

#19

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 31, 2025 8:51:20 AM
Last Modified: Monday, March 31, 2025 4:56:51 PM
Time Spent: 08:05:30
IP Address: 72.231.132.230

Page 1: GRANT OBJECTIVE

Q1

Contact Info

Name	Laura Burrows
Library	Caldwell-Lake George Library
Email Address	lburrows@sals.edu
Phone Number	518-668-2528

Q2

What are the goals and objectives of your project?

The goal of our project is to update the existing library tables. As we embark on our accessibility project later this year, our entrance will be relocated, and the current table configuration will no longer be possible. We would like to replace the existing tables (which were previously discarded from another library) with one large rectangular table and two square tables, allowing flexibility in placement. The new tables would be stained to match our new circulation desk and tie into historical features in our building, creating a warm, welcoming atmosphere for patrons and increasing practical space for working and meetings. Updating the furniture will also allow us to change the flow of patrons through our space; a necessary change with the relocation of our entrance.

Q3

How will this project change the library building?

The proposed table project will replace existing furniture. The rectangular table with 8 chairs will be placed near the new arched window at the rear of our building, creating a welcoming work/gathering space. The two square tables will replace the existing round table in the front room. The addition of a second table in this area expands the available workspace and seating. The new furniture will allow us to address the flow of patrons through the space and increase available seating.

Q4

How will this project benefit your patrons?

This project will provide patrons with a more comfortable space to gather and to work. It will improve the flow of people through our space and improve accessibility by reducing clutter and helping us keep walkways clear and open. The additional seating will help us accommodate more patrons in our space. Workspace is in high demand in our small library, especially in the summer months. The new tables will be aesthetically pleasing, matching our new circulation desk and historic elements in our library space.

Q5

What is the timeline for the project?

The timeline for our project is 3-6 months. We have received a written estimate from a local contractor and the board has approved the project. We have matching funds in place and additional fundraisers planned in April and May. Once the order is placed, we should expect the tables to arrive within 10-12 weeks.

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?

Success will be measured by an improved flow of patrons. Success will also be measured by patron and staff satisfaction. We will collect anecdotal evidence from patrons and their reactions to the updated furniture. We will measure success by recording the number of uses of the new tables.

Page 3: File Uploads

Q7

Upload WALK-THROUGH NARRATIVE

LKG%20Customer%20Service%20Walkabout.pdf (23.2KB)

Q8

Upload PROJECT BUDGET

Challenge%20Grant%20Application%20Budget_2025.pdf (8.5KB)

Q9

Upload PHOTO DOCUMENTATION

LKG%202025%20Challenge%20Grant%20Pictures.pdf (3.6MB)

Q10

Upload LONG RANGE PLAN OF SERVICE

Caldwell-Lake-George-Library-Strategic-Plan-2022-2026-2%20(1).pdf (252.6KB)

Customer Service Walkabout

Site Visited: Caldwell-Lake George Library

Date: March 27, 2025

On March 27, 2025, Seth Harris, a frequent patron of Caldwell-Lake George Library completed a walk-through and recorded his observations about how well the library responds to public expectations and needs. Mr. Harris' observations state that the library is a welcoming space. The staff always greets him by name. He reports that he has witnessed many "repeat customers." He attributes this to the dedication of the staff who "love the library, share their recommendations for new books, upcoming programs, and new ideas. They exude this excitement." He identified concerns about accessibility to the building but acknowledged in his notes that the library is addressing accessibility with a small addition to the library.

When asked how the building project will improve the library experience for patrons, Mr. Harris remarked that people come to the library for so many different reasons. The new furniture will utilize the space much better and efficiently. The new table configurations will allow space for group work when pulled together and allow additional space and seating for those working alone. He especially loved the idea of the workspace in front of the new arched window that will be installed with our accessibility project. Upgrading the furniture will help the library continue to grow because when people feel welcome in a space, they want to spend more time there. Mr. Harris had many favorable things to say about the library and applauded us for the projects that we have taken on this past year, including updating our circulation desk (thank you SALS) and moving forward with our accessibility project addition. He was excited about how inviting the space is and felt strongly that upgrading the furniture would make it more versatile, remove barriers and create a warm, welcoming space.

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	\$5,000	\$5,905.50	10,905.50	Total price includes 16 chairs \$6,512; 1 rectangular table \$1,591.50; 2 square tables \$2,552; stain to match existing cabinetry \$250. The library has most of the match in reserve and two big fundraising events planned this spring.
Equipment			-	
Materials/Supplies			-	
Personnel			-	
CE Program Registration			-	
Travel			-	
Total	\$ 5,000.00	\$ 5,905.50	\$ 10,905.50	

Library Director Signature: _____

Board President Signature: _____

Date: _____

Submit all documents as PDFs through our online application portal.

Hand-written applications will not be accepted.

2025 Challenge Grant: Caldwell-Lake George Library



The current library tables in the rear section of the library. The new accessible addition will enclose the rear entrance of the library, relocating the back door and adding a lift. The lift will bring people to the main level or lower level. The new door will be located where the current window is now. The existing tables (a folding table and a library table discarded by another library, cannot remain in this space.



The new rectangular table will have a home near the new arched window at the rear of the building. The window will be placed where the current back door is located. The arched window mirrors historic windows in the original library (circa 1906) also known as “the front room.”

2025 Challenge Grant: Caldwell-Lake George Library



The existing round table in the front room of the library. This room is the original library, built in 1906. The new furniture will create a more welcoming space, increase seating and complement the historic features of the library. The new square tables can be used apart or together, allowing groups or individuals to use the space. The new chairs will replace existing chairs and provide a comfortable place to sit while working, reading, etc.