

At the June 20th Strategic Planning Committee meeting, members identified areas in and around the building that warrant attention. A PPT presentation featured a number of solutions regarding those identified areas.

This list of areas was formulated from the LLD Facility Steering Committee (2012-2016), Space Study (Engberg/Anderson 2016), LLD Community Engagement Project (2017), and via staff and Trustee recommendation.

After the PPT presentation, a member suggested creating problem statements under each identified area to better characterize issues.

Below, are the areas along with the problem statements:

YS Bathroom/Family

- The LLD needs a restroom in the Youth Services area with at least one “family bathroom.”*
- Currently, the LLD has no public restroom on the second floor and no dedicated “family bathroom” on any floor.

**Family Bathroom = individual restroom large enough for parent+child, patron+nurse/assistant, wheelchair handling, nursing/changing station, etc.*

Group Study Space

- The LLD needs more effective group study spaces throughout the building.
- Currently, the LLD has three group study rooms that are frequently occupied, denying other users delineated space to do group work/openly communicate while not disrupting other users in the building. There are no group study spaces for “quiet study” in Youth Services.

Accessibility/Universal Design

- The LLD should meet the needs of all users; considering the diverse needs and abilities of our patrons by incorporating universal design principles.
- Presently, the LLD affords some adaptive technology and accessibility advances, but could improve upon *equitable use, flexibility in use, intuitive messaging, safety enhancements, and appropriate sizing* design principles.

Lobby/Entrance

- The LLD facility is difficult to locate. The Library entrance door is not located on a street-front; it is at the end of the parking lot, out of view. The LLD lobby is isolated from service areas and has no staff to assist users upon entering.
- Patrons regularly park in the employee parking lot looking for the entrance. Not having staff near the entrance (sightlines) is a safety concern as well as a service issue.

Media Lab

- The LLD does not have a media lab or any space dedicated to STEAM/craft/maker spaces.
- Currently, staff provide programming within the large meeting rooms to accommodate some STEAM and craft programming but do not have the storage, equipment, and room for ongoing media lab activities such as 3-D printing and/or audio/video projects, etc.

HVAC System

- The LLD HVAC system has ongoing mechanical problems that affect the comfort and wellbeing of LLD users and staff. These problems also result in additional HVAC expenses (parts/repair).
- Currently, the HVAC system is multi-zoned, with a several components of various lifespans; some at 30 years of age (air handlers). There are some younger components such as the four condensers and boilers (5-10 years old). Ductwork is not mapped efficiently throughout the building. There is no AC/dehumidifier in storage area.

IT Infrastructure

- The LLD IT infrastructure has “wiring closets” in remote areas of the building (not in centralized server room) and non-uniform technology components throughout the system that can lead to inconsistent or abnormal performance.
- Currently, the LLD IT infrastructure is composed of a “patchwork” of switches, routers, servers, and other technology components that have been added on throughout the years to expand service/access to other areas in the building.

Water Detention

- Detention areas around the building show slow drainage after medium-heavy rainfall.
- Storm-water management/detention ponds are necessary per Village code/topographical study. Should property/land improvements be determined, proper storm-water resolutions must be set. Presently, staff are servicing the storm-water issues via employing power-rodding companies.

Staff Space/Offices

- LLD staff and office space is not optimized for efficient, productive, or HR related work.
- Currently, staff must occupy patron study spaces to conduct HR related business. Desk/workspace configuration within offices is cramped and/or inefficiently organized (part due to technology access points).

Centralized Circulation

- LLD has inefficient circulation operations, duplicating efforts on two floors.
- Currently, the LLD has two circulation desks – one on the Adult Services floor and one on the Youth Services floor. This duplication separates the patron check-out experience when there are varying ages within a patron group/family. This duplication also causes staffing inefficiencies.

Increase Audio Visual Space

- The LLD has inadequate space to house AV materials: music, art, movies, documentaries, audio books, video-games, etc.
- Currently, both the Adult and Youth Services departments must modify collection size and/or add independent shelving units to house innovative formats - *with limited floor space*.

Drop Off Area/Cars/Kids

- The LLD does not have a dedicated, vehicular, drop-off lane for patrons entering the building via the parking lot.
- Presently, the LLD has a fire lane that patrons in cars use to drop off children/other patrons. This configuration is hazardous when other vehicles attempt to pass/exit the parking lot.

Increase YS Program Space

- The Youth Services has inadequate program space (staff facilitated and discovery*) near its collection of materials and needs more space to accommodate rising attendance numbers. Sightlines in YS are minimal - *a safety concern*.
- Currently, the YS programming occurs in the meeting rooms on the lobby level of the LLD. Being able to pair materials with the programming is especially important in YS operations. Discovery programming occurs on the YS floor when physically possible. Experiential learning space is at a minimum.

**Discovery programming = program hubs where the user engages with the program display via art, text, or object, without staff assistance.*

Electrical/Access/Capacity

- The LLD has inefficient electrical and technology access points throughout the building.
- Presently, patrons 'plug-in' via floor outlets and/or wall outlets in awkward arrangement. The LLD has not had a professional evaluate our "capacity" regarding electrical load/s. There is one charging station in the building on the Adult floor for digital devices. Extra outlet strips were added to select areas to increase electrical access (2014).

Exterior Space

- The LLD has minimal outdoor activity space for leisure reading, sitting, and/or programming.
- Currently, the LLD has a hardscape sitting area in the southeast parking lot, two benches near the entrance doors, and two picnic tables in the mulch/tree area off the corner of Front/Kingston. The LLD conducts outdoor programming in our parking lots, where we cone-off areas for space/safety.

Two Lots/Adjacent to Facility

- The LLD owns two lots of land adjacent to the LLD campus.
- There is no plan for land use as of this report.

RFID/Self-check/Security

- The LLD has basic RFID technology components within the building. Self-check machines are in awkward areas (due to technology access points).
- Currently, the LLD has 4 self-check kiosks – two on the Adult floor and two on the Youth floor. The LLD does not have RFID capability within the bookdrops, automated sorting, or RFID inventory capability.

Teen Space

- The LLD needs an adequate space for high-school aged patrons and collection space for that population of users.
- Currently, the LLD has one wall of materials, behind Adult Fiction that houses TN and GN materials for high-school aged patrons (Teen and Graphic Novels). The LLD does not have a dedicated Teen space for leisure reading, study, meeting, spot programming, etc.

New Materials Space/Expand

- The LLD has minimal space to feature new materials in both Adult and Youth Services.
- Currently, the Library highlights new materials on stand-alone, shelving units. These units cannot hold the quantities of new materials that the LLD receives each week, thus forcing staff to shelve new items within the existing collection.

Drink/Coffee/Snack Space

- The LLD does not offer coffee/snack options for patrons. The LLD is not within comfortable walking distance to food/coffee source for most patrons (nearest is Evviva bar).
- Daily, staff are approached about food/drink options and staff provide directions to food/drink sources that generally require transportation. Food has also been delivered to the facility for patrons. The LLD provides two tables within the foyer for food consumption. The LLD is exploring vending options and space for machines within the building.