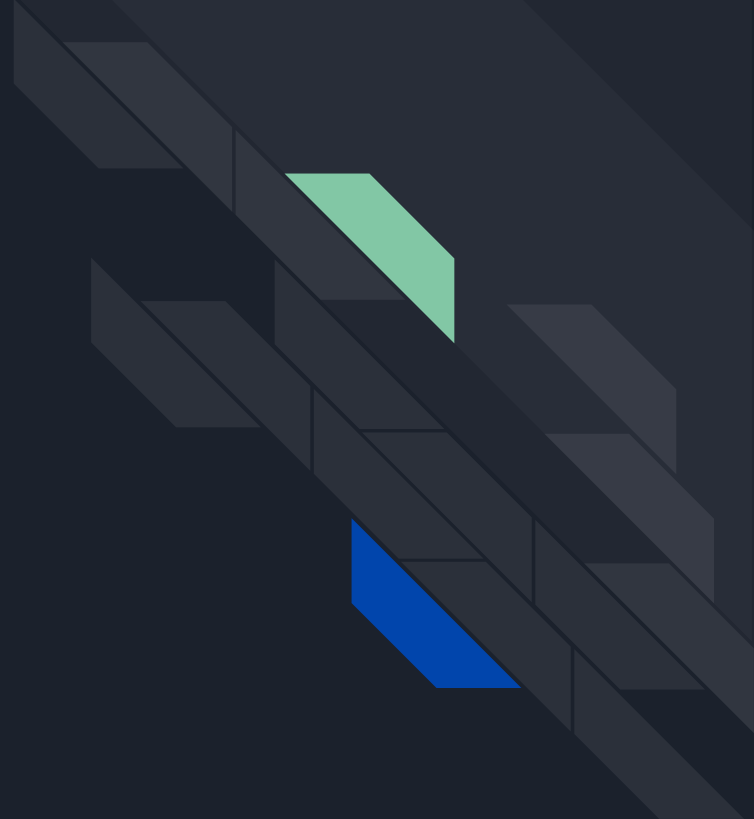


Redesign your library on a shoestring

Perth & District Union Public Library
2016/17

WHY did we do this?





Timeline

April - staff & Board brainstorming sessions

May-June - detailed plan, gathering quotes

July - Board approval of plan and quotes

*December - close and renovate!

**originally planned for August. Moved due to availability of contractors and construction of circulation desk.*

Planning Process

Used floorplans to think
about library in new
way

Bywords: accessibility
and sightlines



Changes

New circulation desk -> one main service desk
link collections areas with programming areas





Executing the plan

Communicated library closure for December 1-15

Gathered volunteers

Created daily workplan for staff/volunteers over two weeks

Revised plan on the fly and daily!

Video!
(courtesy of the Teen Media Lab)



Pros & Cons

What worked ...

- Volunteers came forward
- Everyone dedicated to change
- Closure - took returns at the library and piloted a Pop Up at coffee shop

What didn't ...

- The shelving jig saw puzzle
- Keeping fiction organized
- Local history
- Stuff! (program room)



Show me the money!

new circulation desk	\$10,000
moving electrical (circulation desk, computers, plugs)	\$2,000
repairing carpet	\$800
construction (windows in program room, stairwell door changes, new storytime corner)	\$15,000
building permit & drawings	\$2000
new lobby signs & furniture, paint	\$1200
new shelf signage	\$5000
new outdoor signs & benches	<u>\$2500</u>
	\$38,500
+ two weeks staff time / 200 volunteer hours	



Twinking the results

Six months later ...

- Comfy chairs in use
- Adults in teen area
- Common Room booked, not enough study space



Further adventures in redesign

Edwardsburgh Cardinal Public Library
Cardinal Branch
2016



Timeline

March 24, 2016: grant received

April - June: planning and ordering of furniture

July 29 - August 7, 2016: library closed. Most furniture updated (more on that to follow)

