



Library Services and Technology Act - Grants to States Program

Wyoming State Library Evaluation of the LSTA Five-Year Plan FY2018-FY2022

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Evaluation Summary

The use of federal Library Service and Technology Act (LSTA) funds by the Wyoming State Library and (WSL) during the past five years has been guided by the WSL LSTA Five-Year Plan for 2018-2022. The intent of this evaluation is to examine the extent to which the WSL has met the goals that are defined in its Five-Year Plan.

Retrospective Summary and Recommendations

The specific evaluation questions addressed include:

- To what extent did your Five-Year Plan activities make progress toward each goal?
- To what extent did your Five-Year Plan activities achieve results that address national priorities associated with the Measuring Success focal areas and their corresponding intents?

Based on the results of these evaluations, this report makes the following findings:

- **Goal 1 “Resource sharing that ensures all state residents will have access to information resources to assist them in their personal, educational and professional growth”** has been achieved through the following projects: Information Product Research and Planning; Statewide Library Electronic Resources; Library Resource Sharing; and Institution Library Services. The WSL Plan projects and activities are tied to federal goals 1, 2, 3, 5, and 6 (please see list in Appendix G).
- **Goal 2 “The State Library will continue as the leadership agency that designs, facilitates and supports efficiencies, cooperative projects and information products that enhance and improve the statewide development of libraries”** has been achieved through the following projects: Fiscal Services and Central Purchasing; Publications, Informational Resources, and Activities and Library Consultation Services. The WSL Plan projects and activities are to federal goals 1, 2, 3, 4, and 7 (please see list in Appendix G)
- **Goal 3 “Build capacity for learning, change and innovation in the Wyoming Library Community”** has been achieved through a single program: Library Staff Development. This project and supporting activities are tied to federal goals 1, 3, 5, and 6 (please see list in appendix G).
- The WSL 5-Year Plan activities addressed the following national priorities associated with the Measuring Success focal areas and their corresponding intents:
 - Information Access: Improve users' ability to obtain and/or use information resources
 - Institutional Capacity: Improve library operations
 - Institutional Capacity: Improve the library workforce
 - Civic Engagement: Improve users' ability to converse in community conversations around topics of concern

- School-aged youth represented a substantial focus for the WSL Five-Year activities. Multiple statewide library research databases were purchased for use by this group.
- No significant changes were made to the goals or projects of the 2018-2022 LSTA Five-Year Plan. The WSL did make some adjustments to meet goals and project needs:
 - Due to COVID, some activities (e.g. meetings and presentations) shifted to virtual/video conferencing methods.
 - Due to challenges involving Overdrive acquiring other vendors, WSL made a decision regarding content and funding in favor of RBDigital. They initially moved their e-materials to Cloud Library, and ultimately decided to stop running parallel e-book/e-audiobook sources and transfer everything to Overdrive.
 - The office of WYLD (Wyoming Libraries Database) took on extra challenges in adjusting ILS system services to help libraries when they had to close facilities for the COVID-19 pandemic considerations.
- Three stakeholder groups contributed feedback to the Five-Year Plan Evaluation:
 - An average of 39% of directors from all public and academic libraries participated in stakeholder groups for this evaluation.
 - Two hundred and twenty-four (224) **public, academic, school, and special library staff members** throughout Wyoming responded to an **online survey** in October 2021.
 - Twelve Wyoming **public library directors and administrators** participated in an online focus group conducted by the consultant in December 2021.
 - **Wyoming State Library staff members** State Librarian Jamie Markus, Outreach Librarian Susan Mark, and Outreach & Development Librarian Conrado Saldivar were interviewed about LSTA-funded projects and activities.
- Simple descriptive statistics (including tables and graphics) have been provided for the survey of Wyoming library staff members by reporting numbers and percentages of answers and full text of comments received. Qualitative methods included interviews, focus groups, open-ended questions in the library staff survey, and review of documents, including the WSL annual SPR reports to IMLS.

Based on the results of these evaluations, this report makes the following **recommendations** for the next WSL LSTA Five-Year plan:

- 1) **The WSL's focus on centralized services and support for all Wyoming Libraries is a sound strategy and should continue.** The goals, projects, and activities of this plan have proven to be effective over time, and address the priorities and intents of IMLS and the essential needs of libraries throughout the state. Libraries report that LSTA funding is essential to maintain services such as the ILS, ILL, subscription databases, and others (including "back of house" services such as centralized acquisitions, consulting, and others) as outlined in the WSL's 5-Year Plan. Libraries continue to value LSTA funding and continue to fear devastating effects to Wyoming citizens if there were any loss of LSTA funding. Access to services, ILL, and

databases are essential and critical to residents across Wyoming because they allow for access to material no matter the location or socioeconomic status of the library patron.

- 2) **Continue to improve the core Integrated Library System (ILS).** A satisfaction survey of the WYLD ILS was performed that encompassed both objective and subjective feedback about WYLD's ILS and other services. Among other things, WYLD members were asked to rank the importance of each component of the ILS, and their satisfaction with each component. Generally, WYLD users were the most satisfied with the components that they ranked as less important and reported being the least satisfied with the components they ranked as most important. The WSL is using the results of the study to guide any possible next steps in its ILS services.
- 3) **Leverage the WSL's experiences during COVID to build resilience and flexibility into the LSTA Five-Year Plan.** As evidenced through stakeholder feedback, during COVID the WSL demonstrated high degrees of leadership and flexibility to guide and support libraries in the state. While highlighting the WSL's leadership competencies, the experience also proved that future events are often unpredictable; even so, goals can be met, and even exceeded, when there is flexibility to "pivot" and change the methods used to achieve goals (e.g. tactical actions). While measurable outcomes for goals remain vital, the consultant encourages the WSL to continue to be flexible in the tactical actions used to create desired outcomes, reach goals, and remain ready to "pivot" as future conditions change.
- 4) **Harness the persistence of LSTA funding to support ongoing WSL LSTA goals and to address any gaps that may come from temporary funding sources.** Throughout the evaluation process in 2021, State Library Organizations were among the many governmental entities in the United States managing and distributing unprecedented amounts of federal funding (under CARES Act, ARPA funding, and other sources). While CARES and ARPA provide one-time funding sources suited for bootstrap and startup needs, LSTA has the benefit of being an ongoing program. The WSL should consider if and/or how LSTA funding could tie into any activities or programs funded through temporary funding sources, whether through helping sustain those new programs or helping sunset them as appropriate.
- 5) Due to a large number of school library respondents to the survey (much higher than in previous surveys) the WSL has scheduled further parsing of the survey results to compare/contrast responses from public and school libraries. **After review, it's recommended that the WSL continue its efforts to encourage greater library participation in LSTA-funded services and access opportunities.**
- 6) Even with the WSL's consistent efforts with outreach to the Wyoming Library Community, some respondents reported being unaware of services that were available, including subscription databases, centralized acquisitions, training opportunities, consulting services, publications, and others. This is especially important in maximizing the value of subscription databases, other library services, and materials. **For the next 5-year plan, the WSL may consider even stronger outreach efforts to increase awareness of the subscription database services,**

and continue its work to shift and optimize database offerings based on availability and performance.

- 7) **The WSL may consider a new metric to compute the value of subscription databases.** A suggested performance metric is to compute and evaluate the “cost per use” of each subscription database; databases with a low cost-per-use suggest the highest cost-to-performance ratio. While there is not a universal metric for optimal cost-per-use (e.g. sometimes low-use databases with a high cost-per-use can be essential) the WSL should focus on continuing with and adding databases with the lowest cost-per-use.

Process Summary

SPR and other data were used to inform decisions on the strategic use of federal funds to meet the needs of Wyoming residents. These data sources also formed the basis for planning conversations at the annual Library Directors’ Retreat and Directors’ Orientations to the State Library.

No significant changes were made to the goals or projects of the 2018-2022 LSTA Five-Year Plan. The WSL did make some adjustments to meet goals and project needs.

The Wyoming State Library shared data from the FY18, FY19, and FY20 State Program Reports and various other resources with the Director of the Department of Administration & Information (WSL is a division of A&I), WYLD Network User Group Governing Board, Wyoming State Library Shared Purchases Committee, Wyoming public and academic library directors, library workers, and other stakeholders in meetings and through the WSL website, blog, Outrider monthly e-newsletter, and social media.

Methodology Summary

Hiring an outside evaluator allowed the WSL to acquire a more objective perspective, to take advantage of outside expertise, and to garner an independent, unbiased evaluation for Wyoming State Library Five-Year LSTA Plan Evaluation stakeholders. Carson Block of Carson Block Consulting Inc. was contracted to conduct the evaluation of the WSL Five-Year LSTA Plan.

The methodology employed in this evaluation included interviewing the individuals listed in Appendix B, examining the documents listed in Appendix C, conducting a Web-based survey of public library staff members in Wyoming (Appendices D and E), interviewing WSL staff, and facilitating a focus group with Wyoming public library directors (Appendix F), and review of the information contained in Appendices G through S. Appendix G contains the Goals of the LSTA, Appendix H shows the financial savings of the Central Acquisitions Program, Appendix I shows the cost/benefit analysis of the WSL ILS, and Appendix J lists the members of the Shared Purchases Committee. Appendix K shows database usage statistics for FY 2018-2021, Appendix L details the ILL usage statistics, Appendix M lists WSL training sessions and topics. Appendix N provides a list of Wyoming State Institutions, Appendix O outlines the LSTA stipends for those institutions, and Appendix P is a handout for donations to the State Institutions.

Appendix Q provides an overview of public library statistics, Appendix R outlines State Library Data Services, and Appendix S details the return on investment for the Central Acquisitions project.

The WSL will continue to use its successful communication techniques to share the key findings and recommendations with others with the intended users of this report, which include the Wyoming State Library and all the stakeholders and interested parties in the Wyoming library community.

Evaluation Report

This section of the evaluation addresses the key questions provided by the IMLS in its “Guidelines for IMLS Grants to States Five-Year Evaluation.”

To complete the evaluation of each goal and the projects supporting each goal, the consultant reviewed (as appropriate and as available) a combination of SPR data (as reported to IMLS annually by the WSL), data collected and shared by the WSL, the results of a state-wide survey of public and school library workers, a focus group, and interviews. The consultant also considered how the state library staff member who managed or was responsible for an LSTA-funded program self-evaluated the success of their efforts.

A. Retrospective Questions:

A-1. To what extent did your Five-Year Plan activities make progress towards each goal? Where progress was not achieved as anticipated, discuss what factors (e.g., staffing, budget, over-ambitious goals, partners) contributed?

The WSL plan had three (3) goals, which sought to address national priorities associated with the Measuring Success focal areas and their corresponding intents. These three goals were:

1. Resource sharing that ensures all state residents will have access to information resources to assist them in their personal, educational and professional growth.
2. The State Library will continue as the leadership agency that designs, facilitates and supports efficiencies, cooperative projects and information products that enhance and improve the statewide development of libraries.
3. Build capacity for learning, change and innovation in the Wyoming Library Community.

Activities to support all goals were performed throughout the 5-year plan period.

Goal 1: Resource sharing that ensures all state residents will have access to information resources to assist them in their personal, educational and professional growth.

<input checked="" type="checkbox"/>	Achieved	<ul style="list-style-type: none"> ● Partially achieved 	<ul style="list-style-type: none"> ● Not achieved
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Goal 1 from the WSL Five-Year Plan is “**Resource sharing that ensures all state residents will have access to information resources to assist them in their personal, educational and professional growth.**”

LSTA Alignment: Goal 1 ties to federal goals 1, 2, 3, 5, and 6 (please see list in Appendix G)

The following projects were implemented to address this goal:

- Information Product Research and Planning
- Statewide Library Electronic Resources
- Library Resource Sharing
- Institution Library Services

Consultant Assessment of Goal #1: The four projects supporting goal one have proven to be successful, amounting to the assessment that WSL has achieved its Goal #1. The projects clearly support the goal, and the goal is clearly aligned with LSTA goals and intents. Please see detail for consultant opinion in the section for each project below.

Information Product Research and Planning

Description: The purpose of the Information Product Research and Planning project was to use the knowledge and expertise of librarians and information professionals in the state to continually plan for, introduce, improve, and distribute information products and related technologies, and make them accessible for use by residents and library staff.

Activities: Convene committees, task forces, and planning groups as needed to plan for information products so that residents of the state have access to resources in a variety of formats and the infrastructure necessary for a quality statewide library environment; Represent the Wyoming perspective, best practices, and vision in electronic networks, digitization and technology planning at the national and regional levels.

Members of the WSL’s Shared Purchases Committee (listed in Appendix J and comprised of WSL staff, public, school, and academic libraries), as well as the directors of public and academic libraries in the state, represented the varied perspectives of their constituencies to review and offer suggestions for improvement to the range of resources and the content available to all Wyoming residents, allowing library users to access resources supporting their own work, growth, and recreation.

WSL engagement with stakeholders resulted in the following accomplishments:

- Statewide ILS review¹

¹ The statewide ILS review was conducted by the consultant compiling this evaluation report. No self-assessment of that effort was performed by the consultant in this LSTA evaluation.

- Migrated ebooks/e-audiobooks from RBDigital, CloudLibrary, and Zinio to OverDrive
- OverDrive consortium grew from 13 public libraries to all 23 public libraries, seven community colleges, and one university
- Dropped eMagazine Zinio subscription and added OverDrive magazines and graphic novel subscriptions statewide
- From a vote by Shared Purchases, planned to drop BookFlix subscription from LSTA-sourced funding and substituted Tumblebooks
- Researched new statewide Interlibrary Loan software with ILS integration capabilities

Outcome: Wyoming libraries can create a library and information environment where residents will access needed information resources through statewide resource sharing cooperation and transparent access to resources worldwide.

Changes: There were no changes of note to this program during this time period.

Self-assessment: When asked by the consultant to self-evaluate the project, the project manager felt the project had achieved its goals.

Consultant Assessment: The WSL met its desired outcome for this project through the involvement of stakeholders and taking action on recommendations.

Statewide Library Electronic Resources

Description: The purpose of the Statewide Library Electronic Resources is to provide access to information products in a variety of formats and media that meet the needs of Wyoming residents.

Activities: Develop information resources related to the state that are not available through commercial vendors; License databases that focus on specific audiences in education, medicine, business or other appropriate disciplines; License library products that enhance libraries' infrastructure and operations resulting in better products and services for residents. Please see the list of databases and usage statistics in Appendix K.

Outcome: Wyoming residents will have a package of databases and digital resources available for educational, professional, and personal development that meets many of their information inquiries.

Changes: Due to challenges involving Overdrive acquiring other vendors, WSL made a decision regarding content and funding in favor of RBDigital. They initially moved their e-materials to Cloud Library, and ultimately decided to stop running parallel e-book/e-audiobook sources and transfer everything to Overdrive.

The State Library also added LinkedIn Learning as a resource that saw good use in furthering library staff development through the COVID-19 library closures.

Survey: In the survey of library staff in Wyoming, an average of 54% said the databases were Very Important or Somewhat Important to their staff, and to 57% to their patrons. When asked if their patrons would have access to the electronic resources without WSL's support, on average 72% of respondents

said patrons would have no or minimal access to databases. An average of 60% of library staff responded they would Probably or Definitely Not purchase any or some of the databases if WSL did not provide them. One outlier in the data was OverDrive (ebooks); with 45% of libraries saying they Definitely or Probably would purchase this service if not made available via the state library. Please see Appendix E for full survey results.

Focus Group: The Statewide Library Electronic Resources was noted in the Public Library Directors focus group as part of a “Top 3” service by a Director (as resource sharing).

Self-assessment: When asked by the consultant to self-evaluate the project, the project manager felt the project had achieved its goals.

Consultant Assessment: WSL’s use of LSTA funds to purchase electronic resources to benefit Wyoming residents is a resounding success.

As in previous LSTA 5-Year evaluations, library workers in Wyoming report a strong reliance on LSTA funds to provide access to electronic databases. Survey results show that 72% of libraries would decrease other electronic materials and even print materials greatly or slightly if these resources were not available via the WSL. In a focus group of Public Library Directors, it was noted as a “Top 3 service” from the WSL.

This quote from a survey of library workers in the state underscores the importance of this program, as well as its primary challenges: awareness and maximum use: *“We have such a tight budget that purchasing databases on our own is virtually out of the question. For us, this state service is essential. That said, I was mildly embarrassed when I realized I was not aware of some of the databases on the list. It is a never-ending battle to figure out how to best keep these types of resources top of mind for library staff, but this may be an area that we could collectively work on to ensure that these databases are getting their maximum use.”*

For the next 5-year plan, the WSL may consider even stronger outreach efforts to increase awareness of the services, and continue its work to shift and optimize database offerings based on availability and performance. A suggested performance metric is to compute and evaluate the “cost per use” of each database; databases with a low cost-per-use suggest the highest cost-to-performance ratio. While there is not a universal metric for optimal cost-per-use (e.g. sometimes low-use databases with a high cost-per-use can be essential) the WSL should focus on continuing with and adding databases with the lowest cost-per-use.

Library Resource Sharing

Description: The purpose of the Library Resource Sharing project is to broaden statewide interlibrary cooperation and resource sharing efforts. Empower the end-user by providing technology for self-initiated interlibrary loan requests and home delivery of materials.

Activities: Maintain a centralized management system that provides interlibrary loan transaction processing efficiencies to libraries and library users. Ensure library employees can utilize such systems

fully; Provide resource sharing subsidies to allow Wyoming Libraries Database (WYLD) Network libraries to continue to participate in the statewide catalog, interlibrary loan system, and databases; Introduce creative resource sharing projects that link residents to the resources they need.

LSTA and matching State funds account for approximately 60% of the cost of hardware/software for this project, and 100% of compensation for (4) WSL staff members assigned to this project.

Please see Appendix I for the WYLD Cost/Value analysis published by the WSL.

ILL Combined statistics (borrowing from both inside and outside of Wyoming) show consistent demand for ILL services:

Federal Fiscal Year	Requestor			Responder		
	Requests	Received	Percent Requests Received	Requests	Shipped	Percent Requests Shipped
Oct 2017 - Sept 2018	39,294	32,078	81.6	104,078	52,939	50.9
Oct 2018 - Sept 2019	39,143	32,231	82.3	110,730	57,041	51.5
Oct 2019 - Sept 2020	23,935	19,202	80.2	81,987	39,735	48.5
Oct 2020 - Sept 2021	28,947	23,396	80.8	73,411	42,693	58.2
	131,319	106,907	81.23%	370,206	192,408	52.28%

Table 1

Transactions: Data collected by the WSL indicate that the WYLD system served between 221,976 - 283,818 active library patrons in the state with circulation ranging from a pre-COVID 4.5 million to COVID-era 3.2 million items.²

ILS Study: A satisfaction survey of the WYLD ILS³ was performed that encompassed both objective and subjective feedback about WYLD’s ILS and other services. Among other things, WYLD members were asked to rank the importance of each component of the ILS, and their satisfaction with each component. Generally, WYLD users were the most satisfied with the components that they ranked as less important and reported being the least satisfied with the components they ranked as most important. The WSL is using the results of the study to guide any possible next steps in its ILS services.

Outcome: Statewide interlibrary loans for all types of libraries will continue to show strong demand throughout the period of this Five Year Plan because public awareness will increase, patrons can self-initiate requests, transactions will process easily and library staff will offer knowledgeable support. Resource sharing initiatives will provide additional products and services.

² <https://library.wyo.gov/downloads/WYLD/GeneralStatistics.pdf>

³ The statewide ILS review was conducted by the consultant compiling this evaluation report. No self-assessment of that effort was performed by the consultant in this LSTA evaluation.

Changes: No significant changes, but important to note that the office of WYLD (Wyoming Libraries Database) took on extra challenges in adjusting ILS system services to help libraries when they had to close facilities for the COVID-19 pandemic considerations.

This time period also showed that WSL will have to transition to a new Interlibrary Loan platform in the next five years, while the project will remain the same.

Focus Group: WYLD was noted as being of particular use and value to libraries across Wyoming as a service to both patrons and library staff and serves as “a true statewide consortium”.

Self-assessment: When asked by the consultant to self-evaluate the project, the project manager felt the project had achieved its goals.

Consultant Assessment: WYLD services, which include a shared ILS platform and ILL services, is a flagship program and a resounding success in Wyoming.

Forty-one library systems including 23 county library systems; 7 community college libraries; 4 school districts and 7 special libraries (with a total of 108 outlets) have access to 3.7 million items. More than 100,000 items are added annually, and the system processes 5 million transactions annually.

The shared system benefits the bottom financial line for libraries throughout the state through the economy of scale of leveraging a single platform. Information published by the WSL indicates that participating libraries would spend 4-10 times more on ILS and sharing services if they are not provided by WYLD.

Institution Library Services

Description: The purpose of the Institution Library Services project is to support the reading and learning interests of those 3,000 individuals voluntarily or involuntarily confined to any of the 13 state institutions with subsidies to sustain the library collections in those facilities. A listing of the institutions served is attached as Appendix N.

Activities: Provide annual subsidies to the state institutions to support the acquisition of information resources, reading materials, and multi-media products to serve this varied customer group; Manage the subsidies through the central acquisitions program at the State Library to maximize the value of the awards and minimize institutional processes. A summary of stipends for Institution Library Services is attached as Appendix O.

Additional Information: WSL provides institutions in Wyoming a \$2,000 a year stipend, held in their Central Acquisitions accounts, for collection development from the LSTA grants, and also provides a useful guide for those who may wish to donate to those institutions and what each institution’s limitations for content are. See the “Giving Is Good” document in Appendix P.

Outcome: The institutions’ clientele will have access to new books, magazine subscriptions, newspapers, and other materials that sustain their connection to reading, news, and entertainment.

Changes: There were no changes of note to this program during this time period.

Self-assessment: When asked by the consultant to self-evaluate the project, the project manager felt the project had achieved its goals.

Consultant Assessment: The WSL has met its outcome target of providing access to materials that sustain the voluntarily and involuntarily confined clientele of the state's 13 institutions.

Between FY2018 and FY2022, 2,406 - 2,615 institution residents were served; materials were able to be accessed within each facility between 994 - 1,050 hours per week; weekly visits ranged from at least 1,032 - 2,083; and circulation was reported at least between 1,527 - 2,086 per week.

LSTA funds purchased between 45% and 53% of the items reported added to the collections. All of the institutions report that if not for LSTA funding, services would be reduced or diminished.

Goal 2: The State Library will continue as the leadership agency that designs, facilitates and supports efficiencies, cooperative projects and information products that enhance and improve the statewide development of libraries.		
<input checked="" type="checkbox"/>	Achieved	<ul style="list-style-type: none"> ● Partially achieved ● Not achieved

Goal 2 from the WSL Five-Year Plan is “**The State Library will continue as the leadership agency that designs, facilitates and supports efficiencies, cooperative projects and information products that enhance and improve the statewide development of libraries.**”

LSTA Alignment: Goal 2 ties to federal goals 1, 2, 3, 4, and 7 (please see list in Appendix G)

The following projects were implemented to address this goal:

- Fiscal Services and Central Purchasing
- Publications, Informational Resources, and Activities
- Library Consultation Services

Consultant Opinion on Goal #2: The three projects supporting goal three have proven to be successful, amounting to the assessment that WSL has achieved its Goal #2. The projects clearly support the goal, and the goal is clearly aligned with LSTA goals and intents. Please see detail for consultant opinion in the section for each project below.

Fiscal Services and Central Purchasing

Description: The purpose of the Fiscal Services and Central Purchasing project is to provide Wyoming libraries central purchasing and fiscal services that maximize the purchasing power for libraries, support the financial operations of the WYLD Network and serve as the contracting agent for statewide licensed databases and related products. Services from WSL include the Centralized Acquisitions (CACQ) program and GoWYLD.net licensed statewide online resources.

Activities: Operate the central financial office for contract negotiations and fiscal responsibilities for all statewide databases linked to LSTA and the WYLD Network; Operate the central acquisitions office to support collection development for all types of libraries. Perform fiscal and operational services to maximize library funds and minimize local processing.

The WSL has published an infographic (available in this evaluation as Appendix H) showing that the CACQ resulted in nearly half a million dollars in savings to libraries in the state, with an average of 40% discounts from vendors including Baker & Taylor, Ingram, Follett and an average of 15% from other vendors.

Outcome: Libraries will collectively experience significant operational and financial savings by using the central services offered by the State Library.

Changes: There were no changes of note to this program during this time period.

Survey: In the survey of library staff in Wyoming, only 42% of respondents report utilizing Centralized Acquisitions. 53% saw significant or moderate savings on expenditures and 44% saw significant or moderate savings on staff time. Of those that used Centralized Acquisitions, 89% rate it as Very or Somewhat convenient. Please see Appendix E for full survey results.

Focus Group: The Fiscal Services and Central Purchasing was another “Top 3” service noted by a library director in the focus group.

Self-assessment: When asked by the consultant to self-evaluate the project, the project manager felt the project had achieved its goals.

Consultant Assessment: The data and information sources reviewed by the consultant show the success of WSL’s Fiscal Services and Central Purchasing Contract; as a result, the WSL has shown a significant return on investment of at least \$362,304 in savings. Please see Appendix H for more details.

Although considered a “Top 5” service by one focus group respondent, and despite (via survey results) high ratings in survey results among those using the services, it appears that more libraries in the state would benefit from participation in the program. Comments received in the survey provided some level of possible insight, with one respondent saying *“I wish we still could use centralized acquisitions, we loved it! Unfortunately, our county commissioners (put) a stop to it.”* and another: *“The library used central acquisitions in the past and stopped due to issues with bill payment and budget tracking issues.”* Due to a large number of school library respondents to the survey (much higher than in previous surveys), the WSL has scheduled further parsing of the survey results to compare/contrast responses from the public and school libraries. After review, it’s recommended that the WSL continue its effort to encourage greater library participation in this project.

Publications, Informational Resources, and Activities

Description: The purpose of the Publications, Informational Resources, and Activities project is to generate publications and activities targeted to library, government, professional, and other communities that create awareness of the role, resources and services of the Wyoming Library Community and its contributions to lifelong learning and reading.

Activities: Publish the Wyoming Library Roundup in collaboration with the Wyoming Center for the Book and the Wyoming Library Association to develop public and private partnerships with other agencies and community-based organizations; Produce information sharing documents, training materials, fliers, and other products that provide information and new knowledge to those working in or served by the Wyoming Library Community; Develop online communication tools using social networking software to deliver information about statewide projects, State Library planning, and local library best practices to the Wyoming Library Community; Produce publications and marketing material to help libraries promote and build awareness of LSTA-related products and activities; Support library projects and activities that promote reading literacy at all age levels, including those that provide library and information services

to special populations that have difficulties using traditional library resources; publish The Outsider, a newsletter outlining happenings in Wyoming libraries.

Publications Data*						
Fiscal Year	Newsletter	Facebook***		Twitter		Blog
	Email Outsider** newsletters completed	WSL Facebook Page Followers	Places Facebook Page Followers	Number of Tweets	Twitter followers (by end of fiscal year)	
FY18	12	1,091	2,869	3,237	1,121	518
FY19	11	1,249	3,063	2,607	1,297	475
FY20	12	1,456	3,172	2,251	1,462	460
FY21	11	1,606	3,171	1,113	1,552	419

* Data by federal fiscal year

** Current Outsider listserv (as of 1/24/22) has 1212 members. No history per fiscal year is available.

*** The WSL began the plan period with two Facebook pages – the main WSL one, and one called Wyoming Places, People, and Things that posted historical information. The Places page was discontinued in January 2021 due to staff time considerations.

As of May 31, 2021. Stats are unavailable from June forward. Current (as of 1/24/22) followers are 1598

Table 2

Outcome: Wyoming library employees and targeted communities will increase their awareness of library products, services, and roles due to the State Library’s information, publications, communications, and projects.

Changes: The WSL has ended support for Center for the Book during this time period; it may continue through Think Wyoming (also known as the Wyoming Humanities Council); subsequently the WSL discontinued the “Letters about Literature” program (partially supported by federal funds) due lack of student interest in participating.

Survey: In the survey of library staff in Wyoming, respondents report making WSL publications available to their staff (79%), patrons (51%), and volunteers (37%). Fifty-four percent (54%) saw a large or moderate increase in staff knowledge, skills, and abilities, and 38% saw a large or moderate increase in the use of library resources. Please see Appendix E for full survey results.

Self-assessment: When asked by the consultant to self-evaluate the project, the project manager felt the project had achieved its goals.

Consultant Assessment: The data and information sources reviewed by the consultant indicate the success of WSL’s Library Publications, Information Resources, and Activities project, with positive impacts on staff knowledge, skills, and abilities; and increases in the use of library resources.

Open-ended survey responses indicate that creating greater awareness may be an area of exploration for the WSL in the next 5-year plan. One quote sums up the appreciation expressed through the other survey results and the challenge of awareness: *“I knew about the Outrider and read it almost all the time, but I did not know about several of the other resources mentioned above. I will definitely be checking into those as soon as I can.”* As well, the WSL may take a deeper dive to determine why publications were noted as being available more widely to patrons and volunteers (including board members) than to library staff (even though respondents noted that the resources generally increased staff knowledge, skills, and abilities). It is possible that library staff are already aware of many of the topics included in informational outreach.

Library Consultation Services

Description: The purpose of the Library Consultation Services project is for the Wyoming State Library to be the professional agency that provides consultation, planning, leadership, and technological expertise to the Wyoming Library Community so those libraries can successfully target quality services to the underserved, to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills.

Activities: Maintain a leadership role in regional and national organizations. Bring new information to the state for assessment, planning, and program development; Study issues of importance to the libraries of the state using statistical, evaluative, and analytical tools to provide creative solutions for both individual libraries and the Wyoming Library Community; Attend a wide variety of symposiums, workshops, and conferences to maintain State Library staff knowledge for statewide planning, proficiency in consulting, and skills in leading others in library development initiatives; Consult with libraries in all aspects of library operations and services such as management, programming, technology, outreach, and diversity.

Outcome: The Wyoming State Library will be knowledgeable of best practices appropriate for introduction in Wyoming, enabling WSL staff to provide high-quality consulting services to the library community. Through the use of those consulting services, Wyoming libraries will improve practices in all aspects of library operations and services.

Changes: There were no changes of note to this program during this time period.

Survey: In the survey of library staff in Wyoming, 32% of respondents requested consultation services from WSL. Of those, the six most common areas of inquiry were Library and community statistics (15%), Wyoming Library Laws (12%), and Library continuing education (11%), Library trustee development (9%), Public relations and advocacy (9%), and Summer reading (8%). Sixty-three percent (63%) of respondents report the consultation services increased staff effectiveness greatly or somewhat, 56% increased level of service to patrons greatly or somewhat, and 76% report that consultation neither increased nor decreased the library’s public or private funding. Please see Appendix E for full survey results.

Focus Group: The Library Consultation Services was noted specifically in the Public Library Directors focus group as another of the “Top 3” services of one library Director.

Self-assessment: When asked by the consultant to self-evaluate the project, the project manager felt the project had achieved its goals.

Consultant Assessment: The data and information sources reviewed by the consultant indicate the success of WSL’s Library Consultation Services, meeting its outcome targets of connecting knowledge of library best practices to library needs in Wyoming.

Consultation is a balance of science and art; science comes from expert knowledge and factual information; while art often comes from understanding how to apply the information to fit the individual needs of each library. Responses from stakeholders indicate the WSL has struck that balance.

Survey respondents confirmed that balance from the WSL’s consulting services, citing the helpfulness of speaking with WSL staff about topics including COVID protocols and policies; assistance with ILS configuration and operations; and projects. One representative quote from the survey: “It is nice to know we have someone to reach out to for information about how other libraries are handling issues.” Focus group participants also noted the WSL’s leadership during COVID, using existing communications channels to provide solid guidance and assistance during uncertain times.

