



# Winnetka-Northfield Public Library District Strategic Facilities Plan

Library Board Meeting | November 14, 2022

# The Team



Joe



Kristin



Trevor



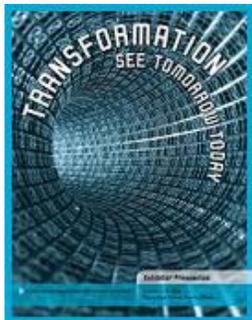
Isela



Nathan



Shaun



**21<sup>st</sup> Century Library**  
Self Guided Services

**Project Shoehorn**  
No Money,  
No Space,  
No Problem

**Tomorrow's Branch**  
LEED Gold  
High-Tech  
Living Room

**Mixed-Use Library**  
More than  
the Sum of  
the Parts?



Development of literacy skills through active and experiential learning

**Active Learning in the Digital Library**  
Planning for Play

**Palos Heights 10 years later**  
Staying current in a changing world

**Don't Worry!**  
We are only going to change Everything!

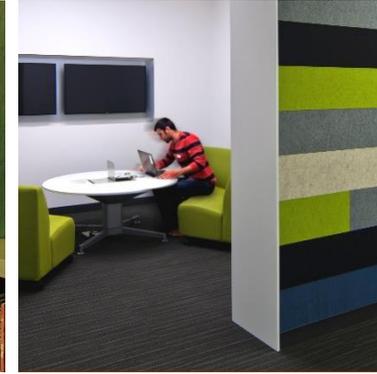
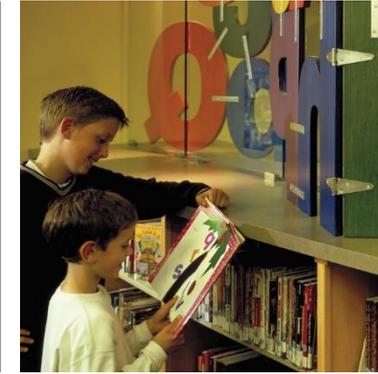


# Team Planning Experience

CHICAGO  
MADISON  
MILWAUKEE  
TUCSON



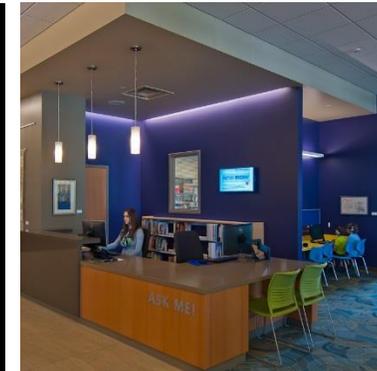
[6]  
LEED CERTIFIED,  
[58] GREEN  
LIBRARIES



[290]  
LIBRARY  
PROJECTS



9,036,594  
SQ. FT. LIBRARY  
SPACE DESIGNED

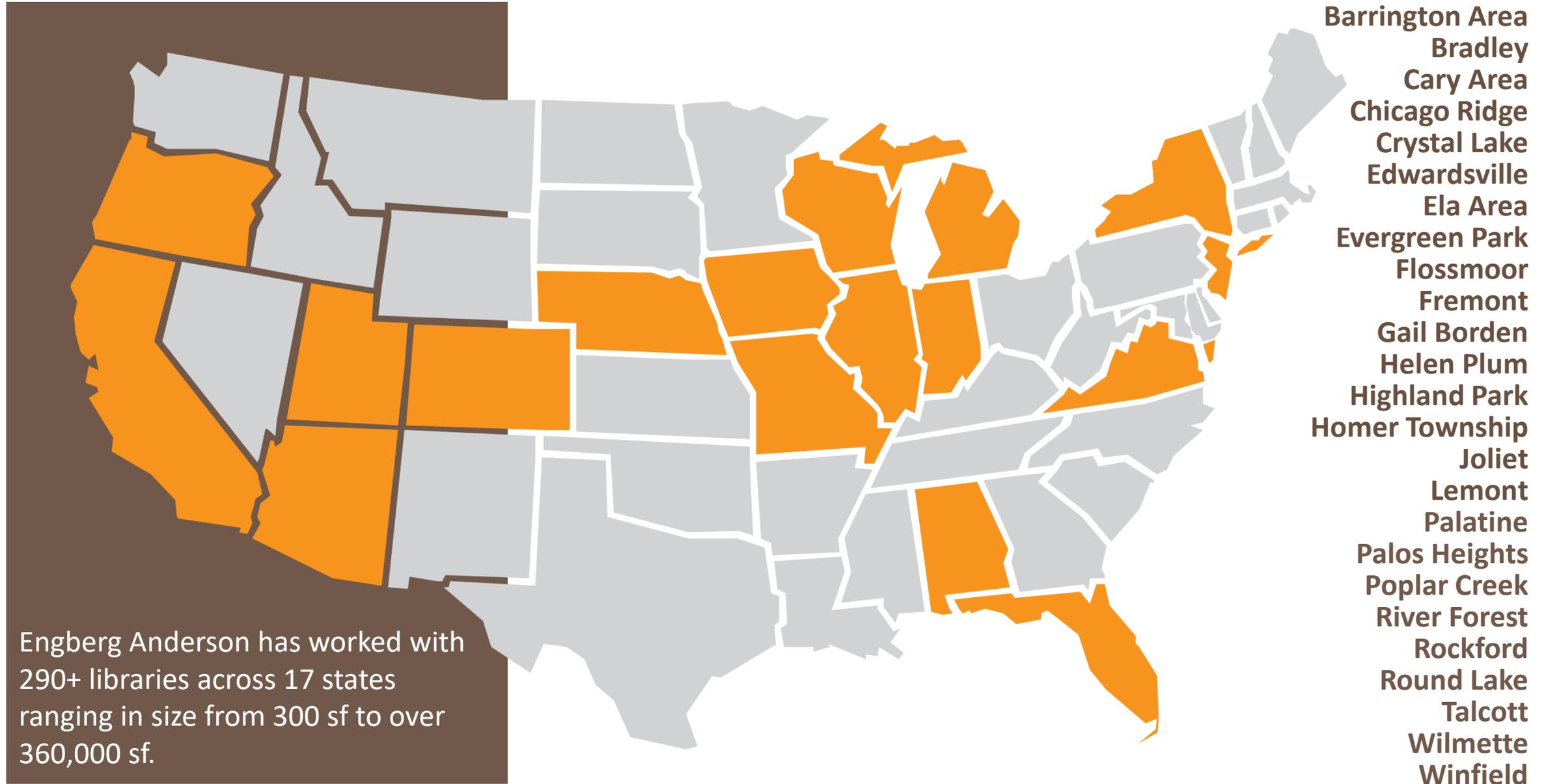


[57]  
MASTER PLANS



[96]  
ILLINOIS LIBRARY  
PROJECTS

# Illinois Planning Experience



# Process



# Community Engagement & Statistical Investigations

# Engagement & Investigations



## What People Said

Winnetka Caucus Surveys, 2020, 2021, 2022

Public Meetings in June and September

Website Comments June through October

Comments to Staff

Staff Comments

## What People Did

Video Ethnography

Library Use Statistics

Peer Library Comparisons

# Engagement & Investigation Inputs are Consistent

## Community uses and wants more physical resources

- Repeated in all forms of engagement
- Supported by use statistics
- Aligns with peer group comparison
- Explains interlibrary loan use
- All measures are concurrent with top of the line digital resource use

## Community wants better services for children

- More collection space
- More activity space
- More seating space
- More separation from quiet areas

## Community wants more/better seating

- Seating is limited and uninviting
- Acoustics, comfort, lighting are concerns
- Interpersonal distance limits use

## Community wants more programming

- Studio cited as exemplary service
- More adult-focused programs

# What People Did | Use Statistics & Peer Library Comparisons

## Data Sources

- The data summarized here comes from the public library database maintained by the Institute for Museum and Library Services (IMLS). The IMLS coordinates the data-gathering efforts of the state library agencies across the country.
- The most recent data available is from 2019. This was the most current at the time of the analysis and thus is the most recent year in which WNPLD can be compared to peer libraries.
- Library Service Population**

Glencoe Public Library	8,723
Winnetka Northfield Public Library District	17,357
Deerfield Public Library	18,225
Lake Forest Public Library	19,375
Wilmette Public Library District	27,087
Highland Park Public Library	29,763
Northbrook Public Library	33,170
Glenview Public Library	44,692
- Data for 2020 and 2021 comes directly from the Library utilizing the IPLAR reporting form. It stands in isolation and cannot be compared with peer library data.
- The data has been assessed as a simple measure and as a measure per capita to allow comparisons with other libraries serving different sized user populations.

## Key Findings (2019 Data)

- **Something is causing lower participation levels than one would expect. Among the many influencing factors behind these statistics, space issues affect what the library is able to offer in terms of collections, programs and spaces.**
- ↓ Registered Borrowers Falls Below the Peer Group Prediction
- ↑ Hours of Operation are Essentially Double of the Peer Libraries
- ↔ Staffing Level Are Close to the Peer Group Prediction
- ↓ Visits to the Library Fall Below the Peer Group Prediction
- **The library excels at fulfillment of physical material demands by patrons.**
- ↓ Physical Holdings Fall Below the Peer Group Prediction
- ↑ Physical Circulation Reached Peak Levels
- ↑ Children’s Physical Circulation Reached Peak Levels
- ↑ Physical Circulation Exceeded the Peer Group Prediction
- ↑ Inter-Library Loan Continues to be a Significant “Part of the Collection”
- **This high level of use of physical resources comes on top of “best of class” availability and use of electronic resources.**
- ↑ Electronic Resource Use Exceeded the Peer Group Prediction
- ↓ The Number of Uses per Public Access Internet Capable Workstation Has Declined from Peak Levels in 2012
- ↑ Wi-Fi Sessions Utilizing User Devices Reached a New Peak

# What People Use as Comparisons | Peer Library Space

## Available Space in Falls Short of the Peer Group Prediction

- While Winnetka-Northfield has more building than others in the peer group (all the others have 1 facility), the total space available to public and staff use is less than predicted by the peer group trendline.
- The reported area consists of 22,800 square feet in Winnetka and 4,000 square feet in Northfield.
- Using the trendline, a library with Winnetka Northfield's service population is expected to have 34,772 gross square feet (in a single facility) compared to the 26,800 square feet reported.
- Using the trendline, full function buildings serving each community with current populations would be expected to have
  - 21,000 sf in Northfield and
  - 32,000 sf in Winnetka

## The identified peer group consists of nearby institutions serving similar service populations.

<u>Peer Library</u>	<u>Total Area(square feet) All Buildings</u>
Glencoe Public Library (1)	20,600
Winnetka Northfield Public Library District (2)	26,800
Deerfield Public Library (1)	32,500
Lake Forest Public Library (1)	32,878
Wilmette Public Library District (1)	65,654
Highland Park Public Library (1)	42,000
Northbrook Public Library (1)	85,341
Glenview Public Library (1)	50,908

# Investigations: Facilities Studies

A Facilities Effectiveness Assessment included an evaluation of existing spaces in each building. The spaces were evaluated twice – once in preparation for the initial discussions – and a second time following those discussion to refine the evaluation in light of the newly framed objectives. Along with tours of the building, we conducted conversations with various members of the Library’s management team to further our observations of customer behavior.

We reviewed the existing layout, condition, character and effectiveness of the library building to determine the how the current facility can be better adapted to emerging and traditional service patterns. The evaluation included flexibility, technology, programming spaces for all age groups, public library trends such as hands-on and collaborative learning, special collections, genealogical research and preserving local historical archives, and other aspects of the library’s role as a community center.

In the staff zone, shared service elements and workflow that support the library were considered to maximize operational effectiveness and to repurpose duplicative space and create more or more efficient public or staff zones.

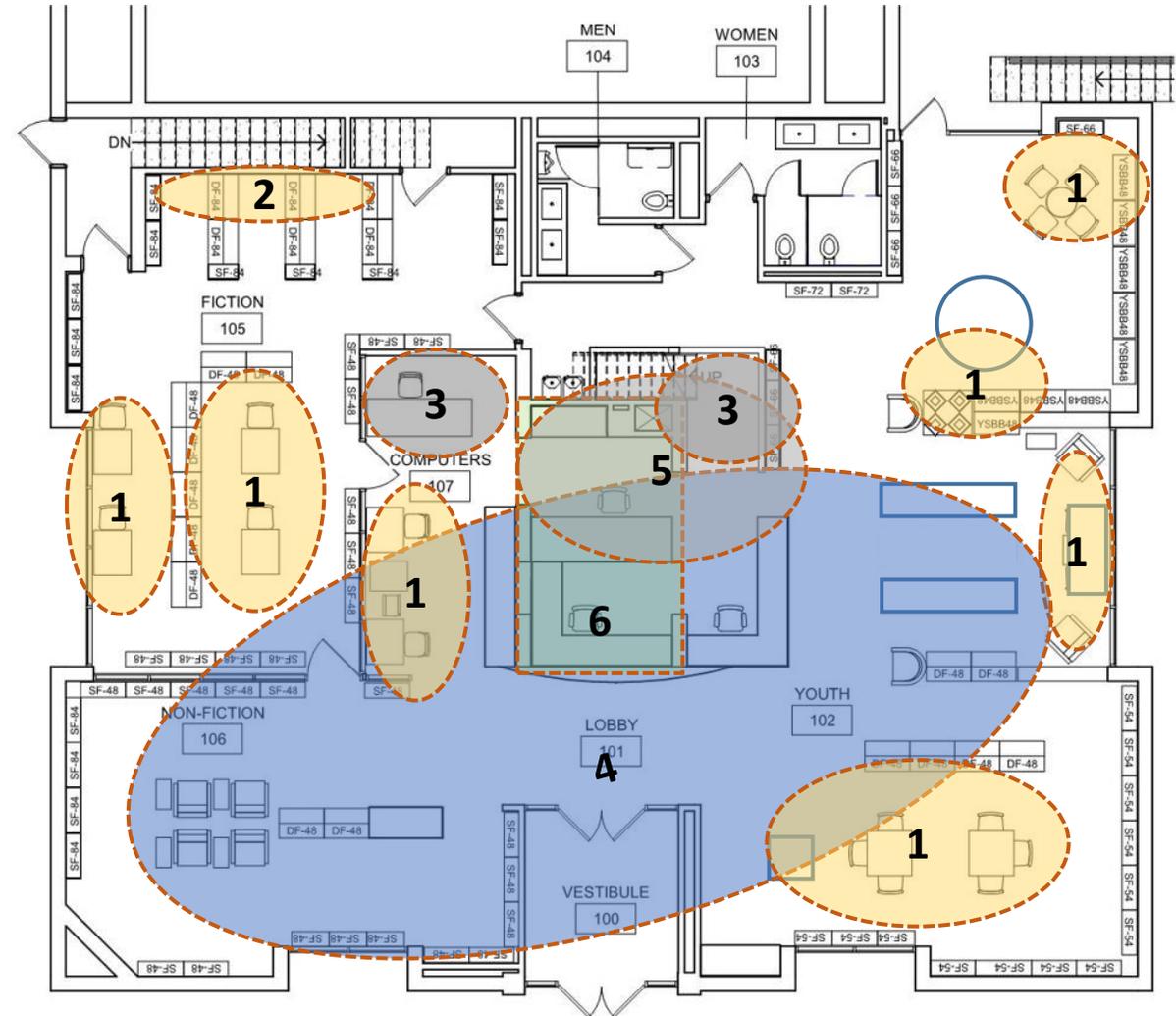
# Investigations: Facility Effectiveness Review

## ➤ Northfield First Floor

1. The space benefits and suffers from its small size. Benefits include easy navigation and supervision, and proximity of staff to the public for comfortable interactions.

## ➤ Challenges include

1. Overlapping use of public zone functional and movement spaces feels confined and limits use.
2. Dead-end space limits use – patron discomfort.
3. Overlapping use of staff zone functional and movement spaces is a safety risk, confined, and limits utility.
4. Sound transmission is limiting use early in the day – conflicts between younger and older users.
5. Staff activity exceeds available space.
6. The space under the mezzanine is code minimum and claustrophobic.



Northfield Library issues are related to available space. Overlapping uses limit the effectiveness of each space and compromise patron satisfaction.

# Investigations: Facility Effectiveness Review

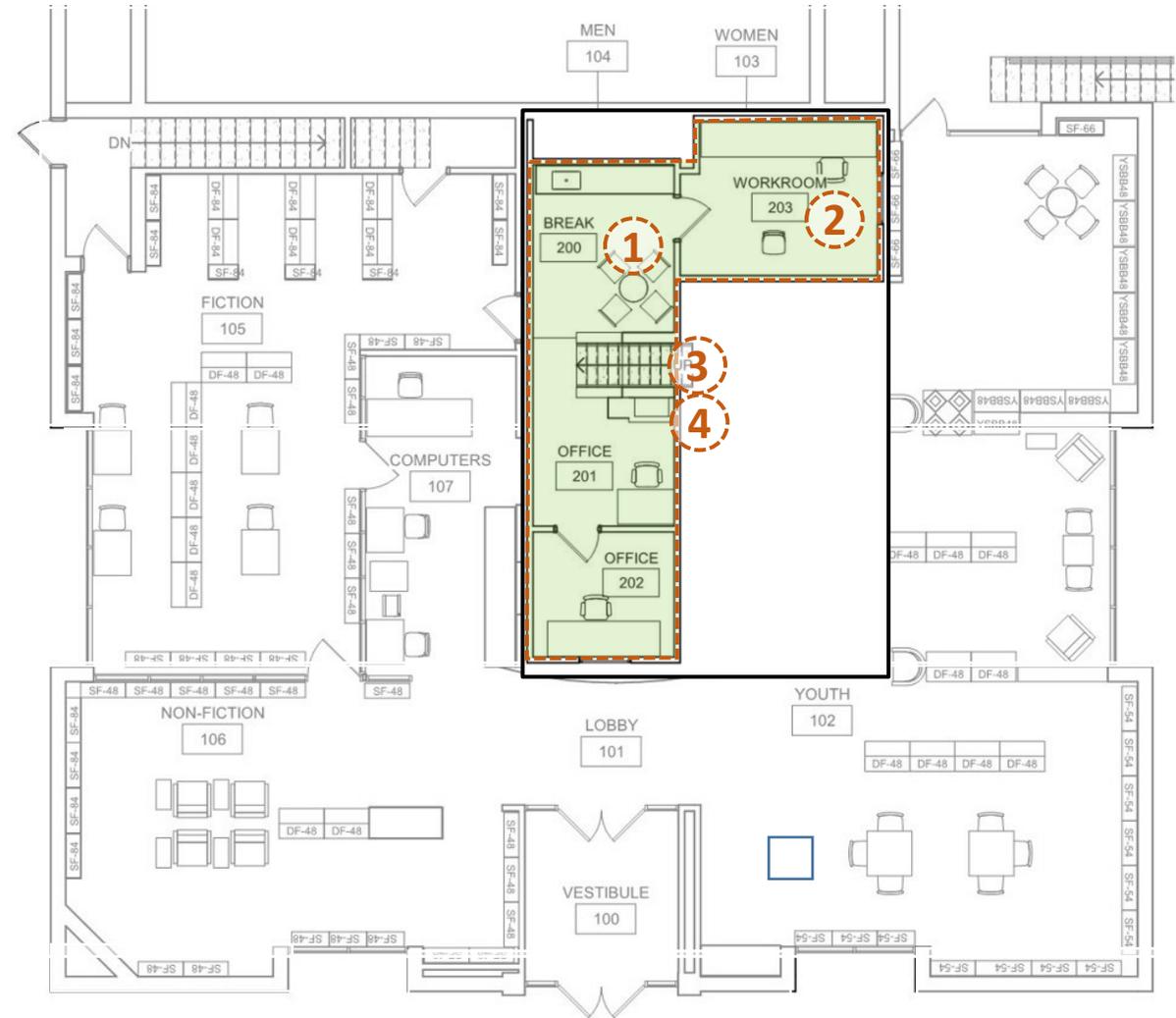
➤ Northfield Library issues are primarily related to clear floor area

## ➤ Northfield Mezzanine

The space is less than ideal but given the small size of the library, it is vital to current operations.

