
PROGRAMS						
580-014 FIRST INITIATIVES OTHER	41.48	592.92	833.33	5,000.00	(4,407.08)	11.86%
582-004 L2B PROGRAMING	0.00	1,806.16	0.00	0.00	1,806.16	
TOTAL PROGRAMS	41.48	2,399.08	833.33	5,000.00	(2,600.92)	

	Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
UTILITIES						
610-000 ELECTRICITY	20,722.74	32,624.32	28,418.67	170,512.00	(137,887.68)	19.13%
620-000 NATURAL GAS	1,729.35	3,631.16	10,000.00	60,000.00	(56,368.84)	6.05%
630-000 WATER - CENTRAL	4,499.15	8,697.92	6,333.33	38,000.00	(29,302.08)	22.89%
TOTAL UTILITIES	26,951.24	44,953.40	44,752.00	268,512.00	(223,558.60)	
OPERATION & MAINTENANCE OF FACILITIES						
650-000 REPAIR FACILITIES	163.04	6,184.19	14,125.00	84,750.00	(78,565.81)	7.30%
652-000 MAINTENANCE SUPPLIES	4,267.89	8,930.38	10,833.33	65,000.00	(56,069.62)	13.74%
657-000 ROOF REPAIRS	0.00	0.00	87,793.80	526,762.78	(526,762.78)	0.00%
658-000 REPAIR & REPLACE-EQUIP	5,365.56	5,723.54	2,020.83	12,125.00	(6,401.46)	47.20%
748-000 FACILITIES SERV CONTRACT	9,204.33	12,460.46	26,742.50	160,455.00	(147,994.54)	7.77%
749-000 EQUIPMENT SERV CONTRACT	0.00	0.00	6,508.83	39,053.00	(39,053.00)	0.00%
780-000 EQUIPMENT/FURNISHINGS	0.00	1,552.50	500.00	3,000.00	(1,447.50)	51.75%
TOTAL O&M OF FACILITIES	19,000.82	34,851.07	148,524.30	891,145.78	(856,294.71)	
OPERATION & MAINTENANCE OF VEHICLES						
660-000 REPAIR - VEHICLES	32.37	1,025.08	3,333.33	20,000.00	(18,974.92)	5.13%
665-000 GASOLINE, OIL, PROPANE, ETC	822.77	1,342.75	1,333.33	8,000.00	(6,657.25)	16.78%
667-000 BOOKMOBILE	44,200.50	44,660.50	0.00	0.00	44,660.50	
TOTAL O&M OF VEHICLES	45,055.64	47,028.33	4,666.67	28,000.00	19,028.33	
PROJECTS						
767-000 FACILITY ENHANCEMENTS	610.00	610.00	43,797.33	262,783.95	(262,173.95)	0.23%
787-000 LIBRARY BUILDINGS	0.00	0.00	62,500.00	375,000.00	(375,000.00)	0.00%
790-000 SALARY SURVEY	0.00	0.00	0.00	0.00	0.00	
TOTAL PROJECTS	610.00	610.00	106,297.33	637,783.95	(637,173.95)	
CAFÉ COST OF GOODS						
640-000 FOOD PRODUCTS	4,055.48	8,633.87	7,500.00	45,000.00	(36,366.13)	19.19%
642-000 DRINK PRODUCTS	3,213.42	6,426.11	7,333.33	44,000.00	(37,573.89)	14.60%
645-000 MERCHANDISE	0.00	(1,837.55)	416.67	2,500.00	(4,337.55)	-73.50%
648-000 CUSTOMER SUPPLIES	789.67	1,271.75	2,666.67	16,000.00	(14,728.25)	7.95%
TOTAL CAFÉ COST OF GOODS	8,058.57	14,494.18	17,916.67	107,500.00	(93,005.82)	

	Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
CAFÉ OPERATIONS						
523-020 LICENSES/PERMITS	0.00	100.00	83.33	500.00	(400.00)	20.00%
525-020 CAFE SUPPLIES	190.27	364.35	583.33	3,500.00	(3,135.65)	10.41%
534-020 MARKETING - CAFE	0.00	0.00	0.00	0.00	0.00	
658-020 CAFE REPAIR & REPLACE EQUIPMENT	1,654.31	1,654.31	916.67	5,500.00	(3,845.69)	30.08%
780-020 CAFE EQUIPMENT/FURNISHING	0.00	0.00	1,166.67	7,000.00	(7,000.00)	0.00%
840-020 MERCHANT FEES - CAFÉ	1,605.46	3,348.41	3,333.33	20,000.00	(16,651.59)	16.74%
845-020 CAFE SALES TAX EXPENSE	714.78	1,361.96	1,533.33	9,200.00	(7,838.04)	14.80%
TOTAL CAFÉ OPERATIONS	4,164.82	6,829.03	7,616.67	45,700.00	(38,870.97)	
GRANTS						
800-000 GRANTS	0.00	0.00	2,500.00	15,000.00	(15,000.00)	0.00%
800-008 GRANT - COUNTY ARPA - PLANNING	9,125.00	9,125.00	3,937.78	23,626.68	(14,501.68)	38.62%
800-009 GRANT - WSL ARPA - OPEN+	27,691.45	55,382.90	15,967.23	95,803.39	(40,420.49)	57.81%
TOTAL GRANTS	36,816.45	64,507.90	22,405.01	134,430.07	(69,922.17)	

CASH CARROVER							
850-000	PLANNED CASH CARRYOVER	0.00	0.00	166,666.67	1,000,000.00	(1,000,000.00)	0.00%
	TOTAL CASH CARRYOVER	0.00	0.00	166,666.67	1,000,000.00	(1,000,000.00)	
RESERVES							
880-000	BOOKMOBILE/VEHICLES	0.04	0.08	0.00	0.00	0.08	
881-000	BUILDING REPAIR/CARPET	0.00	0.00	0.00	0.00	0.00	
882-000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	
884-000	PLANNING/FACILITIES	0.00	0.00	0.00	0.00	0.00	
885-000	EMERGENCY	0.00	0.00	0.00	0.00	0.00	
890-000	RESERVE O&M	3,423.60	6,681.91	0.00	0.00	6,681.91	
	TOTAL RESERVES	3,423.64	6,681.99	0.00	0.00	6,681.99	
TOTAL EXPENSES		823,529.08	1,707,099.44	1,972,937.29	11,837,623.71		
INCOME OVER EXPENSES		(594,025.32)	1,588,895.72		0.00		



Balance Sheet as of
August 31, 2026

	ASSETS	
	CURRENT YEAR	PRIOR YEAR
CURRENT ASSETS		
CASH		
FIRST INTERSTATE BANK - SAVINGS	25,573.19	258,149.99
FIRST INTERSTATE BANK - CHECKING	28,812.56	6,646.22
WYOMING BANK AND TRUST	-	3,876.80
WYOMING CLASS	6,355,172.01	6,902,385.67
AMERICAN NATIONAL CD	38,906.12	37,573.68
AMERICAN NATIONAL CD	40,418.23	38,673.33
FIRST NATIONAL BANK CD	34,570.75	33,651.12
PETTY CASH	165.00	165.00
CASH REGISTERS	2,842.40	2,842.40
WYO-STAR - O&M	1,085,419.32	985,857.21
WYOMING CLASS - BOOKMOBILE	20.99	202,051.28
TOTAL CASH	7,611,900.57	8,471,872.70
INVENTORY		
FOOD PRODUCTS	3,141.18	3,889.16
DRINK PRODUCTS	3,800.77	2,756.59
MERCHANDISE	4,269.42	1,423.90
CUSTOMER SUPPLIES	4,966.80	4,185.49
TOTAL INVENTORY	16,178.17	12,255.14
TOTAL CURRENT ASSETS	7,628,078.74	8,484,127.84
	LIABILITIES AND FUND BALANCE	
	CURRENT YEAR	PRIOR YEAR
LIABILITIES		
CAFÉ GIFT CARDS	9,202.11	9,008.66
STAFF UNITED WAY PAYABLE	-	190.00
TOTAL LIABILITIES	9,202.11	9,198.66
FUND BALANCE	CURRENT YEAR	PRIOR YEAR
RESTRICTED - O&M	1,129,969.15	985,857.21
RESTRICTED LBB	-	1,527.57
BOARD DESIGNATED RESERVES	2,847,692.31	2,847,692.31
RESTRICTED - 1ST STEPS	-	234,718.64
RESTRICTED - BOOKMOBILE	40,753.18	202,051.28
PETTY CASH	165.00	165.00
CASH REGISTERS	3,381.66	3,381.66
RETAINED EARNINGS - PRIOR	2,008,019.61	2,003,207.25
REVENUE OVER EXPENDITURES	1,588,895.72	2,196,328.26
TOTAL FUND BALANCE	7,618,876.63	8,474,929.18

