

Library Design Plan

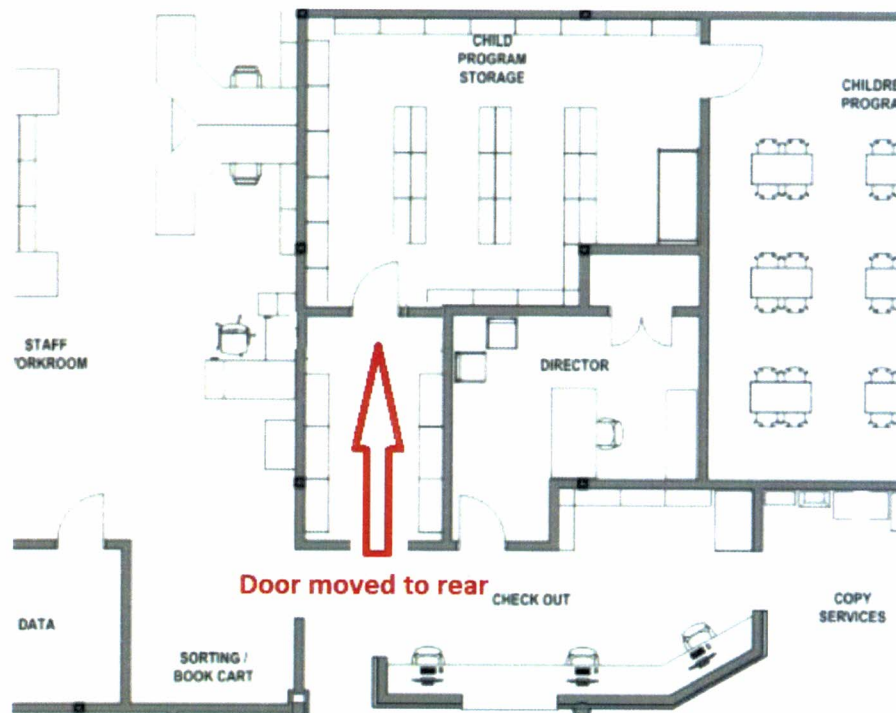
Practical Reconsiderations and Justifications

January 27, 2020

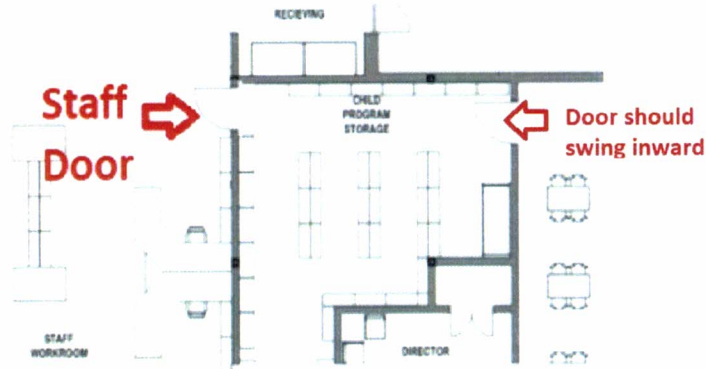
We received the Design Team's response letter and feel that our needs are still not met. I believe some of this is occurring because neither side completely understands the other's point of view. I hope this document will try to alleviate this problem at least on the library staff's side, so you know the reasons behind our requests. We look forward to a further discussion of these issues.

- 1. Elimination of door from circulation to children's storage.** The staff understands the need for fire-rated doors to the storage room. We are asking that the wall and door be moved back 25-30 feet so it is at the end of the narrow corridor. We will leave the decision on whether this door swings inward or outward to the architects.