## ➤ Challenges include

1. Constricted and open nature of break room.
2. Use of equipment room as work space
3. Overlapping use of staff zone functional and movement spaces is problematic and limits use.
4. The space of the mezzanine is code minimum and claustrophobic.



# Investigations: Facility Effectiveness Review

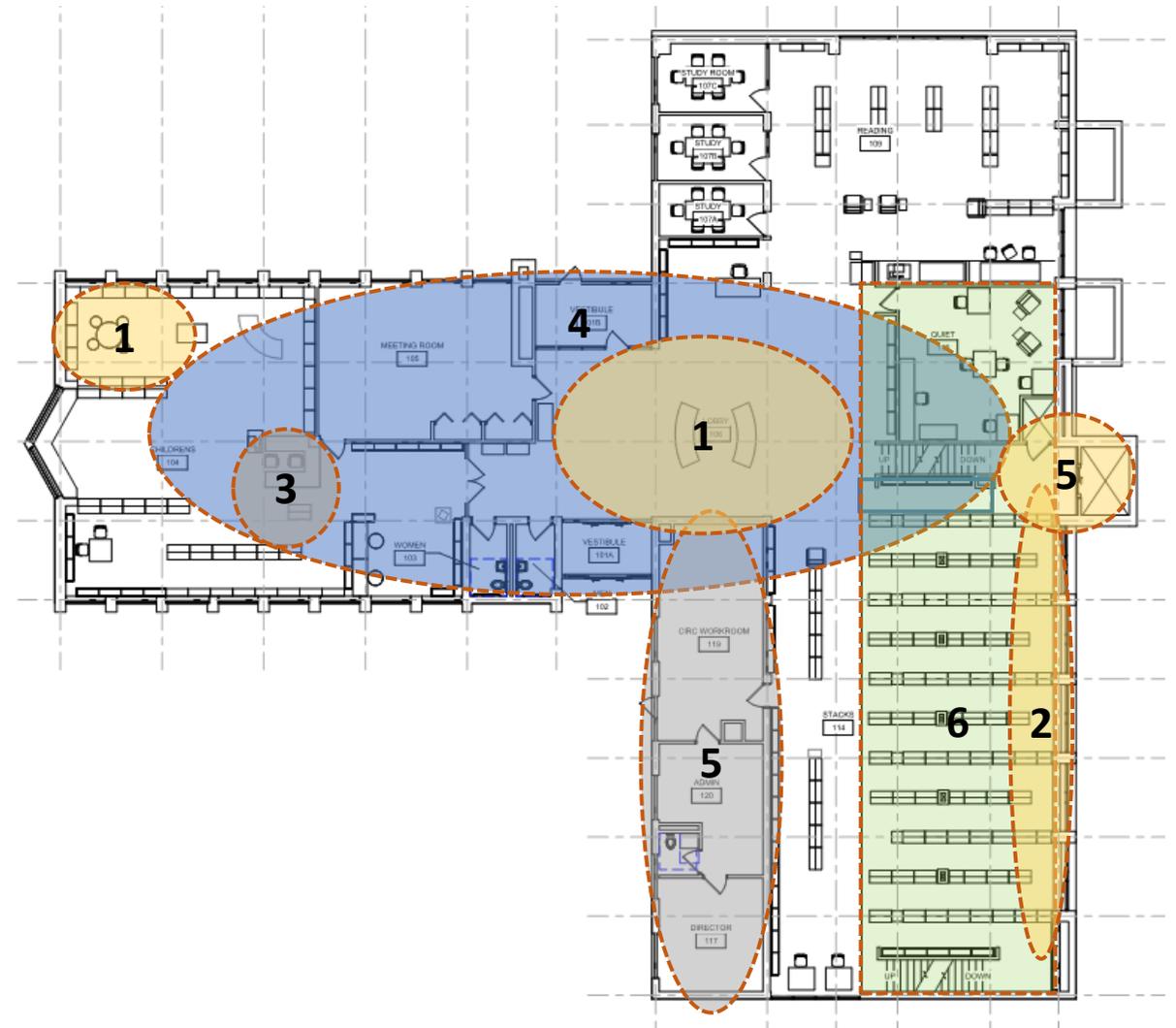
➤ Winnetka Library issues are related to available space in key areas and arrangement of connective spaces (entry, stairs, elevators).

## ➤ Winnetka First Floor

The space benefits and suffers from its narrow width. Benefits include access to natural light and views.

## ➤ Challenges include

1. Overlapping use of public zone functional and movement spaces is problematic and limits use: crowding reduces patron use and satisfaction.
2. Dead-end space limits use: patrons are uncomfortable / feel unsafe.
3. Overlapping use of staff zone functional and movement spaces is problematic and limits use.
4. Sound transmission is limiting use throughout the day: noise from entry, service points and youth services compromises patron satisfaction in adult areas.
5. Finding Lower Level services is convoluted and frustrating.
6. The space under the mezzanine is code minimum and claustrophobic.



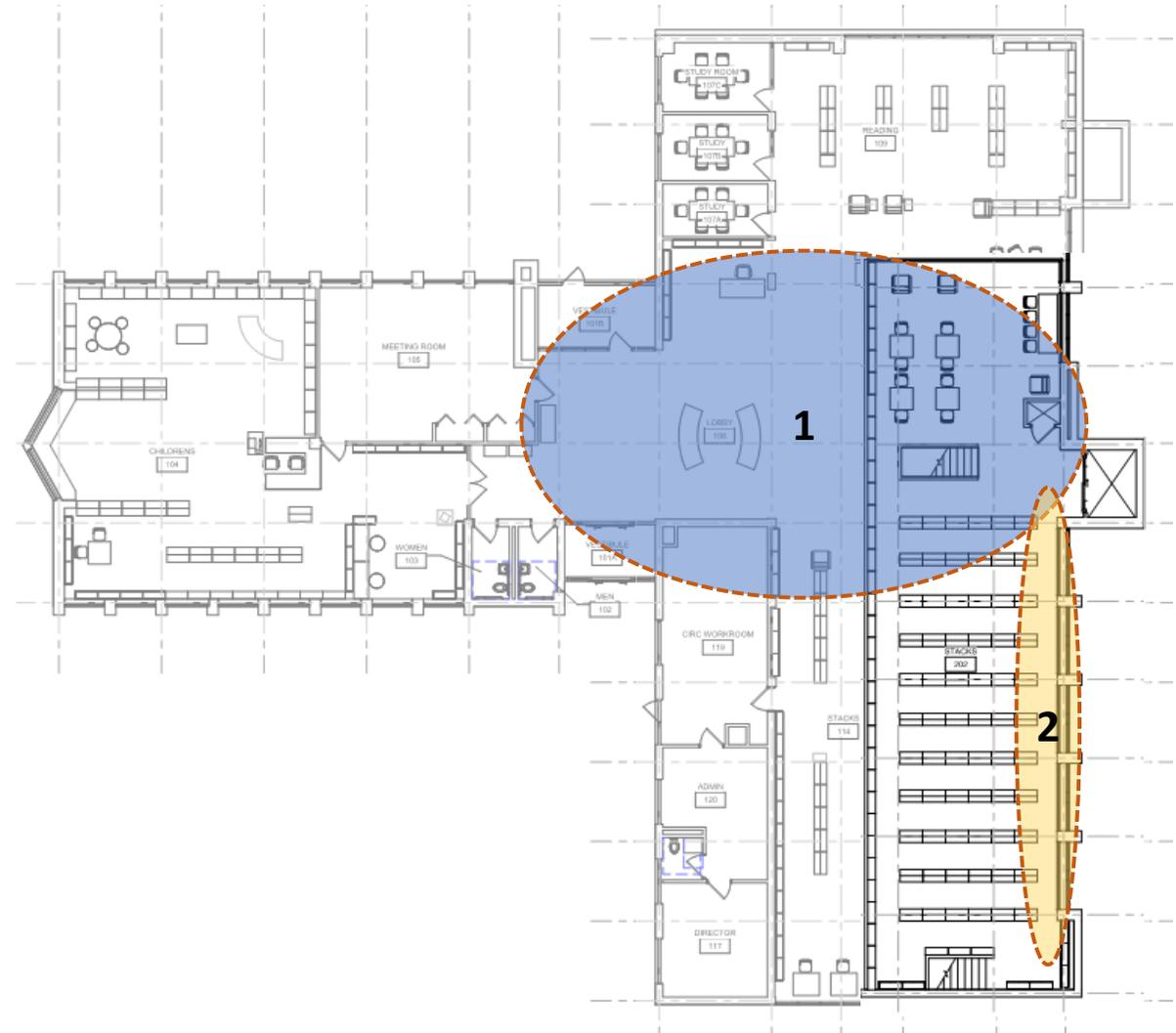
# Investigations: Facility Effectiveness Review

## ➤ Winnetka Mezzanine

The space is less than ideal but given the small size of the library, it is vital to current operations.

## ➤ Challenges include

1. Sound transmission is limiting use throughout the day: noise from entry, service points and youth services compromises patron satisfaction in adult areas.
2. Crowding of shelving into narrow space limits use: patrons are uncomfortable / feel unsafe.



Winnetka Library issues are primarily related to openness of space and lack of sound control impacting multiple potential uses.

# Investigations: Building Code Reviews

## Building Code Review

- The building code included a review of basic egress (exiting) from the building in panic situations and conformance with the state plumbing code.

## Accessibility Assessment

- The accessibility assessment included a review based on Illinois Accessibility Code (IAC), 2018 edition, published by the State of Illinois Capital Development Board. Accessibility. This included general requirements, building blocks, accessible routes, general site and building elements, plumbing elements & facilities, special rooms and spaces, built-in elements, and play areas or outdoor constructed features as appropriate.

## Security Reviews

- Security reviews were conducted on multiple occasions by the Winnetka Police Department and Fire Department were used to supplement a review of building code considerations.

# Investigations: Building Code Review

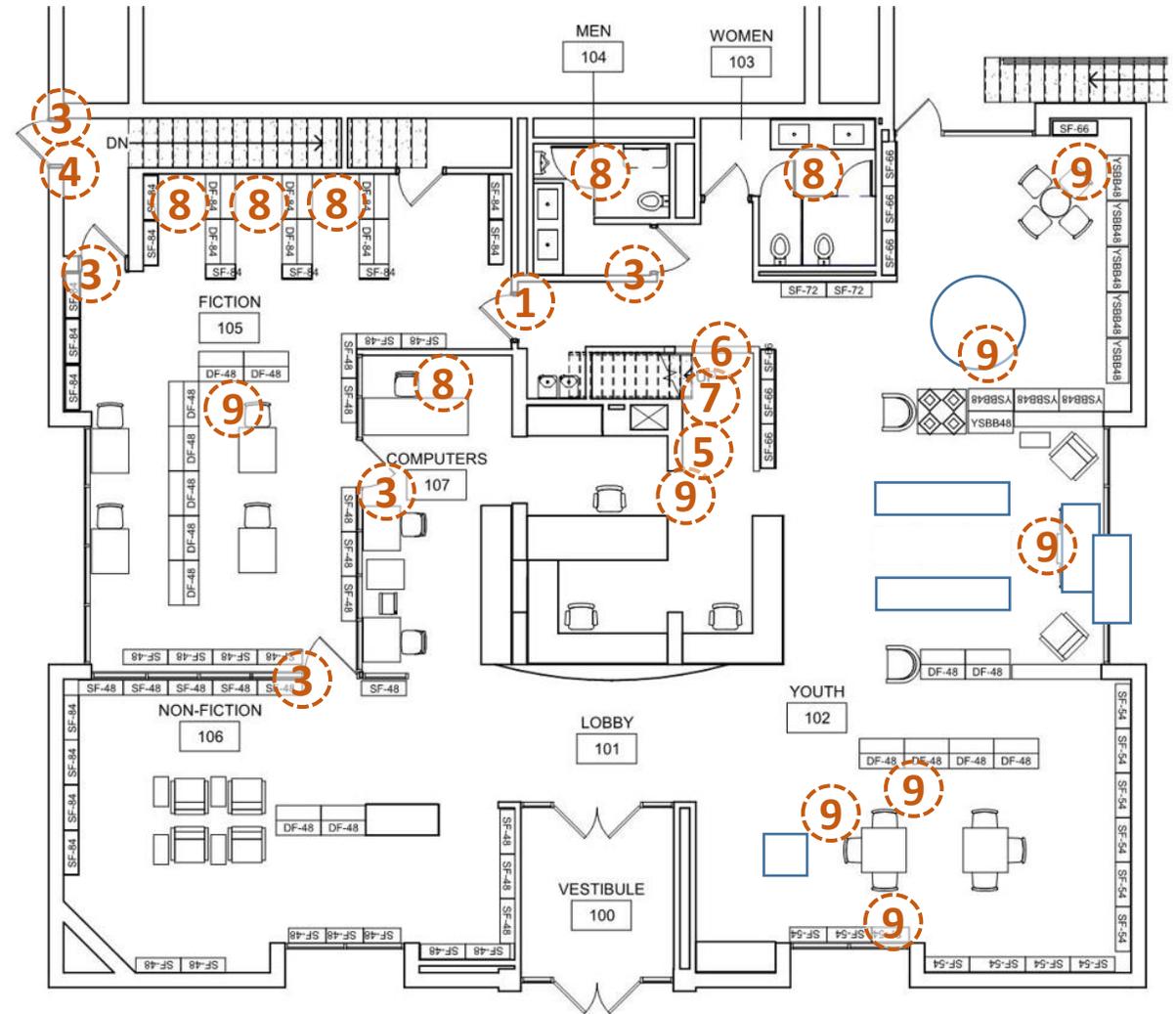
➤ Northfield Library issues are primarily related to EGRESS and ACCESSIBILITY.

## Northfield First Floor

### KEY

(Note: Not all items appear on all levels in all buildings)

1. Exit needed to exterior
2. Distance to exterior exit
3. Door clearance issue
4. Panic device
5. Exit path typically blocked by materials
6. Tread/riser dimensions
7. Rail length, configuration issue
8. Turning radius issue (2018 Illinois Accessibility Code)
9. Clear aisle width issue



# Investigations: Building Code Review

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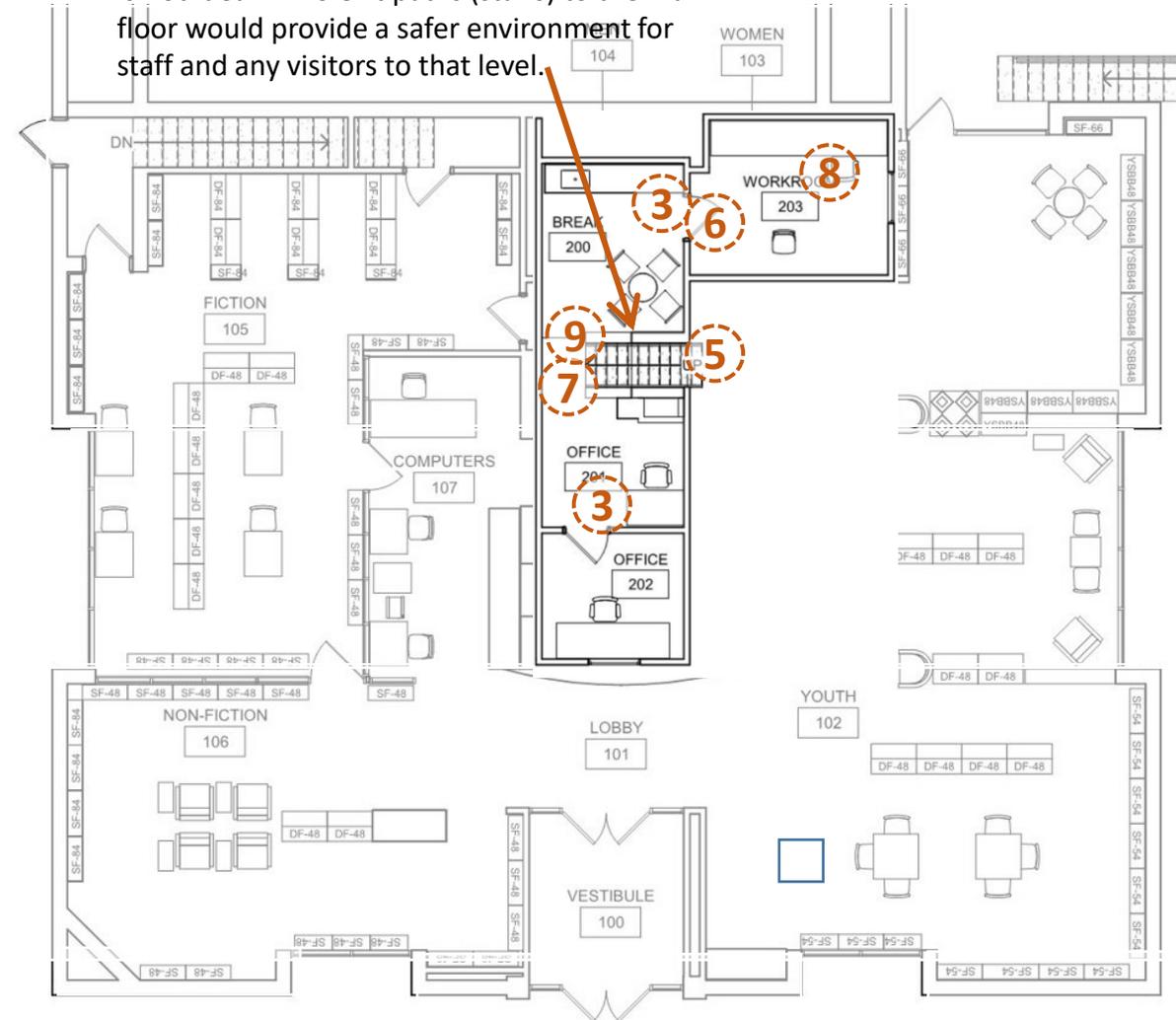
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While legal, the single exit from the mezzanine is not ideal. Two exit paths (stairs) to the main floor would provide a safer environment for staff and any visitors to that level.



