

**MONROE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES WORK SESSION  
February 13, 2019, 5:45 p.m.  
Meeting Room 1B**

**AGENDA**

1. Call to Order – John Walsh, President
2. Update to Investment Policy – Gary Lettelleir (page 1-2)
3. Authorization to use Rainy Day funds – Gary Lettelleir (page 3-11)
4. Ellettsville Meeting Room Use Proposal – Jane Cronkhite (page 12)
5. Proposed Update to Fee Schedule – Jane Cronkhite (page 13)
6. Hiring Within the Pay Range – Kyle Wickemeyer-Hardy (page 14-15)
7. Branch Feasibility Study – Marilyn Wood (page 16-152)
8. Public Comment
9. Adjournment

View the Board Packet on the Library's website: <https://mcpl.info/library-trustees/meetings>

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES PUBLIC COMMENT POLICY**

The MCPL Board of Trustees shall have a time providing for public comment during all public meetings. Comments should be relevant to Library matters, excluding personnel issues. Individual speakers are asked to limit their remarks to three-to-five minutes. The chair shall be allowed to limit the time for individual speakers and to limit the total time for public comment.

Public comment time is provided for the public to express their opinions or concerns about matters over which the Board of Trustees has authority or responsibility. Comments are intended to be statements from speakers; speakers may not engage the Board in a question-and-answer exchange during public comments. Questions relating to library or administrative procedures which could be addressed outside of a library board meeting should be referred to the appropriate library staff at other times. Expressions of opinion about these matters are appropriate for the public comment time on the agenda.

*Policy revised April 18, 2018*

## **Finance and Investment Policy**

### **Board of Finance**

The duly appointed members of the Monroe County Public Library Board of Trustees are the fiscal body of the Library and thus constitute "The Board of Finance". The members serve without compensation. (IC 5-13-7-5), (IC 36-1-2-6)

### **Annual Meeting**

The Monroe County Public Library Board of Finance shall meet annually immediately following the January Board of Trustees Meeting to elect a president and secretary, review the written report of the Library's investments during the previous calendar year and review the Library's investment policy. (IC 5-13-7-6), (IC 5-13-7-7)

### **Fiscal Officer**

The duly elected treasurer of the Monroe County Public Library Board is the fiscal officer of the Library. (IC 36-12-2-22) The Treasurer shall serve without compensation.

### **Deposits**

All funds received by the Library shall be deposited in one or more designated depositories not later than the business day following receipt and shall be deposited in the same form in which they were received. (IC 5-13-6-1)

### **Investments**

The Treasurer is authorized to invest Library funds in the following (IC 5-13-9);

1. United States Government Securities or discount notes backed by the full faith and credit of the United States Treasury or fully guaranteed by the United States and issued by:
  1. The United States Treasury;
  2. a federal agency;
  3. federal instrumentality
  4. a federal government sponsored enterprise.
2. Repurchase Agreements (including standing repurchase agreements, commonly known as sweep accounts):
  1. With depositories designated by the State Board of Finance as depositories for state investments under IC 5-13-9.5; and
  2. Involving the political subdivision's purchase and guaranteed resale of any interest-bearing obligations issued; or fully insured or guaranteed; by the United States, a United States government agency, an instrumentality of the United States, or a federal government sponsored enterprise.
3. Money Market Mutual Funds in the form of securities of or interests in an open-end, no-load, management-type investment company or investment trust registered under the provisions of the federal Investment Company Act of 1940, as amended (15 U.S.C. 80a et seq.) These investments shall be made in depositories designated by state board of finance as depositories under IC 5-13-9.5.

Investments made by the Library's fiscal officer must have a stated final maturity of not more than two (2) years after the date of purchase of entry into a repurchase agreement (IC 5-13-9-5.6) except for investments with a final maturity more than (2) years but not more than (5) years which may not exceed 25% of the total portfolio as permitted by (IC 5-13-9-5.7).

#### **Interest Earnings**

All interest earnings derived from an investment by the Library's fiscal officer shall be receipted to the Operating Fund.

#### **Depositories**

All public funds of the Monroe County Public Library shall be deposited in the designated depositories located in the territorial limits of the Library District. (IC 5-13-8-9)

#### **Investment Cash Management**

The Monroe County Public Library Board of Finance may contract with a state designated depository for the operation of an investment cash management system. (IC 5-13-9-4)  
4) Investment decisions and record keeping shall follow IC 5-13-9-4.

#### **Transaction Accounts**

The fiscal officer of the Library shall maintain deposits that are invested or reinvested in at least two (2) of the Library's designated depositories. (IC 5-13-9-4)

#### **Electronic Transfer of Library Funds**

The following type of transactions may be conducted by electronic transfer between financial institutions in order to expedite the transfer of funds as well as maximize interest earnings:

1. Transfer to cover expenditures for payroll for library employees.
2. Transfer to pay debt service payments.
3. Other transfers with the approval of the Library director.

The fiscal officer will maintain appropriate documentation of the transactions so these may be audited as required by statute. (IC 36-12-3-16.5)

#### **Investment Policy Expiration Date**

~~This investment policy expires October 1, 2020~~

Reviewed by [Board of Trustees](#) 6/15/2011; 1/18/2012; 1/16/2013; 1/15/2014; 1/21/2015; 1/20/2016; 1/18/2017; 1/17/2018; proposed update 2/20/18

## **Authorization to Use Rainy Day Funds**

The 2019 debt fund budget was estimated based on the 2018 bond payment which was \$685,150. The 2019 bond payment increased by about \$26,000 because the interest rate on the bond renewal increased.

We are requesting authorization from the board to use Rainy Day Funds to pay the portion of the 2019 bond payment that is over the amount budgeted in the debt fund.

I have attached the resolution passed by the Board when the Rainy Day fund was established which states that the board can authorize the use of the funds to cover about any legitimate cost to operate the Library. I have also attached an email to the State Board of Accounts. The SBOA says as long as the Board approves it, we can use Rainy Day funds to pay part of the 2019 bond payment.



<<DRAFT>> 1/10/02

Board of Trustees  
Monroe County Public Library  
Resolution Establishing a Rainy Day Fund

Whereas, the Board of Trustees finds that the purposes of the Local Operating Fund has been fulfilled; and,

Whereas, there is remaining in the Local Operating Fund an unused and unencumbered balance; therefore,

Be It Resolved, that the Board of Trustees of the Monroe County Public Library does hereby establish a Rainy Day Fund for the purpose of receiving transfers of such unused and unencumbered balances. This fund shall be subject to the same appropriation process as other funds that receive tax money. Before making appropriations from the fund, the Board shall in each fiscal year, make a finding that the proposed use of the Rainy Day Fund is consistent with the intent of the fund.

Adopted by the Board of Trustees, Monroe County Public Library, this 17th day of January, 2002.

### **3/24/04 Board of Trustees Minutes**

#### **Page 2**

#### **Monthly Bills for Payment**

Cass Owens presented the monthly bills for payment. Cass stated that there are no unusual bills for payment.

Rebecca Goss moved for approval. Linda Hunt seconded. The vote was unanimous.

#### **Monthly Financial Report**

Cass Owens presented the monthly financial report.

There was no discussion.

Penny Austin moved for approval. Rebecca Goss seconded. The vote was unanimous.

#### **Personnel Report**

Cass Owens presented the personnel report.

There was no discussion.

#### **Board of Trustees Calendar**

Cass Owens presented the calendar. Cass stated that the review of our mission statement will be added to the calendar, in May's agenda items.

#### **Rainy Day Fund**

Cass Owens distributed a memo with information on the Rainy Day Fund. Bob Harris at the Department of Local Government Finance informed Cass that the motion needs to be reworded from the Board, to allow for any receipt of special distribution.

Penny Austin moved to approve the motion to replace the wording, which states: "To establish a Rainy Day Fund for the purpose of covering expenditures which are approved by the library board; the fund will allow the board to transfer any revenues that have not been needed within the operating funds, and which will allow for receipt of any special distribution".

Rebecca Goss seconded. The vote was unanimous.

Cass stated that we will send the Department of Local Government Finance a copy of today's meeting minutes, to review and approve.

I spoke with Bob Harris at the Department of Local Government Finance, and he gave me this exact wording for establishing the Rainy Day Fund:

To establish a Rainy Day Fund for the purpose of covering expenditures which are approved by the library board; the fund will allow the board to transfer any revenues that have not been needed within the operating funds, and which will allow for receipt of any special distribution.

April 28, 2004

Bob Harris  
Department of Local Government Finance  
Indiana Government Center North  
100 N. Senate Ave. N 1058  
Indianapolis, IN 46204

Dear Mr. Harris,

I spoke with you on the phone in late February, about establishing the Rainy Day Fund for the Monroe County Public Library. Our board had tried to set up the fund in 2002 (see enclosed minutes of 1/17/02), and had planned to transfer to it, but later learned that they were too late with the transfer. Then, after receiving the one-time COIT distribution in February of this year, I called you to verify if in fact our fund was in order.

At that time you said we needed a new motion which allowed for a special distribution as well as unexpended operating funds. I transcribed your suggested wording and the board passed it at the March 2004 board meeting. The appropriate minutes are enclosed, and they were approved at the April board meeting.

I hope this enables DLGF to certify our Rainy Day Fund. Thank you for working with me on this.

Sincerely,



Cass Owens  
Interim Director

**Board of Trustees Minutes 1/17/02, Page 3**

**Transfer of End of Year 2001 Funds to the Rainy Day Fund** Dave Ivey stated that the memo of the Director's Report explains what this item is. This is another fund that will allow us to transfer any revenues that have not been needed within the operating funds.

Dave suggested that we transfer \$40,000 of 2001 end-of-year balances to this fund.

Brief discussion followed.

Robert Walker moved to accept the resolution establishing a Rainy Day fund. David Ferguson seconded. The vote was unanimous.

Robert Walker moved for approval to transfer \$40,000 to the Rainy Day Fund. David Ferguson seconded. The vote was unanimous.

**Director's Work Plan**

Dave Ivey presented the 2002 Director's Work Plan, which establishes his work for the coming year.

Brief discussion followed regarding evaluating the purchase of nationally or regionally produced library television programming to be aired on CATS.

David Ferguson moved to approve the Work Plan. Natalie Christoph seconded. The vote was unanimous.

**Annual Board Self-Evaluation**

Dave Ivey discussed the copy of the Board Self-Evaluation, and stated that this is a reproduction of an evaluation survey that came out of the "In the Public Trust" manual.

No discussion followed.

**Foundation Activities**

Sue Sater presented the MCPL Foundation activities, which consisted of information on the 2002 Membership Drive. Sue announced that we have already received 236 membership for 2002.

**Announcements**

Dave Ivey announced that there will be a Board of Finance meeting immediately following today's Board meeting.

