

SECTION I: Cover Sheet

APPLICANT INFORMATION

Organization Name:	Albany County Public Library
Contact Person:	Rachel Crocker
Mailing Address:	310 S 8th St
Phone:	307-721-2580
E-mail:	rcrocker@acplwy.org
Web:	www.acplwy.org

Type of Organization:	
<input type="checkbox"/> Recreation/Arts and Culture	<input checked="" type="checkbox"/> Civic/Quasi-Governmental
<input type="checkbox"/> Social Service	<input type="checkbox"/> Other _____
<input type="checkbox"/> Non-Profit Agency	<input type="checkbox"/> Not-for-Profit Agency

Requested Amount for FY24/25: City \$ <u>11,500</u> County \$ <u>0.00</u>
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Will this amount be used to leverage additional funds either through grants or other means?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If you marked YES, indicate the amount of additional funds that will be leveraged and note whether these are estimated or actual.
\$ _____ <input type="checkbox"/> Estimated <input type="checkbox"/> Actual
How many grants have been successfully funded to your organization through other sources in the past year, excluding the City of Laramie Community Partner Funds program? _____

Description of request: Using the space below, <i>briefly</i> describe how your organization will use these funds and how the proposed program/project will benefit the community. A more detailed description is requested in <u>Section III</u> .
ACPL will use the funds to provide internet access for community members, support the Albany County Early Development Coalition, and to continue the Library's Bookmobile and Outreach services.

Declaration: I hereby certify that the information give in this application for Community Partner funding is true and correct to the best of my knowledge.		
Agency Director	Rachel Crocker	03/12/2024
<i>Signature</i>	<i>Print Name</i>	<i>Date</i>
Board President	Kay Cowie	03/12/2024
<i>Signature</i>	<i>Print Name</i>	<i>Date</i>
	Joseph C. Horther	

SECTION II: Organization History

Organizational History and Mission

Provide a mission statement and brief history of your organization in Laramie and/or Albany County, including services provided to area residents.

The Albany County Public Library (ACPL) has been a vital part of the growth and success of Laramie since 1887. It continues today to carry out its mission to build meaningful connections, inspire growth, cultivate curiosity, and enhance community. The library serves as a community living room, providing equal and free access to everyone in Albany County for learning, socialization, and recreation.

ACPL provides a wide array of services. In FY23, community members visited the Library nearly 80,000 times. These library patrons use the Library's free internet and computers, check out educational and recreational materials, and participate in educational programs. In FY23, ACPL circulated 190,000 physical materials and 78,000 digital materials. ACPL also hosted over 300 programs attended by over 8,000 participants.

ACPL also prioritizes opportunities to step outside of the library building to better connect with the community. This includes monthly deliveries to residents that cannot make it to the library, weekly bookmobile stops in the summer and fall, and participation in community events like Laramie PrideFest, Touch a Truck, and Homecoming.

Organizational Structure

List your officers and director(s), indicating their terms of office.

Kay Cowie, Chair (End of Term: June 2024)

Joe Horther, Vice-Chair (End of Term: June 2026)

Jessica Perry, Secretary/Treasurer (End of Term: June 2026)

Faryn Babbitt, (End of Term: June 2025)

David Hardesty, (End of Term: June 2025)

Library Director: Rachel Crocker

The Albany County Commissioners appoint the Board of Directors. Terms are for three years and run from July to June. Directors may serve up to two consecutive terms.

SECTION V. Fiscal Year Budget Information

If your organization follows a different funding cycle (i.e. Calendar Year), indicate your budget cycle here:

Revenue

	Amount	Secured or pending?
City of Laramie, Community Partner	\$ 11,500.00	Pending
Albany County, Community Partner	\$ 0.00	Pending
United Way	\$ 0.00	Pending
Donors	\$ 120,000.00	Pending
Fundraisers	\$ 0.00	Pending
Interest	\$ 0.00	Pending
Other	\$ 1,190,000.00	Pending
Other	\$ 500,000.00	Pending
Total Estimated Revenue	\$ 1,821,500.00	

Expense

	Amount	Comments
Salary, Director	\$ 76,875.00	
Salary, Other(s)	\$ 759,000.00	
Benefits	\$ 236,000.00	
Rent	0.00	
Utilities	\$ 30,000.00	
Client Service	0.00	
Client Aid	0.00	
Equipment	0.00	
Other	\$ 219,625.00	Operations/Services
Other	\$ 500,000.00	Infrastructure Grant
Total Estimated Expense	\$ 1,821,501.00	

Albany County Public Library

Balance Sheet

As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Checking/Savings	
BANK ACCOUNTS	
Cash Register Money	500.00
FIB 7028 Reserve Acct	20,123.95
FIB CK 69354	
Reserve Operating Cash	45,700.26
Reserve Payroll	132,577.03
FIB CK 69354 - Other	87,512.91
Total FIB CK 69354	265,790.20
Stamps.com	170.20
Total BANK ACCOUNTS	286,584.35
Total Checking/Savings	286,584.35
Total Current Assets	286,584.35
TOTAL ASSETS	286,584.35
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	-285.36
Accounts Payable	-285.36
Total Accounts Payable	-285.36
Credit Cards	
CREDIT CARDS	
Ace Hardware	394.26
FIB Mastercard-C.Hunter 9208	35.11
FIB Mastercard-R.Crocker 9190	1,056.16
Total CREDIT CARDS	1,485.53
Total Credit Cards	1,485.53
Other Current Liabilities	
PAYROLL LIABILITIES	-8,868.30
Total Other Current Liabilities	-8,868.30
Total Current Liabilities	-7,668.13
Total Liabilities	-7,668.13
Equity	
Opening Balance Equity	170,784.46
Retained Earnings	167,707.58
Net Income	-44,239.56
Total Equity	294,252.48
TOTAL LIABILITIES & EQUITY	286,584.35

Section VI: Interim Report for FY 2023/2024 Awardees Only

Complete this section if your agency was awarded Community Partner Funding in Fiscal Year 2023/2024

Amount Awarded?

\$ 9,112

Have you used all of the funds awarded?

Yes
 No

If you have not used all of the funds awarded, please include *amount remaining* and *date* by which you intend to use those funds.

\$ 5,285.12

Date: 5-31-24

Briefly describe the impact that the FY 2023/2024 award has had on your program, project or organizational operations. Some discussion items to cover in this section may include:

- Number of persons served, and demographics of persons served (income level, age, race, etc.)
- Describe the overall impact of these funds on your program, project, or organization.
- If your agency has not yet to spent all of the awarded funds, please briefly describe your plans to expend the funds by the end of the fiscal year.
- Did your agency use Community Partner funding to leverage additional funds, either through grants or other means?

So far in FY24, ACPL has served over 800 children and adults via weekly Bookmobile stops. ACPL staff have also made over 200 deliveries to patrons who could not otherwise come into the library. Additionally, ACPL in partnership with the ACED coalition has actively supported over 500 children and their caregivers.

In the remainder of the fiscal year, ACPL has a number of upcoming events. In collaboration with the ACED Coalition, ACPL will co-host the Week of the Young Child event. Last year this event served over 300 children and their caregivers. The Bookmobile and Outreach Services will join the community at Touch-A-Truck and Pride in the Park. The Bookmobile will resume weekly summer stops along with the Library's Stories at the Parks program.