# Investigations: Building Code Review

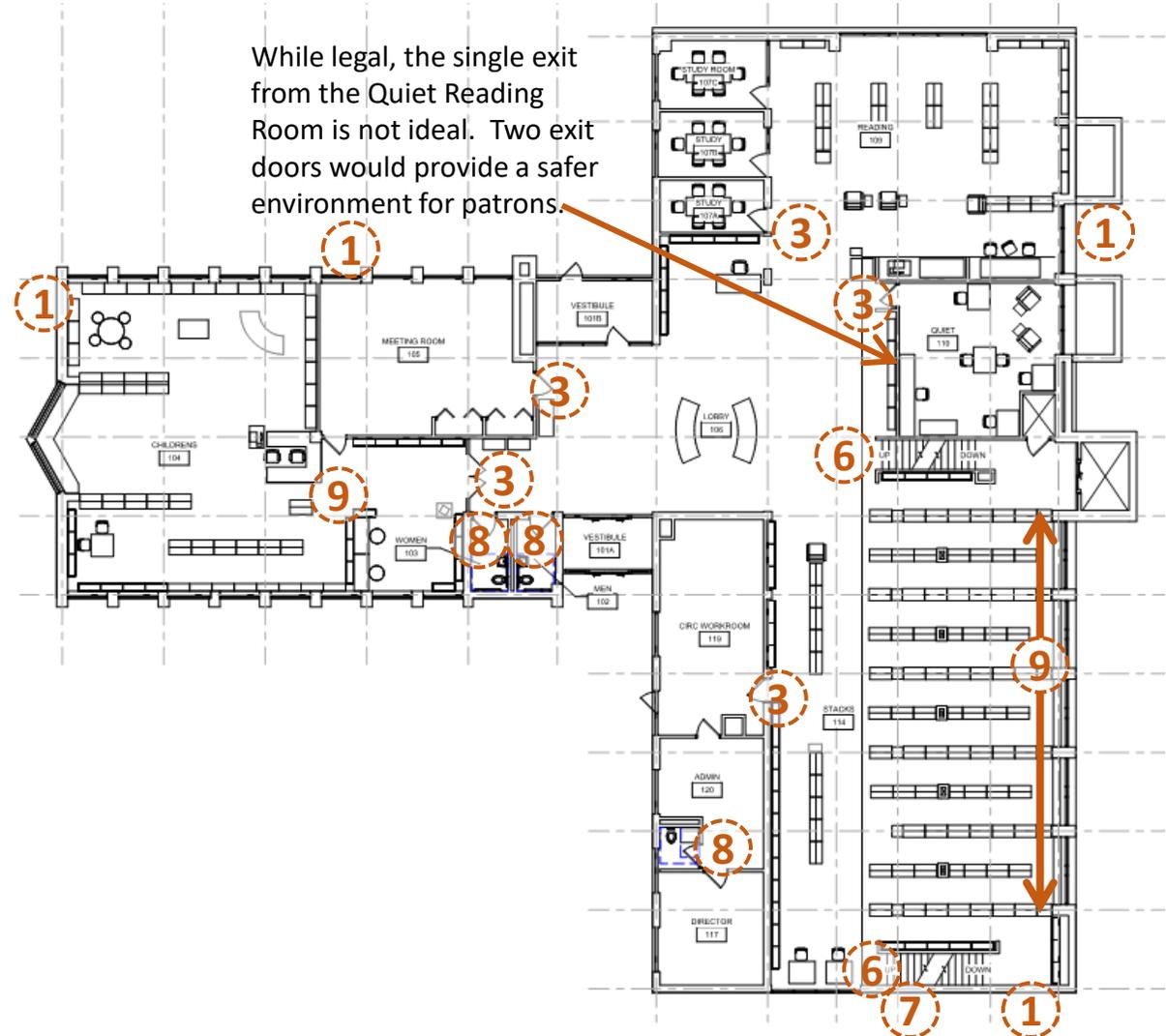
- Winnetka Library issues are primarily related to EGRESS, ACCESSIBILITY and RESTROOM COUNT
- The building should have a complete automatic fire suppression system

## Winnetka First Floor

### KEY

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# Investigations: Building Code Reviews

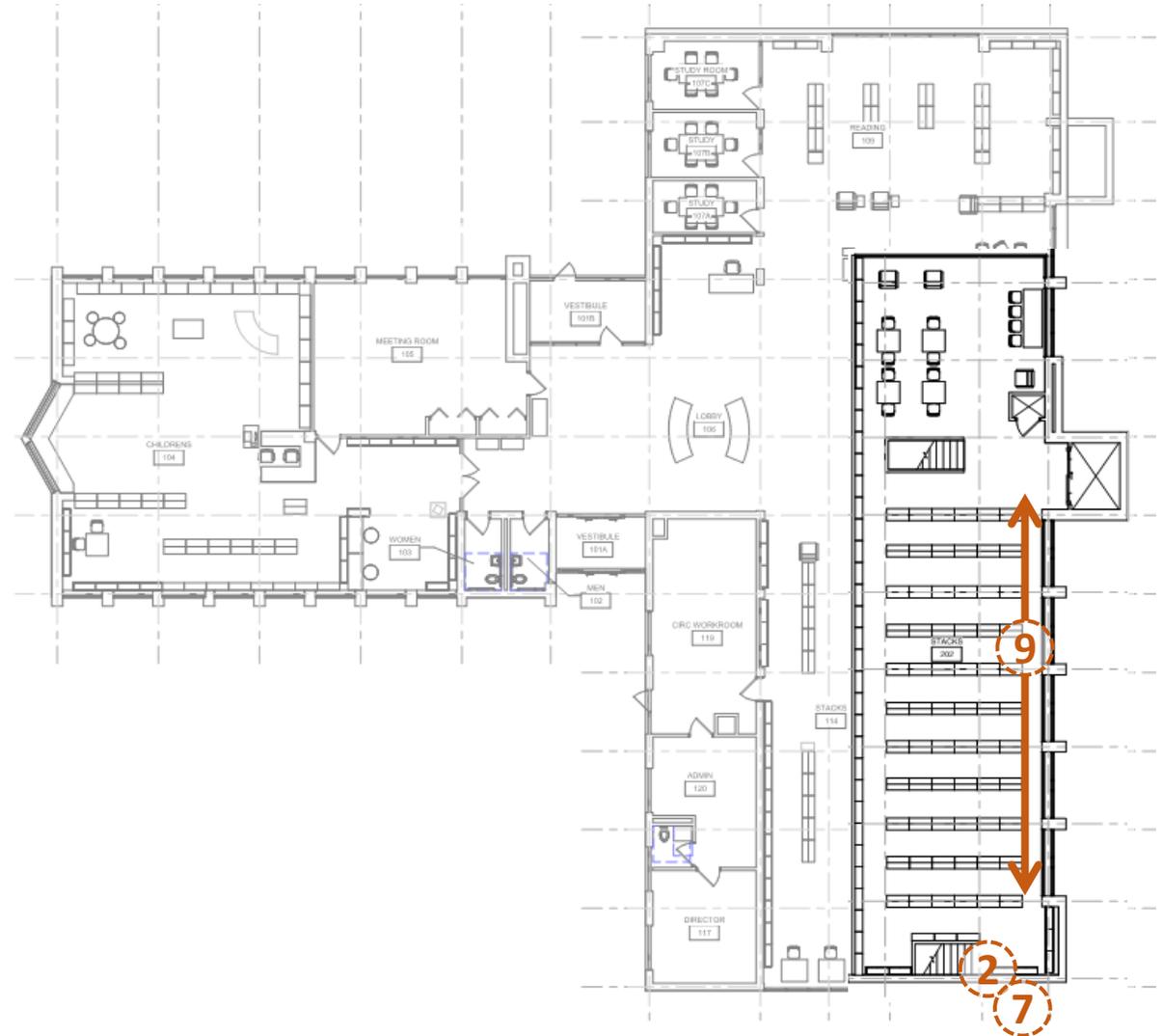
- Winnetka Library issues are primarily related to EGRESS and ACCESSIBILITY
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## Winnetka Mezzanine

### KEY

(Note: Not all items appear on all levels in all buildings)

1. Exit needed to exterior
2. Distance to exterior exit
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6. Tread/riser dimensions
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8. Turning radius issue (2018 Illinois Accessibility Code)
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WINNETKA LIBRARY

# Investigations: Building Code Reviews

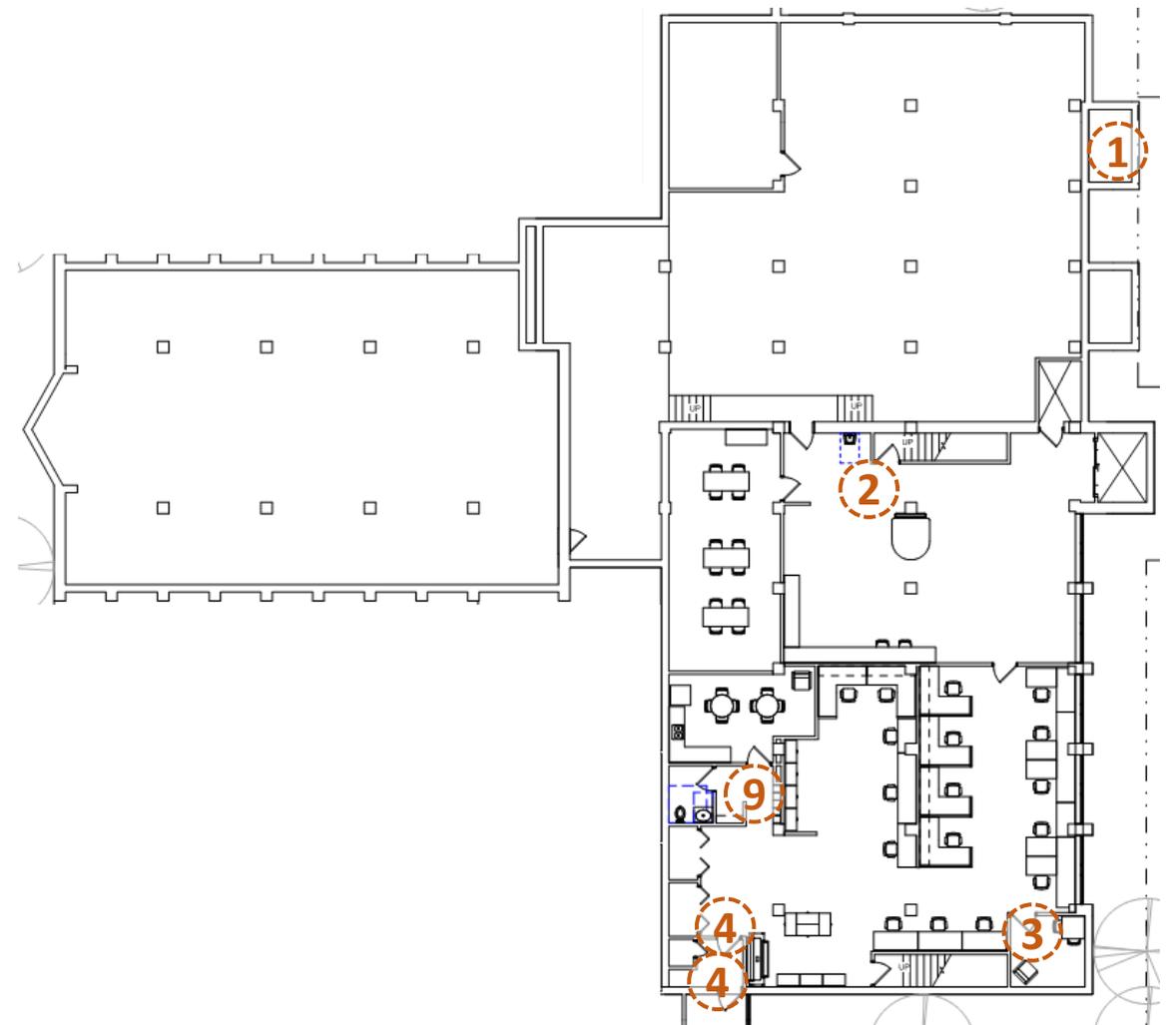
- Winnetka Library issues are primarily related to EGRESS, ACCESSIBILITY and RESTROOM COUNT
- The building should have a complete automatic fire suppression system

## Winnetka Lower Level

### KEY

(Note: Not all items appear on all levels in all buildings)

1. Exit needed to exterior
2. Distance to exterior exit
3. Door clearance issue
4. Panic device
5. Exit path typically blocked by materials
6. Tread/riser dimensions
7. Rail length, configuration issue
8. Turning radius issue (2018 Illinois Accessibility Code)
9. Clear aisle width issue



WINNETKA LIBRARY

# Building Investigations

# Investigations: Strategic Plan

➤ The Library engaged in strategic planning process that forms the basis for the starting point and process of this Facilities Plan.

As part of that process the Library's team conducted many engagement activities as part of an overall process.

- Held stakeholder conversations and interviewed participants across the community
- Gathered, mapped, and studied community, segmentation, and library usage data. Incorporated public library best practices and key industry trends
- Engaged staff-based steering committee through workshops, weekly meetings, and multiple communication channels
- Engaged all staff in multiple interactive workshops and communication channels
- Prepared key findings and identified gaps and opportunities
- Evolved strategies based upon community and staff findings
- Addressed customer, community, organizational, and staff priorities, and
- Utilized a logic-model based approach.

From this process a few key elements are central to all subsequent planning efforts including the service and space considerations addressed in this study.

- **Mission** The Winnetka-Northfield Public Library District is a community resource for the advancement of knowledge, and a provider of innovative and informative cultural enrichment for all ages
- **Vision** We aspire to be a recognized leader and collaborative partner in our communities, and an innovator in library best practices.
- **Approach** Highly engaging and responsive services in buildings, online, and in the community.
- **Values** To meet the expectations of our customers and community, these values guide, inspire, and nourish us.

## Creativity Excellence Responsiveness

**INITIATIVE ONE**  
BUILD UPON THE FOUNDATION OF HIGH-QUALITY PERSONALIZED SERVICES.

**SERVICE**  
The Winnetka-Northfield Public Library District will build upon the foundation of high-quality personalized services to maintain and improve patron satisfaction. New services will evolve over time based upon patron feedback and community needs.

**IN-PERSON SERVICES**  
Collect ongoing patron feedback and use the data to enhance in-person experiences that provide high-quality personalized interactions with staff while enabling patrons to engage with services on their own terms.

**VIRTUAL SERVICES**  
Strengthen the library's digital presence to empower patrons to easily access library resources, materials, and programs through our website, app, and social media.

**COMMUNITY ENGAGEMENT**  
Strengthen and grow partnerships with our local schools, community partners, and park districts to improve the quality of life within the community.

**SOME EXAMPLES OF SERVICE ACTIVITIES INCLUDE...**  
...offering multi-organization events for community members, redesigning events; targeting new readers; increasing print and electronic collections that reflect community interests; and increasing programming in The Studio at both branches, among others.

**INITIATIVE TWO**  
EVALUATE ITS SPACES AND COMMUNICATION STRATEGIES TO ENSURE WE ARE MAXIMIZING OUR EXISTING RESOURCES.

**INSTITUTIONAL**  
The Winnetka-Northfield Public Library District will evaluate its spaces and communication strategies to ensure we are maximizing our existing resources and looking to the future for better ways to serve our community.

**RESOURCE ALIGNMENT**  
Align the library's resources including staff, budget, and services in a way that promotes new ideas, innovation, and flexibility.

**FACILITIES DEVELOPMENT**  
Evaluate the library buildings to ensure that we are maximizing the use of our existing spaces and making plans for future needs.

**BRAND DEVELOPMENT**  
Connect with new and existing patrons to increase awareness about library programs, collections, and services.

**SOME EXAMPLES OF SERVICE ACTIVITIES INCLUDE...**  
...redesigning staff to maximize on individual strengths; reviewing our facilities to ensure we are using our spaces in the best ways; creating targeted plans for using our outdoor spaces; and analyzing current communication methods and tools to help better share information about the library with our community, among others.

**INITIATIVE THREE**  
HIRE AND DEVELOP STAFF THAT IS KNOWLEDGEABLE AND FORWARD THINKING.

**ORGANIZATIONAL**  
The Winnetka-Northfield Public Library District will hire and develop staff that is knowledgeable and forward thinking to ensure we can anticipate and fulfill future service demands.

**STAFF DEVELOPMENT**  
Empower staff to build on individual strengths, pursue measurable career objectives, and learn new skills to meet future challenges.

