Laramie County Library

BOARD OF DIRECTORS
Tuesday November 24, 2026
AGENDA

Presentation: Thomas Lear - Overview of First Steps evolution
Presentation: LCLS maker programming

Consent

1. Approval of Minutes for September 2026*
2. Approval of Expenditures for November 2026

Action
Unfinished Business

1. Café Contract
2. Other

New Business

1. Other

Reports

- Director's Report*
- Foundation Report*
- Personnel Changes*
- Financial Report for October 2026*
- Balance Sheet for October 2026*

Meeting and Events Dates and Location
Tuesday, December 22, 2026, System Board Meeting, 3:30, Coneflower Room
Tuesday, January 19, 2027, Foundation Board Meeting, 4:00, Coneflower Room
Tuesday, January 26, 2027, System Board Meeting, 3:30, Coneflower Room

Adjourn
*Supporting documentation included

BOARD OF DIRECTORS
MINUTES
October 27, 2026

The Board of Directors of Laramie County Library System met in regular session at the Laramie County Library in Pine Bluffs on Tuesday, October 27, 2026. Steven Leafgreen convened the meeting at 3:01 p.m. Directors Denise Burke, Kris Rude, Steve Sharpe and Abbi Forwood, were present. Also present were Antonia Gaona (Executive Director/County Librarian), Laura Block (Director of Business and Administration), Sharon Vye (Executive Coordinator), Allie Leitza (Laramie County Library Foundation Board Member), Holly Bauer (Pine Bluffs Branch Specialist).

261027:01 Abbi Forwood presented a motion to approve the consent agenda as presented; Steve Sharpe Seconded the motion. The motion passed unanimously.

261027:02 Denise Burke presented a motion to ratify the email vote and adopt the agreement for security services between Laramie County Library System and Precision Security Team. Abbi Forwood seconded. The motion passed unanimously.

261027:03 Abbi Forwood presented a motion to approve the Internet Policy as presented for the public comment process. Denise Burke seconded the motion. The motion passed unanimously. The policy will be made available for public comment prior to final consideration.

261027:04 Denise Burke presented a motion to enter executive session for personnel and election budget considerations. Abbi Forwood seconded. The Board entered executive session at 4:13 p.m. and moved to the adjacent building.

Meeting Adjourned at 4:43 p.m.

Sharon Vye
Executive Coordinator

Laramie County Library

November 10, 2026

To: Board of Directors
From: Director of Business & Administration
RE: Contract for cafe services

A Request for Information/Request for Proposal (RFI/RFP) for café services was issued on September 15, 2026, with proposals due by close of business on September 30, 2026. To promote a fair, competitive, and transparent procurement process, the solicitation was advertised through Bidnet Direct, an online platform for publishing government solicitations and receiving proposals, as well as on the library's website.

Two proposals were received by the submission deadline: one from a company based in Chicago, Illinois, and the other from The Cheyenne Cup, which is locally owned and operated.

The Cheyenne Cup was selected as the preferred vendor. The proposal demonstrates a strong commitment to community engagement and aligns with the library's desire to establish a café partnership that extends beyond the library's service needs but also supports the broader community. Additionally, their strong presence in the downtown area makes them well positioned to understand customers' preferences, wants and needs.

The draft contract has been reviewed and approved as to form by County Attorney's office.

Recommendation:

Approve the contract with The Cheyenne Cup as presented.

CAFE FOOD AND BEVERAGE SERVICES AGREEMENT
between
LARAMIE COUNTY LIBRARY SYSTEM, WYOMING and THE CHEYENNE CUP

THIS AGREEMENT is made and entered into by and between Laramie County Library System, 2200 Pioneer Ave., Cheyenne, Wyoming 82001 ("LIBRARY"), and The Cheyenne Cup, 1611 Carey Ave., Cheyenne, Wyoming ("CONTRACTOR''). The parties agree as follows:

I. PURPOSE

The purpose of this Agreement is to allow for the placement and operation of a food and beverage service in the Café Space at the Cheyenne Library.

II. TERM

This Agreement shall commence on the date executed by all parties and shall remain in full force and effect until XXXXXXX (3 year term), unless terminated as provided herein.

III. PAYMENT

A. LIBRARY shall pay CONTRACTOR a monthly fee equal to $2,916.67 (two thousand nine hundred sixteen dollars and sixty-seven cents) not to exceed $35,000 (Thirty-five thousand dollars) annually for providing café services.

B. CONTRACTOR shall bill LIBRARY by a properly executed invoice specifying services performed, including hours of operation. No payment shall be made before the last signature is affixed to this Agreement. Payments shall be made in accordance with Wyo. Stat § 16-6-602 (as amended).

C. Upon the beginning of year two of CONTRACTOR's operations, Revenue share, with the following provisions, will be considered if CONTRACTOR's operations are sustainable:

a. CONTRACTOR shall pay LIBRARY a fee of three percent (3%) of the gross sales for the preceding accounting period on or before the 20th of each month.
b. The accounting period shall be the length of each calendar month.
c. Gross sales shall refer to the total amount of all sales and charges for services provided, received or charged by CONTRACTOR or any agent or employee of CONTRACTOR, whether collected or not, made as a result of the operations subject to this agreement, unadjusted for the costs of doing business.
d. CONTRACTOR shall maintain at CONTRACTOR's own expense an accounting and record keeping system conforming to the requirements prescribed and approved by LIBRARY and in accordance with acceptable and commonly employed accounting standards and methods, CONTRACTOR shall preserve, maintain and provide for inspection as

provided herein said records for a period of no less than 3 years from the date of their preparation all accounting records and supporting documents relating to CONTRACTOR's operations under this Agreement.

e. CONTRACTOR shall furnish to LIBRARY, such records or documents or access to same, whether in hard copy or electronic form, including access to programs or apps used for such recordation or accounting purpose, as requested by LIBRARY, regarding sales and operations in order to determine the appropriate fee for each accounting period.
f. CONTRACTOR shall provide and/or make available as directed by the LIBRARY such records on or before the 10th day of each month in order for LIBRARY to determine the appropriate fee for the preceding accounting period.
g. LIBRARY shall make the determination as to the appropriate fee and invoice CONTRACTOR for that amount within a reasonable period of time. CONTRACTOR agrees to pay said fee within 10 business days of receipt of any invoice or bill for said fee.
h. LIBRARY may request and CONTRACTOR shall provide, an annual statement of profit and loss and a year-end balance sheet for the operations pursuant to this Agreement, verified as accurate by CONTRACTOR. In addition, CONTRACTOR, upon request, shall allow COUNTY or its representatives access to and inspection or copying of any records related to the operation subject of this Agreement and such other periodic forms and reports as may reasonable by required by LIBRARY from time to time. CONTRACTOR shall verify in writing to LIBRARY that all such reports and statements are complete and accurate.
i. CONTRACTOR agrees to fully cooperate with LIBRARY representatives and/or independent accountants hired by LIBRARY to conduct any such inspection or audit. In the event any such inspection or audit shall disclose an understatement of the gross sales of the operations, CONTRACTOR, shall pay to LIBRARY, within thirty (30) days after receipt of the inspection or audit report, any unpaid fees due on the amount of the understatement, plus 10% interest from the date originally due, until the date of payment.
j. CONTRACTOR agrees and warrants that LIBRARY and/or independent auditor may request inspection of appropriate and relevant tax reporting records and forms relating to CONTRACTOR's operations upon request.

