

# Visioning and Needs Assessment for La Grange Park Public Library



September 29, 2016

La Grange Park Public Library

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# La Grange Park Public Library Mission Statement

## Vision

*Enriching Lives*

## Mission Statement

*To connect you to personal growth and development; reading, viewing, and listening enjoyment; and 21<sup>st</sup> Century technology*

Listening Viewing  
Personal Growth  
Development  
Enjoyment Reading  
21st Century  
Technology  
Enriching Lives

# A Critical Juncture

Libraries are at a critical juncture; keeping pace with changes in society and technology is more difficult, and more necessary, than ever before. La Grange Park Public Library (LGPPL) is presented with an opportunity to create a forward-looking institution that will address future needs and provide an expanded array of services.

We believe that the library of the future will not be created by staying within our collective comfort zones; forward-thinking leadership and vision will be required if we are to craft an institution that is relevant to the needs of future customers. StudioGC is working with the La Grange Park Public Library to take advantage of this opportunity to define and achieve outcomes that will educate, surprise, delight and serve the community.



# Introduction

## Present and Future Needs:

LGPPL is embarking on a program to provide library services that embody what a 21st century library should offer its community. Libraries and the ways in which we use them are changing quickly; it is incumbent upon those in the profession and those who are charged with library governance to respond to the community's changing needs and changing expectations if the library is to remain relevant and useful as a community institution.



In addition to providing access to printed materials and technology, libraries are becoming places that host vibrant social and cultural experiences. Users now look to the library as a place for social interaction and entertainment. Libraries must offer welcoming and safe environment for users of all ages; a living room, workshop and entertainment center that serves the entire community. The planning and design process should recognize these changes.

## This Report:

This report is envisioned as a companion piece to La Grange Park Library's vision and mission statements. The mission and vision statements are concise; we feel that they set appropriate goals for a reconsidered library with their emphasis. On enriching lives, personal development and implementation of current technology.

Much has changed in the library world since LGPPL built its current facility. The intent of this report is to refine a vision for the future of LGPPL and redefine how the Library operates and what it offers its customers to better align with future needs. This report will provide a basis for that long term planning



# The Big Question:

To get the most benefit from this exercise; keep an open mind and free yourself from preconceptions. Ask yourself the big question;

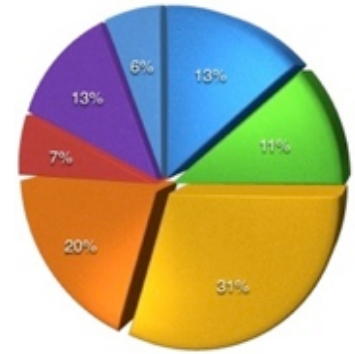
*If I had to invent “Library”, what would it be?*

At the end of this process we will be closer to defining what “Library” is for La Grange Park.



# A New Way to Plan Libraries

We chose the name **LibraryVision** for our planning and assessment process because we believe that there is a real need for vision and a new methodology in the way that libraries are planned. We have created a data-driven design process incorporates library usage metrics and community demographics; a process that is unique to StudioGC.



## Respond to the Demographics

Rather than relying on “universal” library design standards, we will take an in-depth] look at the unique demographics of the Library’s service area. Where La Grange Park Public Library is now, and where it is going. In addition to population numbers, we examine social and cultural aspects of La Grange Park and examine how the library’s facilities can best be tailored to meet the needs of its users

## Education and Dialogue

It is important to ask our clients what they want in a new or upgraded library. Before doing so, we will host educational sessions to show stakeholders what the best contemporary libraries are doing to serve their customers. We feel that people need to know what is on the menu before they are asked what they want.



## Recognition of Social Trends

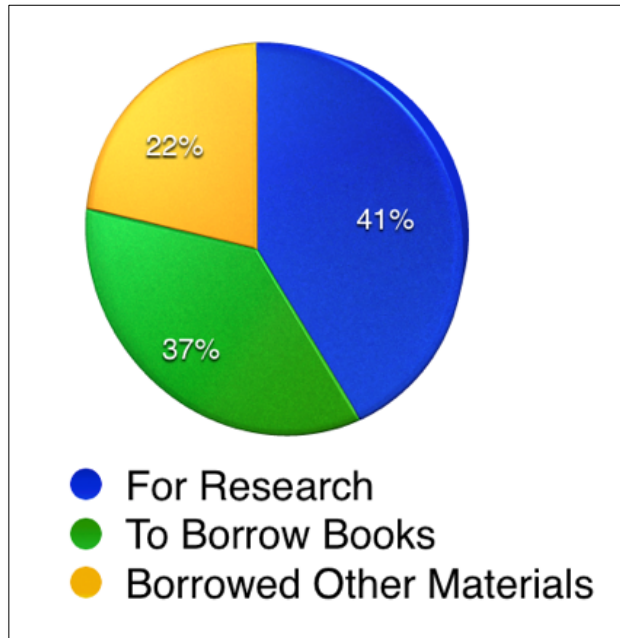
A 15 year-old in 2016 has had a dramatically different life experience than that of the people who planned and run her library. That teen has a different set of expectations, a different way of working, and a different understanding of the role of technology in her life. These are trends that we must recognize and accommodate in our library planning if we are to remain relevant. 10 years from now, these teens will be young adults and young parents. Their values and expectations with respect to libraries will remain with them. If we are not providing service that is relevant to this group now, we will not provide service that is relevant to the majority of our future users. We believe that relating to teen-age library users is of paramount importance.



**Leadership:** We believe that library programming and needs assessments offer the opportunity for proactive leadership instead of a restatement of past design standards and passive reporting of what was heard during interview meetings. It is StudioGC's mission to use our **LibraryVision** process to provide that leadership.

# Why People Use Libraries

## The Changing Landscape:



The Pew Research Center's "Internet & American Life Project" examined why people come to libraries. One of the documents produced as a part of this project was "Libraries, Customers and E-books"\*. Utilizing surveys, the authors examined how people used libraries in the past year.

Even a casual inspection of a successful contemporary library quickly reveals that there has been a dramatic change in what libraries offer their users, and how those customers are using their libraries.

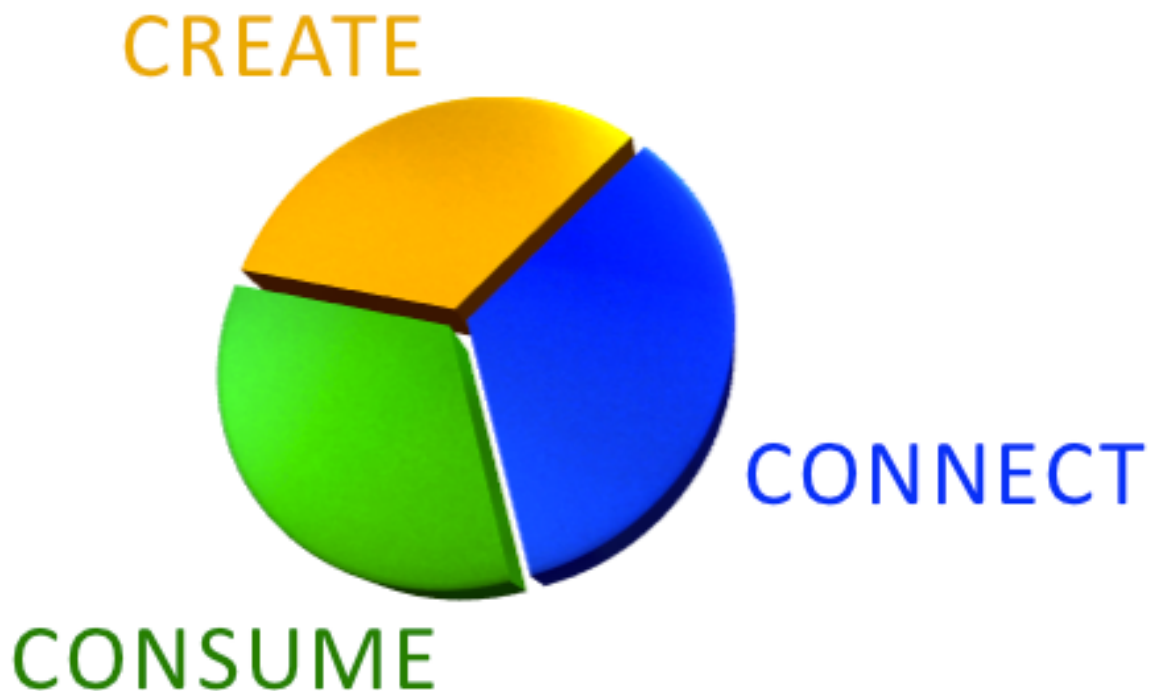
Most libraries are planned using library design standards that have remained essentially unchanged for years and are based upon the premise that libraries are still primarily about lending books. The adjacent graphic based upon the Pew Research suggests otherwise; only slightly more than a third of the people that come to libraries come to borrow books. We believe that the library planning process needs to recognize this fact if the libraries of the future are to keep pace with societal changes.

- Kathryn Zickhur, et al., "Libraries, Customers, and E-Books" (Pew Internet and American Life Project, June 22, 2012), accessed November 12, 2013, [http://libraries.pewinternet.org/files/legacy-pdf/PIP\\_Libraries\\_and\\_Ebook\\_Customers%206.22.12.pdf](http://libraries.pewinternet.org/files/legacy-pdf/PIP_Libraries_and_Ebook_Customers%206.22.12.pdf)

# A New Model For Public Libraries:

The Pew Research data led us to propose a new planning model for public libraries in which housing and supporting the traditional library collection is no longer the primary focus of library design but rather one of several equally important components. This approach places equal importance on what goes on within the library as with what is contained within the library.

Our new library model is a vehicle for providing services that are described by 3 verbs; “Consume/Connect/Create.”



**Consume:** “Consume” is comprised of the traditional library services that involve the use of informational materials and services provided by the library. These materials include physical books, e-books, e-magazines, periodicals, reference services, physical and downloadable media. Space for the support of these services has historically taken up a significant percentage of a library’s floor plan with areas devoted to collection storage, circulation and technical services to maintain this collection.



**Consume** Activities: | *Core Book Collection* | *A/V Materials* | *Information & Reference Services* | *Traditional Reading Spaces* | *Support Spaces* | *Databases*

**Connect:** Libraries becoming active community centers – places for people to connect with one another. Libraries have long featured spaces for public meetings but the relative importance of these spaces as well as the numbers of these public spaces have significantly increased. In addition to the standard large group meeting room, libraries now include spaces for small group interaction, tutoring, one-on-one continuing education spaces, small business-friendly meeting rooms with high-speed data, interactive gaming, and video conferencing for home businesses.

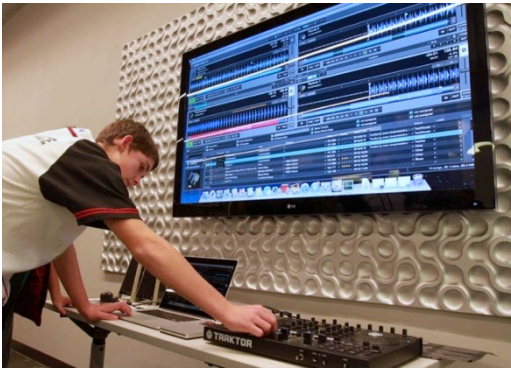


Teen spaces and library coffee shop cafés are prime examples of library spaces specifically designed for people to connect. These types of spaces are no longer library

novelties – they have become mainstays of library design and are expected and well used by their communities. Modern learning often happens in group settings and these spaces facilitate a host of collaborative learning behaviors.

**Connect** Activities: *Café-Coffee Spots | Public Events Spaces | Outdoor Activities Spaces | Large Group Meeting Rooms | Small Group Meeting Rooms | Small Business Services | Tutoring Spaces | Story Time Rooms | Teen Spaces*

**Create:** Libraries have always offered users access to materials and services that may otherwise be unavailable. These shared materials began with books and have since expanded to include a host of other offerings that offer the potential for creative activities. Today, libraries are offering maker spaces with video and music editing equipment, recording facilities, graphics software, large format printers, laser cutters and arts and crafts materials. Some offer equipment like 3-D printers that enable users to produce everything from art objects to school projects to industrial prototypes. This represents a shift away from a book-centered library but it is consistent with the concept of libraries as places to share community resources. We make the case that the learning experiences gained from these resources increase the potential for life-long learning, complement self-directed education and help library users develop the sorts of skills that are demanded by a 21st century marketplace.



**Create** Activities: *Maker Spaces | Video Creation & Editing | Music Creation & Editing Art and Crafts | Performances | 3D Printing | Product Design | Culinary Arts | Crafts | Programming and Coding*

# Positioning La Grange Park Public Library for the Future

Since LGPPL was created the mission of libraries has evolved from what some described as a “warehouses for books” model to that of lively community centers. Libraries are serving the public in ways that would not have been imagined, or possible, when the library was originally planned and built. Keeping up with changes in modes of service and offerings is essential if the library is to remain relevant and serve the needs of the community. How might these trends play out in La Grange Park Public Library’s future?

## A Vision For The Future La Grange Park Public Library:

- |                              |  |
|------------------------------|--|
| <b>Books</b>                 | LGPPL will continue to have a robust collection of books, printed materials and electronic information resources.  |
| <b>Community Center</b>      | LGPPL must function as a community center that facilitates public gatherings and offers a convenient and flexible venue for a variety of events. It needs to be a place where people can connect with other people.  |
| <b>Dedicated User Groups</b> | LGPPL should have specialized areas dedicated to user groups such as preschoolers, young readers, students, teens and small business entrepreneurs. It must also serve those who seek the traditional quiet environment in which to read and perform research. |
| <b>Content Creation</b>      | LGPPL will offer users the opportunity for content creation as well as the traditional consumption of content. This content might include writing, music performance, video production, video editing  |



and the creation of physical objects from arts and crafts to 3-D printing to culinary arts.

**Collaborative Activities**

LGPPL will offer environments that foster collaborative interaction and group learning.

**Mobile Computing**

Mobile computing will be gradually substituted for desktop computer stations. Desktop computing stations will remain available for applications requiring larger formats. LGPPL may offer circulating laptop and tablet computers for those who need them.

**Self-Service**

Technology that promotes self-service and automated collection management will be used wherever possible to allow existing and future staff to provide high-level customer-centered services in place of the routine processing of library materials.

**Social Interaction**

There must be spaces designed to encourage and facilitate social interaction, cultural integration and community events.

**Technology**

LGPPL must offer new services that have been made possible by advances in technology and possess the flexibility to adapt to future change.

**Life-long Learning**

LGPPL will offer facilities that encourage life-long learning and will serve those who elect to “age in place” as effectively as it serves younger users.

**Sustainability**

LGPPL must set an example of environmental sustainability, minimizing energy usage and promoting community well being.

**Flexibility**

To the greatest degree possible, the library will be plugged-in instead of built-in. Flexibility for future changes in technology and library operations will be an important part of every design

decision.

**Demographic Focus**

LGPPPL will provide offerings matched to meet the community's specific needs and expectations.

