

LRP Goals Status Report to LRP Committee – as of 10/19/21

A. Collaboration w/ Community –

- **Meeting space** – we still need to develop a policy. Current standards – non-profit, in school district

Nearly all usage is an increase because of the constraints the old library put on community usage – used to be primarily tutoring. Now other groups too.

Description of available spaces on website is being completed.

Online reservation through the website is in place. Usually people call me though – it's easier.

Usage of space by reservation tracked in Excel by staff.

There are also people using the tables in the main room at least every week for studying/meetings that we do not track in Excel.

Since new bldg. opened (with usage suspension for COVID from 3/2020 - 6/2021)

- Tutoring – 46 sessions (limited since COVID/school limitations). 114 participants
- Odyssey of the Mind – 5 sessions; 49 participants
- Ainsley's Angels Committee – 4 sessions; 19 participants
- Andrew Izzo Memorial Fund – 1 session; 5 participants
- Chair Yoga (Seniors) – 2 sessions; 28 participants
- Boy Scouts – 5 sessions; 41 participants
- Girl Scouts – 3 sessions; 72 participants
- Garden Club – 1 session (not incl 10/25/21); 19 participants
- Village meetings – 2 sessions (not incl 10/21/21); 13 participants
- GPS – 19 sessions; 96 participants
- PTSA – 1 session; 13 participants

TOTAL: 89 sessions; 355 participants

- **Connection w/ GCSD** – COVID limited what could be done - not allowing field trips, etc. Youth Coordinator is collaborating w/ PTSA to do some programs for kids.  
Bused students – We had arranged after-school drop off w/ school that had begun prior COVID. Currently suspended because of school restrictions. Will broach again in future.  
Class tours – In the fall of 2019, the whole 3<sup>rd</sup> & 7<sup>th</sup> grades toured the library. Haven't been able to do tours of library from school since because of school restrictions.  
Student volunteers – primarily in summer. Plan to start a teen advisory group in the new year to train teen volunteers and get input about programming, etc.  
We had student govt, sport teams, BSA, GS, teen individuals help w/ move.  
Teen volunteers in new bldg.: 208 hrs; 12 participants (Paused for COVID for a time). Also had 2 teen interns here: one daily from end of June to end of Sept. (25 hrs/wk), and she is now a volunteer. One was for 12 hrs/wk for a month.  
Have 3 current teen volunteers; 2 more plan to return when fall sports are over.  
Tour/reception for School – not yet

- **Diversify demographics –**  
Partner w/ Pantry/Lions to provide reading – no further expansion yet beyond providing kid picture bks to hand out.
- **Expand number/tasks for volunteers –**  
Have an Excel spreadsheet to track hrs of volunteers.  
Have volunteer opportunities on website.  
B&G volunteers – posted requests on website – have a short list of people to call on  
(Sonny, Mike, Ed P., Al B, shovelers, Gary, Jacques)  
Bk Sort – have coordinators; have new people – (Dawn, Joe, Kat, 2 Marys, Anita)  
Advocacy – table at the bank for SRP; can do more  
40 adult volunteers put in 1705 hrs on programs, bk sales, barcoding, shelving, sorting, assist with program prep since Sept 2019 (no or limited volunteers from 3/14/20 to Jan 2021) – this does not count everyone who volunteers, such as BOT members, LRP, B&G, etc.
  - I am pleased about longevity of some of our volunteers – it is easier to assign tasks to vested people.
- **Community Info –**  
Bulletin board – post area info & county job postings. Need to improve guidelines.  
Service events – COVID limited. Did start to set up blood drive, but couldn't do. Had 1 Voter Reg day, and another planned, but COVID. Continue to offer Social Security seminars. Held a Solar Energy information session.  
Reception of new residents – COVID  
**(Seek volunteers to identify new residents and their addresses. Consider a joint effort with the Galway Preservation Society, whose members could present a brief history of the Galway area.)**  
Directory – reaching out to Town to combine efforts
- **GGT –** Have continued efforts; COVID hampered distribution. **(Seek a volunteer to attend Town Board meetings and submit a report for the GGT. Find volunteers who will distribute printed copies of the GGT to area businesses and organizations.)**
- **Homebound –** We had begun to take items to patrons who requested, but COVID halted that. Need to implement a system and talk to Sara Co Aging.
- **Community Service Events –** COVID limited.  
Girl Scouts had recruitment day early in 2020, and again outside in Sept. 2021 in combination with the Story Walk.
- **Fine Forgiveness –**  
Having Great Give Back now – fine forgiveness for food for pantry/shelter  
Fine forgiveness a continuing program (not just one month/yr) – promote it more.
- **Increase PR –**

Volunteer reception on hold (COVID) – have tried to hold twice

Staff have name tags

Increased articles/notices in local newspapers; new website begun when bldg. opened, and expanded when COVID came, which has continued.

**(The library needs to be more proactive in sharing news about the library. Distribute program brochures at community businesses.)**

- **Cooperate w/ Community Groups –**

Ideas have been discussed with members of GPS for programs, but none have occurred yet because GPS not ready yet. (COVID)

Youth Coordinator will represent the Library at the Town Halloween in the Park on 10/30/21 (as was also done the previous October).

