

# Proposed Changes To Yale and Boston Bar Libraries

Submitted by: Nicole Glentworth, Library Manager



Read. www.fvrl.ca Learn. Play.

## **Project Outline**

To improve and revitalize the Yale and Boston Bar Libraries through a major facelift thereby increasing its appeal to existing and potentially new customers.

## **Background Information**

These two rural libraries have not had any major capital investments in them for over 25 years. The furniture and space are dated, and are not in line with the typical look and feel of other FVRL libraries.

Most/all of the furniture has been donated by the community over the years. As the donated furniture was a household item, they do not wear in the same way as commercial items, nor do they present a consistent look and feel throughout the library space. Other items such as the shelves at Yale, were possibly the original shelves when the school was in operation and are beginning to show their age and do not have the flexibility that is needed, as our collection changes.

Additionally, at the Yale Library there are two basic safety concerns:

- The front desk is laid out in such that the staff member's back is facing the entrance which (also not a welcoming for customers), and
- The electrical cord that provides power to the cash register is suspended/hanging from the ceiling, near the centre of the library.

## **Vision**

To make the best use of the small spaces in these two libraries, giving them the flexibility to change as the demand of the space changes over future years. The aim is to align the space with the mission of FVRL "Opening minds. Enabling dreams."

## Project Details

### YALE LIBRARY

- Install exterior freestanding bookdrop for customers to return items when library is closed (currently no option in place which may be a deterrent for some to use their local library)



External bookdrop for items to be returned outside of open hours

- Remove and replace service desk with U-shaped desk opposite the main entrance of the library for better sight lines to the front door (current Health and Safety issue)
- Remove hanging power cable from middle of the library and seal off the connection



Electrical cord suspended from ceiling

Main entrance

Service desk area



No sight lines from front desk to secondary entrance door

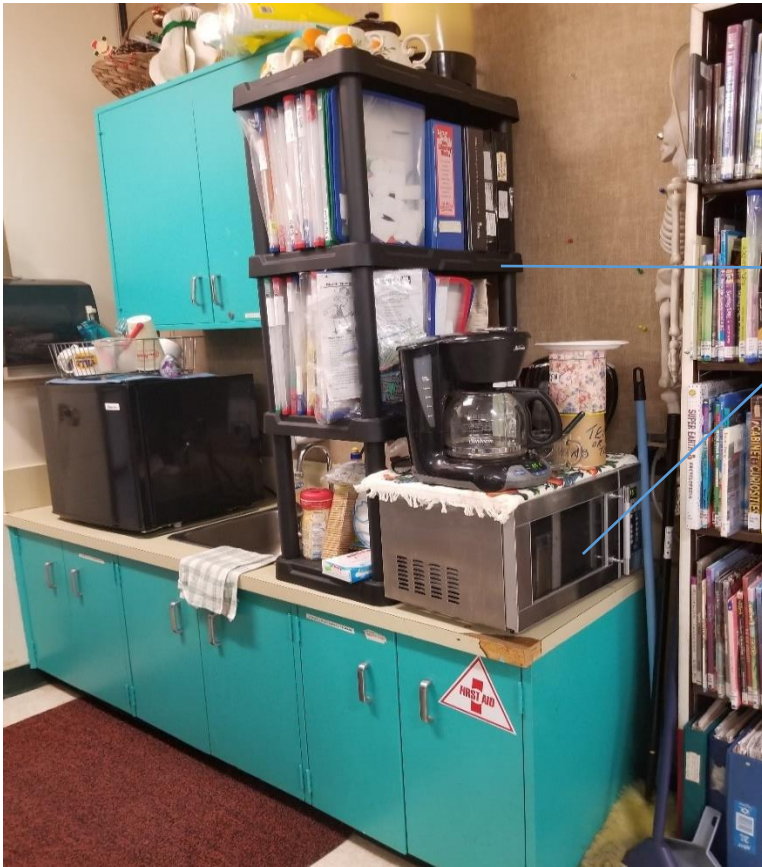


- Remove and replace wall shelving (may need to repair area behind as the condition of the walls is not known, but should be minimal as the new shelves will be mounted in the same space)



Old shelving not adjustable

- Remove and replace sink, faucet and under sink cabinets (remove over sink cabinets and repair wall or cover wall with mirror or piece of art)



Aged units with little storage options

- Replace public chairs, couch and computer chairs (chairs donated from other libraries over the years as they reached the end of their salvageable life)

Door not functional

Donated chairs and table  
from another library



- Purchase specialized furnishing from library supplier (children's table and chairs, adult table and chairs, book display units)



