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Collector: Web Link 1 (Web Link)
Started: Wednesday, January 11, 2023 11:20:05 AM
Last Modified: Wednesday, January 11, 2023 11:34:49 AM
Time Spent: 00:14:43
IP Address: 24.103.213.226

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Q1

Contact Info

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Library	Schuylerville Public Library
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Q2

What are the goals and objectives of your project?

Based on our Strategic Planning goal of sustainability and making environmentally-sound facility decisions, our Library would like to install an Electric Vehicle (EV) Charging Station in our parking lot for public use. The station would potentially attract new library users and people from out of town to our location. It would also help to encourage electric vehicle usage, decreasing environmental strain. With this SALS Challenge grant, we hope to offset some of the costs of the installation. The overall cost of the 1- dual port EV station would be \$17,465.75. Livingston Energy Group, who provided the quote, would then apply for a utility grant on our behalf, eliminating approximately \$10,800 from the costs. The remaining \$6,665.75 would be the responsibility of the Library. It is for this Library portion, that we are applying for a SALS Construction Challenge Grant. Livingston Energy's quote includes full installation, the hardware, 5 years of software and networking, and 5 years of full maintenance on the whole system. The station would be set up to charge users a minimal fee for use, so the Library would not have additional costs associated with the new service.

Q3

How will this project change the library building?

The project will not change the library building itself, but will add a new outdoor service. The charging port would be located approximately in the middle of our row of parking spaces and would be positioned to allow several nearby parking spots to reach it. This location is in keeping with the Library's long-range building goals. The station's position would allow usage of the Library's wireless internet service as well, for those waiting for their vehicle to charge.

Q4

How will this project benefit your patrons?

Patrons will have access to a low-cost EV charging station in an area that does not have many options for this service. For patrons who have electric vehicles, this installation will make their library trips more convenient. For non-patrons, this service will introduce new people to our facility and potentially create new library users. This addition would also benefit the community at large by allowing more consumers and visitors to come to our downtown area and discover all that Schuylerville has to offer, allowing our Library to assist in economic development.

Q5

What is the timeline for the project?

Once approved, we could potentially begin immediately. Timing of installation will just depend upon the contractor's availability. The Library's goal would be to install by early July to make the most of the busy summer reading months. The installation is estimated to take only 3 days at the most and minimal interruption to library operations.

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?

We will be able to view usage statistics on the EV Charging Station. We can also look at increases to new library patrons.

Page 3: File Uploads

Q7

Upload WALK-THROUGH NARRATIVE

Construction%20Walkabout%20Narrative%202023.pdf (54.6KB)

Q8

Upload PROJECT BUDGET

Budget.pdf (234.7KB)

Q9

Upload PHOTO DOCUMENTATION

Photos.pdf (129KB)

Q10

Upload LONG RANGE PLAN OF SERVICE

2020-2025%20Strategic%20Plan.pdf (231.8KB)

Schuylerville Public Library Strategic Plan 2020-2025

Adopted December 10, 2019
Board of Trustees



MISSION STATEMENT

The mission of The Schuylerville Public Library is to assemble, preserve and provide materials that will meet the educational, informational, and cultural interests and needs of the community served by the Library. The Library will be a source of knowledge, inspiration and community to all patrons who seek the services it provides.

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Acknowledgments

The 2020-2025 Strategic Plan for the Schuylerville Public Library was created jointly by a committee of Library Trustees, Library staff, stakeholders, and community leaders. Community meetings were held to record the public's input and patrons were surveyed on their needs. A great deal of consideration was given in the delivery of this document. We are grateful to those who contributed to its formation and we look forward to successful implementation of this plan in the years to come.

Amy Carpenter
President, Board of Trustees

2019-2020 Schuylerville Public Library Board of Trustees

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Rebecca Goldup
Amanda Medick
Lori Shultz

Executive Summary

The Schuylerville Public Library service district encompasses portions of seven towns and two villages and represents an area rich in historical heritage, agriculture, and strong community. The Library hopes to find ways to bridge the area's vibrant heritage with the innovations and developments of our modern community. Originally chartered in 1905 to serve the residents of the Village of Schuylerville, the Library has continuously grown and evolved to meet the needs of its patrons. In 2013, the Library re-chartered to serve as a School District Public Library, which increased the service population to nearly 10,000 residents. Since 2013, the Library staff and Boards of Trustees, along with the public, have made great improvements to the facilities, accessibility, budget, staffing, and services. The Library and staff members have been recognized with service awards and accolades for the important work done here. To ensure that this growth continues and the community thrives, the Library has developed this set of goals and objectives for the coming years.

The Planning Process

At its May 2019 meeting, the Board of Trustees and Library Director, Caitlin Johnson met with Erica Freudenberger of the Southern Adirondack Library System to review the strategic planning process. The board elected to follow the Southern Adirondack Library System's Engaged Planning strategic planning process, incorporating tools developed for the American Library Association by the Harwood Institute for Public Innovation. The Board then formed a Strategic Planning Committee to identify community needs, select potential library service priorities to fulfill those needs, set goals based on the selected services, then craft objectives to measure progress toward meeting those goals.

In September and October of 2019, the Strategic Planning Committee met with members of the public and community leaders to discuss the current state of our community and to envision our future direction. Following those meetings, the Strategic Planning committee reviewed the goals identified and determined which goals were within the scope of the Library's mission and abilities. Obtainable objectives were identified for each of the major goals. Then measurable outcomes were determined for each objective to evaluate the success of the plan.

