

Mission Statement:

Rockport Public Library is committed to providing the best possible free library service to all of the residents of the Town of Rockport. The library will identify and respond to the needs of our community of library users and seek to provide services that will meet these needs.

My presentation tonight covers these areas: a. the current and future library programs and b. estimated space requirements.

First, let me introduce the Library Committee. There are five elected members. My fellow members are Michelle Gabrielsen, Eliza Hazelton (Treasurer), Stephanie Kumble (Secretary), Stephanie Lash. I am Cate Monroe and I am the Chair of the Committee.

The members of the Library Committee are a diverse group. We are not a unanimous committee. You will see that. But we are a representative group. We are a microcosm of Rockport.

Our planning for the future of the library has been going on for a long time. We started look at the idea of expanding in 2003. I'm not going to go through the entire history, but it is available to all of you if you go to the Library website and click on future planning.

I will start with a few definitions:

1. **Programs** mean all services that library offers to Rockport. Programs mean not only story hour, children's activities, Marine series, book club and other activities but the different book collections, other materials collection, computer space, interlibrary loan area, teen space.
2. **Program Space** (in Bill Chapman's spreadsheet also labeled "Functional" or Assignable" space). This is the area needed for the programs referred to above. This also includes area for the staff to do their jobs that support the programs. This is what I will be discussing.
3. **Unassignable Space** means space for mechanicals, bathrooms, stairwells, elevators, entry way, and wall thickness just to name a few items. This space can be a wide range of area, from 10% to 30% of the square footage, depending on if there is a basement or a second floor. This space is not included in my report.

This is a good time to remember that we are not architects. Our numbers may sound precise and specific but they are estimates which summarize the area that would hold the type of programs that we've identified. An architect will lay out our priorities and fit the unassignable spaces into a building that fits the site that select board will choose.

My last definition

4. **University of Wisconsin Assessment tool.** One of the first steps in the current planning for the library is to assess what we are doing right now. Ann Filley provided this base line when she completed the **University of Wisconsin's assessment tool**.
 - a. Used to get a baseline square footage for the programs and services we are providing right now.
 - b. The total baseline from that exercise is 6,161 square feet, which had two components: Program space of 4,498 square feet and unassignable space of 1,663 sq. ft.
 - c. This Assessment was created for the steering committee's work (Ann Filley)
 - d. Then the Assessment was then given to Steve Podgajny for use in his Library Services Study (Appendix B)
 - e. In our current program space of 2,700 square feet, we are providing 4,500 square feet worth of programs and services. These programs and services do **not** include library programs held in other places like the Rockport Opera House or Memorial Park.

Our current space has been a workhorse. We have amazing librarians who have worked hard to give the people of Rockport more programs that our space is designed for.

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These are the steps we have taken to determine how much space we should plan for the library program.

Steve Podgajny, former director of the Portland Public and Library Consultant, prepared a **Library Services Study & Building Program** Statement for the Library Committee. He presented his study in June. This study, backed up with demographics, statistics and research on the future of libraries, he recommend a total program space of **9,264 square feet**.

At the August 17 Library Committee workshop on library size we reviewed Steve Podgajny study. Using Appendix G programing spaces and the participants' top three priorities the LC came up with a total optimal space of **9,450 sq. feet**. Note this was not a consensus and we agreed on a range 7,500 to 10,000 of total space.

At the September 10 Library Committee and Select Board workshop on the library, it was determined that the Library Committee needed to vote on program spaces.

Ben Blackmon, our interim director, prepared a **Space Needs/Justification Report**. For those of you who don't know Ben, he has a Masters of Library Science and has worked at Rockland Public Library, Fogler Library, and Orono Public Library. He brings tremendous energy and organizational abilities to our library at a time when there are great changes afoot.

In the Space Needs/Justification Report, Ben used an assessment tool called Whole Building Design Guide (WBDG), which is a program of the National Institute of Building Sciences. In accordance with this guide and Ben's programming wants, he came up with a total programing space of **9,921 sq. ft**. However, in conclusion, he supported the August 17 Library Committee workshop optimal space of 9,450 sq. ft.