Children's furniture from another library

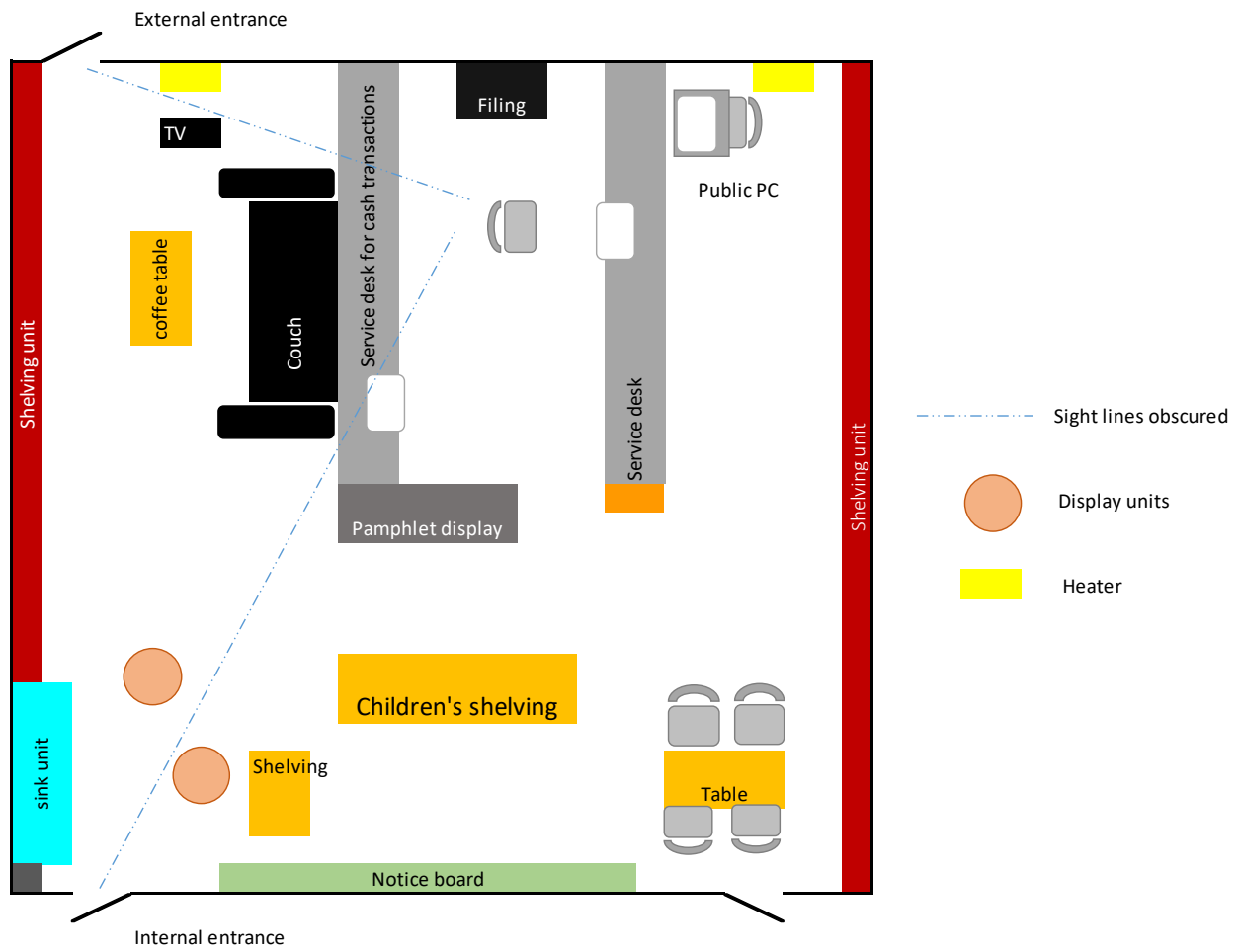
- Change flooring and baseboards (previously the flooring of two classrooms and has areas of obvious wear)
- Paint the interior walls of the library in a more vibrant colour, repairing any damage that has been caused over the years
- Purchase new display backgrounds and filing cabinet