**3/24/04 Board of Trustees Minutes**  
**Page 2**

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Penny Austin moved to approve the motion to replace the wording, which states: "To establish a Rainy Day Fund for the purpose of covering expenditures which are approved by the library board; the fund will allow the board to transfer any revenues that have not been needed within the operating funds, and which will allow for receipt of any special distribution".

Rebecca Goss seconded. The vote was unanimous.

Cass stated that we will send the Department of Local Government Finance a copy of today's meeting minutes, to review and approve.

**From:** [SBOA Libraries](#)  
**To:** [Gary Lettelleir](#)  
**Subject:** RE: Question - Rainy Day Funds  
**Date:** Wednesday, January 02, 2019 10:08:21 AM  
**Attachments:** [image001.png](#)

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Gary,

If the Board approved the use of Rainy Day to pay the \$26,000 from the \$150,000 currently appropriated in Rainy Day, we would not take audit exception. We'd recommend they make such approval during a public meeting and that their approval be clearly documented.

*Todd*



**TODD CALDWELL, CFE**  
**Director of Audit Services**  
Indiana State Board of Accounts  
302 W. Washington Street, Indianapolis, IN 46204  
o: 317-232-2513

*The foregoing should not be construed as a legal opinion, but rather as the position the State Board of Accounts would take during an audit. Please consult an attorney on all legal matters.*

---

**From:** Gary Lettelleir [mailto:gllettell@monroe.lib.in.us]  
**Sent:** Monday, December 31, 2018 3:46 PM  
**To:** SBOA Libraries <Libraries@sboa.IN.gov>  
**Subject:** Question - Rainy Day Funds

\*\*\*\* This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email. \*\*\*\*

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When MCPL established the Rainy Day Fund the resolution stated:

Be It Resolved, that the Board of Trustees of the Monroe County Public Library does hereby establish a Rainy Day Fund for the purpose of receiving transfers of such unused and unencumbered balances. This fund shall be subject to the same appropriation process as other funds that receive tax money. Before making appropriations from the fund, the Board shall in each fiscal year, make a finding that the proposed use of the Rainy Day Fund is consistent with the intent of the fund.

Adopted by the Board of Trustees, Monroe County Public Library, this 17th day of January, 2002.

Here is my question:

Our 2019 bond payment out of the debt fund will be more than we have budgeted in the debt fund by about \$26,000. At the

time of budgeting I knew we were renewing the bond but did not know what the interest rate would be. We have 150,000 budgeted to spend in Rainy Day and if the board approves, I would like to pay part of the 2019 bond payment from Rainy Day. Looking at regs, I think it is allowable but Marilyn, our Director, suggested we check with you on it.

Thanks for all your help.

**Gary Lettelleir**

Monroe County Public Library

Financial Officer

812.349.3279

[glettell@mcpl.info](mailto:glettell@mcpl.info)



**Proposal: One-time waiver of Ellettsville Branch Library Meeting room fee for local businesses**

The Ellettsville Branch Library is slated to reopen on February 25, 2019. To welcome the business community into the newly renovated library, we propose a one-time waiver of the Ellettsville Branch Library meeting room fee for any business located in Monroe County. This waiver would not exceed \$300 per business, equivalent to 4 hours of meeting room use, and would expire on December 31, 2019.

The fee for use of the Ellettsville branch library meeting room space is \$75/hour as established by the Fee Schedule approved Dec 12 2018 (see below).

**Monroe County Public Library 2019 Fee Schedule**

Overdue fines	\$0.25/day (Maximum \$10/item) (No charge for children's materials)
Collection Agency Fee	\$10.00
Annual Subscription Card -- Non-resident	\$60.00
Lost items	Varies
Photocopies	\$0.10/page non-color, \$0.30/page color (Patrons granted \$0.30/day free reference material copies)
Printing	\$0.10/page non-color, \$0.30/page color (Patrons granted \$0.30/day free printing)
Meeting room and auditorium rental for businesses operating in Monroe County	\$150/hour for Auditorium and 1B/1C combined \$75/hour for 1B, 1C, 2A
Meeting room clean-up fee	Maintenance (reset room, clean carpet, repair furniture, etc.): \$25/hour. Equipment damage or replacement: Cost + \$10 service fee
CATS dubs	\$10/dub (No charge for dubs of public meetings for elected officials from units with contracts with CATS)
Fine Option Program (for patrons 14+)	\$5/hour credit
Read It Off (children under age 18)	\$5 credit/use and return
Food for Fines credit	\$1 for each item

## Monroe County Public Library 2019 Fee Schedule

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Printing	\$0.10/page non-color, \$0.30/page color (Patrons granted \$0.30/day free printing)
Meeting room and auditorium rental for businesses operating in Monroe County	\$150/hour for Auditorium <del>and for 1B/1C combined</del> <u>or meeting room combinations</u> \$75/hour for <del>1B, 1C, 2A</del> <u>individual meeting room spaces</u>
Meeting room clean-up fee	Maintenance (reset room, clean carpet, repair furniture, etc.): \$25/hour. Equipment damage or replacement: Cost + \$10 service fee
CATS dubs	\$10/dub (No charge for dubs of public meetings for elected officials from units with contracts with CATS)
Fine Option Program (for patrons 14+)	\$5/hour credit
Read It Off (children under age 18)	\$5 credit/use and return
Food for Fines credit	\$1 for each item

~~Approved December 12, 2018~~  
Proposed February 20, 2019

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## Guidelines for Hiring within Wage and Salary Schedule for Pay Grades **87** and above

### Background

Our [Compensation Philosophy](#) states that Monroe County Public Library strives to be an employer of choice in the Bloomington region as well as among public libraries nationwide.

It is the policy of MCPL to fill all positions with the best-qualified people whose skills and abilities best match the needs of the department. The Library's strategy is to attract, develop, and retain talented, motivated, creative, engaged and high performing employees. To achieve this strategy the Library will strive to be competitive within our identified market(s).

Recent shifts in the economy are affecting not only the local market, but also our competitive edge ~~in regional and national markets for librarians and other professional level staff for staff with specialized knowledge and skills.~~ Over the ~~last 3~~past several years, we have recruited for several key positions and have encountered challenges in recruitment based on salary levels in the market. It has negatively influenced our ability to attract and hire experienced candidates.

It is a common practice for Indiana libraries to bring in experienced candidates at rates above the minimum, as set by their Wage and Salary Schedule. Library's practicing this mode of compensation include Johnson County, Evansville-Vanderburgh, Allen County and Vigo County, among many others.

### Credit for Prior Experience

The strongest predictor for job success is based on experience. Linking compensation to a new employee's specific experience and demonstrated abilities supports the library's strategy of hiring employees who are able to perform expected responsibilities and reach productivity levels, often at an accelerated path.

To ensure we can hire the best-qualified candidates in key positions, we have ~~established~~revised guidelines for hiring candidates in pay grades 7, 8 and 9 to credit and reflect their recent and relevant work experience in their starting salary. This experience enables the new staff member to perform the job duties at a level above that of an inexperienced employee who would start at the minimum salary within the hiring range. The amount of credited experience is determined jointly by the Human Resources Office, the hiring manager, and administration.

### Guidelines

Candidates for positions in **pay grades 7, 8 and 9** with related and comparable experience may be considered for hiring within the range.

**Related Experience** is defined as experience in a job from a similar job family level where orientation and training period would be accelerated.

Based on the candidate's related years of experience, their beginning wage or salary is calculated by adding the additional credited experience percentage, as defined below, to the pay grade range minimum.

1-3 Yrs. = 1-~~2~~ percent

3+ Yrs. = ~~3-4~~2 percent

**Comparable experience** is defined as having the same basic job duties and responsibility level. Based on the candidate's comparable years of experience, their beginning wage or salary is calculated by adding the additional credited experience percentage, as defined below, to pay grade range minimum.

1-2 Yrs. = ~~3~~2 percent or applicable market rate

3- more Yrs. = ~~5~~ Yrs. = 4 percent

~~5+ Yrs. = 5 percent~~ 4 percent or applicable market rate

Salaries for positions in **pay grades 10 and 11** are negotiated based on existing market and similar experience guidelines as determined by the director.

### **Internal Equity**

To address equity among current staff while implementing this new process for hiring within the range, **staff in pay grades 7, 8 and 9** who were hired or promoted since 2014, may receive an increase based upon their experience. The same guidelines as newly hired and promoted employees will be applied.



# Monroe County Public Library

## FEASIBILITY STUDY FOR A NEW BRANCH LIBRARY

30 January 2019

**MATHEU ARCHITECTS, P C**

205 N. College Ave, Suite 010

Bloomington, IN 47404

Tel. 812 339 1235

[www.matheuarchitects.com](http://www.matheuarchitects.com)





## TABLE OF CONTENTS

EXECUTIVE SUMMARY	3
INTRODUCTION	5
<i>Introduction</i>	
<i>Process</i>	
<i>Library Overview</i>	
<i>Project Team</i>	
COMMUNITY INPUT	7
<i>A. Southwest Community Input</i>	9
<i>B. Teen Input</i>	21
<i>C. Meetings with Community Representatives</i>	22
<i>D. The Friends of the Library Board Conversation</i>	25
<i>E. Library Staff Conversation</i>	26
LIBRARY SERVICES & SPACE PROGRAM	
<i>A. Indoor Spaces and Services</i>	29
<i>B. Outdoor Spaces and Services</i>	40
BUILDING CONCEPT	
<i>Building Concept</i>	43
<i>Building Concept Plan</i>	45
LIBRARY LOCATION	
<i>A. Community Representatives</i>	47
<i>B. Monroe County Planning Department</i>	50
<i>C. City of Bloomington Planning Department</i>	52
LOCATION ANALYSIS	
<i>A. Demographics: Service Area Population</i>	55
<i>B. Accessibility</i>	63
<i>C. Community Services</i>	67
<i>D. Infrastructure</i>	71
<i>E. Availability</i>	75
<i>F. Site Selection Criteria</i>	78
SITE CONCEPT	
<i>Site Concept Options</i>	83
<i>Site Concept Plans</i>	85
PROJECT COST	89
LIBRARY OPERATIONS COST	93
PROJECT SCHEDULE	95
 APPENDIX I: <i>Site Development Cost Breakdown</i>	 97
APPENDIX II: <i>MCPL On-Line Survey</i>	101
APPENDIX III: <i>Community Conversations Posters &amp; Analysis</i>	107







# **MONROE COUNTY PUBLIC LIBRARY**

## **FEASIBILITY STUDY FOR A NEW BRANCH LIBRARY**

### **EXECUTIVE SUMMARY**

Monroe County residents have discussed building a new branch library for nearly two decades. Community input from the Library's current strategic planning process enthusiastically validated the need for an additional branch. The Library Board of Trustees supports planning efforts toward a new branch and in the summer of 2018, the Library hired Matheu Architects, PC to conduct a branch feasibility study.