**A Good Place to Work**

The Library must be a good place in which to work; an engaged and happy staff is one of the keys to a successful institution.

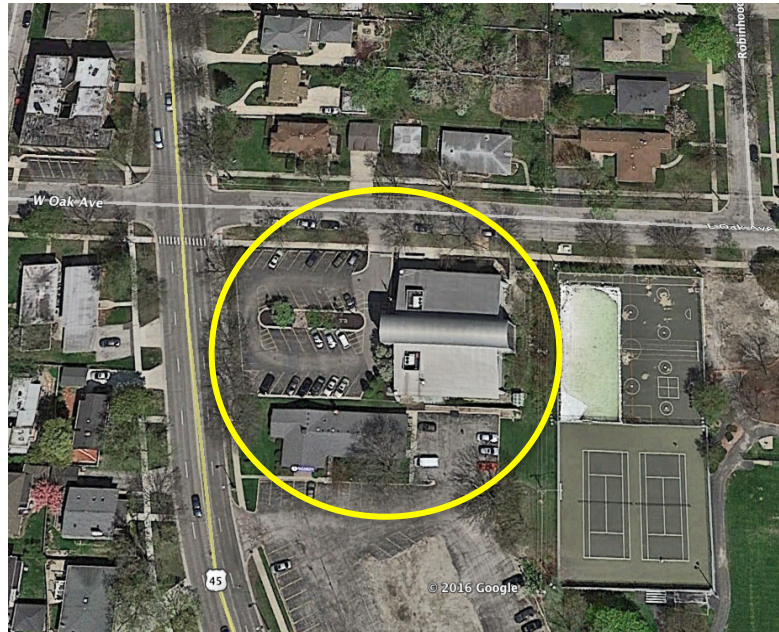
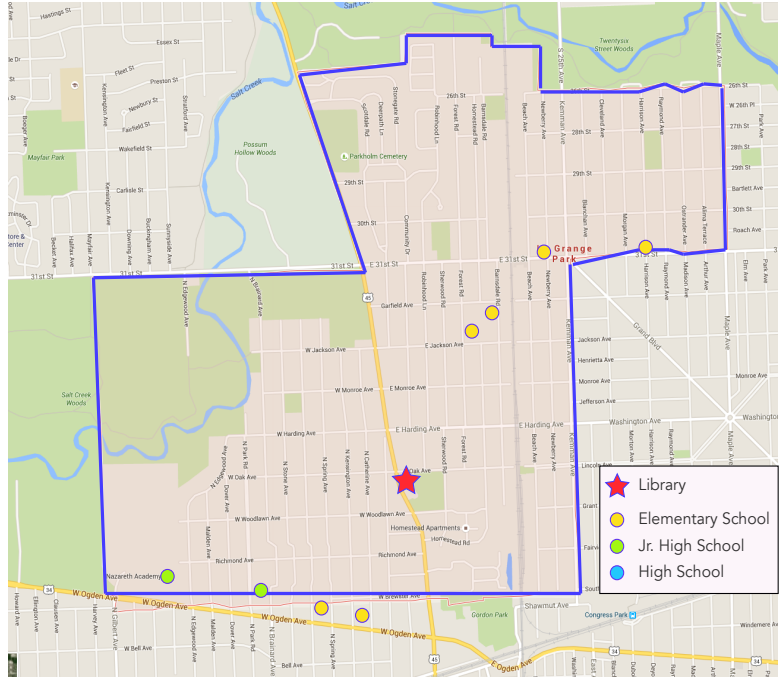


Employees that spend much of their working lives in a library deserve working environments that enable them to provide exceptional service during these times in which the nature of their profession is changing so radically.

# Who We Are

LGPP's service area covers an area of approximately 2.2 square miles and has a current service population of approximately 13,700. LGPPL boundaries correspond with those of the City of La Grange Park. The Library is located south of the geographic center of the community. Access is off of La Grange road though, especially when coming from the north, library signage is inadequate. The layout of the parking lot is somewhat awkward and its 27 spaces often fill up during busy times and during library events.

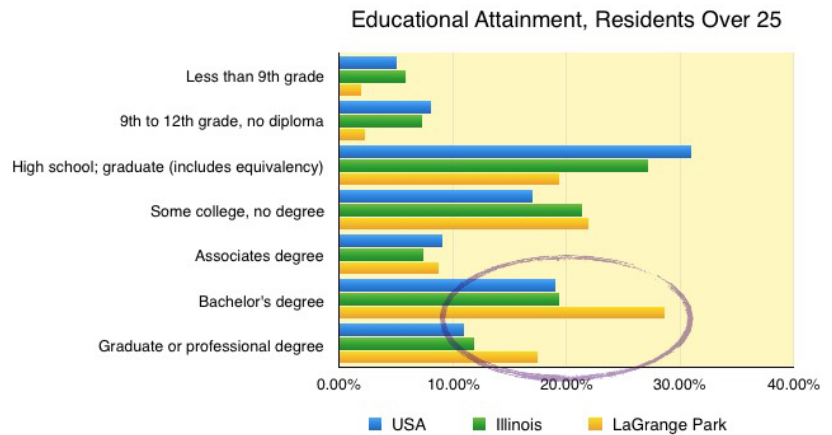
The Library is within reasonable walking distance of several elementary and junior high schools.



# Service area Demographics: What the 2010 census tells us about La Grange Park

## Educational Profile:

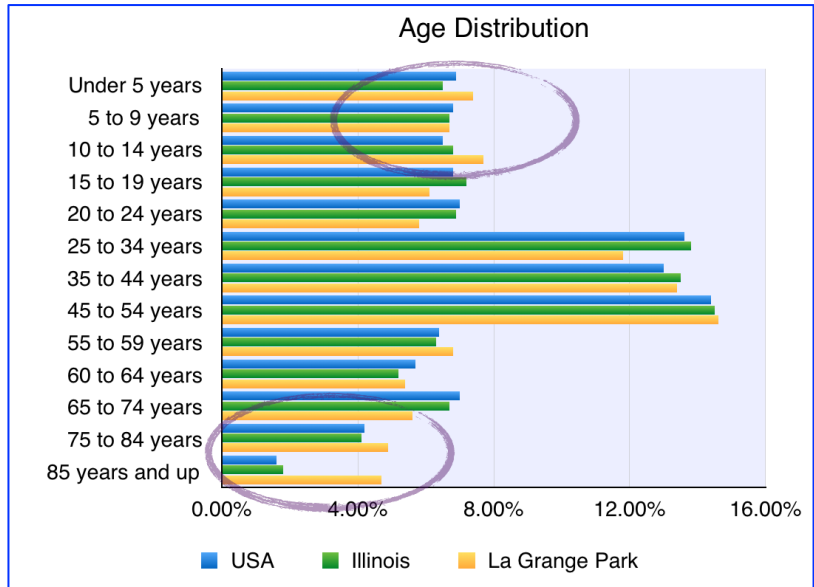
Service area residents are generally highly educated. 54% of adult residents have obtained compared to 31% statewide. In spite of the high number of residents with degrees nearly 50% of La Grange Park's adult residents do not have a college degree and may look to the library for facilities that support continuing education. LGPPL



can best serve this population by providing more spaces for tutoring and one-on-one interaction. One-on-one spaces can also serve other segments of the community by providing venues for home-based business meetings and video conferencing. We will examine how this might be achieved later in this document.

## Age Profile:

La Grange Park has a relatively even age distribution with the exception of a significant spike in the 85 years and up segment due to the presence of nearby assisted-living centers. Library usage for this group tends to be provided by library outreach thus this concentration has little impact

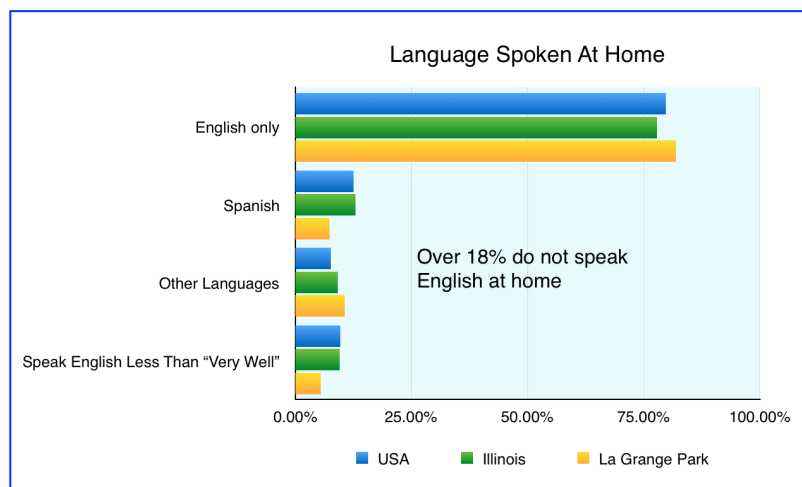


on the library design beyond supporting these outreach services.

Around 14% of the population falls within the group that utilizes children’s library services with about the same number falling into the young adult category. The Library needs to do continue to provide services that appeal to younger people and new parents. These are groups that look to the library to provide collaborative learning venues, host after school events, offer opportunities for social interaction and to promote parent-child activities.

## Language Profile:

The census data describing “Language Spoken at Home” shows an increasingly diverse community. Though the majority are English speakers, around 18% do not speak English at home and around 6% do not speak English well. Many of the new arrivals in this community speak Indo-



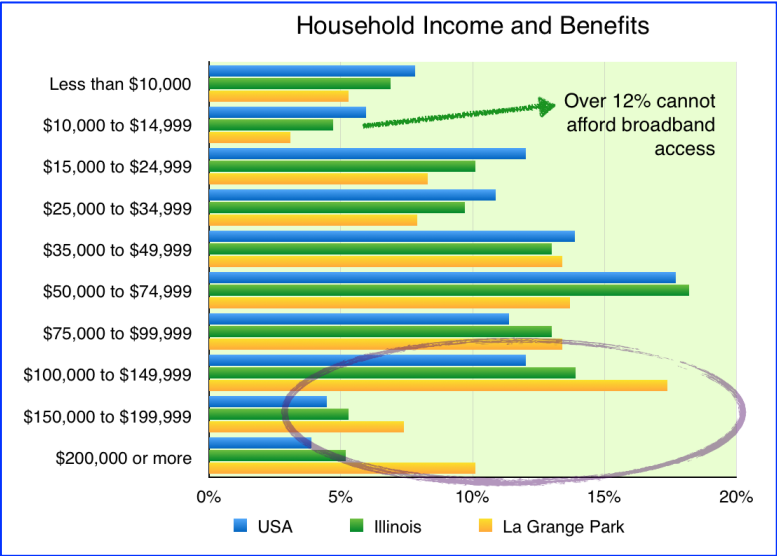
European languages other than Spanish, an increasingly common profile in suburban

Chicago communities. La Grange Park’s ethnic diversity is less than that we have seen for many of its neighboring communities. In spite of this, nearly all of the communities surrounding Chicago are trending towards greater diversity. The Library can respond to this increasing degree of ethnic diversity by providing a venue for programs and educational opportunities that reach across cultural differences; the. “Connect” of **Consume/Connect/Create**.

**Income Profile:**

La Grange Park’s income data places most residents in the middle and upper middle classes. The mean household income is approximately \$70,400.

Nearly 25% of La Grange Park’s households reported an annual income below \$35,000. According to the Pew Research Center, approximately half of



this group cannot afford home broadband access. Thus around 1 out of 8 residents and thus may rely on the library not only for printed materials but access to computing, Internet, electronic media, and other digital material. Some nearby school districts supply every student with a tablet computer. At this time, this is not the case in La Grange Park.

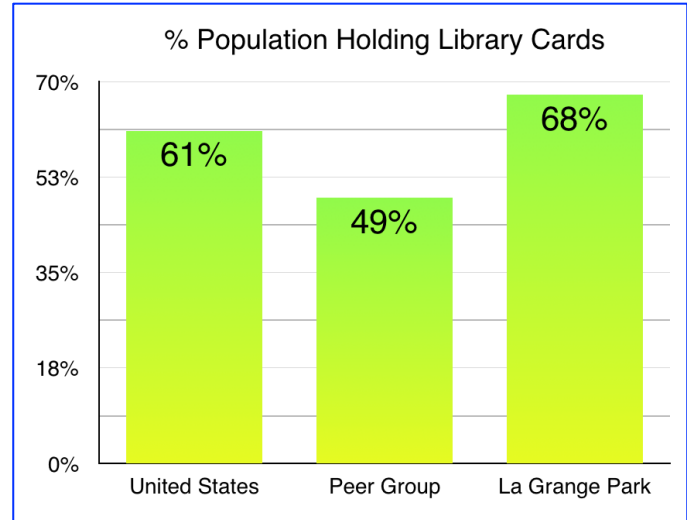
The digital divide is closing somewhat due to the increased availability and affordability of computers but there are still many in La Grange Park that depend upon the library for their connection to the online world. Internet access is now considered to be an essential services and it is imperative that the library is physically able to provide the space, technology, and infrastructure to support online activity.



# Library Usage

## How Many of Our Residents Have Cards?

Nationwide, approximately 61% of the public hold library cards; within our selected peer group, an average of 49% are cardholders. In LGPPL's service area, 68% of the residents are cardholders – a clear indication that this is a community that values its library.



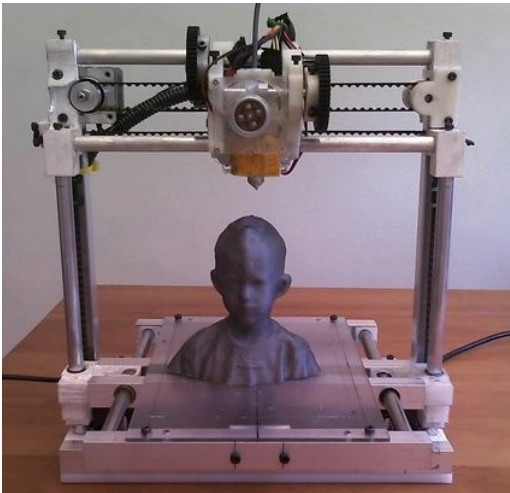
# Establishing Library Goals

## Incorporating Demographics and Library Trends

As discussed above, nearly a third of the service population falls within the older children and young adult age groups. Users in this group are digital natives and have grown up with access to the Internet and have expectations of constant connectivity and social engagement. They are also accustomed to accessing information in digital formats. This should have a significant impact on planning for LGPPL. The relative importance of printed material when compared to digital media is declining. This will manifest itself in a print collection that will likely shrink over time as library resources are focused on other community needs.



Worldwide, libraries are confronting the fact that the nature of their services must evolve if they are to remain relevant. Meeting the needs and expectations of older children and young adult users is essential if we are to place LGPPL in a good position to remain relevant and useful as these groups move into adulthood. In library planning, we typically look at a 20-year time horizon. In a time of such rapid change, we cannot use “traditional” standards if LGPPL is to be relevant 20 years hence.



What impact will it have on the traditional library planning if we fold in an increased emphasis on local demographics and incorporate the most recent changes in library use into the mix?