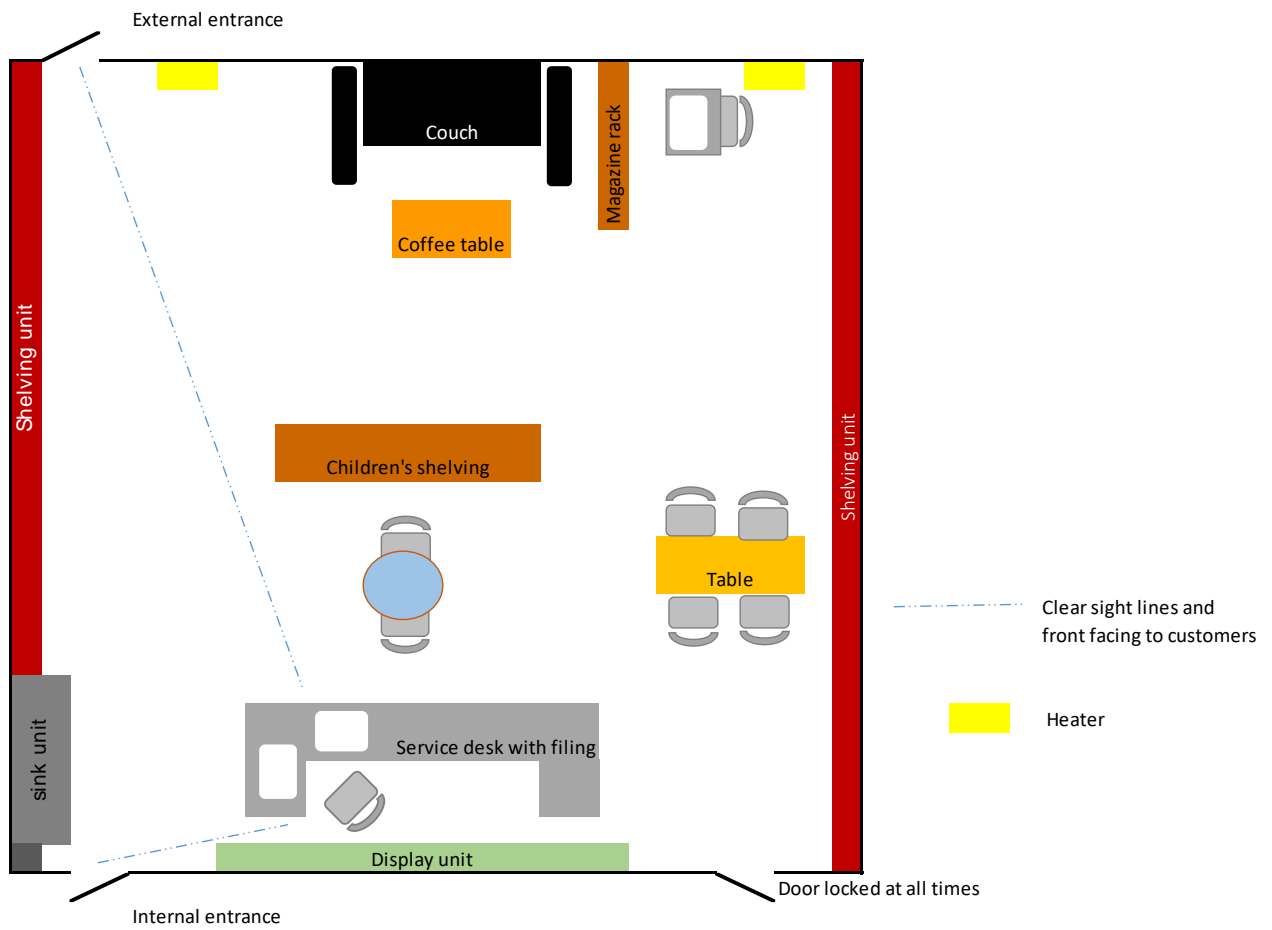
Customer's record could be seen by other customers as they enter the library

- Ceiling tile replacement (optional). Tiles are a variety of shades and patterns due to damage over the years and replacement from different stock





**Current Floorplan of Yale Library**



## Proposed Floorplan for Yale Library

Staff / Administration

The estimated time for renovations including ceiling tiles is 2 weeks which will be 4 days of operation since the library opens 2 days per week. Staff have the option of setting up a popup temporary library across the hall in one of the classrooms, thereby minimizing disruption of service. Van deliveries will remain the same. Staff will use this opportunity to clean out the resources to store them more efficiently.

### **Required Resources**

Items to be packed up and moved out of the library. Contractors will dismount and dispose of shelving and furniture. Contractor will make arrangements for power supply to be installed and suspended power cord to be disabled. NEEDED: IT network cabling needs to be relocated to other side of the room. Furniture will be delivered to the library and assembled by contractors. Access would be needed to be given to the contractors for the duration of the project.

### **Personnel**

Supervisor will work in the popup library. Library Manager will be on call for any issues that may come up and work with supervisor to weed files to fit new storage units.

### **Cost**

See Appendix A

## **BOSTON BAR LIBRARY**

- Install exterior freestanding bookdrop for customers to return items when library is closed (currently no option in place)



External bookdrop for items to be returned outside of open hours



- Remove and replace wall shelving in workroom (may need wall repairs the condition of the walls behind the shelves is unknown, but should be minimal as the new shelves will be mounted in the same space. Close off the internal door access as it is no longer needed and mount shelves in its place.



