

As part of a study of library service in Sussex County a meeting was held on the campus of the Delaware Technical Community College, Jack F. Owens Campus, Georgetown, to discuss with the College ideas regarding how the Stephen J. Betze Library might participate in County-wide library services. Meeting participants were:

- Ileana M. Smith, Ed.D., Vice President & Campus Director
- June S. Turansky,
- Shirin Jamasb, Ed.D., Library Director
- Anne E. Norman, Director & State Librarian, Delaware Division of Libraries
- John Phillos, Facility Project Coordinator, Delaware Division of Libraries
- Carol Fitzgerald, Director, Sussex County Department of Libraries
- Richard L. Waters, Library Consultant, *PROVIDENCE Associates Inc.*

Based upon the meeting a proposal was submitted by Mr. Waters to the Delaware Division of Libraries for a design charette to study the feasibility of the Betze Library becoming a Joint Use College/Sussex County Public Library and potentially being the site for an Anchor Library in Sussex County.

THE PROPOSAL

To develop a conceptual blocking space plan with general furniture and equipment items placed to test collection, user seating, and staffing capacities by modifying the existing Delaware Technical Community College Library facility to become a joint use library serving both the needs of the College and the general public of all ages, perhaps as an Anchor Library.

The proposal was accepted. The Delaware Division of Libraries provided the funding for the study.

THE DESIGN CHARETTE STUDY

The on-site phase of the design charette study was held in the Betze Library September 25 – 28, 2006. Participants included Dr. Smith and others from the College, Ms. Norman and others from the Division of Libraries, Ms. Fitzgerald and others from Sussex County, and the Director of the Georgetown Public Library and the Chair of the Georgetown Library Board.

The consultants included:

- Richard L. Waters, Library Consultant
- Bradley A. Waters, Architect

- Weston Adams, CAD Operator.

Potential Joint-Use Library Benefits

At the initial design charette brainstorming session held September 26, 2006, the participants in the session identified these potential benefits of a joint-use library facility:

- Sharing of staff
- Shared operational costs
- Collaborative collection development
- Expansion of the customer base
- Expanded hours of service
- Potential for state funding
- Accessibility of College location.

Joint-Use Library Design Goals

At the same session the participants identified 43 design goals. These included:

- Efficient delivery of library services
- Optimum use of existing resources
- Adaptable space
- Additional space for collections, seating, and exhibits
- Ability for College to support new programs
- Expanded technological capabilities including wireless
- Additional conference rooms
- A multi-purpose meeting room
- An aesthetically pleasing environment
- Energy efficiency
- Improved security
- Additional parking.

Study Results

Three design concepts were developed and presented on the afternoon of September 28, 2006.

- Concept B2 was a two-story addition to the Betze Library
- Concept B3 was a three-story addition
- Concept A2 was an all-new two-story Library.

All of the new construction space was proposed to be built on the lawn that now separates the Betze Library from the parking along the Seashore Highway.

Following the presentation by the consultants and a question and answer session it was the consensus of the participants that Concept B3 should not be studied further.

Concepts B2 and A2 would provide the College with both more Library space but also additional classroom space. B2 by means of freeing-up most of the first level of the Betze Library and A2 by freeing up most of both levels of the existing facility.

Appendix A includes the blocking plans for all three of the concepts presented on September 28, 2006.

Building Sizes of Concepts A2 and B2

At this time the building housing the Betze Library contains a total of 30,801 net assignable square feet (NASF). The total NASF is distributed as follows:

Library 1 st Level –	14,512
Library 2 nd Level –	<u>13,605</u>
Total Library -	28,117
Museum 1 st Level -	<u>2,684</u>
Building Total -	30,801

The total NASF for Concept A2 is 47,110, distributed as follows:

Library 1 st Level -	24,591
Library 2 nd Level -	<u>22,519</u>
Total Library -	47,110

The total NASF for Concept B2 is 51,911, distributed as follows:

Library 1 st Level -	24,779
Library 2 nd Level -	<u>27,132</u>
Total Library -	51,911

Therefore, Concept A2 would result in an increase in Library space of 18,993 NASF, a gain of 67.5 percent. Concept A2 would also provide the College with approximately 28,000 NASF for other uses – classrooms, expanded Child Development Center, office space, etc.