### Serving Our Public Standards:

Most planning for Illinois libraries traditionally relied on “Serving Our Public” which was produced by the Illinois Library Association. This standard has been used for many years in Illinois and is similar to those used by other states

Serving Our Public Standards - La Grange Park Public Library						
Illinois Library Association						
Service Population	13,579					
BOOK COLLECTION TABLE						
	Base	Minimum	Growing	Established	Advanced	La Grange Park
	35,000	43,147	62,158	72,342	116,474	78,154
PERIODICALS COLLECTION TABLE						
	Core	Minimum	Growing	Established	Advanced	171
	60	169	223	250	304	
A/V COLLECTION TABLE						
	Base	Minimum	Growing	Established	Advanced	
	3,500	4,315	8,253	11,847	27,263	13,372
COMPUTER WORKSTATIONS						
		Minimum	Growing	Established	Advanced	
		18	39	54	68	26

to set standards for library collection sizes, staffing levels, etc. “Serving Our Public” has four levels for library service: “Minimum,” “Growing,” “Established” and “Advanced.” LGPPL currently serves approximately around 13,600 users. This service population yields the adjacent chart when plugged into “Serving Our Public” formulas. LGPPL’s placement is indicated with a ★ symbol. In terms of collection sizes and the availability of personal computing, the world has changed significantly since these standards were established and the relevancy of these goals is now open to question. Therefore, we are left without convenient road maps for establishing clear-cut goals for appropriate collection sizing.

### Commentary on *Serving Our Public* Comparisons

LGPPL’s book and AV collections fall in the “Established Library” when compared to most of the “*Serving Our Public*” Library Standards. Periodicals and computer workstations are at “Minimum” levels.

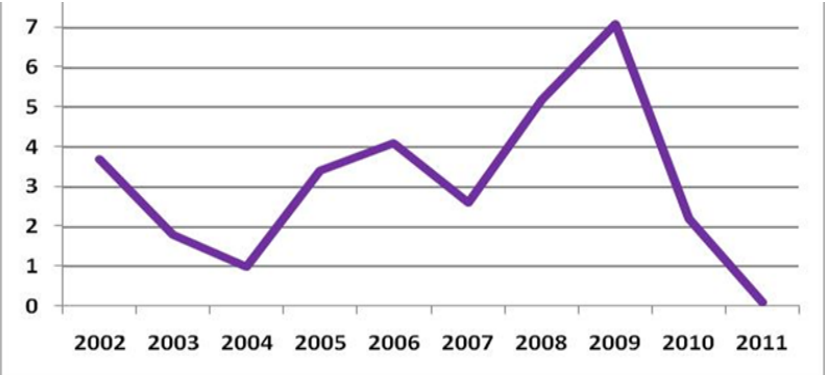
There are several considerations that need to be weighed when examining these standards; the first is that the “*Serving Our Public*” measures fall primarily within the traditional “consume” portion of the **Consume/Connect/Create** spectrum and do not address many new services that fall within “connect” and “create”. As such it is necessary to reconsider those standards in order to provide adequate space for “connect” and “create and services. Another is the question of what represents appropriate goals for collection sizes in a contemporary library.



### Collection sizes – where are they going?

The use of “traditional” library materials has already peaked. The adjacent graph is based on 2012 national survey data compiled by *Library Journal*. The graph illustrates the percentage increase in Adult Book Circulation sizes by year.

Rate of Increase in the size of Library Collections



2012 Survey Data, *Library Journal*

The accompanying graph shows that the demand for more books is decreasing despite the fact that many libraries are busier than ever. Since 2012 most libraries have been reducing the sizes of their printed collections at an increasing rate.

At a recent meeting of the “Library Design Institute,” a yearly event where library architects meet with library professionals to address design challenges proposed by libraries from all over North America, we took an informal, and admittedly unscientific, poll of the library professionals asking for their predictions of where they thought library collection sizes would be in 10 years. There was a near consensus that in 10 years, overall collection sizes will shrink, perhaps winding up 30% to 40% smaller than they are now. The predicted reductions in collection size are expected to be of different magnitudes depending on what part of the collection is being considered. Current thinking regarding the 10-year horizon is as follows:

Collection Predictions	
Children’s Collections	Collection sizes to remain steady with increase in non-print offerings
Young Adult and Teen Collections	Collection sizes increased beyond current levels as libraries target these groups for improved service
Fiction and Leisure Reading	Some reductions in collection size



Non Fiction	Significant reductions in collection sizes
Reference	Collection replaced by electronic resources
Periodicals	Substantial reduction in collection sizes as periodicals go online
A/V	Ongoing reduction in collection size as materials become downloadable
Local History & Genealogy	Case by case depending upon local circumstances
Non-Collection standards	
Computer Workstations	Substantial reduction in desktop computer stations as computing becomes increasingly mobile
Reader Seating	Increased number of seats as libraries expand their offerings to include more social, cultural, entertainment and creative activities

These collection predictions put the “*Serving Our Public*” standards in a different light; while the number of periodical titles may appear to be insufficient, LGPPL may actually be ahead of the curve in transitioning to electronic media for its collection. The same can be said for the number of desktop computers on offer. The print collections are generally larger than they will need to be in coming years.

As we look at planning goals, the above assumptions will be incorporated into the analysis. We assume that there will be reductions in the size of selected physical (as opposed to electronic) collections compared to existing collection sizes and the collections proposed by the current “*Serving Our Public*” standards.

In our proposed **Consume/Connect/Create** organizational scheme, the size of the collection is only one of several criteria given equal importance in the planning and design of the library. Our approach balances meeting collection targets with facilitating learning and collaborative interaction. In this context, we regard “*Serving Our Public*” as a dated resource and a convenient point of departure rather than a destination.

# Peer Library Comparisons

## Are Peer Comparisons Relevant?

We perform peer analyses to show how the subject library compares with similar libraries. Because of the to the rapidly changing nature of libraries, this approach has some limitations due to the fact that we are likely comparing ourselves to other libraries that may use outdated library service models. There also may be inconsistencies with the way electronic media circulation is reported. Despite these shortcomings valuable information can be gleaned with respect to how the community is using its library compared to similar communities. We selected peer libraries with similar service areas and ranges of economic and social demographics. These include:

- River Grove Public Library District
- Stickney-Forest View Public Library District
- Nancy L McConathy Public Library District
- Lyons Public Library
- Worth Public Library District
- Summit Public Library District
- River Forest Public Library
- Schiller Park Public Library
- Town and Country Public Library District
- Markham Public Library
- Palos Heights Public Library
- Lincolnwood Public Library District
- Thomas Ford Memorial Library
- Wood Dale Public Library District
- Riverdale Public Library District
- LaGrange Park Public Library District
- Richton Park Public Library District
- Justice Public Library District
- Steger-South Chicago Heights Public Library District
- Prospect Heights Public Library District
- Forest Park Public Library
- Chicago Ridge Public Library
- Fossil Ridge Public Library District
- Midlothian Public Library
- La Grange Public Library
- Peotone Public Library District
- Bridgeview Public Library
- Westchester Public Library
- Messenger Public Library of North Aurora
- Winnetka-Northfield Public Library District
- Glenwood-Lynwood Public Library District



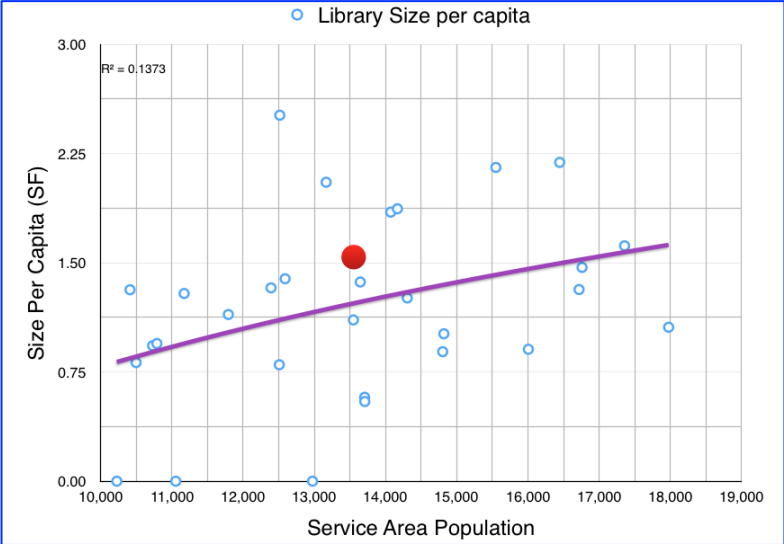
# Comparative Metrics

## Comparative Costs and Facility Metrics

We examined a number of key metrics relating to how LGPPL compares with its peer group. These include facility-related data as well as operational costs and service data. This information will help Trustees and Library Administration make informed decisions regarding the future of the La Grange Park Public Library.

### Size of the Facility

Traditional conceptions regarding library size must be evaluated in the context of the rapidly changing library environment and in relation to the space required for new services and activities. There is no defined standard for determining the optimal size for a library.

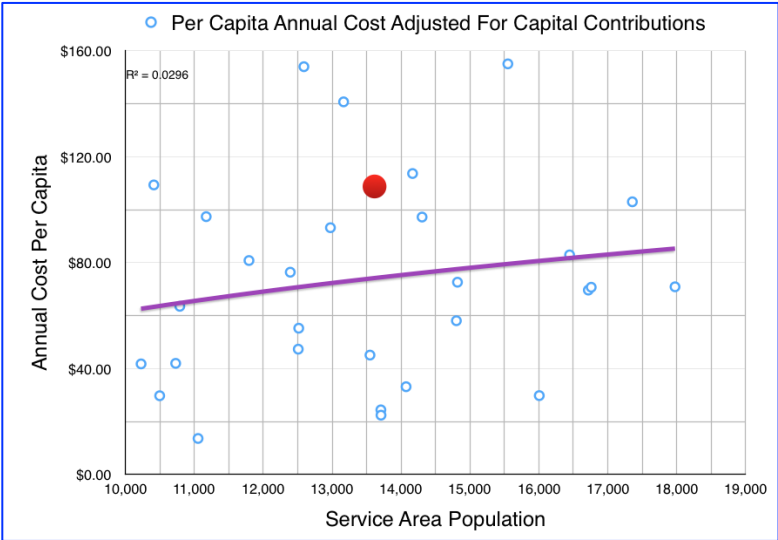


The chart at right shows the relative size of LGPPL in relation to its peer libraries. The purple line represents the average for the peer group. LGPPL has a reasonable square footage per capita of 1.55 SF/person; somewhat over the peer average of 1.2 SF/person. Size is not the only measure of the capabilities of a library. In spite of the adequate square footage, there are a number of contemporary library services that LGPPL is not now offering its users. Creative planning will be required to enable the library to maximize its flexibility to provide an adequate level of service as new library services come on-line.



### Cost and Funding:

The cost of operating a library is directly related to the physical facility; its size, age, layout and infrastructure. The service model and staffing level also have significant impacts on operating costs. When we looked at the average annual cost to run peer libraries we subtracted any contributions to capital



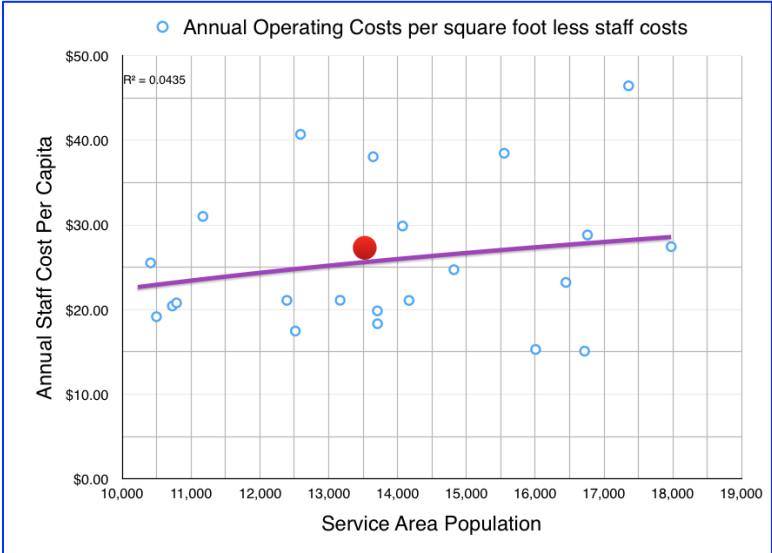
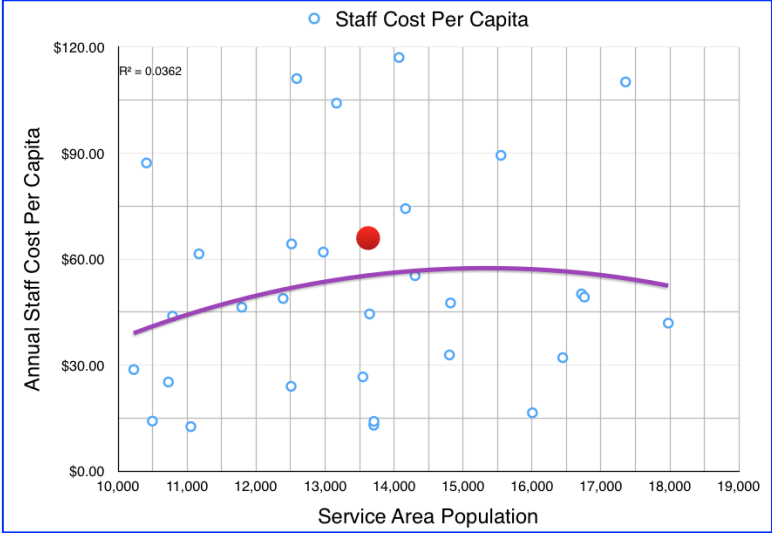
funds and bond repayment costs in order to eliminate artificial inflation of yearly operational costs. The adjacent graph shows that LGPPL costs on average \$108 per capita per year vs. the peer group average of approximately \$73 for similar size libraries.

The relatively higher annual cost of the library does not reflect inefficiency or poor management. LGPL is a high-service library located in a comparatively expensive location. The high rates of usage indicates that the community values the library and the services that it offers.



**Staff Costs and “Other” Costs:**

Annual operating costs can be broken down into two primary categories; staff costs and other costs. Staff related costs are the largest single line item in library budgets, typically comprising 60% to 70% of total costs. The adjacent graphs show staff costs and “other” (non staff) costs. On a per capita basis LGPL is higher than average for staff costs and near average for other operating costs. It is our opinion that the staff costs reflect LGPL’s high-service operating model, its location in a comparatively expensive area and its level of programming. There are likely some measures that could lower overall operating costs while maintaining the service level.



“Other” (non-staff operating) costs are about 7% greater than average. These “Other” costs include not only the cost of operating the Library but the costs allocated to programming, which we will look at shortly. Improvements in the building envelope and mechanical systems will likely lower the operating costs by reducing mechanical costs.