This Space Needs/Justification Report was especially useful because this tool laid out our current space usage.

Current program using the Space Needs/Justification Report, discussion of the current space needs. Our current collection of books, magazines, audio books, DVDs, CDs are as follows:

Adult Non-Fiction and Fiction Collection	25,000 books	2,500 sq. ft.
Audio books, DVDs, CDs, books on MP3s	1.400 items	140 sq. ft.
Large Print collection	1.800 items	180 sq. ft.
Periodicals		100 sq. ft.
Children's area	11,000 books	1,100 sq. ft.
Marine room collection	2,000 books	200 sq. ft.
Teen	2,000 books	200 sq. ft.

Current services and Programs: We are providing an active interlibrary loan service, circulation, reference help, book cataloging, etc. Our current programs at the library include children's story hour, activities, book clubs, presentations, French Club, etc.) We have technology for patrons; we have two cubicles with desk top computer, lap top computers, and wi fi.

Future programs: The future programs are about continuing to expand our current programs to suit our patrons' needs. We are offering as much as we can in the space that we have, given more space, given **the right amount** of space; we would be able to do more to serve the people of Rockport. We see our future library including:

1. Small conference rooms that allow for privacy for small meetings, tutoring, and quiet study space.
2. Flexible floor plan, movable bookshelves To have a flexible floor plan that will give us the ability to reconfigure our spaces to accommodate the future of how information is acquired and shared.
3. Accommodate the Friends of RPL so they can receive and sort books
4. Expanded Teen area because we believe in engaging the next generation of citizens.
5. Space for use of technology cubicles and computers to space for people to use their own devices.

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6. Space to allow for modest growth of current programs discussed above.

Estimated space requirements vote On October 27, the Library Committee met and reviewed the space needs for the current and future programs. Each area was voted on by 4 members of the Library Committee and passed by a majority, the total program space (or what Bill labeled as "Assignable" or "Functional" Space) is **8,750 sq. ft.**

Function or Use	Library Committee Recommends to SB
Entry ⁽¹⁾	
Commons/Circulation & Reference Desk ⁽⁵⁾	500
Reference Services ⁽⁵⁾	
Public Technology	300
Staff Spaces, e.g., offices, break room, etc.	900
Children's Room	1,500
Teen/Young Adult Area	500
Fiction/Non-Fiction	3,000
Other Collections, e.g., Large Print, New Materials, etc.	750
Program/Reading Room (a.k.a., Marine Room)	700
Storage for Program/Reading Room ⁽²⁾	300
Small Conference Rooms ⁽³⁾⁽⁴⁾	300
"Assignable" or "Functional" Space	8,750

Conclusion and next steps Again, I want to emphasize that we are not architects. How these spaces fit actually fit together will up to the professionals to design. These are the programs that the Library Committee has identified through working with library professionals, townspeople and our library staff.

Our goal is to build a library that will meet the current needs, will allow for modest growth, and have a flexible floor plan to respond to changes in library services.

We should plan the surrounding area for maximum safety, access, parking, and outdoor spaces. We need to establish a building fund. Currently the Library Committee has approximately \$50,000 earmarked for a building fund. We have not voted on this yet but there was general agreement that we offer some of those funds for a conceptual design of a new library. We are looking forward to participating with the Select Board on the next steps.

A public library provides access to information and a guide to reliable resources. It's free. A public library offers the opportunity for people to meet and discuss books and ideas. The public library differs from the school library which is available only when school is in session.

The Town of Rockport has a great opportunity to build a library to serve all of Rockport. It can be both a beautiful building in a lovely setting that we will be proud to show to our visitors **and** a functional place that serves our entire community. **We can build a library that has the space to house what we are doing now and the flexibility to adapt to what we will need our library to be in the future.**

I encourage all of you to join in the lively challenge of building a great library for all of us.