The feasibility study engaged the local community and Library staff to identify service needs and concepts. This, combined with analysis of local data and demographics, informed the development of:

- a service and space program
- building design concepts
- location analysis and site criteria
- conceptual site layouts
- estimates of overall project costs
- operating budget needs
- a project schedule estimate

Community feedback was instrumental to determine the services and programs most needed in the southwest portion of Monroe County, which was identified as an underserved area of the county and the target location for a new branch.

This project report details services and programs that the library is invested in providing at the new branch library (some in partnership with other local organizations or institutions).

Our next steps, following approval by the Board of Trustees is to investigate site options, acquire property, and finally, move to design and construction.

The Library is confident this report represents the master plan toward a facility that will reach a new residential audience and provide a safe and welcoming place for all. We look forward to working with the community to provide opportunities to read, learn, connect, and create—now and for many years into the future.

We appreciate all who provided their voice in this process. It is invaluable.

Marilyn Wood, Director  
Monroe County Public Library



## INTRODUCTION

In its mission for the citizens of Monroe County to “read, learn, connect, and create”, Monroe County Library is planning a new branch library to expand its services. The Library has commissioned Matheu Architects, PC to develop a feasibility study for the new library whose services, collections, technologies, and spaces are shaped by twenty-first century library practices and by the Monroe County community it will serve.

As a road map for planning the new branch library, the Feasibility Study includes community input and analysis, library location and service area information, a service and space program, site criteria, conceptual site layouts, a preliminary project budget, library staffing, library operating costs, and a project schedule.

## PROCESS

The process used to develop the MCPL branch library feasibility study includes a thorough review and analysis of the following factors:

- Southwest County Library Service Needs: guided by the mission of Monroe County Library; twenty-first century best library practices; and information gathered from the community;
- Library Service Area and Population: gathered through census data and projected to twenty years;
- Library Service and Space Program: prepared to reflect present and future space and user needs;
- Site Criteria: to establish site priorities as a means by which to identify the most appropriate location for the library;
- Staff Utilization and Organization;
- Preliminary Site and Building Construction Costs;
- Operating Cost: including staff, building, and collection;
- Project Schedule.

## LIBRARY OVERVIEW

Through previous studies, Monroe County Public Library has determined that the southwest quadrant of Monroe County is the optimal location for a new branch library. This area is experiencing a surge in population growth, it represents a socio-economic cross section of the Monroe County population, and it is the area in the County which would most benefit from library services.

The Monroe County new branch library is programmed to serve persons who live within the southwest Monroe County library service area. In response to the needs of this service area, the Library’s collections for adults include: circulating and limited reference materials; popular materials collection; large print books; and media collections, including CDS, books-on-CD, and DVDs. To meet other community needs, the library provides large meeting/program rooms, conference rooms, small study rooms, and a quiet reading area. A collaborative area provides opportunities for STEAM learning, a business center, and digital media opportunities. There are special spaces for children and for teens, each with its own age-appropriate collections and activity areas. A café and teaching kitchen provide informal gathering and learning spaces. A service desk area offers library patrons assistance and manages materials circulation. The staff area provides administrative offices, work space, storage, and a staff break room.

Exterior spaces include vehicular and bicycle parking, a bus stop, book drop-off, and entry and delivery access. Other outdoor amenities include an outdoor café terrace, community gardens, a nature exploratorium, a terraced lawn amphitheater with small performance area, a children’s play area, a fitness area, and individual and group seating areas.

## **PROJECT TEAM**

### **Monroe County Public Library**

#### ***Branch Planning Team Members***

Grier Carson  
Lisa Champelli  
Jane Cronkhite  
Chris Hosler  
Mandy Hussey  
Chris Jackson  
Daryl Lucas  
Brandon Rome  
Marilyn Wood

### **Architect and Consultant Team**

#### ***Architect:***

MATHEU ARCHITECTS, PC  
205 N. College Ave., Suite 010  
Bloomington, IN 47404

#### ***Civil Engineer:***

Bledsoe Riggert Cooper James  
1351 W. Tapp Rd.  
Bloomington, IN 47403

#### ***Commercial Broker:***

John L. West, Jr.  
F. C. Tucker/Bloomington, Realtors  
487 S. Clarizz Blvd.  
Bloomington, IN 47401

#### ***Library Consultant:***

Garvey Library Consulting  
15817 N. 10<sup>th</sup> St.  
Phoenix, AZ 85022

#### ***Library Design Consultant:***

J. R. Keller LLC  
2325 Locust St.  
Philadelphia, PA 19103

## COMMUNITY INPUT

A stated goal of Monroe County Public Library for its new branch library is that the facility is to reflect the unique character and needs of southwest Monroe County. As a means by which to reach this goal, the Library and Architect engaged the community in the following ways:

- **Community Conversations**

Marilyn Wood and Christine Matheu conducted community conversations with three groups in the branch library service area: the Indian Creek Community Association; the Broadview Neighborhood Association; and the Batchelor Heights Home Owners Association. They discussed the feasibility study goals and process and invited attendees to participate by voting on their library preferences as displayed on nine large posters.

- **On-Line Survey**

MCPL conducted an on-line survey for participants to provide input on the branch library.

- **Paper Surveys**

For those members of the community who preferred answering questions in writing, MCPL distributed paper surveys for people to complete.

- **Questionnaires**

In tandem with the community conversations, questionnaires were distributed to collect demographic information from participants.

- **Teens Input**

Middle school teens provided input by voting for their teen center preferences as displayed on two large posters.

- **Meetings with Community Representatives**

Marilyn Wood and Christine Matheu discussed library services and location with the following community leaders in individual meetings or telephone conversations:

*Bill Brown:* Director of Indiana University Office of Sustainability and Executive Director of Indiana University Center for Rural Engagement

*Ryan Cobine:* Member, Monroe County Council

*Dan Combs:* Perry Township Trustee

*Judy DeMuth:* Superintendent, Monroe County Community School Corporation

*Jason Eakin:* Assistant Director, Monroe County Planning

*Lee Jones:* Member, Monroe County Council & Monroe County Plan Commission

*Geoff McKim:* Member, Monroe County Council

*Rob Moore:* Director of Adult Education, Broadview Learning Center

*Cheryl Munson:* Member, Monroe County Council

*Carly Petersen:* Senior Planner, Monroe County Planning

*Dan Peterson:* Vice President, Industry & Government Affairs, Cook Group

*Tina Peterson:* President & CEO, Community Foundation & CEO, Rural Opportunity Initiative (ROI)

*Terri Porter:* Director, Bloomington Dept. of Planning & Transportation

*Jackie Scanlon:* Development Services Manager, Bloomington Dept. of Planning & Transportation

*Eric Spoonmore:* Member, Monroe County Council

*Julie Thomas:* Monroe County Commissioner

- **Library Conversations**

Conversations were conducted with the Monroe County Library Staff and with the Friends of the Library Board in an open forum at the main library.

A summary of community input follows.

## A. SOUTHWEST COMMUNITY INPUT

Following is a summary analysis prepared by Monroe County Public Library of responses from the community conversations, on-line survey, paper survey, and questionnaires.

As part of the community conversations, participants voted for their preferences for library services and spaces as illustrated on nine large wall posters. Detailed information gathered from the community may be found in the Appendix of this report.

Over 800 responses were generated by the on-line survey, and of those responses approximately 500 were from residents of the southwest quadrant of the County. These responses are reflected in the summary analysis. Surveys from respondents outside the southwest quadrant will be used to identify and enhance services at other MCPL locations.

