

Great Neck Library
Branch Committee
Monday, February 26, 2018
Station Branch

Board Members

Josie Pizer (JP)
Barry Smith (absent w/out notice) BS
Robert Schaufeld (RS)
Weihua Yan (WY)

Staff

Denise Corcoran (DC)
Tracy Geiser (TG)
Alana Mutum, Branch Head Librarian (AM)
Justin Crossfox, Branch Head Librarian (JC)
Irene Winkler, Branch Head Librarian (IW)
Charles Wohlgemuth (CW)

Members of the Public

Marietta DiCamillo (MD)
Deidre Goode (DG)
Michael Fuller (MF)

Invited Guests

Elisabeth Martin, MDA
Caitlin McManus, MDA

Presentation by MDA

Elisabeth Martin of MDA, along with Caitlin McManus, took the floor to review the plan to update Parkville. The project begins with a product cut book, which includes the furniture and materials planned for the project. It is a collection of what could be used and is edited over time and used throughout the project.

Ms. Martin noted the back room is 200 sq. ft. larger than the current Children's Room. The Children's Room will be converted to the Community Room and will be convenient to the entrance.

The project will reposition services and add casual seating. The entire collection will be maintained. The plan is to keep what is working and reuse where possible.

Ms. Martin reviewed the goals for the project, stressing the concept of the living edge—greater use of the windows and seating. Ms. Martin noted that there is an option for a reading garden outside.

The Community Room will seat 80. The curved wall will be knocked down. A storage closet will be provided for the chairs and tables. The meeting glass wall can be reworked to save money. The walls would then be sheetrock with doors glass.

The new books will be at the entry. The restrooms will remain. The current staff room will be divided into a meeting room and staff room.

The stacks in the adult area will be reorganized. The stacks will be reused. The oak stack ends could be reused or replaced, depending on budget. The stacks in the Children's Room will all be new. The new layout will provide sightlines and light.

The Children's Room will have the staff desk at the entry. The story time area will double as a reading area. There is the potential of creating a corridor to the restroom from within, to avoid going into the hall with the exit door. There is some duct work modification that will need approval. The stacks will be movable, with locking wheels.

RS asked where the copier and printer will be. Ms. Martin noted that the copier will be on the outside wall. The printer and scanner could be placed on the computer table and allow for 8 public computers.

MD questioned the placement of a quiet study room. Ms. Martin noted there was none planned. The back meeting room could be used when available.

DC questioned the closet in the Children's Room. Ms. Martin estimated the size as 7'6"x12', which is a very large closet. DC suggested using it as office space for the librarians. Ms. Martin noted no windows. DG added that the closet is needed for storage.

MD cautioned that the back meeting room has no sightlines. After lengthy conversation, JP suggested moving the staff area to the back and the meeting room to the front, which would allow visibility with glass. The Reference Office could also be converted into a silent study area. Ms. Martin saw the potential and agreed to the idea.

WY asked if there was a separate exit for the Children's Room. Ms. Martin cautioned that it is a fire exit only.

MD questioned the panels on the walls in the Children's Room. Ms. Martin shared that they are acoustical tiles.

MD questioned if there would be a door for the Children's Room. Ms. Martin had a question pertaining to a column but it was investigated. There is no column present in the space and a door will be provided.

DG asked if there could be panels to close off the story time area. Ms. Martin suggested white boards on wheels that are also magnetic. They could be stored in the closet.

DC questioned the Krayon Kiosk. Ms. Martin explained that the iPads would be mounted on chairs located at the stack ends instead of using the kiosk. The iPads would need to be charged overnight at the Reference desk. DC added that we also have the option to locate the iPads behind the Reference desk and loan them out when requested.

DC directed to the adult area and asked if the water station could include a bottle filler. Ms. Martin agreed.

DG questioned if a water station was planned for the Children's Room. Ms. Martin noted that it could be added by the restroom.

Ms. Martin commented that the shelving in the Children's Room was the highest she had ever seen. The height was kept to maintain capacity—6 high on the perimeter. There will be movable shelving that is 4 high with colorful end caps.

TG questioned the lighting. Ms. Martin noted the lighting will be circular and suspended from the ceiling. The look is fun. High hats will be changed to directional high hats.

DC questioned the number of foot candles. Ms. Martin explained that 30 candles are required, but 60 candles work much better. Parkville needs and will have good lighting.

Ms. Martin moved to the rug and fabric samples. For fabric, vinyl is the better choice. The colors presented are fresh, bright and comfortable. Children's would be grey/lime. Main area would be grey/coral. The Community Room would be grey/blue.

MD noted that the BoT needs to be fully vetted on the project. Staff needs direction on the possibility of a reading garden and the change to the Children's bathroom. CW will contact the Parkville School District regarding these issues.

Ms. Martin asked for a timetable for the Parkville update. JP noted that the item must go to the BoT. RS added the need to go to finance for funding. MD noted that there is more design work to do. JP estimated 2 months.

Ms. Martin asked if there were vendors that the Library has worked with and would want to go forward with. RS noted there were none. MD explained that the policy requires an RFP and 3 written bids.

JP noted the BoT will ask for assistance in writing the RFP and to help find appropriate vendors. Ms. Martin agreed to be involved and analyze the bids.

MD asked Ms. Martin to revise the plans and come back to a public meeting. The item will then go to the BoT's open meeting for discussion. Ms. Martin noted that she will keep going.

The presentation wrapped up at 8:30pm.

Lakeville Furniture

RS directed to AM.

AM distributed a handout on the furniture suggestions for Lakeville. The 3 Branch Heads got together and came up with a plan, which AM reviewed.

DC noted that the plan is wonderful for the layout of the tables in the central area. TG has found pull apart furniture that is sleeker and more in line for the updated look. The items are being costed. The idea is to be new and fresh.

TG shared that they are looking at the front circulation desk to revamp the back area to create a staff space.

DC thanked CW and his crew for helping out at Lakeville.

RS asked TG to develop a revised proposal. TG agreed.

Public Assembly Permit—Parkville

CW commented that he has spoken to Joe at the school. The paperwork was sent in and now waiting for a response. All requested items were done last week. JP asked CW to secure a time line. CW agreed to investigate.

Memorial to Ruth Klement

RS noted that at the previous meeting it was suggested to work the memorial into the garden at Main. MD suggested the item move to Main Building.

RS asked the committee for any further comment. There was none.

Meeting was adjourned at 8:50pm.

Submitted by Jamie Eckartz

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Action Items

Tracy Geiser

1. Present a revised plan for the furniture at Lakeville.

Charles Wohlgemuth

1. Secure a timeline for the Public assembly Permit for Parkville.
2. Investigate duct work modification in the back room to allow entry to the restroom from within.
3. Investigate potential of the reading garden.