

ROCKWELL FALLS PUBLIC LIBRARY

COMMUNITY PLANNING INTEREST FORM

What is a long-range plan?

A long-range plan is a roadmap that guides the library's priorities, services, programs, collections, community partnerships, and use of resources over the next several years. It is based on community needs and aspirations and is approved by the Library Board of Trustees.

Rockwell Falls Public Library is seeking community members to help develop its next long-range plan of service.

The committee will meet one to two times per month from January through June 2027. Members will review community information, help gather public input, identify priorities, and recommend goals to the Library Board. Members will also complete occasional tasks between meetings, such as distributing surveys, assisting with outreach, or gathering community input.

We welcome teens and adults throughout the Hadley-Luzerne Central School District, including people who use the library regularly, occasionally, or not at all.

Submitting this form does not guarantee appointment. Participants will be selected to include a balanced range of communities, ages, experiences, and perspectives. Those not selected may be invited to join a focus group or community conversation.

CONTACT INFORMATION

Name: _____

Email: _____

Telephone: _____

Preferred method of contact:

☐ Email

☐ Telephone

☐ Either

Are you under 18 years of age?

☐ No

☐ Yes - age: _____

Applicants under 18 will need permission from a parent or legal guardian before serving on the committee.

COMMUNITY CONNECTION

1. In which town or community do you live?

☐ Hadley

☐ Lake Luzerne

☐ Stony Creek

☐ Warrensburg

☐ Day

☐ Edinburg

☐ Other: _____

2. Do you live within the Hadley-Luzerne Central School District?

☐ Yes

☐ No

☐ Unsure

3. How often do you currently use Rockwell Falls Public Library?

☐ Weekly

☐ Monthly

☐ Every few months

☐ Once or twice a year

☐ Rarely

☐ Never

COMMUNITY CONNECTION - CONTINUED

4. Are you connected with a community organization, school, business, municipality, neighborhood, or group whose perspective you could bring to the planning process?

☐ No

☐ Yes - please describe below

INTEREST AND EXPERIENCE

5. Why are you interested in participating in the library's long-range planning process?

6. What community experiences, interests, or perspectives would you bring to the committee?

7. What do you believe is one important need or opportunity within the communities served by the library?

AVAILABILITY AND PARTICIPATION

8. The committee expects to meet one to two times per month from January through June 2027. Meetings may last approximately 60-90 minutes. Are you generally able to make this commitment?

☐ Yes

☐ No

☐ Possibly - I would need more scheduling information

9. Which meeting times are generally most convenient for you? Check all that apply.

☐ Weekday mornings

☐ Weekday afternoons

☐ Weekday evenings

☐ Saturday mornings

☐ Saturday afternoons

10. Are you willing to attend some meetings at community locations outside the library?

☐ Yes

☐ No

☐ Possibly, depending on the location

AVAILABILITY AND PARTICIPATION - CONTINUED

11. Committee members will complete occasional tasks outside scheduled meetings to help gather community input. Are you able to make this additional commitment?

☐ Yes

☐ No

☐ Possibly, depending on the assignment

12. Which community-input activities would you be comfortable helping with? Check all that apply.

- ☐ Distributing or collecting surveys
- ☐ Promoting the survey within my community or organization
- ☐ Assisting at a focus group or community conversation
- ☐ Speaking with community members and sharing general concerns
- ☐ Helping organize or summarize community feedback
- ☐ Other: _____

13. If you are not selected for the core committee, would you be interested in participating in another way? Check all that apply.

- ☐ Focus group or community conversation
- ☐ Survey distribution or community outreach
- ☐ Providing individual feedback
- ☐ No, thank you
- ☐ Other: _____

PARTICIPATION EXPECTATIONS

Planning-committee members serve in an advisory capacity. They are expected to attend meetings regularly, complete agreed-upon assignments, listen to differing viewpoints, participate respectfully, and work collaboratively toward recommendations that serve the entire library district.

☐ I understand these expectations and am willing to participate respectfully and collaboratively.

Applicant signature: _____

Date: _____

PARENT/GUARDIAN CONSENT FOR APPLICANTS UNDER 18

I give permission for my child or ward to be considered for participation on the Rockwell Falls Public Library Community Planning Committee. I understand that the committee will meet one to two times per month from January through June 2027 and that members may assist with appropriate community-input activities between meetings.

Parent/guardian name: _____

Telephone: _____

Email: _____

Parent/guardian signature: _____

Date: _____

THANK YOU FOR HELPING SHAPE THE FUTURE OF YOUR LIBRARY

HOW TO SUBMIT THIS FORM

Deadline: Friday, October 23, 2026

Return completed paper forms directly to Rockwell Falls Public Library, or submit the online form at:

QUESTIONS

Marion Allan, Library Manager

mallan@sals.edu

Office: 518-403-4116

PRIVACY NOTICE

Contact information submitted through this interest form will be used only to communicate about the long-range planning process. This form is separate from the library's anonymous annual survey. Submitting this form will not connect your identity with your annual survey responses.