Areas of improvement could include seeking ways that consultation could provide a greater impact to local funding (public and private) opportunities, and creating continued awareness of consulting services available from the WSL.

Goal 3: Build capacity for learning, change and innovation in the Wyoming Library Community.		
<input checked="" type="checkbox"/>	Achieved	<ul style="list-style-type: none"> ● Partially achieved ● Not achieved

Goal 3 from the WSL Five-Year Plan is “**Build capacity for learning, change and innovation in the Wyoming Library Community.**”

LSTA Alignment: Goal 3 ties to federal goals 1, 3, 5, and 6 (please see list in appendix G)

The following project was implemented to address this goal:

- Library Staff Development

Consultant Opinion on Goal #3: All of the data sources reviewed (including the statistics from training sessions; survey responses; focus group thoughts, and interviews) indicate a robust Library Staff Development program that continues to meet its outcome targets of increasing knowledge, skills and abilities among all types of library workers throughout the state.

Of particular note is how elegantly the WSL and library community was able to pivot towards an all-online learning environment during COVID. With strong relationships already fostered by the WSL among the Wyoming library community, the use of virtual options for training and other communications in a sparsely-populated state with wide-open spaces and seasonally difficult weather was a natural transition (as noted by WSL staff who stated there were no changes to this goal or the supporting project of Library Staff Development throughout the evaluation period).

Positive survey comments were in the majority, and could be summed up by this one: “*Yahoo! What a plus that we can offer these services. Without it, our libraries would be much less in terms of offerings and knowledge.*” In terms of improvements, some respondents were not previously aware of training opportunities, and others cited challenges in having the time to participate fully in training opportunities.

Library Staff Development

Description: The purpose of the Library Staff Development project is to Identify and deliver workshops, training opportunities, professional support, and information products that assist librarians, staff, trustees, and others in effectively improving services, understanding technologies, developing policies, assuming library leadership roles and working with local governments and community groups.

Key topics for the Wyoming community include bibliographic information management in the shared statewide catalog (WYLDcat; Interlibrary Loan software and workflow; statewide database content and use; Wyoming library laws, policy governance and board/director relationships; succession planning, strategic management & data-driven decision making; outreach to underserved and special populations; and enhancing school library services for digital learners.

Activities: Create, coordinate and support training and staff development events for all levels of staff through webinars and on-site sessions. Support attendance at specialized workshops, institutes, retreats and conferences; Prepare and disseminate documentation, publications and other tools that increase the knowledge of those associated with libraries.

Reference updated Appendix M with a listing of training topics.

State Library Training Sessions FY18-20

WSL training events by fiscal year				
Training Information	2018	2019	2020	Total
Number of training events	68	94	60	222
Live participants (face-to-face and webinar)	1,488	1,026	513	3,027
YouTube and webinar archive views	10,268	11,222	15,723	37,213
TOTAL participants	11,756	12,248	16,236	40,240
YouTube video watch time (in minutes)	52,014	96,000	144,000	292,014

Table 3

Outcome: Library employees and board members will report increases in their levels of knowledge, skills and abilities over the five years of this plan. This data will document changes in work output and practices, services, and work-related confidence based upon the information received from LSTA-funded training and education.

Changes: There were no changes of note to this program during this time period.

Survey: In the survey of library staff in Wyoming, 18% of respondents said all of their staff members have accessed WSL-provided training, and another 46% reported that “most” or “some” of their staff had accessed WSL-provided training. Respondents also reported that 69% of those used that training to train others (patrons and/or staff), and 73% reported increased (greatly or somewhat) ability to serve patrons, and 59% reported an increase (greatly or somewhat) in how often patrons make use of resources after staff received training. Please see Appendix E for full survey results.

Focus Group: The Library Staff Development (and other digital resources for staff training) was noted as particularly useful to libraries during the COVID-19 library closures to further staff’s professional development and skills.

Self-assessment: When asked by the consultant to self-evaluate the project, the project manager felt the project had achieved its goals.

Consultant Assessment: Since this project is the sole project to fulfill goal #3, please see consultant assessment under Goal 3 above.

A-2. To what extent did your Five-Year Plan activities achieve results that address national priorities associated with the Measuring Success focal areas and their corresponding intents?

The WSL 5-Year Plan activities addressed the following national priorities associated with the Measuring Success focal areas and their corresponding intents.⁴

Focal Area: Information Access

Intent: Improve users' ability to obtain and/or use information resources

- Planning groups that incorporated stakeholder involvement and a continual process of evaluation ensured provision of products and services that met residents' needs for information and recreation.
- Approximately 3,000 Wyoming residents voluntarily or involuntarily confined at the state's 13 institutions had access to larger library collections with newer materials through collection development stipends.
- Technology that supported patron-initiated interlibrary loan allowed local libraries to increase the resources available to their patrons and empowered residents in their information-seeking behavior.

Focal Area: Institutional Capacity

Intent: Improve library operations

- Centralized fiscal and purchasing services maximized libraries' collection development budgets while reducing administrative burden at the local level. The WSL's fiscal and contracting support for the integrated library system and for licensed statewide resources also reduced the administrative burden locally.
- Libraries with specific questions called on the WSL's consulting services for assistance to resolve local issues of concern.
- Print and electronic publications and other materials improved library staff knowledge and informed patrons of the resources available to them.

⁴ The national priorities associated with the Measuring Success focal areas and their corresponding intents are taken from Appendix 1 of "Guidelines for IMLS Grants to States Five-Year Evaluation," from the Institute of Museum and Library Services.

Focal Area: Institutional Capacity

Intent: Improve the library workforce

- Numerous library staff sought out online and face-to-face trainings created and offered by the WSL on topics such as technology, statewide resources, and library administration. Many reported increased knowledge, skills, and abilities through these trainings, and they used the knowledge acquired to train other staff and patrons.

Focal Area: Civic Engagement

Intent: Improve users' ability to converse in community conversations around topics of concern

- The WSL ran two statewide book discussions through One Book Wyoming. Thousands of Wyoming residents, even in some of the smallest communities, participated in book discussions with their neighbors and had the opportunity to attend author events at libraries, schools, and other venues.

A-3. Did any of the following groups represent a substantial focus for your Five-Year Plan activities (yes/no)?

- *Library workforce (current and future)* - No
- *Individuals living below the poverty line* - No
- *Individuals that are unemployed/underemployed* - No
- *Ethnic or minority populations* - No
- *immigrants/refugees* - No
- *individuals with disabilities* - No
- *individuals with limited functional literacy or information skills* - No
- *Families* - No
- *Children (aged 0-5)* - No
- **School-aged youth (aged 6-17)? -Yes**

School-aged youth (aged 6-17): Yes

Multiple statewide library research databases were purchased for use by K-12 students in Wyoming. Because these resources were licensed statewide, every student had access to them both from school and remotely. During the 2015-16 school year, the K-12 public school population was 94,002. Research databases purchased with LSTA funds and targeted to school-aged youth were:

- Biography In Context
- Encyclopedia Britannica
- Global Issues In Context

- National Geographic Kids
- Opposing Viewpoints In Context
- U.S. History In Context
- World History in Context

In an average year, the five In Context databases and National Geographic Kids purchased through Gale averaged 145,924 sessions, 216,424 searches, and 153,868 retrievals; Encyclopedia Britannica averaged 333,489 sessions, 1,067,968 searches, and 725,917 full-text retrieval.

Gale In Context Databases Usage			
Federal Fiscal Year	Sessions	Searches	Retrievals
2018	128,114	214,128	172,507
2019	178,657	246,396	167,583
2020	108,492	168,761	108,598
2021	158,219	204,015	136,547
Total	573,482	833,300	585,235

Table 4

GALE - NatGeo Kids			
Federal Fiscal Year	Sessions	Searches	Record Views
2018	3,719	11,283	11,111
2019	4,042	13,339	11,603
2020	2,451	7,774	7,521
2021	n/a	n/a	n/a
Total	10,212	32,396	30,235

Table 5

Encyclopedia Britannica Database Usage			
Federal Fiscal Year	Sessions	Searches	Full Text
2018	343,328	1,259,700	820,656
2019	379,201	1,148,330	772,711
2020	326,243	910,525	658,166
2021	285,183	953,318	652,136
Total	1,333,955	4,271,873	2,903,669

Table 6

The majority of school librarian respondents to the LSTA Evaluation Survey reported these databases were “very important” to their students, and almost all of them said these resources were at least “somewhat important.” The vast majority reported their students would have no access to the same information without these resources, and that if the WSL did not provide them, they would be unable to purchase them due to funding. School librarians reported that they relied heavily on these databases.

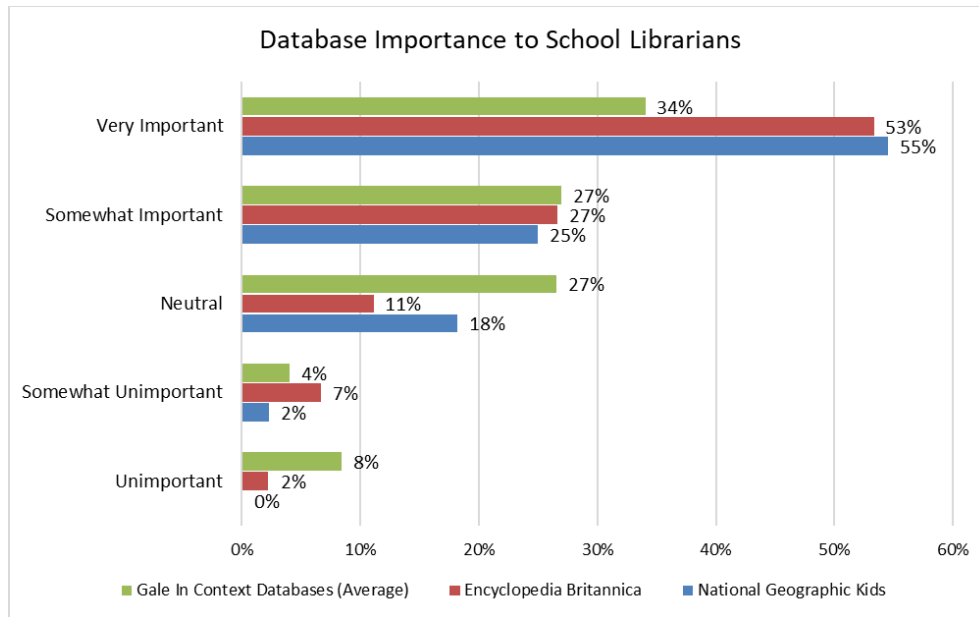


Figure 1

	Gale In Context Databases (Average)	Encyclopedia Britannica	National Geographic Kids
Very Important	34%	53%	55%
Somewhat Important	27%	27%	25%
Neutral	27%	11%	18%
Somewhat Unimportant	4%	7%	2%
Unimportant	8%	2%	0%

Table 7

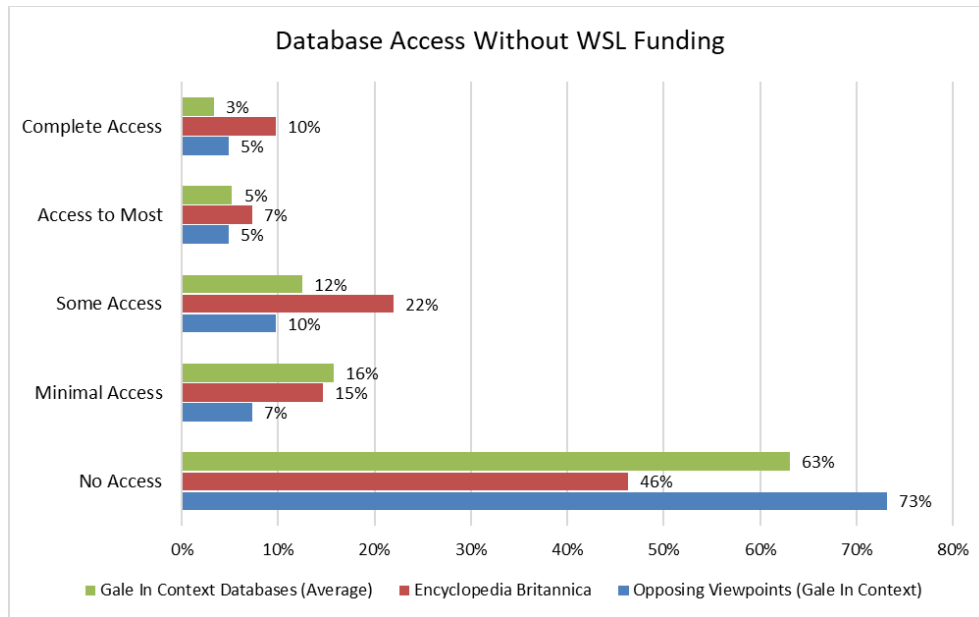


Figure 2

	Gale In Context Databases (Average)	Encyclopedia Britannica	National Geographic Kids
Complete Access	3%	10%	5%
Access to Most	5%	7%	5%
Some Access	12%	22%	10%
Minimal Access	16%	15%	7%
No Access	63%	46%	73%

Table 8

All other listed groups: No

B. Process Questions

B-1. How have you used data from the old and new State Program Report (SPR) and elsewhere to guide activities included in the Five-Year Plan?

SPR data was used, along with the following data sources, to inform decisions on the strategic use of federal funds to meet the needs of Wyoming residents:

- Database usage

- Interlibrary loan usage
- Public Libraries Survey
- National Center for Education Statistics
- State Library Shared Purchases Committee Needs Assessment Survey
- Annual public library budget survey data

These data sources also formed the basis for planning conversations at the annual Library Directors' Retreat and Directors' Orientations to the State Library.

B-2. Specify any changes you made to the Five-Year Plan, and why this occurred.

No significant changes were made to the goals or projects of the 2018-2022 LSTA Five-Year Plan. The State Library did make some adjustments to meet goals and project needs:

- Due to COVID, some activities (e.g. meetings and presentations) shifted to virtual/video conferencing methods.
- Due to challenges involving Overdrive acquiring other vendors, WSL made a decision regarding content and funding in favor of RBDigital. They initially moved their e-materials to Cloud Library, and ultimately decided to stop running parallel e-book/e-audiobook sources and transfer everything to Overdrive.
- The office of WYLD (Wyoming Libraries Database) took on extra challenges in adjusting ILS system services to help libraries when they had to close facilities for the COVID-19 pandemic considerations.

B-3. How and with whom have you shared data from the SPR and from other evaluation resources? How have you used the last Five-Year Evaluation to inform data collected for the new Five-Year evaluation? How have you used this information throughout this five-year cycle?

The Wyoming State Library shared data from the FY18, FY19, and FY20 State Program Reports and various other resources with the Director of the Department of Administration & Information (WSL is a division of A&I), WYLD Network User Group Governing Board, Wyoming State Library Shared Purchases Committee, Wyoming public and academic library directors, library workers, and other stakeholders in meetings and through the WSL website, blog, Outrider monthly e-newsletter, and social media.

C. Methodology Questions

C-1. Identify how you implemented an independent Five-Year Evaluation using the criteria described in the section of this guidance document called Selection of an Independent Evaluator.

Hiring an outside evaluator allowed the WSL to acquire a more objective perspective, to take advantage of outside expertise, and to garner an independent, unbiased evaluation for Wyoming State Library Five-Year LSTA Plan Evaluation stakeholders.

Carson Block of Carson Block Consulting Inc. was contracted to conduct the evaluation of the WSL Five-Year LSTA Plan. Block has worked in library technology for more than 25 years, with 10 years as an independent library consultant working in both technology and non-technology areas of library management, services, operations, staffing, strategic planning, facilities planning, construction, and other areas.

As a consultant, Carson is often brought in to help solve complex institutional issues and to help align the library's public service mission with its technology efforts to serve the needs of patrons and staff.

Carson is a past Director-At-Large for the American Library Association's Association of Specialized, Governmental and Cooperative Library Agencies (ASGCLA) and former chair of ASGCLA's Library Consultant's Interest Group. He is also a founding member of the Future of Libraries advisory group to ALA's Office of Information Technology Policy, and a member of the former 21st Century Libraries Committee of the ALA's Office of Information Technology Policy (OITP). Carson is also Past President of the Colorado Division of the Public Library Association. Carson is the author of *Library Information Systems* (with Joe Matthews; Libraries Unlimited 2019) and *Managing Library Technology: A LITA Guide* (Rowman & Littlefield 2017).

As well as Wyoming, other current full LSTA evaluations include Georgia and South Dakota. Block is also assisting another consultant group with current LSTA evaluations for Montana and West Virginia. Former LSTA evaluation experience includes Oklahoma and Idaho.

C-2. Describe the types of statistical and qualitative methods (including administrative records) used in conducting the Five-Year Evaluation. Assess their validity and reliability.

Simple descriptive statistics have been provided for the results of the survey of library staff in Wyoming by reporting the percentages of each category of answers provided by the respondents.

Qualitative methods have included interviews, focus groups, open-ended questions on the survey of Wyoming library staff members, and reviews of documents.

The documents examined are valid and reliable.⁵ The WY annual SPR reports to IMLS have been reviewed and accepted by IMLS. The WY annual reports and other documents, created for other agency purposes, are both valid and reliable.

The focus group's input is valid, particularly as no WY staff were present, allowing participants to speak freely and provide honest feedback. In combination with the survey results, the validity and reliability of both tools were increased.

Survey results have high reliability as all respondents answered the same questions and each response was consistently analyzed.

C-3. Describe the stakeholders involved in the various stages of the Five-Year Evaluation. How did you engage them?

Three stakeholder groups contributed feedback to the Five-Year Plan Evaluation. An average of 39% of directors from all public and academic libraries participated in stakeholder groups for this evaluation.

Survey

Two-hundred and twenty-four (224) public, academic, school, and special library staff members throughout Wyoming responded to an online survey in October 2021 and provided a rich set of evaluative feedback; the survey instrument is provided in Appendix D, and the survey results are provided in Appendix E. Survey respondents were anonymous.

Focus Group

Twelve Wyoming public library directors and administrators participated in an online focus group conducted by the consultant on December 17, 2021, providing the input and feedback shown in Appendix F. The individuals involved in providing evaluation data via the focus group are listed in Appendix B.

Interviews

Wyoming State Library staff members State Librarian Jamie Markus, Outreach Librarian Susan Mark, and Outreach & Development Librarian Conrado Saldivar were interviewed about LSTA-funded projects and activities during the time period under consideration by the consultant on December 6, 2021.

C-4. Discuss how you will share the key findings and recommendations with others.

The WSL will continue to use its successful communication techniques to share the key findings and recommendations with others with the intended users of this report, which include the Wyoming State Library and all the stakeholders and interested parties in the Wyoming library community. The WSL will share key findings and recommendations specifically with the Director of the Department of

⁵ A bibliography of all documents reviewed is provided as Appendix C.

Administration & Information, WYLD Network User Group Governing Board, the entire WYLD Network of libraries that use the shared statewide catalog and interlibrary loan system, WSL Shared Purchases Committee, Wyoming Library Association, teacher-librarians in more than 300 K-12 schools, public and academic library directors, library workers, and other stakeholders. This will be accomplished through meetings, on the WSL blog, in the monthly *Outrider* e-newsletter, and through social media on Twitter and Facebook. The completed 2018-2022 Five-Year Evaluation will be posted publicly on the WSL website.

Appendix A: List of Acronyms

A&I	Department of Administration & Information
ARPA	American Rescue Plan Act
ASGCLA	Association of Specialized, Governmental and Cooperative Library Agencies
CACQ	Centralized Acquisitions
CARES	Coronavirus Aid, Relief, and Economic Security
COVID-19	Coronavirus Disease 2019
GoWYLD.net	Wyoming's Online Library Resources Site
ILL	Interlibrary Loan
IMLS	Institute of Museum and Library Services
K-12	Kindergarten through 12th grade
LSTA	Library Services and Technology Act
SLAA	State Library Administrative Agency
SPR	State Program Report
WSL	Wyoming State Library
WYLD	Wyoming Libraries Database (Shared ILS)
YALSA	Young Adult Library Services Association

Table A-1

Appendix B: List of People Interviewed

Wyoming State Library Staff

- Jamie Markus - State Librarian
- Susan Mark - Outreach Librarian
- Conrado Saldivar - Outreach & Development Librarian

Focus Group Participants

The focus group participants represent 40% of public library directors (9/23) in Wyoming and 37.5% of academic directors (3/8) in the state.

- Carey Hartmann - Laramie County Library System
- Lisa Scroggins - Natrona County Library
- Brenda Mahoney-Ayres - Weston County Library
- Katrina Brown - Casper College Goodstein Foundation Library
- Lindsay Travis - Sweetwater County Library System
- Casey Debus - Eastern Wyoming College Library
- Claire Francis - Uinta County Library
- Meghan Kelly - Laramie County Community College Ludden Library
- Sukey Hohl - Sublette County Library - Pinedale Library
- Anita Marple - Fremont County Library System
- Jill Mackey - Crook County Public Library
- Richard Landreth - Lincoln County Library System

Appendix C: Bibliography of all Documents Reviewed

- Wyoming State Library: Library Services and Technology Act Five Year Plan, 2018-2022 (2018-22 LSTA Plan)
- Wyoming State Library: WSL LSTA Five Year Evaluation, 2013-2017 (2013-17 Evaluation Report)
- 2013-17 Appendices
- Wyoming State Library: WSL LSTA Five Year Evaluation, 2008-2012 (2008-12 Evaluation Report)
- ILS Cost/Benefit Analysis 2021 - Back (ILS-cba-back-2021)
- Wait! Don't Get Rid of That: Giving is Good, a profile of needs and guide to giving library materials to the Wyoming State Institution Libraries (GivingIsGood)
- 101 Things To Know or Do as a Wyoming County Board Member (101Things)
- Wyoming Library Laws 2020
- Wyoming Public Library Directors' Handbook (Directors_HandbookWY_2018)
- Wyoming Public Library Board Members' Handbook (Board_HandbookWY_2018)
- Central Acquisitions Return on Investment (Central-ACQ-ROI-2019)
- WYLD ILS Cost/Benefit Analysis 2017 (WYLD_Cost_Analysis_2017)
- Draft of Survey from 2013-2017 Evaluation (18-22 Draft Five Year Survey)
- Draft of Wyoming State Institutions LSTA Stipend Summary (Draft Appendix M)
- Copy of Email from Jamie Markus to School Libraries for the 2013-2017 Evaluation (State Library Federal Funds Evaluation 2017 email)
- Sample Appendices from 2013-2017 Evaluation (18-22 Draft Appendices)
- 5 Year Evaluation Survey Questions for 2013-2017 Evaluation (2013-17 5 Year Evaluation Survey)
- Database Usage Statistics FY18-20
- Institute of Museum and Library Services Guideline for IMLS Grant to States Five-Year Evaluation
- Overview of Wyoming Public Library Statistics FY18-20
- State Library Data Services
- State Library Training Sessions and Topics FY18-20
- Statewide Evaluation Survey Comments
- Wyoming State Institutions LSTA Stipend Summary
- Wyoming State Library: State Program Reports for Federal Fiscal Years 2018, 2019, 2020, 2021

Appendix D: Survey of Library Staff

WSL LSTA Evaluation 2021 Survey of Library Staff

1. What type of library do you work in?
2. Please rate the importance of each of these to your patrons or students.
 - a. Academic Search Premier
 - b. Ancestry Library
 - c. Biography (Gale in Context)
 - d. Bookflix
 - e. Chilton Library
 - f. Cloud Library eBooks and eAudiobooks
 - g. CQ Researcher
 - h. Encyclopedia Britannica
 - i. Global Issues (Gale in Context)
 - j. Learning Express Library
 - k. MAS Full Text Ultra
 - l. Middle Search
 - m. National Geographic Kids
 - n. NoveList Plus
 - o. Opposing Viewpoints (Gale in Context)
 - p. OverDrive eBooks, eAudiobooks, and eMagazines
 - q. Primary Search
 - r. RBDigital eAudiobooks
 - s. U.S. History (Gale in Context)
 - t. World History (Gale in Context)
 - u. Zinio/RBDigital eMagazines
3. Please rate the importance of each of these to your staff's ability to fulfill patron requests for information.
 - a. Academic Search Premier
 - b. Ancestry Library
 - c. Biography (Gale in Context)
 - d. Bookflix
 - e. Chilton Library
 - f. Cloud Library eBooks and eAudiobooks
 - g. CQ Researcher
 - h. Encyclopedia Britannica
 - i. Global Issues (Gale in Context)
 - j. Learning Express Library
 - k. MAS Full Text Ultra

- l. Middle Search
 - m. National Geographic Kids
 - n. NoveList Plus
 - o. Opposing Viewpoints (Gale in Context)
 - p. OverDrive eBooks, eAudiobooks, and eMagazines
 - q. Primary Search
 - r. RBDigital eAudiobooks
 - s. U.S. History (Gale in Context)
 - t. World History (Gale in Context)
 - u. Zinio/RBDigital eMagazines
4. Do your patrons have access to the information provided in these databases from other sources?
- a. Academic Search Premier
 - b. Ancestry Library
 - c. Biography (Gale in Context)
 - d. Bookflix
 - e. Chilton Library
 - f. Cloud Library eBooks and eAudiobooks
 - g. CQ Researcher
 - h. Encyclopedia Britannica
 - i. Global Issues (Gale in Context)
 - j. Learning Express Library
 - k. MAS Full Text Ultra
 - l. Middle Search
 - m. National Geographic Kids
 - n. NoveList Plus
 - o. Opposing Viewpoints (Gale in Context)
 - p. OverDrive eBooks, eAudiobooks, and eMagazines
 - q. Primary Search
 - r. RBDigital eAudiobooks
 - s. U.S. History (Gale in Context)
 - t. World History (Gale in Context)
 - u. Zinio/RBDigital eMagazines
5. Would your library purchase these databases if they were not provided by WSL through an LSTA grant?
- a. Academic Search Premier
 - b. Ancestry Library
 - c. Biography (Gale in Context)
 - d. Bookflix
 - e. Chilton Library
 - f. Cloud Library eBooks and eAudiobooks
 - g. CQ Researcher

- h. Encyclopedia Britannica
 - i. Global Issues (Gale in Context)
 - j. Learning Express Library
 - k. MAS Full Text Ultra
 - l. Middle Search
 - m. National Geographic Kids
 - n. NoveList Plus
 - o. Opposing Viewpoints (Gale in Context)
 - p. OverDrive eBooks, eAudiobooks, and eMagazines
 - q. Primary Search
 - r. RBDigital eAudiobooks
 - s. U.S. History (Gale in Context)
 - t. World History (Gale in Context)
 - u. Zinio/RBDigital eMagazines
6. If WSL did not provide one or more of these databases and your library chose to NOT purchase it/them, what would be the basis for your decision? Please check all that apply.
- a. Funding not available
 - b. Lack of patron demand
 - c. Staff do not use
 - d. Lack of staff training
 - e. Content quality
 - f. Content available elsewhere
 - g. Other (please specify)
7. If your library would choose to purchase one or more of these databases, would spending on other library services increase, decrease or remain unchanged?
- a. Other electronic resources
 - b. Print materials
 - c. Staffing
 - d. Programs
 - e. Other
 - f. Please specify if "Other" marked:
8. Do you have any comments on LSTA-funded databases provided by the Wyoming State Library?
9. How many of your library's staff (including you) have accessed WSL-provided training? This includes attending webinars, accessing webinar archives and attending face-to-face training.
10. Have staff members who have accessed this training used their knowledge to train others?
11. How has this training affected:
- a. Your staff's ability to serve patrons?

- b. How often patrons make use of these resources?
12. Do you have any comments on training provided by the Wyoming State Library?
13. Do you make print and online publications from the Wyoming State Library available to:
- a. Your staff
 - b. Your patrons
 - c. Your volunteers (including library board members)
14. Have these resources affected staff knowledge, skills and abilities?
15. Have these resources affected the use of library resources?
16. Do you have any comments on Wyoming State Library publications?
17. Does your library use the State Library's Centralized Acquisitions service?
18. If yes, what impact has your use of Centralized Acquisitions had on:
- a. Expenditures
 - b. Staff time
19. How has your use of Centralized Acquisitions affected your ability to provide information sources to patrons?
20. How has your use of Centralized Acquisitions affected your ability to fund other, non-collection expenditures?
21. Please rate the ease of use of the State Library's Centralized Acquisitions service:
22. Do you have any comments on the Wyoming State Library's Centralized Acquisitions service?
23. Since Oct. 1, 2017, has your library requested any consultation services from the Wyoming State Library?
24. If yes, what topics did you seek information on? Select all that apply.
- a. Wyoming Library Laws
 - b. Grants and grant writing
 - c. Library and community statistics
 - d. Outreach to special populations
 - e. Library degree programs
 - f. Library continuing education
 - g. Library science materials or resources
 - h. Library trustee development
 - i. Library Friends and Foundations
 - j. Strategic planning

- k. Public relations and advocacy
- l. Planning resources for in-service training
- m. Summer reading
- n. Other (please specify)

25. Did the consulting services provided by the Wyoming State Library affect:

- a. Your staff's effectiveness?
- b. The level of service to patrons?
- c. Your library's public or private funding?
- d. Other (please specify)

26. Do you have any comments on consultation services from the Wyoming State Library?

27. Do you have any additional comments that would help us evaluate the effectiveness of LSTA-funded library services in Wyoming

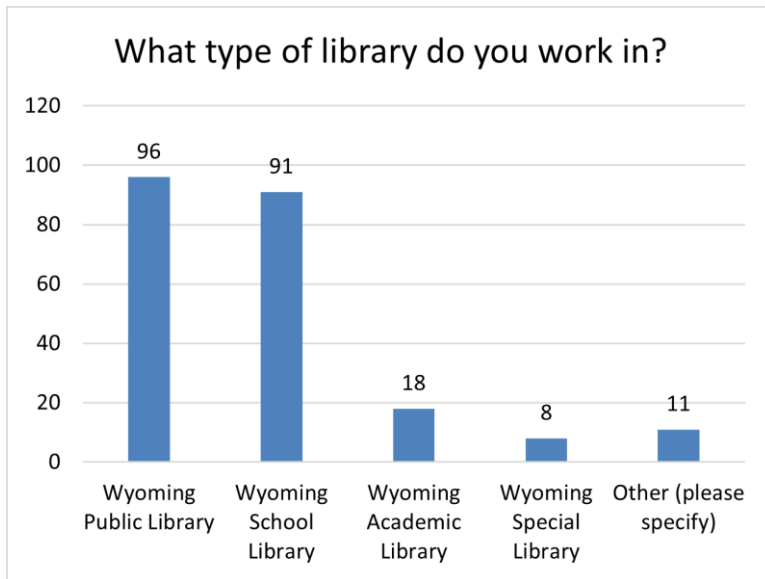
28. May we use your comments in our final report to the Institute of Museum and Library Services?

Appendix E: Results of Survey of Library Staff

Wyoming State Library surveyed library staff to collect opinions on how well each of the services provided by LSTA funds has served the needs of libraries across the state. This survey was sent to all libraries in the state, including Academic, Public, School, and Special libraries, and was filled out by 224 respondents between October 8, 2021, and October 29, 2021.

Below are the compiled results from the survey responses in both graphic and table form.

Q01 - What type of library do you work in?