B. Increase Usage of Library –

- **Teens –**

Youth Coordinator is trying innovative ways to get teens to come to the library – Murder Mystery (24); Teen Activity Night (32). She is offering teen programming 1-2 times/mo., but other programming has been less successful, with few or no attendees. Participation is tracked in Excel.

Teen Advisory Board to begin January.

We allow tutoring, but COVID has limited that – used to be done quite often, so I expect it will increase again.

ALSO have increased older teen/20-30's usage – YP Bk Disc – has met every month, including virtually, since it began 9/2020 (avg 6/mo); Gaming (avg 6/mo).

- **Arts/Culture –**

Saratoga Arts Grant for Color Your Summer – pastel drawing, writing nature stories/drawing, belly dance – tracked in Excel. Did an art show of work done.

Continuing Artist of Month displays.

**(The committee strongly recommends that the library take the lead in offering arts and cultural activities in the community, both for children and for adults. Find ways to improve publicity for arts and cultural events.)**

- **Circ of “Things” –**

We are working on barcoding games & puzzles for circ. Have a few already on loan. (circ of items tracked in Polaris).

Acquired 4 tech/educational kits for loan to kids. (tracked in binder & Polaris).

Working on hot spots to loan

Implemented a free “puzzle swap” that has been popular.

- **Tech Assist –**

Tracked in spreadsheets – individuals & class attendance.

Staff assistance weekly (avg 10/mo). (186 2019-now w/ just Tech Assist)

Have inquired, but have not found teens willing to assist w/ this yet.

Have planned/advertised beginning classes – Excel Basics (9) 1/2020. Then COVID.  
Beginning to have programs again, but limited attendance (COVID? Seniors are most fearful to come out now, but ones who generally want basics most).  
Tech classes being held (Tech Grant from SALS) for elementary/teens – robotics, coding.  
Have begun a monthly Tech Club for children.  
Have increased STEAM programming for kids, and plan to for adults when COVID restrictions allow more – SALS Tech grant.

- **Connect Seniors & Kids** – On hold because of COVID. Had talked to some seniors about tutoring kids, particularly in reading, but the move/COVID stopped that for now.
- **Monthly General Interest Programs** – Had begun holding these in Dec. 2019 through Mar 2020. None since (COVID).
  - Author presentation (26 attendees); Beekeeping history (30); Erie Canal (31); Beekeeping (32); Author presentation (15); Invasive Species (13)
- **Collab w/ Other Libs** –  
Most other libraries are not currently holding programming (COVID), or are very limited.  
Have not worked on this yet.

C. Stay Current w/ Tech –

- **3D printer** – working on funding to obtain. **(The majority of the committee do not feel this should be a priority for the library at this time. Is there a need for this? Concerns were expressed about staff time to supervise and trouble shoot the use of the equipment. Do staff have experience and training in using this technology? )**
- **VR Headsets** – have not researched funding/items yet.
- **New equipment** – Obtained a nearly \$10k grant from SALS to purchase new STEAM Tech for programming. So far have purchased: 5 Chromebooks; telescope; microscope & supplies; video camera camcorder; coding education items; science experiment kits; 2 robots w/ equipment to support; robot making kit; 3D writing pens for kids/adults; 4 educational kits to loan;  
Tech staff/director are always researching new forms of tech that might be of use to patrons/library.

D. Financial Resources –

- **Revenue supplementation** -  
Director, Tech Asst, Youth are always looking for/researching add'l funding opportunities. Ongoing. **(Would the committee that worked on grants for the capital project be willing to continue to search for grants?)**  
Budget developed and promoted.  
Reminder of memorial/honor donations in newsletter, on donation form, and on website.  
Donation box continues to be on front desk counter.  
Wish list/volunteer opportunity list on website.  
Partner w/ other libs – not yet (see “B”).

- **Solar Energy** – Research on-going by committee/Board.
- **Endowment (Foundation)** – Committee established & pursuing. Not at point to have info/donation link on website for endowment.

E. Environmental Steward –

- **Stewardship** –

Trails – Story Walk in place & being changed seasonally. Participants are asked to sign in. Volunteers were recruited to cut back brush, etc. Volunteer continues to mow.

Meadow ? **(The committee strongly recommends that the area above the septic field be brush hogged only in the fall to allow pollinator friendly plants to grow. Pat Flinton is willing to do this.)**

Only mow every 2 weeks when grass high, less in fall.

Recycle paper

Programs limited (COVID) – nature programming during SRP and monthly for kids continues.

**(The committee recommends that the library consider the development of a trail at the west end of the first field behind the library where native shrubs and plants grow. The trail would provide opportunities for children and adults to learn about this ecosystem, its native plants and insects. Pat Flinton is willing to work on this with others.)**

**Additional Recommendation of the Committee:**

**Consider the construction of a pavilion in the area behind the building. Classes and events could be held there in good weather.**