IV. RESPONSIBILITIES OF LIBRARY

A. LIBRARY shall permit CONTRACTOR to place and operate a business, serving food and beverages for sale, in the Café Space of the Cheyenne Library, Monday through Sunday, excluding holidays. Specific hours will be mutually agreed upon by LIBRARY & CONTRACTOR. Hours of operation may be adjusted for seasonal operations.

B. LIBRARY shall retain ownership of the existing equipment located in the café space and shall allow CONTRACTOR full use of such equipment. See section IV D-E, below for

CONTRACTOR's responsibility of LIBRARY owned equipment.

C. Nothing in this agreement shall be construed as a guarantee or commitment to any particular installation, modification or addition for the benefit of CONTRACTOR.

D. The LIBRARY shall have authority to review and approve, modify, direct or deny any modifications and or changes to any utility services or any other modifications or additions to structures or services in the Café Space for CONTRACTOR's operations. The LIBRARY shall have final approval over all work and contractors hired for any work. Any contractor hired for any modifications by CONTRACTOR shall enter into an agreement with LIBRARY, subject to the approval of LIBRARY for the work to be performed.

V. RESPONSIBILITIES OF CONTRACTOR

A. CONTRACTOR acknowledges that the operation of the food and beverage sales is a service to library patrons and employees. CONTRACTOR agrees to be open for such sales and service Monday through Sunday, excluding holidays, except in extraordinary circumstances. In the event CONTRACTOR cannot operate during the mutually agreed upon hours, a sign shall be posted in a conspicuous location within the business area noting the anticipated hours of operation.

B. CONTRACTOR shall maintain and operate the food and beverage sales operation in accord with all applicable regulations, state, local and federal including, but not limited, to all applicable health and hygiene regulations or ordinances. A failure to conform to the requirements of this provision may result in the immediate termination, at the discretion of the Director, of this Agreement.

C. CONTRACTOR shall obtain and maintain required licenses for food service through the Cheyenne Laramie County Health Department or any other applicable agency and maintain compliance with all applicable regulations including but not limited to, food service, preparation, storage, health and safety requirements. Failure to conform to the requirements of this subsection may result in the immediate termination, at the discretion of LIBRARY.

D. CONTRACTOR will be responsible for operational costs including supplies, materials and normal maintenance of equipment required to deliver food and beverage services.

E. CONTRACTOR shall maintain, through cleaning and upkeep, the areas of the library used in the operation of the food and beverage service in a manner consistent with and in accord with the directions of the Director as well as any regulatory or legal requirements for hygiene and food service. CONTRACTOR shall, on a daily basis, dispose of all trash in the trash receptacle/dumpster located on the north side of the library. A failure to conform to the requirements of this subsection may result in the immediate termination, at the discretion of LIBRARY. CONTRACTOR shall comply with all reasonable requests of the Director regarding operations, including but not limited to removing exterior signage when closing for the day and upkeep of storage areas.

F. CONTRACTOR understands, agrees and warrants that nothing in this Agreement

operates as a continuing license or agreement for CONTRACTOR to continue providing food and beverage services in any LIBRARY building or property except as specified. In addition, CONTRACTOR acknowledges that nothing in this Agreement prevents LIBRARY from seeking or employing the services of other providers for the same or similar services.

G. CONTRACTOR understands and agrees that should any modifications or additions to the library building be required or requested by CONTRACTOR, said modifications or additions shall be performed at the expense of the CONTRACTOR, and with the approval of the LIBRARY.

H. CONTRACTOR agrees to retain all required records for three (3) years after termination of this Agreement and all other matters relating to the Agreement are concluded. CONTRACTOR agrees to permit access by the LIBRARY or any of its duly authorized representatives to any books, documents, papers and records of the CONTRACTOR which are directly pertinent to this specific Agreement for purposes including but not limited to audit, examination, excerpts, and transcriptions.

VI. GENERAL PROVISIONS

A. Independent Contractor: The services to be performed by CONTRACTOR are those of an independent contractor and not as an employee of LIBRARY. CONTRACTOR is not eligible for LIBRARY Employee benefits and will be treated as an independent contractor for federal tax filing purposes. CONTRACTOR assumes responsibility for its personnel who provide services pursuant to this contract and will make all deductions required of employers by state, federal and local laws and shall maintain liability insurance for each of them. CONTRACTOR is free to perform the same or similar services for others.

B. Acceptance Not Waiver: LIBRARY approval of the reports, work and/or services furnished hereunder shall not in any way relieve CONTRACTOR of responsibility for compliance with this Agreement or any applicable law, ordinance or regulation. LIBRARY approval or acceptance of any of the services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

C. Termination: This Agreement may be terminated (a) by either party at any time for failure of the other party to comply with the terms and conditions of this agreement; (b) by either party, with thirty (30) days' prior written notice to the other party; or (c) upon mutual written agreement by both parties.

D. Entire Agreement: This Agreement (6 pages), Attachment A (Café Services RFI/RFP, 10 pages and Attachment B (contractor's proposal, 10 pages) represents the entire and integrated agreement and understanding between the parties and supersedes all prior negotiations, statements, representations and agreements, whether written or oral.

E. Assignment: Neither this Agreement, nor any rights or obligations hereunder shall be assigned or delegated by a party without the prior written consent of the other party.

F. Modification: This Agreement shall be modified only by a written agreement, duly executed by all parties hereto.

G. Invalidity: If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, or if the LIBRARY is advised of any such actual or potential invalidity or unenforceability, such holding or advice shall not invalidate or render unenforceable any other provision hereof. It is the express intent of the parties that the provisions of this Agreement are fully severable.

H. Applicable Law and Venue: The parties mutually understand and agree this Agreement shall be governed by and interpreted pursuant to the laws of the State of Wyoming. If any dispute arises between the parties from or concerning this Agreement or the subject matter hereof, any suit or proceeding at law or in equity shall be brought in the District Court of the State of Wyoming, First Judicial District, sitting at Cheyenne, Wyoming. This provision is not intended nor shall it be construed to waive LIBRARY's governmental immunity as provided in this Agreement.

I. Contingencies: CONTRACTOR certifies and warrants no gratuities, kickbacks or contingency fees were paid in connection with this Agreement, nor were any fees, commissions, gifts or other considerations made contingent upon the award of this Agreement.

