



Ballston Community Public Library

Action Plan 2026

Approved by the Board of Trustees: January 28, 2026

Strategic Priority 1: Community		
Objective	Action Items (Liaison)	Time Frame
1. Establish and expand partnerships with community stakeholders	Meet with organizations supporting community members with disabilities to gather insight and information on community. (Head/Adult Services)	Q1 & Q2 2026
	Continue work with Burnt Hills-Ballston Lake Business & Professionals Association to connect with area business members. (Director)	All 2026
2. Increase library representation in local and regional events and experiences	Attend Town Committee meetings to learn about the intersection of library services to committees' missions and events. (Head/Adult Services, Director)	All 2026
3. Establish the facility as a comfortable space for all ages and lifestyles	Consolidate computer stations to first floor computer lab. (Director)	Q1 2026
	Investigate study pods for more small meeting space on the second floor. (Director)	Q1 & Q2 2026

Strategic Priority 2: Services

Objective	Action Items (Liaison)	Time Frame
1. Develop and increase programming for all ages and abilities.	Increase adult programming to at least two additional programs per month, beyond book clubs. (Head/Adult)	All 2026
	Identify programming for patrons with disabilities. (Head/Adult)	Q2 2026
	Create celebratory programming for library building's 25 th year.(Director/Trustees)	Q1 & Q2 2026
2. Ensure collections are current and representative of the community needs.	Begin expanding the Library of Things: seed library, garden tools, outdoor games. (Head/Adult, Director)	All 2026
	Analyze adult nonfiction collection for gaps and currency. (Director)	Q2 2026
	Review Large Type subscriptions with circulation analysis. (Head/Adult)	Q3 2026
3. Curate information applicable to community members and make it available at the library.	Update Community Board policy to ensure timely local information is presented. (Director/Policy Committee)	Q2 2026
	Review brochure board for information gaps. (Director, Dept Heads)	Q2 2026
	Identify most requested local information in Ballston and Charlton	Q1 & Q2 2026

	areas. (Director, Dept Heads, staff input)	
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Strategic Priority 3: Communication

Objective	Action Items (Liaison)	Time Frame
1. Develop a marketing plan to reach all community members and beyond.	Evaluate current marketing done by the library. (Director)	Q2 2026
	Investigate other libraries for examples of marketing plans and social media. (Director)	Q3 2026
2. Deliver library services and information throughout the wider community.	Investigate existing community information networks that the library can use. (Director, Dept Heads)	Q1 & Q2 2026
	Identify community members that cannot reach library services. (Head/Adult, Director)	Q2 & Q3 2026
3. Ensure all staff have current, solid knowledge of all policies, procedures, and information.	Create and schedule staff meetings at least two times per year. (Director)	Q1 2026
	Review policy updates and changes with all staff for clear understanding and actions. (Director, Dept Heads)	All 2026