“Other” Answers:

- Institution Library
- Corrections
- Prison library
- WDH Facility Library
- Wyoming State Penitentiary
- I do not work in a library
- Veteran's Home of Wyoming
- Assisted living facility
- combination school-public library
- Government Library
- Carbon County Public Library
- Library in Corrections Facility

Figure E-1

	Frequency of response	% of response
Wyoming Public Library	96	43%
Wyoming School Library	91	41%
Wyoming Academic Library	18	8%
Wyoming Special Library	8	4%
Other (please specify)	11	5%

Table E-9

Q02 - Please rate the importance of each of these to your patrons or students.

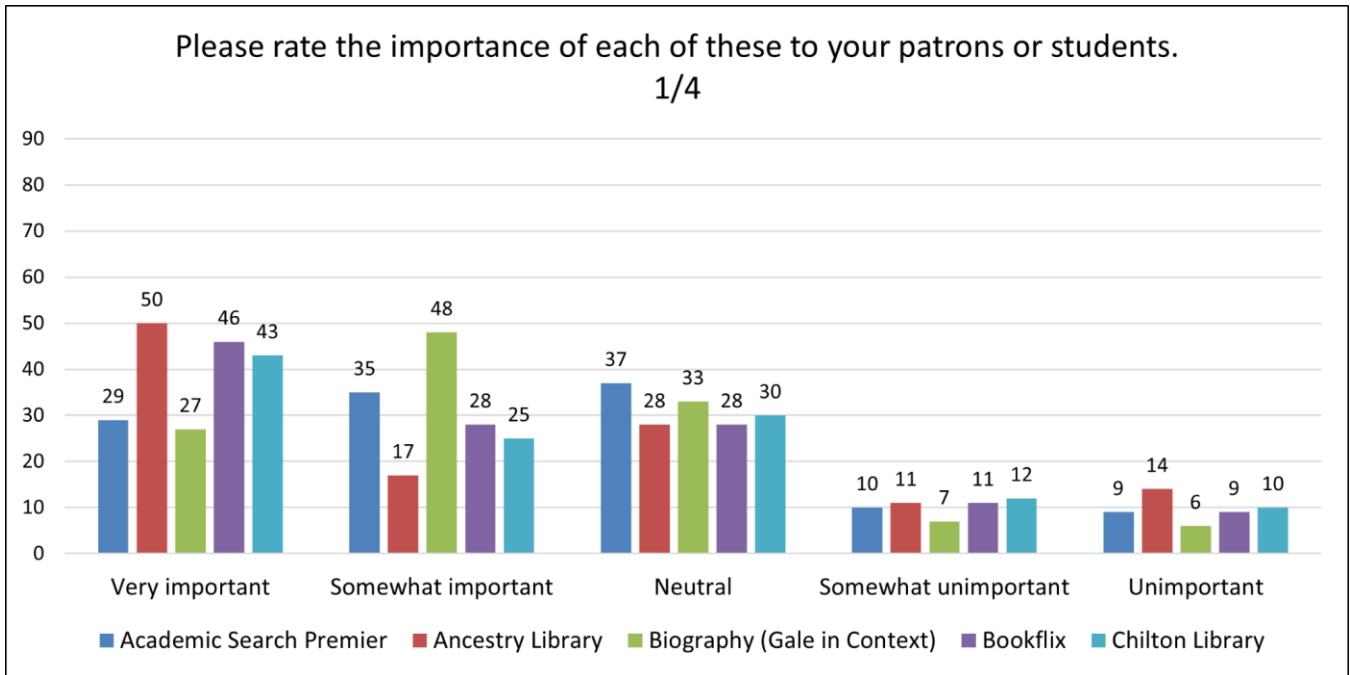


Figure E-2

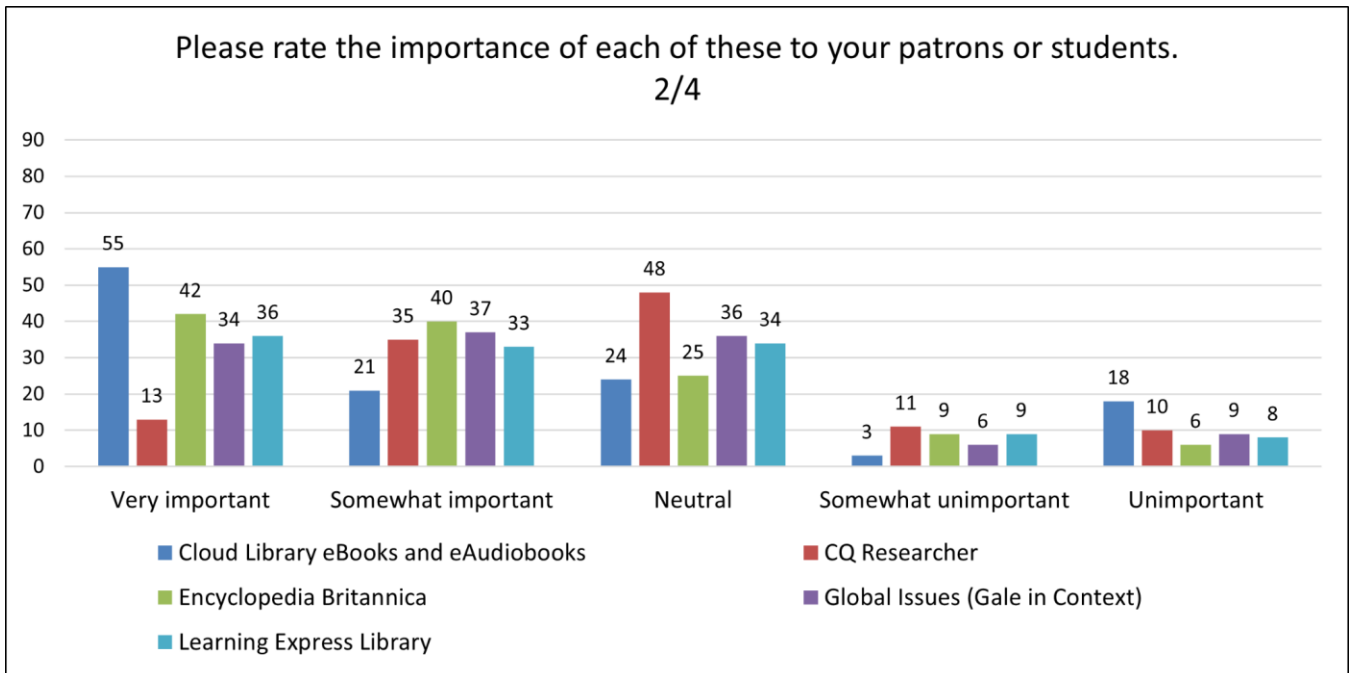


Figure E-3

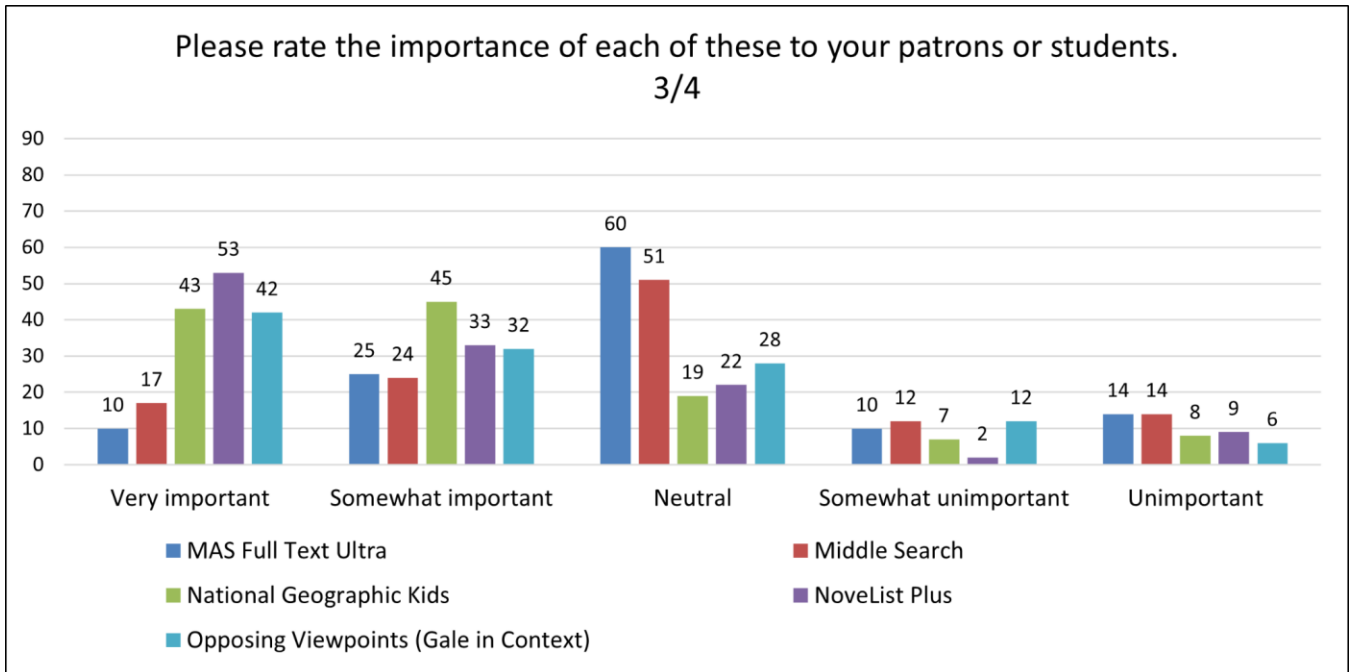


Figure E-4

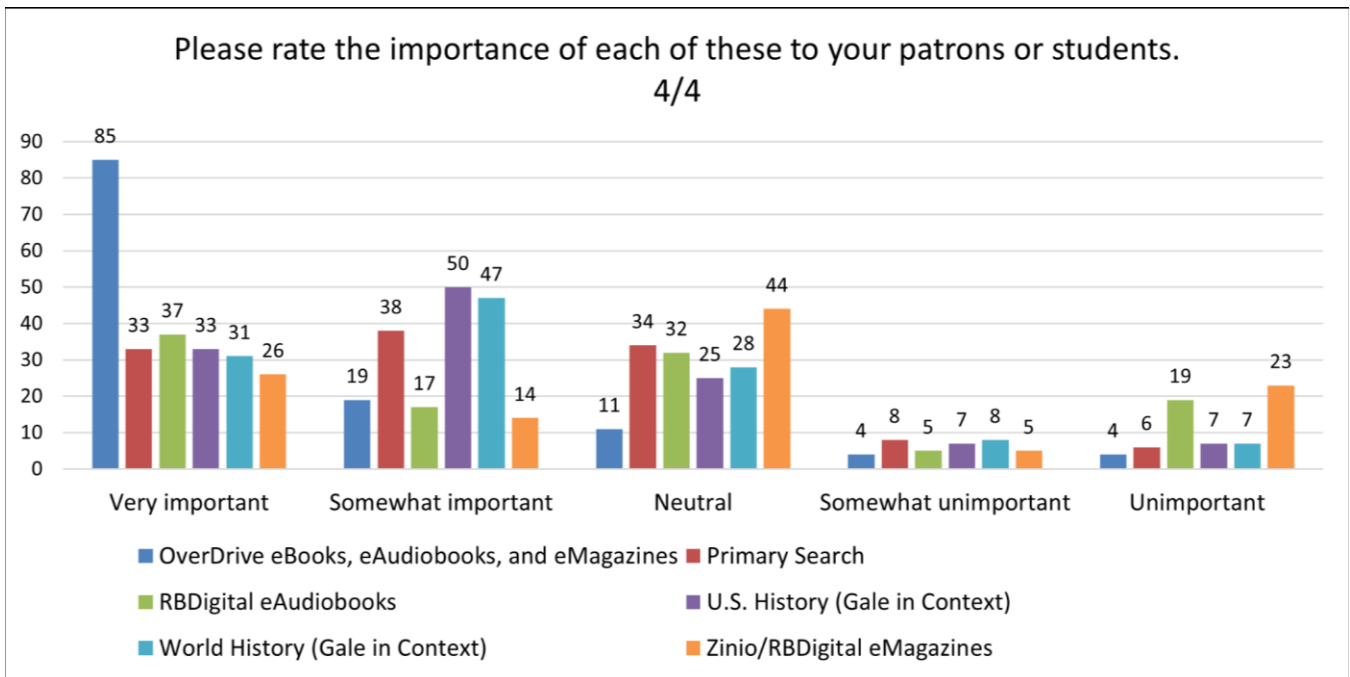


Figure E-5

Please rate the importance of each of these to your patrons or students.	Very important		Somewhat important		Neutral		Somewhat unimportant		Unimportant	
Academic Search Premier	29	24%	35	29%	37	31%	10	8%	9	8%
Ancestry Library	50	42%	17	14%	28	23%	11	9%	14	12%
Biography (Gale in Context)	27	22%	48	40%	33	27%	7	6%	6	5%
Bookflix	46	38%	28	23%	28	23%	11	9%	9	7%
Chilton Library	43	36%	25	21%	30	25%	12	10%	10	8%
Cloud Library eBooks and eAudiobooks	55	45%	21	17%	24	20%	3	2%	18	15%
CQ Researcher	13	11%	35	30%	48	41%	11	9%	10	9%
Encyclopedia Britannica	42	34%	40	33%	25	20%	9	7%	6	5%
Global Issues (Gale in Context)	34	28%	37	30%	36	30%	6	5%	9	7%
Learning Express Library	36	30%	33	28%	34	28%	9	8%	8	7%
MAS Full Text Ultra	10	8%	25	21%	60	50%	10	8%	14	12%
Middle Search	17	14%	24	20%	51	43%	12	10%	14	12%
National Geographic Kids	43	35%	45	37%	19	16%	7	6%	8	7%
Novelist Plus	53	45%	33	28%	22	18%	2	2%	9	8%
Opposing Viewpoints (Gale in Context)	42	35%	32	27%	28	23%	12	10%	6	5%
OverDrive eBooks, eAudiobooks, and eMagazines	85	69%	19	15%	11	9%	4	3%	4	3%
Primary Search	33	28%	38	32%	34	29%	8	7%	6	5%
RBDigital eAudiobooks	37	34%	17	15%	32	29%	5	5%	19	17%
U.S. History (Gale in Context)	33	27%	50	41%	25	20%	7	6%	7	6%
World History (Gale in Context)	31	26%	47	39%	28	23%	8	7%	7	6%
Zinio/RBDigital eMagazines	26	23%	14	13%	44	39%	5	4%	23	21%

Table E-2

Q03 - Please rate the importance of each of these to your staff's ability to fulfill patron requests for information.

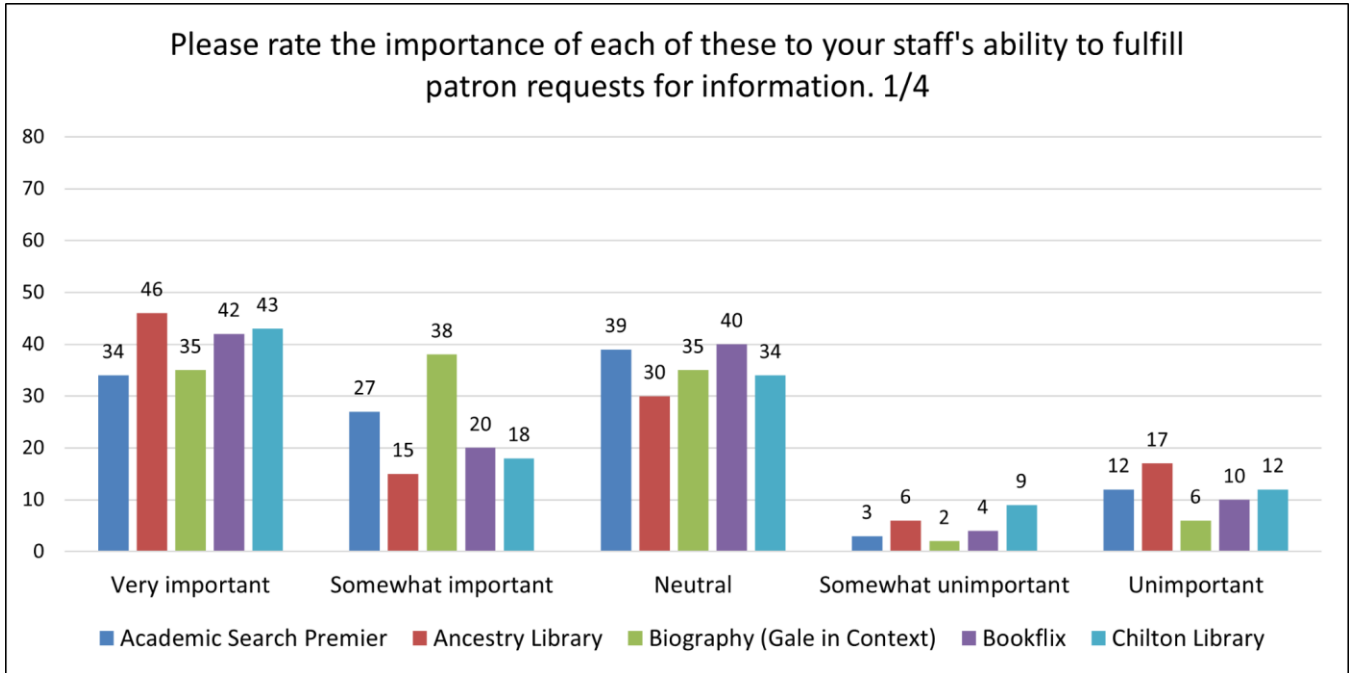


Figure E-6

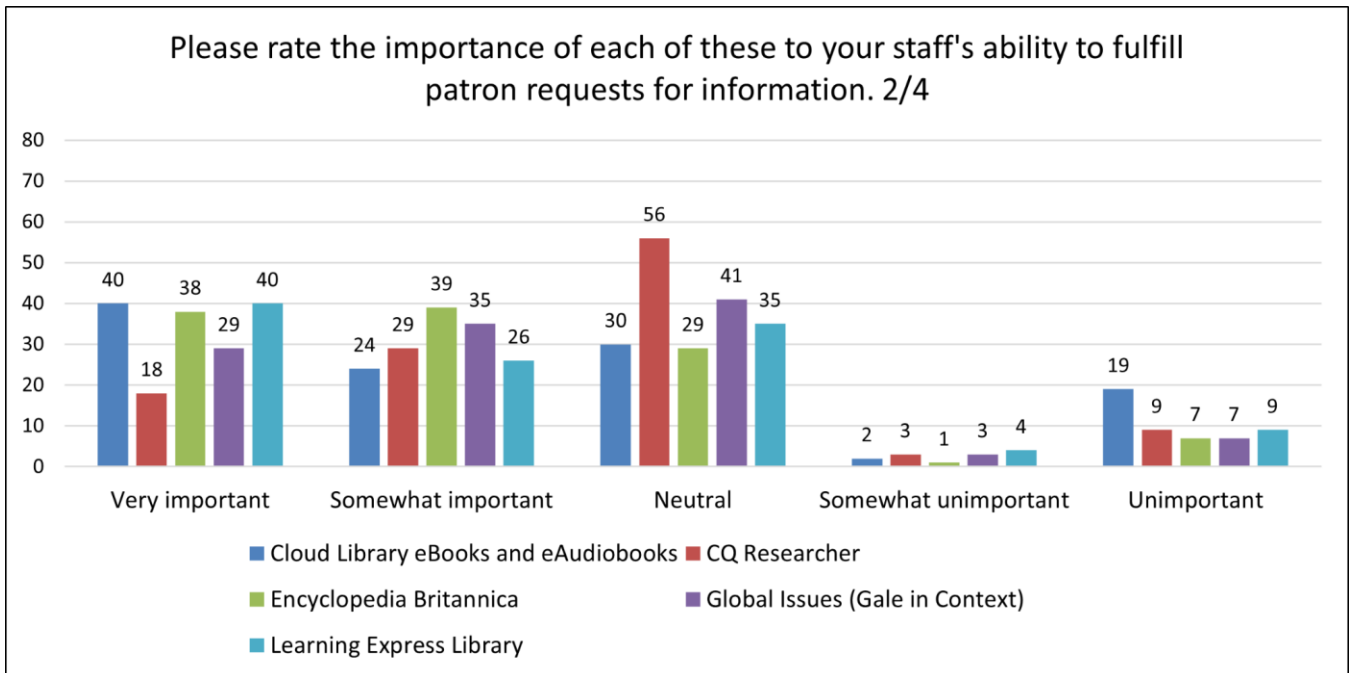


Figure E-7

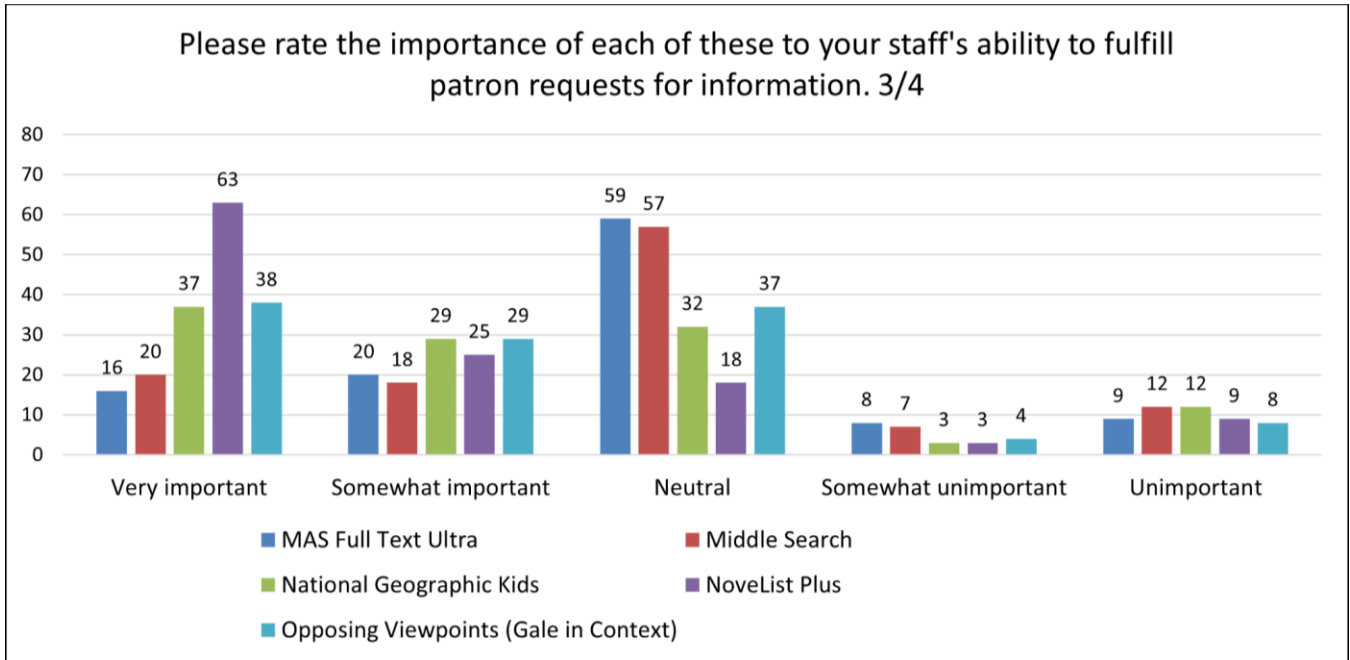


Figure E-8

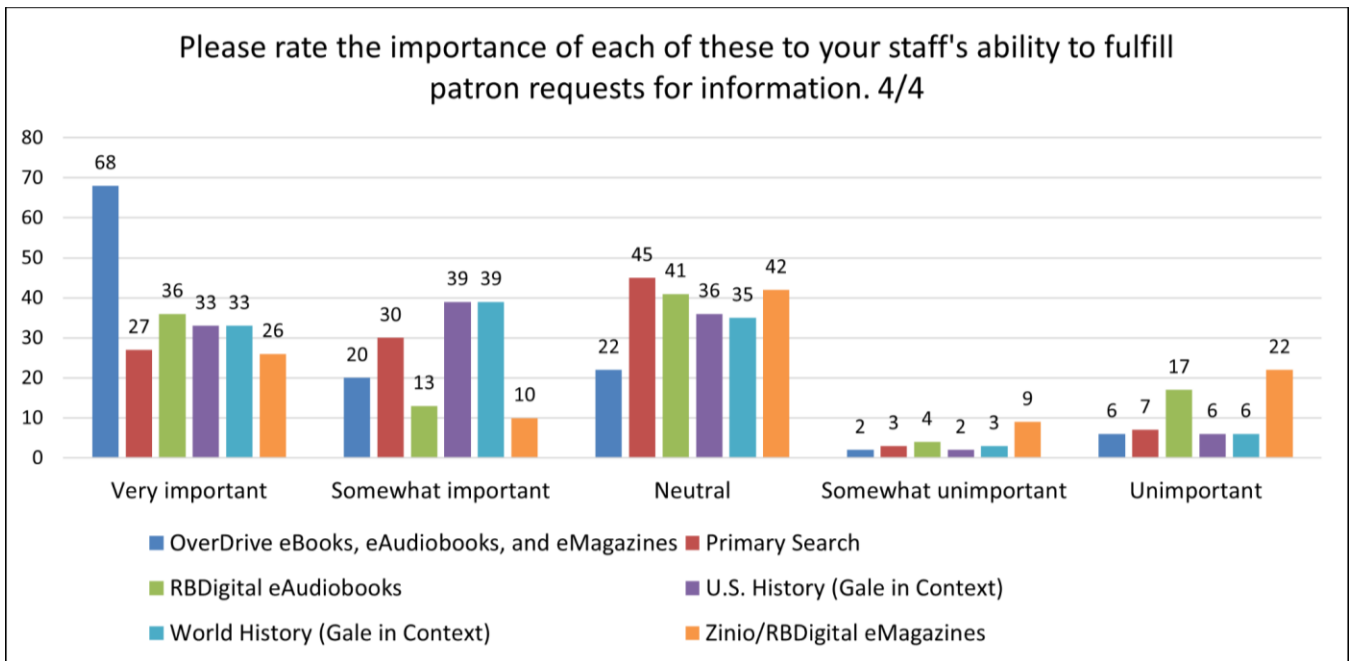


Figure E-9

Please rate the importance of each of these to your staff's ability to fulfill patron requests for information.	Very important		Somewhat important		Neutral		Somewhat unimportant		Unimportant	
Academic Search Premier	34	30%	27	23%	39	34%	3	3%	12	10%
Ancestry Library	46	40%	15	13%	30	26%	6	5%	17	15%
Biography (Gale in Context)	35	30%	38	33%	35	30%	2	2%	6	5%
Bookflix	42	36%	20	17%	40	34%	4	3%	10	9%
Chilton Library	43	37%	18	16%	34	29%	9	8%	12	10%
Cloud Library eBooks and eAudiobooks	40	35%	24	21%	30	26%	2	2%	19	17%
CQ Researcher	18	16%	29	25%	56	49%	3	3%	9	8%
Encyclopedia Britannica	38	33%	39	34%	29	25%	1	1%	7	6%
Global Issues (Gale in Context)	29	25%	35	30%	41	36%	3	3%	7	6%
Learning Express Library	40	35%	26	23%	35	31%	4	4%	9	8%
MAS Full Text Ultra	16	14%	20	18%	59	53%	8	7%	9	8%
Middle Search	20	18%	18	16%	57	50%	7	6%	12	11%
National Geographic Kids	37	33%	29	26%	32	28%	3	3%	12	11%
Novelist Plus	63	53%	25	21%	18	15%	3	3%	9	8%
Opposing Viewpoints (Gale in Context)	38	33%	29	25%	37	32%	4	3%	8	7%
OverDrive eBooks, eAudiobooks, and eMagazines	68	58%	20	17%	22	19%	2	2%	6	5%
Primary Search	27	24%	30	27%	45	40%	3	3%	7	6%
RBDigital eAudiobooks	36	32%	13	12%	41	37%	4	4%	17	15%
U.S. History (Gale in Context)	33	28%	39	34%	36	31%	2	2%	6	5%
World History (Gale in Context)	33	28%	39	34%	35	30%	3	3%	6	5%
Zinio/RBDigital eMagazines	26	24%	10	9%	42	39%	9	8%	22	20%

Table E-3

Q04 - Do your patrons have access to the information provided in these databases from other sources?