September 18 - 23, 2016: new desk installed

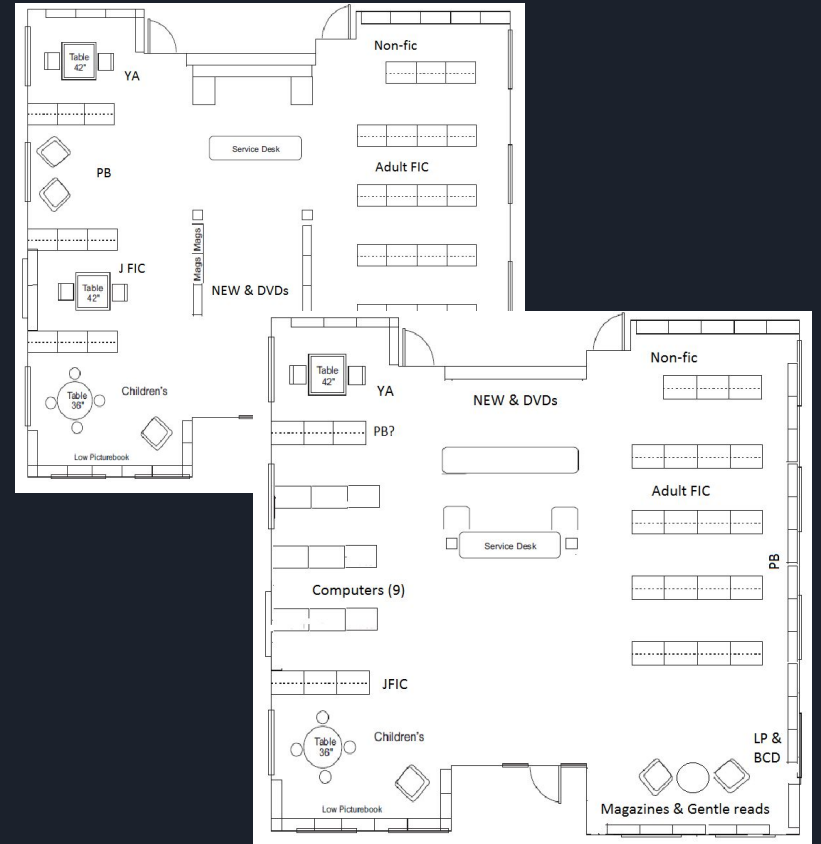
September 24, 2016: recognition ceremony/ open house

Planning Process

Had some issues with staff buy-in... 'keep it the way it is'

Worked with Library Board to finalize concepts that were more open but kept much of the capacity

Went with a more traditional library look and feel to suit the community





Changes ...

New circulation desk - less staff space than before

Moved new Adult Fiction and DVDs closer to the service desk

Increased the number of public computers



Executing the plan

Communicated library closure for first week of August (after the Civic holiday)

- We did not run summer programs at this time and many patrons were on holiday

Created a detailed timeline with daily objectives - scheduled extra time to be safe

Created schedules for employees and volunteers: 4 hour time slots with breaks to ensure no one was over-exerting themselves.

A couple problems in the execution...

Executing the plan

Problem #1: Old desk was part of a previous wall.

- When we ripped out the wall, there was flooring missing and the drywall needed to be patched.





Executing the plan

Problem #2: The desk didn't arrive on time.

- We debated postponing everything, but ultimately decided to keep going with the project. Part of the desk was left in place for the staff until the new desk arrived.
- We briefly worked off folding tables.

Before



After





Pros & Cons

What worked ...

- Closure: a low-traffic time, our other Branch was open, we extended due dates
- Painting the library interior at the same time really freshened up the place
- Weeding: did a big weed of the collection at the same time. Resulting collection looked newer and was more representative of patron circulation

What didn't ...

- Rushed planning meant we missed some important elements (consideration for flooring) and had to do the upgrades in two parts
- Lack of employee buy-in = some of grumbling and heel dragging



Show me the money!

EXPENSES

new circulation desk	\$8,000
new book shelves	\$35,719
new computer tables	\$3,606
misc. other library furniture (new tables, chairs)	\$4,714
signage	\$400
moving electrical (circulation desk, computers)	\$3,018
connectivity (updating & cleaning up internet cables, phone lines, new router, 3 new computers)	\$3,121
flooring (carpet cleaning and patching)	\$425
painting	<u>\$2,000</u>
	\$61,006

+ 1 week staff time / 200 volunteer hours



Show me the money!

How did we pay for it?

- Ontario Trillium Foundation grant (\$60,000)
- Local municipality facility budget (painting and carpet cleaning)
- Local donations



Six months later...

- Comfy chairs keep getting moved around - can't seem to find a good location for them
- All computers constantly in use
- Positive feedback from patrons: 'it looks so bright in here!'
- Circulation statistics increased



Redesign without a budget

Edwardsburgh Cardinal Public Library
Spencerville Branch
2014



Timeline

January 2014: I started as the new CEO

February 2014: ECPL needs to make some changes... we have no money.

March 2014: Free consult from local Library Outfitter on the floor plan

June 2014: 1 staff and 2 volunteers rearrange the library branch over a period of 14 hours.

Before



After





Show me the money!

EXPENSES

\$0

+ 35 volunteer hours (I volunteered my time, too) over 1 day

Six months later..

- Donation to add a fireplace by the comfy chairs
- Still had not updated the collection labels
- Positive comments from customers (“It looks great in here!”)
- Sightlines for staff significantly improved
- 1 complaint - by a customer who used to go in the back and nap...





What we learned

- Take your time in the planning stage. Get the floorplan right and get staff input to generate employee buy-in
- Budget for surprises
- Volunteers are an excellent resource - make sure you thank them!
- Make sure to provide appropriate health and safety protection - eye protection & face masks (dust is a hazard too!) - and require appropriate footwear
- Label everything! Pack books in reverse (Z - A) to make reshelving easier. Use masking tape to label anything you're planning on reusing
- Do the process all at once to minimize the adjustment time for your patrons



Questions?



Thank you!

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