**INNOVATION CULTURE**  
Foster a culture of innovation and creativity that leads to new programs and services.

**PRODUCTIVITY TOOLS**  
Implement staff supporting workplace tools that allow them to work in a more efficient manner.

**SOME EXAMPLES OF SERVICE ACTIVITIES INCLUDE...**  
...investing resources in developing staff and providing career pathways at the library; creating a formal method for monitoring innovations in libraries and prototyping/evaluating them for our community; putting processes and technological tools in place that allow staff to do their jobs more effectively and efficiently; and working with new hires to ensure they receive what they need to become successful members of our team.

WNPDL STRATEGIC PLAN OVERVIEW 2021-2024

# Investigations: Strategic Plan

➤ The Library engaged in strategic planning process that forms the basis for the starting point and process of this Facilities Plan.

## The result describes the physical as well as institutional aspects of the future library:

- The Library is one system comprised of multiple integrated service delivery methods including two buildings, digital services, and community engagement.
- The service approach is to provide highly engaging and responsive services both in-person and online.
- These investments will create a thriving, resilient, and future-focused organization with a robust foundation for service evolution during the life of the strategic plan (2022 and 2025) and beyond.

## An Institutional Strategy

- Two library buildings are expanded and/or revitalized with affirmative customer, community, and Village support. The intended outcome is Library buildings that are inspirational, comfortable, and flexible in order to meet evolving customer and community needs.

## Service Strategy

- The Library provides robust, responsive, engaging customer experiences through both in-person and virtual channels inside and outside of its buildings. Services evolve over time based on customer feedback and community needs and wants. Staff engages with the community in targeted ways with the goal of building customer relationships that drive library use.

## Develop two types of in-person services: one for in-building patrons and one for patrons engaging with us outside of our buildings.

- In-building focus: meeting patrons' wants/needs and delivering excellent customer service; providing self-service options.

## People of all ages have fun, broaden their range of experiences, discover new things, and build relationships with staff, as desired.

- For in-building, relevant, well-organized, updated collections that meet community needs and interests; engaging, responsive programs; friendly, well-trained staff; accessible, adequate, welcoming spaces.

# Investigations: Strategic Plan

➤ The Library engaged in strategic planning process that forms the basis for the starting point and process of this Facilities Plan.

## Facility Challenges identified in the Strategic Plan include

- Lack of space in circulation workroom.
- Current staff at and over work-load capacity.
- Inefficient space layout, outdated physical shelving, and lack of space at Winnetka building.
- Lack of space

## Organizational Strategy

- Evolve a culture of innovation and professional practices across the organization with staff mindsets and work methods focused on sustained excellence and continual process improvement.
- Evolve a culture of innovation and design thinking that leads to new service delivery and internal process improvements.

# Space Need Calculations

# Framework

➤ Eight categories of space are assessed and combined to define total space need. Assessments are based on review of state and other standards, evaluation of performance statistics, consideration of emerging and traditional service trends as applicable to WNPLD, public input, and staff insights into future services and use patterns.



Collections



Reader Seats



Technology Seats



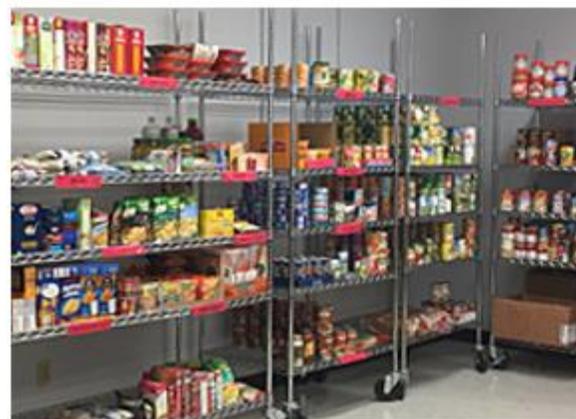
Activity Seats



Program Seats



Staff Space



Special / Dedicated Use



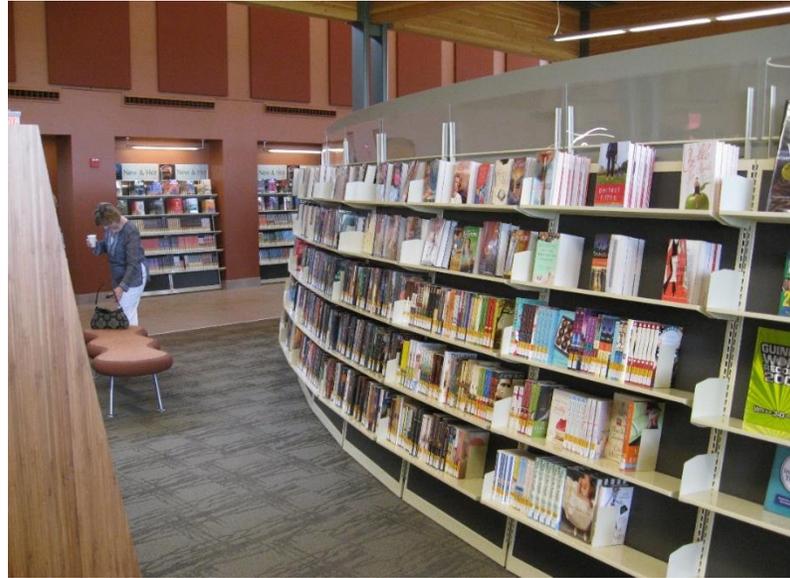
Multipliers

# Collection Spaces

- Collection management techniques are enabling discovery, discernment in addition to the traditional fulfillment role of libraries. Space is allocated for these practices, selectively larger collections of print books and Blu-ray video.

## Key factors in allocating collection space for WNPLD

- Heavy use of print and physical video exceeds peers, and typical library uses.
- Significant use of inter-library loan by WNPLD to meet patron needs reinforces importance of physical print to district patrons.
- Shift in collection management to support a “marketplace” model of displaying and stocking of books, has coincided with increased circulation and increased circulation per item: a fine tuned, well displayed collection circulates better than a “warehouse” experience. As a result, WNPLD can “own” more material per unit of shelving than a typical library because more of the “owned” material is in circulation and not taking up space on a shelf.
- These patterns are observed at the same time access to and use of electronic resources has skyrocketed. District residents are heavy users of both digital and physical materials.



# Reader Seating

- A small number of seats, arranged in multiple environments, with comfortable inter-personal distances and separation from active movement or browsing spaces, are needed

## Key factors in allocating reader seating space for WNPLD

- Multiple options for patrons to find high quality space at various venues and in their residences reduces demand for seat quantity in the WNPLD facilities.
- Use of existing seats is diminished by lack of inter-personal space between seats and the positioning of seats within aisles or in close proximity to service points and shelving displays.
- Allocation of more space per seat, rather than more seats, would result in a higher utilization rate and higher patron satisfaction.
- Multiple environments need to be defined to support a variety of patron preferences and use patterns, including quiet, semi-quiet, and semi-social spaces; seats that support technology, and technology-free zones.
- Over all seat count should include traditional “reader seats” as well as “bring your own technology” seats, small group activity/ quiet study rooms, and a quiet reading room.



# Technology Seats

- Technology needs are addressed in a wide variety of environments that support “bring your own device” as a dominant form of access to digital services. Traditional computer workstation needs are light.

## Key factors in allocating technology seating space for WNPLD

- There is less need to help patrons bridge a digital divide than in many districts.
- Many patrons bring their own devices, have access to high-speed internet services, and come to the library for support, software or databases, or a particular work environment (quiet, small group, collaborative, or just “not the office” and “not home”).
- Computer workstation count should acknowledge non-traditional seating environments, permit extended use; accommodate age specific computing environments (youth, teens, adults, quiet, quick-access, etc.) and maintain realistic wait times for the user population.
- Over all seat count should include traditional “technology seats” as well as “bring your own technology” seats, and small group activity/ quiet study rooms.



# Activity Spaces

➤ Small group rooms, various studio environments, and active learning/early literacy spaces are expected by the community as part of a full service library. Residents seek these spaces out in neighboring libraries when not available at WNPLD.

## Key factors in allocating activity space for WNPLD

- Residents of the District have access to a variety of quality spaces that support various activities for individuals and groups. WNPLD does not need to duplicate spaces or services.
- Activity spaces in the libraries are related directly to discovery, group or individual advancement of knowledge, and cultural enrichment.
- Multiple learning styles are supported by a variety of services and spaces. Learning by observing, learning by doing, and learning s a group all have different spatial requirements.
- Age appropriate learning environments support early literacy and a variety of programs and activities to promote various literacies.

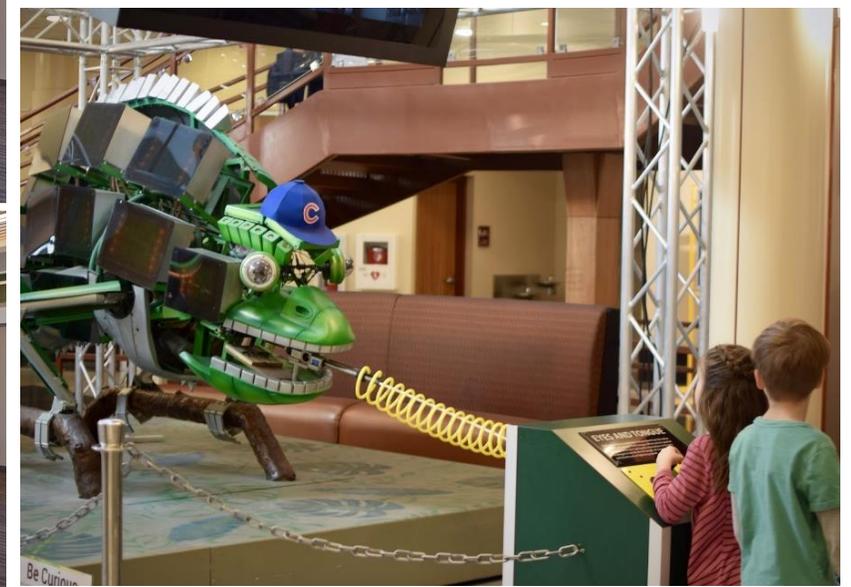


# Program / Multi-Purpose Spaces

- Multi-purpose rooms support meetings, training, hands-on learning, crafts, exhibits and special events. Space allocations include presenter areas and storage to permit multiple seating configurations.

## Key factors in allocating multi-purpose space for WNPLD

- As with small group activity spaces, residents of the District have access to a variety of quality spaces that support group gatherings. WNPLD does not need to duplicate spaces or services.
- Activity spaces in the libraries are related directly to discovery, group or individual advancement of knowledge, and cultural enrichment.
- Flexible spaces that support parallel events at typical meeting or event times (before work, story times, after school, evenings) are essential.
- Medium size spaces that can be combined are more effective and get more use than a single larger space.
- Spaces that are located to showcase collections increase utilization and patron satisfaction better than isolated spaces.



# Staff Spaces

## Key factors in allocating staff space for WNPLD

- Heavy use of print materials requires process/material handling space that does not interfere with paths of egress or patron movement about the buildings.
- Staff/patron interaction is critical for quality readers' advisory services.
- Easy access to staff and "zero wait time" service model go hand in hand. Staff on the floor should be focused on public engagement and not materials handling activities.
- Options for quick, private, or zero-interaction transactions should be visible to patrons and easy to use
- Workspaces should be modular and flexible to adapt to changing work styles and service models.
- Workrooms should support effective use of staff time, provide a healthy environment, and balance the need for focused individual and collaborate work assignments.



# Strategic Space Need - Northfield

➤ Recommended space allocations based on review of state and other standards, evaluation of performance statistics, consideration of emerging and traditional service trends as applicable to WNPLD, public input, and staff assessments of future services and use patterns.

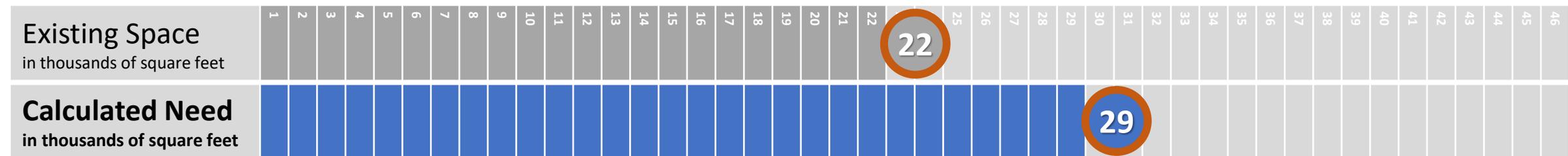
Type of Space	Area (SF)				Drivers
	Existing	Need	Change	% Δ	
Collections	1,572	3,167	1,595	101%	Browsable, Increases of: 5% Adult, 5% Teen, 12% Youth
General Seating	568	1,110	542	95%	More seats, Comfortable spacing
Computers	81	140	59	73%	No change in quantity, proper spacing
Activity Spaces	20	1,890	1,870	9350%	4 Study Rooms, Emergent Literacy space with seating
Multi-Purpose Rms	672	1,320	648	96%	Storytime Room, Multi-Purpose/Studio Room, extra seating
Staff Areas	846	1,600	754	89%	Real work spaces
Special Use	200	1,200	1,000	500%	Wiggle room, storage, breakroom
<b>Subtotal</b>	<b>3,959</b>	<b>10,427</b>	<b>6,468</b>	<b>163%</b>	
Nonassignable	832	2,607	1,775	213%	Restrooms, Vestibule, Stairs, Elevator, Columns, Walls...
<b>Grand Total</b>	<b>4,791</b>	<b>13,034</b>	<b>8,243</b>	<b>172%</b>	Browsable, Increases of: 5% Adult, 5% Teen, 12% Youth



# Strategic Space Need - Winnetka

➤ Recommended space allocations based on review of state and other standards, evaluation of performance statistics, consideration of emerging and traditional service trends as applicable to WNPLD, public input, and staff assessments of future services and use patterns.

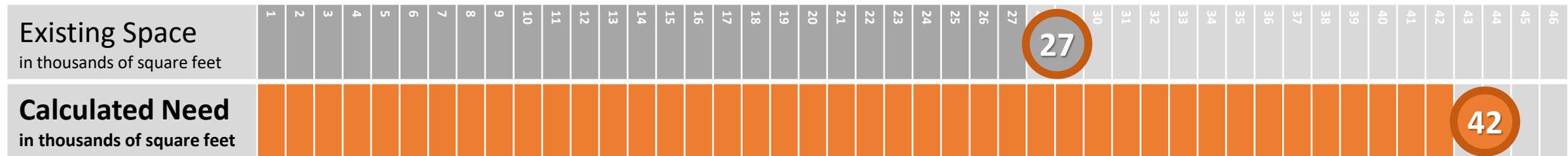
Type of Space	Area (SF)				Drivers
	Existing	Need	Change	% Δ	
Collections	5,292	7,600	2308	44%	Browsable, Increases of: 2% Adult, 81% Teen, 32% Youth
General Seating	1,381	1,500	119	9%	No Change, Comfortable spacing
Computers	170	150	-20	-12%	No change
Activity Spaces	1,131	2,600	1,469	130%	2 more Study Rooms, Emergent Literacy space w/seats
Multi-Purpose Rms	1,039	2,250	1211	117%	Storytime Room, Lloyd Room, Studio
Staff Areas	3,190	4,500	1,310	41%	Real work spaces, at service desks and in workrooms
Special Use	2,419	2,900	481	20%	Wiggle room, storage, breakroom
<b>Subtotal</b>	<b>14,622</b>	<b>21,500</b>	<b>6,878</b>	<b>47%</b>	
Nonassignable	7,180	7,500	320	4%	Restrooms, Vestibule, Stairs, Elevator, Columns, Walls...
<b>Grand Total</b>	<b>21,802</b>	<b>29,000</b>	<b>7,198</b>	<b>33%</b>	* Calculated, actual will be larger based on form of existing building



# Strategic Space Need - Winnetka-Northfield Public Library District

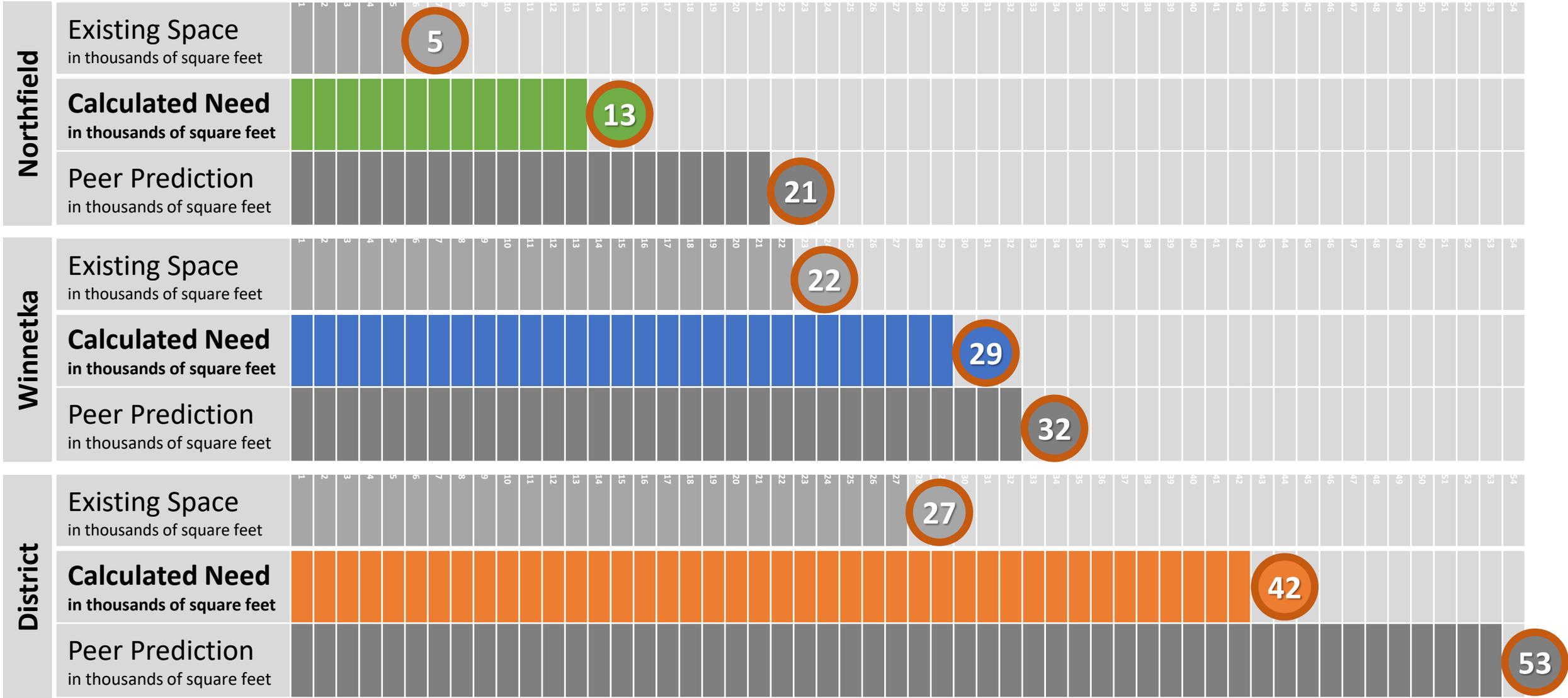
➤ Recommended space allocations based on review of state and other standards, evaluation of performance statistics, consideration of emerging and traditional service trends as applicable to WNPLD, public input, and staff assessments of future services and use patterns.