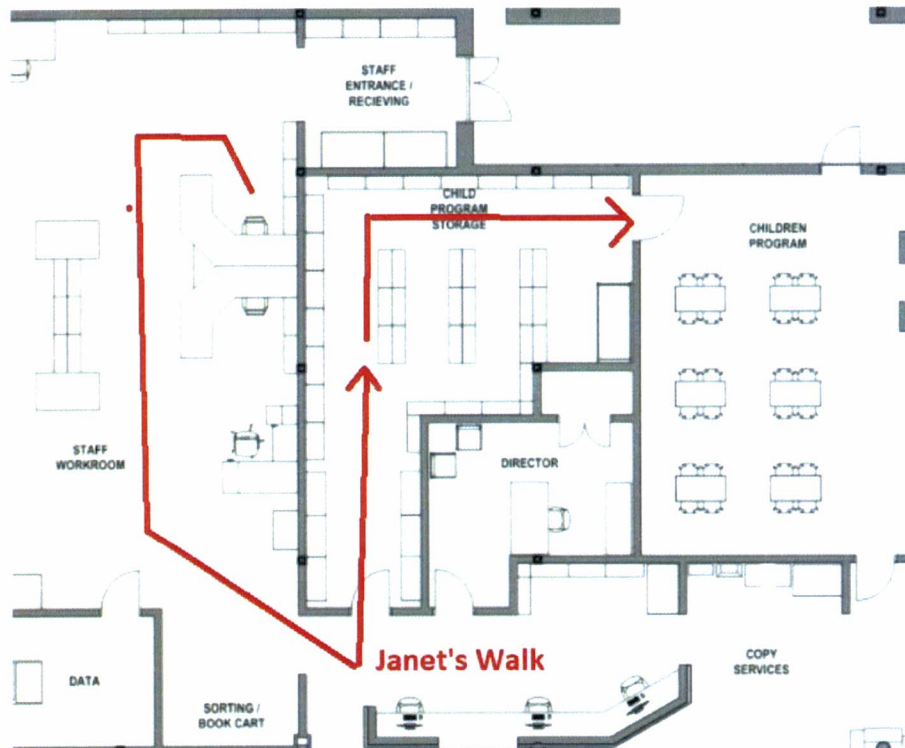
RATIONALE: The DVD cabinet area is used heavily by the circulation staff because patrons check out and return DVDs frequently. Having a door in this area slows down the process of accessing the DVD cabinets, especially if your hands are full of DVDs to shelve. Also, the current swing of this door blocks one of the cabinets requiring the staff to shut the door completely before accessing this cabinet.



2. **Creation of an access door for Janet to her storage.** The staff understands that placing a door in the staff/receiving area may lead to problems. We would still like easy access for the staff to enter the storage area



RATIONALE: The current plan requires Janet to walk the length of the staff area, then pivot behind the circulation desk and then walk back up the same distance in a U-turn to access her supplies, and to quickly get to and from the children’s program area. The children’s door should also swing inward to avoid opening the door into a public/children’s space blindly. We thank you for the forethought of putting Dwight’s desk next to the data room, and hope you can extend the same courtesy to Janet and her work area.



3. **Placement of children's area parent door.** The staff acknowledges that having a "kids-only" entrance to the story time area would be a benefit. We do however have an issue with the placement of the adult door to the area, and would like to have the located next to the children's entrance.

RATIONALE: Parents have told Janet that they want to keep their eye on their children at all times. They do not want them getting lost or stuck in tight places where they do not know where they went. The current plan has a wide area which impedes the light-of-sight to their child when they enter the kid's entrance. We have tried in a past meeting to express this to the design team and assumed the issue would be solved. If the parent's door was placed side-by-side with the children's entrance, it would solve the problem. This solution will make the overhead door area smaller, but still viable, and will probably save some money as well.



4. **Pole/support column in front of circulation desk.** The library staff thanks the design team for keeping the long, angled circulation desk that we are used to having at our current library. However, the current design places a support pole directly in front of the middle chair. We are unsure of how this can be fixed, since we acknowledge that this is a main load-bearing feature that will be hard or impossible to move. We have thought of three possible solutions, and hope the design team can find a way to fix this glaring problem.

