

To: SALS Board of Trustees

From: Marion Allan, Library Manager

Re: Request for Extension – 2025 Construction Challenge Grants

Date: March 17, 2026

Dear SALS Board Members,

I would first like to thank you for awarding the Rockwell Falls Public Library the 2025 Construction Challenge Grants in the amount of \$5,000 last year. These funds have helped us make important progress toward improving accessibility and becoming A.D.A. compliant.

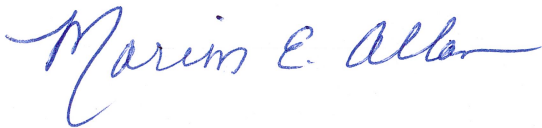
To date, we have removed the “speedbump” at our main entrance and installed an A.D.A. -compliant sink in the patron restroom. The remaining funds are designated for the installation of a new A.D.A.-compliant circulation desk.

To support this project, I have also applied for a construction grant through the Division of Library Development (DLD) to cover the purchase of the desk. However, we will not receive notification of the award decision until the fourth quarter of 2026.

In light of this timeline, I respectfully request a one-year extension to utilize the 2025 Construction Challenge Grants funds.

Thank you for your continued support of our library and our efforts to improve accessibility for our community. Please let me know if you need any additional information.

Sincerely,
Marion Allan

A handwritten signature in blue ink that reads "Marion E. Allan". The signature is written in a cursive style with a long, sweeping underline.

Library Manager
Rockwell Falls Public Library