

#16

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, April 03, 2023 10:40:52 AM
Last Modified: Monday, April 03, 2023 10:52:27 AM
Time Spent: 00:11:35
IP Address: 174.231.48.206

Page 1

Q1

Contact Info

Name	Susan Rollings
Library	Town of Indian Lake Public Library
Email Address	srollings@sals.edu
Phone Number	5186485444

Q2

What are the goals and objectives of your project?

The goal of this project is to install an exterior door that opens to the right and has a push paddle opener for patrons who require that assistance.

We want to replace our left-opening front door with an ADA compliant door that opens to the right and has a different opening mechanism with push paddles. In 2020 we begin a renovation to our front entrance, and due to pandemic shortages, had to alter our original door opening device choice. We wanted to install a push paddle opener, but instead had to go with a device that opens the door fully once the handle is pulled slightly. The unforeseen problem with this is that well-meaning patrons try to force the door closed, rather than letting it close on its own. This has led to the arm connecting the door and opening mechanism being broken numerous times, to the point which we have discontinued using the assist. Another quirk we discovered after installation is that if the assist is on, if the wind catches the door, it will not close on its own.

Q3

How will this project change the library building?

While the current door is usable, and its size is ADA compliant, it offers no opening assistance to our patrons who may need help gaining entrance independently. A new door that opens to the right will prevent the wind catching and holding the door open. This orientation will also better match our sidewalk's orientation.

Q4

How will this project benefit your patrons?

Switching the door to open to the right will provide better flow to our side walkway for patrons approaching from the east parking lot. A prominent paddle will also make it easier for patrons to see and make use of the door opener if they require it.

Q5

What is the timeline for the project?

We anticipate this project to be completed no later than August 31, 2023, but anticipate sooner.

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?

A sign of success of this project is this: The new door/opener project will function properly for all patrons, not break, and provide a better flow for foot traffic from the east parking lot. Staff will observe the door's use and keep a written tally of visitors' satisfaction with the door using a numerical scale (1 = not satisfied to 5 = very satisfied). They will ask patrons during checkout or while chatting with visitors. We will also add this to our exit poll google form we use to track patron satisfaction. After 4 months of use of the new door and mechanism, staff will compile the satisfaction scale answers given by patrons and determine if the paddles and new opening direction are the true improvement we think it will be.

Page 3: File Uploads

Q7

Upload WALK-THROUGH NARRATIVE

Indian%20Lake%202023%20Construction%20Grant%20Walk-Through%20Narrative.pdf (94.2KB)

Q8

Upload PROJECT BUDGET

IND%20Challenge-Grant-Application-Budget_2023.pdf (16.3KB)

Q9

Upload PHOTO DOCUMENTATION

2023%20Indian%20Lake%20Construction%20Grant%20Photos.pdf (436.2KB)

Q10

Upload LONG RANGE PLAN OF SERVICE

Indian%20Lake%20Plan%20of%20Service.pdf (125.9KB)

**Southern Adirondack Library System
2022 Challenge Grant Application**

Budget: New Automatic Door for Indian Lake Library

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	5,000.00	4,700.00	9,700.00	The installer's quote for the door and its installation is \$8,400. Additional electric work may have to be done; we are estimating that at \$500 for those materials. I will send a revised budget if this becomes necessary. Materials estimate to repair interior of foyer after electric install: \$800.
Personnel	-	1,500.00	1,500.00	The in-kind wages would be for our Parks & Rec department to repair and paint the interior drywall due to door installation (approx. \$500). Also if we need to engage an electrical contractor, we have estimated \$1000.00 for his time. I will send a revised amount if further electrical work is not needed. The installer's visit is 6-8 weeks out, so we will not know for sure about electric until then.
CE Program Registration			-	
Travel	-			
Total	\$ 5,000.00	\$ 6,200.00	\$ 11,200.00	

Library Director Signature: Susan Rollings

Board President Signature: Mary Jean Rathbun

Date: 3/30/2023

Submit all documents as PDFs through our online application portal.
Hand-written applications will not be accepted.

Indian Lake Library Photos for 2023 Construction Grant Challenge

The Plan: (1) To replace the current front door, which opens to the left, with a door that opens to the right, to make the east walkway more accessible. (2) To install a push paddle to operate the door for visitors with mobility issues who need an assist in gaining access to the building, for burdened delivery people, or for visitors who don't have their hands free to use the handle.