J. Discrimination: All parties agree they will not discriminate against any person who performs work under the terms and conditions of this Agreement because of race, color, gender, creed, handicapping condition, or national origin.

K. ADA Compliance: All parties agree they will not discriminate against a qualified individual with disability, pursuant to law as set forth in the Americans with Disabilities Act, P.L. 101-336, 42 U.S.C. § 12101, *et seq.,* and/or any properly promulgated rules and regulations relating thereto.

L. Governmental/Sovereign Immunity: LIBRARY does not waive its Governmental/Sovereign Immunity, as provided by any applicable law including W.S. § 1-39-101 *et seq.,* by entering into this Agreement. Further, LIBRARY fully retains all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement.

M. Indemnification: To the fullest extent permitted by law, CONTRACTOR agrees to indemnify and hold harmless LIBRARY, its elected and appointed officials, employees and volunteers from any and all liability for injuries, damages, claims, penalties, actions, demands or expenses arising from or in connection with work or services performed by or on behalf of CONTRACTOR in the performance of this Agreement.

N. Insurance CONTRACTOR shall maintain required insurance at its own expense and for the life of the contract, filing a certificate of insurance with the LIBRARY as evidence

of compliance *before commencing* any operations pursuant to this Agreement. CONTRACTOR further warrants and agrees to notify LIBRARY in the event of any termination of modification to said insurance coverage and to immediately notify LIBRARY of any claim or knowledge of potential claim related to or in connection with to the work, services or other actions, performed by or on behalf of CONTRACTOR in the performance of this Agreement.

O. Third Parties: The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to the Agreement and shall inure solely to the benefit of the parties to this Agreement.

P. Conflict of Interest: LIBRARY and CONTRACTOR affirm, to their knowledge, no CONTRACTOR employee has any personal beneficial interest whatsoever in the agreement described herein. No staff member of CONTRACTOR, compensated either partially or wholly with funds from this Agreement, shall engage in any conduct or activity which would constitute a conflict of interest relative to this Agreement.

Q. Force Majeure: Neither party shall be liable to perform under this Agreement if such failure arises out of causes beyond control, and without the fault or the negligence of said party. Such causes may include, but are not restricted to, Act of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. In every case, however, a failure to perform must be beyond the control and without the fault or the negligence of said party.

R. Notices: All notices required and permitted under this Agreement shall be deemed to have been given, if and when deposited in the U.S. Mail, properly stamped and addressed to the party for whom intended at such parties' address listed herein, or when personally delivered personally to such party. A party may change its address for notice hereunder by giving written notice to the other party.

[The remainder of this page is intentionally left blank]

Food and Beverage Services Agreement
Laramie County Library System
And
The Cheyenne Cup

Signature Page

LARAMIE COUNTY LIBRARY SYSTEM:

By: _____ Date: _____
Chair
Laramie County Library System Board of Directors

ATTEST:

By: _____ Date: _____
Laura M. Block, Director of Business & Administration

By: _____Date: _____
Eloy Martinez
The Cheyenne Cup

This Agreement is effective the date of the last signature affixed to this page.

Reviewed and approved as to form only:

By: _____ Date: _____
Laramie County Attorney's Office

Laramie County Library

November 17, 2026

To: Laramie County Library System Board
From: Laramie County Library Executive Director/County Librarian

Re: November Executive Director's Report

Executive Director Updates

- The library currently has an RFI/RFP posted for banking services. The public posting for solicitations closes on November 30th.
- The library hosted Leadership Cheyenne for their "Education Day" which focused on available and emerging library services and a facility tour.
- Antonia attended the state-wide directors' retreat at the beginning of the month. Sessions focused on process improvement training and statewide library issues.
- The library system is in the final stages of the Service and Staffing Model Assessment with consultants, ReThinking Libraries. Our process has included several sessions for staff input and ideas and collecting significant data that will help us determine staffing and service model in the future with the primary intents of utilizing staffing resources as efficiently as possible to enable the system to introduce strategic plan objectives and function in a responsive manner in serving our county and providing sustainable system operations.
- The Carnegie Foundation Oral History Grant money is nearly expended. The grant report is due in December. The library system will work to introduce our new oral history program to the public in early 2027.
- We launched an expansion of the website: new audience-specific sections — Youth, Teens, and Adults — give patrons an opportunity to explore collections, events, programs, and services relevant to their interests and needs.
- We are preparing to launch a monthly e-newsletter in January. The intent of the newsletter is to build connections and encourage discovery through stories, information, and useful resources. The monthly newsletter will provide a regular opportunity to engage existing library users and supporters while introducing readers to the breadth of LCLS services and experiences. It balances storytelling and practical discovery, giving subscribers something valuable beyond announcements and event listings.
- Marketing and Communications is preparing to launch a new advertising campaign called "There's a Library for That". It is the first in a new series of brand-focused marketing campaigns designed to build broader awareness and understanding of LCLS. Rather than promoting one specific program, service, or resource, the campaign will use a variety of LCLS offerings and experiences as proof points to show the breadth of what a modern library can provide.

- Note: The library has finalized the holiday and closure schedule for 2027. Please see the attached schedules as an information item.

Public Service Updates

- Library had over 100 community members attend Día de los Muertos events on Saturday, November 7.
- Craig Johnson and special guest A. Martinez were at the library on Tuesday, November 17 for a talk and signing. The crowd was exceptional.
- LCLS is a stop on the statewide A Home for Steamboat library book tour. Author Casey Rislov and illustrator Zach Pullen will be here for a fun book talk and signing geared towards children and families on Thursday, November 19 at 4:15 PM.
- We had a little over 400 attendees for the Haunted Library in October! Community members were thrilled (and a little scared) by library staff, volunteers, and our community partner Cheyenne Little Theater.
- Updated exhibit and event guidelines and proposal forms are now available on the library website. Providing information for the community on how to collaborate with the library along with proposal forms that are in line with the types of requests we most frequently receive is a step towards more strategic and community co-created library programming.

Library Stories

New Patron *(submitted by Melanie Hornbeck- Outreach Librarian)*

"I just took my dog on a walk, and I met an older lady who has recently relocated to Cheyenne to be with family. She has only been here a week, but is already planning on attending the C.J. Box event tomorrow! She was so excited to hear about things like chair yoga, the book vending machine at the Senior Center, our Libby collection, etc. I even told her about the AARP Book Club and lunch group, and I hope she can get connected with them. What an amazing resource we have here!"

Impressive Library! *(Submitted by AmyLou Terrell- Substitute Supervisor)*

"My parents were in town this past week. While here I gave them a brief tour of the library and they were SO impressed with all the resources we have here! For reference, they come from a county that has about 25 branches in their library system. So to be impressed by us really says something! I told them about some of the plans and changes that we have coming and they were amazed at the thought and intention behind these things and commented on how we are really

being thoughtful about being here for the community in ways that the community needs, not "just books" but being a community focused space.
My Dad also had a health scare, and so I came and borrowed a blood pressure kit from here to help him, again both my parents were like 'this is from the LIBRARY!? that's amazing!!"