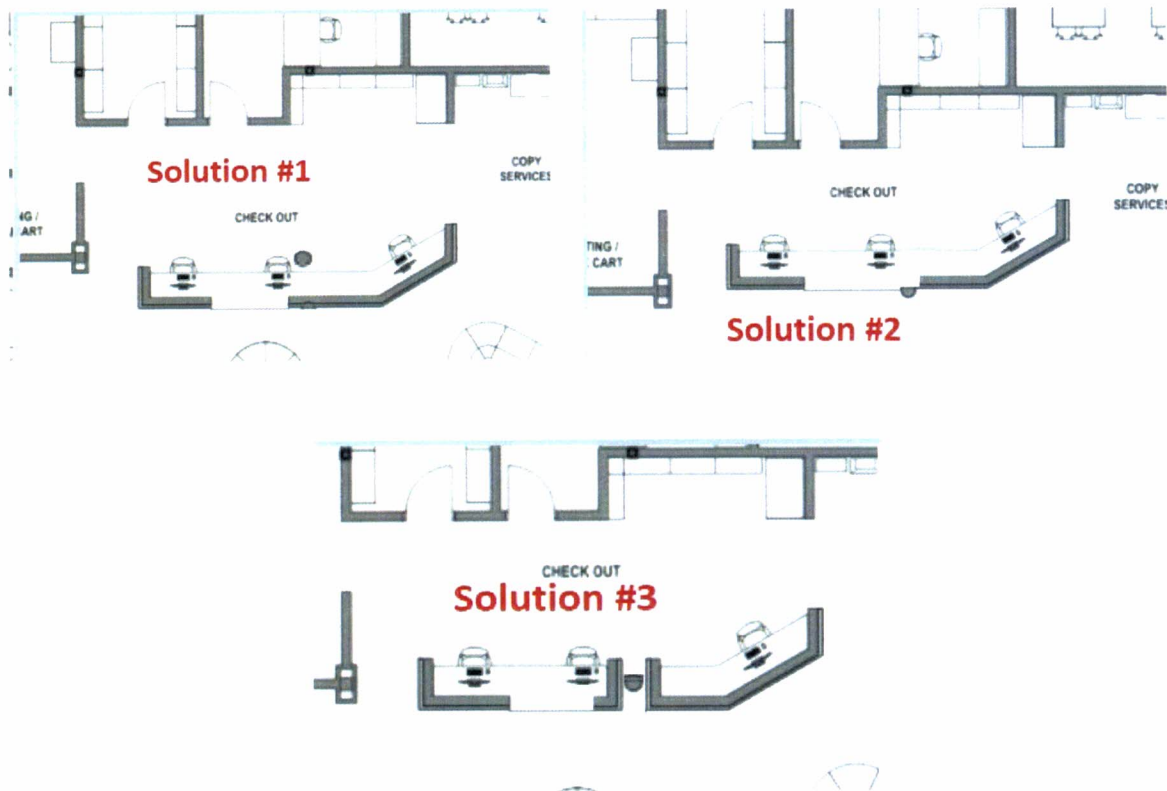
RATIONALE: The pole obstructs the staff view of patron checking out material, as well as obstructing the view of other library areas that the staff needs to monitor.

Possible solution #1: Move the circulation desk forward (toward the center of the library) 3 feet or so, that the pole is on the other side of the counter, next to the staff. This solves the viewing problem, but the library now cannot see the other staff member seated on their left easily.

Possible solution #2: Extend the “low checkout” area another 2 or 3 feet. This would allow the middle station to be seated on one side of the pole or the other.

Possible solution #3: Cut the circulation desk in half where the pole lies, and move both halves forward 1 or 2 feet, so that the pole is in the middle of the desk. Like solution #2, this would result in the center station to be moved either to the left or right of the pole.

If the design team can come up with a better option, we would be happy to hear it.



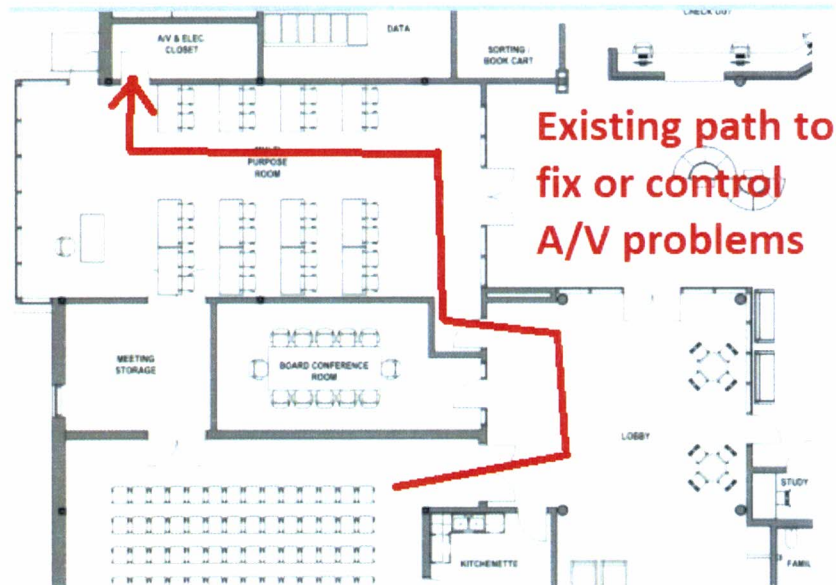
5. **Extra door from lobby into library.** The library staff is wondering why there is an extra door on the right side of the lobby that enters the DVD area and 2 study booths. We don't think the design team meant this door to be an emergency outdoor egress, since the door opens into the library instead of outward into the lobby.



RATIONALE: Normal flow of patrons into the library is always visible from the front desk. Not only does this allow the patron to see the library staff when they first enter, it provides asset security for the library, in case they leave without checking out the material. This door seems to be a security problem, since the staff cannot see who is entering the library. Also, if the library decides in the future to implement some sort of security sensing gate at the front door (possibly RFID), this extra door would bypass the security.