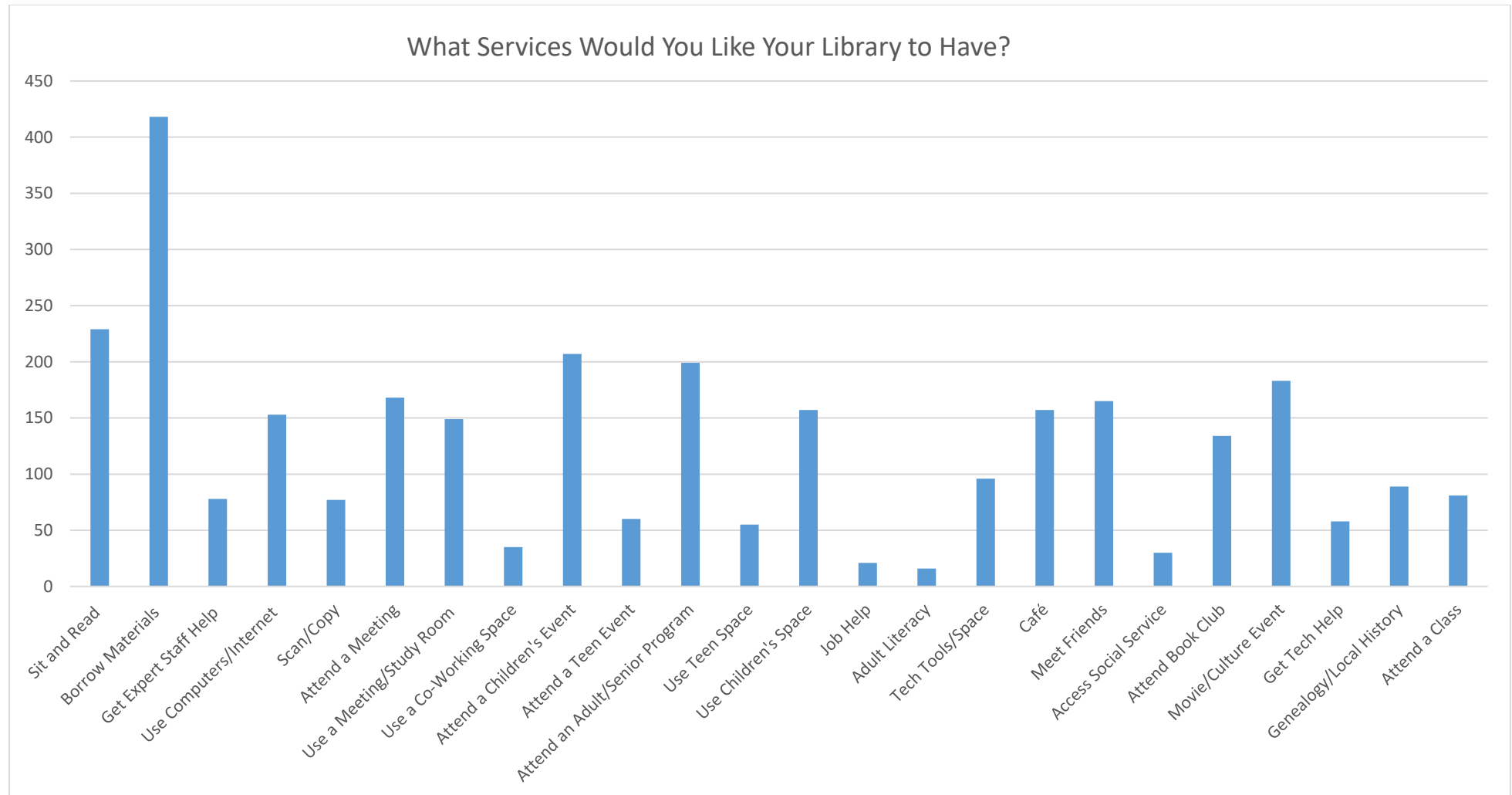




## New Branch Feasibility Community Input:

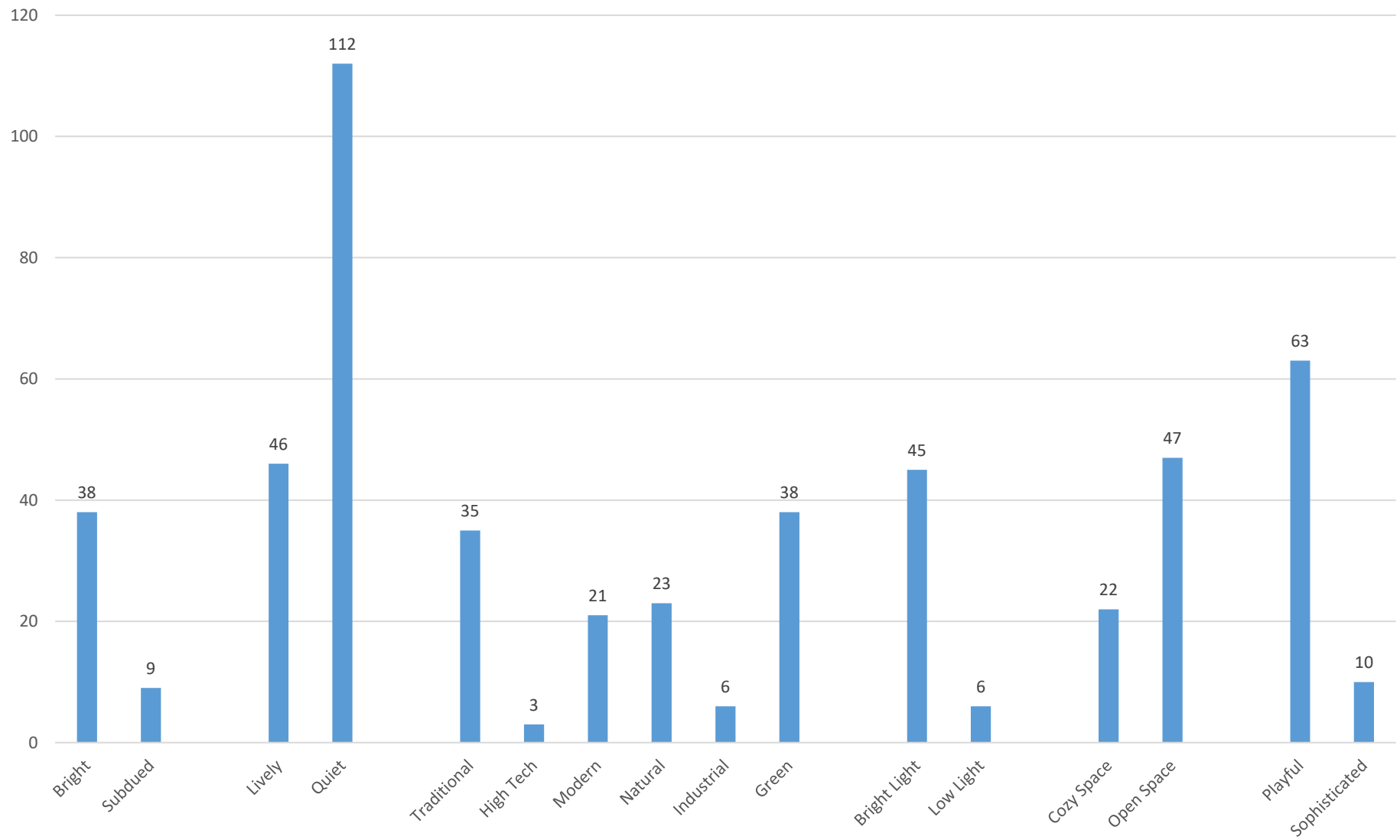
Summary of responses from Southwest Monroe County residents (online survey) and Community Meetings with Southwest residents

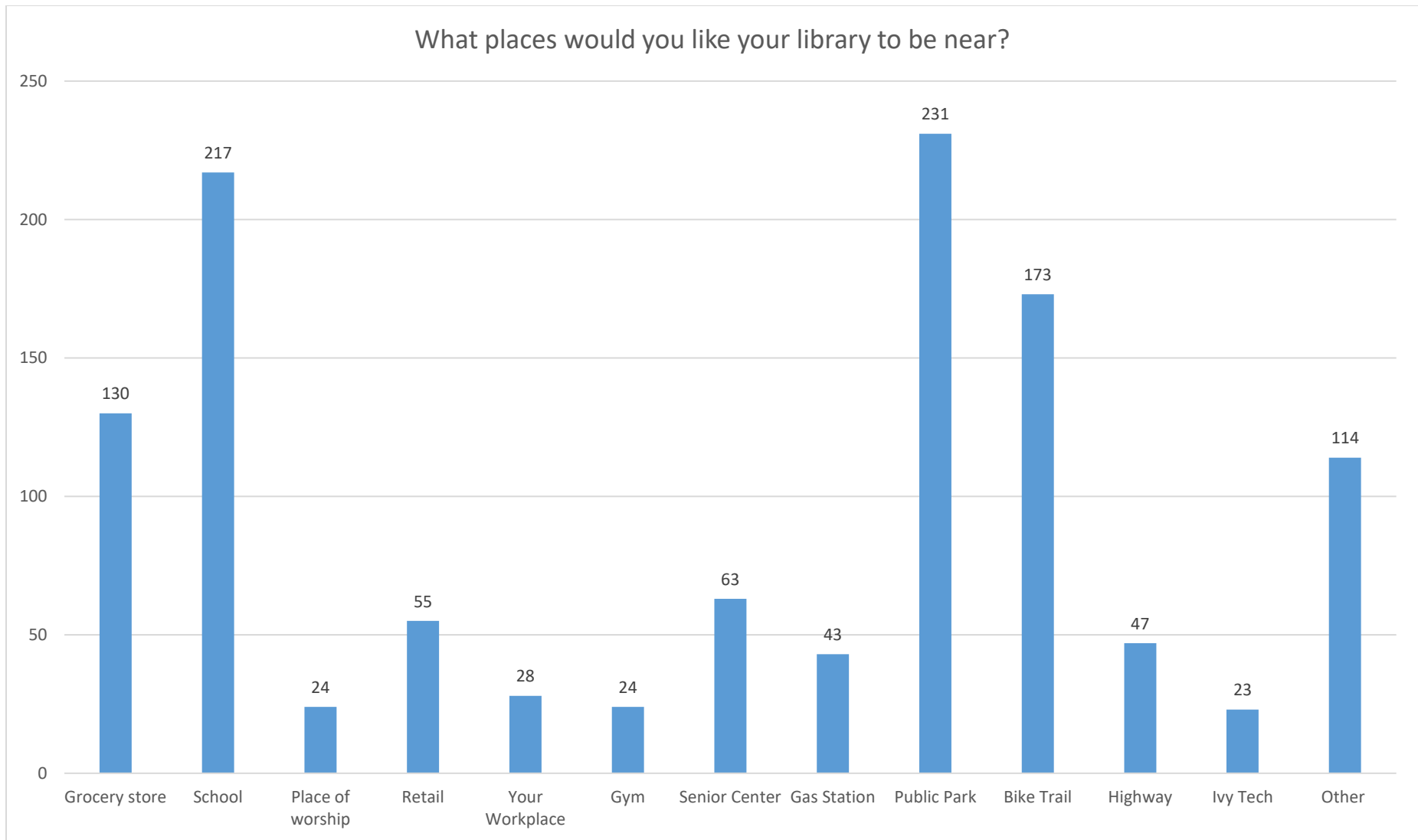
October 2018



<b>What Services Would You Like Your Library to Have?</b>		
	<b>Number</b>	<b>Percentage</b>
Sit and Read	229	7.59
Borrow Materials	418	13.86
Get Expert Staff Help	78	2.59
Use Computers/Internet	153	5.07
Scan/Copy	77	2.55
Attend a Meeting	168	5.57
Use a Meeting/Study Room	149	4.94
Use a Co-Working Space	35	1.16
Attend a Children's Event	207	6.87
Attend a Teen Event	60	1.99
Attend an Adult/Senior Program	199	6.6
Use Teen Space	55	1.82
Use Children's Space	157	5.2
Job Help	21	0.69
Adult Literacy	16	0.53
Tech Tools/Space	96	3.18
Café	157	5.2
Meet Friends	165	5.47
Access Social Service	30	0.99
Attend Book Club	134	4.44
Movie/Culture Event	183	6.06
Get Tech Help	58	1.91
Genealogy/Local History	89	2.95
Attend a Class	81	2.68