Type of Space	Area (SF)				Drivers
	Existing	Need	Change	% Δ	
Collections	6,864	10,767	3,903	57%	Browsable, Increases of: 2% Adult, 81% Teen, 32% Youth
General Seating	1,949	2,610	661	34%	More seats, comfortable spacing
Computers	251	290	39	16%	No change
Activity Spaces	1,151	4,490	3,339	290%	6 more Study Rooms, Emergent Literacy space w/seats
Multi-Purpose Rms	1,711	3,570	1,859	109%	Storytime Rooms, Lloyd Room, Studio, Multi-Purpose Room
Staff Areas	4,036	6,100	2,064	51%	Real work spaces, at service desks and in workrooms
Special Use	2,619	4,100	1,481	57%	Wiggle room, storage, breakroom
Subtotal	18,581	31,927	13,346	72%	
Nonassignable	8,012	10,107	2,095	26%	Restrooms, Vestibule, Stairs, Elevator, Columns, Walls...
Grand Total	26,593	42,034	15,441	58%	* Calculated, actual will be larger based on form of existing building



# Peer Group Predictions

➤ Calculated Needs are significantly less than projections from Peer Group and reflect the nature of the WNPLD.



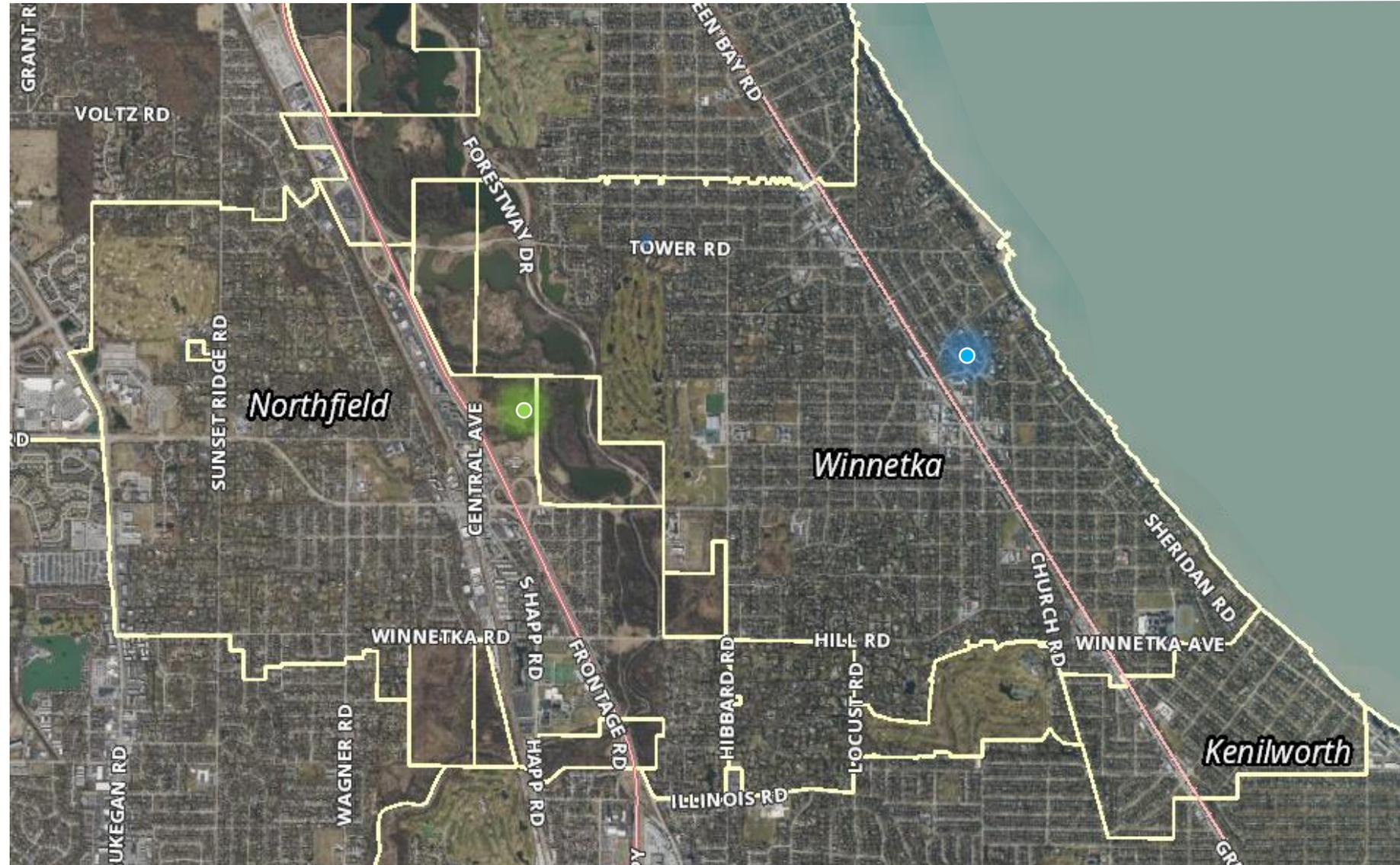
# Space Distribution Strategies

# Space Distribution Facilitates Access

➤ The Planning Team recommends keeping two locations to better meet the needs of area residents spread across multiple residential neighborhoods separated by identity, distance and geography and accustomed to a high level of convenience and responsiveness of service.

## ➤ Two Facilities Provide Increased Access

- Proximity
- Convenience
- Transportation modes
- Geography
- Support different use patterns
- Take advantage of existing infrastructure
- Reflect heritage



# Branch Configuration Determines Range of Services

➤ **The Planning Team recommends transitioning the Northfield building to a Neighborhood Branch model to better meet the needs of nearby residents and support deeper services to the district by increasing services and building capacity.**

## Common branch typologies

Branch libraries come in a range of configurations to meet specific service area characteristics, community dynamics, and budgetary considerations. The Full-Service Branch, the Neighborhood Branch, and a Storefront/Digital Branch configuration are considered. The brief descriptions outline key characteristics of each configuration.

**Planning Team recommends transitioning the Northfield building to a Neighborhood Branch model. This addresses the clearly expressed needs of nearby residents and supports broader and deeper services across the entire district.**

## Regional / Large Branch

It is large enough to provide direct, hands-on, on-site access to a core collection with additional material selected to reinforce current titles, topical and local interests, has a significant non-print collection, generous reader seating, and a full range of staffing.

Service points maintain some direct relationship to specific patron groups such as readers' advisory/reference, and a children's service desk.

Multiple activity rooms and large group meeting/program facilities are provided. Special Use Spaces can make the facility responsive to local interests.

**The existing Winnetka building is a Regional Branch**

## Neighborhood Branch

A branch library intended to support the popular, day to day service needs of a defined population. It is not quite as developed as a full-service facility but offers more than a Storefront branch.

A circulation / advisory desk serves the entire facility including reference and children's services. A large self-service component to much of the facility frees staff to support specific value-added programs.

Multiple activity rooms and large group meeting/program facilities are provided. Special Use Spaces can make the facility responsive to local interests.

**The Northfield building should be expanded to support these characteristics**

## Storefront Branch

This model has minimal on-site collections augmented by heavy electronic resources and the main library, might have fewer reader seats for long-term uses, and limited space for terminals and related peripheral devices.

A circulation / advisory desk serves the entire facility including reference and children's services. A large self-service component to much of the facility frees staff to support specific value-added programs.

Minimal or no dedicated meeting space requires relying on a single very multi-purpose space to meet a variety of hands on learning and program needs.

**The existing Northfield building is a Storefront Branch**

# Facility Concepts

# Northfield Library Concepts

Northfield Library

# **Option 1: Expand into Basement**

Use as much of the existing building space as possible

# Northfield · Site Context Showing Planned Traffic Circle (2024 Construction)

➤ All diagrams are preliminary. Agreements with local governments are required.



# Northfield · Expand into Basement

➤ All diagrams are preliminary. Agreements with local governments are required.

➤ **FIRST FLOOR = YOUTH SERVICES & MARKETPLACE**

➤ **Increased Useable Area**

- Enter at “civic” corner
- Improved sight lines
- Improved flow throughout the space

➤ **Marketplace**

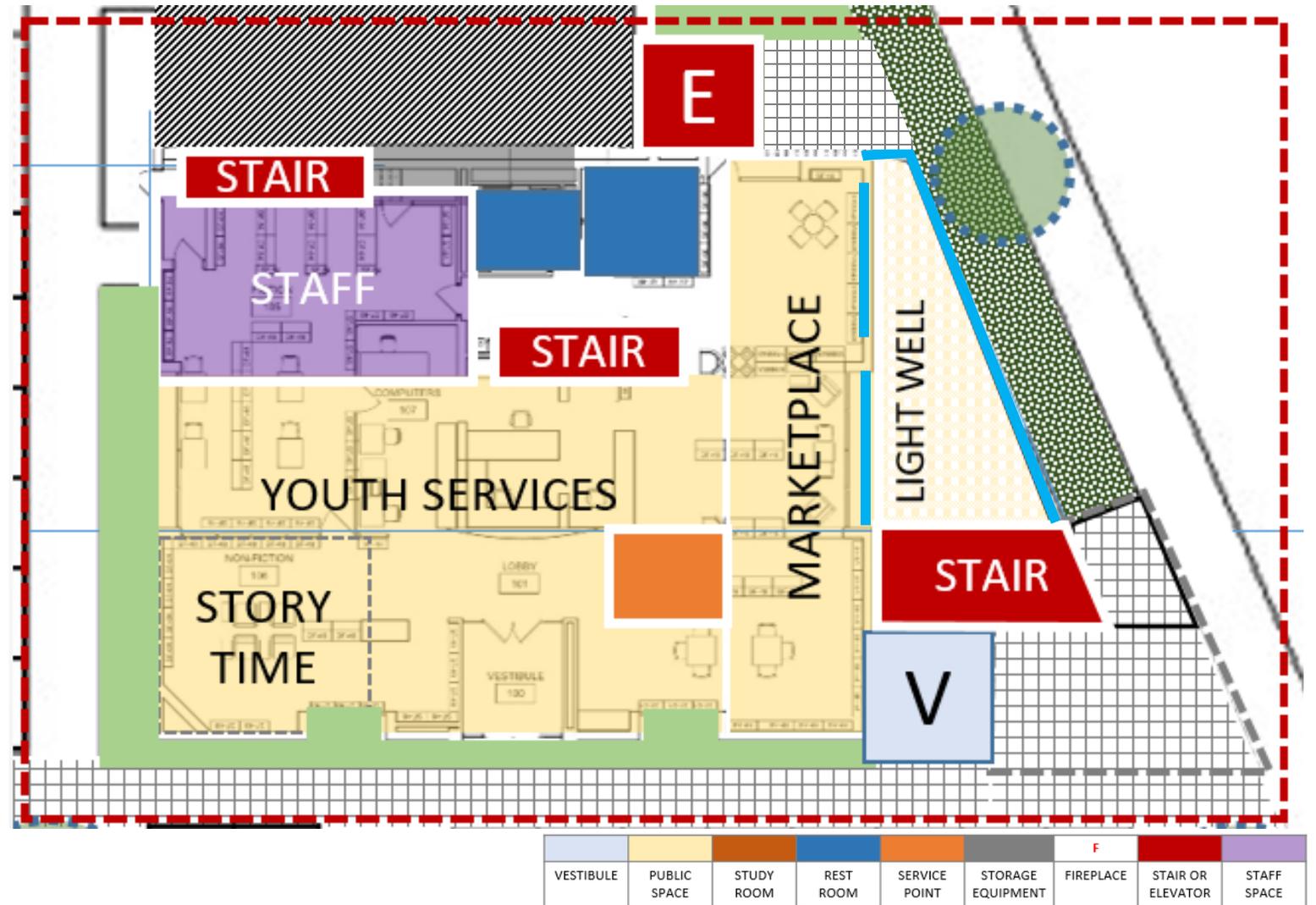
- Improved browsing experience for new items and staff displays
- Allows for quick grab & go
- Mix of adult & youth materials

➤ **Improved Youth Services**

- More space for books, seating, interactives
- Flexible Storytime/Programming Room
- Easier access for parents/caregivers with multiple children, strollers

➤ **Improved Staff Area**

- Staff workroom is right-sized, relocated and linked to delivery door, mezzanine, and lower level



## 1<sup>ST</sup> FLOOR DIAGRAM

# Northfield • Expand into Basement

➤ It's a basement with low ceilings, a history of leaks, and limited natural light. This is a significant investment to create mediocre space. This is inconsistent with the goals of the strategic plan

➤ LOWER LEVEL = ADULT SERVICES, STUDIO, STUDY ROOMS, MEETING ROOM

➤ Increased Useable Area

- Uses existing space
- Connects to first floor with an elevator and staircase
- Improved ADA compliance
- Provides additional restrooms

➤ Improved Adult Services

- Noise separation from Youth Services
- Cozy reading area with enclosed "Lightwell" to bring in light and relocated fireplace
- More books, more seating
- Multiple Study Rooms
- Divisible Multi-Purpose Room can function as one large space or two smaller spaces
- Multi-Purpose room can also be used for Studio programming

➤ It's a basement with low ceilings, a history of leaks, and limited natural light



## LOWER LEVEL DIAGRAM

# Available Space - Northfield Option 1, 82% of Space Need

➤ Use of space will vary based on actual budget and prevailing construction costs. District priorities will guide specific development. Overarching need for collection, program, small group activity/study rooms, and staff space will be part of the allocation process in a future design project.

Type of Space	Area (SF)		Provided	% Change		Results are ~82% of Driver goals. Specifics to be determined.
	Existing	Need		Need	Provided	
Collections	1572	3,167	2,608	101%	66%	Need: Browsable, Increases of: 3% Adult, 3% Teen, 8% Youth
General Seating	568	1,110	914	95%	61%	More seats, comfortable spacing
Computers	81	140	115	73%	42%	No change in quantity, proper spacing
Activity Spaces	20	1,890	1,557	9350%	7685%	4 Study Rooms. Small Emergent Literacy space with seating
Multi-Purpose Rms	672	1,320	1,087	96%	62%	Storytime Area, Multi-Purpose/Studio Room, extra seating
Staff Areas	846	1,600	1,318	89%	56%	Small but separated workspaces
Special Use	200	1,200	988	500%	394%	Some wiggle room, storage, breakroom
Subtotal	3,959	10,427	<b>8,587</b>	163%	<b>117%</b>	
Nonassignable	832	2,607	2,147	1%	158%	Restrooms, Vestibule, Stairs, Elevator, Columns, Walls...
Grand Total	4,791	13,034	10,734	172%	124%	

Existing Space  
in thousands of square feet

5

Calculated Need Provided  
in thousands of square feet

11

13

## Northfield Library

# Option 2: Expand into Parking Lot

Use as much of the site as possible  
Parking is remote



# Northfield • Expand Into Parking Lot

- This space is Village of Northfield property and is currently shared parking for surrounding uses as well as the Library.
- Proposed remote parking is on land owned by Commonwealth Edison..