Photo 1: Current front door, straight on from front walkway, facing south.



Photo 2: Front door looking toward east parking lot.



This entry door is problematic for a few reasons:

- (1) The left opening door catches the prevailing winds from the NW and will sometimes not allow the door to close properly if not pulled shut.
- (2) The opening assist mechanism that was installed helped to open, but did not help to close the door effectively enough to overcome the wind. Occasionally the bracket connecting the door to the opening mechanism would overextend and bend out of shape preventing closure.
- (3) The door opening to the east meant that visitors approaching from that walkway had the open door blocking their progress on the walkway and entering. A door opening to the right would not block visitor traffic approaching the entrance, as that portion of the walkway ends not far from the door. We use this space for signage, as seen in photo 1. With a right facing door, and no foot traffic on that side of the entrance, a door stop can also be drilled into the cement to keep the door from overextending.
- (4) The assist mechanism is triggered by someone pulling the handle. When the door was opened a few inches, the mechanism kicked in and opened the door so the visitor could simply walk or wheel in. After a

pause (to allow entry) the mechanism deactivates, and the door gently shuts behind the visitor (although the latch didn't always close completely).

In spite of signs to instruct visitors to just let the door do its job (especially with children who can't all read) many well-meaning visitors would attempt to close the opened door when the assist was still active, thinking they were helping. This forced closure warped the bracket for the mechanism many times, and three times broke the connecting hardware.

We finally gave up on using the open assist mechanism, so the door is just an ADA compliantly sized door without any help with opening.

Photo 3: Inside of door showing the now defunct opening mechanism.



Photo 4: The bracket that kept being overextended, broken, and repaired by turns.



In conclusion: The door was installed as part of a NYS grant to expand our foyer. An architect made the plans and recommendations regarding door style and direction. If we could go back in time, we would reverse the way the door opened having lived with the issues outlined above. We received that grant in late 2019; construction began in 2020.

We did not anticipate the open assist mechanism we settled for (not the push paddles we originally wanted and could not get at the time of construction) would be so unsatisfactory, or we may have changed our project's scope at the time, but we didn't know then when or if materials would be available again, and pandemic costs made the whole project more expensive. Overall the project was great, but the door not so much.

Thank you for considering our library for another construction grant. Those we have received in recent years have been so appreciated and hugely beneficial to updating our building's interior and making it a more pleasant experience for our valued patrons and community.

-Susan Rollings, Library Director

THE TOWN OF INDIAN LAKE PUBLIC LIBRARY LONG-TERM PLAN OF SERVICE

Adopted by the Library Board of Trustees, November 18, 2021

LIBRARY MISSION STATEMENT

The mission of the Indian Lake Library is to provide its patrons with cultural enrichment through materials and programming, access to information and technology, and the tools for lifelong learning, and to foster a love of reading.

TOWN OF INDIAN LAKE LIBRARY STRATEGIC PLAN

Table of Contents

Library Mission Statement

Acknowledgements

Executive Summary

Planning Process

Service Goals

Goals & Outcomes

Measurements

Next Steps

ACKNOWLEDGEMENTS

Library Board of Trustees, 2020-2021

Ernest Pollman, retired 2021
Mary Jean Rathbun, 2024
Beverly Cannan, 2026
Pamela Howard, 2025
Beth Lomnitzer, 2022
Joshua Wells, 2023

Strategic Planning Committee

Mary Jean Rathbun
Martha Bilsback
Erica Keays
Lucy Cofone
Donna Benton
Susan Rollings

Indian Lake Public Library Staff

Susan Rollings
Beth Schidzick
Donna Benton
Jennifer Zahray
Mary Mahoney
Nora Harrington
Martha Bilsback

Friends of the Indian Lake Library

Mary Mahoney
Sheraldine Williams
Laurie Wells
Deloris Antinocci
Linda Flowers
Wendy Purcell
Brenda Voorhies
Esther Loprieno
Rosie Goliber, retired 2021

Community Partners

Town of Indian Lake Board Members & Town Hall Employees
Indian Lake Department of Parks & Recreation
Indian Lake Chamber of Commerce & Welcome Center
Indian Lake Central School
Indian Lake Theater
Indian Lake Community Development Corporation
Hamilton County Department of Public
Health Hamilton County Soil & Water Conservation District
Adirondack Lake Center for the Arts
The Blue Mountain Center
The Adirondack Experience, The Museum at Blue Mountain Lake
The Wild Center
Southern Adirondack Library System

EXECUTIVE SUMMARY

The Town of Indian Lake Public Library is a member of the Southern Adirondack Library System and is a Municipal Library under the Educational Laws of New York State. The Library serves the residents of, and visitors to the Town of Indian Lake, Blue Mountain Lake, and Sabael, all communities with historic ties to Central Adirondack history and culture.