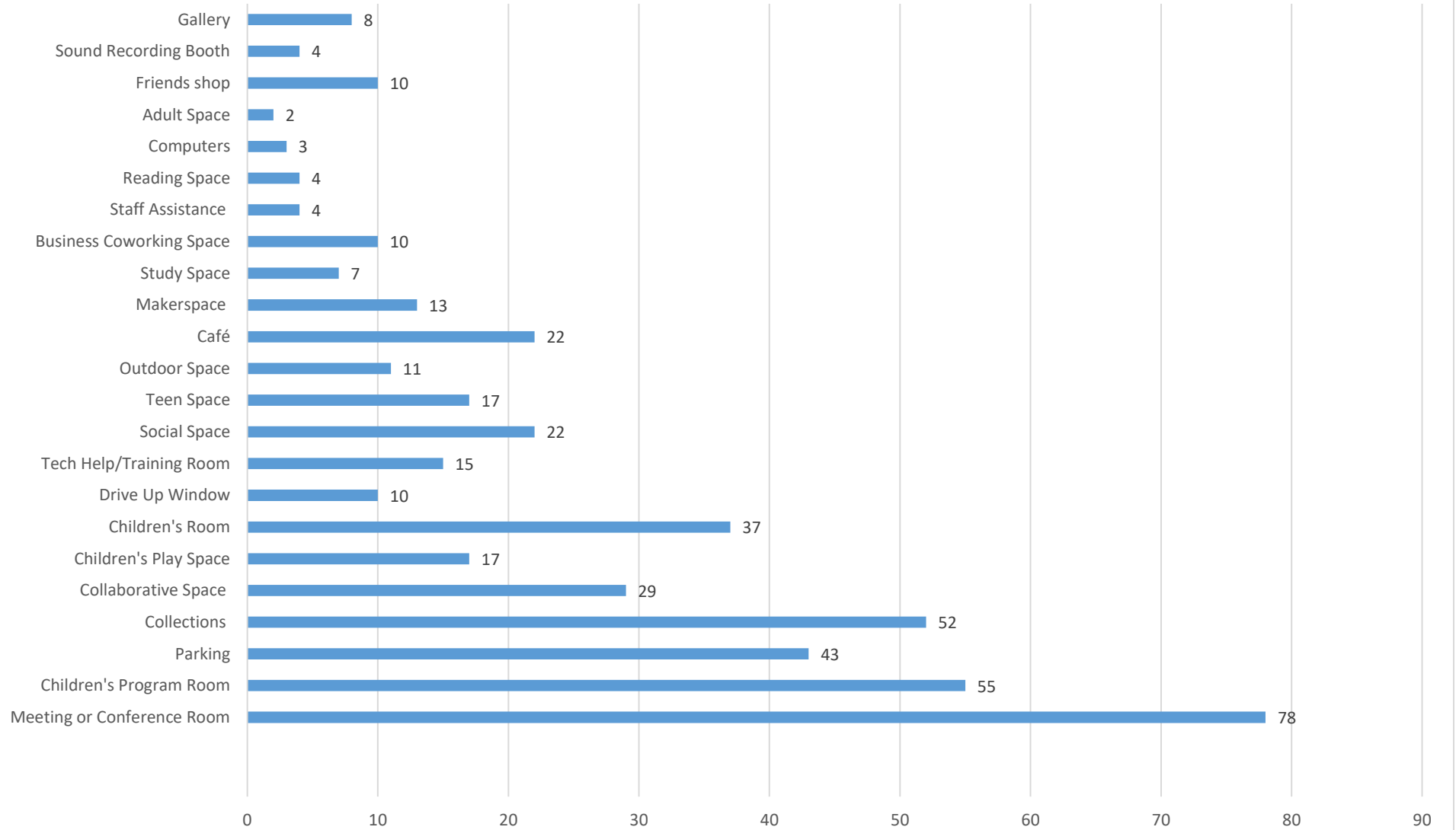
What Atmosphere would you like your library to have?





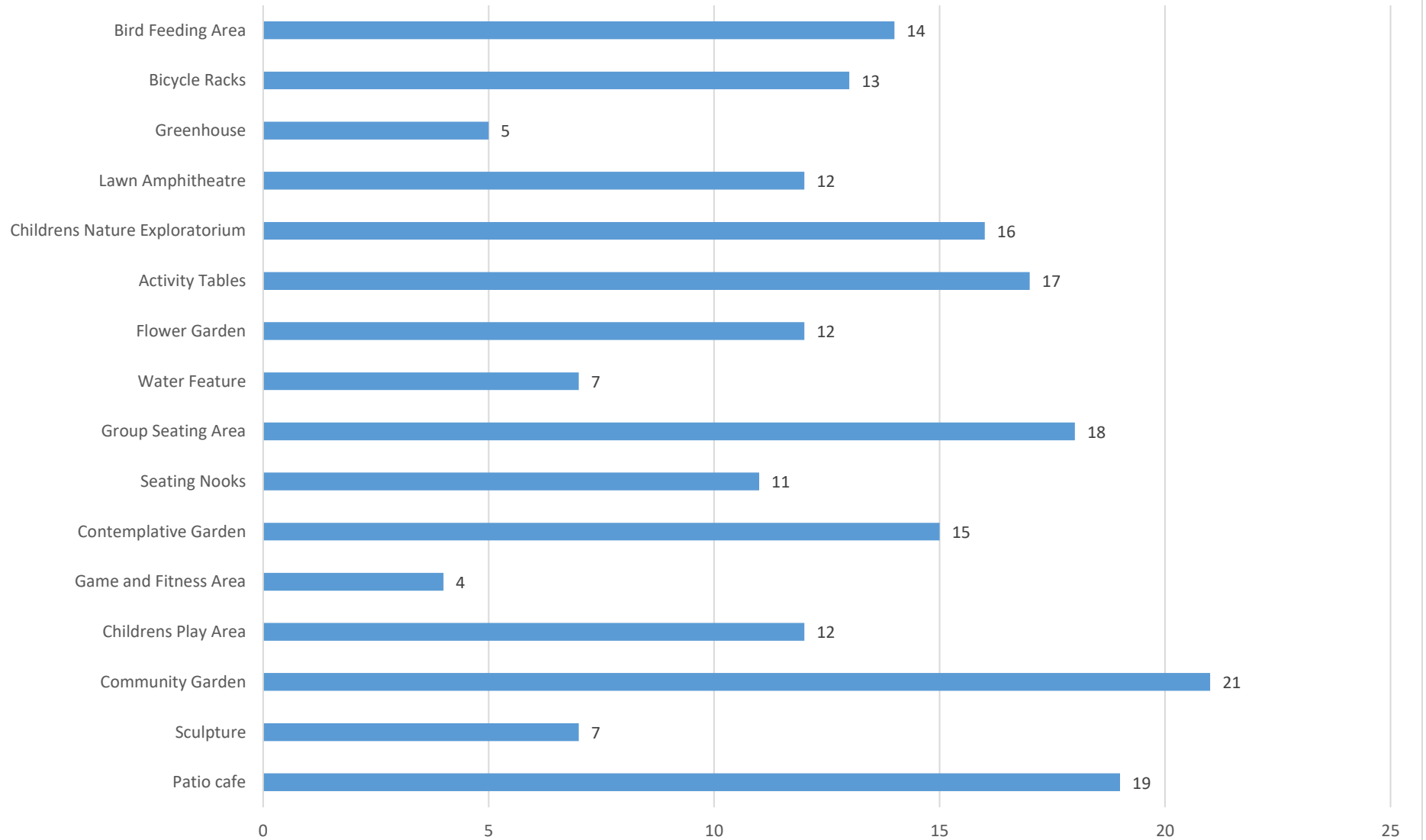
**Other:** restaurants, bus stop, bank, post office, neighborhood, “my home”

## What Spaces Would You Like Your Branch Library to Have?

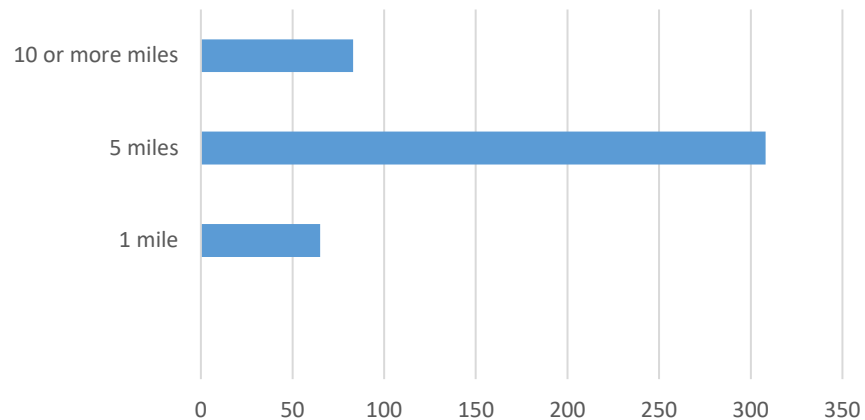


What Spaces Would You Like Your Library to have?	Number	Percentage
Meeting or Conference Room	78	16.49
Children's Program Room	55	11.62
Parking	43	9.09
Collections	52	10.99
Collaborative Space	29	6.13
Children's Play Space	17	3.59
Children's Room	37	7.82
Drive Up Window	10	2.11
Tech Help/Training Room	15	3.17
Social Space	22	4.65
Teen Space	17	3.59
Outdoor Space	11	2.32
Café	22	4.65
Makerspace	13	2.75
Study Space	7	1.48
Business Co-working Space	10	2.11
Staff Assistance	4	0.84
Reading Space	4	0.84
Computers	3	0.63
Adult Space	2	0.42
Friends shop	10	2.11
Sound Recording Booth	4	0.84
Gallery	8	1.69

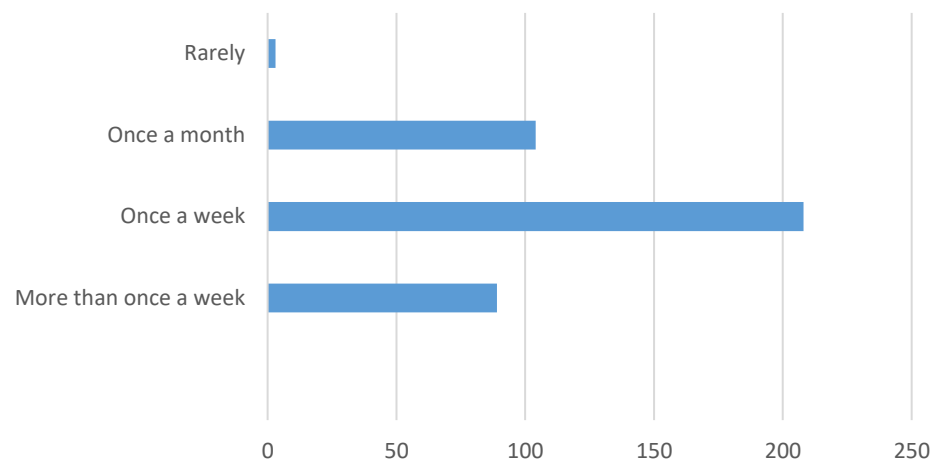
### What outdoor spaces would you like your library to have?



