

Los Altos Library Building Improvements and Opportunities Matrix

[In preparation for Joint Council Study Session]

April 12, 2016

Note: This is a “living document”. Your comments and information are needed to make it the best possible.

Number	Opportunity or Improvement	Evidence to Show	Possible Resolutions	Importance
1	Increase space for collections in all formats (books, media, electronic) “No Growth Capacity”	<ul style="list-style-type: none"> - Fixed number and location of shelving units - Limited possibilities on how to use existing units. - Most materials are “1-in, 1-out” 	<ul style="list-style-type: none"> - Small expansion using funds from Whipple Bequest - Space for “Holds” - New Space 	High and immediate if no new building in the next 2-3 years
2	Infrastructure of existing building is outmoded	<ul style="list-style-type: none"> - Cannot expand number or location of computers. - Limited number of power outlets for mobile devices. - Libraries only will become MORE wired. 	<ul style="list-style-type: none"> - Drop-down power and data lines - Trench concrete slab to increase capacity - New building 	High and immediate if no new building in 2-3 years
3	Cramped Children’s Area	<ul style="list-style-type: none"> - No dedicated children’s story time area - Children’s safety and privacy at risk 	New Space. (Benchmark with other District Libraries.)	High
3a	New space for Tween & Juvenile collections and study	<ul style="list-style-type: none"> - New space for tweens: No area for tweens to gather and call their own - No expansion room available for juvenile collection 		Moderate

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4	No “Study Rooms” -Provide small group study rooms for all age groups -- tutoring, home schooling, study sessions	<ul style="list-style-type: none"> - Only Teen Room can be used for tutoring/discussions. - Hard to concentrate/study when other discussions going on in the room - Conversations get “mixed” in the common area - How does Los Altos compare to other SCCLD libraries? 	New Space	High and immediate if no new building in 2-3 years
5	Increase Program Room size	<ul style="list-style-type: none"> - Program room limited to 100 persons (capacity is exceeded for many lectures/gatherings) - No infrastructure to connect to City Council chambers, Youth Center or other venues 	New Space Data from other District Libraries	High
6	No room for anything new, i.e. “Maker Space”, 3D printing, virtual reality, robots	<ul style="list-style-type: none"> - New technologies are in the future for libraries, providing opportunities for residents to explore, learn, collaborate and create. 	New Space <ul style="list-style-type: none"> - Only space possible is (a) a portion of the Teen Area, or (b) a portion of the Program Room - Either of these means less footprint for something else 	High
7	Additional quiet reading space	<ul style="list-style-type: none"> - Current reading spaces are near back entrance to library and in high traffic and noisy areas. 		High
8	Lack of storage space for staff, equipment, supplies	<ul style="list-style-type: none"> - Cramped storage in Program Room, Janitor closet, and outside closet (space is doing double-duty for multiple functions) 		Moderate

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9	Increase lighting in Library lobby	- Low light in area between main entrance and Program Room entrance.	Install skylight (In recent years the Friends of the Library have offered to fund the installation.)	High
10	Lack of storage space and drop-off space for donations to the Friends of the Library	Current space is often overflowing, with boxes left outside the closet; possible foot traffic and safety hazard	Provide interior or exterior space (exterior space could be a well-designed storage shed located in the back of the library near the dumpster) Recently FOL have offered to fund the purchase of the shed.	High

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Our Message should focus on:

- Critical Needs for Library Function
- Failing Residents Needs and Desires
- Falling Behind Surrounding Communities
- How can the money available be used to resolve some of the above issues?

draft, v1.0