Chartered in 1968, the Library has continually grown and evolved to serve its community now comprising of approximately 1,400 residents, both full time and seasonal. The Library is viewed as a key community partner and a gathering space that provides vital connections for the community.

With support from its Friends Organization, Town Board, Town Employees, and Patrons, the Library Staff and Board of Trustees implemented improvements to library facilities, budgets, collections, and services over the years to meet the evolving needs of our residents and visitors. Public sentiment has been consistently highly positive of the impact the Library has within the community.

To ensure Library services continue to meet the needs of our community, and help its members thrive, the Library developed this updated set of goals and objectives for the next several years. This plan is approved by the Indian Lake Public Library's Board of Trustees, and will span the next 5 years. It is considered a living document that will be evaluated and edited as needed to meet the needs of the community the Library serves.

THE PLANNING PROCESS

As of January 1, 2022, NYS Minimum Standards require public libraries have a published community-based long-term plan of service that is evaluated and updated every 3-5 years. The process requires public input be sought in order to develop a plan.

The Southern Adirondack Library System (SALS) developed an engaged planning strategic planning process to assist member libraries in this endeavor. The process uses tools developed for the American Library Association by the Harwood Institute for Public Innovation.

In early 2021, the Indian Lake Library Trustees approved using the engaged planning process and formed a strategic planning committee made up of staff members, trustees, and Library patrons.

The Indian Lake Library Strategic Planning Committee members (SPC) attended 4 separate trainings in the Spring of 2021 to learn the steps of the engaged planning process. The SPC's goals are to update the Library's plan of service and present the plan to the Library Trustees for approval, publication, and implementation.

Starting in May 2021 and continuing through mid-August, the SPC held several community gatherings with groups and individuals of different ages and backgrounds. The target was to reach a statistically significant percent of the population, and to chronicle the aspirations they have for the community and what needs they prioritize be addressed in order to have a thriving citizenry.

Responses were collated in late summer, then in September and October of 2021, the SPC reviewed the public responses to identify goals and ascertain which of those goals fall under the scope of the Library's mission and capabilities.

From that list of goals, the SPC identified obtainable objectives based on each of the major goals identified. The SPC then determined measurable outcomes to evaluate the success of the long-term plan.

SERVICE GOALS

Serve All Ages and Abilities in the Community

The Library will serve all in the community in a welcoming manner and will focus on outreach to underserved members of the community with opportunities for fulfillment at the library. The Library will continue to provide enrichment opportunities for school age children, but will increase opportunities for early literacy programs, teens, families, and seniors.

Promote Economic Opportunity for the Community

The Library will provide up to date technology assistance, and will provide programming for patrons to hone skills in the technology realm. The Library will partner with appropriate agencies to provide programming and instruction for business skills and personal development. The Library will provide resources for those economically disadvantaged and help persons searching resources find the proper venue for assistance through more community partnerships.

Provide Diverse Cultural Experiences for the Community

The Library will welcome all from diverse backgrounds and will provide cultural, literary, and artistic opportunities both at the Library venue and elsewhere in the community when appropriate. The Library will promote inclusivity, acceptance, and creative expression through its social climate, collections, outreach, and programming.

Provide Tools for Wellness, Healthy Lifestyles, and Sustainable Environment

The Library will partner with reliable entities, both within and outside the community to provide patrons and visitors with accurate information pertaining to health and wellness topics in order to promote the goal of a thriving, vital community and environment. Patrons of all ages will be engaged to participate in educational and cultural opportunities to promote a life-long pursuit of healthful living and care for the environment.

GOALS & OBJECTIVES

Goal 1: Serve All Ages & Abilities in the Community

Early Literacy Programs

- The Library will maintain a schedule of 3 or more programs offered seasonally for families with children birth to 4 years old.
- The Library will actively promote the 1000 Books Before Kindergarten challenge, by providing resources for parents to use the library's digital and physical collections, and will provide guidance for families to participate and track their progress.
- The Library will continue to develop the children's area to reflect user friendly resources to enhance Library literacy programs and promote lifelong practices of readers and writers.