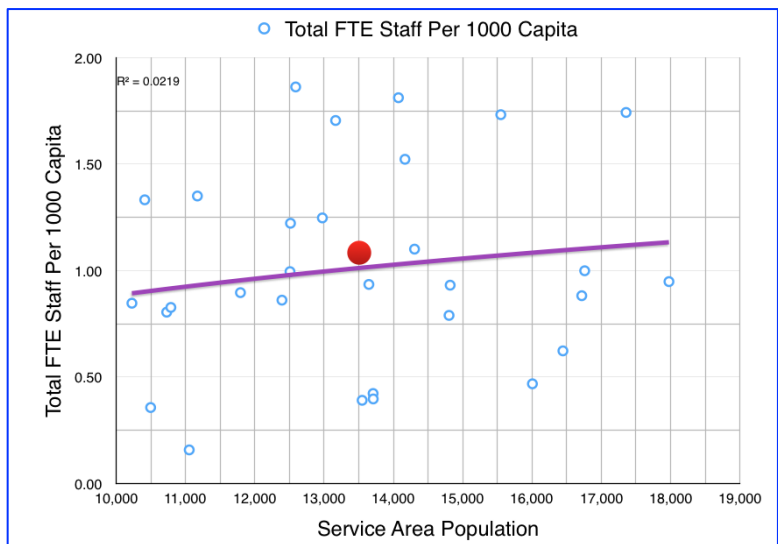
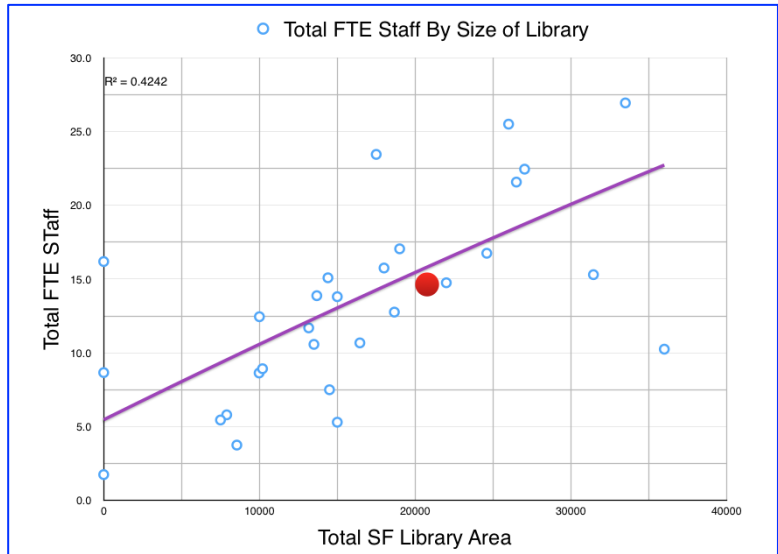


## Staffing Density And Staff Size

StudioGC defines staffing density as the number of FTE library staff per thousand square feet of building area. This information gives us an indication of how well library staff are able to utilize the library and/or how efficiently the library is being used.

LGPPL currently has slightly fewer FTE staff per thousand square feet of library than average. This indicates that it is a relatively efficient operation in terms of utilizing the library's facility.

The number of FTE staff per thousand capita is also near average when compared to the library's peers. This confirms that the LGPPL is not a staff-heavy institution.





# Comparative Service Metrics

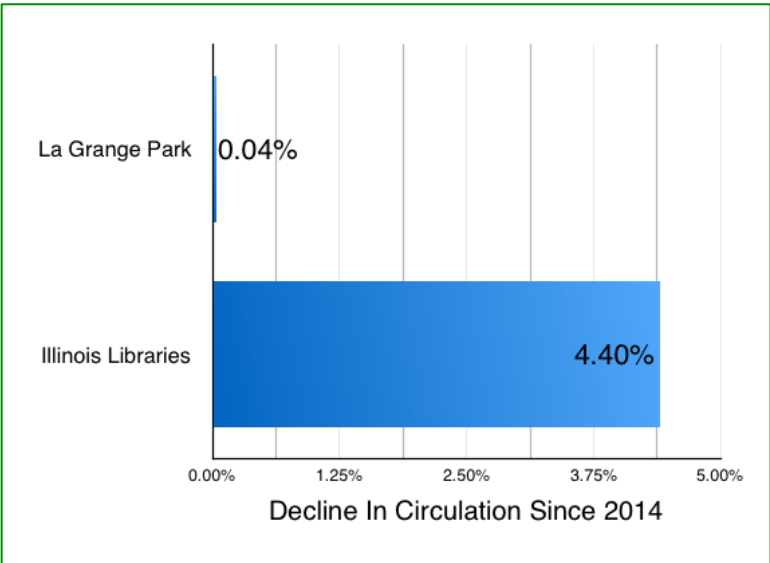
## Circulation Trends

Many judge a library’s performance based on book circulation. This is less and less a measure of success; especially if it is not taken in the context of national trends and new library services. In general, physical book circulation is down but it is being replaced with other library services that include E-books, programming, social interaction and creative activities.

## 2014 -2015 Circulation Trends

We looked at state circulation trend averages over the last year. On average, book circulation in Illinois decreased 4.4% over the last year compared to a decrease of .04% at LGPPL.

This is an unusually low rate of circulation decline. While essentially good news, we feel that this is not a reason to delay

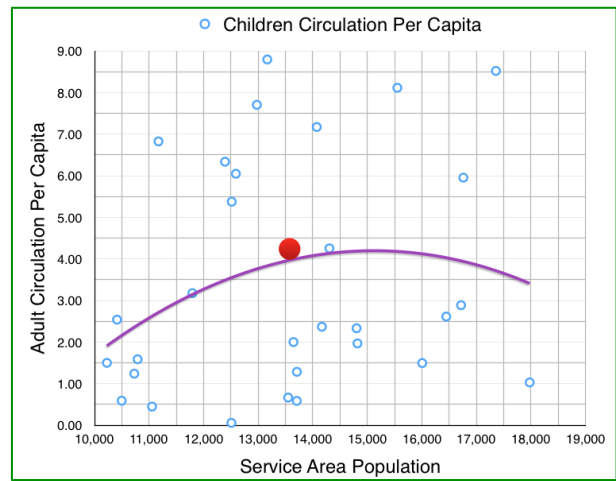
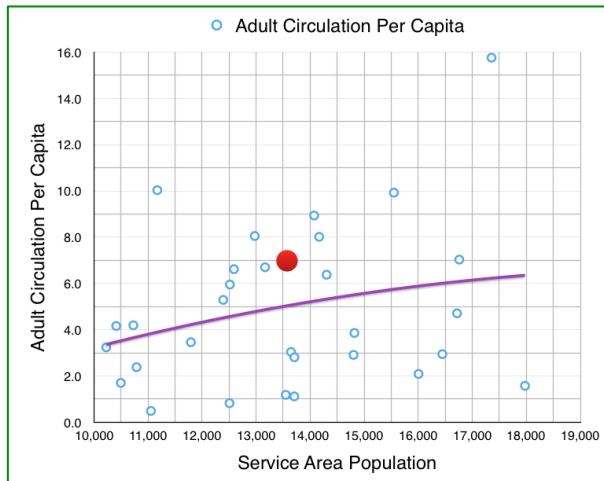


adding new, non book-based resources and services. Nationwide trends in library use are clear and new services will only increase the relevance of LGPPL to its present and future users.



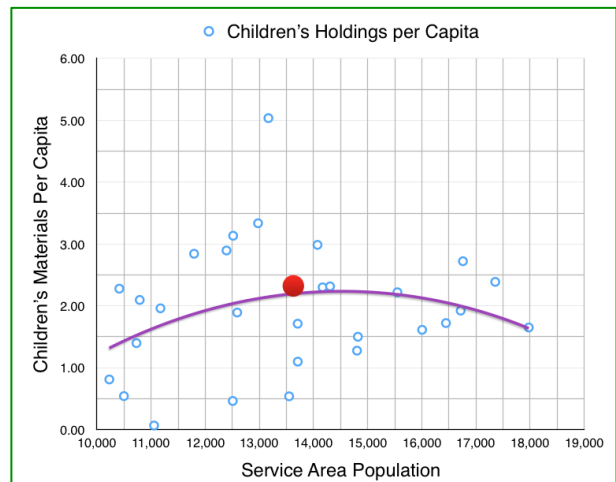
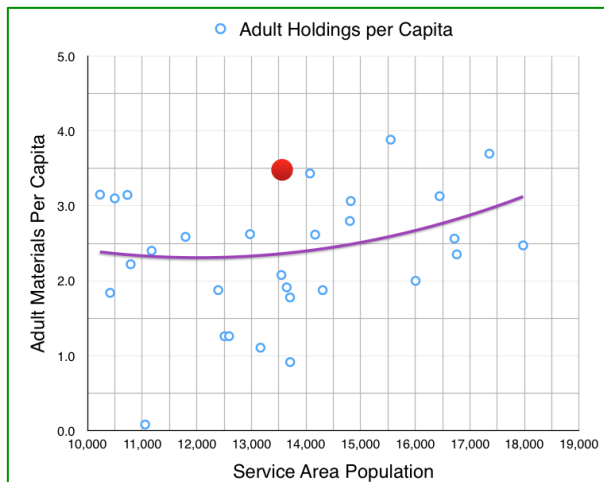
## Circulation Vs. Peer Libraries

Despite the fact that book circulation is generally decreasing, LGPL is doing a good job in moving its collection. Adult and Children per capita circulation rates are both above average.



## Holdings Vs. Peer Libraries

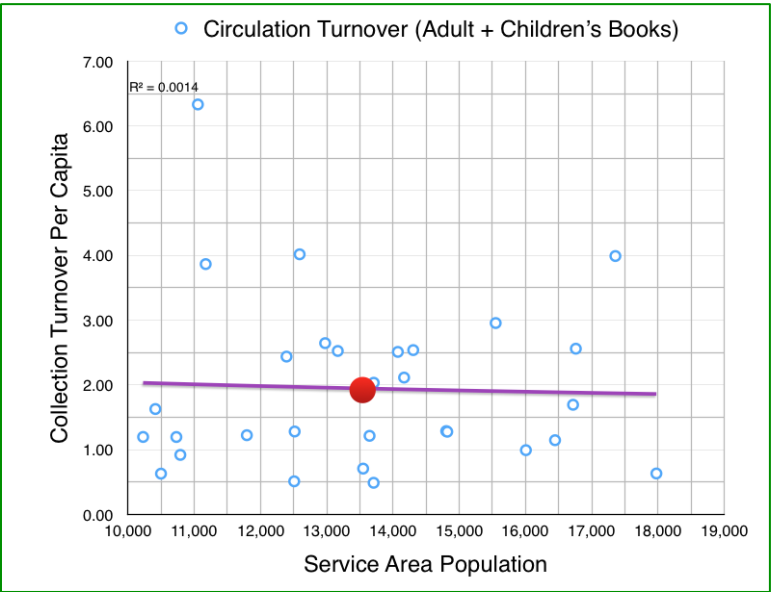
The charts below show that LGPL's adult book holdings significantly above average and children's holdings are just above average. Note that this data doesn't address how often these materials are used – we will look at that momentarily.



# Collection Turnover

Collection Turnover is a measure of how often the average book in a library is checked out. LGPPL has an average collection turnover rate.

Although it may be counterintuitive given the rate of circulation, the data indicate that there is an opportunity to weed the adult collection to



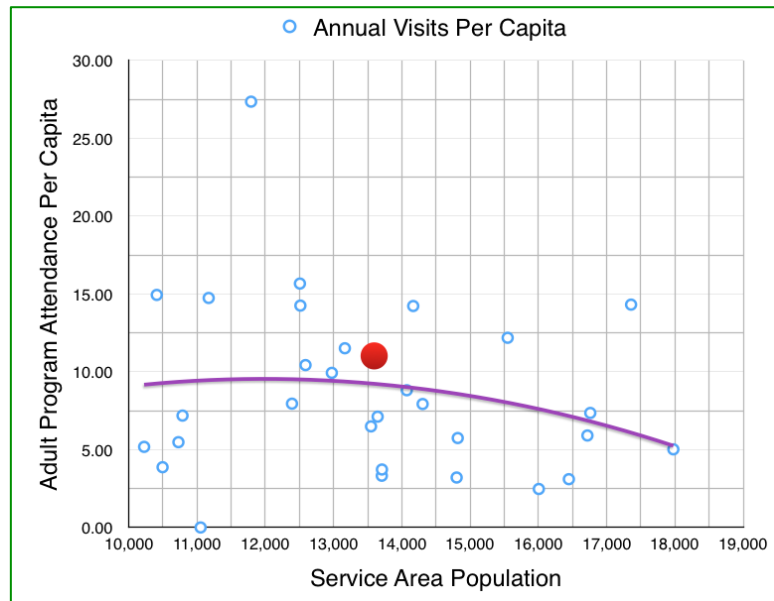
provide room for other library services. As materials are increasingly available on-line, many libraries find that parts of their collections are overlarge with respect to demand. The numbers tell us that the library has more than enough materials to maintain a good circulation rate. With thoughtful weeding more room can be made for new services while maintaining a collection that meets the community's expectations.

Based on experience, we estimate that the size of LGPPL's adult collection could be reduced by 20 percent or more without an adverse impact on circulation. Circulation may actually increase as room is made for more materials to be displayed face-out.



## Library Visits

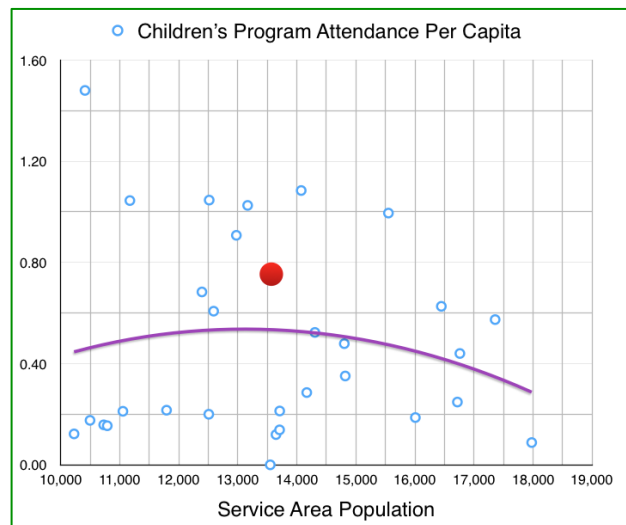
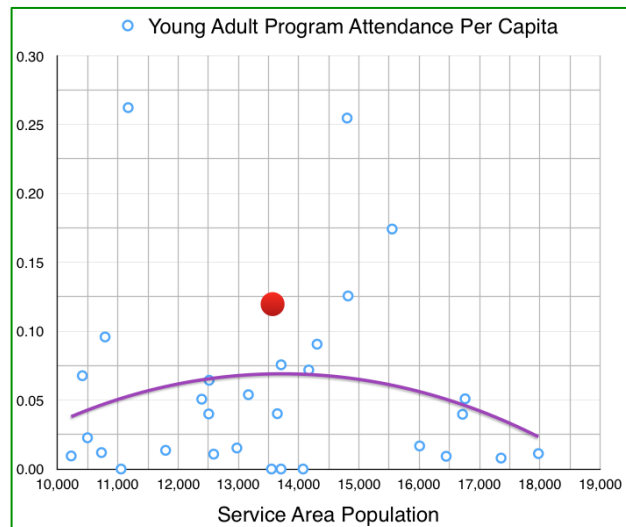
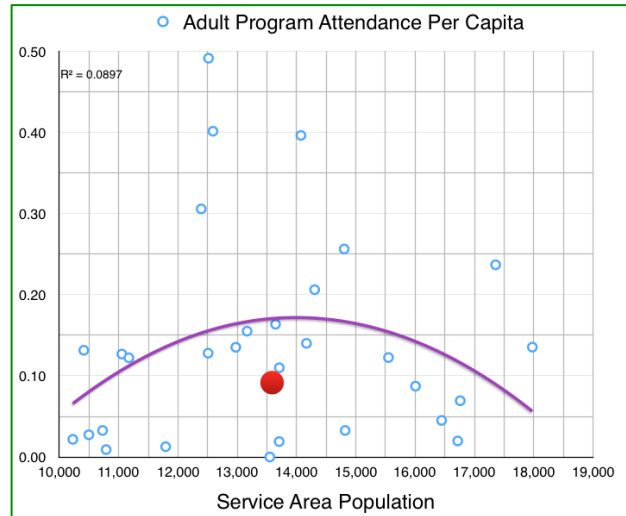
As **Connect** & **Create** As activities become increasingly important in the spectrum of library services, library door counts are an increasingly good indication of how well the library is serving its community. LGPL's per capita gate count is nearly 25% above that of its peer libraries; another success story indicating that people in La Grange Park value their library.