The staff recommends that this door be removed if possible. If indeed this is an emergency exit, the door probably needs to swing outward into the lobby and be set up with a security alarm when the door is opened.

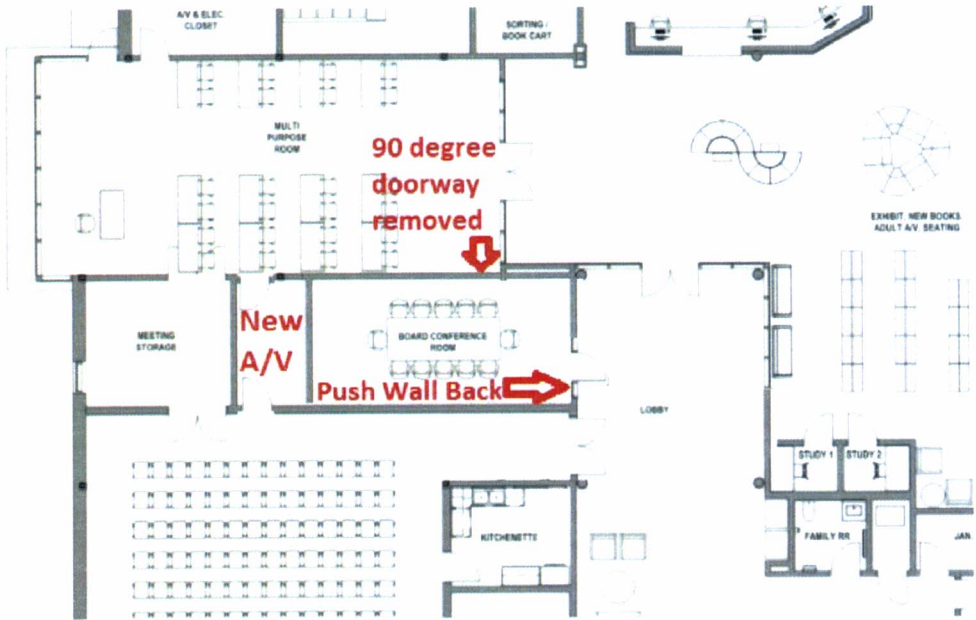
6. **Placement of the A/V room.** The staff understands and agrees that the electrical closet should not be used for other things. We missed seeing that it was a combination room when looking at your latest plan. While we are unsure if this area will only contain an electrical service panel, entrance of ATT and Cox data from the street area or something more, we would like the planning team to consider other areas for just the A/V room, leaving the electrical closet in place. If the electrical room does not need all this space, the room can be divided and the unused half added to either the data room or the staff storage room.



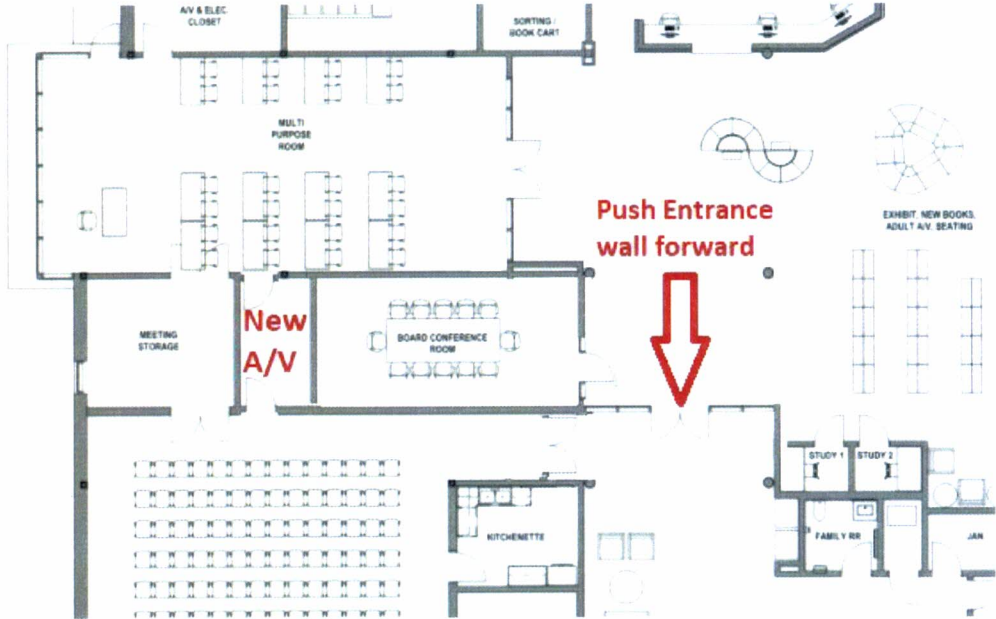
RATIONALE: We assume that the A/V closet will contain such items as an amplifier for the ceiling/wall speakers for the large meeting space, as well as other items such as a DVD/BluRay player, wireless microphone receivers, and storage for microphones, cables and stands. This room needs to be adjacent to the room where it will be used. The current plan requires someone to cross into the Multi-Purpose room to access and run the equipment. My previous plan involved taking space from the newly-enlarged Board/Conference room, without taking away space from the meeting storage room to accomplish this. This spot would be ideal if you wanted to have a common A/V room for all 3 meeting spaces.