Service Goals

Serve All Ages & Abilities. The Library will serve patrons of all ages and will focus on reaching underserved populations of senior citizens and teens, continue providing quality early literacy resources, develop an organizational atmosphere that encourages diversity and inclusion, provide accessible spaces, and increase intergenerational opportunities.

Encourage Economic Development. The Library will provide workshops and resources for small business owners and entrepreneurs, help meet the basic needs of the community, assist and provide resources for the economically disadvantaged, provide open forums and information on local issues, increase employment assistance services, increase partnerships within the community, and create a central source of information for local resources and services.

Provide Arts Opportunities. Patrons will have opportunities at the Library to express creativity, experience artistic mediums including the performing arts, and enjoy multicultural art events and resources.

Focus on Sustainability. The Library will continuously assess building needs, make environmentally-sound facility decisions, maintain a sustainable budget and staff, and increase communication with key community agencies.

Goals and Objectives

Goal 1 – Serve All Ages & Abilities

Objective 1 – During the next 5 years, a target of 75% survey respondents will state that the Schuylerville Public Library is a good early literacy resource.

Objective 2 – During the five years of the plan, the Library Board and Director will work to provide opportunities for early, middle and adult literacy.

Objective 3 – A minimum of 75% of survey respondents will indicate that the Library is an accessible, welcoming and inclusive space.

Objective 4 – During the five years of the plan, the Library Board and Director will work to offer services, resources, and programs to senior citizens, teens, and intergenerational audiences.

- Provide early, middle and adult literacy opportunities
- Reach underserved populations: senior citizens and teens
- Continue providing quality early literacy resources
- Develop an organizational atmosphere that encourages diversity and welcomes all
- Provide accessible spaces
- Increase intergenerational opportunities

Goal 2 – Encourage Economic Development

Objective 1 – By the end of 5 years, 50% of patrons answering a brief library survey will indicate that they are aware of the Library’s initiative to provide resources to small businesses and entrepreneurs.

Objective 2 – At least 75% of patrons will state that the Library helps meet the basic needs of the community and provide resources to the economically disadvantaged.

Objective 3 – By the end of 5 years, at least 75% of those surveyed will state that they feel the Library has strong and plentiful partnerships within the community and a sufficient amount of participation in local events and festivals.

Objective 4- The Library Board and Staff will work to create a central source of information on local human services and assistance organizations.

- Increase partnerships in community with agencies focused on similar economic development goals, like local business, municipalities, chambers, and other organizations
- Provide workshops and resources for small business owners and entrepreneurs
- Help meet the basic needs of the community
- Assist and/or provide resources to economically disadvantaged
- Provide forums and information on local issues
- Increase employment assistance services
- Create a central source of information for local resources and services
- Encourage and participate in local events and festivals

Goal 3 – Provide Arts Opportunities

Objective 1 – A minimum of 75% of patrons surveyed will indicate that they are satisfied with the Library's opportunities to experience the performing arts, multicultural arts, and express creativity.

Objective 2—A minimum of 50% of patrons surveyed will indicate that they are satisfied with the Library's collection of materials on the subjects of creativity, arts, and multiculturalism

- Encourage creativity with programming and collections
- Provide opportunities for all ages to create and experience art
- Increase performing arts programming
- Provide multicultural arts events and resources

Goal 4 – Focus on Sustainability

Objective 1 – During the 5 years of the plan, the Library will work to recruit community volunteers for the Library and elsewhere in the school district.

Objective 2 – A minimum of 75% of patrons surveyed will indicate that they are satisfied with the Library's health programming and resources.

Objective 3 – The Library will continuously assess building needs, budget needs, and staffing levels.

Objective 4 – A minimum of 75% of patrons surveyed will indicate that they are satisfied with the Library's efforts to maintain facilities that fulfill the needs of the community.

- Continuously assess building needs
- Make environmentally-friendly business and building decisions
- Create a sustainable budget and encourage staff development
- Recruit community volunteers
- Assist the Schuylerville region in identifying a brand/identity
- Increase communication with key agencies like the School, Small Business Assoc, and Park
- Provide health-focused programs

Next Steps

The Strategic Planning Committee set the service responses while considering the impact on the budget, including staffing. 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 members, Advocates for the Schuylerville Library, Southern Adirondack Library System, and others, and will be made publicly available on the library's webpage www.schuylervillelibrary.sals.edu. Library staff and trustees 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 needed and will serve as a living document.

**Southern Adirondack Library System
2022 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	5,000.00	12,465.75	17,465.75	In-Kind: \$1665.75 funded by the Library and \$10,800 funded by National Grid incentive
Materials/Supplies			-	
Personnel			-	
CE Program Registration			-	
Travel			-	
Total	\$ 5,000.00	\$ 12,465.75	\$ 17,465.75	

Library Director Signature:

Caitlin Johnson

Board President Signature:

[Signature]

Date:

1/10/2023

Submit all documents as PDFs through our online application portal.

Hand-written applications will not be accepted.



Construction Walkabout Narrative

Schuylerville Public Library

I asked a regular patron and former volunteer, Mary Jones, to complete the customer service walkabout in December 2022. She is retired, a voracious reader and often comes in just to chat with staff or attend a program. Her responses were all very positive. She praised the friendliness of the staff, comfort, wayfinding signs, and organization of the library. Mary said that the proposed EV Charging Station would “bring in patrons that do not know the library is here,” and that “we are here to help and stay up to date with the times.” She would love to see a café added to the library someday as well, so that she can come to socialize with her friends and still feel connected to the library community.