So from semi-big city folks, we are doing great things here!!”

LARAMIE COUNTY LIBRARY SYSTEM - BURNS BRANCH

2027 HOLIDAYS/CLOSURES

Holiday hours are used to determine holiday pay for benefited employees in the entire system.

Note: Employees are not paid for closures.

Explanation of vouchers may be found in PROCEDURE – LEAVE, HOLIDAYS/CLOSURES

BURNS

*NOTE: Burns is closed Sundays and Wednesdays

Day	Date	Holiday/Closure	Holiday Hours
Friday	January 1, 2027	New Year's Day Holiday	**8**
Monday	January 18, 2027	Martin Luther King Day	**8**
Monday	February 15, 2027	Presidents' Day	**8**
Friday	March 12, 2027	LCLS Inservice	**Closed to public**
Monday	May 31, 2027	Memorial Day	**8**
Saturday	June 12, 2027	Burns Day	**8**
Friday	June 18, 2027	Juneteenth Day (Observed)	**8**
Saturday	June 19, 2027	Juneteenth Day	**Closure**
Sunday	July 4, 2027	Independence Day	**Closure**
Monday	July 5, 2027	Independence Day (Observed)	**8**
Monday	September 6, 2027	Labor Day	**8**
Monday	October 11, 2027	All Staff Day (all employees report to Cheyenne)	**Closed to public**
Thursday	November 11, 2027	Veterans Day	**8**
Thursday	November 25, 2027	Thanksgiving Day	**8**
Friday	November 26, 2027	Day after Thanksgiving	**8**
Thursday	December 23, 2027	Christmas Eve (Observed)	**8**
Friday	December 24, 2027	Christmas Day (Observed)	**8**
Saturday	December 25, 2027	Christmas Day	**closure**
Friday	December 31, 2027	New Year's Day (Observed)	**8**
Friday	January 1, 2028	New Year's Day	**Closure**

LARAMIE COUNTY LIBRARY SYSTEM
2027 HOLIDAYS/CLOSURES

Holiday hours are used to determine holiday pay for benefited employees in the entire system.
Note: Employees are not paid for closures.
Explanation of vouchers may be found in PROCEDURE – LEAVE, HOLIDAYS/CLOSURES

CHEYENNE

Day	Date	Holiday/Closure	Holiday Hours
Friday	January 1, 2027	New Year's Day	**8**
Monday	January 18, 2027	Martin Luther King Day	**8**
Monday	February 15, 2027	Presidents' Day	**8**
Friday	March 12, 2027	LCLS Inservice	**Closed to the public**
Sunday	March 28, 2027	Easter	**Closed to the public/ staff work or flex or PTO**
Monday	May 31, 2027	Memorial Day	**8**
Friday	June 18, 2027	Juneteenth Day (Observed)	**8**
Saturday	June 19, 2027	Juneteenth Day	**Closure**
Sunday	July 4, 2027	Independence Day	**Closure**
Monday	July 5, 2027	Independence Day (Observed)	**8**
Wednesday	July 28, 2027	Cheyenne Day	**8**
Monday	September 6, 2027	Labor Day	**8**
Monday	October 11, 2027	All Staff Day	**Closed to the public**
Thursday	November 11, 2027	Veterans Day	**8**
Wednesday	November 24, 2027	Eve of Thanksgiving	**Closure at 5 pm**
Thursday	November 25, 2027	Thanksgiving Day	**8**
Friday	November 26, 2027	Day after Thanksgiving	**8**
Saturday	November 27, 2027	Day of Christmas Parade	**Closure at 4 pm**
Thursday	December 23, 2027	Christmas Eve (Observed)	**8**
Friday	December 24, 2027	Christmas Day (Observed)	**8**
Saturday	December 25, 2027	Christmas Day	**Closure**
Friday	December 31, 2027	New Year's Day (Observed)	**8**
Saturday	January 1, 2028	New Year's Day	**Closure**

LARAMIE COUNTY LIBRARY SYSTEM - PINE BLUFFS BRANCH
2027 HOLIDAYS/CLOSURES

Holiday hours are used to determine holiday pay for benefited employees in the entire system.
Note: Employees are not paid for closures.
Explanation of vouchers may be found in PROCEDURE – LEAVE, HOLIDAYS/CLOSURES

PINE BLUFFS

*NOTE: Pine Bluffs is closed Sundays and Mondays

Day	Date	Holiday/Closure	Holiday Hours
Friday	January 1, 2027	New Year's Day	**8**
Monday	January 18, 2027	Martin Luther King Day	**8 (voucher)**
Monday	February 15, 2027	Presidents' Day	**8 (voucher)**
Friday	March 12, 2027	LCLS Inservice	**Closed to public**
Monday	May 31, 2027	Memorial Day	**8 (voucher)**
Friday	June 18, 2027	Juneteenth Day (Observed)	**8**
Saturday	June 19, 2027	Juneteenth Day	**Closure**
Sundaty	July 4, 2027	Independence Day (Observed)	**8**
Monday	July 5, 2027	Independence Day	**Closure**
Saturday	July 31, 2027	Trail Days*	**8**
Monday	September 6, 2027	Labor Day	**8 (voucher)**
Monday	October 11, 2027	All Staff Day (all employees report to Cheyenne)	**closed to public**
Thursday	November 11, 2026	Veterans Day	**8**
Thursday	November 25, 2027	Thanksgiving Day	**8**
Friday	November 26, 2027	Day after Thanksgiving	**8**
Thursday	December 23, 2027	Christmas Eve (Observed)	**8**
Friday	December 24, 207	Christmas Day (Observed)	**8**
Saturday	December 25, 2027	Christmas Day	**Closure**
Friday	December 31, 2027	New Year's Day (Observed)	**8**
Saturday	January 1, 2028	New Year's Day	**Closure**

*Date subject to change.

Laramie County Library Foundation

November 17, 2026

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

ANNUAL APPEAL

We are putting the final touches on a Donor Impact Report / Annual Appeal for mailing to a 3,500+ mailing list the end of this week. The Donor Impact Report includes highlights from the past year, a financial impact statement, and donor spotlight. We are working on identifying a meaningful gesture of gratitude for our large donors from throughout the year.

MICROSOFT DONATION

We issued a press release announcing the $120,000 donation from Microsoft, which has resulted in 4-5 media stories so far.

FUNDRAISING & GRANT UPDATES

Nancy will give a detailed update in the Development Committee report, but we are pleased to report receiving our first RBC grant, and a donation that is a wonderfully generous kick-off to our year-end fundraising.

ELECTION RESULTS

It was a huge relief to wake up November 4th to such positive election results! Digging into the election results may help our newly formed Community Relations Committee know where to focus their efforts.

