

Third Meeting with Chip Greenberg 6/25/15

Those present: Lindsay, Jeanne, Pam, Marybeth, Jane, Leslie, Paige, Jerry, Chip

Time Started: 9:10

Pam opened the meeting.

Minutes approved from the last meeting

Going over the floor plans.

Chip: Single unisex bathroom downstairs. Make the bathroom a more pleasant entrance if needed, because the door is opening towards the stairs.

Moving to the reference area. The reference area is still an area for books with a large desk in the middle. The glass room area will be divided into two areas, reference office and another small tutorial room. The circulation desk was pulled out a 12 to 18 inches so that there is more room back there. There is a new reference island where the public access computers used to be and a desk for laptop space in the middle of the room. Moving to the YA area. This is an area where the YA was, so there is room here for some of the other stacks that we lost, where the new closet/bathroom is and where some of the reference stacks were lost because of storage. Over here we also have a cafe area. Not sure how it works but there is a concept here. How full is this area on a daily basis?

Jeanne: Maybe six people, but we put the art panels there and so there could be more but because of the panels there are less.

Chip: I was also thinking about the outdoor patio space. It might be a nice amenity for the town, but how to maintain the ambience that you want for the space, I am not sure how you would do it.

Jane: How would you divide the cafe spaces?

Chip: Well right now we have this bookshelf, and the clear division of the carpet and floor.

Leslie: For me, that is a lot of real estate for a cafe, but I don't want a cafe at all.

Chip: The whole idea of the cafe idea comes down to policy rather than structure.

Leslie: and as far as staff goes, we cannot put a large separation between the room and the window.

Jeanne: The new bookshelf resembles all the problems we have on the first floor. For people who do want to browse the new books, it makes it awkward and there in the way of the cafe area. And if you look at the building when it was first opened there was this beautiful openness to the space, and that shelf is starting to not allow that kind of openness.

Pam: Move the new books into the YA section. There could be a big sign and it would be very visible for people and not in the way.

Chip: You know that when you limit the height of the bookshelf, you lower capacity for shelving.

Pam: Can I ask a question though, what is that shelving next to the glass room.

Chip: Probably a three foot counter with books under it. I moved the printer/copier over here, knowing that there may need to be more collating room, and I don't know yet how that space is used. and I am not sure one copier in the corner is going to meet the needs. I did think it was better back here rather than out front, so right now that is a place holder. I want to come back and talk about this equipment here. What computers are dedicated to reference? What are dedicated to public access etc.

Jeanne: WE don't have any dedicated to reference.

Jerry: We have two catalog computers. We have one in the reference section so Jeanne can help people with reference. and then we have eight or twelve for public access computers. Some have a longer time and some have less.

Jeanne: Our computers are for everyone to do anything. I want to have an open space to bring a laptop or for a patron to bring a laptop for space next to me.

Jerry: Is there room for us to move those eight computers into the reference area?

Chip: Why would there be so many in here?

Jerry: To maintain as much of that open access computers as possible?

Jeanne: They are important, but they are hard to have with the programs we have downstairs and they are messy. They are an important thing to have, but not something to display.

Leslie: You don't want the computer room to be crowded and too small.

Jerry: I wonder if you could do four in a carousel or something back there.

Chip: From the balcony to the wall the room is 11ft x 10ft. We should design the program of the space. What do we need?

Jeanne: I think the countertop idea is a great idea for tradition, but it is not how people use the reference area anymore. We need more space to elegantly integrate technology. The reference shelf will shrink.

Jane: Move reference area for Jeanne out into the floor, and then put the computer area back here.

Jeanne: My reference area could fit on some of those lower shelves.

Leslie: People have complained about people walking behind us when we use our computers. (From when we put the computers on the mezz).

Jerry: How many public computers do we want in the space? Eight total, plus reference?

Chip: Pam had mentioned about how this place is good because you can have conversations without hearing them. People don't talk when they are on their computers?

Jeanne: yes, they do. On their phones, to each other etc.

Chip: Establish what we want to go in there.

Leslie: I like that storage room when it is. The door might have to move, but I think that it would work.

Marybeth: We were originally looking at that space to do a technology space to do classes and stuff, but can't we do four there to do classes, but then a pod of four somewhere etlse.

Leslie: I do believe in wireless, because we would waste money that we want to spend on other things, because it is going to become obsolete. What about moving Jeanne to the globe? Would you really be hidden there and have a spot for Jeanne?

Chip: I want to show you what the scope of what we want to do today.

Jeanne: Reference is alive and well at the library, but it is just going to be more technology based, rather than print based.