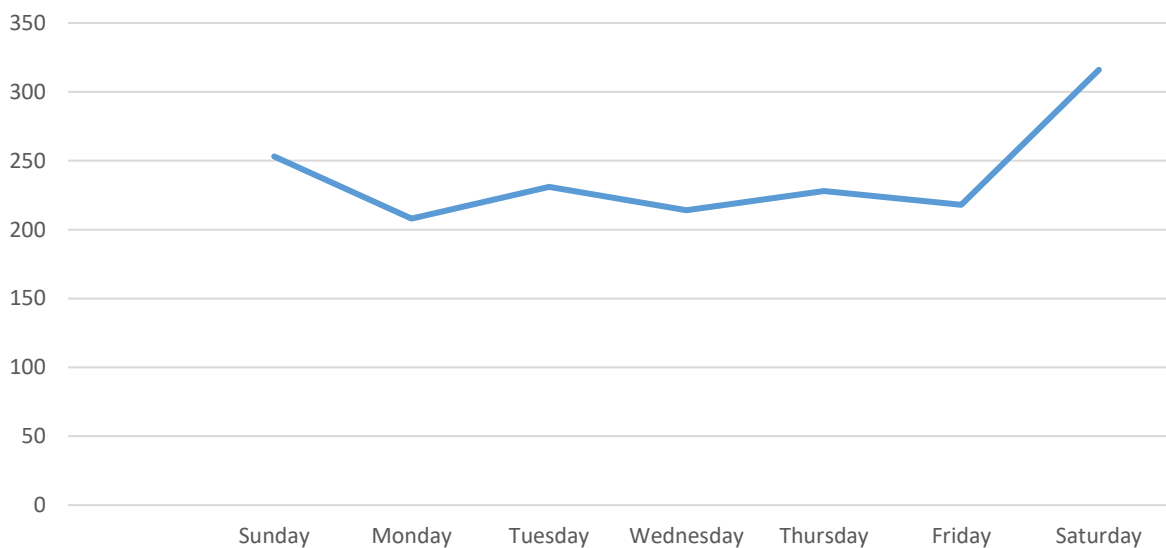
How far would you be willing to travel to your library?



How often would you use your library?

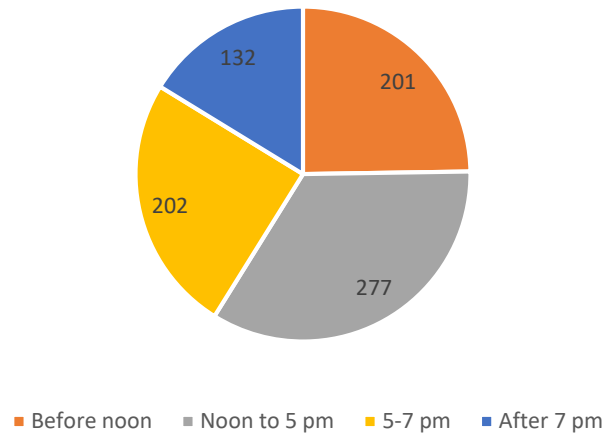


What days would you be most likely to use your library?

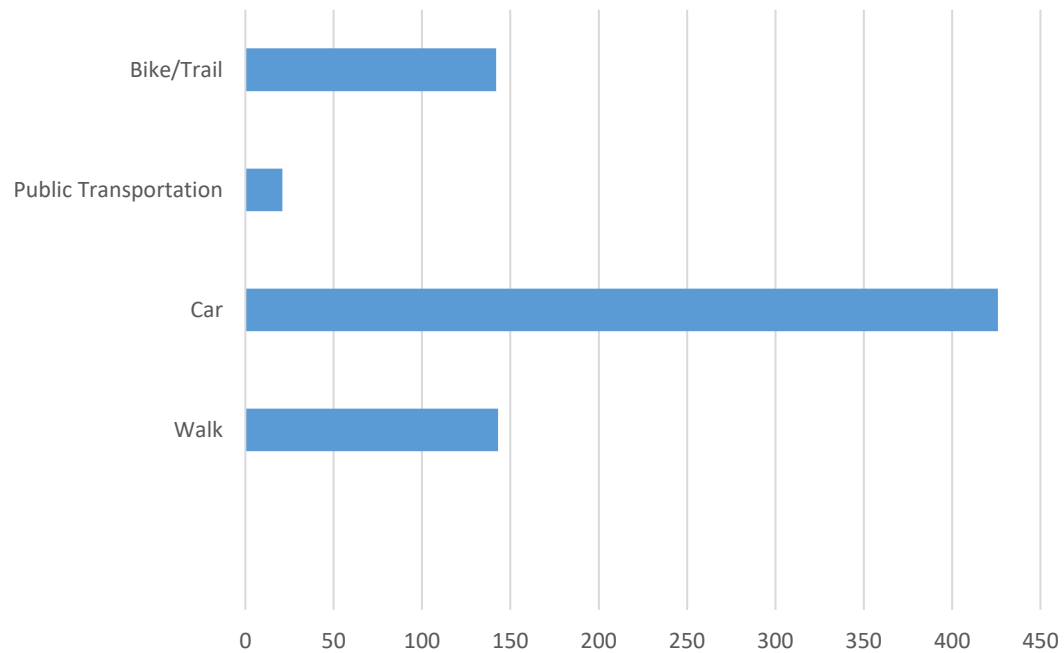




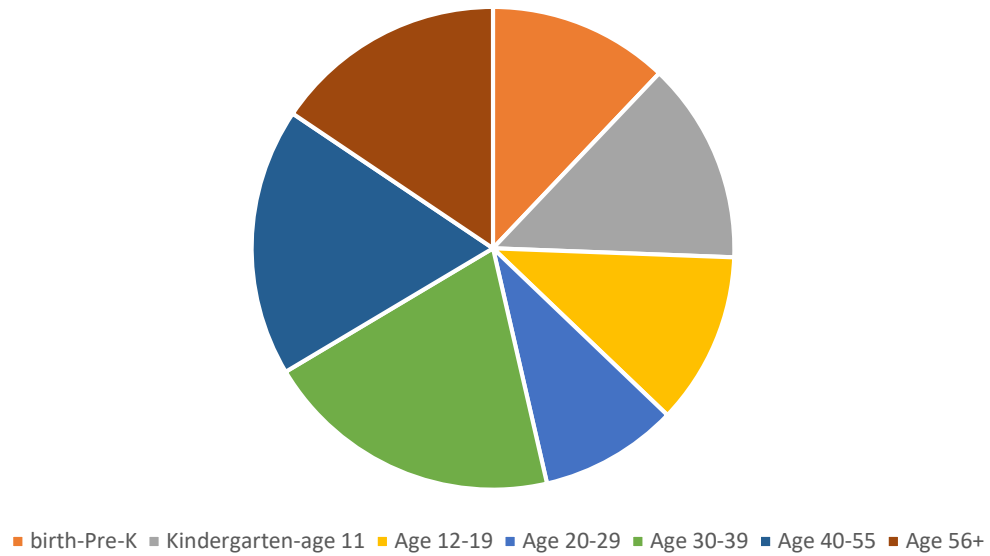
### What hours would you be most likely to use your library?



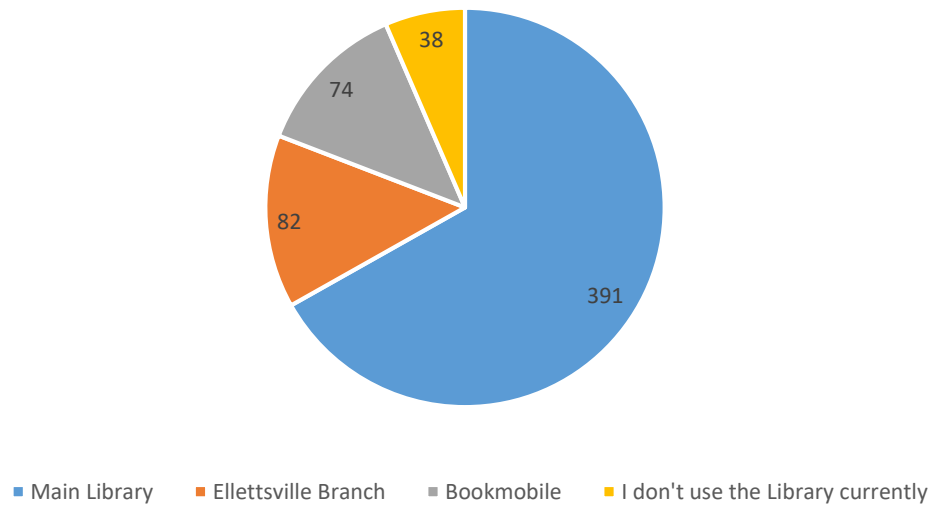
### How would you most likely get to your branch library?



What ages of individuals live in your home?



Where do you currently visit/use MCPL?



## B. TEEN INPUT

Representative middle school teens provided input on the new branch library teen services by voting their preferences on two large wall posters which were displayed in Batchelor Middle School.

In descending order, teens voted most strongly for the following services:

- Gaming;
- Teen cooking classes;
- 3D printing;
- Hanging out.

Teens also voted strongly for the following services:

- Board games;
- Arts & crafts;
- Virtual reality camp;
- Quiet reading.

Teens voted less strongly for the following services:

- Maker space;
- Volunteering opportunities;
- Homework help;
- After school clubs;
- Internet literacy;
- Tech training;
- Teen collaboration;
- Presentations & performances.

Detailed information from the teen poster voting may be found in the Appendix of this report.

## C. MEETINGS WITH COMMUNITY REPRESENTATIVES

Following is a summary of responses from sixteen Monroe County community leaders on what services and spaces should be provided by the new branch library.

### 1. Library Services:

Many services mentioned by community leaders involve technology, though other services were also identified as important to the southwest community which the library is to serve.

#### TECHNOLOGY:

- Free high-speed internet and technology access;
- Free use of computer tablets;
- STEAM learning opportunities;
- “Thinkering” classes in design;
- All ages individual IT help;
- Check-out computers and hot spots;
- All levels technology/computer training: software programs, interacting with the internet, graphic design, videography; grant writing; job search; college applications;
- Outdoor WIFI;
- All ages digital creativity: AV studios and equipment;
- On-line shopping training;
- YouTube conventions;
- Tech support technicians.

#### FAMILY SUPPORT:

- Supervised on-site limited child care so parents/caregivers may access computers & collections, take a class, attend a meeting, or take part in a special program

#### HEALTH & FITNESS

- Fitness classes;
- Cooking classes and nutrition instruction;
- Healthcare assistance with providers, insurance, programs.

#### RECREATION

- Game center;
- Recreational hobbies;
- Bike repair.

#### SOCIAL SERVICES

- Volunteering center;
- Non-profit counseling;
- Services focused on those needed by the County’s low-income population;
- Grant writing assistance.

#### WORKFORCE DEVELOPMENT

- 'Soft' skills training: problem solving, working with other people; being on time; time management; marketing; team collaboration;
- Financial literacy;
- Entrepreneurship and small business assistance;
- Job search skills: job interviews; seek and land internships; resume prep; on-line job search;
- Workforce STEAM skills: coding; robotics; design skills; engineering; and software programs;
- Prototype development.

#### CHILDREN & TEENS

- After-school programs;
- Tutoring and after-school homework help;
- Puppet shows;
- Kids' business;
- Parenting programs;
- Pre-school/early childhood programs.

#### ENVIRONMENTAL STEWARDSHIP

- Programs in ecology and sustainability;
- Outdoor bird program;
- Outdoor pollination program;
- Local growers guild meetings;
- Food/seed sharing & exchange;
- Solid waste management program.