Countywide, all four results from both elections aligned with the Foundation's positions: voters supported primary Propositions 3 and 13, supported general-election 1% Sales & Use Tax renewal, and opposed Proposed Initiative Proposition One.

Measure	Foundation	For	Against	Countywide
Primary Proposition 3	FOR	13,741	8,571	**61.6% For**
Primary Proposition 13	FOR	13,191	9,565	**58.0% For**
General 1% Sales & Use Tax renewal	FOR	19,217	11,116	**63.4% For**
General Initiative Proposition One	AGAINST	12,841	16,943	**56.9% Against**

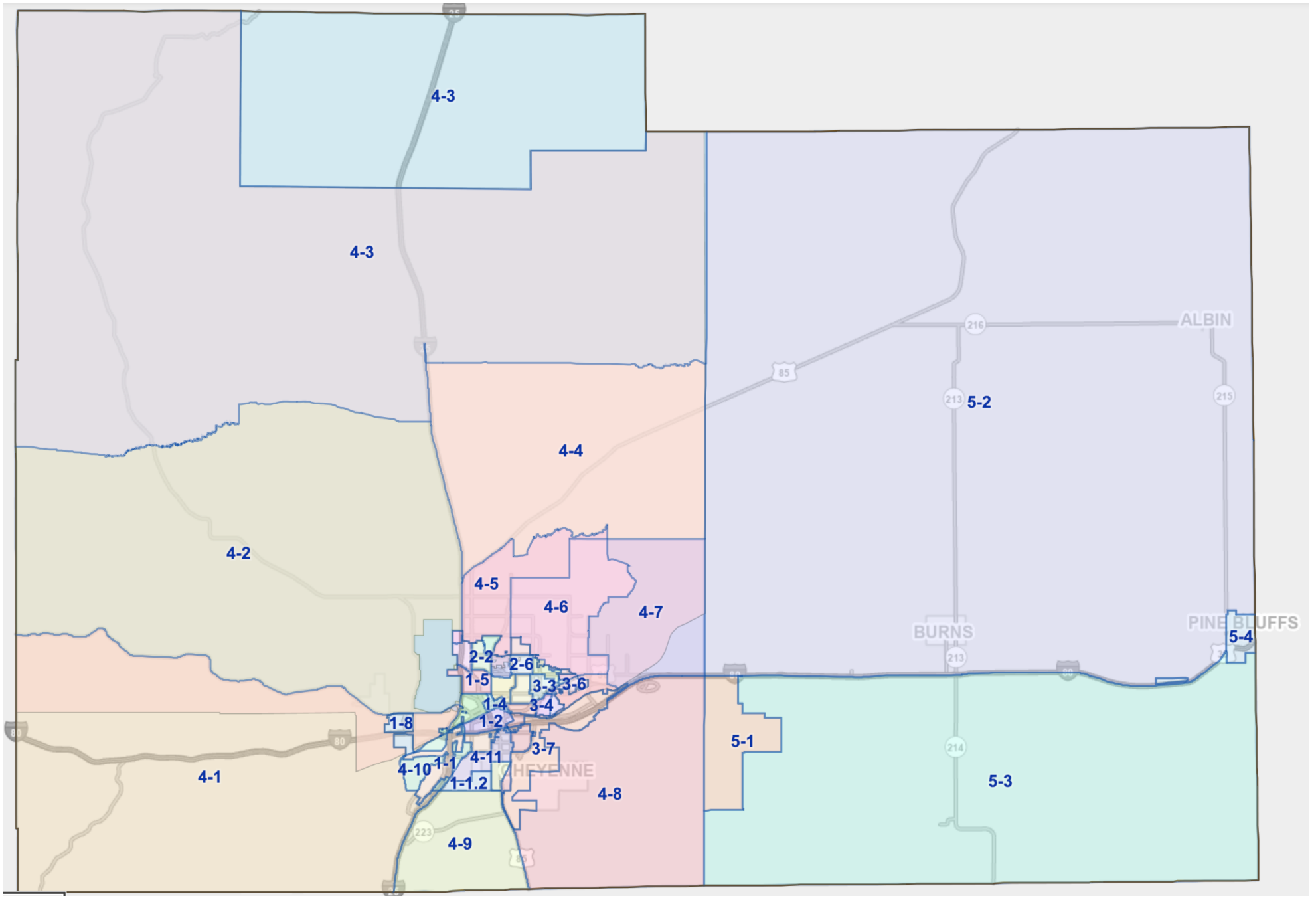
Across the 40 precincts:

- **Proposition 3:** 32 favored, 7 opposed, and 1 recorded no votes.
- **Proposition 13:** 27 favored, 12 opposed, and 1 recorded no votes.
- **Sales tax renewal:** 34 favored and 6 opposed.
- **Initiative Proposition One:** 6 favored, 33 opposed, and 1 tied.

The complete comparison below illustrates the big picture view of how Laramie County voted, precinct by precinct. A precinct map is also attached.

Vote counts beneath each result: For / Against

Precinct	Primary Prop. 3	Primary Prop. 13	General Sales tax renewal	General Initiative Prop. 1
1-01	For 295 / 194	For 291 / 219	For 495 / 385	Against 396 / 459
1-02	For 274 / 158	For 271 / 171	For 400 / 305	Against 304 / 382
1-03	For 530 / 208	For 511 / 246	For 693 / 323	Against 389 / 602
1-04	For 235 / 113	For 231 / 133	For 333 / 169	Against 182 / 315
1-05	For 613 / 246	For 621 / 261	For 795 / 285	Against 353 / 711
1-06	For 464 / 284	For 436 / 321	For 654 / 373	Against 422 / 574
1-07	For 22 / 13	For 22 / 14	For 46 / 20	For 33 / 31
2-01	For 717 / 265	For 663 / 337	For 933 / 345	Against 465 / 788
2-02	For 1,051 / 473	For 1,004 / 555	For 1,424 / 562	Against 712 / 1,227
2-03	For 429 / 195	For 423 / 212	For 560 / 176	Against 262 / 464
2-04	For 567 / 239	For 555 / 266	For 751 / 238	Against 347 / 623
2-05	For 63 / 40	For 71 / 37	For 98 / 44	Against 47 / 91
2-06	For 803 / 420	For 814 / 424	For 1,096 / 508	Against 650 / 936
2-07	For 559 / 353	For 543 / 392	For 848 / 446	Against 569 / 714
2-08	For 153 / 54	For 149 / 61	For 199 / 51	Against 106 / 141
3-01	For 312 / 202	For 315 / 213	For 477 / 273	Against 329 / 406
3-02	For 333 / 174	For 328 / 191	For 473 / 239	Against 269 / 427
3-03	For 434 / 315	For 457 / 312	For 675 / 433	Against 487 / 602
3-04	For 353 / 197	For 326 / 238	For 480 / 304	Against 327 / 442
3-05	For 352 / 210	For 334 / 240	For 536 / 291	Against 342 / 474
3-06	For 426 / 242	For 420 / 258	For 673 / 335	Against 383 / 604
3-07	Against 66 / 72	Against 69 / 71	For 119 / 105	For 114 / 107
4-01	Against 114 / 159	Against 105 / 171	Against 186 / 194	Against 181 / 196


