

#13

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, April 01, 2024 7:31:30 PM
Last Modified: Monday, April 01, 2024 8:17:12 PM
Time Spent: 00:45:41
IP Address: 173.242.96.145

Page 1

Q1

Contact Info

Name	Christina Becker
Library	Cambridge Public Library
Email Address	cbecker@sals.edu
Phone Number	5186772443

Q2

What are the goals and objectives of your project?

The goals and objectives of this project are to update the equipment located in the Main Level of our library. The objective is to better meet the needs of our patrons while also increasing the efficiency (both time and energy) of our Staff and our equipment. We hope to eliminate our antiquated fax machine, scanner and copier by purchasing a new copy machine through our vendor EBM which will perform all three of these services. This will create more space in the library and make it easier to assist patrons in their fax, copy, and scanning needs. This is a vital service for our community as there is no other local locations that provide these services for our community.

Q3

How will this project change the library building?

This will not only create more space for displays or for work stations in the lower level of the building, but it will also make the area more attractive by reducing clutter and replacing old, dingy machines.

Q4

How will this project benefit your patrons?

The library is the only location in the Cambridge community that offers fax and copy services for community members, regardless of library membership. It will greatly benefit our patrons to have newer equipment that is reliable and is not frequently inoperable.

Q5

What is the timeline for the project?

This project will be completed by Summer of 2024 as the copy machine that we currently own has been discontinued and parts and toner are no longer available. In addition, EBM will no longer be able to provide service for that model so they are working with us quickly to get a replacement model that will meet all of our patrons' needs.

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?

Library Staff track how many faxes, scans, and copies are completed each day that we are open. We have noticed that the number of uses has declined in the last year because our fax and copy machines are often in need of repair due to their age. In addition, a community survey to measure our patron satisfaction is completed annually and a broader survey is completed every three years to gather input from our community on the library's building, services, and policies.

Page 3: File Uploads

Q7

Upload WALK-THROUGH NARRATIVE

Cambridge%20Public%20Library%20Walk%20Through%20Narrative.pdf (68.9KB)

Q8

Upload PROJECT BUDGET

Budget%20for%20Challenge%20Grant%202024_20240401_0001.pdf (429.8KB)

Q9

Upload PHOTO DOCUMENTATION

Photos.pdf (203.4KB)

Q10

Upload LONG RANGE PLAN OF SERVICE

Cambridge%20Public%20Library%20Strategic%20Plan%202024%20-%202029.pdf (231.3KB)

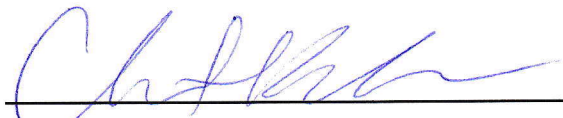
Southern Adirondack Library System 2024 Challenge Grant Application

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	\$5,000	\$600	5,600.00	cost of new equipment and inst
Materials/Supplies			-	
Personnel			-	
CE Program Registration			-	
Travel			-	
Total	\$ 5,000.00	\$ 600.00	\$ 5,600.00	

Library Director Signature:



Board President Signature:



Date:

3/30/2024

Submit all documents as PDFs through our online application portal.

Hand-written applications will not be accepted.

Cambridge Public Library Walk-Through Narrative

Samantha Meyers is a new patron at the Cambridge Public Library. Although she lived in Cambridge for the first 8 years of her life, she has moved all over the country since and spent the last ten years living in California. Now that she is a Mother, she wanted to return to her small-town roots and raise her daughter in a rural environment rather than the big cities in California. Samantha was happy to assist with a “Walk-Through” of our little library and she offered an interesting perspective in comparison to patrons who have been in Cambridge for the majority of their lives.

Samantha felt that the Cambridge Public Library was easy to find and loved the look of the historic building. She mentioned that it was refreshing to see an old building as most of the libraries in other areas she has lived were modernized and older buildings were typically torn down and replaced rather than renovated or celebrated. The glass doors at the entrance and large windows make the building feel inviting and the children’s art displayed in the windows really showed that “the library is a treasured place”. Samantha also made a point to mention that she felt as though the Staff went out of their way to not only welcome her to the library, but to the community. She did not feel like an “outsider”.

The main level, or Circulation Level of the library consists of the Director’s Office, the Circulation Desk, computer desks, printers, a copy machine, fax machine, DVDs and audiobooks, new release books, two chairs for patrons to sit, and the Farm-2-Library community fridge. This is also where the restroom is located. Although this is the newest part of our building, built in 1986, Samantha did note that most of the equipment, lighting, carpeting, and curtains looked aged and outdated. Also, the control panel for the handicap lift is poorly placed as it is eye level with visiting children, has sharp corners, and buttons that are hard to resist when kids walk by it.

The larger, historical part of the building was constructed in 1903. The main collection of books, both adult and children, are located upstairs. Samantha was “blown away” by the attention to detail in the wood trim throughout the historic part of the building. She felt that the space had a “comfortable, homey” feel and she could picture herself spending lots of time curled up with a book in the arched windows. She mentioned that she felt unsure about allowing her daughter to play in the children’s area because she was concerned that it would disturb the other patrons in the upper level of the building. This lack of separation for noisy and quiet areas is an ongoing issue for our little library. In addition, Samantha felt that the upper level of the library, while “beautiful”, was more adult centered and that the children’s area could only be identified because of the obvious toys and children’s books.

Samantha also walked through the lower level of the historic part of our building. This is the area that has our community room, book sale, local history archives, and storage. This part of the building is a basement, with concrete floors covered by aged indoor/outdoor carpet, very little lighting and a slight odor from ongoing issues with dampness. Samantha noted that she found that area to be “dark and depressing” and that it certainly did not fit the rest of the atmosphere in the upper levels of the library.

In conclusion, Samantha felt that our library excelled at creating a welcoming, comfortable environment for patrons. She loved the natural wood, the arched windows, arched doorways, cushioned rocking chairs and the many services offered at our library. She did note that any building improvements should maintain the warm, inviting, and historic character that already exists. However, she would like to see the library modernize in other areas such as our technology, equipment, lighting, and accessibility. These are items that other patrons have brought to our attention as well and that we are actively seeking to address as we embark on a series of library building improvements over the next few years.



Photos of Fax Machine, Scanner attached to PC and Copy Machine throughout the lower level of the library. All are outdated, consistently out of order and in need of replacing.