## ➤ Increased Useable Area

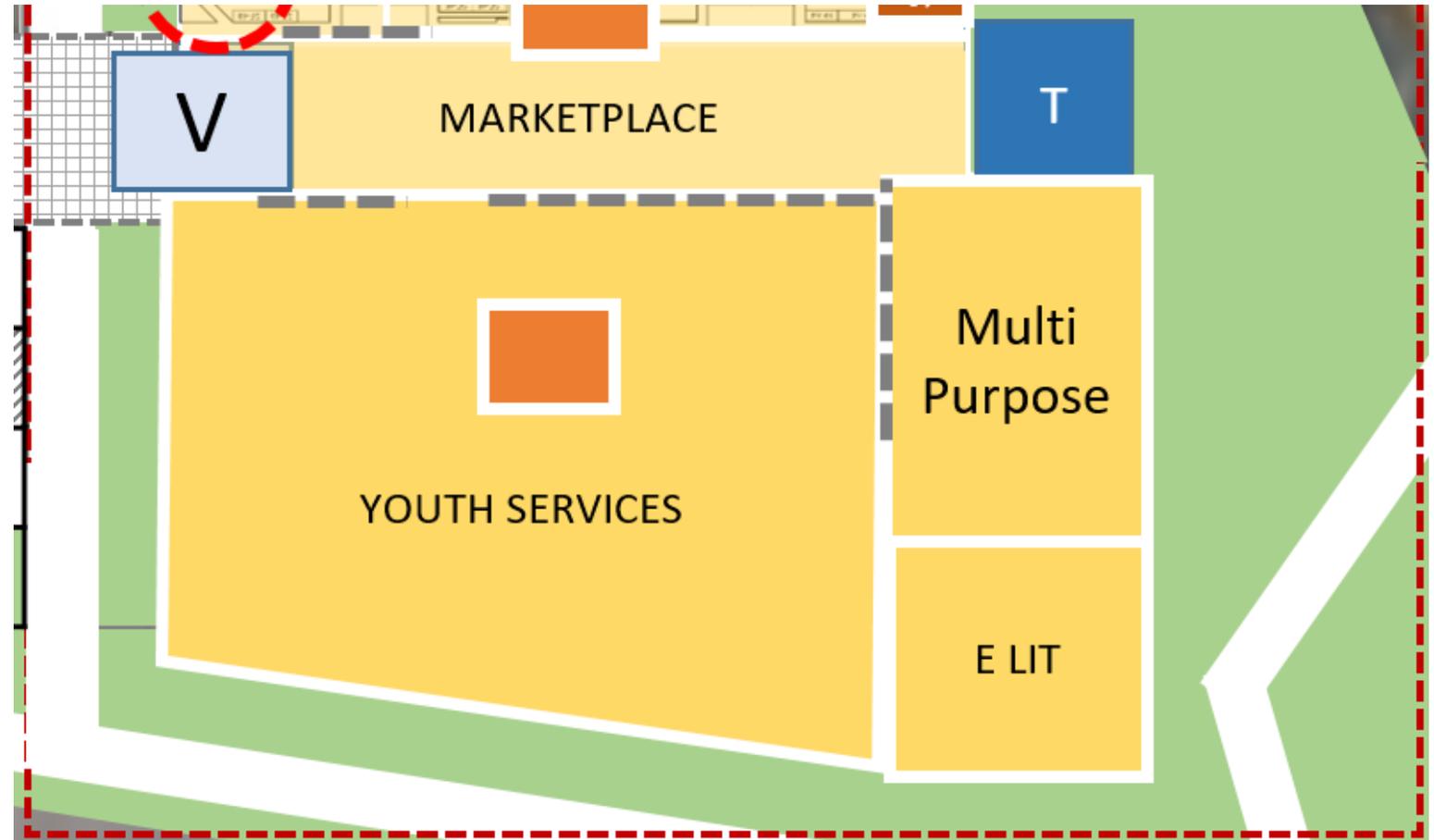
- Entryway moved to west side of building
- Improved sight lines
- Improved flow throughout the space
- Improved ADA compliance
- Provides additional restrooms
- Library remains on one level

## ➤ Marketplace

- Marketplace in middle provides buffer between Youth and Adult areas
- Improved browsing experience for new items and staff displays
- Allows for quick grab & go
- Mix of adult & youth materials

## ➤ Improved Youth Services

- Separate space for security and noise control
- More space for books, seating, interactives
- Flexible Storytime/Programming Room
- Easier access for parents/caregivers with multiple children, strollers



## ENLARGED FLOOR PLAN

V						F		
VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE	STAIR OR ELEVATOR	STAFF SPACE

# Northfield • Expand Into Parking Lot

- This space is Village of Northfield property and is currently shared parking for surrounding uses as well as the Library.
- Proposed remote parking is on land owned by Commonwealth Edison. Increased use may require lease/rent payments and conditions of use.

## ➤ Improved Adult Services

- Noise separation from Youth Services
- Retains existing fireplace in current location-becomes focal point of larger quiet reading area
- Multiple Study Rooms
- More books, more seating

## ➤ Shared Multi-Purpose Room

- Divisible Multi-Purpose Room can function as one large space or two smaller spaces
- Multi-Purpose room can also be used for Studio programming

## ➤ Improved Staff Area

- Staff workroom is right-sized, relocated and linked to delivery door, mezzanine, and lower level



## ENLARGED FLOOR PLAN

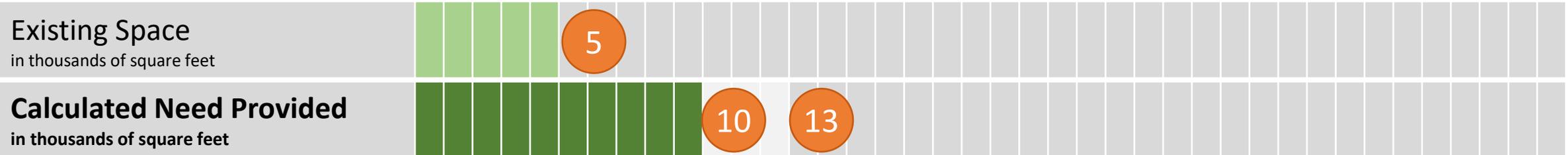
V	P	S	R	SP	SE	F	SE/E	SS
VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE	STAIR OR ELEVATOR	STAFF SPACE



# Available Space - Northfield Option 2, 88% of Space Need

➤ Use of space will vary based on actual budget and prevailing construction costs. District priorities will guide specific development. Overarching need for collection, program, small group activity/study rooms, and staff space will be part of the allocation process in a future design project.

Type of Space	Area (SF)		Provided	% Change		Results are ~82% of Driver goals. Specifics to be determined.
	Existing	Need		Need	Provided	
Collections	1572	3,167	2,791	101%	78%	Browsable, Increases of: 4% Adult, 4% Teen, 9% Youth
General Seating	568	1,110	978	95%	72%	More seats, Comfortable spacing
Computers	81	140	123.378	73%	52%	No change in quantity, proper spacing
Activity Spaces	20	1,890	1,666	9350%	8230%	4 Study Rooms, Emergent Literacy space with seating
Multi-Purpose Rms	672	1,320	1,163	96%	73%	Storytime Area, Multi-Purpose/Studio Room, extra seating
Staff Areas	846	1,600	1,410	89%	67%	Small but separated workspaces
Special Use	200	1,200	1,058	500%	429%	Some wiggle room, storage, breakroom
Subtotal	3,959	10,427	<b>9,189</b>	163%	<b>132%</b>	
Nonassignable	832	2,607	1,296	1%	56%	Restrooms, Vestibule, Stairs, Elevator, Columns, Walls...
Grand Total	4,791	13,034	10,485	172%	119%	



# Northfield Option Comparison

➤ Option 2 is less expensive, more efficient, and provides better quality space but requires significant deviation from Village of Northfield land use and shared parking strategies as well as access to replacement parking on land controlled by Commonwealth Edison.

Option 1: Expand into Basement	Option 2: Expand into Parking Lot
10,700 sf building	10,700 sf building
↑ Addresses 82% of Northfield Space Need	↑ Addresses 88% of Northfield Space Need
↑ Provides flexibility for service configuration across the District	↑ Provides flexibility for service configuration across the District
↑ Makes most of existing basement	↑ Adds good quality space
↑ Protects parking area as future expansion if need	↑ Retains basement as overflow space if needed (assuming availability)
↓ Basement space is of lower quality than first floor space	○ Does not use basement of existing building
	↓ Uses land reserve
↓ Requires investment in leased space or negotiation with Village	
\$ 5.4 to 6.0 million*	\$ 4.9 to 5.5 million*

## Notes on Cost Estimates

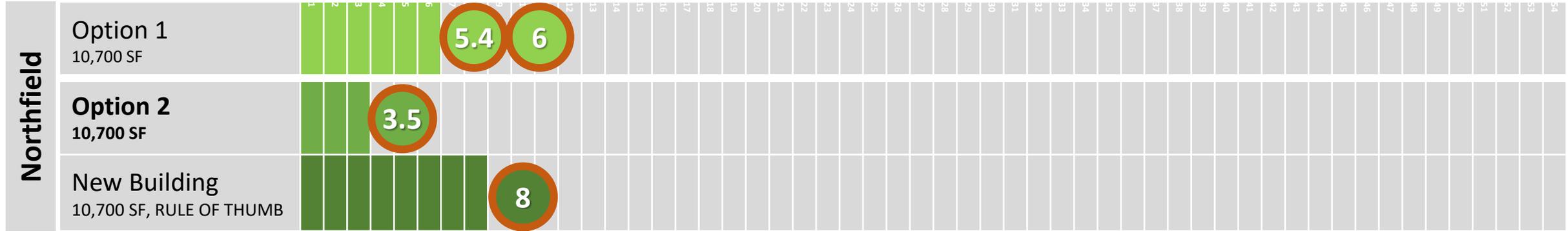
Cost models are developed by SMC, an independent construction management firm familiar with the buildings and library renovation. The estimates are opinions of probable costs based on 3rd quarter 2022 cost for north suburban Chicago.



\* Project costs

# Cost Comparisons

➤ Any of the outlined options are less expensive than building a similar size building. Land acquisition and/or lease costs are excluded from all options.



# Northfield Site Issues

➤ Better options may be available and should be studied.

## This is a good location

- It is convenient, easily accessed, provides retail and civil synergies, and sits at the heart of Northfield

## Both identified options have significant limitations

- Option 1 results in mediocre space at best and requires a significant investment to achieve even that quality of patron experience. Such space is inconsistent with the goals of the strategic plan.
- Option 2 depends on acquiring land from the Village that is currently a valuable neighborhood asset serving a variety of area businesses as well as the library. Even if acquired for building expansion, the library's patrons would need to park remotely on land owned by Commonwealth Edison. Assuming that could be arranged on reasonable terms, the distance to that parking from the expanded library building would be inconvenient at best.

## Both options are expensive

## Other options, previously set aside on the basis of cost, offer better performance and should be studied

- Restructure the roof of the existing library space to support a floor load and expand the building vertically. The new second floor space would be much more effective and enjoyable.
- It may be possible to rework the Village's garage space and shift space used by the Village, the Post Office and the Library to more effectively use the building as a whole.

## Long-term investment in the site requires consideration of ownership or equivalent long-term control of the site

# Winnetka Library

## Winnetka Library

# Option 0: Rebalance Interior Functions

Shift functions to make more room for Youth while minimizing impacts on Adults.

- + Address safety and security issues.
- + Quiet Adult Zone separated from Youth Services. Minimal additions.
- Adult collections do shrink. This can be offset by expansion at Northfield.
- Fewer opportunities to address restroom count.

# Winnetka · Option 0 - Shift Youth Services

➤ All diagrams are preliminary.

## ➤ Improved Entry

- ADA Accessible Oak St Entry
- Improved flow throughout the space
- New Vestibule creates space for small self-serve coffee bar

## ➤ Improved Youth Services

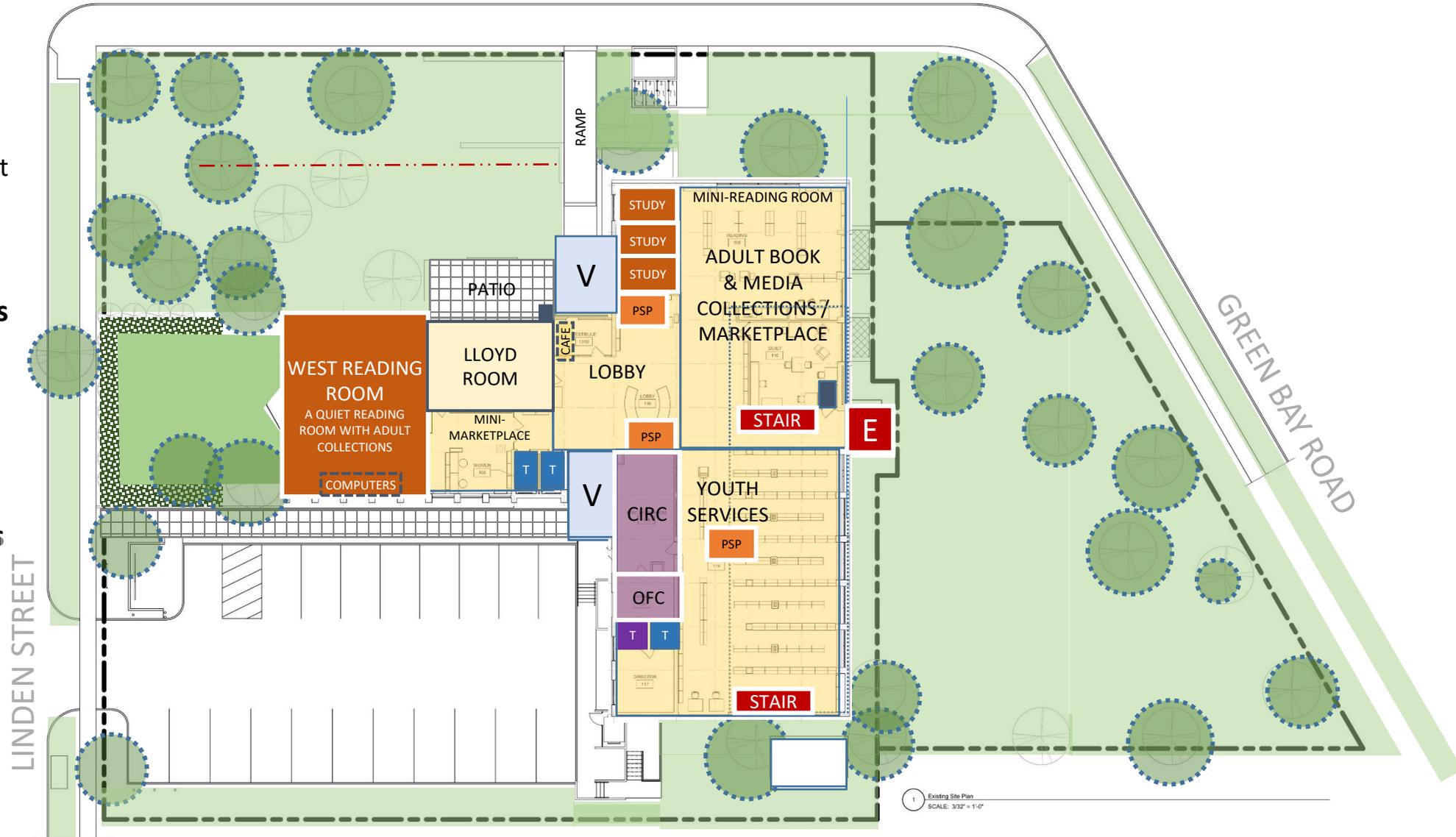
- New Youth Services Programming Area
- New Emergent Literacy & Active Learning Space
- More books
- New emergency exit
- Dedicated restroom

## ➤ Improved Adult Services

- Improved Lloyd Room availability for adult use
- Improved accessibility collection
- Smaller Adult Collection

## ➤ Improved Signage

## ➤ Improved Security, Safety



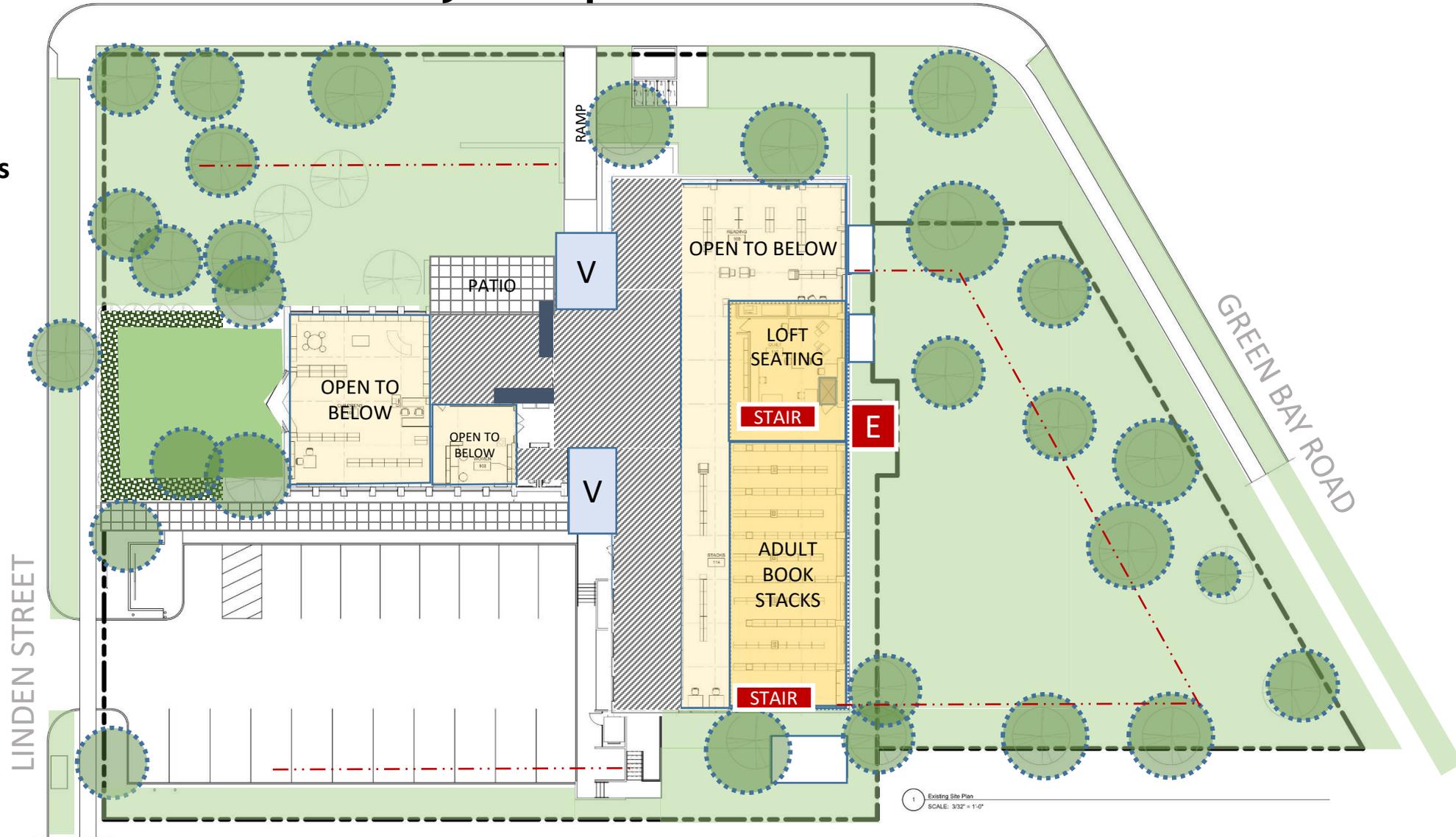
### 1<sup>ST</sup> FLOOR DIAGRAM

VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE	STAIR OR ELEVATOR	STAFF SPACE
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# Winnetka · Phase 1 · Rework Lobby & Expand Youth Services

➤ All diagrams are preliminary.

- Loft remains “as is”
- Adult Book Stacks overlooks Youth Services



## 1<sup>ST</sup> FLOOR MEZZANINE DIAGRAM

VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE	STAIR OR ELEVATOR	STAFF SPACE
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# Winnetka · Phase 1 · Rework Lobby & Expand Youth Services

➤ All diagrams are preliminary.