## Library Programs

Programming is gaining in importance in the spectrum of library services. LGPPL's rates of children's and young adult program attendance are impressive. Adult program attendance lags and is likely held back somewhat due meeting room limitations. This can be addressed by providing a greater number of more flexible venues for adult programming.

The young adult numbers and children's numbers illustrate that a dedicated staff can do much to draw people to the library



# Conclusions on the Peer Library Comparisons.

By their nature, peer comparisons are somewhat backward-looking and rely on data that has been traditionally compiled by libraries. That being said, by most traditional standards, LGPPL is a success story and has squeezed good service out of its facility.



The library is somewhat larger than average for the size of its service area but many of its services are also above average. We see an example of a library that is providing good value to its community.

## Strategy

The preceding analysis has shown us that by most traditional library measures LGPPL is a successful institution; usage is relatively high, turnover of the collection is good and the library is valued by the community. The obvious question is “Why tamper with success?”

Libraries are experiencing a period of rapid change; new services are coming on line, the circulation of printed materials is generally declining and they are assuming more diverse community roles. The existing facility was designed and built prior to the sea change we are seeing in the mission of public libraries. Even if significant changes at LGPPL are indicated for the short term, positioning the library for the future should be a priority. How can we optimize the current institution and create an environment that provides the maximum amount of flexibility to allow LGPPL to keep up with recent and upcoming changes?

The above suggests a long term strategy for LGPPL. Implementation of more materials handling technology and focus on self-service could reduce the number of staff required for materials handling and processing. The library could reduce this portion of the staff by attrition as such new technology is implemented and/or divert some staff from materials handling tasks to higher level customer service. Some future library

technology-based and programmatic services may require the addition of new, specialized staff. The StudioGC design team will employ our “lean library design” philosophy as we look at design possibilities and maintain a goal of finding ways to provide a high level of service with current, although perhaps reallocated, staff.

## Opportunities

There are a number ways in which current library experience can be streamlined, some are operational and others architectural:

- ✚ Continue weeding to reduce collection size and free up square footage for new services
- ✚ Utilize “BISAC” (book store style organization) in selected areas – especially the adult library, to increase circulation turnover
- ✚ Eliminate nearly all of the reference collection in favor of on-line resources, inter-shelf remaining reference books with nonfiction
- ✚ Reduce the size of the nonfiction collection
- ✚ Promote patron self service to reduce staff time required for basic library transactions
- ✚ Evaluate the potential of housing disk format materials such as CD’s, DVD’s and games in an automated vending-style unit to reduce staff time and square footage required to house these portions of the collection.
- ✚ Provide more flexible, open space within the library for informal events
- ✚ Many of the service points are oversized by current standards. Consolidate and shrink service points
- ✚ Make self-service an obvious choice
- ✚ Furnishings are generally inflexible and difficult to reposition or repurpose. Replace some with more flexible units
- ✚ Shelving is generally full and the spine-out placement of much of the collection is not inviting for browsing, provide more face-out materials



# The Existing Library Building

## Staffing Density, Service Points and Sight Lines

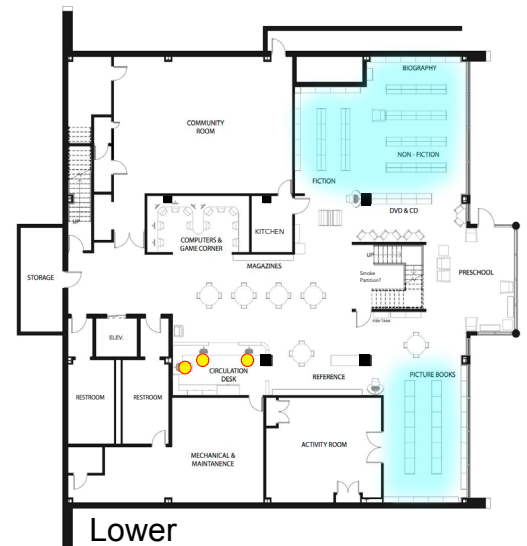
Staffing density is the number of staff on a square foot basis compared to the peer libraries. The average library in our group runs with 0.79 FTE (Full Time Equivalent) staff per 1,000 square feet of library space. LGPPL currently has 0.69 FTE's per 1,000 square feet of library.

Service points are shown as yellow circles on the adjacent illustration. The number of service points are generally appropriate for the size of the floor plate. Staff work areas are well consolidated and relatively compact as indicated by the yellow shaded areas on the adjacent plans.

Significantly; there are no dedicated staff work areas on the lower level. This forces staff work required for the children's library to take place behind the service desk. A dedicated work space for children's staff should be a priority.

### Interior Sight Lines

The adjacent plans also indicates areas of limited visual supervision; these are indicated by the shaded blue areas. Sight lines are generally acceptable – there will always be some blind areas in a library due to shelving but these can be minimized by care attention to the location of staff service points.





# Public Amenities

With its abundant natural light and views the building has a generally pleasing and comfortable impression. Most of the furniture is geared toward solo work although there a few pieces that promote collaborative interaction.

There is a self-service coffee station serving the small café-style seating area near the main entry. We will look at ways to build on this concept later in this report.



# Discussion and Recommendations

## StudioGC 21<sup>st</sup> Century Library Planning Principles

We believe that there are two overriding planning principles in contemporary library design: design for social interaction and flexibility.

### The Value of Open Space

We believe that success is no longer measured only by what is *housed* within the library but what *happens* within the library. LGPPL may never have room for a 2-story dinosaur exhibit like Elgin’s Gail Borden Library as illustrated in the adjacent photograph but the library building can be a place for things to happen; things like exhibits, programs, rotating collections and special events.

### Library as a Social Hub:

Libraries are increasingly becoming destination places where people meet, visit and enjoy coffee with conversation.

Social library space can be combined with leisure and periodicals reading areas. LGPPL would benefit from more flexible space that would allow customers to enjoy refreshments and that could be easily re-purposed for displays and exhibits; such a space will enhance the library’s role as a center of community.

The most successful contemporary public libraries are embracing an evolving role that places equal emphasis on



learning-based services, social interaction and creative activities; the **Consume/Connect/Create** of our LibraryVision approach.

## Service Points - General

Interactions between customers and library staff are generally becoming less transactional and more collaborative in nature. Standing-height desks that provide a barrier between library staff and customers are trending toward seated height desks that encourage informal interaction.



Libraries are moving toward collaborative models and away from transactional interactions

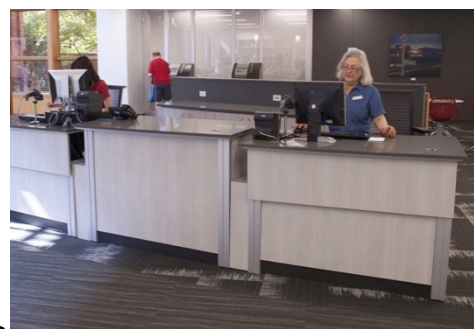
Many libraries are eliminating many fixed staff positions with and relying instead on mobile library staff that roam the floor and assist customers throughout the library. Where defined service points are still required, we are eliminating inflexible, built-in casework desks and replacing them with smaller, more nimble service points that can be relocated to free up space as needed.

Like most libraries that are more than a few years old, LGPPL's service points are relatively oversized by current standards. Libraries are downsizing the traditional circulation desk and implementing self-check systems to reduce the load of front desk staff, freeing up time for different forms of customer service. StudioGC proposes that LGPPL evaluate the potential for increasing the number of self-service options available to its customers.



## Rethinking The Circulation Desk

As self-service becomes more convenient, checkout tasks currently performed at the circulation desk will be dispersed to other parts of the library and the workload at the desk will be reduced. We propose



that the existing desk be replaced with an adjustable height 2-person desk that can accommodate either standing or seated staff. The adjustable height desk should be modular construction to allow for easy modification in the event of future changes. There should be room for one seated patron in front of one of the staff stations for new card registrations and other tasks that require more interaction with library staff. *(Please note that featured examples are conceptual illustrations and not intended as a proposed finishes or color selections for LGPL.).*

### Universal Staff Touch-Down Points

StudioGC recommends that the library establish a standard staff touch-down point that can serve as greeting desks, reference desks or help points. At right is the Herman Miller Co/Struc systems desk that has the features that we recommend for this application; wheeled base, wire management, variable height for sitting or standing height and a small storage/reference storage shelf. These units can be easily relocated to make way



Co/Struc mobile desk

for pop-up events or for impromptu customer training. These touchdown point desks can function as generic service points that might handle reader’s advisory at one time, reference services at other times, allow new customers to be registered and to provide floor supervision as needed.

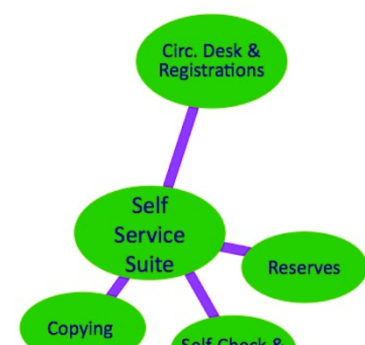
As a reference desk, the universal touchdown desk can allow the reference librarian and patron to collaboratively share a screen. In our digital age, learning how the search is performed can be as important as the results of the search.



Existing Traditional Reference Desk

### Self-Services Suite

A well-designed self-services suite is easy for customers to locate and use with a minimum of library staff intervention. Self-service checkout of books will become much more



convenient as the library adopts RFID (**R**adio **F**requency **I**dentification) collection management. RFID saves staff time in processing materials, allows books to get back on the shelves more quickly and is compatible with automated sorting machines. For those that want personal interaction we always retain a check-in / check-out station at the desk for a traditional library experience.

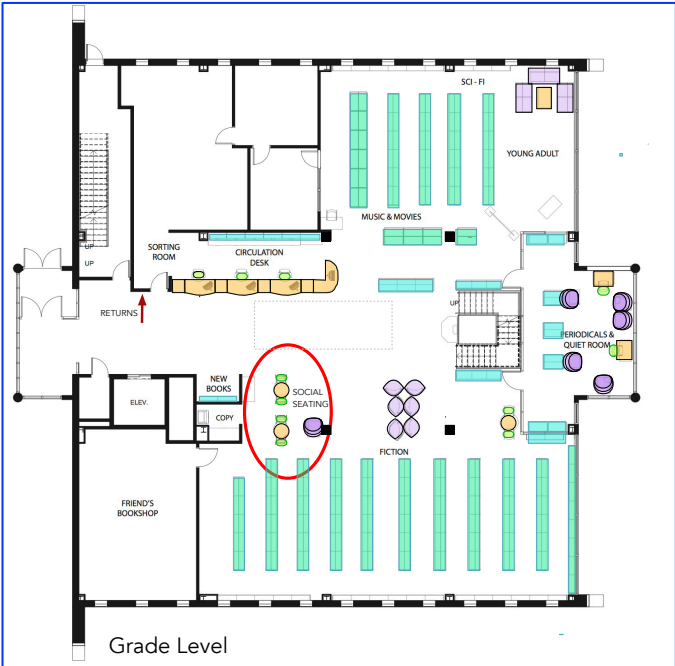
Reserved books should be a feature of the self serve suite. There is no reason to house reserved books behind the circulation desk and most libraries have moved to self-service retrieval of reserved books. When done properly, self service reserves increases the level of patron privacy, reduces staff time and frees up space behind the circulation desk.

Note that the example is shown in a white finish. All examples are for illustration purposes only and not intended as proposed material selections. Most are available in wood or laminate finishes that would match the existing LGPPL color scheme.

# Leisure Reading and Social Space

We think that the small social seating / coffee area near the entry is a great idea that deserves to be expanded. We recommend that it be enlarged to create an open, flexible social area that features 2-person tables, good wireless internet access and self-service refreshments. This space can also serve as a new books, periodicals and leisure reading zone and would be a nice counterpoint to the quiet reading room.

This area could feature wheeled 42” shelving for new books and special/seasonal book displays that could be easily relocated to allow for small pop-up events. We will look at some ideas for this area later in this report.



Wheeled Shelving

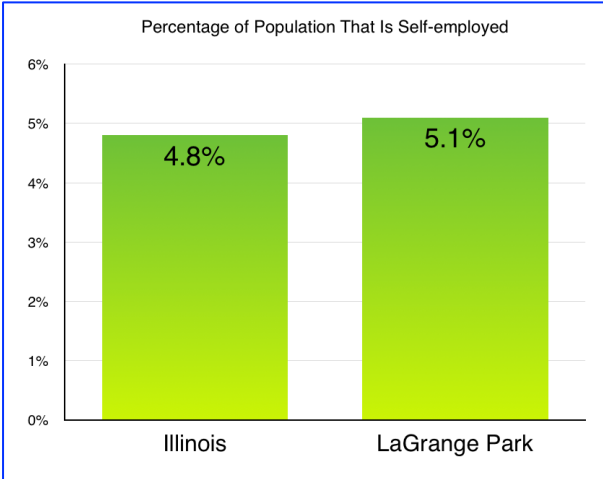


# Flexible Collaboration Spaces

One of the main goals of Lean Design is that every square foot should be able to fulfill more than one function, ensuring that no space sits unused for any length of time.

There are two groups in the LGPPL service area that could be better served by the library and that do not tend to use the library at the same time; self-employed business people and teens/young adults. Both of these groups tend to be technologically literate and can benefit from collaborative working environments.