Out of the three meeting spaces, the library staff considers the Multi-Purpose room an area that would require the most staff supervision, due to possible additional equipment needed for it to be a possible “maker space” (sewing machines, woodworking tools, etc.) As a result, we would like to eliminate the awkward 90 degree doorway and make the room accessible only during supervised library hours.

To make the A/V room big enough to work, the existing walls need to be extended next to the existing support poles, without removing or changing them.



To make room for additional space in the library, we would also like you to consider moving the entrance doors forward, again without changing the existing support poles placement. This would allow more shelf space for our existing DVD collection and aid with moving the circulation desk forward as a possible solution to item #4 in this document.



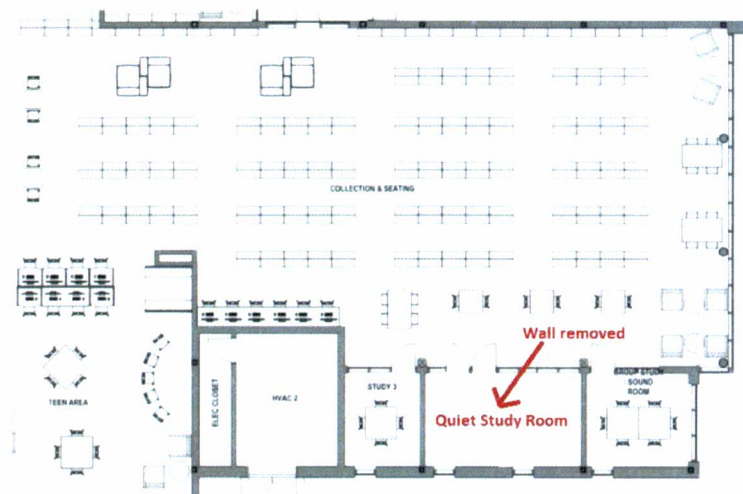
7. **Elimination of the covered porch.** The staff does like the idea of some sort of outdoor space to relax and possibly read a good book. However, we feel that using a space within the library building footprint is not the best use of space.

RATIONALE: The library staff is seriously concerned that there is not enough shelving space in the current plan. We feel that having an outside porch is using up valuable library square footage that could be used for not just shelving, but any other thing that the library will need in the future, possibly even additional computer space. We are also concerned that the screened-in porch does not provide cross-ventilation requiring fans, and will be too hot and humid to use three of the four seasons of the year. The gazebos we placed in the back yard was a placeholder to express that we wish to have something outdoors built at a future date. The staff does not expect to have gazebos or anything else built outdoors using the existing building funds.

8. **Move the quiet reading room/too many study rooms.** The library staff still would still like to have the quiet reading room moved from the central “spine” of the building to an area in the corner of the library.

RATIONALE: While the design team’s claim is true that the elderly may have a farther distance to walk, we believe that they will be going to the Adult Fiction section of the library anyway to get a book to read. Also, the design team’s placement in the central spine is an area closer to a lot of library activity and noise. Seeing people come and go as they check out materials and hearing noise from the children’s area, even though it is filtered somewhat through the glass wall and door of the room is a distraction. Putting this room in a far corner of the library would indeed make the room “quiet” and much less distracting.

The library staff agrees that study rooms are needed in the library, but we think that having 2 study “booths” and 4 “group rooms” is excessive, especially if the formal board/conference room is also available. Library square footage is at a premium, and we suggest that study rooms 4 and 5 be combined into a quiet reading room. These two rooms do not seem to have a load-bearing support beam in the wall between them and should be combined easily.



CONCLUSION

The library staff hopes that this document will help the design team and others understand about the practical concerns the library staff has in designing the new library. We continue to hope that we can work together to build the best possible library we can with the limited funds we have available.

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