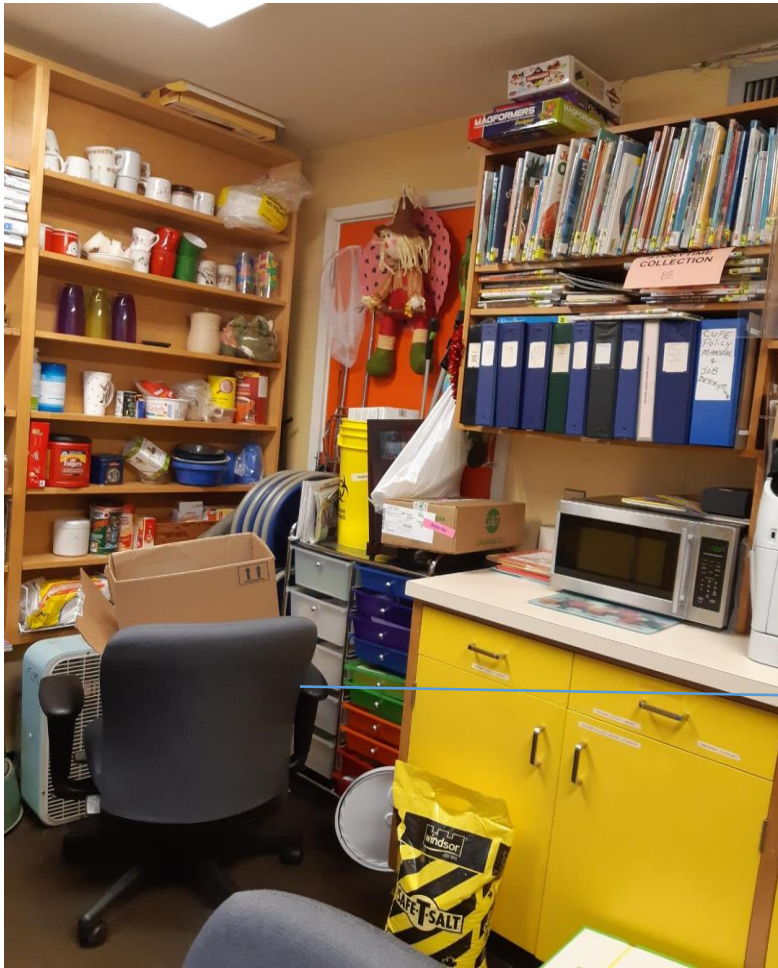
Shelving unit in need of updating and safety concerns to be addressed

- Remove and replace sink, faucet and under sink cabinets



Old sink unit, replace before it becomes an issue and creates water damage

Replace computer chairs, filing cabinet and counter organizer (chairs donated from other libraries over the years)



Old computer chairs donated from other libraries when they reached the end of their lives there

- Paint the interior walls of the library in a more vibrant colour, repairing any damage that has been caused over the years.
- Purchase specialized furnishing from library supplier (table and chairs, lounge chairs, book display units)
- Modernize front desk and lowering it for easier access to customers and new book shelves(Option 3)

**Staff / Administration**

The estimated time for renovations including ceiling tiles is 2 weeks which will be 4 days of operation. Most of the work is in the workroom so the library can remain open, painting of the public area of the library can be done on closed days. Van deliveries will remain the same. Staff will use this opportunity to clean out the resources to store them more efficiently.

**Required Resources**

Items to be packed up and moved out of the library. Contractors will dismount and dispose of shelving and furniture. No IT network cabling need to be relocated, only the printer needs to be moved for the cabinets to be fitted and then moved back. Furniture will be delivered to the library and assembled by contractors. Access would be needed to be given to the contractors for the duration of the project.

**Personnel**

Supervisor will continue to work in the library. Library Manager will be on call for any issues that may come up and work with supervisor to weed files to fit new storage units.

**Cost**

See Appendix B

# Appendix A

## Cost for Yale Library Renovations



## Option 1:

\$3000 - External Bookdrop

## Option 2:

$\$34\,500 + \$10\,500 \text{ contingency} = \$45\,000$

External bookdrop

Complete repaint

Flooring replacement

Furniture replacement

Address/move power cord hanging from ceiling

Re-location of the staff service desk

(Funded by: FVRD Capital Reserve)

## Appendix B

### Cost for Boston Bar Library Renovations

## Option 1:

\$3000 - External Bookdrop

## Option 2:

$\$25\,500 + \$7\,500 \text{ contingency} = \$33\,000$

External bookdrop

Complete repaint

Furniture replacement

Staff workroom renovation

Program items to be shared between the two libraries

## Option 3:

$\$45\,000 + \$12\,500 \text{ contingency} = \$58\,000$

Option 2 plus shelving and other modernization

(Funded by: FVRD Capital Reserve)