Census data shows us that La Grange Park has a greater percentage of self-employed residents than average, also that nearly 1 out of 8 of the service area's population is in the 10 to 19 age group. Although these are not groups that we tend to associate, the needs that they share and the fact that they tend to use the library at different times presents us with an opportunity.



Steelcase "MediaScape" System with shared computer monitor

## Time Shifting

StudioGC proposes a flexible swing space that primarily serves business users during the day and teens after school hours. This space should offer high technology and facilities for collaborative activities such as video conferencing or after school study groups. Business and teen users will tend to sort themselves out by time of day but this changeover could be encouraged by other cues such as changes in lighting or digital signage.

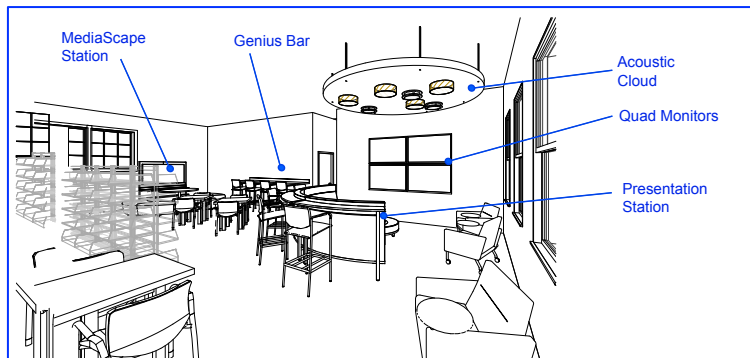
## Digital Cueing

One way to signal which group a Collaboration Space may be targeting at any particular time would be to install a cluster of wall-mounted flat screen TV/monitors. During the day these could display investing and news sources, in late afternoon the content might shift to material more aimed at young adult. The monitors could be wired to function as a collaborative media center where either business or young adult customers can share screens – much like Steelcase’s MediaScape system. Along with collaborative technology, collaboration space must be fitted with noise control measures to limit disruption to other areas in the library.

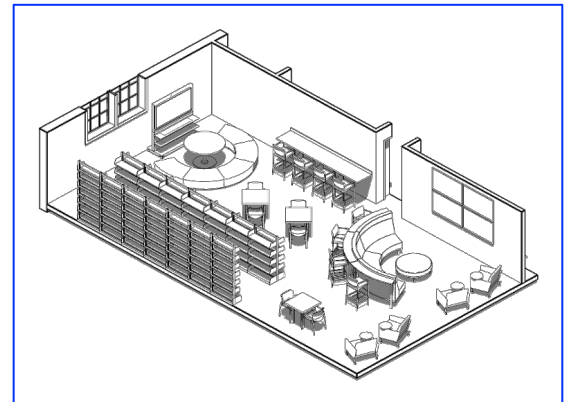
If specialized software such as video and graphic editing programs are provided for this space it can also take on the function of a “digital maker space.”

The following illustrations show a prototype collaboration space that could be shared by young adults and small business users. Many of the elements in this prototype could be incorporated into such a space for LGPPL

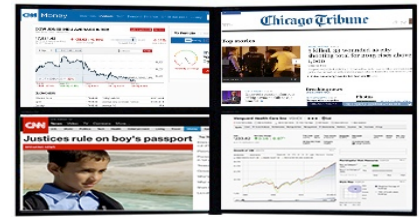
## Prototype Business Collaboration Space / Young Adult Space:



An overhead “Acoustic Cloud” could provide controlled lighting and focused sound for quad monitor presentations and programming.



Prototype Collaboration Space featuring a combination of social, collaborative spaces and solo work environments



Wall-mount Quad Monitor in business mode; CNN, Dow & News Services



Wall-Mount Quad Monitor in YA mode; BuzzFeed, Indie Music and YA interest programming



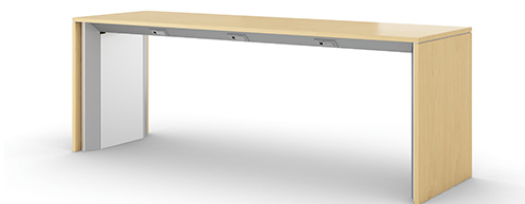
## Collaboration Space; Conceptual Furniture Selections

These conceptual furniture selections illustrate furniture selections that will appeal to both business users and young adults. The Presentation Space unit will accommodate either a number of users working alone or small presentations for a small audience. The Acoustic Cloud in the preceding rendering could provide sound for the presentation space that is focused on the seating unit and is relatively inaudible at other spaces in the library.

(Please note that these are not intended to be color or material suggestions.)



Presentation Space furniture provide seating for collaborative or solo activities



“Power Bar” by Agati features a clean design, power outlets and good wire management.

## Tutoring and One-On-One Meeting Space

Small group meeting spaces are one of the most highly utilized features in contemporary libraries. There is limited space available in the library for enclosed small group meeting spaces. An additional solution might be to use furniture groupings designed for 2-person collaboration that provide a degree of privacy for one-on-one meetings and tutoring as shown in the adjacent illustrations.



Sound-absorbing panels enclose 2-person workstations.

## Small Group Meeting Rooms

Without exception, every one of our library clients expresses the need for more small group meeting room space. Sometimes the need for acoustic isolation or small meeting technology cannot be met with a furniture-based solution.



Wheeled solo work or semi-private tutoring station that can be easily repositioned as needed

We believe that there will be more than enough demand to warrant several small group meeting rooms. We will evaluate the potential for one or more small group rooms within the library serving groups from 4 to 6 in glass-enclosed roomlets that provide privacy while maintaining visual security.

The small group rooms can also provide a venue for collaborative digital projects and small-business video conferencing if provided with wall-mount flat screen displays.



Small-group meeting room.

## Laptop & Tablet Checkout

Many libraries are successfully migrating to checked-out laptops and tablets. With this arrangement any table or chair in the library can become a computer station and changes in the number of computers on offer can easily be made with no impact on space planning. LGPPL is ahead of the curve in that it is already checking out a significant number of laptop computers.



Charging Station for Checked-Out Tablets

## Power Options

Powering mobile computing is quickly becoming a priority. Most libraries do not have a sufficient number of power outlets to meet the increasing demand for charging mobile devices. There are several options available for power distribution that are less expensive than coring concrete slabs for new outlets.



Mobile Device Charging Tower

The illustrations at right show a charging tower that powers 6 duplex receptacles from one existing outlet. The Steelcase “Thread” track system and power hub are powered by a low profile track that can be placed beneath existing carpet squares to extend existing power to new locations



Steelcase “Thread” power hub

We will evaluate the potential for these economical power distribution systems as we examine new planning options for LGPPL.

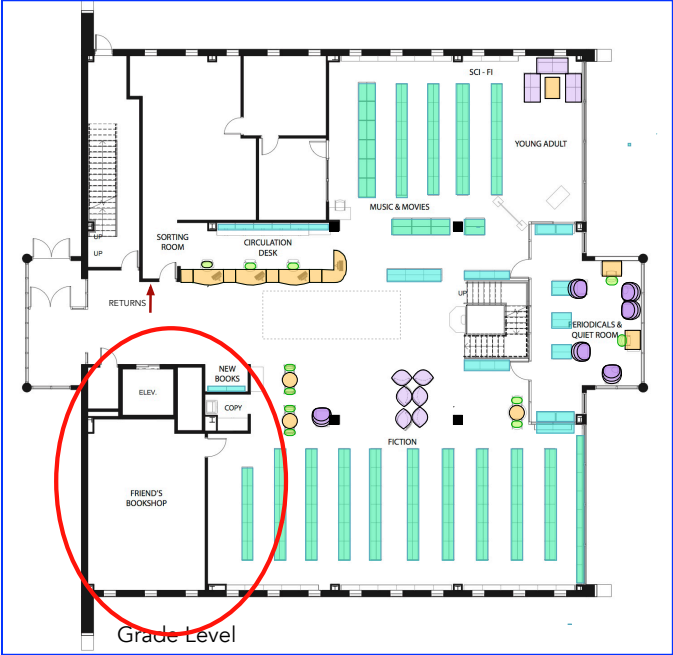


Steelcase “Thread” under-carpet track

# Friends Of The Library

Library friends groups play a number of important roles; recycling discarded books, raising money for special events and providing an opportunity for the community to be engaged with their library in a social setting.

The existing Friend's space at LGPPL represents a challenge; the space is utilized for a limited number of hours per week and occupies prime space within the library. As



LGPPL strives to get the most use of every square foot in the library the Friend's space may provide an opportunity for time-shifting as previously discussed for the flexible collaboration space.

We recommend downsizing the Friend's collection and relocating it to wheeled shelving units. The space itself is separated from the entryway by the elevator shaft which lends it a degree of visual and acoustic separation. The solid western wall limits the amount of daylight in the space. The acoustic separation and light control make this space ideal for events. If the east wall of the Friend's shop is replaced by an operable wall or eliminated altogether the Friend's shop could become a flexible venue for library programs and still otherwise serve as a Friend's shop. When we examined the library's service metrics, we learned that adult event attendance was one of the measures that should be improved. This space could meet that need.



## The Music Room

The music room houses a piano, guitar and some miscellaneous storage. As a creative music space it anticipated the current trend of library maker spaces although the room lacks the acoustic isolation required for the piano and is generally underutilized.

The StudioGC library team proposes that this space be retained as a maker space but updated with 21<sup>st</sup>-century technology to make it

more relevant for contemporary users. A flat screen monitor, digital keyboard and a craft table would allow the music to meet a variety of needs and increase the utility of the space in general.

If the south wall of the space was replaced with a glass partition it would not only increase security but let the room advertise itself as a place for creative activity.



# The Physical Collection

Adult circulation per capita at LGPPL and adult holdings are approximately 40% greater than average for the peer libraries while the children's holdings and collection use are around average.

In previous discussions we outlined the need to provide a balance between **Consume/Connect/Create** activities to move toward a 21<sup>st</sup>-century library experience. This will entail reducing the percentage of square footage devoted to the physical collection in order to provide more space for “connect” and “create” activities while the collection is refined to reflect the needs of the community and to allow better display of library materials.

## Weeding The Collection; Tradition and Progress

Weeding a library collection to remove books that do not circulate can be counterintuitive and is often misunderstood; many still regard libraries as warehouses for printed materials.

The contemporary library is a dynamic institution where the collection is always in flux as it responds to evolving needs. Weeding to achieve a balance between space devoted to the collection and space devoted to other activities is an important and necessary library activity. It should not be viewed as a threat to traditional library services.

The reimagined La Grange Park Public Library will continue to provide the full range of traditional services at the same time surprising and delighting users with a new array of exciting opportunities.

## Face-Out Display

Shelving a portion of the collection face-out as opposed to spine out has been shown to significantly increase collection usage. One look at a contemporary book store shows the importance that retailers place on allowing people to see the covers of the



books in the collection. Exposing more book covers also enlivens the library interior. Face-out display is less efficient than traditional spine-out display; the average fiction spine out shelf can hold 8 volumes per foot. A face out stack holds an average of 1 volume per foot (multiple copies can be stacked in the shelf to increase this rate). Despite this, it is highly suggested that a larger percentage of collection space be dedicated to face out display.

### “Bisac” Shelving Organization

We have found that utilizing BISAC (subject matter heading rather than organization by Dewey number) increases the usage of the collection. This organizational model was also pioneered by book retailers and has been proven to increase circulation and facilitate browsing. We recommend that at least a portion of the collection be housed using BISAC organization.



“BISAC” Subject-Matter Organization

### E-Books

In 2012 the Pew Internet Organization released a study about electronic-book usage. According to the study “the population of e-book readers is growing. In the past year, the number of those who read e-books increased from 16% of all Americans ages 16 and older to 23%. At the same time, the number of those who read printed books in the previous 12 months fell from 72% of the population ages 16 and older to 67%. The trend is clear and represents an opportunity for libraries like LGPPL to provide better service to their users.

On a per capita basis, LGPPL currently circulates e-books at a rate that is about average for its peer group. In a community with an above-average income like La Grange Park, many people have access to tablet computing and smart phones. E-book circulation may be able to be increased if the library aggressively promotes e-services. This would make up in part for a smaller print collection and help LGPPL make room for new services within its limited footprint.

## The Audio Visual Collection

With floor space at a premium, study is warranted to determine if automated AV dispensing is a feasible option. Audio/Visual collections have been trending towards downloadable materials rather than physical items housed in the library. While a significant portion of the AV collection is still offered in tangible media formats, there are options that can save space as well as staff time. At right is an example of a self-service vending machine that checks out AV materials without direct staff intervention. These vending machines house AV materials in less floor space that they would otherwise occupy and reduce turnover time; making material available to the next customer more quickly.

LGPPPL currently has just over 14,000 disk format items – a portion of this collection could be housed in a one or more automated dispensers. Some of our clients are housing popular titles, high-theft items, new movies and games in automated units while leaving the less popular disk-format items on the shelves.

An external Media Bank dispenser is shown at right. These units can be mounted on the exterior wall of the library;

providing 24 hour access to this collection. While these units have a significant first cost the 24 hour access can provide a meaningful increase in the level of service. The service benefits of disk vending machines need to be weighed against the rate at which this collection is transitioning to streaming services – a rate that varies widely by community.



External Media Bank



# Children’s Library

Usage statistics indicate that the children’s collection has an average rate of usage and that over half again as many children take advantage of library programming than is the case for the peer average.



LGPPL staff have done an excellent job at squeezing the maximum use from the space despite the fact that the existing children’s library suffers from a fragmented design, lack of storage space and inadequate square footage. Improvements to the children’s library should be a key part of any proposed library upgrades.

## Parent’s Time

We believe that children’s libraries are about caregivers as well as about children; the better the experience is for parents and caregivers, the more often they will take their children to the library. The opportunity to increase the number of users in the young parents demographic implies that the library can do more to improve their library experience. Some suggestions follow;

- Create a central parent’s time area that allows parents to supervise several children of different ages simultaneously. The parent’s area should provide an opportunity for 3 to 4 parents to enjoy socializing, mobile computing,



Parent's Time Conceptual Plan

reading and coffee while their children enjoy the library while under parental supervision. Provide a low table surface with child-size chairs near the books related to parenting and children’s subjects so children can enjoy snacks provided by their parents. Parent’s Time area should have a direct line of sight to the children’s Play Date area and Children’s Activity Room. This area should be coffee-friendly and optimized for mobile computing as well as conversation



- Create a “play date” area for toddlers to play in a safe, protected environment that prevents young library users from wandering. Provide around 100 square feet of soft surface flooring. This could be accomplished by adding a transparent wall between the existing children’s partition and the back of the meeting room storage area as indicated by the blue line on the adjacent drawing.
- Provide a number of work stations and tables for collaborative work: child/child collaboration and parent/child collaboration. These could include better opportunities for parent-child electronic collaboration, either with several dual tablet armchairs and/or two-place computer workstations.
- Place some children’s shelving on wheeled bases to allow easy reconfiguration of the children’s space for impromptu activities and events.
- Provide more colors, shapes and textures that appeal to children, create child-scale architectural elements that make a statement that this is a place for children.
- Increase the area devoted to children’s services to allow more of the collection to be displayed on face-out to facilitate browsing by children and their parents.
- Increase the area devoted to children’s services to create a more defined children’s space for browsing and parent-child interaction.