Concept B2 would increase the Library space by 23,794 NASF, or about 84.6 percent (84.46%) as well as providing the College with about 14,000 NASF for other uses.

The Museum space would remain the same.

Programmatic Elements of Concepts A2 and B2

The programmatic elements of the two Concepts are reasonably similar as can be seen by the following summaries.

<i>Program Element</i>	<i>A2</i>	<i>B2</i>
Collections		
Periodical subscriptions	600	600
Media items	6,500	9,000
Reference	4,000	4,000
Non-fiction books	120,000	120,000
Quarto	2,000	2,000
Fiction	62,000	62,000
Government documents	120,000	150,000
Teen books	3,000	4,000
Children's books	17,000 books	21,000 books
Customer Seating		
PCs	42	52
OPACs	14	13
Tables, carrels, lounge, and benches	354	390
Micro reader/printer stations	4	6
Gathering Spaces		
Multi-purpose meeting room	60 seats	60 seats
Conference rooms	24 seats	20 seats
Group study rooms	6 seating 26 total	6 seating 30 total
Electronic classrooms	2 seating 24 total	2 seating 24 total
Children's program room	1 seating 40	1 seating 40
Staff Spaces		
Circulation services	1,000 NASF	1,000 NASF
Information technology workroom	775 NASF	1,075 NASF
Library administration	600 NASF	660 NASF
Technical services	1,300 NASF	1,300 NASF
Staff workroom	1,520 NASF	1,450 NASF
Staff services (lounge)	370 NASF	370 NASF
Building Support Spaces		
Lobby	1,075 NASF	2,070 NASF
Maintenance shop	510 NASF	510 NASF
Receiving/loading dock	245 NASF	240 NASF

STAFFING THE JOINT-USE LIBRARY

College Library Staffing

Currently the Betze Library has a staff of 10 working 289 hours per week. There are five full-time positions and an equal number of part-time posts. The FY2007 payroll budget is projected to be \$475,000. Appendix B provides additional information with regard to the current staff.

If the College were to meet Middle States Minimum staffing standards there would be a need for a total of 17 positions (9 F-T, 4 P-T, and 4 Student Workers). Their combined weekly hours would be 496 and the estimated payroll cost would be \$733,700. Appendix C provides further information.

Public Anchor Library Staffing

The recommendations for an Anchor Library in Sussex County, if a standalone facility, calls for a total staff of 21 positions (20 F-T and 1 P-T) at an estimated annual payroll cost of \$493,350. The total workweek hours would be 682.5. Appendix D contains detailed information.

The Joint-Use Library Staffing Projections

There would be a significant cost savings with a joint-use facility. Instead of a combined cost – if the Middle States minimum standards were met – of \$1,227,050 the annual cost would be \$888,730 (College share = \$506,230, County share \$382,500). The total hours per week would be 828. Appendix E provides additional information.

THE ANCHOR LIBRARY CONCEPT

The Anchor Library Concept was a key recommendation of the Statewide Study of Library Services completed in 2005. The Statewide Study recommended that

An Anchor Library will be the largest type – in every respect – in the state. It is recommended that there be at least one Anchor Library in each of the three counties, and the more populated counties may well have two to four anchor libraries within the 20-year timeframe of these recommendations.

Anchor libraries will have the:

- *Largest and strongest collections of library materials in terms of depth of all types (print, media, and electronically-accessible)*
- *Largest staff due to extended hours, extensive usage by the public, and the support role for the Regional and Community libraries within their respective counties*
- *Greatest number of professional staff (librarians with a master's degree from a graduate program accredited by the American Library Association [ALA])*
- *Computer training facilities and "classes" for public and staff*
- *Most meeting room and conference room space for public and staff usage.*

Anchor libraries will be:

- *Full service facilities*
- *Sized from 40,000 – 60,000 SF*
- *Open seven days a week, 52 weeks per year, 90 hours per week.*

The Anchor Library concept is intended to:

- Raise the level of public library service for all of Sussex County
- Provide supplementary services to the other libraries in Sussex County
- Provide a depth of resources and services that are physically impossible to provide in the existing libraries due to their size.