TOTAL FUND BALANCE AND LIABILITIES

7,628,078.74

8,484,127.84



The Library Café Financial Statement for Period 2
Ending August 31, 2026

Percent YTD 16.67%

	Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
CAFÉ INCOME						
470-000 FOOD SALES	6,702.04	14,019.76	10,833.33	65,000.00	(50,980.24)	21.57%
471-000 KIDS FOOD SALES	776.96	1,824.08	1,833.33	11,000.00	(9,175.92)	16.58%
472-000 HOT DRINK SALES	2,818.33	6,307.70	6,666.67	40,000.00	(33,692.30)	15.77%
473-000 COLD DRINK SALES	2,435.26	5,413.48	3,833.33	23,000.00	(17,586.52)	23.54%
474-000 MERCHANDISE SALES	99.99	401.06	500.00	3,000.00	(2,598.94)	13.37%
475-000 SALES TAX COLLECTED	0.00	7.08	1,166.67	7,000.00	(6,992.92)	0.10%
476-000 CAFE MISCELLANEOUS INCOME	0.00	0.00	250.00	1,500.00	(1,500.00)	0.00%
TOTAL CAFÉ INCOME	12,832.58	27,973.16	25,083.33	150,500.00	(122,526.84)	
EXPENSES						
CAFÉ COST OF GOODS						
640-000 FOOD PRODUCTS	4,055.48	8,633.87	7,500.00	45,000.00	(36,366.13)	19.19%
642-000 DRINK PRODUCTS	3,213.42	6,426.11	7,333.33	44,000.00	(37,573.89)	14.60%
645-000 MERCHANDISE	0.00	(1,837.55)	416.67	2,500.00	(4,337.55)	-73.50%
648-000 CUSTOMER SUPPLIES	789.67	1,271.75	2,666.67	16,000.00	(14,728.25)	7.95%
TOTAL CAFÉ COST OF GOODS	8,058.57	14,494.18	17,916.67	107,500.00	(93,005.82)	
PERSONNEL						
505-020 SALARY - THE LIBRARY CAFÉ	9,146.47	20,517.76	26,666.67	160,000.00	(139,482.24)	12.82%
515-020 FICA	670.75	1,511.73	2,040.00	12,240.00	(10,728.27)	12.35%
516-020 WYOMING RETIREMENT	1,723.88	3,862.58	3,333.33	20,000.00	(16,137.42)	19.31%
710-020 INSURANCE - HEALTH	0.00	0.00	4,166.67	25,000.00	(25,000.00)	0.00%
715-020 INSURANCE - DENTAL	0.00	0.00	83.33	500.00	(500.00)	0.00%
718-020 WORKERS' COMPENSATION	0.00	0.00	133.33	800.00	(800.00)	0.00%
TOTAL PERSONNEL	11,541.10	25,892.07	36,423.33	218,540.00	(192,647.93)	

	Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
CAFÉ OPERATIONS						
523-020 LICENSES/PERMITS	0.00	100.00	83.33	500.00	(400.00)	20.00%
525-020 CAFE SUPPLIES	190.27	364.35	583.33	3,500.00	(3,135.65)	10.41%
534-020 MARKETING - CAFE	0.00	0.00	0.00	0.00	0.00	
658-020 CAFE REPAIR & REPLACE EQUIPMENT	1,654.31	1,654.31	916.67	5,500.00	(3,845.69)	30.08%
780-020 CAFE EQUIPMENT/FURNISHING	0.00	0.00	1,166.67	7,000.00	(7,000.00)	0.00%
840-020 MERCHANT FEES	1,605.46	3,348.41	3,333.33	20,000.00	(16,651.59)	16.74%
845-020 CAFE SALES TAX EXPENSE	714.78	1,361.96	1,533.33	9,200.00	(7,838.04)	14.80%
TOTAL CAFÉ OPERATIONS	4,164.82	6,829.03	7,616.67	45,700.00	(38,870.97)	
TOTAL EXPENSES	23,764.49	47,215.28	61,956.67	371,740.00	(324,524.72)	
INCOME OVER EXPENSES	(10,931.91)	(19,242.12)	(36,873.33)	(221,240.00)	201,997.88	