Dual Tablet Arm Chair



# Design Recommendations

## The Big Picture

The preceding section outlined a number of specific ideas for library improvements. Before evaluating how these proposals might be incorporated at LGPPL it will be helpful to discuss some additional big-picture concepts that were identified during discussions with staff and administration.

### Building Organization

The adult collection is currently split between the first and second floor of the library. This arrangement is often appropriate for large libraries but for a library the size of LGPPL it is inefficient in terms of staff time and materials management. Consolidating the adult collection on the upper level would increase efficiency and improve clarity. This would allow the first floor of the library to be focused on media, group meeting spaces, an expanded young adult library and spaces devoted to creative activities.

### Lower Level Meeting Room

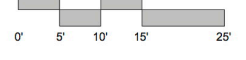
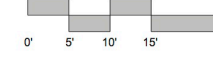
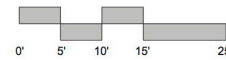
The lower level meeting room is seldom used to full capacity and represents space that might be better used for children's services. If the Friend's Store is reimagined as a flexible venue for events the lower level meeting room could become part of an expanded and improved children's library.

### Young Adult Library

The existing Young Adult space offers few of the amenities that appeal to this group; it lacks definition, there are no collaboration spaces and it lacks layout space for homework & projects. Reorganizing the library will give young adults more dedicated space and will permit time-shifting that will get better use from library space.

These big-picture concepts could transform LGPPL; keeping what is best about the existing library while helping it meet 21<sup>st</sup> – century needs. The following plans will explore these concepts.

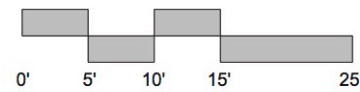
# Existing Floor Plans



- Standard Shelving
- Wheeled Shelving
- Staff Point
- Seat (Style TBD)
- Table / Worksurface
- Service Desk
- Circulation Path
- New Wall - Glass
- New Wall - Other
- Existing Wall To Be Removed

Drawing Key

# Proposed Lower Level Plan



Circulation Desk



Self-Check



Shared Screen



Mobile Screen



Play Date Seating








Dual Tablet Arm Chair

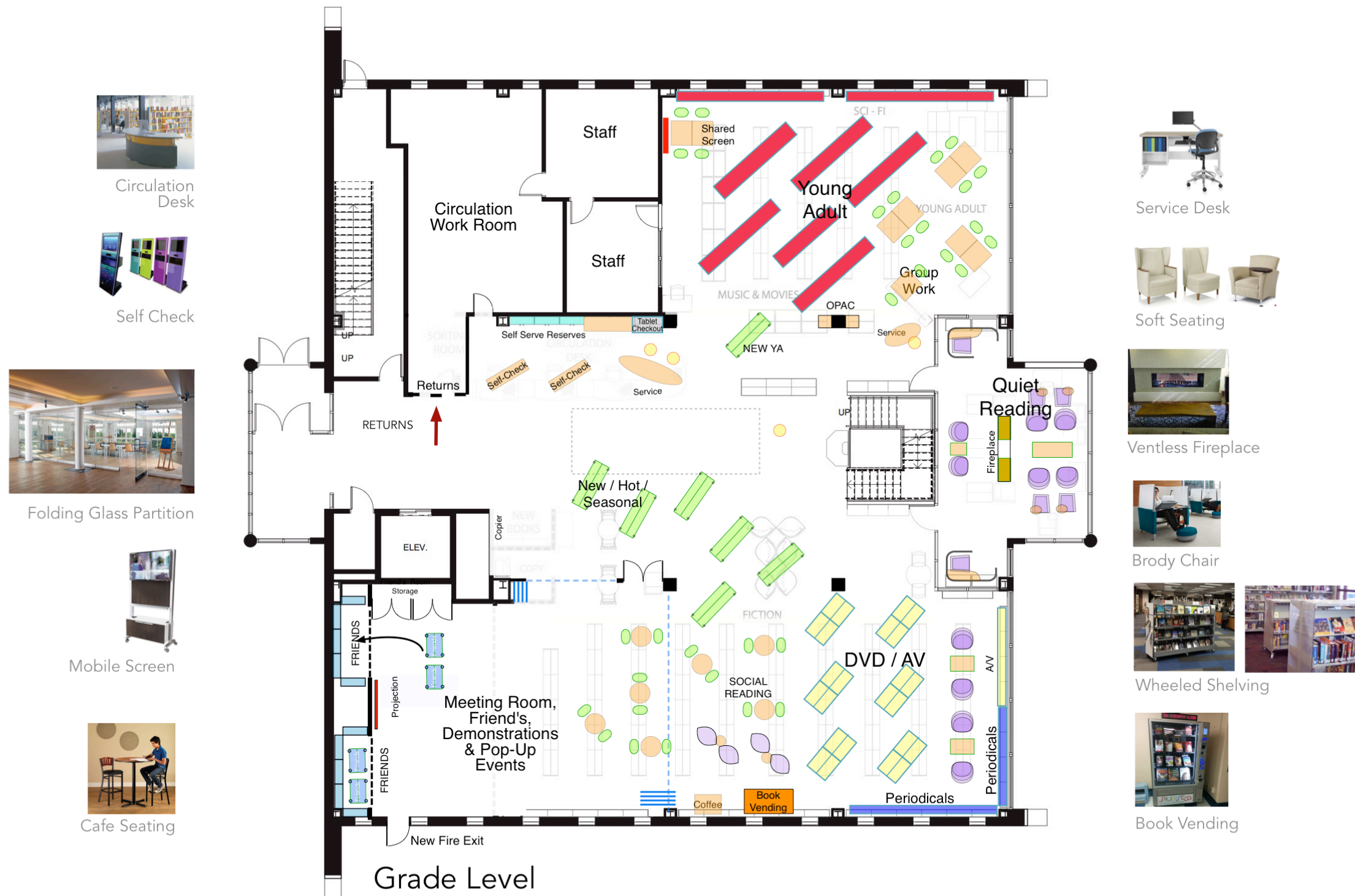


Activity Table








## Summary;

-  Community Room relocated to grade level and space devoted to enlarged children's library.
-  Children's office added
-  Circulation Desk streamlined
-  Collaborative workspaces
-  Wheeled shelving proposed for added flexibility

# Proposed Grade Level Plan



## Summary;

-  Friend's Store expanded into a meeting space with demountable glass walls and recessed friends' sale area
-  Adult collection relocated to second floor
-  Circulation Desk streamlined
-  New & hot books on wheeled shelving for greater flexibility in central library space
-  Additional self-check machines
-  Teen – Young Adult Space expanded and moved to this floor
-  Ventless gas fireplace proposed for quiet Reading Area



Circulation Desk



Self Check



Folding Glass Partition



Mobile Screen



Cafe Seating



Service Desk



Soft Seating



Ventless Fireplace



Brody Chair



Wheeled Shelving

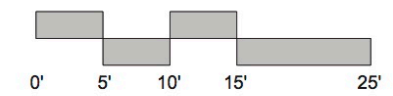


Book Vending






# Proposed Second Floor Plan










Second Floor



-  Craft Table
-  Service Desk
-  Self Check
-  Tutoring
-  Interactive Screen
-  Small Group

-  Mobile Study Station
-  Power Tower
-  Soft Seating
-  Soft Seating
-  Genius Bar

## Summary;

-  A/V moved to ground floor
-  2 small group study rooms added
-  Music room expanded into a digital and craft maker space
-  Tutoring nodes
-  Service Desk streamlined
-  Additional self-check machines
-  Additional glass visually connects Conference Room with library interior

# Key Points And Conclusions

## 5 Key Points

1. La Grange Park Public Library is well-used by the community and is successfully offering a full array of traditional library services.
2. Offering access to books and A/V materials will remain a key part of the library's service for the foreseeable future.
3. The role of public libraries has changed significantly since LGPL was planned and built; contemporary libraries are as much about hosting events, supporting creative activities and connecting people as they are about housing a collection of materials.
4. The contemporary amenities that are most lacking in the existing library are those geared toward social interaction and creative activities
5. La Grange Public Library can evolve to provide a more 21<sup>st</sup> century experience while still providing a full range of traditional library services. This will require that trustees, administration, staff and the community accept that new approaches to library service require changing some of our preconceptions of what "library" is.

6.





# Conclusions

La Grange Park Public Library has tremendous potential to offer the community a whole new level of library service: to become even more a destination point and a hub of civic activity.

This report outlined trends in library service and how these trends can have an impact on the planning for a reimagined La Grange Park Public Library. Becoming that destination place will not be achieved by increasing the size of the collection or the number of seats in the library. It will require reexamining some of basic understandings of what a library is and what services it offers its community.

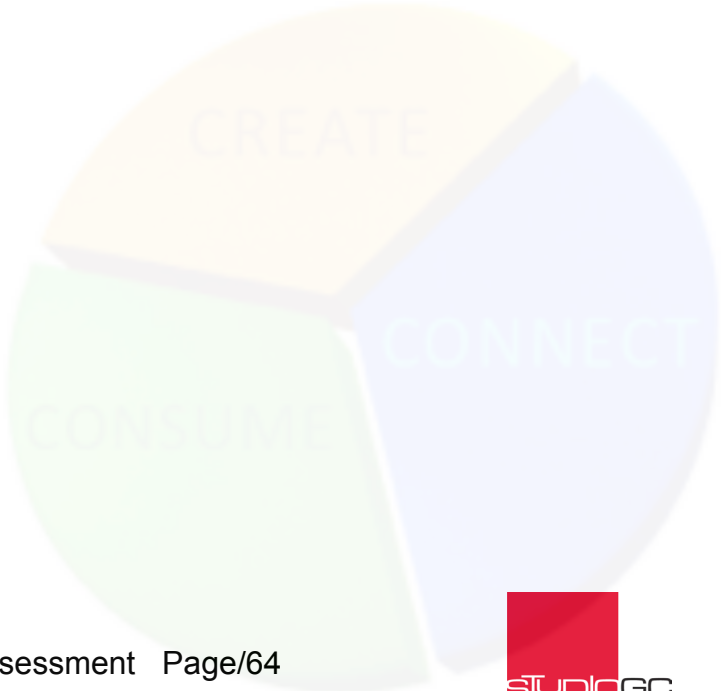
Some of the recent changes in the library industry may stretch our understanding of what libraries are, how people might use them and what services they should provide. The fundamental idea of “library” however, has not changed: a library is an institution that is devoted to sharing resources. The real change is that in the 21<sup>st</sup>-century library users are sharing CPU time, virtual tools, physical tools, events and social interaction as well as books and other tangible materials. These changes make possible the remarkable potential of a 21<sup>st</sup>-century library.

We at StudioGC look forward to working with you to bring your project to reality and giving the residents of La Grange Park the best possible library.

We remain, as always, at your service.



Rick McCarthy AIA NCARB LEED AP  
Library Studio Director, StudioGC INC



# Appendix

## Facility Assessment for La Grange Park Public Library District

The following facility assessment data is compiled from survey data compiled in July 2016 and predicts facility costs that will likely be incurred in the next 10 to 20 years. Routine maintenance and items that are nominal in cost are not included. Note that elements that have already reached the end of their predicted operational lives appear as line items in 2016. Many of these items slated for attention in 2016 can continue to be deferred for a period of time with appropriate monitoring.



# LA GRANGE PARK PUBLIC LIBRARY

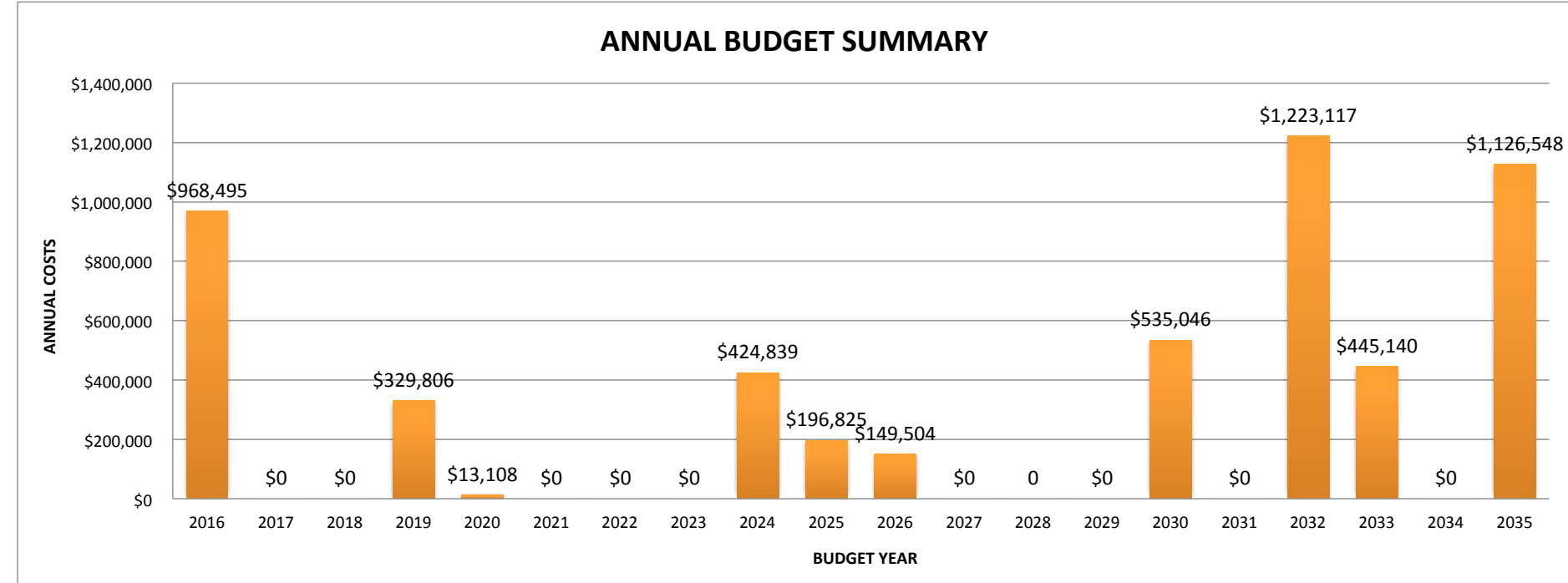
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PURPOSE	NOTES
<p>The La Grange Park Public Library has identified a need to evaluate its current facilities and assess the current conditions as well as the likely life expectancy for the various components of the facilities. This is in order to identify likely replacement costs for those components reaching the end of their useful performance life within the next 10 to 20 years. The scope of this study is to identify those building systems or components that can be maintained or replaced using budgeted designated funds.</p>	<p>This evaluation of building conditions highlights building elements that are likely to require repair, replacement or renovation within the next 10 to 20 years. Routine maintenance and items that are nominal in cost are not included. Note that elements that have already reached the end of their predicted operational life appear in 2016.</p> <p>Conditions change with time, and this evaluation, along with the funds allocated to cover the associated expenses should be reviewed and revised periodically as the library's needs evolve. Unanticipated expenses can develop for a number of reasons including accelerated use or changes in use patterns, accident, or deferred general maintenance. Such reviews should include updating baseline costs for the components or assemblies identified.</p>
<p>Building SF                      19000</p>	<p>Costs are calculated at 2016 levels and escalated at the following presumed annual rate of inflation: <b>7.00%</b> per annum</p> <p>In addition to this cover sheet, three worksheets are provided in the workbook. Expenses are organized by category. The worksheets cover Mechanical expenses, Electrical expenses, and Architectural expenses.</p>
<p><b>Work items do not include A/E Design Fees in the cost.</b></p>	