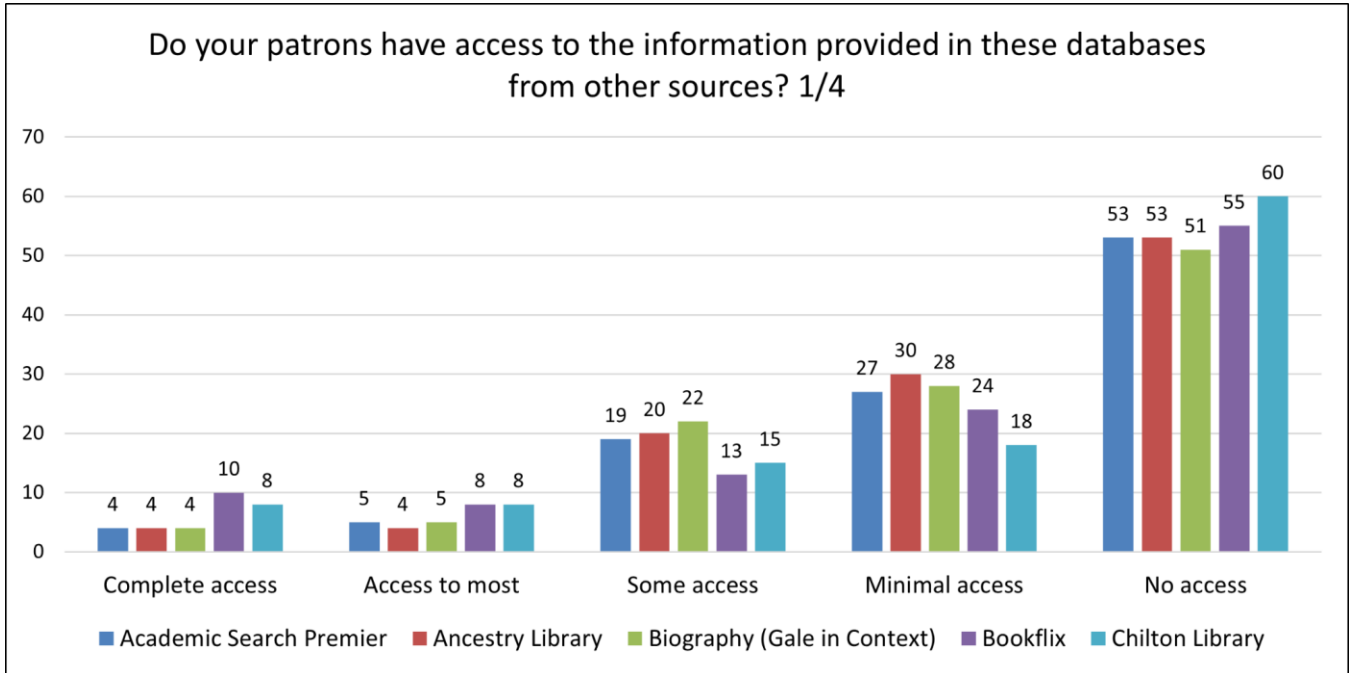


Figure E-10

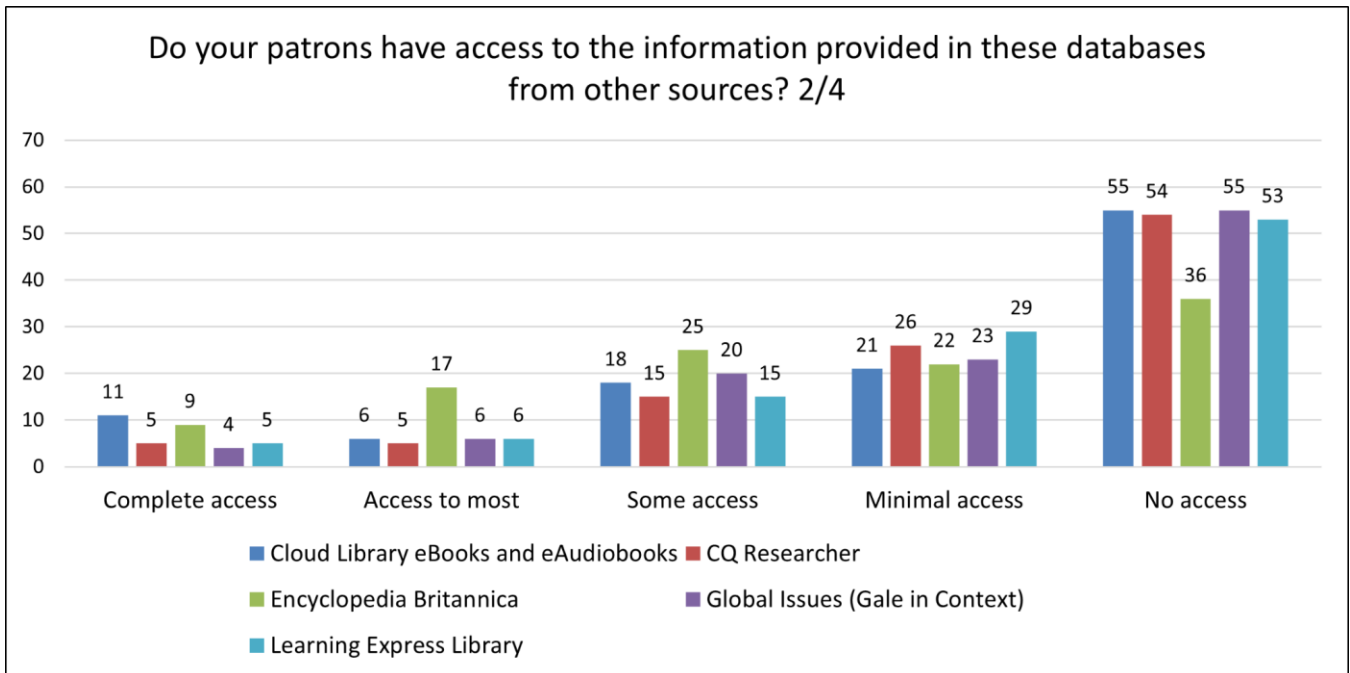


Figure E-11

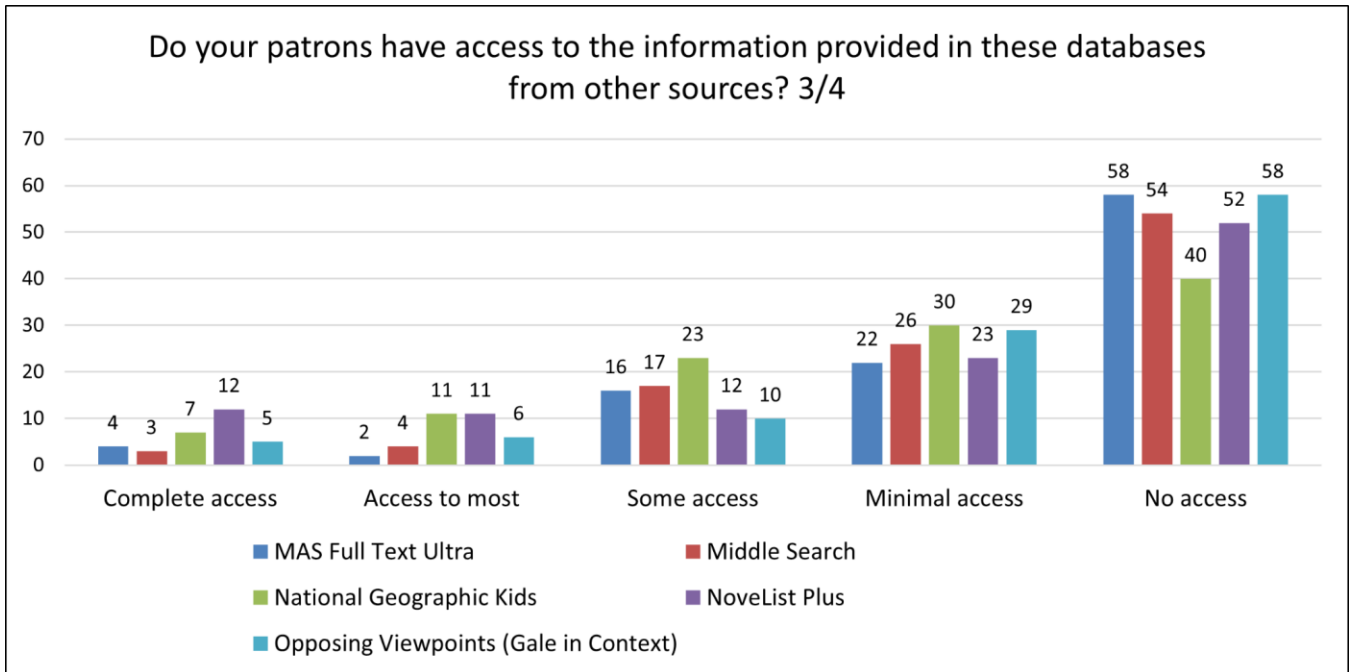


Figure E-12

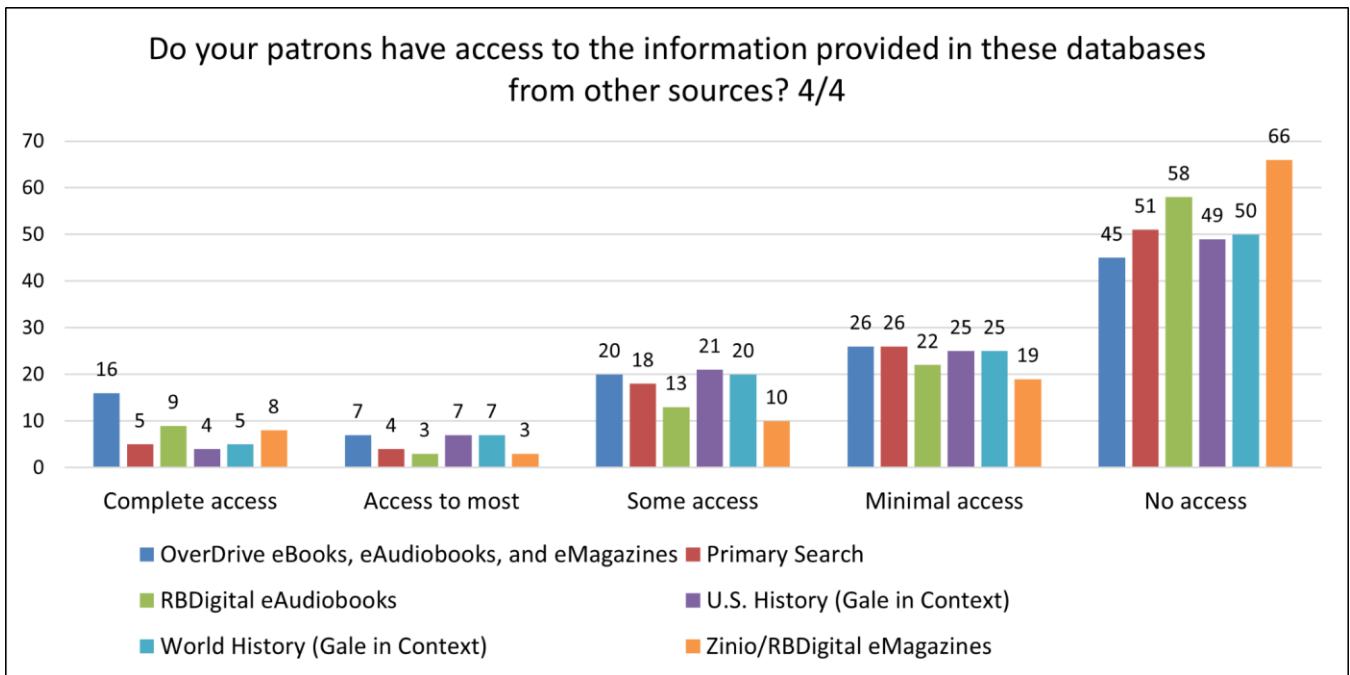


Figure E-13

Do your patrons have access to the information provided in these databases from other sources?	Complete access		Access to most		Some access		Minimal access		No access	
Academic Search Premier	4	4%	5	5%	19	18%	27	25%	53	49%
Ancestry Library	4	4%	4	4%	20	18%	30	27%	53	48%
Biography (Gale in Context)	4	4%	5	5%	22	20%	28	25%	51	46%
Bookflix	10	9%	8	7%	13	12%	24	22%	55	50%
Chilton Library	8	7%	8	7%	15	14%	18	17%	60	55%
Cloud Library eBooks and eAudiobooks	11	10%	6	5%	18	16%	21	19%	55	50%
CQ Researcher	5	5%	5	5%	15	14%	26	25%	54	51%
Encyclopedia Britannica	9	8%	17	16%	25	23%	22	20%	36	33%
Global Issues (Gale in Context)	4	4%	6	6%	20	19%	23	21%	55	51%
Learning Express Library	5	5%	6	6%	15	14%	29	27%	53	49%
MAS Full Text Ultra	4	4%	2	2%	16	16%	22	22%	58	57%
Middle Search	3	3%	4	4%	17	16%	26	25%	54	52%
National Geographic Kids	7	6%	11	10%	23	21%	30	27%	40	36%
Novelist Plus	12	11%	11	10%	12	11%	23	21%	52	47%
Opposing Viewpoints (Gale in Context)	5	5%	6	6%	10	9%	29	27%	58	54%
OverDrive eBooks, eAudiobooks, and eMagazines	16	14%	7	6%	20	18%	26	23%	45	39%
Primary Search	5	5%	4	4%	18	17%	26	25%	51	49%
RBDigital eAudiobooks	9	9%	3	3%	13	12%	22	21%	58	55%
U.S. History (Gale in Context)	4	4%	7	7%	21	20%	25	24%	49	46%
World History (Gale in Context)	5	5%	7	7%	20	19%	25	23%	50	47%
Zinio/RBDigital eMagazines	8	8%	3	3%	10	9%	19	18%	66	62%

Table E-4

Q05 - Would your library purchase these databases if they were not provided by WSL through an LSTA grant?

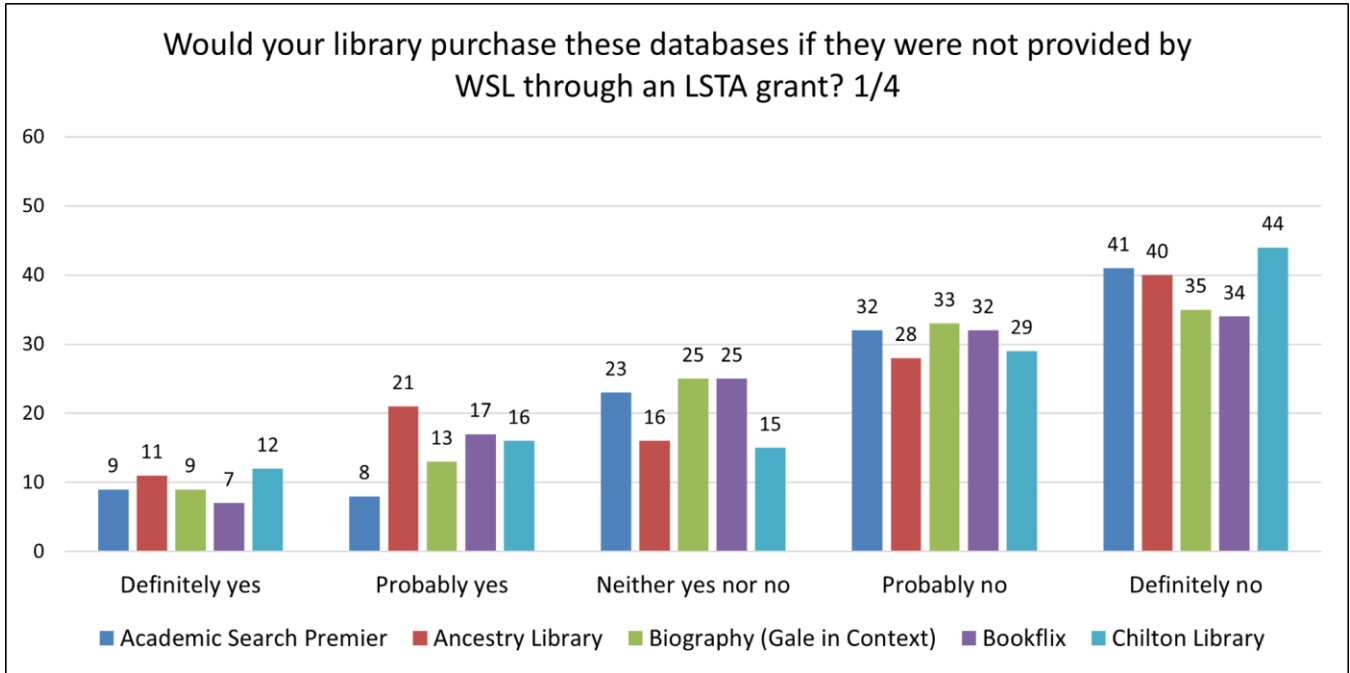


Figure E-14

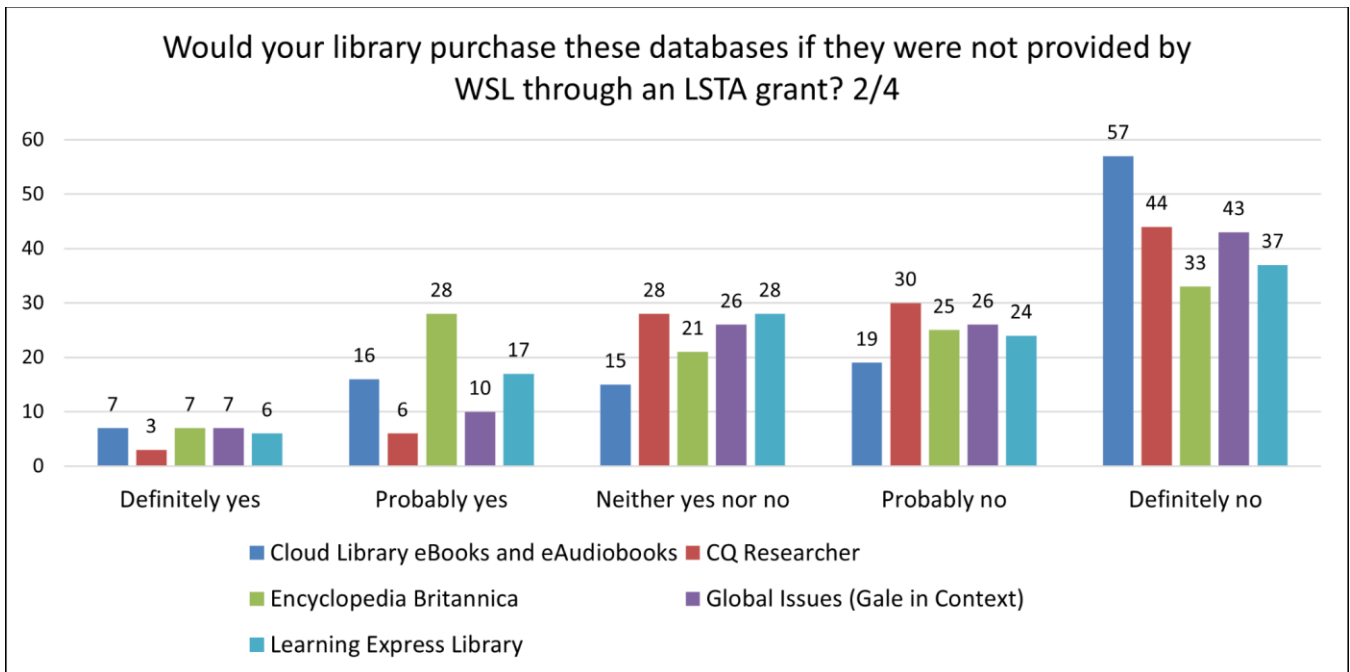


Figure E-15

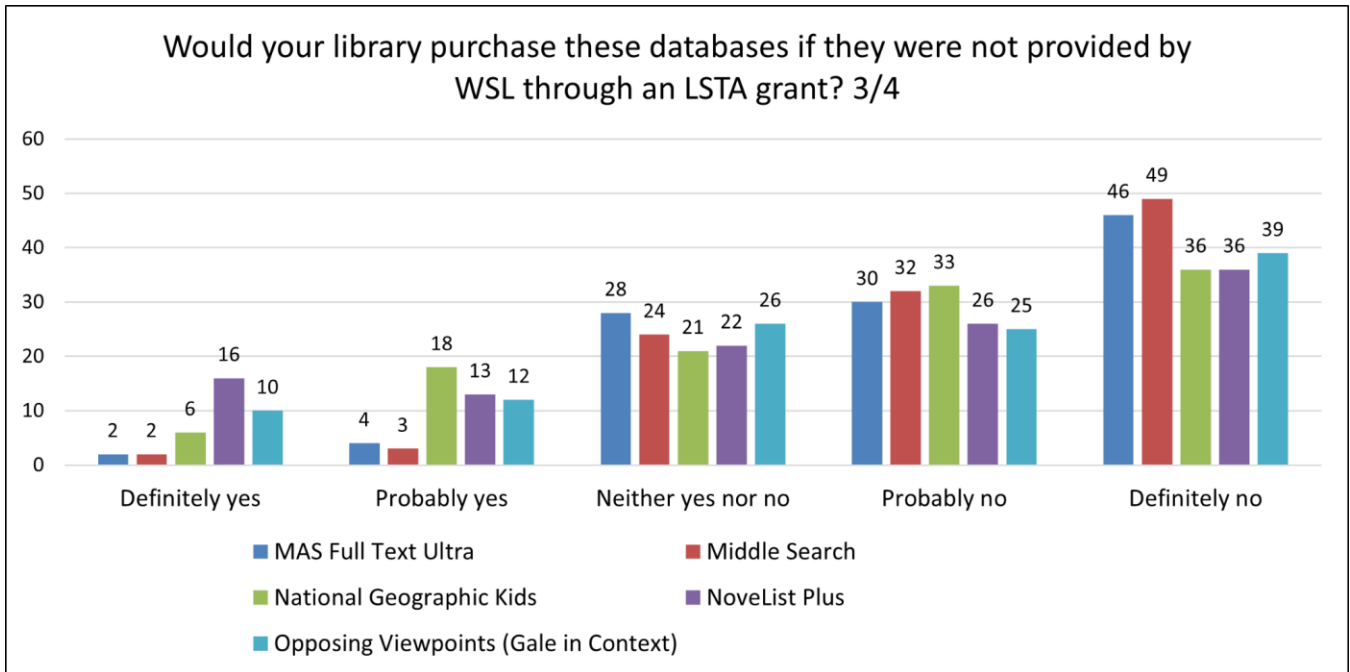


Figure E-16

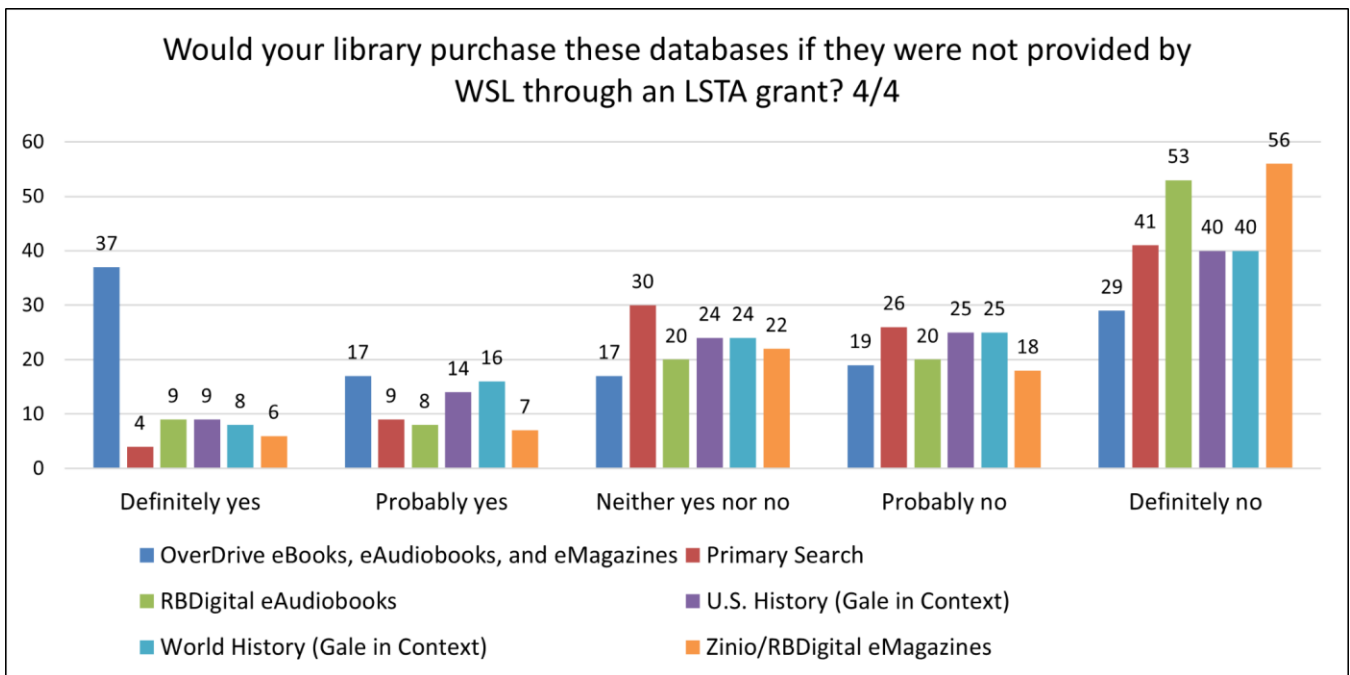


Figure E-17

Would your library purchase these databases if they were not provided by WSL through an LSTA grant?	Definitely yes		Probably yes		Neither yes nor no		Probably no		Definitely no	
Academic Search Premier	9	8%	8	7%	23	20%	32	28%	41	36%
Ancestry Library	11	9%	21	18%	16	14%	28	24%	40	34%
Biography (Gale in Context)	9	8%	13	11%	25	22%	33	29%	35	30%
Bookflix	7	6%	17	15%	25	22%	32	28%	34	30%
Chilton Library	12	10%	16	14%	15	13%	29	25%	44	38%
Cloud Library eBooks and eAudiobooks	7	6%	16	14%	15	13%	19	17%	57	50%
CQ Researcher	3	3%	6	5%	28	25%	30	27%	44	40%
Encyclopedia Britannica	7	6%	28	25%	21	18%	25	22%	33	29%
Global Issues (Gale in Context)	7	6%	10	9%	26	23%	26	23%	43	38%
Learning Express Library	6	5%	17	15%	28	25%	24	21%	37	33%
MAS Full Text Ultra	2	2%	4	4%	28	25%	30	27%	46	42%
Middle Search	2	2%	3	3%	24	22%	32	29%	49	45%
National Geographic Kids	6	5%	18	16%	21	18%	33	29%	36	32%
Novelist Plus	16	14%	13	12%	22	19%	26	23%	36	32%
Opposing Viewpoints (Gale in Context)	10	9%	12	11%	26	23%	25	22%	39	35%
OverDrive eBooks, eAudiobooks, and eMagazines	37	31%	17	14%	17	14%	19	16%	29	24%
Primary Search	4	4%	9	8%	30	27%	26	24%	41	37%
RBDigital eAudiobooks	9	8%	8	7%	20	18%	20	18%	53	48%
U.S. History (Gale in Context)	9	8%	14	13%	24	21%	25	22%	40	36%
World History (Gale in Context)	8	7%	16	14%	24	21%	25	22%	40	35%
Zinio/RBDigital eMagazines	6	6%	7	6%	22	20%	18	17%	56	51%

Table E-5

Q06 - If WSL did not provide one or more of these databases and your library chose to NOT purchase it/them, what would be the basis for your decision? Please check all that apply.

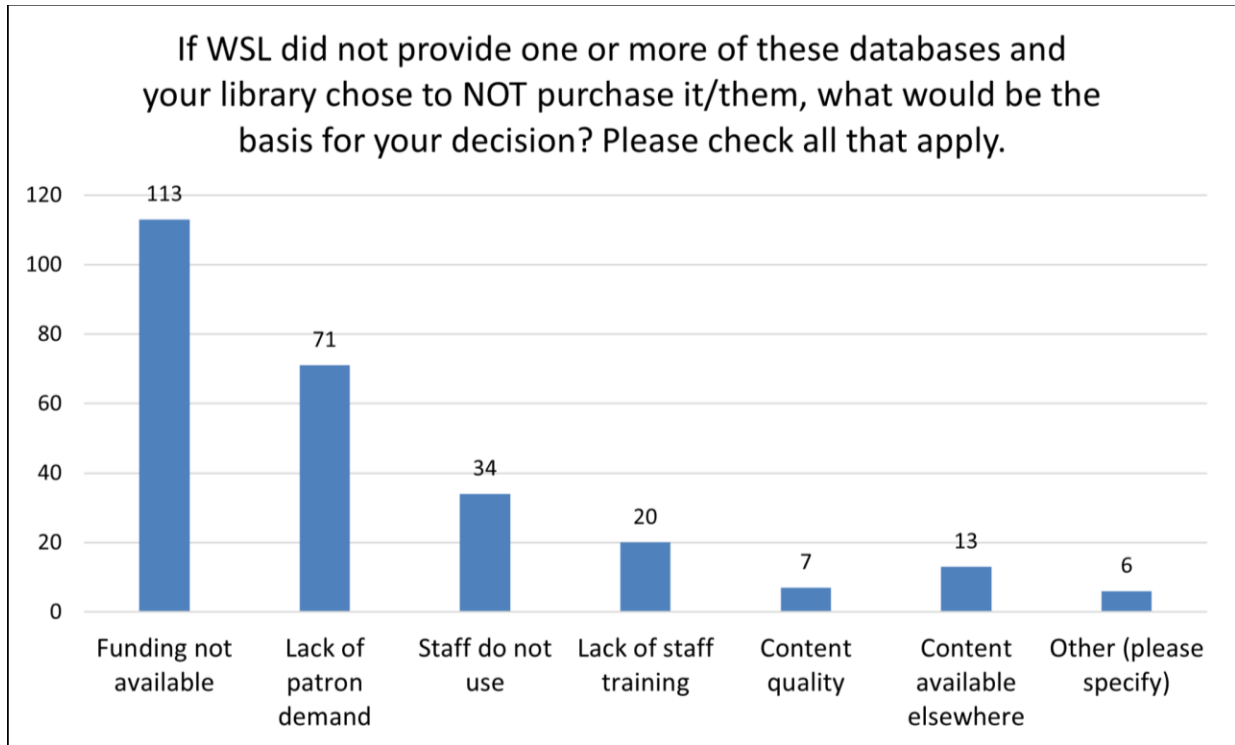


Figure E-18

	Frequency of Response	% of Response
Funding not available	113	50%
Lack of patron demand	71	32%
Staff do not use	34	15%
Lack of staff training	20	9%
Content quality	7	3%
Content available elsewhere	13	6%
Other (please specify)	6	3%

Table E-6

Q07 - If your library would choose to purchase one or more of these databases, would spending on other library services increase, decrease or remain unchanged?

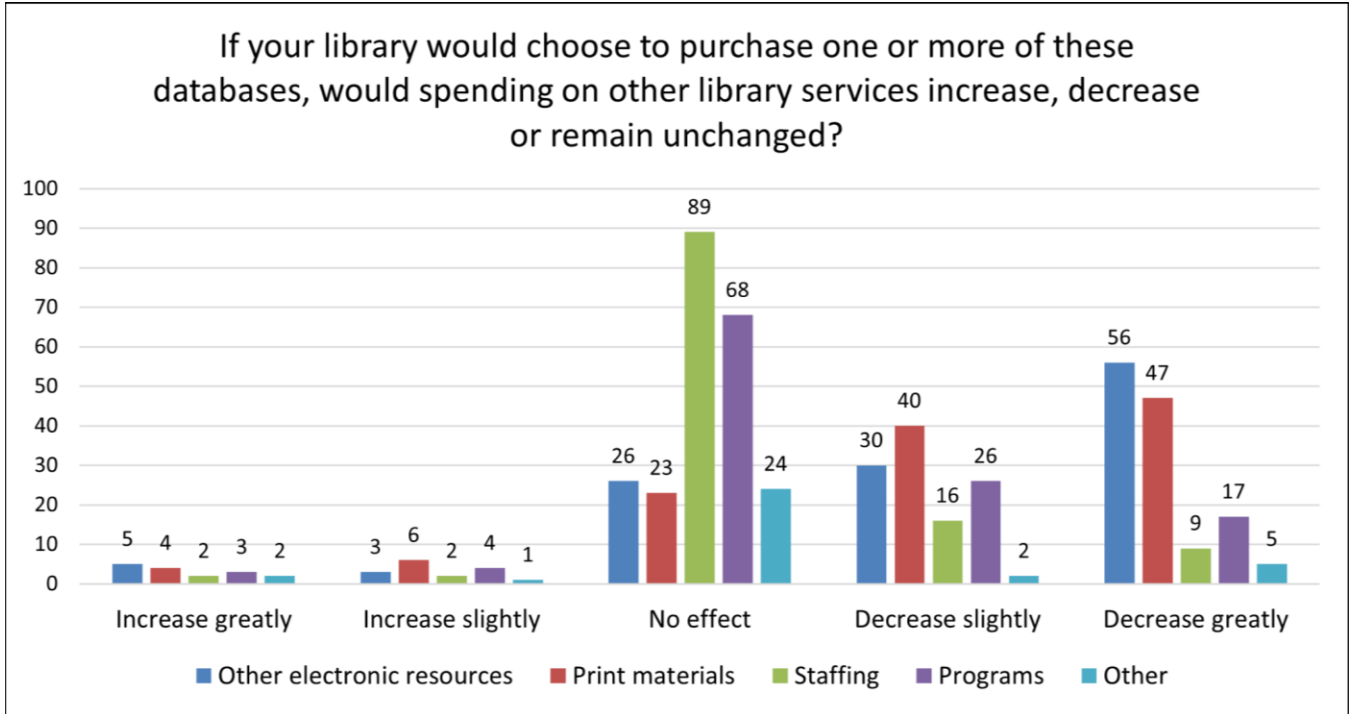


Figure E-19

	Increase greatly		Increase slightly		No effect		Decrease slightly		Decrease greatly	
Other electronic resources	5	4%	3	3%	26	22%	30	25%	56	47%
Print materials	4	3%	6	5%	23	19%	40	33%	47	39%
Staffing	2	2%	2	2%	89	75%	16	14%	9	8%
Programs	3	3%	4	3%	68	58%	26	22%	17	14%
Other	2	6%	1	3%	24	71%	2	6%	5	15%

Table E-710

Q08 - Do you have any comments on LSTA-funded databases provided by the Wyoming State Library?