4-3
4-3
4-4
4-2
4-5
4-6
4-7
2-2
2-6
1-5
3-3
3-6
1-4
3-4
1-8
1-2
3-7
4-11
4-10
1-1
1-1.2
4-1
4-8
4-9
5-1
5-3
5-2
5-4
ALBIN
BURNS
PINE BLUFFS
CHEYENNE
85
80
25
216
213
215
214
223

OTHER TASKS AT HAND

- We are working with MHP to prepare the FY26 990. Our account Stephanie Pickering has submitted an extension request and it has been accepted.
- The annual report has been submitted to the Secretary of State's office, and our registered agent and board members have been updated

Laramie County Library

Financial Statement for Period 4 Percent YTD 33.33%
Ending October 31, 2026

		Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
INCOME							
	TAXES						
400-000	1% OPTIONAL SALES	271,875.00	788,689.00	444,146.33	1,332,439.00	(543,750.00)	59.19%
402-000	AUTO LICENSE FEES	68,470.49	292,549.16	280,142.44	840,427.32	(547,878.16)	34.81%
404-000	MILLAGE	238,031.77	547,450.16	1,633,333.33	4,900,000.00	(4,352,549.84)	11.17%
406-000	MISCELLANEOUS TAXES	0.00	6,851.94	2,166.67	6,500.00	351.94	105.41%
409-000	SPECIFIC PURPOSE TAX	0.00	0.00	0.00	0.00	0.00	
	TOTAL TAXES	**578,377.26**	**1,635,540.26**	**2,359,788.77**	**7,079,366.32**	**(5,443,826.06)**	
	FINES & FEES						
412-000	FINES & FEES	3,725.19	11,108.94	15,000.00	45,000.00	(33,891.06)	24.69%
	TOTAL FINES & FEES	**3,725.19**	**11,108.94**	**15,000.00**	**45,000.00**	**(33,891.06)**	
	GRANTS						
432-000	GRANTS	0.00	0.00	5,000.00	15,000.00	(15,000.00)	0.00%
432-008	GRANT - COUNTY ARPA - PLANNING	9,125.00	77,828.00	30,016.22	90,048.67	(12,220.67)	86.43%
432-009	GRANT- WSL ARPA - OPEN+	33,749.88	89,132.78	32,694.80	98,084.39	(8,951.61)	90.87%
432-010	McMURRY GRANT	0.00	0.00	0.00	0.00	0.00	
	TOTAL GRANTS	**42,874.88**	**166,960.78**	**67,711.02**	**203,133.06**	**(36,172.28)**	

		Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
	FOUNDATION						
433-000	FND BSR	336.64	5,627.81	0.00	0.00	5,627.81	
454-000	SUMMER READING	0.00	190.00	500.00	1,500.00	(1,310.00)	12.67%
456-000	LIBRARY STORE	(42.29)	5.71	0.00	0.00	5.71	
	TOTAL FOUNDATION	**294.35**	**5,823.52**	**500.00**	**1,500.00**	**4,323.52**	
	MISCELLANEOUS						
430-000	INSURANCE SETTLEMENTS	0.00	0.00	126,043.48	378,130.43	(378,130.43)	0.00%
434-000	INTEREST ON FUNDS	19,922.87	93,317.16	83,333.33	250,000.00	(156,682.84)	37.33%
440-000	SALE OF PROPERTY	58.07	449.00	666.67	2,000.00	(1,551.00)	22.45%
442-000	MISCELLANEOUS INCOME	0.00	0.00	1,166.67	3,500.00	(3,500.00)	0.00%
444-000	CONTRACT WITH FOUNDATION	8,168.09	32,672.36	44,450.00	133,350.00	(100,677.64)	24.50%
445-000	FND DONATIONS	0.00	60,875.00	20,291.67	60,875.00	0.00	100.00%
447-000	LEGISLATIVE ENDOWMENT INTEREST	101,860.43	101,860.43	33,970.23	101,910.69	(50.26)	99.95%
	TOTAL MISCELLANEOUS	**130,009.46**	**289,173.95**	**309,922.04**	**929,766.12**	**(640,592.17)**	
	CAFÉ INCOME						
470-000	FOOD SALES	0.00	16,949.06	21,666.67	65,000.00	(48,050.94)	26.08%
471-000	KIDS FOOD SALES	0.00	2,607.89	3,666.67	11,000.00	(8,392.11)	23.71%
472-000	HOT DRINK SALES	0.00	8,059.88	13,333.33	40,000.00	(31,940.12)	20.15%
473-000	COLD DRINK SALES	0.00	6,368.96	7,666.67	23,000.00	(16,631.04)	27.69%
474-000	MERCHANDISE SALES	0.00	583.77	1,000.00	3,000.00	(2,416.23)	19.46%
475-000	SALES TAX COLLECTED	0.00	7.08	2,333.33	7,000.00	(6,992.92)	0.10%
476-000	CAFE MISCELLANEOUS INCOME	0.00	0.00	500.00	1,500.00	(1,500.00)	0.00%
	TOTAL CAFÉ INCOME	**0.00**	**34,576.64**	**50,166.67**	**150,500.00**	**(115,923.36)**	
	CASH CARRYOVER						
450-000	PLANNED CASH CARRYOVER	0.00	1,000,000.00	333,333.33	1,000,000.00	0.00	100.00%
460-000	INCOME OVER EXPENSES	0.00	1,041,197.90	347,065.97	1,041,197.90	0.00	100.00%
	TOTAL CASH ON HAND	**0.00**	**2,041,197.90**	**680,399.30**	**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	125,000.00	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	45,969.82	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	98,427.95	295,283.85	(295,283.85)	0.00%
490-000	RESERVE - O&M	0.00	0.00	192,989.00	578,967.00	(578,967.00)	0.00%
	TOTAL RESERVES	**0.00**	**139,437.03**	**462,386.77**	**1,387,160.31**	**(1,247,723.28)**	
TOTAL INCOME		**755,281.14**	**4,323,819.02**		**11,837,623.71**	**(7,513,804.69)**	

		Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
EXPENSES							
	PERSONNEL						
505-000	LIBRARY STAFF	364,309.11	1,454,966.96	1,607,826.09	4,823,478.27	(3,368,511.31)	30.16%
511-000	CONTRACT PERSONNEL	10,868.16	61,936.68	100,000.00	300,000.00	(238,063.32)	20.65%
512-000	CONSULTANTS	3,667.92	11,381.12	8,000.00	24,000.00	(12,618.88)	47.42%
514-000	FOUNDATION STAFF	7,000.00	28,000.00	50,000.00	150,000.00	(122,000.00)	18.67%
515-000	FICA	27,625.63	109,914.15	122,998.70	368,996.09	(259,081.94)	29.79%
516-000	WYOMING RETIREMENT	64,290.36	250,133.80	266,666.67	800,000.00	(549,866.20)	31.27%
517-000	UNEMPLOYMENT BENEFITS	0.00	0.00	5,000.00	15,000.00	(15,000.00)	0.00%
710-000	INSURANCE - HEALTH	51,032.18	204,875.45	206,405.39	619,216.16	(414,340.71)	33.09%
715-000	INSURANCE - DENTAL	2,856.55	12,267.00	12,906.67	38,720.00	(26,453.00)	31.68%
718-000	WORKERS' COMPENSATION	2,295.83	4,554.55	8,039.13	24,117.39	(19,562.84)	18.88%
	TOTAL PERSONNEL	**533,945.74**	**2,138,029.71**	**2,387,842.64**	**7,163,527.91**	**(5,025,498.20)**	
	ADMINISTRATION						
519-000	CONFERENCE/CONT. ED.	4,104.28	20,715.52	21,666.67	65,000.00	(44,284.48)	31.87%
521-000	PROFESSIONAL MBSHIPS	1,753.00	4,002.00	2,000.00	6,000.00	(1,998.00)	66.70%
538-000	PLANNING AND DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	
700-000	INSURANCE-PLANT, LIABLTY	0.00	99,037.80	36,666.67	110,000.00	(10,962.20)	90.03%
705-000	INSURANCE DEDUCTIBLE LOSS	0.00	0.00	3,333.33	10,000.00	(10,000.00)	0.00%
730-000	SECURITY BONDS	0.00	115.00	333.33	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	39.99	(65.41)	666.67	2,000.00	(2,065.41)	-3.27%
820-000	COLLECTION FEES	648.90	2,410.20	2,333.33	7,000.00	(4,589.80)	34.43%
830-000	PRIOR YEAR CARRYOVER	4,294.50	91,291.69	27,666.67	83,000.00	8,291.69	109.99%
840-000	MERCHANT FEES	1,653.96	3,614.32	2,333.33	7,000.00	(3,385.68)	51.63%
	TOTAL ADMINISTRATION	**12,494.63**	**221,121.12**	**97,000.00**	**291,000.00**	**(69,878.88)**	
	SUPPLIES & EQUIPMENT						
525-000	OFFICE SUPPLIES	5,529.36	20,112.15	19,333.33	58,000.00	(37,887.85)	34.68%
529-000	EQUIPMENT LEASES - CENTRAL	865.20	6,477.71	20,829.33	62,488.00	(56,010.29)	10.37%
530-000	NETWORK	353.99	24,988.79	48,651.00	145,953.00	(120,964.21)	17.12%
825-000	SOFTWARE INTERNAL	30,704.03	79,628.19	75,548.67	226,646.00	(147,017.81)	35.13%
	TOTAL SUPPLIES & EQUIPMENT	**37,452.58**	**131,206.84**	**164,362.33**	**493,087.00**	**(361,880.16)**	

		Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
	COMMUNICATIONS						
531-000	POSTAGE	2,000.00	9,742.89	12,333.33	37,000.00	(27,257.11)	26.33%
532-000	TELECOMMUNICATIONS	3,651.27	14,584.20	13,333.33	40,000.00	(25,415.80)	36.46%
534-000	ADVERTISING	4,093.82	9,103.45	21,666.67	65,000.00	(55,896.55)	14.01%
536-000	PRINTING	8,801.61	25,000.65	19,033.33	57,100.00	(32,099.35)	43.78%
537-000	PROMOTIONAL	0.00	4,223.52	1,666.67	5,000.00	(776.48)	84.47%
	TOTAL COMMUNICATIONS	**18,546.70**	**62,654.71**	**68,033.33**	**204,100.00**	**(141,445.29)**	
	LIBRARY MATERIALS						
543-000	ELECTRONIC RESOURCES	0.00	5,350.00	10,833.33	32,500.00	(27,150.00)	16.46%
547-000	ELECTRONIC MATERIALS	0.00	104,500.00	71,916.67	215,750.00	(111,250.00)	48.44%
550-000	LIBRARY MATERIALS	19,349.72	52,361.51	79,750.00	239,250.00	(186,888.49)	21.89%
570-000	PERIODICALS	351.69	4,452.22	6,000.00	18,000.00	(13,547.78)	24.73%
575-000	BINDING	0.00	0.00	833.33	2,500.00	(2,500.00)	0.00%
742-000	OCLC SERVICES	0.00	0.00	8,962.00	26,886.00	(26,886.00)	0.00%
745-000	WYLD SYSTEM	0.00	0.00	10,983.67	32,951.00	(32,951.00)	0.00%
	TOTAL LIBRARY MATERIALS	**19,701.41**	**166,663.73**	**189,279.00**	**567,837.00**	**(401,173.27)**	
	PROGRAMS						
580-014	FIRST INITIATIVES OTHER	225.78	818.70	1,666.67	5,000.00	(4,181.30)	16.37%
582-004	L2B PROGRAMING	0.00	1,806.16	0.00	0.00	1,806.16	
	TOTAL PROGRAMS	**225.78**	**2,624.86**	**1,666.67**	**5,000.00**	**(2,375.14)**	

		Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
	UTILITIES						
610-000	ELECTRICITY	12,402.71	58,114.95	56,837.33	170,512.00	(112,397.05)	34.08%
620-000	NATURAL GAS	1,727.42	6,832.49	20,000.00	60,000.00	(53,167.51)	11.39%
630-000	WATER - CENTRAL	3,907.39	16,608.94	12,666.67	38,000.00	(21,391.06)	43.71%
	TOTAL UTILITIES	**18,037.52**	**81,556.38**	**89,504.00**	**268,512.00**	**(186,955.62)**	
	OPERATION & MAINTENACE OF FACILITIES						
650-000	REPAIR FACILITIES	23,317.23	35,738.44	28,250.00	84,750.00	(49,011.56)	42.17%
652-000	MAINTENANCE SUPPLIES	3,586.74	14,621.26	21,666.67	65,000.00	(50,378.74)	22.49%
657-000	ROOF REPAIRS	0.00	0.00	175,587.59	526,762.78	(526,762.78)	0.00%
658-000	REPAIR & REPLACE-EQUIP	8,649.74	14,744.73	4,041.67	12,125.00	2,619.73	121.61%
748-000	FACILITIES SERV CONTRACT	16,400.98	30,886.42	53,485.00	160,455.00	(129,568.58)	19.25%
749-000	EQUIPMENT SERV CONTRACT	171.99	171.99	13,017.67	39,053.00	(38,881.01)	0.44%
780-000	EQUIPMENT/FURNISHINGS	148.99	2,656.89	1,000.00	3,000.00	(343.11)	88.56%
	TOTAL O&M OF FACILITIES	**52,275.67**	**98,819.73**	**297,048.59**	**891,145.78**	**(792,326.05)**	
	OPERATION & MAINTENANCE OF VEHICLES						
660-000	REPAIR - VEHICLES	235.84	1,323.74	6,666.67	20,000.00	(18,676.26)	6.62%
665-000	GASOLINE, OIL, PROPANE, ETC	1,052.61	2,966.80	2,666.67	8,000.00	(5,033.20)	37.09%
667-000	BOOKMOBILE	0.00	44,973.48	0.00	0.00	44,973.48	
	TOTAL O&M OF VEHICLES	**1,288.45**	**49,264.02**	**9,333.33**	**28,000.00**	**21,264.02**	
	PROJECTS						
767-000	FACILITY ENHANCEMENTS	1,503.85	42,723.80	87,594.65	262,783.95	(220,060.15)	16.26%
787-000	LIBRARY BUILDINGS	74.53	74.53	125,000.00	375,000.00	(374,925.47)	0.02%
790-000	SALARY SURVEY	0.00	0.00	0.00	0.00	0.00	
	TOTAL PROJECTS	**1,578.38**	**42,798.33**	**212,594.65**	**637,783.95**	**(594,985.62)**	
	CAFÉ COST OF GOODS						
640-000	FOOD PRODUCTS	(25.09)	10,006.93	15,000.00	45,000.00	(34,993.07)	22.24%
642-000	DRINK PRODUCTS	537.89	9,268.16	14,666.67	44,000.00	(34,731.84)	21.06%
645-000	MERCHANDISE	0.00	(1,837.55)	833.33	2,500.00	(4,337.55)	-73.50%
648-000	CUSTOMER SUPPLIES	0.00	1,942.76	5,333.33	16,000.00	(14,057.24)	12.14%
	TOTAL CAFÉ COST OF GOODS	**512.80**	**19,380.30**	**35,833.33**	**107,500.00**	**(88,119.70)**	

		Current Period Actual	YTD Actual	YTD Budget	Annual Budget	Remaining Budget	Percent of Budget
	CAFÉ OPERATIONS						
523-020	LICENSES/PERMITS	0.00	100.00	166.67	500.00	(400.00)	20.00%
525-020	CAFE SUPPLIES	10.25	429.60	1,166.67	3,500.00	(3,070.40)	12.27%
534-020	MARKETING - CAFE	0.00	0.00	0.00	0.00	0.00	
658-020	CAFE REPAIR & REPLACE EQUIPMENT	0.00	1,654.31	1,833.33	5,500.00	(3,845.69)	30.08%
780-020	CAFE EQUIPMENT/FURNISHING	0.00	0.00	2,333.33	7,000.00	(7,000.00)	0.00%
840-020	MERCHANT FEES - CAFÉ	594.75	5,548.62	6,666.67	20,000.00	(14,451.38)	27.74%
845-020	CAFE SALES TAX EXPENSE	316.27	2,301.59	3,066.67	9,200.00	(6,898.41)	25.02%
	TOTAL CAFÉ OPERATIONS	**921.27**	**10,034.12**	**15,233.33**	**45,700.00**	**(35,665.88)**	
	GRANTS						
800-000	GRANTS	0.00	0.00	5,000.00	15,000.00	(15,000.00)	0.00%
800-008	GRANT - COUNTY ARPA - PLANNING	0.00	9,125.00	7,875.56	23,626.68	(14,501.68)	38.62%
800-009	GRANT - WSL ARPA - OPEN+	0.00	89,132.78	31,934.46	95,803.39	(6,670.61)	93.04%
	TOTAL GRANTS	**0.00**	**98,257.78**	**44,810.02**	**134,430.07**	**(36,172.29)**	

	CASH CARROVER						
850-000	PLANNED CASH CARRYOVER	0.00	0.00	333,333.33	1,000,000.00	(1,000,000.00)	0.00%
	TOTAL CASH CARRYOVER	**0.00**	**0.00**	**333,333.33**	**1,000,000.00**	**(1,000,000.00)**	
	RESERVES						
880-000	BOOKMOBILE/VEHICLES	0.04	0.16	0.00	0.00	0.16	
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	0.00	10,181.00	0.00	0.00	10,181.00	
	TOTAL RESERVES	**0.04**	**10,181.16**	**0.00**	**0.00**	**10,181.16**	
TOTAL EXPENSES		**696,980.97**	**3,132,592.79**	**3,945,874.57**	**11,837,623.71**		
INCOME OVER EXPENSES		**58,300.17**	**1,191,226.23**		**0.00**		

Laramie County Library

Balance Sheet as of
October 31, 2026

ASSETS

CURRENT ASSETS	**CURRENT YEAR**		**PRIOR YEAR**	
CASH				
FIRST INTERSTATE BANK - SAVINGS	150,165.62		74,822.24	
FIRST INTERSTATE BANK - CHECKING	31,902.47		24,387.32	
WYOMING BANK AND TRUST	-		3,881.79	
WYO-STAR	-		0.04	
WYOMING CLASS	5,829,143.03		6,699,410.13	
AMERICAN NATIONAL CD	39,200.31		37,905.15	
AMERICAN NATIONAL CD	40,723.86		39,378.35	
FIRST NATIONAL BANK CD	34,846.83		33,817.23	
PETTY CASH	165.00		165.00	
CASH REGISTERS	2,842.40		2,842.40	
WYO-STAR - O&M	1,088,918.41		992,428.74	
WYOMING CLASS - BOOKMOBILE	21.07		203,454.98	
TOTAL CASH		7,217,929.00		8,112,493.37
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		7,234,107.17		8,124,748.51

LIABILITIES AND FUND BALANCE

LIABILITIES	**CURRENT YEAR**		**PRIOR YEAR**	
CAFÉ GIFT CARDS	8,900.86		9,057.27	
TOTAL LIABILITIES		8,900.86		9,057.27
FUND BALANCE	**CURRENT YEAR**		**PRIOR YEAR**	
RESTRICTED - O&M	1,133,468.24		992,428.74	
RESTRICTED LBB	-		1,527.57	
BOARD DESIGNATED RESERVES	2,847,692.31		2,847,692.31	
RESTRICTED - 1ST STEPS	-		234,718.64	
RESTRICTED - BOOKMOBILE	40,753.26		203,454.98	
PETTY CASH	165.00		165.00	
CASH REGISTERS	3,881.66		3,381.66	
RETAINED EARNINGS - PRIOR	2,008,019.61		2,003,207.25	
REVENUE OVER EXPENDITURES	1,191,226.23		1,829,115.09	
TOTAL FUND BALANCE		7,225,206.31		8,115,691.24
TOTAL FUND BALANCE AND LIABILITIES		7,234,107.17		8,124,748.51