➤ **Improved Staff Area**

- Staff workroom remodeled to allow collaboration and accommodate more desks

➤ **Elevator updated**

➤ **Code concerns at exits addressed**

➤ **No changes to Studio**

➤ **Smaller Community Room**



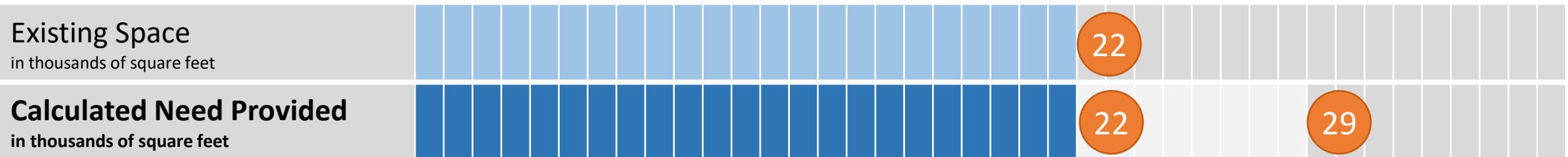
LOWER LEVEL DIAGRAM

						F		
VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE	STAIR OR ELEVATOR	STAFF SPACE

# Available Space - Winnetka Option 0, 70% of Space Need

➤ Use of space will vary based on actual budget and prevailing construction costs. District priorities will guide specific development. Overarching need for collection, program, small group activity/study rooms, and staff space will be part of the allocation process in a future design project.

Type of Space	Area (SF)		Provided	% Change		Results are ~70% of Driver goals. Specifics to be determined.
	Existing	Need		Needed	Provided	
Collections	5,292	7,606	5,322	44%	1%	Lightly Browseable, Changes of: -2% Adult, 0% Teen, 6% Youth
General Seating	1,381	1,505	1,381	9%	0%	No more seats, Comfortable spacing
Computers	170	140	140	-18%	-18%	No change in quantity, proper spacing
Activity Spaces	1,131	2,617	1,291	131%	14%	3 Study Rooms, Small Emergent Literacy space with seating
Multi-Purpose Rms	1,039	1,584	879	52%	-15%	New Storytime Area; Lloyd, Community, Studio Rooms remain
Staff Areas	3,190	4,500	3,190	41%	0%	Slight improvement to workspaces
Special Use	2,419	2,800	2,419	16%	0%	Nominal wiggle room, storage, breakroom
Subtotal	14,622	20,752	<b>14,622</b>	42%	0%	
Nonassignable	7,180	7,264*	7,180	1%	8%	Restrooms, Vestibule, Stairs, Elevator, Columns, Walls...
Grand Total	21,802	20,752	21,802	29%	9%	



## Winnetka Library

# **Option 1: Small Youth Services Addition, Rework Interior, Anticipate Future Expansion**

Expansions and renovations can occur, as desired. Time and sequencing between phases is adjustable.

- + Add Youth Services space
- + Address safety and security issues. Address restroom count.
- + Minimal additions.

# Winnetka · Phase 1 · Rework Lobby & Expand Youth Services

➤ All diagrams are preliminary. Agreements with local governments are required.

## ➤ Improved Entry

- ADA Accessible Oak St Entry
- Improved flow throughout the space
- New Vestibule creates space for small self-serve coffee bar

## ➤ Improved Youth Services

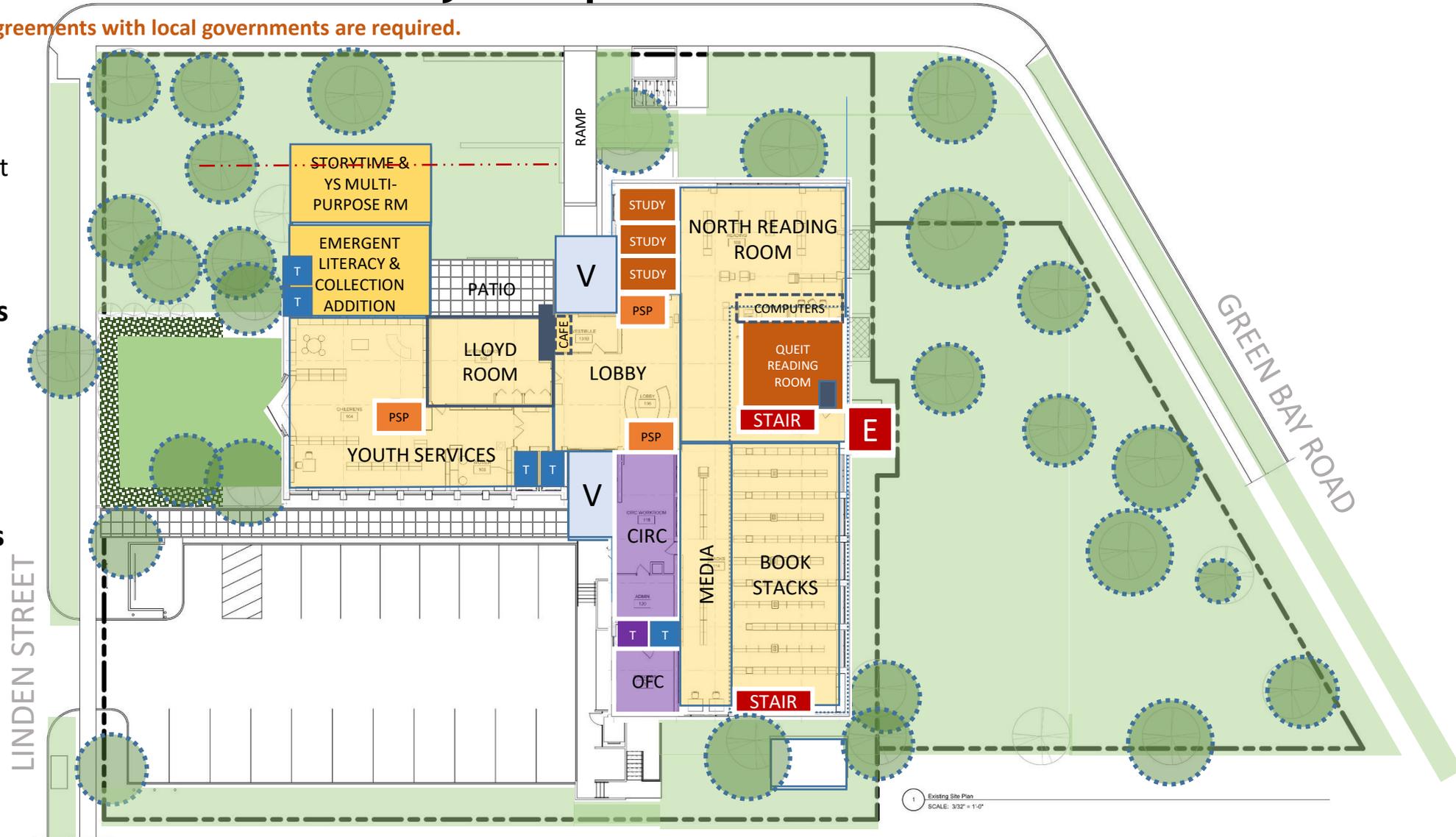
- New Youth Services Programming Room
- New Emergent Literacy & Active Learning Space
- More books
- New emergency exit
- Dedicated restrooms

## ➤ Improved Adult Services

- Improved Lloyd Room availability for adult use
- Improved accessibility of collection

## ➤ Improved Signage

## ➤ Improved Safety, Security



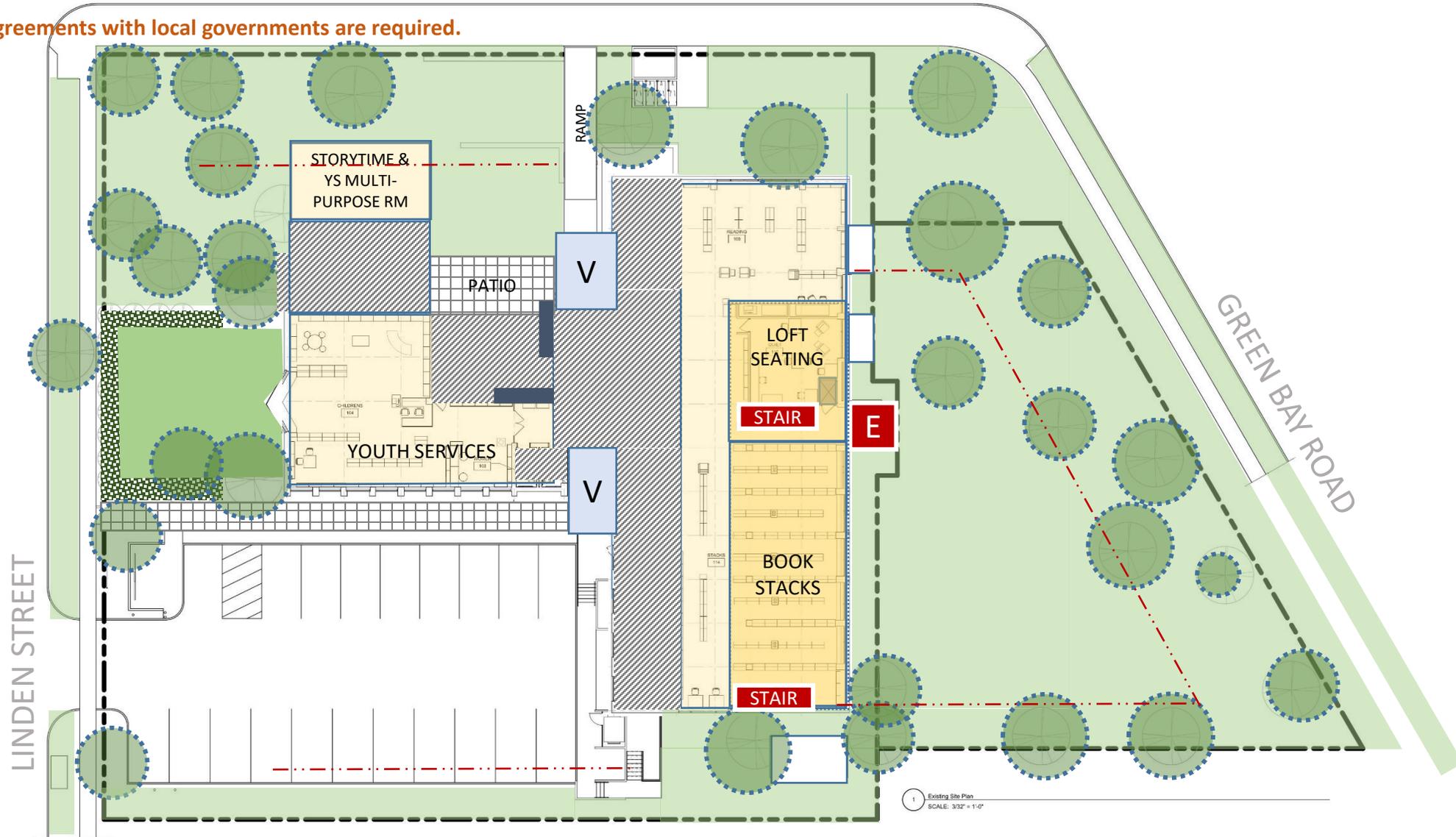
1<sup>ST</sup> FLOOR DIAGRAM

VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE	STAIR OR ELEVATOR	STAFF SPACE
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# Winnetka · Phase 1 · Rework Lobby & Expand Youth Services

➤ All diagrams are preliminary. Agreements with local governments are required.

➤ Loft remains “as is”



## 1<sup>ST</sup> FLOOR MEZZANINE DIAGRAM

VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE	STAIR OR ELEVATOR	STAFF SPACE
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# Winnetka · Phase 1 · Rework Lobby & Expand Youth Services

➤ All diagrams are preliminary..

➤ **Improved Staff Area**

- Staff workroom remodeled to allow collaboration and accommodate more desks

➤ **Elevator updated**

➤ **Code concerns at exits addressed**

➤ **No changes to Studio or Community Room**



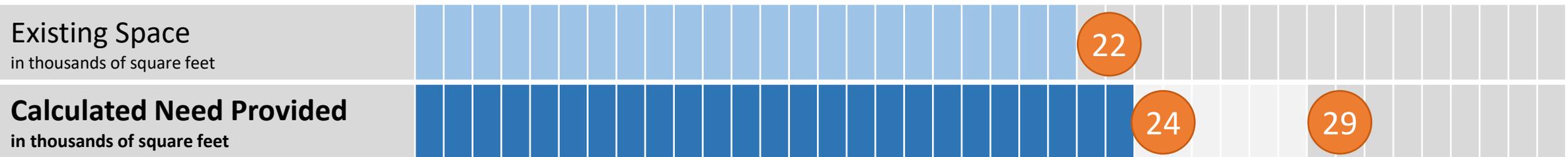
LOWER LEVEL DIAGRAM

VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	F	STAIR OR ELEVATOR	STAFF SPACE
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# Available Space - Winnetka Option 1, Phase 1, 77% of Space Need

➤ Use of space will vary based on actual budget and prevailing construction costs. District priorities will guide specific development. Overarching need for collection, program, small group activity/study rooms, and staff space will be part of the allocation process in a future design project.

Type of Space	Area (SF)		Provided	% Change		Results are ~77% of Driver goals. Specifics to be determined.
	Existing	Need		Needed	Provided	
Collections	5,292	7,606	5,992	44%	13%	Browsable, Increases of: 2% Adult, 2% Teen, 4% Youth
General Seating	1,381	1,505	1,381	9%	0%	No more seats, Comfortable spacing
Computers	170	140	140	-18%	-18%	No change in quantity, proper spacing
Activity Spaces	1,131	2,617	1,789	131%	58%	3 Study Rooms, Small emergent Literacy space with seating
Multi-Purpose Rms	1,039	1,584	1,039	52%	0%	Storytime Room, Multi-Purpose/Studio Room, extra seating
Staff Areas	3,190	4,500	3,190	41%	0%	Slight improvement to workspaces
Special Use	2,419	2,800	2,419	16%	0%	Wiggle room, storage, breakroom
Subtotal	14,622	20,754	15,950	42%	9%	
Nonassignable	7,180	7,264*	7,774	1%	8%	Restrooms, Vestibule, Stairs, Elevator, Columns, Walls...
Grand Total	21,802	28,018	23,724	29%	9%	Browsable, Increases of: 5% Adult, 5% Teen, 12% Youth



# Winnetka · Phase 2 (Optional) · Relocate Lloyd, Studio, & Quiet Room

➤ All diagrams are preliminary. Agreements with local governments are required.

## ➤ Improved Studio

- Better visibility
- Improved supply storage
- Enlarged, better sightlines

## ➤ Improved Lloyd Room

- Community Room eliminated
- Lloyd Room enlarged and made divisible
- Restrooms added outside

## ➤ Improved Youth Services

- Expand into space vacated by Lloyd Room
- More books, more seating

## ➤ Improved Adult Services

- Additional Study Rooms
- More books, more seating
- Additional restrooms
- Browse-able Marketplace added



### 1<sup>ST</sup> FLOOR DIAGRAM

VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE	STAIR OR ELEVATOR	STAFF SPACE
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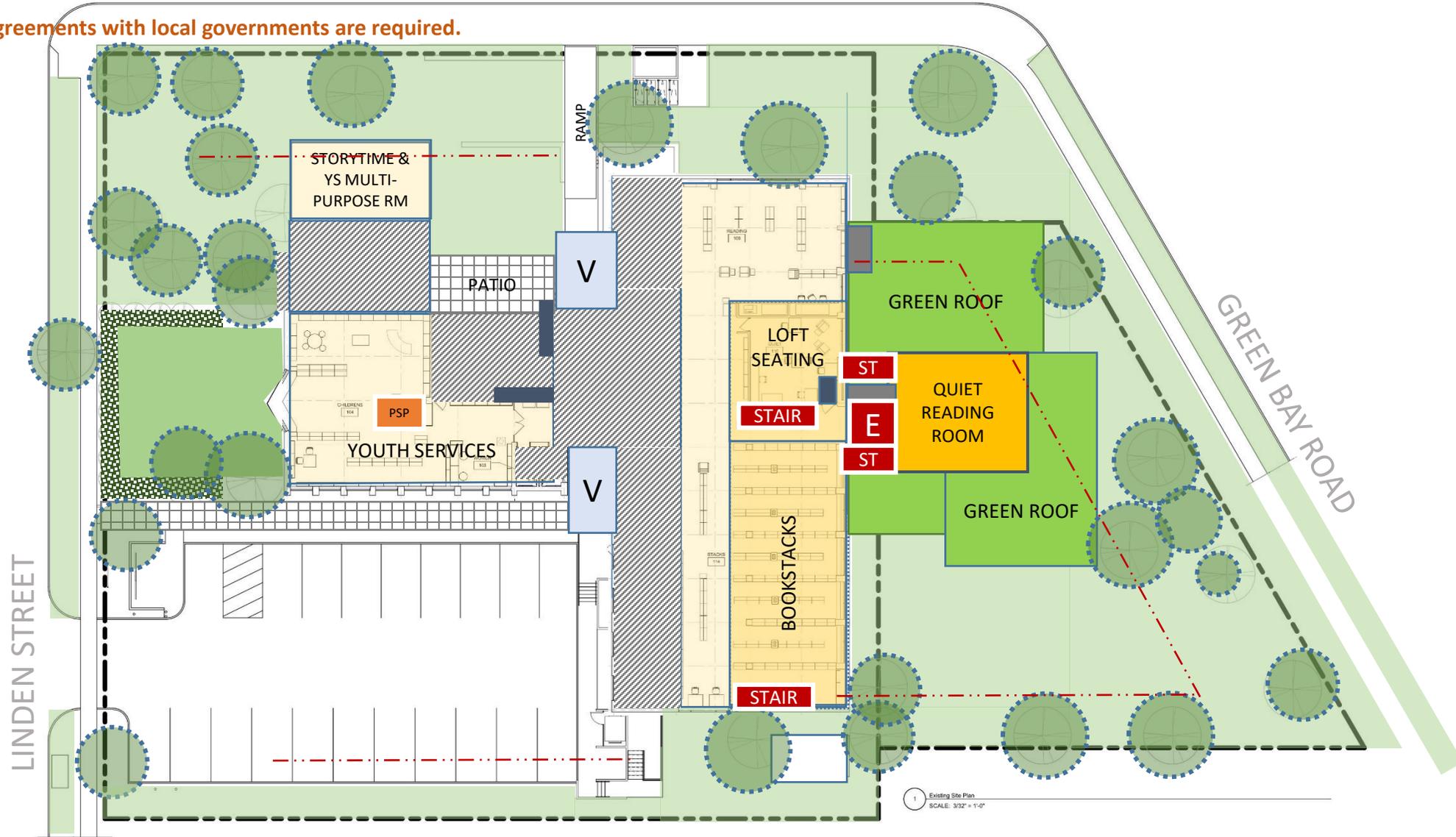
# Winnetka · Phase 2 (Optional) · Relocate Lloyd, Studio, & Quiet Room

➤ All diagrams are preliminary. Agreements with local governments are required.