<p>This money is so important in providing resources for students of all ages. We are asked throughout the year to provide training for students on how to use these resources and how to do research during class visits.</p>
<p>We have such a tight budget that purchasing databases on our own is virtually out of the question. For us, this state service is essential. That said, I was mildly embarrassed when I realized I was not aware of some of the databases on the list. It is a never ending battle to figure out how to best keep these types of resources top of mind for library staff, but this may be an area that we could collectively work on to ensure that these databases are getting their maximum use.</p>
<p>Valuable resource for the quality of life to our patrons.</p>
<p>I plan on training and learning these data bases better to offer them to my patrons.</p>
<p>LSTA-funded databases provide resources to the whole state, which is an excellent, economical way to increase information literacy in Wyoming.</p>
<p>The Gale databases are outstanding. I also really like using Culture Grams with my students. It would be great if the Wyoming State Library would better support ebook platforms that focus more on school library titles.</p>
<p>We are grateful for these resources. It hurt to say that the audiobooks weren't important to my patrons--in a roundabout they are necessary to help my staff and I know what to purchase/"sell."</p>
<p>Without the Wyoming State Library provided databases research projects of all types would be greatly impacted in a very negative way.</p>
<p>Thank you for all of the great work you do for the state.</p>
<p>ReferenceUSA and Tutor.com would be good ones to offer at a state level, along with training and promotion. We know that both of these would be great resources for our patrons, and we have purchased them in the past with grant money, but have no decided to renew due to low usage.</p>
<p>I'm very thankful to have access to these databases and to not have to fund them through the school district.</p>
<p>I feel these databases are desperately needed. Please keep the services at or above current levels.</p>
<p>Yahoo! We are so lucky to have this kind of support!</p>
<p>I am only on my 2nd year. I would appreciate training on what and how to use the resources the LSTA provides. I hadn't heard of most of these. I'm not sure how to access them. I was unsure how to fill out the questions and mostly guessed. I assume my responses aren't very accurate.</p>
<p>We count on the Kids Resources (K-8) in elementary school to introduce students to many topics: Research, Attribution, comparing quality vs unreliable resources. These are very important especially for our 2nd-5th graders. It would be nice to have more databases geared towards younger learners (PebbleGo is a pricey, but great tool that works well for K & 1 non or early readers.) Also, Teachers are sad to hear that BookFlix may be removed. Tumblebooks is nice, but BookFlix has lots of award winners and is heavily used by all grades.</p>
<p>I do not work in a library</p>
<p>I use the research databases for literally everything I do to collaborate with my teachers and students.</p>
<p>The databases are vital to the information literacy work I engage in daily with students, and there is no way I could afford them with my budget.</p>
<p>Amazing support resources for the entire state, thank you!</p>

<p>With our lowered funding stream, these LSTA-funded databases provided by the Wyoming State Library help us be a full service library, with equivalent resources to other libraries around the country. Without these resources we are dependent on the open web which is not equal or quality resources.</p>
<p>Thank you for providing these resources for our students. Because of WSL's generosity, EVERY Wyoming student has equal access to quality research materials. This is much appreciated!</p>
<p>So many patrons have commented and love the access to Overdrive through the state library. That is very well done.</p>
<p>There are too many services. I would would like to see us focus and promote the ones that are most used and needed.</p>
<p>Thank you for these incredible resources for the Wyoming community. As the least-populated state in the country, libraries have to rely heavily on support from the state and IMLS funding.</p>
<p>Please continue funding databases</p>
<p>The databases are so important to libraries and nearly impossible to fund without the support given by LSTA and the WSL. The support provided to the rest of the libraries by WSL staff is incredible, saving staff time at other libraries throughout the state.</p>
<p>Thanks for all you do to support Wyoming Libraries.</p>
<p>I appreciate the database access, but wish we had more staff development.</p>
<p>Please continue funding as many of these databases as possible. Our students across the district, K-12, rely on them so much. I know my high school students would suffer greatly in classes that require research without these databases. Thank you!</p>
<p>These databases are a tremendous value for the State of Wyoming. Having LSTA funding allows for our citizens to have ready access through our libraries to far more information than can be gleaned from simple internet searches.</p>
<p>An impressive amount of research material.</p>
<p>Having these databases funded by the LSTA is the only way we are able to afford access. We have experienced way too many budget cuts in the last few years to fund these ourselves.</p>
<p>It seems like patrons are either unaware of the databases or don't care.</p>
<p>I don't know how we would ever have enough money to pay for the databases we use constantly (Ancestry, Ebsco,) and often (Chilton, HeritageQuest, Learning Express Library, LinkedIn Learning, Novelist Plus).</p>
<p>I am so grateful for the Wyoming State Library funding that provides the various databases to our school district. We have great participation in our district and it is truly appreciated. Thank you!</p>
<p>This is an amazing opportunity for our libraries to have provided by the WLA. These programs can vary in cost and being able to utilize these without paying gives smaller libraries a better chance at bringing a wider range of programs and a chance to teach our patrons about these awesome databases!</p>
<p>Due to economic downturn there is no funding to operate independently or enhance operations outside of the LSTA-funded databases and services. We rely heavily on these resources and try not to duplicate with other funds such as the legislature funds through WCCC. The pie is small.</p>
<p>These databases are essential for student research in many different classes at our high school, and essential for my units on information literacy. Thanks so much for providing them!</p>
<p>So grateful that they are funded on a state level.</p>

Thank you! I love the resources that the State of Wyoming provides for its residents and as a teacher, I think the value is incredible.

I'm glad they exist, but there is little use of them so far in the prison I work at.

Table E-8

Q09 - How many of your library's staff (including you) have accessed WSL-provided training? This includes attending webinars, accessing webinar archives and attending face-to-face training.



Figure E-20

All	22	18%
Most	27	22%
Some	30	24%
Few	21	17%
None	24	19%

Table E-9

Q10 - Have staff members who have accessed this training used their knowledge to train others?



Figure E-21

Trained BOTH other employees AND patrons	50	45%
Trained other employees	16	14%
Trained patrons	11	10%
Did not train others	35	31%

Table E-10

Q11 - How has this training affected:

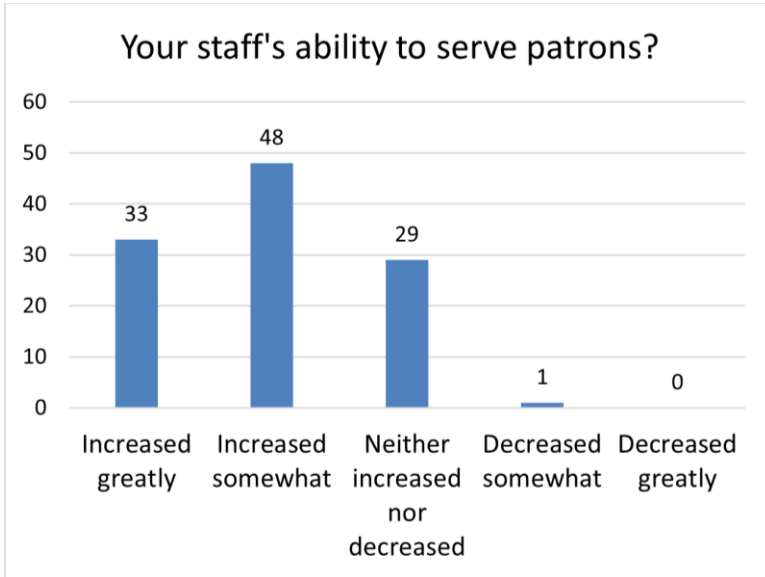


Figure E-22

Increased greatly	33	30%
Increased somewhat	48	43%
Neither increased nor decreased	29	26%
Decreased somewhat	1	1%
Decreased greatly	0	0%

Table E-11

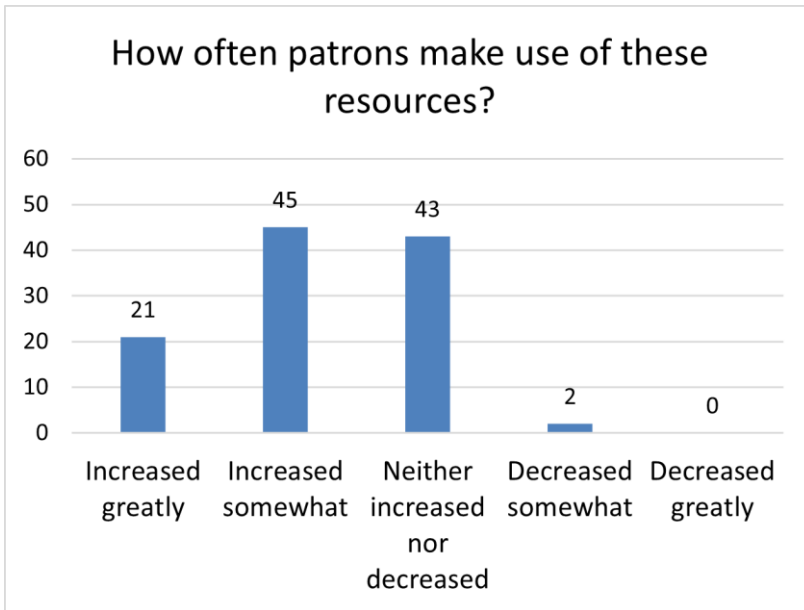


Figure E-23

Increased greatly	21	19%
Increased somewhat	45	41%
Neither increased nor decreased	43	39%
Decreased somewhat	2	2%
Decreased greatly	0	0%

Table E-12

Q12 - Do you have any comments on training provided by the Wyoming State Library?

The Wyoming State Library offers excellent training opportunities to staff. With updates, new features, staff turnover, etc., this training is essential
I was not sure how to answer these. I work by myself and have had a couple of training webinars in the past.
Chris does a great job.
With the training should come a value proposition, like a "If a patron needs help with XYZ, this database would be a good thing to recommend."
I am thankful for training that is offered. However, I rarely have time to access these trainings.
It's awesome!
I did not know training was available
Yahoo! What a plus that we can offer these services. Without it, our libraries would be much less in terms of offerings and knowledge.
I don't know how to access the training. This is only my second year. I didn't know it existed.
They are useful. Recorded sessions that can be accessed anytime are the most useful, as most teachers are reluctant to get a sub (inconsistent instruction, lots of work to do sub plans) in order to do this kind of training.
The archived webinars that the State Library staff creates are an excellent training tool since they can be accessed at point of need.
They do a great job.
I think the number and quality of training webinars is quite amazing. They are generally timely and helpful.
Love the flexibility provided by asynchronous webinar learning! In a small school library, with a staff of one, it is wonderful to be able to learn on my own time. Thank you!
We do not participate because there isn't a need or demand for the services being trained on.
These trainings are an incredible resource for my staff and greatly benefit the community. Thank you!
I wish I knew more about it. When the training is offered, where to find it, etc.
I did not take part in any training provided by the state library.
Has always proven beneficial to my professional development.
Answered "Neither increased or decreased" to number 11 because there's no way to know this
I really feel like I am not taking advantage of the training opportunities that we have in our State. I will make a concerted effort to increase my personal training and then be more cognizant of training my staff throughout the district.
This was my first year attending a webinar through the WLA and I have learned some valuable information and techniques that I can better serve my patrons.

Table E-13

Q13 - Do you make print and online publications from the Wyoming State Library available to:

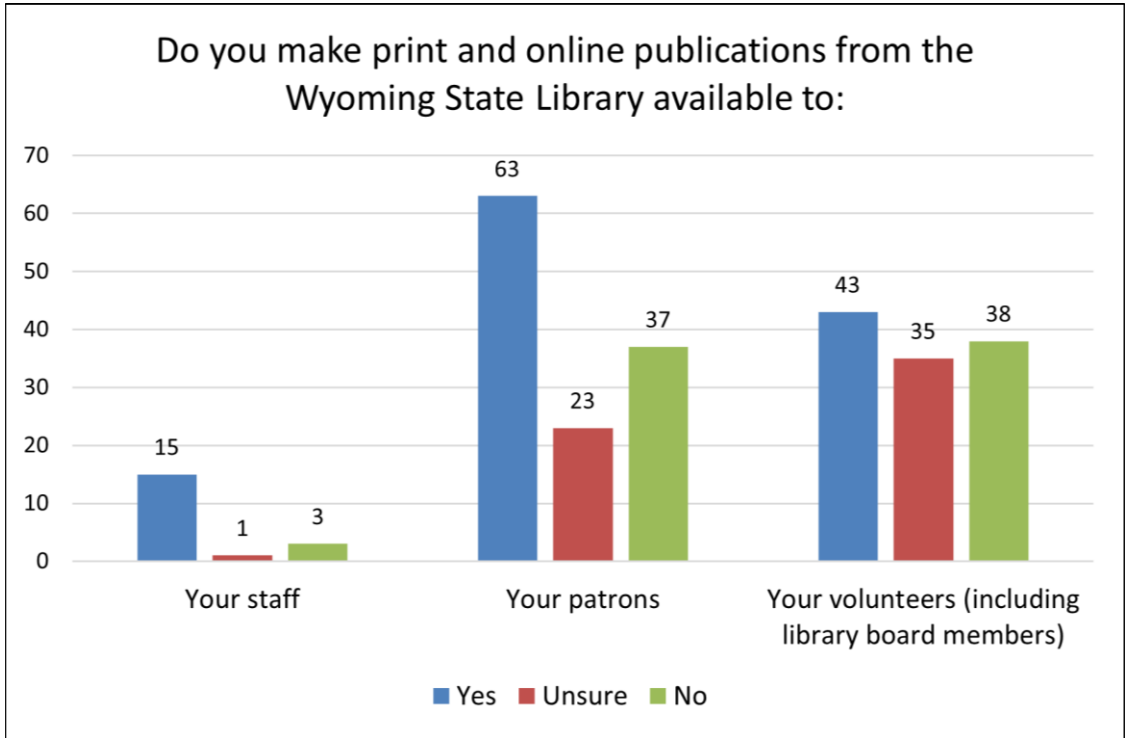


Figure E-24

	Yes		Unsure		No	
	Count	Percentage	Count	Percentage	Count	Percentage
Your staff	15	79%	1	5%	3	16%
Your patrons	63	51%	23	19%	37	30%
Your volunteers (including library board members)	43	37%	35	30%	38	33%

Table E-14

Q14 - Have these resources affected staff knowledge, skills and abilities?

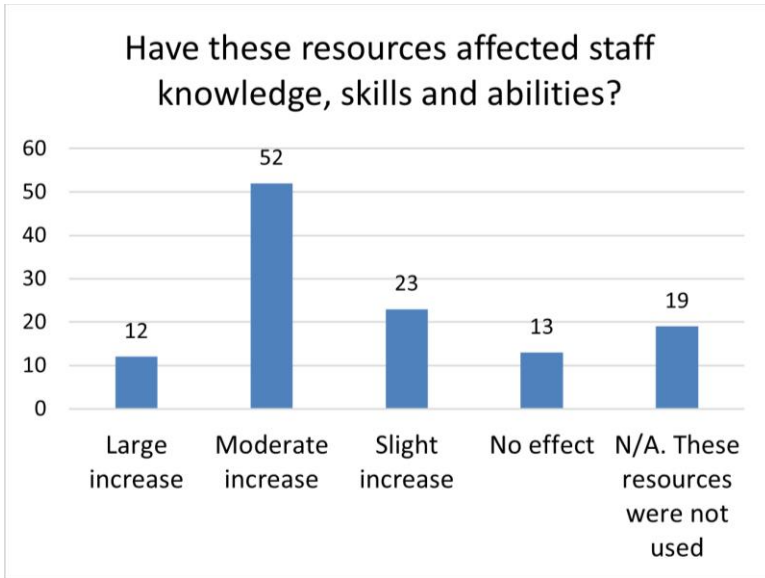


Figure E-25

Large increase	12	10%
Moderate increase	52	44%
Slight increase	23	19%
No effect	13	11%
N/A. These resources were not used	19	16%

Table E-15

Q15 - Have these resources affected the use of library resources?

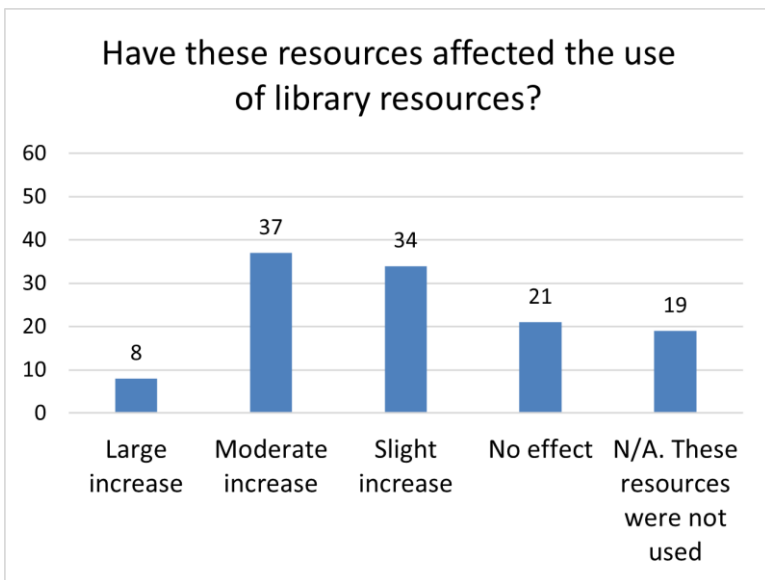


Figure E-26

Large increase	8	7%
Moderate increase	37	31%
Slight increase	34	29%
No effect	21	18%
N/A. These resources were not used	19	16%

Table E-1611

Q16 - Do you have any comments on Wyoming State Library publications?

I don't feel like I have a good measure or read for how these resources have impacted the use of the library. I do know that the library board has made good use of these resources and that they have been critical to their growing knowledge base.
We appreciate any opportunity to make the public aware of library resources.
I knew about the Outrider and read it almost all the time, but I did not know about several of the other resources mentioned above. I will definitely be checking into those as soon as I can.
The Outrider is very useful for keeping up with developments around the state, and the publication is very well done.
Did not know anything about these publications.
Emails that promote these resources is appreciated and used to help staff know what is available.
Will there be a focus on Overdrive/Libby info now that we don't have RBdigital and Cloud Library for ebooks?
Thank you! Thank you! Thank you!
I don't know if I have ever read anything printed by WSL publications.
I have used them but do not share them with staff, students, families.
The Outrider is a how I find out about library-related happenings throughout the state. It is a super useful publication.
The informational bookmarks are the most helpful for patrons!
It is difficult to know if the resources are working and increasing the awareness and use of the services.
I think personal contact to Library directors / District Librarians would be much more useful than a website full of resources.
Always look forward to newsletter and news posts.
I feel very connected to what is happening in our state through these publications. I also feel like I need to do a better job at setting aside some time to make sure that I am aware of the training opportunities in our state.
I cannot recall a time I have used these publications yet as I am just starting out as a branch manager.
Usually audience is not college students.

Table E-17

Q17 - Does your library use the State Library's Centralized Acquisitions service?

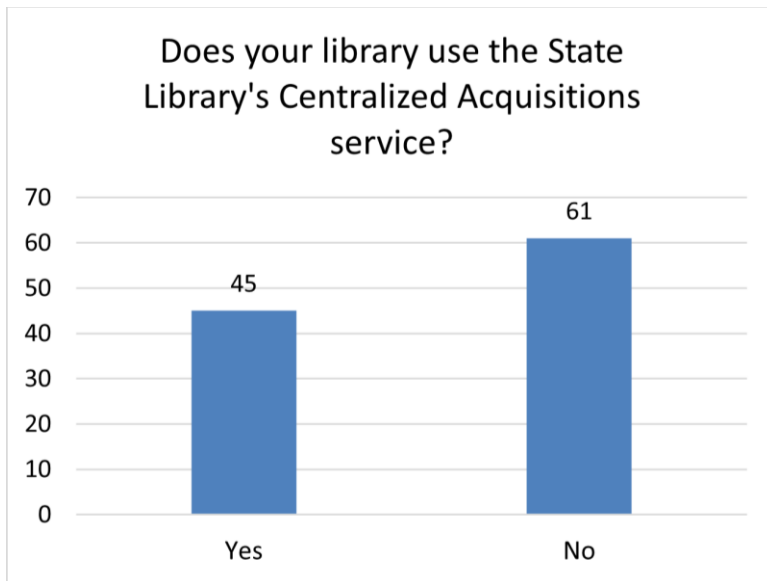


Figure E-27

Yes	45	42%
No	61	58%

Table E-18

Q18 - If yes, what impact has your use of Centralized Acquisitions had on:

(I guessed that there was a "Significant increase" option here, no one selected it so it wasn't in the data)

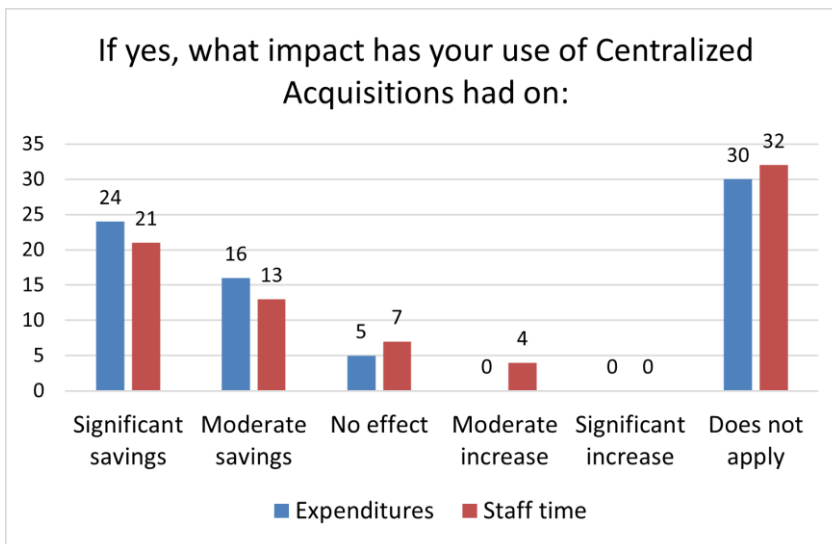


Figure E-28

	Expenditures		Staff time	
Significant savings	24	32%	21	27%
Moderate savings	16	21%	13	17%
No effect	5	7%	7	9%
Moderate increase	0	0%	4	5%
Significant increase	0	0%	0	0%
Does not apply	30	40%	32	42%

Table E-19

Q19 - How has your use of Centralized Acquisitions affected your ability to provide information sources to patrons?

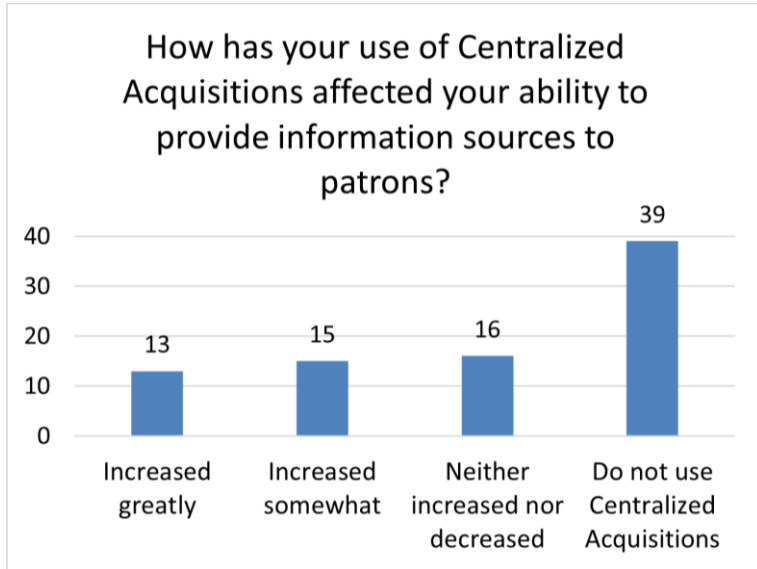


Figure E-29

Increased greatly	13	16%
Increased somewhat	15	18%
Neither increased nor decreased	16	19%
Do not use Centralized Acquisitions	39	47%

Table E-20

Q20 - How has your use of Centralized Acquisitions affected your ability to fund other, non-collection expenditures?

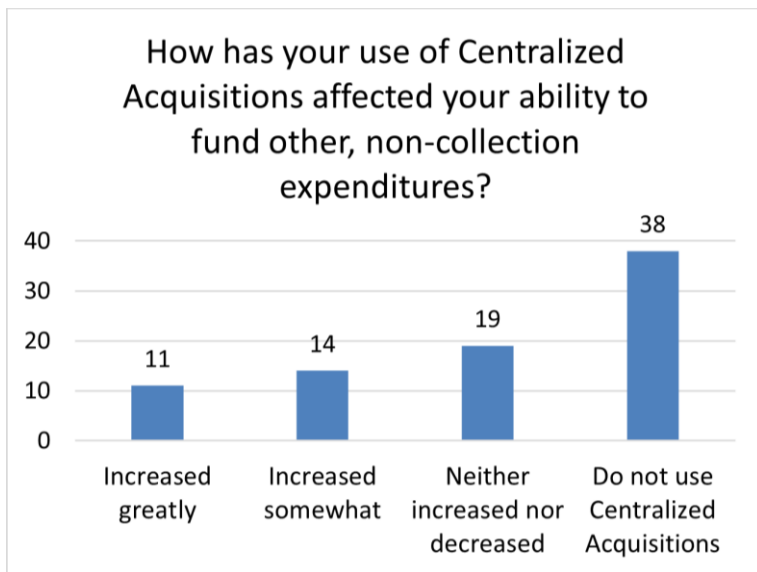


Figure E-30

Increased greatly	11	13%
Increased somewhat	14	17%
Neither increased nor decreased	19	23%
Do not use Centralized Acquisitions	38	46%

Table E-21

Q21 - Please rate the ease of use of the State Library's Centralized Acquisitions service:

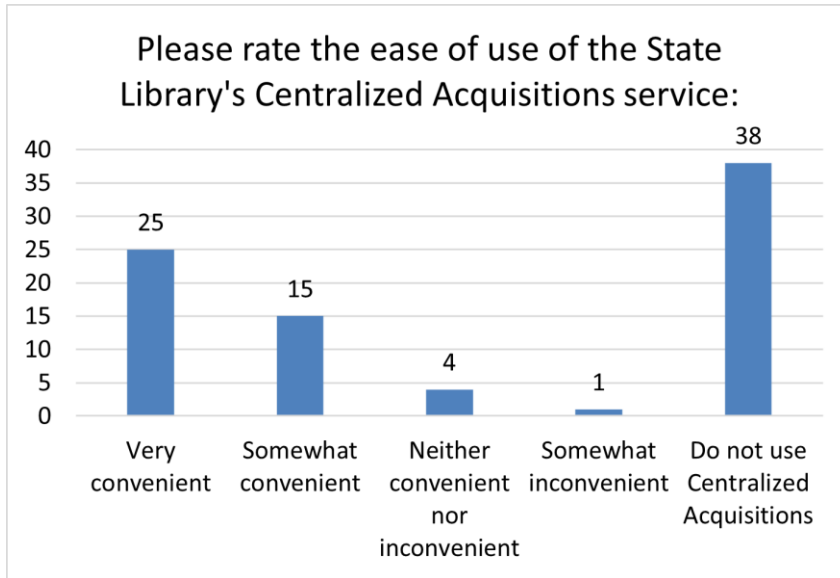


Figure E-31

Very convenient	25	30%
Somewhat convenient	15	18%
Neither convenient nor inconvenient	4	5%
Somewhat inconvenient	1	1%
Do not use Centralized Acquisitions	38	46%

Table E-22

Q22 - Do you have any comments on the Wyoming State Library's Centralized Acquisitions service?

Buying power as a consortium helps us stretch our resources. Patrons appreciate knowing that items are on order too.
I am not very aware of these services.
I really appreciate the help I have gotten from the Central Aquisitions group. I keep finding out about additional ways they are trying to make our jobs better. My only improvement request is: Is there somewhere to get a list or summary of the services offered?
I assume we use it but the Director would know more.
Thank you!
I don't know what WSL Centralized Acquisitions are.
Are there other school districts who utilize the Centralized Acquisitions service? It seems like it would be a time saver for some purposes.
I save a ton of money by taking advantage of negotiated discounts with vendors. This allows me to purchase more new resources for my patrons.
The library used central aquisitions in the past and stopped due to issues with bill payment and budget tracking issues.

I wish we still could use centralized acquisitions, we loved it! Unfortunately, our county commissioners but a stop to it.
This service in invaluable to us
I have no idea what this even is.
I've considered using Centralized Acquisitions in the past, but the process seems confusing. I will have to look into it more this coming year.
We have fairly small and focused acquisitions.
Never even heard of Centralized Acquisitions service
I am unaware of the WSL Centralized Acquisitions service. Perhaps it doesn't apply to our district. I am aware of a new program this year through ARPA funding but I'm not sure if this is the same thing.
Christina Newman is absolutely professional and goes to great lengths to make sure my orders are timely and correct. This service is incredibly valuable to me. Thank you!

Table E-23

Q23 - Since Oct. 1, 2017, has your library requested any consultation services from the Wyoming State Library?

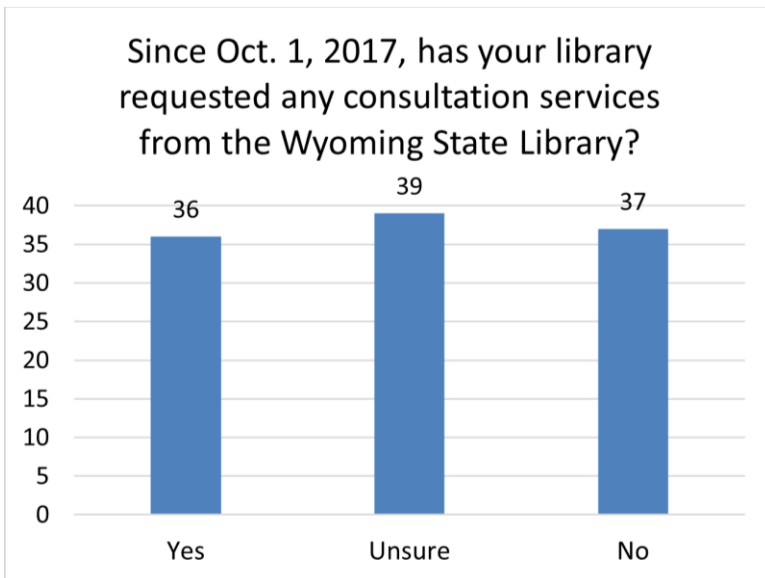


Figure E-32

Yes	36	32%
Unsure	39	35%
No	37	33%

Table E-24

Q24 - If yes, what topics did you seek information on? Select all that apply.