An Anchor Library, according to the Statewide Plan, must be County owned.

Appendix F contains additional information about the Anchor Library as recommended in the Statewide Plan

There have been two major concerns expressed in different meetings with public library staff, board members, and others:

- How would an Anchor Library impact the other libraries in Sussex County?
- Who would use an Anchor Library?

The impact question revolved principally around money, with there being real concern that an Anchor Library would drain funding away from the independent

libraries. Of somewhat lesser concern was the potential loss of “business” that the other libraries would experience.

The Director of the Division of Libraries is supportive of the Anchor Library concept provided that such a facility **would not result** in any loss of funding for either the independent libraries in Sussex County or the three libraries that now constitute the Sussex County Department of Libraries or its headquarters/bookmobile operation.

The Board of Commissioners of the Georgetown Public Library is on record as being supportive of the Georgetown Public Library becoming the Anchor Library for Sussex County (see Appendix G).

CAPITAL COST ESTIMATES

The consultants have developed cost estimates for each Concept.

Concept A2, the all-new construction with the existing Betze Library being renovated for other College uses, has an estimated project cost of \$25,546,305. This sum includes an estimated \$3.5 million for renovation of Betze Library space.

Concept B2, the renovation of the 2nd Level of the Betze Library plus new space has an estimated project cost of \$21,616,279, including about \$1.75 million for renovation of the 1st Level of the existing Library for other College uses.

Appendices H and I have details of the cost estimates.

OPERATIONAL COST ESTIMATES

For FY2007 Betze Library budget totals an estimated \$720,000 that includes:

Contractual services and supplies -	\$135,000
Capital/library books -	110,000
Personnel costs (payroll) -	<u>475,000</u>
Total	\$720,000

An operational budget for an Anchor Library would potentially be as follows:

Contractual services and supplies -	\$400,000
Capital/library books -	150,000
Personnel costs (payroll) -	<u>493,500</u>

Total	\$1,043,500
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An operational budget for a Joint-Use Library would potentially be:

Contractual services and supplies -	\$300,000
Capital/library books -	200,000
Personnel costs (payroll) -	<u>888,730</u>

Total	\$1,388,730
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There could be a reduction in annual costs of approximately \$375,000. This could allow for the College Library to meet the Middle States minimum staffing standards.

FUNDING THE JOINT-USE LIBRARY

Without question a Joint-Use Library will be a significant undertaking. But before focusing solely on the costs it behooves all to look at the benefits:

- 21.5 hours of additional Library service for College students
- 50 hours of additional Library service for residents of Georgetown and the surrounding area
- Significant increases in the number of books, computers, seating for customers, and gathering spaces
- Dedicated spaces for service to children and teens
- Improved technological capabilities.

The Service Area

The consultants believe that a Joint-Use Library will appeal to a great number of people. We developed projections based upon three different service area scenarios using the intersection of Highway 113 and Seashore Highway as a central point. Based upon 2011 projections, and using a 10-mile ring the service area population is projected to be 48,040.

Until the new facility is in-place and open for service there is no way to accurately forecast the true service area. Appendix J provides details of the projections including demographic data.

Funding Sources

Funding the Joint-Use Library would be a three-part responsibility, and perhaps four-part. There could be:

- State aid
- College funds
- Sussex County funds.

In addition, there could also be private funds for both capital and operational expenditures.

The consultants do not underestimate the difficulty of convincing policy-makers and the general public with regard to providing additional monies. Nonetheless, with the leadership that has been exhibited to date, and a will to succeed, we believe this proposed Joint-Use Library could become reality.

The future belongs to those who plan for it!