Yearly Summary	
2016	\$968,495
2017	\$0
2018	\$0
2019	\$329,806
2020	\$13,108
2021	\$0
2022	\$0
2023	\$0
2024	\$424,839
2025	\$196,825
2026	\$149,504
2027	\$0
2028	0
2029	\$0
2030	\$535,046
2031	\$0
2032	\$1,223,117
2033	\$445,140
2034	\$0
2035	\$1,126,548
<b>Total Escalated</b>	<b>\$5,412,428</b>





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ARCHITECTURAL COMPONENTS - SORTED BY LOCATION/CATEGORY																				
Description/Life Expectancy							Evaluated Condition		Estimated Cost Data					2016	Comments					
Component	Task	Location	Installed Date	Service Life	Anticipated Replacement Date	Evaluation Date	Life Expectancy Adjustment - negative numbers indicate that item is past its anticipated useful life	Budget Year	Qty	Units	Prorate	Unit Cost	Estimate of Replacement Cost	Escalated Budget						
													(As of Evaluation date)							
							(year)													
<b>SITE ELEMENTS</b>																				
Site	Asphalt Paving	Striping and Sealcoating	Parking Lot	2013	2	2015	2016	0	2015	13,000	sf	100%	\$2.00	\$26,000	\$27,820					
Site	Asphalt Paving	Paving	Parking Lot	2012	25	2037	2016	3	2040	13,000	sf	100%	\$8.00	\$104,000	\$527,526					
Site	Concrete Paving	Replacement	All	1989	25	2014	2016	0	2014	1,595	sf	100%	\$9.00	\$14,355	\$16,435					
Site	Landscaping	Replace damaged trees and shrubs	Main Level	2012	25	2037	2016	-13	2024	1	ls	100%	\$25,000.00	\$25,000	\$42,955					
<b>EXTERIOR ENCLOSURE</b>																				
<b>Roof</b>																				
Roof	Standing Metal Seam	Full Replacement	Building	1989	35	2024	2016	0	2024	3,820	sf	100%	\$18.00	\$68,760	\$118,142					
Roof	Metal Shingle Roof	Full Replacement	Building	1989	30	2019	2016	0	2019	6,922	sf	100%	\$10.00	\$69,220	\$84,797					
<b>Walls &amp; Soffits</b>																				
Walls	Tuckpoint Building	Tuckpointing and Repair		1989	30	2019	2016	-3	2016	5,763	sf	100%	\$25.00	\$144,075	\$144,075					
Walls	Metal Fascias	Replacement		1989	30	2019	2016	-3	2016	1,500	lf	100%	\$20.00	\$30,000	\$30,000					
<b>Windows &amp; Doors</b>																				
Walls	Windows	Full Replacement		1989	30	2019	2016	-3	2016	1,210	sf	100%	\$120.00	\$145,200	\$145,200					
Walls	Storefront	Full Replacement		1989	30	2019	2016	-3	2016	2,279	sf	100%	\$180.00	\$410,220	\$410,220					
Doors	Exterior Doors	Full Replacement		2005	30	2035	2016	-3	2032	5	each	100%	\$5,000.00	\$25,000	\$73,804					
<b>INTERIOR COMPONENTS</b>																				
<b>Millwork</b>																				
Interior	Millwork	Sand, stain touch-up, refinish	Lower Floor	2005	15	2020	2016	12	2032	253	sf	100%	\$4.00	\$1,012	\$2,988					
Interior	Millwork	Sand, stain touch-up, refinish	First Floor	2005	15	2020	2016	12	2032	386	sf	100%	\$4.00	\$1,544	\$4,558					
Interior	Millwork	Sand, stain touch-up, refinish	Second Floor	2005	15	2020	2016	12	2032	329	sf	100%	\$4.00	\$1,316	\$3,885					
<b>Interior Partitions</b>																				
Interior	Repaint	Throughout	Lower Floor	2005	10	2015	2016	18	2033	5,679	sf	100%	\$1.00	\$5,679	\$17,939					
Interior	Repaint	Throughout	First Floor	2005	10	2015	2016	18	2033	4,243	sf	100%	\$1.00	\$4,243	\$13,403					
Interior	Repaint	Throughout	Second Floor	2005	10	2015	2016	18	2033	7,008	sf	100%	\$1.00	\$7,008	\$22,137					
<b>Doors</b>																				
Interior	Doors	Replace	Lower Floor	1989	35	2024	2016	0	2024	20	each	100%	\$2,500.00	\$50,000	\$85,909					
Interior	Doors	Replace	First Floor	1989	35	2024	2016	0	2024	11	each	100%	\$2,500.00	\$27,500	\$47,250					
Interior	Doors	Replace	Second Floor	2005	35	2040	2016	0	2040	13	each	100%	\$2,500.00	\$32,500	\$164,852					
<b>Ceiling/Lighting Systems</b>																				
Interior	Acoustic Ceiling Tile	Replace	Lower Floor	2005	25	2030	2016	-5	2025	5,764	sf	100%	\$4.00	\$23,056	\$42,388					
Interior	Acoustic Ceiling Tile	Replace	First Floor	2005	25	2030	2016	-5	2025	6,394	sf	100%	\$4.00	\$25,576	\$47,020					
Interior	Acoustic Ceiling Tile	Replace	Second Floor	2005	25	2030	2016	-5	2025	4,607	sf	100%	\$4.00	\$18,428	\$33,879					
Interior	Drywall Ceilings	Replace	First Floor	2005	40	2045	2016	-5	2040	450	sf	100%	\$10.00	\$4,500	\$22,826					



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ARCHITECTURAL COMPONENTS - SORTED BY LOCATION/CATEGORY																
Description/Life Expectancy							Evaluated Condition		Estimated Cost Data					2016	Comments	
Component	Task	Location	Installed Date	Service Life	Anticipated Replacement Date	Evaluation Date	Life Expectancy Adjustment - negative numbers indicate that item is past its anticipated useful life	Budget Year	Qty	Units	Prorate	Unit Cost	Estimate of Replacement Cost	Escalated Budget		
																(year)
<b>Flooring Systems</b>																
Interior	Carpet	Replace	Stack Area	2005	12	2017	2016	16	2033	1,537	sy	100%	\$50.00	\$76,850	\$242,755	
Interior	Carpet	Replace	Other Spaces	2005	12	2017	2016	16	2033	502	sy	100%	\$70.00	\$35,140	\$111,001	
Interior	Ceramic Tile	Replace	Toilet	2005	20	2025	2016	8	2033	800	sf	100%	\$15.00	\$12,000	\$37,906	
Interior	Vinyl Composition Tile	Replace	Lobby	2005	15	2020	2016	12	2032	240	sf	100%	\$5.00	\$1,200	\$3,543	
Interior	Vinyl Composition Tile	Replace	Other Spaces	2005	15	2020	2016	12	2032	750	sf	100%	\$5.00	\$3,750	\$11,071	
Interior	Sealed Concrete		Mechanical	2005	10	2015	2016	17	2032	608	sf	100%	\$5.00	\$3,040	\$8,975	
Interior	Recessed Floor Mat	Replace	Vestibule	2005	10	2015	2016	17	2032	45	sf	100%	\$70.00	\$3,150	\$9,299	
<b>Accessories</b>																
Interior	Signage	Update/Replace Signage	Entire Building	2005	25	2030	2016	2	2032	1	ls	100%	\$15,000.00	\$15,000	\$44,282	
Furniture	Shelving	Replace Shelving	Stack Locations	2005	25	2030	2016	2	2032	590	each	100%	\$500.00	\$295,000	\$870,888	some original some has been replaced
Furniture	Carrel	Replace Carrel	Circulation/Technical	2005	25	2030	2016	2	2032	5	each	100%	\$1,000.00	\$5,000	\$14,761	
Furniture	Tables	Replace	Meeting Rooms	2005	25	2030	2016	2	2032	4	each	100%	\$5,000.00	\$20,000	\$59,043	some original some has been replaced
Furniture	Tables	Replace	Circulation/Technical	2005	25	2030	2016	2	2032	29	each	100%	\$500.00	\$14,500	\$42,806	
Furniture	Chairs	Replace	Entire Building	2005	25	2030	2016	2	2032	124	each	100%	\$200.00	\$24,800	\$73,214	
<b>Elevator</b>																
Shell	Elevator	Replace	Entire Building	1989	30	2019	2016	0	2019	1	ls	100%	\$150,000.00	\$150,000	\$183,756	
<b>TOTAL ARCHITECTURAL</b>												<b>\$1,773,622</b>	<b>\$3,484,489</b>			



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ELECTRICAL COMPONENTS - SORTED BY LOCATION/CATEGORY															
Description/Life Expectancy						Evaluated Condition		Estimated Cost Data - 2015							
Component	Task	Location	Installed Date	Service Life	Anticipated Replacement Date	Evaluation Date	Life Expectancy Adjustment - negative numbers indicate that item is past its anticipated useful life <i>(0 is minimum)</i>	Budget Year	Qty	Units	Pro Ratio	Unit Cost	Estimate of Replacement Cost	Escalated Budget	Comments
			(year)	(years)	(year)	(year)							(as of 2016)		
<b>Lighting &amp; Lighting Control Systems:</b>															
Elec	Interior Lighting	Replace Fixtures - LED	Overall Interior	2005	20	2025	2016	10	2035	250	ls	100%	\$750.00	\$187,500	\$678,099
Elec	Exterior Lighting - HID	Replace Exterior fixtures	Exterior	1989	25	2014	2016	5	2019	20	ls	100%	\$2,500.00	\$50,000	\$61,252
<b>Power &amp; Power Distribution Systems:</b>															
Elec	Original Main Distribution Panel	Replace Square D Due to panel being full and Age of Breakers	Main Level	1989	25	2014	2016	2	2016	1	ea	100%	\$25,000.00	\$25,000	\$25,000
Elec	Replace Existing Emergency Generator 15KW	New Emergency Generator - 25KW	Exterior	1989	15	2004	2016	12	2016	1	ls	100%	\$55,000.00	\$55,000	\$55,000
Elec	Power Quality	Perform power quality study, and rebalance loads	Interior	1989	20	2009	2016	6	2016	1	ls	100%	\$10,000.00	\$10,000	\$10,000
<b>Fire Alarm, &amp; Communications Systems:</b>															
Elec	Building Fire Alarm System	Fire Alarm Control Panel	Interior	2005	15	2020	2016	12	2016	19,000	sf	100%	\$3.00	\$57,000	\$57,000
<b>TOTAL ELECTRICAL</b>													<b>\$384,500</b>	<b>\$886,351</b>	

1 ANTICIPATED REPLACEMENT DATES HAVE BEEN ESTABLISHED FROM ASHRAE, AND GSA DATA WHERE CATEGORIES ARE GIVEN.  
 2 MEANS-2016 HAS BEEN UTILIZED TO ESTABLISH REPLACEMENT COSTS.



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MECHANICAL COMPONENTS - SORTED BY LOCATION/ CATEGORY															
Description/Life Expectancy						Evaluated Condition		Estimated Cost Data						Comments	
Component	Location	Installed Date	Service Life	Anticipated Replacement Date	Evaluation Date	Life Expectancy Adjustment - negative numbers indicate that item is past its anticipated useful life	Budget Year	Quantity	Unit	Proration	Unit Cost	Estimate of Replacement Cost	Escalated Budget		
		(year)	(years)	(year)								(as of Eval)			
Plumb	Water closet, urinal flush valve	Various Locations	1989	15	2005	2016	1	2006	22	ea	100%	\$1,800	\$39,600	\$77,899	some original some has been replaced
Plumb	Sinks	Various Locations	1989	15	2015	2016	1	2016	14	ea	100%	\$2,500	\$35,000	\$35,000	
Plumb	Faucets	Various Locations	1989	10	2015	2016	1	2016	11	ea	100%	\$1,000	\$11,000	\$11,000	
Plumb	Water heater	Main Mechanical Room	2016	15	2031	2016	12	2043	1	ea	100%	\$12,000	\$12,000	\$74,566	
															2005 lower level
HVAC	Temperature Controls	Throughout Building	2005	20	2025	2016	0	2025	1	ls	100%	\$40,000	\$40,000	\$73,538	
HVAC	Pump (Blended cost)	Main Mechanical Room	2010	25	2035	2016	0	2035	2	ea	100%	\$12,000	\$24,000	\$86,797	
HVAC	Condensing Units	Exterior	2010	25	2035	2016	0	2035	1	ea	100%	\$60,000	\$60,000	\$216,992	
HVAC	Air Handling Units	Exterior	2010	25	2035	2016	0	2035	1	ea	100%	\$40,000	\$40,000	\$144,661	
HVAC	VAV Units	Mechanical Rom	2010	20	2030	2016	0	2030	11	ea	100%	\$8,500	\$93,500	\$241,093	
HVAC	Exhaust Fan	Throughout Building	2010	15	2025	2016	12	2037	5	ea	100%	\$2,500	\$12,500	\$51,757	
HVAC	Base Board System	Various Locations	1989	20	2009	2016	7	2016	15	ea	100%	\$600	\$9,000	\$9,000	
Plumb	Boiler	Main Mechanical Room	2010	20	2030	2016	0	2030	4	ea	100%	\$10,000	\$40,000	\$103,141	2010 and 2005
HVAC	Pad Mounted Condensing Unit	Site	2010	20	2030	2016	0	2030	1	ea	100%	\$65,000	\$65,000	\$167,605	
Plumb	Electric Water Coolers	Various Locations	1989	25	2014	2016	2	2016	6	ea	100%	\$3,500	\$21,000	\$21,000	
Plumb	Replace backflow preventer	Main Mechanical Room	1989	30	2019	2016	1	2020	1	ea	100%	\$10,000	\$10,000	\$13,108	
Plumb	Replace Copper Piping	Building area	1989	35	2024	2016	2	2026	19,000	sf	100%	\$4	\$76,000	\$149,504	
Plumb	Hose Bibs	Building Exterior	1989	38	2027	2016	3	2030	3	ea	100%	\$3,000	\$9,000	\$23,207	
Plumb	Sump Pump	Basement	1989	20	2009	2016	6	2016	2	ea	100%	\$8,000	\$16,000	\$16,000	
Fire	Sprinkler System	Various Locations	1989	35	2024	2016	0	2024	19,000	sf	100%	\$4	\$76,000	\$130,582	Upstairs newer
<b>Total HVAC and Plumbing</b>												<b>\$650,000</b>	<b>\$1,646,449.87</b>		