

# #12

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Tuesday, February 11, 2025 2:24:34 PM  
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**Time Spent:** Over a month  
**IP Address:** 50.75.19.50

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Page 1: GRANT OBJECTIVE

## Q1

Contact Info

Name	<b>Kristi Chadwick</b>
Library	<b>Ballston Community Public Library</b>
Email Address	<b>kchadwick@sals.edu</b>
Phone Number	<b>518-399-8174</b>

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## Q2

What are the goals and objectives of your project?

The current state of the parking lot includes very faded stripes for parking. Sometimes this causes issues especially when we have large program attendance. There are several cracks in the lot surface, and potholes at the back staff parking and the exit. With the sloped drain near the center of the parking lot, many drivers try to evade it and swerve, putting them closer to other vehicles.

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## Q3

How will this project change the library building?

The current state of the parking lot includes very faded stripes for parking. Sometimes this causes issues especially when we have large program attendance. There are several cracks in the lot surface, and potholes at the back staff parking and the exit. With the sloped drain near the center of the parking lot, many drivers try to evade it and swerve, putting them closer to other vehicles.

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## Q4

How will this project benefit your patrons?

A resurfaced parking lot will provide a safe entrance to all who attend the library. The lot will be undamaged, so those with mobility issues or strollers will be able to cross to the front doors with ease. Repainted lines will ensure good parking and highlight handicapped parking spots, and by leveling the drainage the flow of traffic will be smoother with less possibility of accidents.

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**Q5**

What is the timeline for the project?

We expect the entire project to be completed in 3-4 days, once a company is scheduled. We would like to complete it in the second quarter of 2025, prior to the start of summer reading.

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Page 2: Project Assessment

**Q6**

EVALUATION: What tools will you use to evaluate the program quantitatively (i.e. statistics)? What tools will you use to measure the program's success qualitatively?

Staff will track comments from the public after the parking lot is completed. Positive comments will be measures of success. The library will contact the patrons who participated in the walkabout for updated feedback. The library is preparing to complete its new Long Range Plan for 2026-2030 and expect to have questions about updated facility points, such as the parking lot.

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Page 3: File Uploads

**Q7**

Upload WALK-THROUGH NARRATIVE

**SALS%20Construction%20Challenge%20Grant%202025%20Walkthrough%20Narrative.pdf (99.5KB)**

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**Q8**

Upload PROJECT BUDGET

**SALS%20Challenge%20Grant%20Budget%202025.pdf (24.9KB)**

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**Q9**

Upload PHOTO DOCUMENTATION

**Challenge%20Grant%202025%20Photos.pdf (3.7MB)**

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**Q10**

Upload LONG RANGE PLAN OF SERVICE

**Long%20Range%20Plan%202021-2025%20.pdf (346.2KB)**

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## SALS Construction Challenge Grant 2025 Walkthrough Narrative

On March 20, 2025, two patrons completed a Customer Service Walkabout using the SALS guide. The patrons were Noreen Johnson and Theresa DaMassa. These patrons are long-time library patrons and participate the Nonfiction Addiction book club, along with other programs. They are also part of our senior demographic, so can speak to mobility issues.

For the *Welcoming Service Checklist*, they appreciate having the large sign out front highlighting not only the hours but the upcoming programs. They feel very welcomed and recognized by staff. However, they did note that there were issues with the parking lot, both with widening cracks and a very sloped center drain. They felt it could not only be a hinderance to patrons coming in by foot or mobility device, but also may end up damaging a car with the drain.

In the *Conclusions* section the patrons believe that repaving the parking lot would make it more accessible and comfortable for patrons who have mobility issues or young children. Remarking the spots will help with parking congestion, and as the first access point to the library, a new parking lot will set the tone for the rest of the visit for safety and accessibility.

The rest of the walkthrough was positive, with some minor notes. The *Comfortable Service Checklist* was entirely positive, although they noted some more comfortable seating would be a boon. They find the library easy to navigate, with positive remarks through the checklist, noting they like having the circulation desk viewable right from the entrance. The *Successful Service Checklist* also was entirely positive, with the note that the “staff is always smiling.”

For *Efficient Service*, the patrons feel that the staff will empower them through catalog search demonstration, but also help get items as needed. There is no express service at this location. While they didn't understand the note of “walk in” service for the library, they were pretty positive in regards to the *Convenient Service Checklist*, but know the library does not take debit or credit cards. They believe our library is pretty *Up-to-Date*, although with the name and branding change the “colors inside seem dated.” This could be addressed later on.

Lastly, the patrons were overwhelmingly positive on the *Fun Service Checklist*, although were not as familiar with free treats or giveaways except sometimes in the Children's Room. They like that library staff are active with community events such as the parade.


## Southern Adirondack Library System 2025 Challenge Grant Application

Budget:

In the "details" column, provide information on the item being budgeted for in this category.

Category	Project Funds Requested	In-Kind/Matching	Total	Details
Purchased Services			-	
Equipment			-	
Materials/Supplies	\$5,000	31,510.00	36,510.00	\$11,770 - Remove asphalt, concrete pad for storm drain, mesh and pour concrete. \$24,740 - Install sub-base, binder, and asphalt
Personnel			-	
CE Program Registration			-	
Travel			-	
<b>Total</b>	<b>\$ 5,000.00</b>	<b>\$ 31,510.00</b>	<b>\$ 36,510.00</b>	

Library Director Signature: \_\_\_\_\_



Board President Signature: \_\_\_\_\_



Date: \_\_\_\_\_

3/28/25

Submit all documents as PDFs through our online application portal.

Hand-written applications will not be accepted.