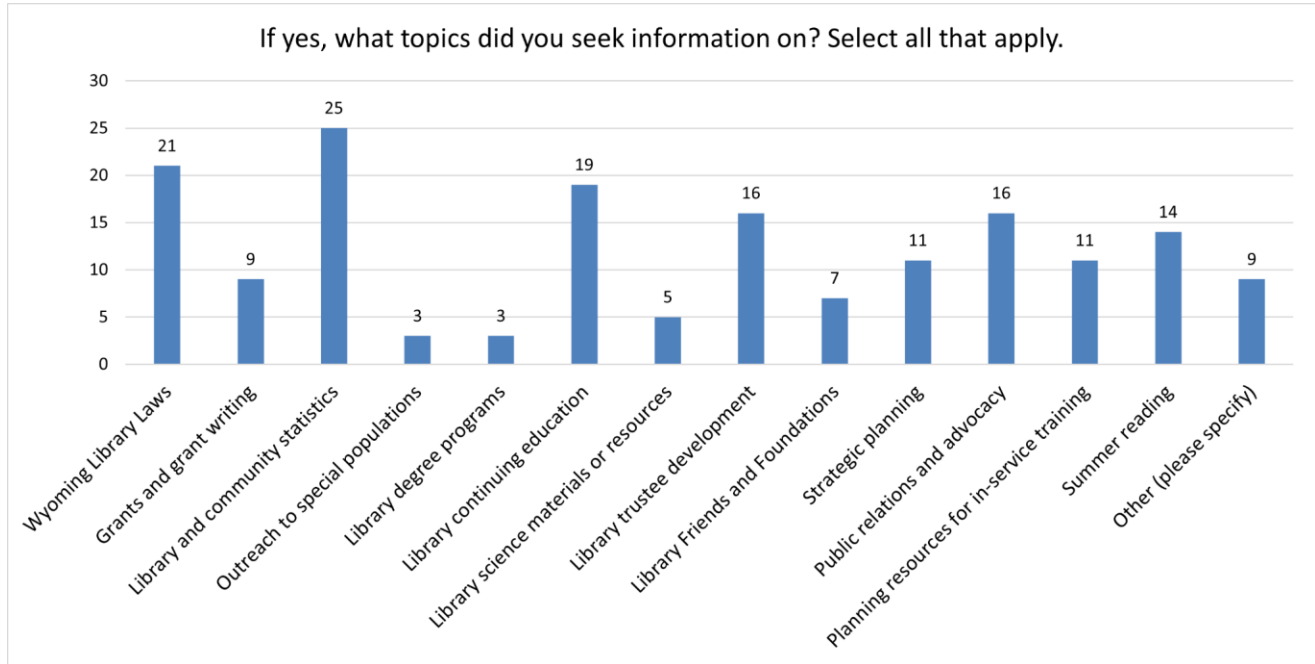


Figure E-33

Wyoming Library Laws	21	12%
Grants and grant writing	9	5%
Library and community statistics	25	15%
Outreach to special populations	3	2%
Library degree programs	3	2%
Library continuing education	19	11%
Library science materials or resources	5	3%
Library trustee development	16	9%
Library Friends and Foundations	7	4%
Strategic planning	11	7%
Public relations and advocacy	16	9%
Planning resources for in-service training	11	7%
Summer reading	14	8%
Other (please specify)	9	5%

Table E-25

Other (Please specify):

I spoke to Mr. Markus regarding a couple of projects I was working and he was a great help.
COVID protocols and policies
Technical systems help
assistance with Siris settings, cataloging training
Support on a book challenge
Cataloging and technical services
I only started working this past June, so I am not sure

Table E-26

Q25 - Did the consulting services provided by the Wyoming State Library affect:

(in the “increased greatly” type questions, these were the only answer options presented in the results data; there may have been other answer options that had 0 selections)

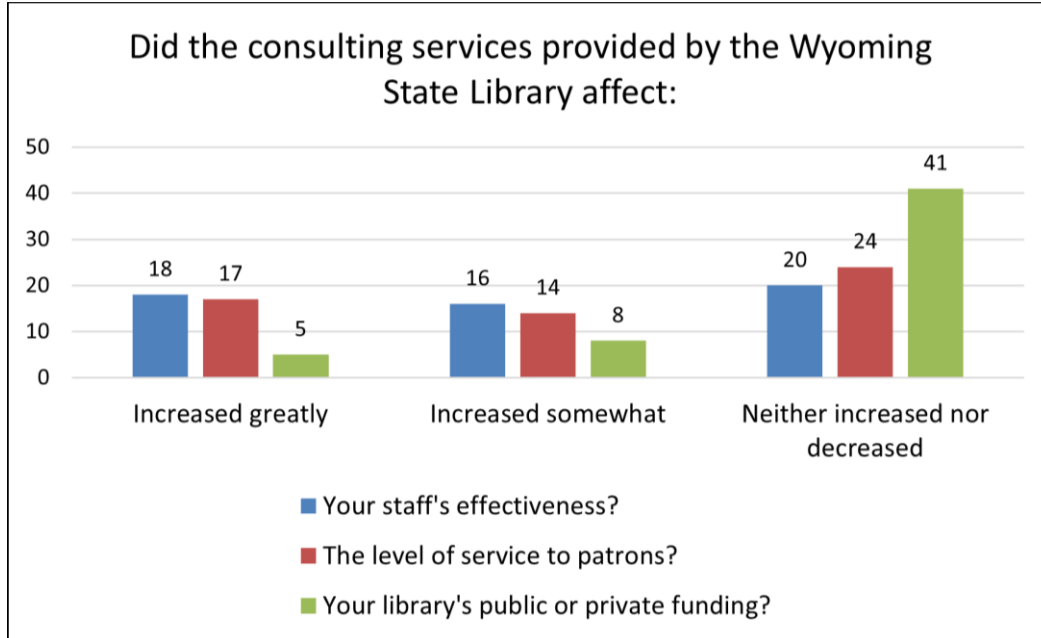


Figure E-34

	Increased greatly		Increased somewhat		Neither increased nor decreased	
	Count	Percentage	Count	Percentage	Count	Percentage
Your staff's effectiveness?	18	33%	17	30%	5	37%
The level of service to patrons?	16	31%	14	25%	8	44%
Your library's public or private funding?	20	9%	24	15%	41	76%

Table E-2712

Q26 - Do you have any comments on consultation services from the Wyoming State Library?

It is hard to have a good measure of how some of these resources specifically translated into more staff effectiveness or level of patron service. I do know that past and current library have relied heavily on training and wyoming law resources.
Responsive, professional, up-to-date information. Proactive group of people.
We appreciate all the excellent advice from WSL.
I have not used any of the consultation services.
Again, a way to know what the State Library services are and include a brief description.
I need training on how to utilize the resources.
It is nice to know we have someone to reach out to for information about how other libraries are handling issues.
The staff is excellent.
I do not know that we have "officially" consulted with the Wyoming State Library but we do call them up with questions from time to time, their answers are usually quite helpful.
Didn't know there was an office to provide this kind of consultation services.
Once again, I wish I knew more about this and what is available to us as School Librarians.
Not fully aware of all services.

Table E-28

Q27 - Do you have any additional comments that would help us evaluate the effectiveness of LSTA-funded library services in Wyoming?

The Wyoming State Library uses the LSTA funds to benefit the entire state. I have talked with middle school students at my school through students working on their Master's that say the databases provided through WSL are the best. It certainly makes the student research part of my job easier. Thank you LSTA and WSL!
WSL does a great job at helping all Wyoming libraries enhance services, education, and resources. Without them, none of us would be able to provide nearly as much as we are. There is power in numbers and WSL helps maximum this for the varying population sizes in our state.
I would love to know how this impacts public school libraries and if there is training offered to public school librarians.
Despite the lack of interaction I have with the State Library services, I do know that they help a lot of libraries across Wyoming. I certainly need to take advantage of these services more in the future.
The LSTA-funded services we receive through are incredibly valuable to this library and our patrons.
Again, you providing these resources helps so much. Our little district would have to cut a lot of books if we had to purchase databases. (Thanks!)

<p>As a Library Paraprofessional responsible for a 7-12 public school library, I would have loved a resource list and summary when I first started and I would still love one, if there is one, now. When I first started I called and asked questions and received help but I had no way of knowing the extent of the help I could have gotten and really would have appreciated. I didn't know what the questions that I needed to ask were. I'm really excited about a few of the resources listed in this survey, and look forward to checking them out.</p>
<p>I like how the WSL does their best to get the most content for the most people and support the county library systems, community colleges, and the university.</p>
<p>Work with groups like SBDA, Chambers, etc. to "partner" on business-oriented databases, so that they have buy-in and therefore help push information to their people, increasing usage. It's hard for libraries to get through to business groups, no matter how hard me try. They just don't want to listen to us.</p>
<p>I can't express how invaluable I believe these resources are to our state's library system. I am part of a very small school library, but I use these databases to teach students how to do affective research and use reliable sources. I know others in our school district use these sources as well.</p>
<p>I would like in-person training on how to use the resources available to us so that I can help my students learn about them. Instead of teaching students how to find resources, we need to help students disseminate information to find what they need from appropriate, reliable, and reputable sources.</p>
<p>Jamie Markus is an outstanding Wyoming State Librarian</p>
<p>Without the LSTA-funded library services, especially the databases, we would be severely hampered in our ability to provide resources to our community. The electronic resources were especially important during the Covid shutdown, and continue to be more relevant as more and more patrons connect with the ebook platforms. Thank you very much for providing these to us!</p>
<p>I love the resource sharing in our state. We are so small that having the ability to enhance our purchasing power through Centralized Acquisitions and having the same ILS system makes a tremendous difference to every library who participates.</p>
<p>I feel School libraries need to be more aware of what is available from this LSTA-funding. More personal contact with District Librarians and Library Directors would be fantastic.</p>
<p>LSTA funded library services are vital to our specific library and to every public library in Wyoming.</p>
<p>THEY ARE ESSENTIAL TO WYOMING LIBRARIES! There is no way that our libraries could afford all these resources if we each had to pay for them, provide training and support for them, and promote them.</p>
<p>I am a new district elementary media specialist (starting my third year). I can see that I need to investigate further the resources and services that are available to us. Thank you!</p>
<p>Do WYLD staff services receive under LSTA funding? We rely heavily on the WYLD staff.</p>
<p>Without the LSTA-funded library services in Wyoming we would not be able to offer our patrons the information they need. Kudos to all the staff for gathering all the resources and monies needed to help our library serve the needs of the public.</p>
<p>I just want to reiterate how great I think this program is. It provides incredible resources to the residents of our state. Although it is easier for me, working in a school, to share and inform patrons of resource availability, I believe it is greatly underutilized by the general public. People either do not know of its existence or are unaware of what the services are and what resources are provided. For example - the Learning Express Library - our school used to pay for ACT prep courses until I made our guidance counselor aware of what was already available for free from the State!</p>
<p>I understand that intuitional libraries make up only a very small portion of Wyoming's library services, but few if any of these resources seemed aimed at helping our patrons.</p>

Table E-29

Q28 - May we use your comments in our final report to the Institute of Museum and Library Services?

Appendix F: Focus Group Questions and Responses

On December 17, 2021, the Wyoming State Library sponsored a focus group of library directors representing various library types, sizes, and geographic areas of the state. Carson Block of Carson Block Consulting served as the facilitator, and participants were limited to library directors in the state. To allow people to speak freely, no members of the WSL were present.

Focus group members were provided with a report outlining what programs the WSL used LSTA and matching state funding for, as well as the goals the State Library wished to fulfill with those programs. Along with that report, the participants were asked to consider four questions prior to the focus group:

- 1. What parts of the WSL LSTA program have been successful, especially when you consider the three goals in the WSL LSTA plan and the eight goals of the Library Services and Technology Act?**
- 2. How has COVID affected your participation in any LSTA funded WSL programs (in either a negative or positive manner)?**
- 3. What suggestions do you have for improving any of the current WSL LSTA activities?**
- 4. What ideas do you have for the next WSL LSTA Five-Year Plan?**

The responses to these questions are listed below.

- 1. What parts of the WSL LSTA program have been successful, especially when you consider the three goals in the WSL LSTA plan and the eight goals of the Library Services and Technology Act?**
 - a. All of them have been successful to one level or another - also believe their success may vary from library to library in terms of impact to libraries in WY (due to diversity of size, number of employees, and education level of employees). None have failed and all have been successful but to different degrees.
 - b. Carson: Any guidance to help understand something can be done better for certain sized libraries?**
 - i. Nice for smaller libraries (especially for library staff development) if staff could get back on the road - easy to put off virtual trainings, harder to put off people visiting or visiting other places.
 - c. Love central purchasing - love they negotiate discounts and handle a lot of purchasing - it makes life so much easier.
 - d. Every community has a benefit from shared resources -in very different ways. E.g. Laramie county is the largest public library and has leveraged shared resources heavily for business. Now looking to boost business resources to other libraries to help their communities.

- e. Appreciate the effort to curate the online resources and that wouldn't be possible otherwise without this funding.
 - i. State Library is also very conscious of helping libraries promote those resources and getting people connected with the ones they need.
 - ii. The State Library monitors the usage of the databases they are paying for - when there have been cuts or resources being underused, they find other resources and replace ones that might be more useful.
 - iii. Diverse representation for different types of libraries on decision committees.
- f. Having a statewide network (WYLD) and getting a shared intelligence - useful especially for remote rural libraries that are trying to do the best they can. Worked in other libraries in other states, and being able to share the benefit of the WYLD team going to the library and finding ways to help.
 - i. ***Carson: So the resource sharing and WYLD are a great platform for helping and onboarding people?***
 - ii. State uses their funding as a true statewide consortium (WYLD) - allows libraries to just pay for their part instead of standalone services - that would be more challenging for library budgets.
 - 1. Can be at Laramie county and return items in other counties - the little things that the State Library helps coordinate to help the state be a "tight, well-oiled consortia machine".
- g. The top three from one respondent were:
 - i. Resource sharing (statewide electronic resources).
 - ii. Central purchasing.
 - iii. High-quality consulting.

2. How has COVID affected your participation in any LSTA funded WSL programs (in either a negative or positive manner)?

- a. More use of training/ professional development activities.
- b. More use of electronic resources.
- c. Use of digital content jumped - able to allow patrons to get immediate access cards even if they weren't patrons.
 - i. Non-LSTA funds were also used to boost content.
 - ii. It was very easy to pivot to digital when COVID hit because of all the resources and processes that were already in place.

- d. Early days the State library was a great resource for information, especially databases that were making access free and were a clearinghouse for “good, solid COVID information, and I absolutely relied on them.”
- e. State Library had conversations with library directors to discuss and coordinate (and place to vent).
 - i. **Carson comment: the State Library seemed to have created a healthy place to both emotionally vent and curate information.**
 - ii. The role of the WSL as a leader in learning for libraries was really called upon - not sure how much LSTA money impacted. Also made libraries aware of all the online training available, and when libraries were closed, pushed that hard to staff at home to do training and increase skills.
 - 1. Feel that was helpful to staff mental skills.
 - iii. In those discussions, Jamie was a great leader. Was looking at staged re-opening from day 1 of closure, presented ideas and resources for re-opening. Respondent was not overwhelmed because of those conversations and resources (applies heavily to Library Staff Training goal).
- f. The setup in WY just poised the state to be ready to respond to COVID - already had a network setup that was very supportive.
- g. Fremont County reached non-library users and issued cards (meets a goal for 2022 about “reaching those people who aren’t part of my choir yet”). Being able to reach remote communities and tell them there is so much in libraries -- reaching “future users”.
 - i. **Carson: How did your non-users become aware of libraries?**
 - 1. Think through the schools, person to person communications.
- h. Something we weren't using in the same way during the initial days of COVID was our catalog. We were closed and not circulating items, and our hold option was deactivated, so while the catalog is the most often library tool at other times, during COVID the use was largely restricted to accessing digital resources.
- i. Now we are all experts at doing things virtually - employees are adept at it as well (some never thought they would get there).
- j. People who were averse to reading things digitally (wanted physical books) - we gave them the incentive to try digital reading and then to getting a library card and getting that digital access.
- k. Increased services to distance students in the Community College world.
- l. Shipping ILL items directly to people’s houses - some people really liked that service and so it’s being kept.
- m. Also added LinkedIn Learning (formerly Lynda.com).
 - i. Using that for county employee training has been a nice bridge in Fremont County to the municipal departments - there was another department head who

wanted some training in Excel, and the respondent sat down and walked them through how to do those trainings.

- ii. At a Community College, they are now promoting this resource as staff development.
 - iii. Also using Lynda.com for staff training.
- n. Our institution was hit by a cyber attack in June - having the State Library as a resource was helpful - those software resources were off-site and were a resource while the rest of their institution was offline.

3. What suggestions do you have for improving any of the current WSL LSTA activities?

- a. Amount of turnover at the State Library may hamper providing services at the level libraries are used to.
- b. COVID may be with us for a while - hopeful that the State Library can figure out how to get back on the road - having the State Library staff on-site for libraries that have had lots of staff turnover as well is very useful.
 - i. Carson agrees in-person visits are important, especially in sparsely populated states for making connections between peers.
- c. Staff in libraries don't often think to reach out to the State Library for resources/training - seem to think only Directors reach out to State Library, not sure how to fix that perception.
- d. Advertising some of these - including disbursement of the next plan.
 - i. Didn't realize there was continuous funding for digitization projects (e.g. WY newspapers).
 - ii. Also, communicate more with potential partnerships in our communities.

4. What ideas do you have for the next WSL LSTA Five-Year Plan?

- a. Training and professional development activities - would be nice to put together an online certificate program for library staff for credentials within the state on the use of resources.
- b. LSTA has been a safety net for the public libraries - many things would go away if they weren't funded via LSTA (e.g. databases like Lynda.com) and communities would suffer if those resources went away.
 - i. Libraries need to be diligent about the continued use of the databases and make sure those resources are kept.
- c. State Library has done "an exceptional job" visioning and looking forward in the library world in how they have used LSTA funds - and hope they continue to do that.

- i. Carson: I would like to note that those are essential core services and that libraries are also possibly responsible for maintaining those in use.**
- d. “How do we get the word out?” “People don’t know what they don’t know” and “how do we get people to find out about stuff” seem to be themes through this whole discussion.
 - i. Need to think differently.
 - ii. Think it’s a partnership challenge - to figure out what core groups need exposure to the tools that libraries have to provide them with. Finding business communities that libraries can expose an entrepreneur/small businesses to resources they can use. There are other core audiences (schools), and may need partners to get people to those core groups.
 - iii. **Carson: Theme that when there was a need suddenly there was a way to connect people in multimodal ways.**
- e. Going to need significant help with book challenges that are growing across the country - State Library has been great so far - don’t think those challenges are going to go away.
 - i. Carson: Having a guide to work through those issues.
 - ii. Having a Wyoming-perspective-based response to things like this would go a long way in WY (ALA has a less than great reputation in WY).
- f. Have a number of people in communities who are so uncomfortable with technology and get told to “go to the library to apply for jobs/benefit systems” - libraries are really going to need to have a robust plan to help community members with those issues.
 - i. Carson: Digital inclusion is not just access to connectivity, technology equipment and resources, but also how to help people use technology powerfully to enhance their lives.**
 - ii. Had students who had 2-3 students in the family and only one computer - pushing people to digital resources is great but there will remain people who struggle with that, and the library needs to be a gateway.

Appendix G: Goals of the Library Services and Technology Act (LSTA)

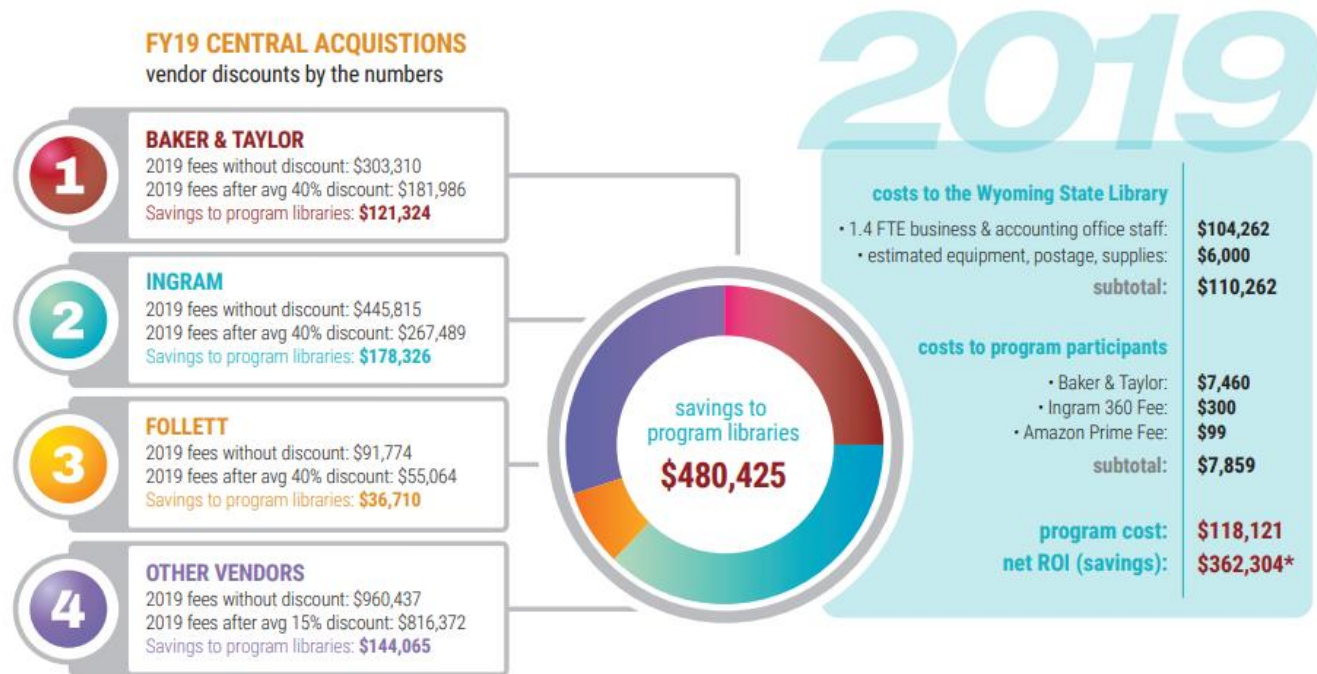
The Wyoming State Library's Five Year Plan was developed to address the goals of the Library Services and Technology Act. Those goals are:

1. Expand services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages in order to support such individuals' needs for education, lifelong learning, workforce development, and digital literacy skills;
2. Establish or enhance electronic and other linkages and improve coordination among and between libraries and entities, as described in 20 U.S.C. § 9134(b)(6), for the purpose of improving the quality of and access to library and information services;
3. (a) Provide training and professional development, including continuing education, to enhance the skills of the current library workforce and leadership, and advance the delivery of library and information services, and (b) enhance efforts to recruit future professionals to the field of library and information services;
4. Develop public and private partnerships with other agencies and community-based organizations;
5. Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills;
6. Target library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below the poverty line (as defined by the Office of Management and Budget and revised annually in accordance with 42 U.S.C. § 9902(2)) applicable to a family of the size involved;
7. Develop library services that provide all users access to information through local, State, regional, national, and international collaborations and networks; and
8. Carry out other activities consistent with the purposes set forth in 20 U.S.C. § 9121, as described in the SLAA's plan. 20 U.S.C. § 9141(a)(1-8).

Appendix H: Central Acquisitions Program

Wyoming State Library Eases the Financial Burden

the WSL's Central Acquisitions Program reduces costs for participating Wyoming libraries

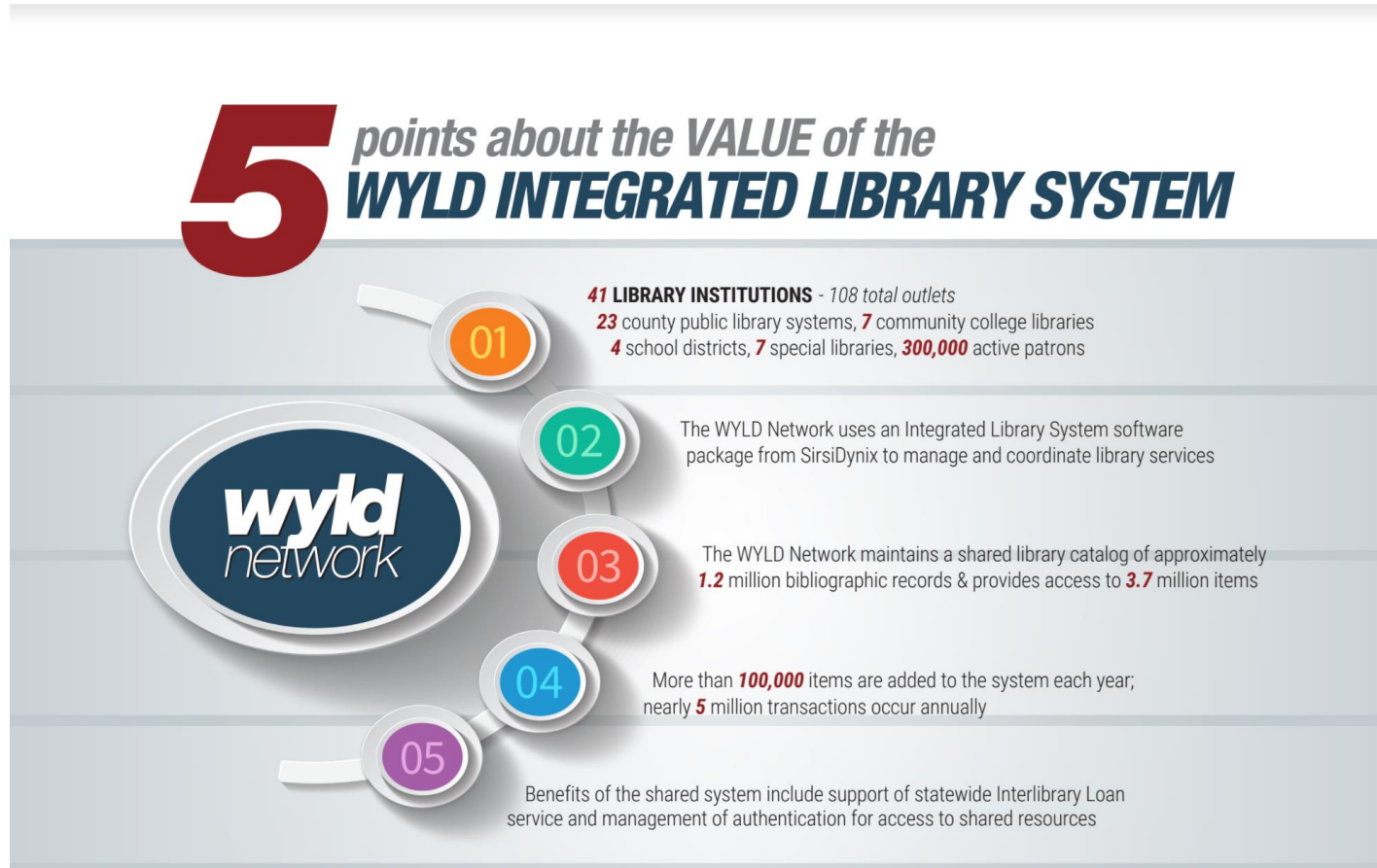


*This number does not include savings to local library staff time, which otherwise would have been required to manage, process, and pay over 7,000 invoices in FY2019. Information used to compile the FY19 acquisitions cost savings estimate was pulled from monthly PCA reports, annual vendor invoice reports, and acquisitions weekly balancing sheets.



Figure H-1

Appendix I: ILS Cost/Benefit Analysis



The cost of the Integrated Library System is shared by all member institutions. The Wyoming State Library uses Federal Library Services and Technology Act Funds and State General Funds to pay approximately 78% of the cost of software and hardware and 100% of salaries of the four WSL staff members who manage the system.



Figure I-1

WYLD INTEGRATED LIBRARY SYSTEM COST/VALUE ANALYSIS

Representative libraries	Average cost to participate in WYLD system	Cost of comparable system
Large Public Library System 50,000+ population, 600,000 annual circulation	\$18,908	\$87,500 - \$96,630
Medium Library System 25,000-49,000 population, 200,000 annual circulation	\$10,539	\$69,207 - \$85,900
Small to Med Library System 10,000-24,999 population, 100,000 annual circulation	\$5,713	\$44,400 - \$55,584
Small Library System less than 10,000 population, 45,000 annual circulation	\$3,007	\$32,651 - \$41,600
Community College Library 60,000 bibliographic records, 9000 annual circulation	\$2,436	\$40,800 - \$54,161

This comparison uses information from the 2020 SirsiDynix contract as well as multiple quotes for representative libraries from both SirsiDynix and Innovative Interfaces, Inc., a comparable, full-service vendor used by the University of Wyoming Libraries.

Quotes were given for a similar level of service currently provided by the WYLD Network. Quotes included the cost for vendor hosted ILS software, *but not the staff needed to manage the system.*

It's estimated that each library would need between one-half and one-and-a-half full-time employees to manage an ILS system depending on collection size and the level of system selected.

Supplemental services such as VDX, OCLC, and proxy server hardware, *are not included in this comparison, which further demonstrates the value of WYLD to partner libraries.*

Conclusion

The WYLD Network's shared Integrated Library System (ILS) *costs member libraries 4-10 times less than if they contracted for their own system* with a comparable number of features. The State Library uses Federal Library Services and Technology Act (LSTA) and State General Funds to pay roughly 78% of the cost of software and hardware and 100% of the salaries of the four WSL staff members who manage the WYLD ILS.

prepared 03/21; v. 2; rev. 0



Figure 1 2

Appendix J: List of Shared Purchases Committee Members

Committee Charge: (from WYLD Visioning Document, April 2009)

- Identify potential products/resources for statewide licensing;
- Serve as a point of contact for vendors;
- Arrange trials;
- Recommend purchases;
- Identify funding sources;
- Monitor use and evaluate purchases;
- Communicate marketing needs;
- Identify training needs.

Members

- **Terri Lesley:** terri@ccpls.org; Campbell County Public Library **Co-Chair**;
- **Richard Landreth:** rlandreth@linclib.org; Lincoln County Library **Co-Chair**;
- **Diane Adler:** dadler@sheridan.edu; Gillette College;
- **Sarah Mailloux:** smailloux@caspercollege.edu; Casper College;
- **Deborah McCarthy:** McCarthy@uwyo.edu; University of Wyoming;
- **Stefanie Hunt:** shunt@acsd1.org; Linford and Harmony Elementary Schools;
- **Suzan Skaar:** skaars@laramie1.org; Cheyenne South High School;
- **Paige Bredenkamp:** paige.bredenkamp@wyo.gov; Wyoming State Library;
- **Chris Van Burgh:** chris.vanburgh@wyo.gov; Wyoming State Library.

Appendix K: Database Usage Statistics FY18-21

Licensed Database Usage FY18-21	Sessions	Searches	Items retrieved or courses taken
Ancestry Library	44,413	567,862	n/a
Bookflix	823,936	n/a	1,839,423
CQ Researcher	18,998	17,142	28,225
EBSCO Databases*	663,682	1,545,632	1,083,355
Encyclopedia Britannica	1,333,955	4,271,873	2,903,669
GALE – Chilton’s	n/a	15,380	n/a
GALE – Databases**	573,482	833,300	585,235
GALE - Nat Geo Kids+	10,212	32,396	30,235
Cloud Library+			494,653
OverDrive+			
RB Digital Audio+			464,067
Zinio Magazines+			161,311
Total			

* Selected EBSCO databases are Academic Search Premier, MAS Full Text Ultra, Middle Search, Primary Search, NoveList Plus, and NoveList K-8 Plus

** Gale databases counted are Biography in Context, Global Issues in Context, Opposing Viewpoints in Context, U.S. History in Context, and World History in Context

+ These resources were added, cancelled, or no longer sold by the vendor over the course of this plan.