## ➤ Improved Quiet Room

- Relocated above Rooms
- Accessed via stair elevator
- Views of roof top

## ➤ Loft & Bookstack remain essential



## 1<sup>ST</sup> FLOOR MEZZANINE & 2<sup>ND</sup> FLOOR DIAGRAM

VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE	STAIR OR ELEVATOR	STAFF SPACE
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# Winnetka · Phase 2 (Optional) · Relocate Lloyd, Studio & Quiet Room

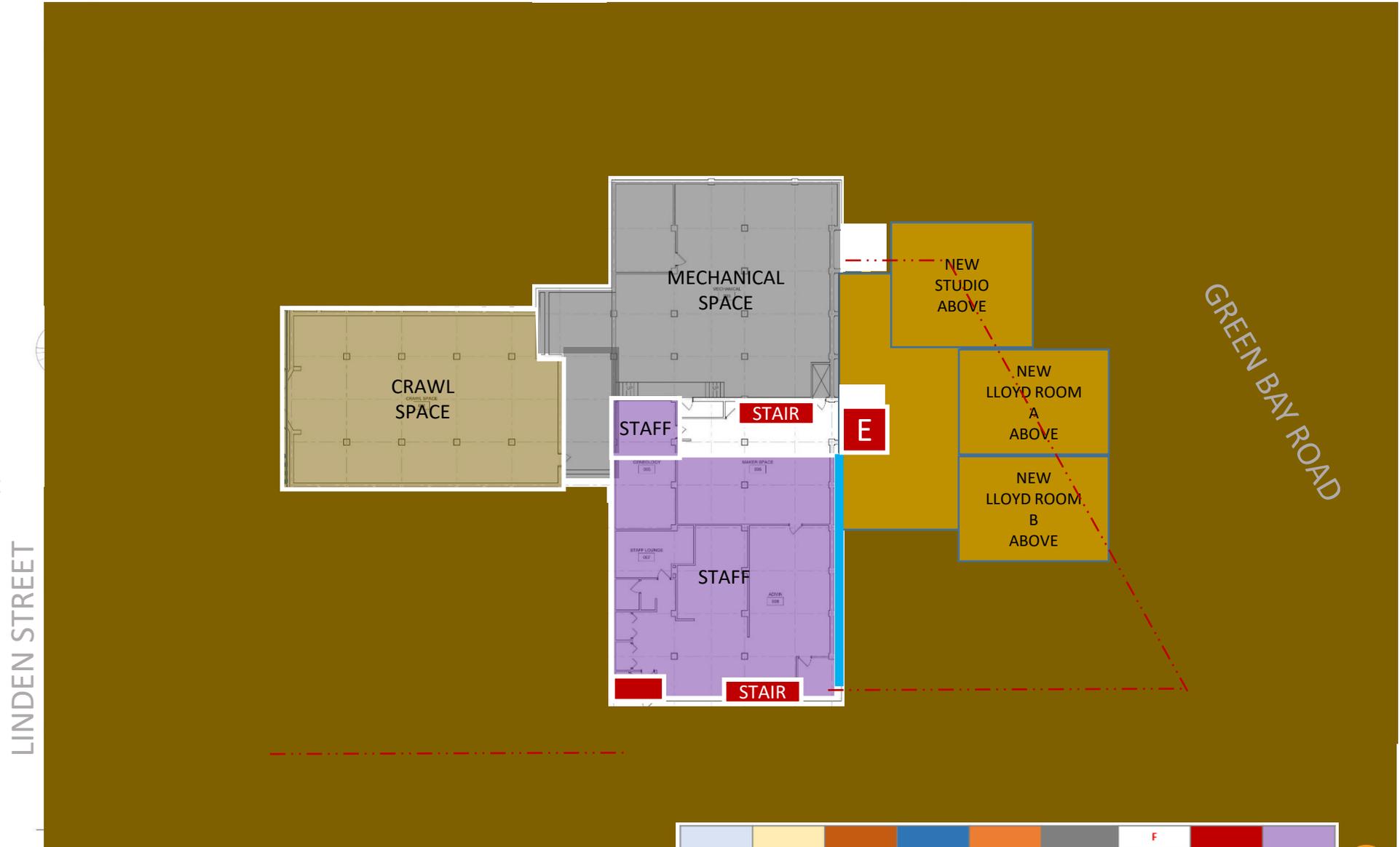
➤ All diagrams are preliminary.  
Agreements with local governments are required.

## ➤ Improved Staff Workroom

- Staff area enlarged and reorganized to allow for collaboration
- Staff-only meeting room created so less competition with the public meeting rooms
- No public lower-level access
- Lloyd Room/Studio situated to maximize light into the space

## ➤ Elevator is updated

## ➤ Code concerns at exits addressed



LOWER LEVEL DIAGRAM

VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	FIREPLACE F	STAIR OR ELEVATOR E	STAFF SPACE
-----------	--------------	------------	-----------	---------------	-------------------	----------------	------------------------	-------------



# Available Space - Winnetka Option 1, Phase 2, 93% of Space Need

➤ Use of space will vary based on actual budget and prevailing construction costs. District priorities will guide specific development. Overarching need for collection, program, small group activity/study rooms, and staff space will be part of the allocation process in a future design project.

Type of Space	Area (SF)			% Change		Results are ~82% of Driver goals. Specifics to be determined.
	Existing	Need	Provided	Need	Provided	
Collections	5,292	7,606	6,405	44%	21%	Browsable, Increases of: 5% Adult, 5% Teen, 12% Youth
General Seating	1,381	1,505	1,505	9%	9%	More seats, Comfortable spacing
Computers	170	140	140	-18%	-18%	No change in quantity, proper spacing
Activity Spaces	1,131	2,617	2,500	131%	121%	5 Study Rooms, Emergent Literacy space with seating
Multi-Purpose Rms	1,039	1,584	2,050	52%	97%	Storytime Room, Multi-Purpose/Studio Room, extra seating
Staff Areas	3,190	4,500	3,900	41%	22%	Real workspaces
Special Use	2,419	2,800	2,800	16%	16%	Wiggle room, storage, breakroom
Subtotal	14,622	20,752	19,300	42%	32%	
Nonassignable	7,180	7,264*	9,185	1%	28%	Restrooms, Vestibule, Stairs, Elevator, Columns, Walls...
Grand Total	21,802	20,752	28,485	29%	31%	Browsable, Increases of: 5% Adult, 5% Teen, 12% Youth



# Winnetka · Phase 3 (Optional) · Additional Youth Services Expansion

➤ All diagrams are preliminary. Agreements with local governments are required.

## ➤ Improved Youth Services

- Youth Services expansion into patio space
- Additional restrooms added
- More books, more seating
- Patio relocated further north to south side of Library sign



1 Existing Site Plan  
SCALE: 3/32" = 1'-0"

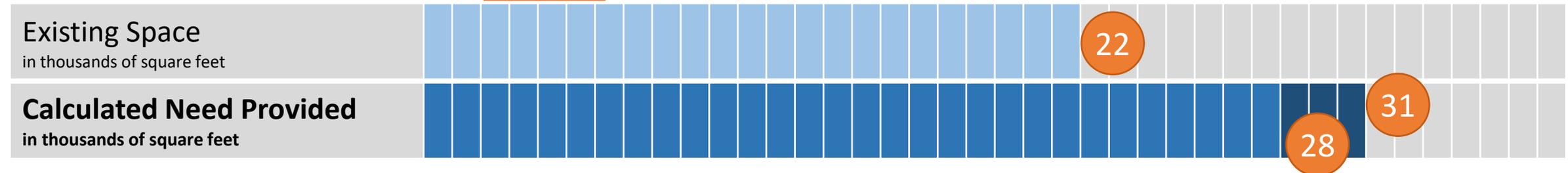
## 1<sup>ST</sup> FLOOR DIAGRAM

VESTIBULE	PUBLIC SPACE	STUDY ROOM	REST ROOM	SERVICE POINT	STORAGE EQUIPMENT	F	STAIR OR ELEVATOR	STAFF SPACE
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# Available Space - Winnetka Option 1, Phase 3, 98% of Space Need

➤ Use of space will vary based on actual budget and prevailing construction costs. District priorities will guide specific development. Overarching need for collection, program, small group activity/study rooms, and staff space will be part of the allocation process in a future design project.

Type of Space	Area (SF)		Provided	% Change		Results are ~82% of Driver goals. Specifics to be determined.
	Existing	Need		Need	Provided	
Collections	5,292	7,606	7,405	44%	40%	Browsable, Increases of: 5% Adult, 5% Teen, 11% Youth
General Seating	1,381	1,505	1,505	9%	9%	5 more seats, Comfortable spacing
Computers	170	140	140	-18%	-18%	No change in quantity, proper spacing
Activity Spaces	1,131	2,617	2,500	131%	121%	5 Study Rooms, Emergent Literacy space with seating
Multi-Purpose Rms	1,039	1,584	2,050	52%	97%	Storytime Room, Multi-Purpose/Studio Room, extra seating
Staff Areas	3,190	4,500	3,900	41%	22%	Real work spaces
Special Use	2,419	2,800	2,800	16%	16%	Wiggle room, storage, breakroom
Subtotal	14,622	20,752	<b>20,300</b>	42%	39%	
Nonassignable	7,180	7,264*	9,313	1%	30%	Restrooms, Vestibule, Stairs, Elevator, Columns, Walls...
Grand Total	21,802	20,752	29,613	29%	36%	Browsable, Increases of: 5% Adult, 5% Teen, 12% Youth



# Winnetka Option Comparison

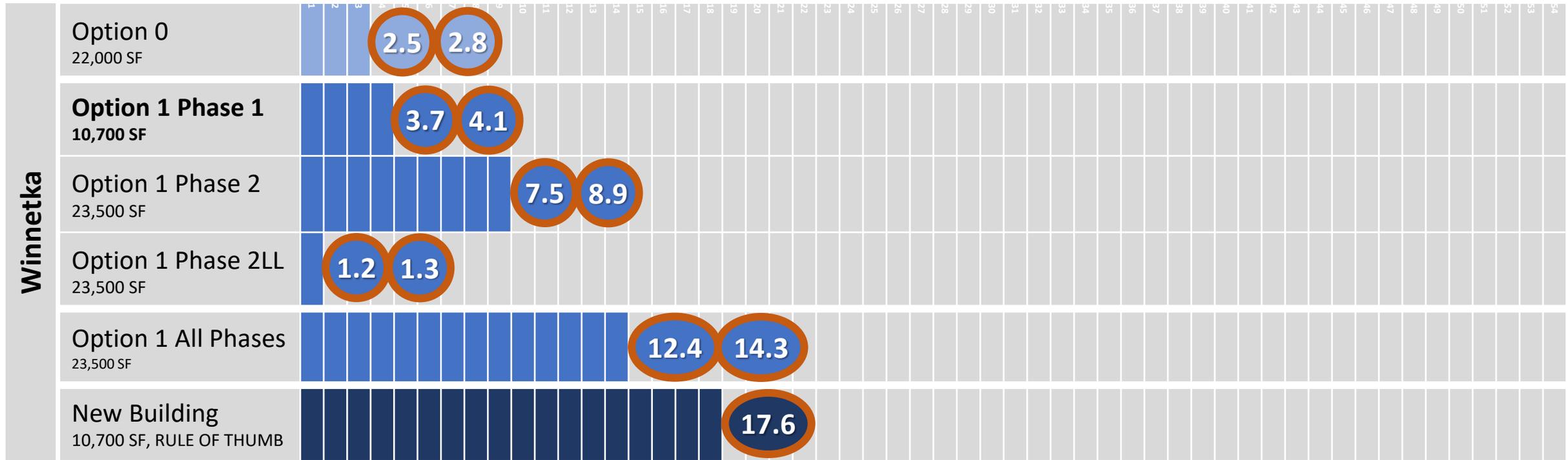
Option 0 and Option 1 Phase 1 include \$125,000 - \$150,000 for life safety and security updates

Option 0: Shift Youth Services	Option 1, Phase 1: Expand Youth Services	Option 1, Phase 2: Relocate Meeting Rms	Option 1, Phase 2 LL: Renovate Lower Level
<b>22,000 sf building</b>	<b>23,500 sf building</b>	<b>28,700 sf building</b>	<b>28,700 sf building</b>
↑ Addresses 70% of Winnetka Space Need	↑ Addresses 77% of Winnetka Space Need	↑ Addresses 93% of Winnetka Space Need	↑ Addresses 93% of Winnetka Space Need
<ul style="list-style-type: none"> <li>↑ <b>Utilizes flexibility for service configuration across the District</b></li> <li>↑ <b>Shifts space from Adult to Youth Uses</b></li> </ul>	<ul style="list-style-type: none"> <li>↑ <b>Expands Youth, maintains existing Adult Services Area</b></li> </ul>	<ul style="list-style-type: none"> <li>↑ <b>Expands Youth, Adult, Quiet, Small Group &amp; Programming space</b></li> </ul>	<ul style="list-style-type: none"> <li>↑ <b>Expands Youth, Adult, Quiet, Small Group &amp; Programming space, Renovates Staff spaces</b></li> </ul>
<ul style="list-style-type: none"> <li>↑ Protects park area as future expansion if needed</li> </ul>	<ul style="list-style-type: none"> <li>↑ Addresses some restroom issues</li> <li>↑ Protects park area as future expansion if needed</li> </ul>	<ul style="list-style-type: none"> <li>↑ Addresses more restroom issues</li> <li>↑ Makes most of existing site</li> </ul>	<ul style="list-style-type: none"> <li>↑ Addresses more restroom issues</li> <li>↑ Makes most of existing building</li> </ul>
<ul style="list-style-type: none"> <li>↓ Requires some reduction of Adult Services or shifting to Northfield</li> <li>↓ Minimal improvement to staff spaces</li> </ul>	<ul style="list-style-type: none"> <li>↓ Minimal improvement to Staff spaces</li> </ul>	<ul style="list-style-type: none"> <li>↓ Basement is available for Staff use, areas are “unimproved” in this phase</li> </ul>	
\$ <b>2.5 to 2.8 million</b> estimated project costs*	\$ <b>3.7 to 4.1 million</b> estimated project costs*	\$ <b>7.5 to 8.9 million</b> estimated project costs*	\$ <b>1.2 to 1.3 million</b> estimated project costs*

**Aggregate cost of Option 1, all phases if constructed as a single project is \$12.4 to \$14.3 million**

\* Project costs

# Cost Comparisons



## Winnetka Library

# Option 2: Underground Parking, Expansion

An interesting concept to add underground parking, reduce impact on the park-like setting, and consolidate staff. An initial cost estimate of \$25.5 million eliminated the option from further consideration.

# Implementation Strategies

# Possible Components of Implementation Strategy

## Address Immediate Needs

- + Life Safety
- + Building / Occupant Security

P	Shift Youth Services 22,000 SF \$2.5 - \$2.8 Million
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## Expand Northfield to be a Full Service Neighborhood Branch

- Choose 1 of the following:

1	Expand Into Basement 10,700 SF \$5.4 - \$6 Million
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2	Expand Into Parking Lot 10,700 SF \$4.9 - \$5.5 Million
---	---

3	Expand to New 2 <sup>nd</sup> Floor 10,700 SF TBD
---	---

## Address Key Space Shortage and Zoning Issues at Winnetka

- Choose 1 of the following:

0	Shift Youth Services 22,000 SF \$2.5 - \$2.8 Million
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1 <small>PHASE</small> 1	Expand Youth Services 23,200 SF \$3.7 – 4.1 Million
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## Address Longer Term Space Needs at Winnetka

- Choose 1 or more of the following:

1 <small>PHASE</small> 2	Relocate Meeting Rooms 28,700 SF \$2.5 - \$2.8 Million
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1 <small>PHASE</small> 2LL	Renovate Staff Areas 28,700 SF \$3.7 – 4.1 Million
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1 <small>PHASE</small> 3	Expand YS Again 30,100 SF \$ TBD
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P = Preliminary project

# Recommended Sequence of Projects

1

## Address Safety and Security Issues

- + More exit doors
- + More cameras
- + More lockable areas
- + Impact resistant glass at key locations
- + Consistent with future projects at Winnetka and Northfield facilities

6-8 weeks +/- on site

\$125,000 - \$150,000

2

## Expand Northfield Option 2

- + Adds service capabilities at Northfield and for district-wide service
  - Collection
  - Seats
  - Small Group Activity Rooms
  - Multi-Purpose Rooms
  - Quiet Spaces
  - Staff Space
- + Provides good quality space
- + Makes good use of existing space

8-10 months +/- on site

\$4.8 - \$5.4 Million

3

## Expand Winnetka Option 1, Phase 1

- + Expands Youth Services
- + Starts to address restroom shortage
- + Increases utility of Lloyd Room
- + Improves function and flow of Entry
- + Modest improvements of Staff areas
- + Reuses much of existing building
- + Preserves options for future renovation or expansion

6-8 months +/- on site

\$3.6 - \$4.0 Million

4

## Expand Winnetka Option 1, Phase 2 & 2LL

- + Continue to expand Youth Services, Provide additional Small Group Activity Rooms
- + Continue to address restroom shortage
- + Increases utility of Lloyd Room and Community Room
- + Provide dedicated Quiet Reading Room
- + Meet Staff area needs
- + Maximizes use of existing building and site, maintains character

11-13 months +/- on site

\$8.7 - \$10.2 Million