

CCLS FISCAL YEAR 26-27 BUDGET

INCOME

1	INITIAL INVESTMENTS		NOTES
	Checking	\$ 32,111.10	
	Savings	\$ 92,905.23	WyoStar
	Petty Cash	\$ 212.05	
	Postage Account	\$ 1,030.54	Funds to return ILLs to lending library
	WSL Materials Acct	\$ 32,998.71	Funds at State Library for purchasing materials
	Total investments	\$ 159,257.63	
2	REVENUE (MONEY WE BRING IN)		NOTES
	Customer Charges	\$ 6,500.00	
	Interest from cash/investments	\$ 5,000.00	
	Donations	\$ 5,000.00	
	Foundation Contribution	\$ 81,450.00	Into the general account; no designated account
	CCSD #2 Rec Board Grant	\$ 2,000.00	
	Total Revenue	\$ 99,950.00	
3	INSTALLMENT FROM THE COUNTY		NOTES
	Checking	\$ 157,668.00	
	County Installment	\$ 157,668.00	
	TOTAL OPERATING CAPITAL	\$ 416,875.63	

EXPENDITURES (Expenditures to the system does include Foundation funded items and the monies are listed under Revenue.)

A	PERSONNEL		NOTES
	TOTAL SALARIES	\$ 143,000.00	Individuals listed below.
	FICA	\$ 10,940.00	7.65%
	Workers Comp	\$ 286.00	0.20%
	Unemployment	\$ 2,860.00	Coverage will start after sign-up in December 2026 2%
	Retirement	\$ 11,440.00	8%

Total Personnel Expenditures		\$	168,526.00	
B	GRANT EXPENDITURES: The foundation will be paying for everything not related to staffing.		NOTES	
	Business Office	\$	2,000.00	
	Materials General	\$	2,000.00	
	Processing supplies	\$	750.00	
	Postage for general and ILL's	\$	12,500.00	
	Direct Deposit of Payroll	\$	2,500.00	
	Associations	\$	11,000.00	
	Technology	\$	1,000.00	
	Printer lease	\$	5,000.00	
	Vehicle Expenditures, Mileage	\$	6,000.00	
	Telecom: Website, Security	\$	1,000.00	
	Phone and Internet	\$	6,500.00	
	Accounting Services	\$	9,700.00	
	Liability insurance and bonds	\$	2,000.00	
	Programming	\$	8,000.00	
	Community Outreach/ Advertising	\$	11,000.00	
	Makerspace Supplies	\$	500.00	
	CCSD #2 Rec Board - Hanna staffing	\$	2,000.00	
	Total General Expenditures	\$	83,450.00	
TOTAL EXPENDITURES		\$	251,976.00	
Net Ordinary Income: Expenditures - Income		\$	164,899.63	
A	PERSONNEL		NOTES	
Interim CCLS Director		Responsible for the library system's relationship with 'outside world'. Responsible for the integrity of the system within the community. Responsible for all things related to the staff.		
Total = \$28,600				
Acquisitions and Resource Manager		Responsible for collection development, purchasing materials, creating accurate bibliographical records for all materials, quality control and restoration of materials as needed.		
Total = \$36,364				
Information Technology Manager		Performs all computer support at the 7 locations - full duties:		

Information Technology Manager Duties

- a. Provides maintenance to hardware, software and networks within the library system as needed.
- b. Maintains and updates library system website regularly.
- c. Helps develop, implement and update the library Technology Plan and inventory.
- d. Researches and recommends new technology-related equipment, supplies, and software purchases
- e. Responsible for the installation of library equipment and/or software.
- f. Assists library staff with technical aspects of library
- g. Performs courier run to outlying branches as determined by library process and procedures to ensure library staff and patrons receive materials in a timely manner.

Total = \$34,148

Programming Director

Managing operations at the Elk Mountain Library and facilitating programs at all 7 libraries.

Total = \$16,796

Branch Managers

Rawlins Branch Manager

Managing operations at the Rawlins Library.

Total = \$26,250

Saratoga Branch Manager

Managing operations at the Saratoga Library.

Total = \$4,420

LSRV Branch Manager

Managing operations at LSRV Library

Encampment Branch Manager

Managing operation at Encampment Library

Total = \$4,290

Elk Mountain Branch Manager

Managing operations at Elk Mountain Library

Total = \$4,420

Hanna Branch Manager

Managing operation at Hanna Library

Total = \$4,290

Medicine Bow Branch Manager

Managing operation at Medicine Bow Library

Total = \$4,290

Total for Branch Managers = \$52,520

approved 7/22/26