Table K-1

Ancestry Database Usage		
Federal Fiscal Year	Sessions	Searches
2018	8,211	166,435
2019	19,778	131,671
2020	7,912	128,249
2021	8,512	141,507
Total 2018-2021	44,413	567,862

Table K-2

Bookflix Database Usage		
Federal Fiscal Year	Sessions	Videos (documents)
2018	246,305	488,753
2019	248,716	592,451
2020	155,383	348,520
2021	173,532	409,699
Total 2018-2021	823,936	1,839,423

Table K-3

CQ Researcher Usage			
Federal Fiscal Year	Sessions	Searches	Retrievals
2018	6,312	6,553	9,432
2019	5,291	5,779	7,311
2020	3,794	2,875	8,032
2021	3,601	1,935	3,450
Total 2018-2021	18,998	17,142	28,225

Table K-4

EBSCO databases (Academic Srch Prem, MAS FT, Middle Srch, Primary Srch, NoveList, NoveList K8)			
Fiscal Year (Jul-Jun)	Sessions	Searches	Retrievals
2018	182,486	407,383	275,308
2019	147,314	399,606	239,379
2020	181,058	486,130	206,499
2021	152,824	252,513	362,169
	663,682	1,545,632	1,083,355

Table K-5

Encyclopedia Britannica Database Usage			
Federal Fiscal Year	Sessions	Searches	Full Text
2018	343,328	1,259,700	820,656
2019	379,201	1,148,330	772,711
2020	326,243	910,525	658,166
2021	285,183	953,318	652,136
Total	1,333,955	4,271,873	2,903,669

Table K-6

Gale In Context Databases Usage			
Federal Fiscal Year	Sessions	Searches	Retrievals
2018	128,114	214,128	172,507
2019	178,657	246,396	167,583
2020	108,492	168,761	108,598
2021	158,219	204,015	136,547
Total	573,482	833,300	585,235

Table K-7

GALE -Chilton Library Database Usage	
Federal Fiscal Year	Searches
2018	4,100
2019	4,314
2020	3,940
2021	3,026
Total	15,380

Table K-8

GALE - NatGeo Kids*			
Federal Fiscal Year	Sessions	Searches	Record Views
2018	3,719	11,283	11,111
2019	4,042	13,339	11,603
2020	2,451	7,774	7,521
2021	n/a	n/a	n/a
Total	10,212	32,396	30,235

Table K-9

*NatGeo Kids cancelled 6/30/2020

Electronic Materials Checkouts FY2018-21					
	FY2018	FY2019	FY2020	FY2021	Total
Zinio eMagazines	33,640	61,001	66,670	n/a	161,311
Cloud Library eBooks	100,699	106,505	136,453	150,996	494,653
RBdigital eAudiobooks	129,273	149,579	185,215	n/a	464,067
Total checkouts	263,612	317,085	388,338	0	0

Table K-10

Appendix L: ILL Statistics

VDX ILL (instate)		Requestor			Responder	
Federal Fiscal Year	Requests	Received	Percent Requests Received	Requests	Shipped	Percent Requests Shipped
Oct 2017 - Sept 2018	31389	26129	83.2	44347	28927	65.2
Oct 2018 - Sept 2019	31126	26209	84.2	43904	28976	66.0
Oct 2019 - Sept 2020	19153	15683	81.9	27195	17316	63.7
Oct 2020 - Sept 2021	24029	19652	81.8	30609	21074	68.9
WorldShare ILL (out of state)						
Oct 2017 - Sept 2018	7905	5949	75.3	59731	24012	40.2
Oct 2018 - Sept 2019	8017	6022	75.1	66826	28065	42.0
Oct 2019 - Sept 2020	4782	3519	73.6	54792	22419	40.9
Oct 2020 - Sept 2021	4918	3744	76.1	42802	21619	50.5
COMBINED		Requestor			Responder	
Federal Fiscal Year	Requests	Received	Percent Requests Received	Requests	Shipped	Percent Requests Shipped
Oct 2017 - Sept 2018	39294	32078	81.6	104078	52939	50.9
Oct 2018 - Sept 2019	39143	32231	82.3	110730	57041	51.5
Oct 2019 - Sept 2020	23935	19202	80.2	81987	39735	48.5
Oct 2020 - Sept 2021	28947	23396	80.8	73411	42693	58.2

Table L-1

Appendix M: State Library Training Sessions and Topics FY18-21

WSL training events by fiscal year					
Training Information	2018	2019	2020	2021	Total
Number of training events	68	94	60	19	241
Live participants (face-to-face and webinar)	1,488	1,026	513	280	3,307
YouTube and webinar archive views	10,268	11,222	15,723	8,569	45,782
TOTAL participants	11,756	12,248	16,236	8849	49,089
YouTube video watch time (in minutes)	52,014	96,000	144,000	50,898	342,912

Table M-1

Training Topics

Date	Topic	Delivery method	Number of participants
6/3/21	WYLD Annual - Finding Help, Support & Training	Webinar or other distance training	37
6/3/21	WYLD Annual - Enterprise Tricks, Reports	Webinar or other distance training	35
6/3/21	WYLD Annual - Analytics/WYLDcat Mobile	Webinar or other distance training	35
6/3/21	WYLD Annual/Cataloging & Tech Services	Webinar or other distance training	35
9/10/2021	LinkedIn Learning for ETS	Webinar or other distance training	58
3/24/21	YALSA Train the Trainer	Webinar or other distance training	9
3/17/21	YALSA Train the Trainer	Webinar or other distance training	9
3/10/21	YALSA Train the Trainer	Webinar or other distance training	9
3/2/21	YALSA Train the Trainer	Webinar or other distance training	9
2/12/21	YALSA Train the Trainer	Webinar or other distance training	9
2/15/21	Leap Into Science	Webinar or other distance training	10
2/1/21	Leap Into Science	Webinar or other distance training	12
1/1/21	Leap Into Science	Webinar or other distance training	6
2/8/21	Serial Control Records	Webinar or other distance training	1

3/16/21	Serial Control Records	Webinar or other distance training	2
12/22/2020	Cataloging	Face to face	1
1/15/2021	wyomingnewspapers.org	Webinar or other distance training	1
11/3/2020	Cataloging & Workflows	Face to face	1
8/25/2020	Bibliotecha	Webinar or other distance training	138
9/23/2020	WYLDcat Mobile	Webinar or other distance training	13
9/30/2020	Director Orientation	Face to face	2
3/9/2020	BLUEcloud Analytics	Face to face	7
2/26/2020	LSO Interns Visit to WSL	Face to face	7
2/12/2020	Analytics	Webinar or other distance training	5
1/31/2020	State Publications Repository Program and State Publications Database	Face to face	21
1/29/2020	Analytics	Webinar or other distance training	1
1/9/2020	Analytics	Face to face	1
1/27/2020	State Publications Repository Program and State Publications Database	Face to face	6
1/27/2020	State Publications Repository Program and Database	Face to face	16
9/25/2019	WYLDcat Mobile Customization		4
10/21/2019	Acquisitions	Webinar or other distance training	1
8/9/2019	leadership	Face to face	25
8/8/2019	Shakespeare in GoWYLD.net	Face to face	5
7/23/2019	BLUEcloud Analytics	Webinar or other distance training	8
6/19/2019	BLUEcloud Analytics	Face to face	2
6/6/2018	BLUEcloud Analytics	Webinar or other distance training	1
6/26/2019	A&I Contracts Repository	Face to face	12
11/2/2019	BLUEcloud Analytics	Webinar or other distance training	1
11/5/2019	Teton County	Webinar or other distance training	1
11/8/2019	Circ Map Discussion - Fremont County	Webinar or other distance training	1
11/8/2019	Database tutorial: U.S. History In Context and Native American Heritage Month	Webinar or other distance training	18
11/14/2019	Understanding Teens 101	Webinar or other distance training	60
12/3/2019	Teton County	Webinar or other distance training	1
12/6/2019	Virtual Field Trips in Wyoming	Webinar or other distance training	4
12/11/2019	Database tutorial: Exploring CultureGrams	Webinar or other distance training	17
1/17/2019	Database tutorial: Check out National	Webinar or other distance training	20

	Geographic Kids		
2/11/2019	Analytics - Washakie County	Webinar or other distance training	1
2/12/2019	Database tutorial: Biography Resources in GoWYLD.net	Webinar or other distance training	2
2/13/2019	Integration Nation: Combining Technology and Library Media	Webinar or other distance training	4
3/19/2019	Database tutorial: Find family in Wyoming Newspapers	Webinar or other distance training	14
4/8/2019	Analytics - WWCC	Webinar or other distance training	1
6/19/2019	GoWYLD and Institutions grant	Face to face	1
5/15/2019	Wyoming Inventors Database	Webinar or other distance training	3
6/6/2019	Analytics	Webinar or other distance training	1
6/6/2019	Database Tutorial-Summer Under the Stars	Webinar or other distance training	7
5/17/2019	Online Privacy	Face to face	20
5/17/2019	Report to Users	Face to face	50
5/16/2019	Serials	Face to face	16
5/16/2019	Cataloging	Face to face	19
5/16/2019	Authority Processing	Face to face	15
5/16/2019	VDX Extras	Face to face	10
5/16/2019	VDX Basics	Face to face	12
May 8, 2019	A&I Contracts Repository	Face to face	13
4/16/2019	BLUEcloud Analytics	Webinar or other distance training	4
2/28/2019	BLUEcloud Analytics	Webinar or other distance training	5
2/21/19	RB Digital	Face to face	1
2/11/2019	BLUEcloud Analytics	Webinar or other distance training	12
1/24/2019	BLUEcloud Analytics	Webinar or other distance training	10
1/03/2019	BLUEcloud Analytics	Webinar or other distance training	7
11/29/2018	BLUEcloud Analytics	Webinar or other distance training	8
11/30/18	IP Basics - Patent Application Filing	Webinar or other distance training	2
11/20/18	BLUEcloud Analytics	Webinar or other distance training	1
11/16/2018	BLUEcloud Analytics	Webinar or other distance training	2
11/13/18	Trademark Basics	Webinar or other distance training	2
Oct 15 2018	OER	Face to face	20
Aug 2 2018	Wyoming's Opioid Crisis	Face to face	13
Aug 1 2018	WLA Executive Board	Face to face	8

Aug 3 2018	Citizenship & Immigration Services	Face to face	15
Aug 2 2018	State Library Digital Collections Round-Table	Face to face	14
Aug 3 2018	What the Tech	Face to face	53
Aug 3 2018	Wyoming Women's Suffrage Celebration	Face to face	25
Aug 3 2018	Supporting Youth Services in Libraries	Face to face	16
Sept 20 2018	Database of the Month: Bookflix	Webinar or other distance training	16
Sept 25 2018	School Library Resources at Wyoming State Library	Webinar or other distance training	1
Oct 25 2018	DB of Month: Social Issues	Webinar or other distance training	15
Sept 4 2018	Director Training	Face to face	3
Sept 27-28 2018	RIPL	Face to face	19
Oct 18 2018	Director Retreat	Face to face	20
Oct 24 2018	MPLA session	Face to face	25
11/8/18	State Publications, Library Services	Face to face	3
11/05/2018	BLUEcloud Analytics	Webinar or other distance training	1
11/02/2018	BLUEcloud Analytics	Webinar or other distance training	4
10/23/2018	BLUEcloud Analytics	Webinar or other distance training	3
10/22/2018	BLUEcloud Analytics	Webinar or other distance training	9
11/6/2018	BLUEcloud Analytics	Webinar or other distance training	1
10/10/2018	BLUEcloud Analytics	Face to face	2
9/25/2018	BLUEcloud Analytics	Webinar or other distance training	2
9/13/18	Trademarks Basics/WY Trademarks Database	Face to face	12
9/6/2018	BLUEcloud Analytics	Face to face	8
8/29/2018	BLUEcloud Analytics	Webinar or other distance training	5
8/29/2018	BLUEcloud Analytics	Webinar or other distance training	18
8/22/2018	BLUEcloud Analytics	Webinar or other distance training	17
8/17/2018	BLUEcloud Analytics	Face to face	8
8/17/18	Preliminary Patent Searching	Face to face	1
6/27/2018	BLUEcloud Analytics	Face to face	5
7/24/2018	BLUEcloud Analytics	Webinar or other distance training	6
7/19/2018	BLUEcloud Analytics	Webinar or other distance training	9
7/11/2018	BLUEcloud Analytics	Webinar or other distance training	8
July 16, 2018	GoWYLD	Face to face	1

June 2018	BLUEcloud Analytics	Face to face	4
5/17/2018	In Depth with the new AASL pt. 5	Webinar or other distance training	4
6/12/2018	In Depth with the new AASL Pt. 6	Webinar or other distance training	5
6/6-6/8	WYLD Annual	Face to face	85
6/6-6/8	WYLD Annual	Face to face	85
6/6-6/8	WYLD Annual	Face to face	28
6/6-6/8	WYLD Annual	Face to face	28
6/6-6/8	WYLD Annual	Face to face	28
6/6-6/8	WYLD Annual	Face to face	28
6/6-6/8	WYLD Annual	Face to face	28
6/6-6/8	WYLD Annual	Face to face	28
6/6-6/8	WYLD Annual	Face to face	28
6/6-6/8	WYLD Annual	Face to face	28
6/6-6/8	WYLD Annual	Face to face	28
6/6-6/8	WYLD Annual	Face to face	28
6/6 -6/8	WYLD Annual	Face to face	28
Jun 7, 2018	Interlibrary loan	Face to face	20
Jun 7 2018	Interlibrary loan	Face to face	25
5/22/2018	Patent Searching	Face to face	2
3/22/2018	In Depth With the New AASL Standards, Part III	Webinar or other distance training	6
4/24/2018	In Depth With the New AASL Standards, Part IV	Webinar or other distance training	6
4/2/2018	WATR	Face to face	14
4/24/2018	K12 Copyright	Face to face	50
3/28/2018	BLUEcloud Analytics	Face to face	5
4/18/2018	State Leadership Training	Face to face	15
4/18/2018	State Leadership Training	Face to face	15
May4, 2018	Literature and reading with GoWYLD.net	Face to face	25
5/1/2018	Trademark Basics	Webinar or other distance training	3
4/16/18	State Publications and Library Services	Face to face	2
4/9/2018	VDX	Webinar or other distance training	1
April 2, 2018	Assistive Technology	Webinar or other distance training	14
4/2/18	Patent Searching	Face to face	1
12/7/2017	TEsting Database of the Month: Bookflix	Webinar or other distance training	1
12/12/2017	Database of the Month: Find the magazine. Find the article.	Webinar or other distance training	16

1/18/2018	Database of the Month: Heart Mountain Internment Camp exhibit and WY Newspapers	Webinar or other distance training	15
1/25/2018	In Depth With the New AASL Standards, Part I	Webinar or other distance training	125
2/8/2018	Database of the Month: Biography In Context	Webinar or other distance training	8
2/27/2018	In Depth With the New AASL Standards, Part II	Webinar or other distance training	13
2/15/2018	State Library overview for Leadership Wyoming	Face to face	1
2/26/2018	State Library update for A&I Staff	Face to face	11
2/25/2018	State Library update for A&I Staff		11
2/23/2018	Cataloging	Face to face	3
2/9/2018	Newspapers for Genealogy	Face to face	70
2/23/2018	Intellectual Property 101	Face to face	13
2/22/2018	Intellectual Property 101	Face to face	9
10/17/2017	Database of the Month: Health Sources in GoWYLD.net	Webinar or other distance training	4
11/1/17	Central Acquisitions Program	Face to face	1
Nov 3, 2017	WY Newspapers	Face to face	1
Nov. 3, 2017	GoWYLD.net	Face to face	20
10/10/2017	WSL and resources	Face to face	18

Table M-2

Appendix N: List of Wyoming State Institutions

13 State Institutions
Wyoming Honor Conservation Camp - minimum security correctional facility for males
Wyoming Honor Farm - minimum security correctional facility for males
Wyoming Medium Correctional Institution - medium security correctional facility for males, and intake for assessing inmate risk and assignment to proper correctional facility
Wyoming State Penitentiary - maximum security correctional facility for males
Wyoming Women’s Center - correctional facility for females
Wyoming Boys’ School - juvenile correctional facility for males
Wyoming Girls’ School - juvenile correctional facility for females
Services for the Deaf and Hard of Hearing - resource for library for those who are deaf and hard of hearing, as well as for their families, caretakers and teachers
Veterans’ Home of Wyoming - assisted living facility for seniors who are veterans and for their dependents
Wyoming Pioneer Home - assisted living facility for low-income seniors
Wyoming Retirement Center - nursing home facility for low-income seniors
Wyoming State Hospital - inpatient mental health facility
Wyoming Life Resource Center - resident facility for those with significant developmental disabilities

Table N-1

Appendix O: Wyoming State Institutions LSTA Stipend Summary

Summary:

Wyoming has 13 state institutions that receive an annual stipend from Library Services and Technology Act (LSTA) funds. With the exception of the School for the Deaf and Hard of Hearing, now a resource library, these serve populations that have limited access to outside library facilities, or may be restricted from leaving. On-site library facilities are critical to serving their needs. The annual LSTA stipend has made a significant difference in the lives of these residents.

Fed FY2018 Statistics

- Institution residents served: 2,615
- Hours open weekly: 1,009
- Weekly visits*: 2,083
- Weekly circulation*: 1,527

Importance of LSTA funds

- LSTA funds purchased 45% of items reported added to the collections. All 13 institutions report there would be cuts to library services if the LSTA grant were not available.

Fed FY2019 Statistics

- Institution residents served: 2,406
- Hours open weekly: 1,050
- Weekly visits*: 1,032
- Weekly circulation*: 1,565

Importance of LSTA funds

- LSTA funds purchased 53% of items reported added to the collections. The majority of institutions report there would be cuts to library services if the LSTA grant were not available.

Fed FY2020 Statistics

- Institution residents served: 2,438
- Hours open: 994
- Weekly visits: 1,838
- Weekly circulation: 2,086*

Importance of LSTA funds

LSTA funds purchased 46% of items reported added to the collections. All of the institutions report there would be cuts to library services if the LSTA grant were not available.

* For various reasons, these items are underreported.

Appendix P: Wait! Don't Get Rid of That:

**Giving is Good, a profile of needs and guide to giving
library materials to the Wyoming State Institution Libraries**

[begins on next page]

Wait! Don't get rid of that...



A profile of needs and guide to giving library material to the Wyoming State Institution Libraries.

Figure P-1

Wait! Don't Get Rid of That...

A profile of needs and guide to giving library material to the Wyoming State Institution Libraries

The Wyoming State Institution Libraries need your help

If you have ever visited or spent time in prison, a juvenile correction facility, or a retirement center, you understand that there is not much to do when you are institutionalized. The State Institution Libraries play an important part in the lives of many Wyoming residents – they provide one of the only places for education, recreation, and entertainment for this small, but important segment of the population.

Wyoming is home to 13 State Institution Libraries that serve the elderly, troubled youth, incarcerated adults, and special populations that are deaf, hard of hearing, have one or more mental illnesses, or have a mental or physical handicap.

Most of the State Institution Libraries have limited collection funds. They survive on a yearly \$2,000 budget supplied by the Wyoming State Library through a Library Services and Technology Act stipend.

The State Institution Libraries have old material; \$2,000 a year does not buy a lot of library material, pay for many trips to the bindery, permit for multiple copies of high demand items, or allow for the replacement of heavily used titles.

The State Institution Libraries serve a diverse population. They serve patrons who are functionally illiterate, speak English as a second language, or have marginal language skills. They also serve patrons with physical, mental, and social disabilities. Developing library collections for these populations is not easy when a library has a large staff and a sizeable budget; it is almost impossible on roughly \$170 a month.

The State Institutions need your extra material, your gift books, your soon-to-be-sold-in-a-book-sale surplus titles, your just-replaced technology items that are in good condition and still work, and any other titles that will not fit on your shelves, but are too good to destroy.

This resource guide contains profiles of the 13 State Institution Libraries. It lists the library material, technology equipment, and other recreational supplies that each Institution Library Manager feels is most needed in their collection, the type/genre of items that are not needed or allowed in their collection, and contact information for each of the Institution Library Managers, and an index of material needs (for easy giving).

If you have any questions about giving items to the Wyoming State Institution Libraries, please contact Susan Mark at the Wyoming State Library, susan.mark@wyo.gov, (307) 777-5915.

Institution Profile Page 1

Figure P-2

Instructions for donating items

1. Assess the quality of your gift items

Make sure that the items that you want to give to the State Institution Libraries are in good, usable, shape. Their patrons, like your patrons, would like attractive items on topics of interest.

2. Figure out which Institutions could use your gifts

Use the profiles to determine which Wyoming State Institution Libraries may want your donation. You can also use the Index of Needs (available at the end of this document or [as a spreadsheet](#)) to discover the institutions that desire the type of items that you have to give.

Please note the types of items listed in **The library does NOT want** section of each Institution Library's profile before contacting a Library Manager to arrange for your donation.

3. Contact the Institution's Library Manager

Once you have located an Institution Library that could use your gift material, contact that Institution's Library Manager to find out if they want the material you have to offer. If one Institution does not need or want your donation, please turn to the Index of Needs spreadsheet to find another Institution that desires the same type of material.

Please **DO NOT** send gift items to the State Institution Libraries without first talking to the Library Managers.

4. Ship Your Donation

When you are ready to send your donation to a State Institution Library, pack the items with care, and ship the box(es) to the address provided in this publication (above each State Institution Library's profile) or to the address mentioned by the Institution's Library Manager in Step 3.

Questions?

Please direct questions to:

Susan Mark, statistics librarian
Susan.mark@wyo.gov or 307-777-5915
Wyoming State Library
2800 Central Ave.
Cheyenne WY 82002
<http://will.state.wy.us>

Wyoming Honor Conservation Camp

Dan Gettinger, Education Manager
PO Box 160
40 Pippin Rd
Newcastle, WY 82701
(307) 746-4436
dan.gettinger@wyo.gov

The Conservation Camp is a minimum security forestry camp for males. Inmates assigned to forestry crews, under the direction of the Division of Forestry, fight wild land fires in Wyoming, South Dakota and Colorado. Inmates also complete work on state lands and provide community service.

Services:

The library provides educational and recreational reading material to inmates incarcerated at the minimum-security prison. Library services are funded through a yearly \$2000 LSTA grant and donations.

Patrons:

Residents range in age from 15 to 85. 100% are Male. 20% are Adults with Low Reading Levels. 5% are Seniors. 2% are Young Adults. 5% have Special Needs.

Print material needs:

PAPERBACK BOOKS ONLY

- **Fiction**
 - Historical
 - Mystery
 - Popular Teen Fiction
 - Western
- **Nonfiction**
 - History
 - How-to
 - Self-Help
 - Self-Help Books in Spanish

Equipment needs:

- Personal Cassette Players
- Personal CD Players

Institution Profile Page 3

Figure P-4

Other needs:

- Crossword Puzzles
- Word Search Puzzles

The library does NOT want:

- HARDCOVER books of any kind
- Books with occult views or extremist views (on any subject)
- Books on how to build bombs, tunneling, mutilation, etc.
- Gory/horror/mutilation stories
- Resources on drugs or making weapons
- Sexually explicit and/or child molestation stories
- "Harlequin" type romance novels
- VHS tapes or VCR recorders

Please Note: Because of security concerns, WHCC can only accept books with paperback covers, no hardback books.

Wyoming Honor Farm

Andrew Coleman, Education Manager
40 Honor Farm Rd
Riverton, WY 82501
(307) 856-9578
andrew.coleman@wyo.gov

The Wyoming Honor Farm is a minimum security facility with a mission that provides educational, vocational, treatment and a variety of agricultural work programs for adult male offenders. One of the most well-known programs is the Wild Horse Program, operated in partnership with the federal Bureau of Land Management.

(Wyoming Department of Corrections Website)

Services:

The library provides fiction and nonfiction books, reference material, magazines, and newspapers to inmates incarcerated at the minimum-security prison. Library services are funded through a yearly \$2,000 LSTA grant and donations.

Patrons:

Residents range in age from 17 to 85. 100% are Male. 95% are Adults. 20% are Adults with Low Reading Levels. 2% have Special Needs (1% are Blind and 1% are Developmentally Disabled).

Institution Profile Page 4

Figure P-5

Print material needs:
PAPERBACK BOOKS ONLY

- **Fiction**
 - Adventure
 - Fantasy
 - Mystery
 - Science Fiction
 - Western
- **Nonfiction**
 - History
 - How-to
 - Self-Help
- Adult low level reading material

Other needs:

- Challenging board games that evoke discussion/reading
- Crossword puzzles
- Trivia books
- Word search puzzles

The library does NOT want:

- HARDCOVER books of any kind
- Resources on drugs or making weapons
- Sexually explicit material
- Violent material
- VHS tapes or VCR players

Please Note: Because of security concerns, WHF can only accept books with paperback covers, no hardback books.

Wyoming Medium Correctional Institution

Andi Cornwall, Librarian
7076 Road 55 F
Torrington, WY 82240
307-532-3198
Andi.cornwall@wyo.gov

The Wyoming Medium Correctional Institution (WMCI) is a medium security men's facility. It is designed to serve as the primary intake and assessment center for men sentenced to prison in the state of Wyoming. WMCI is the primary education and treatment center for inmates

Institution Profile Page 5

Figure P-6

identified as requiring high levels of protective custody, medical, mental health, dental, substance abuse, life skills, cognitive/behavioral, and/or sex offender treatment services.

Services:

The library provides educational, self-help, and recreational reading materials as part of the rehabilitation program of convicted male felons serving their prison time in this facility. Annual collection development budget is \$2,000.

Patrons:

Convicted male felons serving their prison time at WMCI. Average reading level is about grade 5.3, but ranges from functionally illiterate (below 4th grade) to above 12th grade. Estimated average length of stay is 20 months. On average, the library serves 650 male inmates: 10% are young adults (17-20), 5% seniors, 50% have low reading levels, 7% speak English as a second language, 1% are blind, 1% deaf or hard of hearing, 1% developmentally disabled and 13% have learning disabilities.

Classes taught include Adult Basic Education Certification, Computer Keyboarding, Computer Literacy, Computer Applications (MS Office) and English as a Second Language , Welding and Pre-Release .

Print material needs:

PAPERBACK BOOKS ONLY

- **Fiction:** Adult and Young Adult, almost any genre
- **Nonfiction:** Adult and Young Adult, almost any topic
- Spanish-language material

The library does NOT want:

- HARDCOVER books of any kind
- Sexually explicit material
- books that advocate cruelty or violence to animals or humans
- "Harlequin" type romance novels

Please Note: Because of security concerns, WMCI can only accept books with paperback covers, no hardback books.

Figure P-7

Wyoming State Penitentiary

Jenna Ramiller, Education Manager
PO Box 400
2900 S. Higley
Rawlins, WY 82301
Phone: 307-328-1441 x1989648
jenna.goheen@wyo.gov

The Wyoming State Penitentiary (WSP) is a high security/special needs prison (referred to as the South Facility). The South Facility opened in 2001 when the North Facility was closed. It houses adult male inmates who range in age from 16 to 90. Adult male inmates are offered a variety of classroom and vocational programs.

Services:

The library provides primarily fiction and nonfiction books as well as legal resources to the Penitentiary's 600+ inmates. Library materials are shelved on book carts in each living unit. Although there is no physical library, reading is one of the most widely used inmate recreational outlets. Therefore, the book carts in the units provide inmates ready access to library holdings 24/7. Legal research is provided through a reference librarian. Library services are funded through a yearly \$2000 LSTA grant in addition to donations from the public.

Patrons:

Residents range in age from 16 to 90. 100% are Male. 15% are Adults with Low Reading Levels. 10% are seniors. 5% Speak English as a Second Language. 1% are Blind/Have Poor Vision. Classes taught include: ABE/GED, ESL, and College level Computer Technology, Carpentry, and Welding.

Print material needs:

PAPERBACK BOOKS ONLY

- **Fiction:** Adult and Young Adult, almost any genre
 - Adventure
 - Fantasy
 - Mystery
 - Science Fiction
 - Thriller
 - Western
- **Nonfiction:** Adult and Young Adult, almost any topic
 - Large print fiction and nonfiction
 - Self Help books
- Spanish-language materials

The library does NOT want:

- HARDCOVER books of any kind

Institution Profile Page 7

Figure P-8

- Books with occult views or extremist views (on any subject)
- Books on how to build bombs, tunneling, mutilation, etc.
- Gory/horror/mutilation stories,
- Sexually explicit and/or Child molestation stories,
- "Harlequin" type romance novels
- VHS tapes or VCR players

Please note: Because of security concerns, WSP can only accept books with paperback covers, no hardback books. Please contact the Library Manager or the Education Manager by mail, phone or email (see above) before sending any donations.

Wyoming Women's Center

Mike Quillen, Education Director
 PO Box 20
 1000 West Griffith Blvd
 Lusk, WY 82225
 (307) 334-3693 Ext. 244
michael.quillen@wyo.gov

Description:

The Wyoming Women's Center is the only prison in Wyoming for adult female felons. The facility houses female inmates at all levels of security.

Services:

The library provides books, audiobooks, newspapers, magazines, puzzles, and music CDs for inmates to use during their leisure time. There is no physical library: resources are available in the Center's dayrooms and by request. Library services are funded through a yearly \$2000 LSTA grant and donations.

Library Patrons:

Residents range in age from 16 to 90. 100% are Female. 15% are Adults with Low Reading Levels. 5% are Young Adults.

Print material needs:

PAPERBACK BOOKS ONLY

- Fiction
 - Classics
 - Historical Fiction
 - Mystery

- Thriller
- **Nonfiction**
 - Construction and Trades
 - Job Skills
 - Employment
 - Parenting
 - Child Development

Audio-visual needs

- Audiobooks on CD

Other needs:

- Crossword Puzzles
- Puzzles
- Word Search Puzzles

The library does NOT want:

- HARDCOVER books of any kind
- Reader's Digest Condensed Books
- Romance novels

Please Note: Because of security concerns, WWC can only accept books with paperback covers, no hardback books.

Wyoming Boys' School

Sandy Francis, English Teacher
 Rt. 2 1550 Hwy 20 South
 Worland, WY 82401
 (307) 347-6144
 Sandra.francis@wyo.gov

The Wyoming Boys' School (WBS), under the Department of Family Services, serves as a rehabilitative/correctional facility for court ordered delinquent boys, ages 12 through 18... The onsite, year round school, is WSDE accredited for grades 7 -12 and also offers a GED program to qualified students. (Wyoming State Government 2004 Annual Report)

Services:

The library's primary focus is to provide recreational reading for the School's students. The students visit the library during English classes for approximately ½ hour each week. Individual

Figure P-10

requests for books are honored when time allows. Library services are funded through a yearly \$2000 LSTA grant and donations.

Patrons:

Residents range in age from 12 to 19. 100% are Males who were court ordered to attend the school. Patron reading abilities range from non-readers (2nd to 3rd grade ability) to high school and college-age reading levels.

Print material needs:

- **Fiction:**
 - Christian/Inspirational
 - Teen Fiction

- **Foreign language dictionaries**
 - Spanish
 - German
 - French

- **Nonfiction**
 - Science/nature
 - Space exploration
 - Sports
 - Vehicle maintenance

- **Biographies**
 - Positive sports role models
 - People who have overcome adversity

The library does NOT want:

- Dungeons and Dragons
- Occult
- Horror
- Romance
- Magazines
- Sexually explicit material
- Violent material
- VHS tapes or VCR players

Figure P-11

Wyoming Girls' School

Connie Rangatore
PO Box 868
Sheridan, WY 82801
(307) 674-7476
connie.rangatore@wyo.gov

The Wyoming Girls School under the Department of Family Services serves as a rehabilitative/correctional facility for court ordered delinquent girls, ages 12 through 18. WGS provides accredited WSDE academic education for grades 7-12 and GED opportunity for select and qualified students.

Services:

The library provides reference resources and videos for school related assignments and fiction and nonfiction books for recreational reading. Library services are funded through a yearly \$2000 LSTA grant and donations.

Patrons: Residents range in age from 12 to 19. 100% are Females who were court ordered to attend the school. Recent CAT scores show an 8th to 9th grade average reading level.