Chip: The purpose of the library, the focus on the public, underlies the decisions we are making. We can work back and forth between the philosophy to the legs on the ground. Moving onto the mezzanine floor. Art storage on the second floor and the Local History room with work stations, and the small meeting room area where the local history section was. There is a second floor on the glass room, with a small meeting/conference space down here. Now we have three potential meeting spaces. One small tutorial room on the bottom floor. One small meeting space above the glass room and a larger meeting room where the local history section is and then the big space on the third floor. Moving onto the YA section. The YA in the upstairs, add the children's bathroom here. Let's examine the new YA.

Chip: This incorporates two changes. Move the Children's bathroom here, because its clustered here, but the rule is that if bathrooms are clustered, you get your choice. This is a fairly big

bathroom, but it does not meet handicapped code. The other thing came out of the discussion, the YA area at this end, although it is in view of the CR, but not in view of the the staff. We moved the YA area forward and the tech room back. Minus would be increased visibility to patrons that we wouldn't want hanging out in the YA room without reason to be there.

Lindsay: I had originally thought to make a corridor and the Ya section more horizontal.

Leslie: I had like that. I was envisioning keeping Marybeth's desk the same and moving Kathy's desk upstairs.

Jane: How did you feel about the original YA spot.

Lindsay: The problem is that we couldn't monitor it.

Marybeth: People feel comfortable already coming into the CR who shouldn't be in there. and with the YA space down further it would exacerbate the problem.

JANE: Tech services is okay with the idea.

Leslie: We like the idea if Kathy goes up the town she can just go out that door, and move marybeth over to this area. right now we go out this door every time, and ring off the buzzer, and we could use this other door instead.

Lindsay: My thought was that we would need to maintain the wall by the entry way for the YA section.

Chip: One thing that is happening here, is the bulk of the room is no longer where the window is. It is exactly the same amount of area. It would be ten feet wide.

Leslie: i am thinking I would want floor to ceiling bookshelves on either side. There would be two desks facing the window, and the big mending table would come into the big room, and we would maintain the same amount of shelving.

Chip: and this area is big enough for YA?

Jeanne: That is the question. Keep everything really flexible, because teens are very flexible with their culture constantly changing.

Chip: I have a question about the music collection,. What happens to that?

Jerry: we haven't decided.

Lindsay: Are we purchasing new?

Leslie: not really, sort of phasing it out.

Chip: But it doesn't belong with the YA?

Collective No.

Jerry: Maybe mostly focus on local music specifically.

Leslie: What has been on our minds has been to evaluate the music collection and downsize it and maybe move it.

Chip: Moving back to the first floor. Start this discussion with the reference area. What are the different demands.

Jeanee: A place where I can go where I can work on things, but I can still be in striking distance so I can be called out to work on things. Just having an office anywhere on the first floor is a huge step forward.

Chip: i am trying in a practical point of view to be seen and not seen to well.

Jeanne: A model that I always come back to was a glass office where I could be sitting and a service desk in the front. When I am at the service desk it is of course how can I help you and in the glass office is more like "do you have a minute to chat?"

Chip: Does this work for you this space? (Pointing to the glass office area)

Jeanne: Yes.

Chip: What about the service desk area?

Jeanne: Yes, I want it to be super visible. Right here. Ask questions. I want it to be open and visible. No problem for anyone to come ask questions. I like the space where the public access computers are now.

Leslie: Because Jeanne feels like she is hidden by the circulation desk, pushing this desk out further. Do we really need that?

Jeanne: and the other thing, do we really need to have that big circulation desk? Maybe a smaller pod

Jerry: The other thing we talked about, but we haven't used it that corner of the desk for you.

Jeanne: That could work, but I don't want to have to go around the desk a lot because I am constantly standing up and going back to the desk etc.

Jerry: Keeping it close is ideal. Because of being third on the circulation desk.

Leslie: Signage would help.

Chip: Let's put signage last.

Move the reference area into where the public access computer stations are. Put computers in the reference area. Remove shelving.

Pam: Next meeting to discuss moving forward with the things we have talked about.

Chip: Need a meeting with Pam and Jerry to solidify things.

Pam: Maybe we won't be able to make all those meetings before the board movement July 14th.

Chip: It would be great to do a floor. I would think that would make some sense.

Pam: What if there was an order to things? What comes first? We can't do this until we do this? Is there an order to things?

Chip: There maybe, but I can't answer it instantly. There are something things that are interdependent. Is it necessary to do all the plumbing at once etc. and then there are your priorities?

Pam: I think that because of the price of things the the plumbing for the board money wise would be a hold up.

Only a certain percentage of the money can be used at a time. WE are investing a lot of it to keep having more, also certain amounts of spending money would involve the Town etc.

Pam: we need to schedule a committee meeting for Building and Grounds. 11:30 meeting for July 9th. Bring a list of priorities with you.

Meeting Adjourned: 11:30