Multi-Generational Programs

- The Library will provide early, middle, and adult literacy opportunities and language rich experiences for both groups and individuals.
- The Library will investigate and create opportunities for mentorship among patrons that span all age groups and abilities.

Reach out to Underserved Populations

- The Library will develop an atmosphere that welcomes and encourages teens, and other community members to use the Library for resources, materials, and programs.

Goal 2: Promote Economic Growth for Community

Technology Education for Staff and Patrons

- The Library will continue to train staff to be up to date with new digital content and computer skills.
- The Library staff will continue create both one-on-one and group learning opportunities for digital content and computer skills.

Resources for Business Training and Skills

- The Library will collaborate with local civic entities to support community development and business acumen.
- The Library will promote and tutor patrons about its digital resources available to those who wish to enhance business, communication, and digital skills.

Goal 3: Provide Diverse Cultural Experiences & Inclusion

- The Library building will be an accessible space, whose staff is friendly and welcoming to all.
- The Library will strive to grow partnerships with other regional entities that support diversity and inclusion.
- The Library staff will create displays of the Library collections that relate to a wide range of subjects of interest: topical and seasonal themes, and singular issues.
- The Library will continue to grow its collections to reflect the above goals for inclusion, diversity, and cultural interest.

Goal 4: Promote Wellness, Health, & Sustainability in our Community

- The Library will partner with other local and regional entities to present programming and learning opportunities that promote wellness, healthy lifestyles, and sustainable living.
- The Library staff will create displays of the Library collections that support topics of health and wellness, and sustainability.
- The Library will continue to grow its collections to reflect the above goals for wellness and sustainability education.

MEASUREMENTS

The Library will continue to collect statistics on collections circulation, patron attendance for programs, and technology use and make those statistics available at its monthly Board of Trustee meetings, its published Report to the Community, and in its written Annual Report to New York State.

The goal is that within the 5-year scope of this Strategic Plan, statistics will show that more patrons are using the library collections, resources, and programs and that patron satisfaction level in all of these areas remain consistently above average to excellent when surveyed for feedback about their library experiences and services.

NEXT STEPS

By adopting this Strategic Plan, the Board of Trustees is affirming the goals and objectives presented in this plan.

The plan will be distributed to staff members, Board Trustees, Town Board members, Indian Lake Central School Board members and administration, and the Southern Adirondack Library System.

The plan will be made publicly available to our community by being published on the Library's webpage: www.indianlake.sals.edu

Library Trustees, in concert with the Library director and staff, will reallocate resources as necessary in order to ensure that the goals and objectives outlined in the plan are achieved.

The plan will be continuously evaluated and edited as necessary and will serve as a living document.

Indian Lake 2023 Construction Grant Walk-Through Narrative:

The patron chosen for the walk-about is a mother of four young boys whose family moved to Indian Lake permanently during the 2020 pandemic due to her husband's ability to work from home. The family members are frequent visitors to the library. This patron visits at least weekly for story time with her 2 youngest children (12 months old, and 2 years old), sometimes with car seat, sometimes with a stroller, and always with diaper bag, backpack, baby and toddler in tow. She is a perfect example of someone who could benefit from an easier entry to the library, since growing extra hands is out of the question. Her oldest child visits our library with his first-grade class weekly; his brother, a kindergartener, visits with his class monthly. The entire family visits for special events as well. She has had ample time to experience our front entrance over the course of the past few years.

Coming from a larger more urban area, and with 4 children ages 7 and under, this patron is an experienced library user. She has experience in library and other public buildings, with a particular eye toward facilities, amenities, and pitfalls for young users. She noted an automatic door that was functional would be a perk for her. She finds our smaller, rural library building and grounds appealing, clean, comfortable, and well stocked with materials of use to her and her family. The building feels like a safe, secure place to spend time to her family.

She loves the inter-library loan system, and the digital collections in Hoopla and Overdrive. She appreciates our programming for young ones, and finds our staff all very helpful and friendly. She believes the library, along with our public school, is a central part of the community and integral to her children's growth, well-being, social life, and education. She notes that there is a trend of more expectant families in recent months, and larger early elementary grades at our school, which she hopes will translate to more and bigger programs at the library.

Overall, she finds our library to be a great place to spend time with her family, but recognizes there is always room to improve facilities to adjust to changing needs within the community.