Print material needs:

- **Fiction**
 - Christian/Inspirational
 - Teen Fiction
 - Teen Romance

- **Nonfiction**
 - Art
 - Biography
 - Poetry
 - Pottery
 - Self-Help

The library does NOT want:

- Graphic romance novels
- Horror
- Science fiction books
- Reference material
- Sexually explicit material
- Nonfiction material other than subjects noted above

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Figure P-12

Services for the Deaf and Hard of Hearing

Jo Otterholt, Librarian
539 South Payne Ave
Casper, WY 82609
(307) 577-4686
wslibrary@wyo.gov
jo.otterholt@wyo.gov

Outreach Services for the Deaf and Hard of Hearing provides consultative services to all Wyoming school districts and child development centers in order to assist schools in providing high quality services to children who are deaf and hard of hearing. (Wyoming Department of Education Website)

Services:

The library provides educational and recreational media material based on the needs and requests of its patrons or those who provide services to deaf and hard of hearing persons under the age of 21. The library is the only lending library in Wyoming that carries specific material for deaf and hard of hearing individuals, their families, and their service providers.

Patrons:

The library serves deaf or hard of hearing patrons (from birth to age 21), parents and family members of deaf or hard of hearing persons, and consultants, teachers, educational institutions, and service providers to deaf or hard of hearing persons.

Print material needs:

- Books on sign language, language development, or communication
- Children's board books
- Children's books
- Young adult nonfiction and fiction books related to deafness or hard of hearing

Audio-visual needs

- Captioned Videotapes for All Ages Including those on Deaf Topics
- DVDs of children's stories

Equipment needs:

- Computers (for dedicated video-relay services for the deaf)
- MP3 players
- DVD Players

Other needs:

- Puppets and toys related to children's stories

Institution Profile Page 12

Figure P-13

The library does NOT want:

- Non-Deaf Related Material
- VHS tapes or VCR players

Veterans' Home of Wyoming

Ray Chapin, Activities Coordinator
700 Veterans Ln
Buffalo, WY 82834
(307) 684-5511
Ray.chapin@wyo.gov

The Veterans' Home of Wyoming is a domiciliary care institution which provides shelter, food and necessary medical care on an ambulatory self-care basis to assist eligible veterans, their dependents and other non-veterans who are suffering from a disability, through special rehabilitation programs to restore residents to their highest level of functioning.

Services:

The library provides newspapers and magazines to residents to help keep them informed of current local and national events. The library also contains fiction and nonfiction books as well as music CDs, videos, and DVDs. Library services are funded through a yearly \$2000 LSTA grant and donations.

Patrons:

Residents range in age from 30 to 90. 70% are Seniors. 5% are Adults with Low Reading Levels. 11% have Special Needs (10% are Deaf/Hard of Hearing and 1% are Blind/Have Poor Vision).

Print material needs:

- **Fiction**
 - Mysteries
 - Westerns
- **Nonfiction**
 - Biography
 - Crafts
 - History
 - War

Audio-visual needs:

- DVDs
- Videos

Equipment needs:

- Video/DVD players

Other needs:

- Craft kits

The library does NOT want:

- Romance novels

Wyoming Pioneer Home

Deanna Culp, Activities Coordinator

141 Pioneer Home Dr.

Thermopolis, WY 82443

(307) 864-3151

Deanna.culp@wyo.gov

The Wyoming Pioneer Home is an assisted living facility licensed by Wyoming... The facility provides a home for Wyoming senior citizens, regardless of financial assets, who no longer wish to maintain a residence on their own or who are unable to do so.

(Wyoming State Government 2005 Annual Report)

Services:

The library provides large print fiction and nonfiction books, audiobooks, videos, Wyoming related material, and magazines. Library services are funded through a yearly \$2000 LSTA grant and donations.

Patrons:

Residents range in age from 65 to 99. 100% are Seniors. 35% have Special Needs (10% are Blind/Have Poor Vision, 20% are Deaf/Hard of Hearing, 20% have Dementia, and 5% are Developmentally Disabled).

Print material needs:

LARGE PRINT ONLY

- Mystery
- Romance
- Western

Figure P-15

Audio-visual needs

- Audiobooks on CD or cassette
- DVDs
- Videos

Equipment needs:

- Personal cassette players
- Personal CD players

Other needs:

- Trivia books
- Word search puzzles

The Library Does NOT Want:

- Horror
- Fantasy
- Non-large print books
- Sexually explicit material
- Violent material

Wyoming Retirement Center

Dawn Fish, Activities Coordinator
890 Hwy 20 South
Basin, WY 82410
(307) 568-2431
Dawn.fish@wyo.gov

Patrons range in age from mid 30s to 100+ with a wide range of health issues both physically and mentally. Facility houses up to 75 residents.

Services:

The library provides large print books, audiobooks, newspapers, videos, and magazines to the center's living units. Materials are located in the units for resident convenience. Activity department uses numerous book, videos and CDs to provide daily programming. Library services are funded through a yearly \$2000 LSTA grant.

Patrons:

Patrons come to the Wyoming Retirement Center for rehab, long term nursing care of intermediate to skilled and from other state facilities where a person may need long term placement due to health issues. Average stay is several years. Facility houses 75 residents. All

Institution Profile Page 15

Figure P-16

are adults: 80% are seniors, 2% are blind, 8% are deaf/hard of hearing and 1% are developmentally disabled.

Print material needs:

- Magazines & newspapers

- **Nonfiction**
 - General nonfiction
 - Biography/autobiography
 - Travel
 - History

- **Fiction**
 - Westerns
 - Gentle reads
 - Travel
 - Historical,
 - Inspirational

Audio-Visual Needs

- DVDs
- CDs
- Audio books on CD

Equipment:

- DVD players
- CD players
- MP3 players

The Library Does NOT Want:

- Horror or graphic subjects
- VHS tapes
- VCR players
- Cassettes

Figure P-17

Wyoming State Hospital

William Matchinski, Librarian
PO Box 177
831 Hwy 150 South
Evanston, WY 82931
(307) 789-3464, Ext. 785
Will.matchinski@wyo.gov

Note: Physical address to be used only for UPS type shipments. There is no mailbox at the physical address listed. Please use PO Box for USPS shipments.

The State Hospital, operated under the Wyoming Department of Health, Mental Health Division, provides quality active treatment for a variety of mental disorders for adults. Treatment program services include Adult Psychiatric Services, Co-occurring Diagnosis (Mental Illness and Substance Abuse), Medical Geriatric Psychiatric, Criminal Justice Treatment and Extended Psychiatric. [It is] the only state-operated psychiatric hospital in Wyoming.
(Wyoming State Hospital Website)

Services:

The library provides fiction and nonfiction books, large print books, newspapers, magazines, and professional health related material to the State Hospital's 100+ residents and staff members. Library services are funded by the State Hospital and through a yearly \$2000 LSTA grant.

Patrons:

Residents range in age from 18 to 100. 100% are Adults. 15% are Seniors. 100% have Special Needs (100% have Mental Health Issues, 10% are Blind/Have Poor Vision).

Print material needs:

- Self-Help Books
- Popular psychology
- **Fiction:** Almost any genre is welcome, including new formats such as graphic novels

Audio-Visual Needs

- Audiobooks on CD or Mp3 format
- DVDs (Not rated R)
- Music CDs

Equipment needs:

- Personal CD players
- DVD players

Institution Profile Page 17

Figure P-18

Other Needs:

- Cartoon/comic books
- Trivia books

The Library Does NOT Want:

- Sexually explicit material
- VHS tapes
- Cassette tapes or players

Wyoming Life Resource Center

Kathy Klouda, Librarian
8204 State Hwy 789
Lander, WY 82520
(307) 335-6804
kathy.klouda@health.wyo.gov

Description:

The Wyoming Life Resource Center (WLRC - formerly the Wyoming State Training School or WSTS) is a state-owned facility, operated under the Department of Health (WDH). It has operated since 1912 evolving continuously as best practices have changed. Today, WLRC is a beautiful 90-acre campus housing not only WDH programs, but also a Department of Environmental Quality office complex. Programs provide state-of-the-art care, learning and job opportunities for clients with significant intellectual and developmental disabilities, brain injuries, and long-term medical and therapeutic needs.
(Wyoming Department of Health website)

Services:

There are two libraries on campus: a staff/client library and a medical library. The medical library holds journals and books used by health care staff. The client/staff library holds books, magazines, music, journals, newspapers, audio books and videos for client and staff use, as well as albums of photographs and old newspaper articles pertaining to clients, staff and events at WLRC. Client library services are funded through a yearly \$2000 LSTA grant, plus items ordered as-needed through the facility's budget.

Patrons:

Many of the Center's 85 clients are very fragile and have health issues in addition to developmental disabilities. Reading levels and interests vary. Many clients check out books; many more check out videos. Staff check out books, newspapers and magazines to read to clients. Recreational therapists check out craft books to offer craft classes to clients as well as videos and music for weekends and special events, such as dinner and a movie night, ice cream

socials and street dances. Residents range in age from 23 to 91. All clients are adults with low- to non-reading levels.

Print material Needs:

- Graphic novels

- **Fiction:**
 - General
 - Science fiction
 - Fantasy
 - Dragons
 - Westerns
 - Large print

- **Nonfiction:**
 - Science
 - Travel
 - Animals
 - Dinosaurs

Audio-visual needs:

- Audio books (CD)
- Playaways (audio books with built-in MP3 players)

Equipment needs:

- MP3 players
- Portable DVD players

The library does NOT want:

- VHS cassettes
- Horror
- Older science books
- Textbooks
- Any outdated material
- Anything that promotes cruelty to animals or people
- 'R' rated videos

Figure P-20

Index of needs – also available as a spreadsheet

	Honor Conservation Camp	Honor Farm	State Penitentiary	Medium Correctional Institution	Women's Center	Services for the Deaf and Hard of Hearing	Veterans' Home	Boys School	Girls School	Pioneer Home	Retirement Center	State Hospital	Life Resource Center
Acceptable material formats													
Hardcover book	NO	NO	NO	NO	NO			YES				YES	YES
Paperback book	YES	YES		YES				YES				YES	YES
Board books, Children's	NO	NO		NO		YES							NO
Cartoon/Comic books	NO	NO		YES							YES	YES	YES
Graphic novels	YES	NO	NO	YES								YES	YES
Large print	YES	YES	YES	YES									YES
Non-large print	YES	YES		YES						NO			
Reader's Digest condensed books	NO	NO		NO	NO			NO			YES	NO	NO
Magazines	NO	YES		YES				NO			YES	YES	NO
Audiocassette	NO	NO		NO		NO		NO			YES	NO	NO
CD	NO	YES		YES							YES	YES	YES
DVD	NO	YES		NO				YES			YES	YES	YES
VHS tapes	NO	NO	NO	NO		NO		NO				NO	NO
	NO												
Reading levels													
Children's books, Children's	NO	NO		NO		YES							NO
Young adult	YES	YES	YES	YES				YES	YES		YES		NO
Low-level reading material, adult	YES	YES	YES	YES		YES		YES				YES	YES
Spanish-language materials	YES	YES	YES	YES					YES				NO
Equipment													
Audiocassette player, personal	YES	NO	NO	NO		NO		NO		NO	YES	NO	NO
CD Player, personal	YES	NO	NO	NO		NO		NO		YES	YES	YES	YES
DVD player	NO	NO	NO	NO		YES	YES	NO	YES		YES	YES	YES
VCR player	NO	NO	NO	NO		NO	YES	NO	YES		NO	YES	NO
MP3 player	NO	NO	NO	NO		YES		NO					YES
Televisions, small	NO	NO	NO	NO				NO	YES				NO
Computers	NO	NO		NO		YES							NO
Typewriters	NO	NO		NO	YES			NO					NO
AV materials													
Audiobooks, cassette	NO	NO		NO		NO		NO		NO	YES	YES	NO
Audiobooks, CD	YES	YES		YES	YES	NO		NO	YES	YES	YES	YES	YES
DVDs	NO	YES	NO	NO		Captioned	YES			YES	YES		
DVDs, children's stories	NO	NO		NO		Captioned		NO					
DVDs, not 8-rated	NO	YES	NO	NO		Captioned		NO				YES	YES
DVDs, 8-rated	NO	NO	NO	NO		NO		NO				NO	NO
Captioned video DVDs, all ages, including those on deaf topics	YES	YES	NO	NO		YES		NO					NO
Music CDs	NO	YES	NO	YES	YES	YES		NO			YES	YES	YES
Playgroups	NO	NO	NO	YES				NO				YES	YES
Videos, VHS	NO	NO	NO	NO		NO	YES	NO		NO	NO	NO	NO
Videos, not 8-rated, VHS	NO	NO	NO	NO		NO		NO				NO	NO
Special topics													
Cruelty to animals/people	YES	NO	NO	NO									NO
Deafness, hard of hearing, young adult	YES	YES	YES	YES		YES							NO
Drugs, resources on	NO	NO	NO	YES		NO							NO
Dungeons and Dragons	NO	NO	NO	NO		NO		NO				YES	NO
Extremist views	NO	NO	NO	NO		NO		NO					NO
Graphic subject matter	NO	NO	NO	NO				NO			NO		NO
Horror, gory or mutilation	NO	NO	NO	NO				NO					NO
Molestation, child	NO	NO	NO	NO				NO					NO
Mutilation	NO	NO	NO	NO				NO					NO
Sexually explicit material	NO	NO	NO	NO		Sexually explicit material		NO	NO	NO	NO	NO	NO
Tamming	NO	NO	NO	NO									NO
Violent materials	NO	NO	NO	NO				NO		NO			NO
Weapons/bombs, making of	NO	NO	NO	NO				NO			NO		NO
Fiction													
General	YES	YES	YES	YES									YES
Adventure	YES	YES	YES	YES									YES
Christian/Inspirational	YES	YES	YES	YES				YES	YES				YES
Classics	YES	YES	YES	YES	YES								YES
Dungeons	NO	YES	YES	YES									YES
Fantasy	YES	YES	YES	YES									YES
Gentle reads	YES	YES	YES	YES								YES	YES
Historical fiction	YES	YES	YES	YES	YES							YES	YES
Horror	NO	NO	NO	YES				NO	NO		NO	YES	NO
Horror, gory or mutilation	NO	NO	NO	NO									NO
Mystery	YES	YES	YES	YES	YES		YES			Large Print		YES	YES
Romance	NO	NO		NO	NO					Large Print		YES	LP
Romance, graphic	NO	NO		NO	NO			NO	NO				NO
Romance, "Harlequin" type	NO	NO		NO	NO			NO					NO
Romance, young adult	NO	NO		YES					YES				NO
Science Fiction	YES	YES	YES	YES					NO		YES	YES	YES
Thriller	YES	YES	YES	YES	YES								YES
Travel												YES	YES
Western	YES	YES	YES	YES			YES			Large Print	YES	YES	YES

Figure P-21

Nonfiction												
General	YES	YES	YES	YES						YES	YES	YES
General, other than topics specifically requested	YES	YES	YES	YES				NO			YES	YES
Animals	YES	YES	YES	YES						YES	YES	YES
Art	YES	YES	YES	YES					YES		YES	YES
Biography/autobiography	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO
Child development	YES	YES	YES	YES	YES	YES						NO
Communication	YES	YES	YES	YES	YES	YES						NO
Construction/trades	YES	YES	YES	YES	YES	YES						NO
Crafts	YES	YES	YES	YES	YES	YES				YES	YES	YES
Dinosaur	YES	YES	YES	YES	YES						YES	YES
Employment	YES	YES	YES	YES	YES						YES	NO
History	YES	YES	YES	YES	YES		YES			YES	YES	YES
How-to	YES	YES	YES	YES		YES					YES	NO
Inspirational	YES	YES	YES	YES				YES	YES		YES	YES
Job skills	YES	YES	YES	YES	YES							NO
Language development	YES	YES	YES	YES	YES	YES						NO
Language dictionaries: Spanish, German, French	YES	YES	YES	YES					YES			NO
Occult	NO	NO	NO	YES					NO			NO
Parenting	YES	YES	YES	YES	YES				YES			NO
Poetry	YES	YES	YES	YES					YES	YES		YES
Pottery	YES	YES	YES	YES					YES			YES
Psychology, popular	YES	YES	YES	YES								NO
Reference materials	YES	YES	YES	YES					NO			YES
Science/Nature	YES	YES	YES	YES					YES			YES
Self-help	YES	YES	YES	YES					YES	YES		YES
Self-help, Spanish-language	YES	YES	YES	YES								NO
Sign language	YES	YES	YES	NO	YES							YES
Space exploration	YES	YES	YES	YES					YES		YES	YES
Sports	YES	YES	YES	YES					YES		YES	YES
Textbooks	YES	YES	YES	YES								NO
Travel	YES	YES	YES	NO							YES	YES
Trains	NO	YES	YES	YES	YES					YES		YES
Vehicle maintenance	YES	YES	YES	YES					YES	YES		YES
War	YES	YES	YES	YES							YES	YES
Young adult, paperback, almost any genre	YES	YES	YES	YES					YES			NO
Other												
Craft kits	NO	YES		NO	YES	YES	NO	YES		YES	YES	NO
Games, challenging board games that evoke discussion/reading	NO	YES		NO	YES			NO			YES	NO
Puppets related to children's stories	NO	NO		YES								NO
Puzzles	NO	NO		NO	YES			NO			YES	NO
Puzzles, crossword	YES	YES		NO	YES			NO			YES	NO
Puzzles, word search	YES	YES		NO	YES			NO	YES	YES		NO
Toys related to children's stories	NO	YES		NO	YES			NO				NO

Figure P-22

Appendix Q: Overview of Wyoming Public Library Statistics FY16-20

About the statistics:

Statistics are collected from more than 9,000 public libraries, through the Public Library Statistics Cooperative (PLSC) for Public Library Data. A public library is defined as having: 1) an organized collection of library materials; 2) paid staff; 3) an established schedule when it is open to the public; 4) facilities that support the collection, staff, and schedule, and 5) full or partial support from public funds.

Each of Wyoming’s 23 counties has a public library system serving all county residents. There are 23 main libraries, 52 branch libraries and 2 bookmobiles. These libraries report their statistics annually to the Wyoming State Library, which submits it to the PLSC.

Because Wyoming’s counties vary widely, statistics have been arranged in order of county population for comparison. Where appropriate, per capita measures have been included. Although these statistics allow for comparisons among libraries, caution should be exercised when interpreting them. Local needs, economies, geography and library policies differ, and that can be reflected in the numbers.

For more information:

For additional information, including state ranking tables, and tools to compare libraries nationally, visit the Wyoming State Library’s statistics page at <https://library.wyo.gov/services/ldo/stats/>. Custom reports are available upon request.

For questions, comments or requests for additional reports, contact: Conrado Saldivar, Outreach and Development Librarian, at 307-777-6330 or by email at conrado.saldivar@wyo.gov.

Wyoming Public Libraries selected 5-year trends					
	FY2016	FY2017	FY2018	FY2019	FY2020*
Population of the Legal Service Area	586,107	585,501	579,315	577,737	578,759
Total Paid Employees FTE	441.56	425.03	403.69	402.72	401.25
Total Operating Expenditures	\$33,545,763	\$33,545,763	\$31,481,607	\$31,559,359	\$32,043,154
Total Operating Expenditures per Capita	\$57.23	\$59.53	\$54.34	\$54.63	\$55.37
Print Materials	2,310,844	2,246,273	2,228,632	2,180,500	2,056,842

Wyoming Public Libraries selected 5-year trends					
	FY2016	FY2017	FY2018	FY2019	FY2020*
Audio – Physical Units	171,338	158,603	164,629	152,136	151,296
Video – Physical Units	224,366	221,445	391,403	245,470	251,649
Library Visits	3,536,788	3,367,413	3,338,772	3,124,031	1,967,211
Total Circulation	4,544,029	4,690,547	4,603,120	3,994,830	4,028,029
Internet Computers Used by General Public	886	913	904	897	725
Uses of Public Internet Computers Per Year	851,981	848,533	583,862	569,335	319,719

Table Q-1

* FY2020 impacted by COVID-19 public health and safety measures

A few facts about Wyoming libraries during FY20:

- Public libraries were open for a combined total of 123,183 hours annually (about 14,000 less hours than in FY19).
- There were 1.97 million visits to public libraries in FY20, 3.4 visits for every Wyoming resident.
 - Circulation was about 4.0 million, 5.9 items per capita.
 - There were 3.08 million retrievals of electronic information from Wyoming public library databases in 2020.
- Total collection use, physical and electronic, was over 7.1 million, 12.33 per capita.
- Wyoming libraries averaged \$55.37 in expenditures per capita to provide services. Local government provides 91.93% of library revenue, with most of the rest coming from “other” income such as interest, fines, fees and donations. State and federal funding are negligible. The State of Wyoming does not provide direct aid to libraries; instead, it supports WYLDCAT, the GoWYLD databases and other statewide initiatives that support the work libraries do.
- Public libraries held 2.46 million books and audio-visual materials in their collections, a slight decrease from FY19 as various libraries reported weeding projects while closed to the public.
- Expenditures on materials decreased from FY19 (\$2.52 million) to FY20 (\$2.37 million). Collection expenditures per capita decreased from \$4.37 in FY19 to \$4.10 in FY20.
- Wyoming public libraries lost 172 internet access computers for patrons in FY20 due to physical space layouts during COVID-19.
- All Wyoming public libraries offer free Wi-Fi. The 11 libraries that were able to provide this data reported, collectively, 219,426 Wi-Fi sessions in FY20.
- There were 267,686 children, teens and adults participating in library programs in 2020. Total program attendance decreased 25.73% compared to FY19 due to COVID-19.

- 19 of the 23 counties closed locations during the pandemic, while all continued offering public services in some form during closures.

A few facts about Wyoming libraries during FY19:

- Public libraries were open for a combined total of 137,376 hours annually (about 800 less hours than in FY18).
- There were 3.12 million visits to public libraries in FY19, 5.4 visits for every Wyoming resident.
 - Circulation was about 4.4 million, 6.9 items per capita.
 - There were 2.65 million retrievals of electronic information from Wyoming public library databases in 2019.
- Total collection use, physical and electronic, was over 7.1 million, 12.41 per capita.
- Wyoming libraries averaged \$54.63 in expenditures per capita to provide services. Local government provides 92.75% of library revenue, with most of the rest coming from “other” income such as interest, fines, fees and donations. State and federal funding are negligible. The State of Wyoming does not provide direct aid to libraries; instead, it supports WYLDCAT, the GoWYLD databases and other statewide initiatives that support the work libraries do.
- Public libraries held 2.57 million books and audio-visual materials in their collections, about the same as FY18.
- Expenditures on materials increased from FY18 (\$2.42 million) to FY19 (\$2.52 million). Collection expenditures per capita increased from \$4.19 in FY18 to \$4.37 in FY19.
- Wyoming public libraries lost 7 internet access computers for patrons in FY19, bringing the total to 897.
- All Wyoming public libraries offer free Wi-Fi. The 11 libraries that were able to provide this data reported, collectively, 312,548 Wi-Fi sessions in FY18 (7.5% increase over FY18 with 4 fewer libraries reporting data).
- There were 360,437 children, teens and adults participating in library programs in 2019. Total program attendance decreased 4.4% compared to FY18.

A few facts about Wyoming libraries during FY18:

- Public libraries were open for a combined total of 138,197 hours annually (about 1,200 less hours than in FY17).
- There were 3.33 million visits to public libraries in FY18, 5.8 visits for every Wyoming resident.
 - Circulation was about 4.6 million, 7.9 items per capita.
 - There were 2.81 million retrievals of electronic information from Wyoming public library databases in 2018.
- Total collection use, physical and electronic, was over 7.4 million, 12.78 per capita.
- Wyoming libraries averaged \$54.34 in expenditures per capita to provide services. Local government provides 91.4% of library revenue, with most of the rest coming from “other” income such as interest, fines, fees and donations. State and federal funding are negligible. The State of Wyoming does not provide direct aid to libraries; instead, it supports WYLDCAT, the GoWYLD databases and other statewide initiatives that support the work libraries do.
- Public libraries held 2.6 million books and audio-visual materials in their collections, about the

same as FY17.

- Expenditures on materials decreased from FY17 (\$2.47 million) to FY18 (\$2.42 million). Collection expenditures per capita decreased from \$4.22 in FY17 to \$4.19 in FY18.
- Wyoming public libraries lost 9 internet access computers for patrons in FY18, bringing the total to 904.
- All Wyoming public libraries offer free Wi-Fi. The 15 libraries that were able to provide this data reported, collectively, 290,750 Wi-Fi sessions in FY17 (-13.5% decrease over FY17.)
- There were 377,133 children, teens and adults participating in library programs in 2018. Total program attendance was slightly up 0.18% over FY17. Overall, in FY18, Wyoming libraries offered fewer programs while maintaining attendance compared to FY17.

A few facts about Wyoming libraries during FY17:

- Public libraries were open for a combined total of 139,467 hours annually (about 3,000 less hours than in FY16)..
- There were 3.37 million visits to public libraries in FY17, 5.75 visits for every Wyoming resident.
 - Circulation was about 4.7 million, 8 items per capita.
 - There were 2.48 million retrievals of electronic information from Wyoming public library databases in 2017.
- Total collection use, physical and electronic, was over 7 million, 12.25 per capita.
- Wyoming libraries averaged \$54.82 in expenditures per capita to provide services. Local government provides 95% of library revenue, with most of the rest coming from “other” income such as interest, fines, fees and donations. State and federal funding are negligible. The State of Wyoming does not provide direct aid to libraries; instead, it supports WYLDCAT, the GoWYLD databases and other statewide initiatives that support the work libraries do.
- Public libraries held 2.6 million books and audio-visual materials in their collections, a decrease from FY16.
- Expenditures on materials decreased from FY16 (\$2.67 million) to (\$2.47 million) FY17. Collection expenditures per capita decreased from \$5.41 in FY16 to \$4.22 in FY17.
- Wyoming public libraries added 27 internet access computers for patrons in FY17, bringing the total to 913.
- All Wyoming public libraries offer free Wi-Fi. The 16 libraries that were able to provide this data reported, collectively, 336,134 Wi-Fi sessions in FY17 (41.6% increase over FY16).
- There were 376,426 children, teens and adults participating in library programs in 2017. Total program attendance was up 10.5% over FY15. Overall, in FY17, Wyoming libraries put on 12,259 children’s programs (6% increase from FY16), with attendance of 287,363 (2.7% increase from FY16).

A few facts about Wyoming libraries during FY16:

- Public libraries were open for a combined total of 142,508 hours annually (almost 1,000 more hours than in FY15).
- There were 3.53 million visits to public libraries in FY16 – 6 visits for every Wyoming resident.
- Circulation dropped slightly to just over 4.54 million, 7.8 items per capita (from 4.93 million and 8.4 items per capita in FY15).
- Wyoming libraries averaged \$57.23 in expenditures per capita to provide services. Local government provides 94% of library revenue, with most of the rest coming from “other” income such as interest, fines, fees and donations. State and federal funding are negligible. The State of Wyoming does not provide direct aid to libraries; instead, it supports WYLDLDCAT, the GoWYLD databases and other statewide initiatives that support the work libraries do.
- Public libraries held 2.7 million books and audio-visual materials in their collections, a decrease from FY15.
- Expenditures on materials increased slightly from FY15 (\$2.62 million) to (\$2.67 million) FY16. Collection expenditures per capita increased slightly from \$4.49 in FY15 to \$5.41 in FY16.
- Wyoming public libraries added 5 internet access computers for patrons in FY16, bringing the total to 886. Computer use declined by about .5% from FY15 to FY16.
- All Wyoming public libraries offer free Wi-Fi. The 14 libraries that were able to provide this data reported, collectively, 237,321 Wi-Fi sessions in FY16 (37.5% increase over FY15).
- There were 33,513 children, teens and adults participating in summer reading programs in 2016. Total program attendance was up 10.5% over FY15. Overall, in FY16, Wyoming libraries put on 11,566 children’s programs (4.5% decrease from FY15), with attendance of 279,864 (9% decrease from FY15).
- Public libraries employed 648 people for a total of 385.2 full-time equivalent positions and expended \$24.92 million in FY16 in salaries, wages and benefits. Staff expenses constituted 74.7% of total expenditures.

Appendix R: State Library Data Services

The Wyoming State Library is involved in many data collection projects where we ask public, school and academic libraries to provide us information.

Why do we do this? We want to provide Wyoming libraries with valuable tools for:

- Management
- Comparison
- Advocacy

This summary outlines what data we collect and why. It is not all-inclusive – from time to time, we may conduct special, one-time data collections. Links to state and national data on library services and demographics may be found on our website at <http://library.wyo.gov/services/ldo/stats/>

Data Projects

Public Libraries: state-level surveys

All these state level surveys are requested from all 23 county library systems.

- **Annual reports:** The annual report collects information on budgets, collections, visits, circulation and other basic measures. Most of the information collected is standardized nationally and reported to the Public Library Statistics Cooperative (PLSC). The end result is a national database with numbers for more than 9,000 libraries. This allows us to see state and national trends, and the Institute of Museum and Library Services (IMLS) uses this data to perform more detailed analysis on library issues. Because this is a national project, you can use IMLS data tools (<https://www.ims.gov/research-tools/data-collection>) to find comparable libraries across the country. County libraries are required by Wyoming Statute to provide an annual report.
- **Budget survey:** After library budgets are approved for the fiscal year, the State Library requests current and prior year approved budget figures, mills (where applicable) and local funding. In this survey, we also ask for comments on how budget changes may be affecting personnel or services, and if there are any local issues that are affecting the budget.
- **Salary survey:** Conducted every two years, this covers educational requirements and salary/wages for library positions from director to library page. Position descriptions are standardized as much as possible to allow for comparisons between libraries. This survey can provide valuable information as boards budget for employee compensation, particularly when paired with cost of living data from the Wyoming Economic Analysis Division (eadiv.state.wy.us/WCLI/Cost.html). Because detailed wage data can be personally identifiable, the State Library only releases the full data to library directors.
- **Benefits survey:** Every four years the State Library collects information on what level of benefits are offered to library employees. Fringe benefits are an important part of a compensation package that will attract and retain good employees. This survey allows you to determine if your benefit package is comparable to other libraries in the state.

Wyoming School Library Survey

The Wyoming School Library Survey is conducted every two years to gather basic measures of school library service. It is based on factors that research has correlated with higher test scores: the size of the school library staff; full-time/certified school librarians; frequency of library-centered instruction and collaborative instruction between school librarians and teachers; size or currency of library collections; licensed databases through a school library network; flexible scheduling; and school library spending.

The survey is paired with staffing and enrollment data from the Wyoming Department of Education. There are currently no national efforts to collect this type of data at the school level, so this survey is critical to assessing the state of Wyoming school libraries. This is especially pertinent, given that school libraries across the country have faced budget and staffing cuts in recent years.

Teacher-librarians have reported using this data to advocate for larger collection budgets. The data is also valuable to public library boards and other organizations when assessing their community needs. (<http://library.wyo.gov/services/ldo/stats/>)

Data information services and consulting

We also offer consulting and information services on surveys and data.

- **Local surveys:** Wyoming State Library staff can review and offer consulting on any local surveys you might be developing. We have a paid subscription to SurveyMonkey (www.surveymonkey.com) and can set up your survey in this useful online tool.
- **Data information services:** Need community or other data to set your strategic direction or make a case for your library? There are many data sources available – not just library data – that may be of value when planning for your library’s future. If you have questions about where you might find a particular number, please contact us.

Contact us

If you have questions or would like more information, please contact Conrado Saldivar in the Library Development Office at conrado.saldivar@wyo.gov or 307-777-6330.

Appendix S: Central Acquisitions Program Return on Investment

Central Acquisitions Expenditures

FFY17	\$1,469,456
FFY18	\$1,789,481
FFY19	\$1,920,534
FFY20	\$1,841,735
FFY21	\$1,997,999

Table S-1