#### ALL AGES LEARNING

- Individual tutoring;
- Art classes;
- Reading and writing skills;
- Life-long education opportunities.

#### COMMUNITY ENGAGEMENT

- Community meetings;
- Accommodate birthday parties;
- Community outreach;
- Meetings for non-profits and clubs.

#### LOCAL HISTORY

- Local history and genealogy materials & services.

#### LENDING LIBRARY

- "Library of Things";
- "How to" kit lending.

#### PERSONAL ASSISTANCE

- Practical classes, such as personal finance, applying to college, etc.;
- Notary services;
- Tax assistance.

## **2. Library Spaces:**

Community representatives identified the following spaces as a priority for the new library:

### *Indoor Spaces:*

- Meeting rooms;
- Multi-purpose room/performance space - to be available for use during regular and after hours;
- Children's space with play area;
- Teen center;
- Café;
- Collaborative space, including a co-work space and digital creativity space;
- Friends book shop or kiosk;
- "Library of Things" space;
- Teaching kitchen;
- Senior center;
- Volunteer center;
- Tutoring spaces;
- Production facility for music and film making;
- Phone booths for personal and business cell phone calls;
- "Green" roof garden.

### *Outdoor Spaces:*

- Community garden plots & orchard;
- Sculpture garden with pieces made by local artisans;
- Outdoor "reading room" with patio, seating, with water feature or wind sculpture;
- Children's play area;
- Plant/flower garden.

## **3. Additional Input for Consideration:**

- The new library should not draw people away from the downtown library;
- The new library needs to be a place in which it is enjoyable to spend time; this will attract people to use the library;
- The building design should reflect commitment to the environment;
- The Library should consider partnering with other Monroe County and Indiana organizations as a means by which to provide services at low or no cost. Some partners might include:
  - Cook Group;
  - Indiana University;
  - Wildlife organizations;
  - Purdue extension services;
  - Rural Opportunity Initiative and the associated IU Center for Rural Engagement;
  - Monroe County Parks Department;
  - Communities in Schools (CIS);
  - MCCSC: child care; non-English speaking classes; GED; reading & writing; adult education programs; parenting classes;
  - Monroe County Parks & Rec: indoor and outdoor fitness programs;
  - Blooming Labs and the Monroe County Maker Community for STEAM programs;
  - Crane Naval Base: Crane provides its employees time off to provide tutoring help.

## D. THE FRIENDS OF THE LIBRARY BOARD CONVERSATION

Following is a summary analysis prepared by the Architect of responses gathered from 15 members of the Friends of the Library Board during an open forum discussion held at the main library. As part of the forum Friends voted for their preferences for library services and spaces as illustrated on nine large posters.

### 1. What are the services and spaces we should consider in planning of the new Branch library?

- The new library should provide meeting spaces that can be used by other organizations in the local community;
- The new library should have a space for performances and presentations;
- Other features mentioned:
  - Teaching kitchen for cooking instruction;
  - Cafe.

### 2. What features do you think should be included at the new Branch Library?

- Sustainable Energy Systems;
  - Solar panels.
- Bus access should be a high priority.

### 3. Additional Comments:

- Partnering with other organizations to provide programs to the community;
  - Purdue Extension Services;
  - IU Center for Rural Engagement;
  - Monroe County Parks Department;
- Locating some Administrative offices in the new branch library;
- Programs offered to be influenced by location to avoid duplication of programs available in the Vicinity;
- The new branch library should enhance a sense of community and influence future development in the community.

Detailed information gathered from the poster voting may be found in the Appendix of this report.

## E. LIBRARY STAFF CONVERSATION

Following is a summary analysis prepared by the Architect of responses gathered from 36 MCPL staff members during an open forum held at the main library and from a meeting with eight members of the Library's Branch Planning Team.

### 1. What are the Most Critical Issues When Planning the Library?

- Transportation: Easy vehicular access; plenty of parking; easy access by bus transit; pedestrian accessible; bicycle path nearby;
- Location of the library: Appropriate utility infrastructure should be in place; should be near schools so students may easily access the library; should be near a large residential population area;
- Site should be large enough for future building and parking expansion.

### 2. What Special Library Services Should be Offered at the New Library?

- Home-schooling resource center and support network;
- Access to social services by partnering with social service agencies;
- Health wellness screenings;
- Master gardening classes.

### 3. What Public Spaces Should be Provided at the New Library?

- Public gathering space with a café environment: variety of seating, natural light, hangout spaces for all age; conducive to casual meeting and conversation; WIFI plug-ins;
- Performance & multi-purpose program spaces that are sound isolated & have sinks for projects;
- Spaces appropriate for interactive events & family activities;
- Quiet reading room;
- Meeting and study rooms;
- Exhibit area for displays of the natural history of the area;
- Spaces for one on one help from library staff;
- Computer stations that are in an open visible area;
- Children's Room: keep computers out of sight;
- Maker space.

### 4. What Outdoor Spaces Would Enhance the Branch Library Experience?

- Amphitheater;
- Playground;
- Community gardens & greenhouse;
- Large indoor/outdoor multi-purpose space to accommodate large group activities;
- Covered shelter/pavilion;
- All ages outdoor space for fitness activities;
- Dedicated parking for school buses and guest presenters to unload equipment;
- Ample parking for patrons and staff;
- Drive-up window;
- Walking trail;
- Shaded seating/picnic tables;
- Tool lending library.



## **5. What are Issues to be Considered for Library Spaces?**

### *Staff Room:*

- Locate so it is private and away from the public;
- Should have plenty of refrigerator space since many people bring their lunch to work;
- Counter and sink;
- Room should be sized to comfortably accommodate a cross section of staff to build comradery;
- Adequately sized lockers to store personal belongings.

### *Staff Restrooms:*

- Provide an adequate number so staff doesn't have to wait to use the restroom.

### *Work Rooms:*

- Provide storage cabinets that are accessible to all;
- Provide large enough area next to desks to provide space for carts;
- Provide sink(s) for handwashing.

## **6. What is the Most Appealing Atmosphere for the Library?**

- Lots of natural light that is controlled to prevent books from fading;
- Warm feeling with wood and stone;
- Green living plants;
- Should look and feel clean; washable upholstery on furniture;
- Adequate light levels and locations to make stack browsing comfortable;
- Zoned Sound: separation between quiet and noisy spaces;
- Playful;
- Windows with views;
- Should show no expectation of users having to spend money;
- Should feel safe and in the patrons' comfort zone;
- A place that encourages people to spend time;
- Quiet reading room with good ventilation;
- Should fit with the environment and give a nod to farmland.



## LIBRARY SERVICES AND SPACE PROGRAM

Based on information gathered from the Monroe County community, the Monroe County Library staff, and from library planning resources, the Architect has prepared a Space Program which outlines indoor and outdoor spaces for optimal functionality of the Library and enhancement of the visitor experience. The Space Program reflects a user service area population of 50,000 and services typically offered to a service area this size, and then customized to meet specific preferences identified for the southwest County.

### A. INDOOR SPACES

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>1 ENTRY</b>			
1.1 ENTRY VESTIBULE			
a. Double set of automatic sliding glass doors	1	80	80
1.2 ENTRY RECEPTION LOBBY	1	400	400
a. Lounge & bench seating			
b. Coffee table			
c. Picture hanging rail			
d. Space for storing 1 – 2 wheelchairs & 1 rollator			
e. Tack surface for notices			
<i>TOTAL ENTRY NET ASSIGNED AREA</i>			<i>480</i>
<i>NON-ASSIGNABLE SPACE ALLOWANCE @ 10%</i>			<i>48</i>
<b>TOTAL AREA</b>			<b>528</b>

#### Services:

- Art, History of Monroe County, and other exhibits
- Receptions/program spill-out space

#### Note:

*Locate to access Large Program/Meeting Room and restrooms.*  
*Locate for access to outdoor event garden space.*  
*Restrict access to rest of building after-hours.*  
*Zone for moderate/loud noise level.*

### 2 SERVICE AREA

2.1 PUBLIC SERVICE DESK	3	80	240
a. Three mobile service desks: circulation, assistance, reference, & checkout			
b. Staff printer			
2.2 SELF CHECK STATION	2	30	60
2.3 PUBLIC ACCESS PRINTING/COPY AREA			
a. Work counter with table top printer/scanner & photocopier	1	48	48
2.4 HOLDS AREA	1	48	48
a. Shelving: 4 frames @ 3'-0" W x 10"D x 6'-0"H			

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>2 SERVICE AREA, Cont'd</b>			
2.5 BROWSING, NEW BOOKS, POPULAR MATERIALS			
a. Face out shelving: 3'-0"W x 10"D x 4'-0"H frames	6	12	72
2.6 DISPLAY Area			
a. Display case	1	40	40
2.7 LOUNGE SEATING			
a. Lounge Seating	4	30	120
<i>TOTAL SERVICE AREA NET ASSIGNED AREA</i>			628
<i>NON-ASSIGNABLE SPACE ALLOWANCE @ 10%</i>			<u>63</u>
<b>TOTAL AREA</b>			<b>696</b>
<b>3 MEETING ROOMS</b>			
3.1 LARGE MEETING/MULTI-PURPOSE ROOM	100	15	1,500
a. Operable partition to divide space in two			
b. Powered projection screen			
c. Stackable seating for 100			
d. Flip-top training tables - twenty (20)			
e. Storage closets and/or cabinets with locks			
f. Multi-level lighting			
g. Windows for natural light & outdoor viewing			
h. Combo black-out and light filter roller shades			
<u>Services:</u>			
- Community meetings			
- Computer training classes			
- Health & wellness programs			
- Internet safety classes			
- Financial literacy programs			
- Public presentations, performances & movies			
- Social services programs			
<u>Note:</u>			
<i>Locate to allow access after-hours.</i>			
<i>Locate restrooms nearby &amp; accessible during restricted access.</i>			
<i>Zone for moderate/loud noise level.</i>			
3.2 LARGE MEETING ROOM STORAGE	1	72	72
a. Storage for flip top tables, stackable chairs, lectern			
<u>Note:</u>			
Access from Large Meeting/Multi-Purpose Room			

SPACE	QTY	NSF/UNIT	TOTAL NSF
3.4 SERVING KITCHEN/TEACHING KITCHEN/CAFÉ	1	400	400
a. Sink counter with wall and base cabinets			
b. Hand washing sink			
c. Appliances: Refrigerator/freezer, stove, wall oven, dishwasher, microwave			
d. Teaching counter with overhead angled mirror			
e. Three four-top tables & chairs			
f. Bar/counter height seating for 6			
g. WIFI			
h. Friends of Library book/gift kiosk			
i. Large windows for views and natural light			
j. Vending machines			

Services:

- Meeting Room support
- Cooking classes – adults, teens, and children
- STEAM activities
- Health & wellness nutrition programs
- Community gathering
- Limited menu service & vending

Note:

*Locate adjacent to Program/Meeting Room, Terrace.*

*Windows for natural light and views.*

*Zone for moderate sound.*

3.5 MID-SIZE CONFERENCE ROOM 'A':	1	250	250
a. Table & seating for ten (10) @ 25 sf per person			
b. Marker board, smart board, and/or wash-off wall paint			
c. Consider removable glass partitions			
d. Wall monitor, personal laptop & headphones plug-in			

Services:

- Adult literacy programs
- Job search training
- Community meetings
- Collaborative meetings

Note:

*Locate adjacent to Collaborative Space & Teen Space.*

*Zone for moderate noise level.*

SPACE	QTY	NSF/UNIT	TOTAL NSF
3.6 INDIVIDUAL CONFERENCE/STUDY ROOM	2	100	<u>200</u>
a. Table and seating for four (4) @25 sf per person			
b. Consider removable glass partitions			
c. Wall monitor, personal laptop & headphones plug-in			
<i>Services:</i>			
- Social services referral			
- Job interviews			
- Studying and tutoring			
<i>Note:</i>			
<i>Locate near Adult Collections.</i>			
<i>Zone for moderate noise level.</i>			
 <i>TOTAL MEETING ROOMS NET ASSIGNED AREA</i>			<i>2,422</i>
<i>NON-ASSIGNABLE SPACE ALLOWANCE @10%</i>			<i><u>242</u></i>
<b><i>TOTAL AREA</i></b>			<b><i>2,664</i></b>
 <b>4 ADULT COLLECTIONS AND SERVICES</b>			
<b><i>PUBLIC COMPUTING</i></b>			
4.1 PUBLIC ACCESS COMPUTER STATIONS	20	35	700
4.2 PUBLIC PRINTER STATION	1	16	16
 <b><i>COLLECTION</i></b>			
4.3 ADULT COLLECTIONS:			
Frames: 4 shelves high x 3'-0" w x 10" d	208	10	2,080
Adult Fic, Adult NF, Adult GN/MNG, Adult LP,			
Adult BOCD, Adult PLWY, Adult DVD, Adult VG,			
Adult CD, Ref., Periodicals, Library of Things			
 <b><i>SEATING AND STUDY TABLES</i></b>			
4.4 LOUNGE SEATING	24	30	720
4.5 STUDY TABLES – 4 Person	4	100	400
4.6 STUDY TABLES – 2 Person	8	50	400
 <b><i>QUIET AREA</i></b>			
4.7 LOUNGE SEATING	8	30	240
4.8 STUDY TABLES – 1 PERSON	6	35	210
 <i>TOTAL ADULT COLLECTIONS &amp; SERVICES NET ASSIGNED AREA</i>			<i>4,766</i>
<i>NON-ASSIGNABLE SPACE ALLOWANCE @10%</i>			<i><u>477</u></i>
<b><i>TOTAL AREA</i></b>			<b><i>5,243</i></b>

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>5 ALL AGES COLLABORATION SPACE</b>			
5.1 COLLABORATIVE MAKER SPACE	1	598	598
a. Tall work table and stools for six (6) @ 25 sf: 150 sf			
b. Sink counter with upper and lower cabinets: 48 sf			
c. Lockable tools and material supply storage cabinet: 20 sf			
d. Flat file paper storage cabinet: 20 sf			
e. Standard height table and seating for six (6) @ 25 sf: 150 sf			
f. Write-off board: 10 sf			
g. Equipment:			
- Copy machine: 24 sf			
- 3-D Printer: 24 sf			
- Ellison die cut machine and laminator: 12 sf			
h. Public access computers and seating for (4) @ 35 sf: 140 sf			
5.2 COLLABORATIVE LEARNING SPACE	1	518	518
a. Conference table and seating for six (6) @ 25 sf: 150 sf			
b. Lounge seating for four (4) @ 30 sf: 120 sf			
c. Bar height counter and seating for (4) @ 18 sf: 72 sf			
d. Two (2) game tables and seating for (2) @ 25 sf: 100 sf			
e. Video monitor with seating for four (4): 64 sf			
f. Smart board and/or monitor: 12 sf			
5.3 STORAGE ROOM	1	30	30
<u>Services:</u>			
- STEAM activities & programs			
- Maker space activities			
- Arts and Crafts			
- 3-D printing			
- Collaborative learning			
- Small business support center			
- Hobby clubs			
- Game hub			
- Co-working			
<u>Note:</u>			
Locate near Service Desk.			
Zone for moderate noise level.			
TOTAL ALL AGES COLLABORATION SPACE NET ASSIGNED AREA			1,146
NON-ASSIGNABLE SPACE ALLOWANCE @ 10%			<u>115</u>
<b>TOTAL AREA</b>			<b>1,261</b>

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>6 CHILDREN'S COLLECTION AND SERVICES</b>			
<b>INFANTS/PRE-K</b>			
6.1 INFANTS/PRE-K COLLECTION: Frames: 4 shelves high x 3'-0" w x 10" d BBs, EJ Fic, EJ NF	38	10	380
6.2 LOUNGE SEATING a. Rocking chair b. Inter-generational seating	4	30	120
6.3 YOUTH FLOOR SEATING	8	8	64
6.3 PRE-K FOUR-PLACE TABLES	2	80	160
6.4 IMAGINATIVE PLAY/STORY TELLING/GROUP ACTIVITY AREA	1	150	150
6.5 COMPUTER STATIONS	2	35	70
<u>Services:</u>			
<ul style="list-style-type: none"> <li>- Imaginative play</li> <li>- Pre-K story time &amp; programs</li> <li>- Parent/child shared reading</li> <li>- Infants programs</li> <li>- Inclusive children's programs</li> <li>- Inter-generational programs</li> </ul>			
<u>Note:</u>			
Zone for moderate to loud sound level.			
Soft lighting in Infant/Pre-K area.			
Locate space to be visible from Service Desk.			
Locate space for access to outdoor play area.			
Provide area for coat and backpack hooks.			
<b>ELEMENTARY AGE CHILDREN</b>			
6.6 JUVENILE COLLECTION: Frames: 4 shelves high x 3'-0" w x 10" d J Fic, J GN/MNG, J NF, J BOCD, J PLWY, J DVD, J VG, J CD, J LNCPD	84	10	840
6.7 LOUNGE SEATING	3	20	60
6.8 YOUTH TWO-PLACE TABLES	1	40	60
6.9 YOUTH FOUR-PLACE TABLES	1	80	120
6.10 COMPUTER STATIONS – 4 PERSON	1	120	120
6.11 PROGRAM/GROUP ACTIVITY AREA	1	120	120



SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>6 CHILDREN'S COLLECTION AND SERVICES</b>			
<b><i>ELEMENTARY AGE CHILDREN, Cont'd:</i></b>			
<b><i>Services:</i></b>			
- Inclusive children's programs			
- Inter-generational programs			
- STEAM programs			
- Computing			
- Group activities/learning			
- Independent & shared reading			
<b><i>Note:</i></b>			
<i>Zone for moderate to loud sound level.</i>			
<i>Locate space to be visible from Service Desk.</i>			
<i>Locate computers in less visible area.</i>			
<b>SUPPORT</b>			
6.12 CHILDREN'S PROGRAM/MULTI-PURPOSE ROOM	32	15	480
a. Lockable storage cabinets/closets			
b. Powered projection screen			
c. Stackable seating for 30			
d. (5) flip-top tables			
e. Windows for natural light & outdoor viewing			
f. Multi-level lighting			
g. Combo black-out and light filter roller shades			
h. Sink & counter			
<b><i>Note:</i></b>			
<i>Available to others when not used for children's programs</i>			
<i>Zone for loud noise level.</i>			
<i>Locate adjacent to outdoor Children's Play Area.</i>			
<i>Locate adjacent to or near Children's Room.</i>			
6.13 CHILDREN'S STORAGE ROOM	1	50	50
<b><i>Note:</i></b>			
<i>Access from Children's Program/Multi-Purpose Room</i>			
6.14 NURSING ROOM	1	56	56
a. Indirect soft lighting			
b. Lounge chair			
6.15 STROLLER, COATS, BOOTS, AND BACKPACK STORAGE	1	120	120
a. Coat and backpack wall pegs at two heights			
b. Open space for strollers			
c. Bench for putting on jackets, shoes			
<b>TOTAL CHILDREN'S NET ASSIGNED AREA</b>			<b>2,970</b>
<b>NON-ASSIGNABLE SPACE ALLOWANCE @ 10%</b>			<b>297</b>
<b>TOTAL AREA</b>			<b>3,267</b>

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>7 TEEN COLLECTION AND SERVICES</b>			
7.1 YOUNG ADULT COLLECTION: Frames: 4 shelves high x 3'-0" w x 10" d	16	10	160
7.2 PUBLIC COMPUTERS a. 4 modular computer/study tables with chairs	4	35	140
7.3 LOUNGE SEATING: 6 @ 30 SF	6	30	180
7.4 CAFÉ BOOTH & TABLE FOR 6	1	120	120
7.5 GAMING AREA a. Tiered seating for 6 b. Chairs for 4 c. Wall monitor	1	150	150
7.6 MAKER SPACE a. Bar height table and stools for 6 @ 25 sf: 150 SF b. Sink counter with upper & lower storage cabinets @ 60 sf c. Supply storage cabinet: 10 sf d. Paper supply storage: 10 sf	1	230	<u>230</u>
<u>Services:</u> a. Hanging- out b. STEAM/maker space activities c. Gaming d. Reading/studying e. Group collaboration f. Computing/ tech training/internet literacy g. After school clubs h. Presentations & performances i. Virtual reality programs/camp j. Volunteering opportunities k. Homework help			
<u>Note:</u> <i>Locate to be visible from Support Desk.</i> <i>Locate adjacent to Mid-Size Conference Room.</i> <i>Zone for moderate to loud noise level.</i>			
TOTAL TEENS NET ASSIGNED AREA			980
NON-ASSIGNABLE SPACE ALLOWANCE @ 10%			<u>98</u>
<b>TOTAL AREA</b>			<b>1,078</b>

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>8 STAFF</b>			
8.1 ADMINISTRATIVE OFFICE	1	180	180
a. L-Shape desk with task chair			
b. File cabinet			
c. Small conference table with 4 chairs			
8.2 OPEN STAFF WORK AREA	1	352	352
a. Desk, task chair, and space for 2 carts: 5 @ 64 sf			
b. Counter with upper & lower storage shelves @ 32 sf			
<u>Note:</u> <i>Locate with easy access to Service Desk.</i> <i>Locate adjacent to Materials Processing</i>			
8.3 MATERIALS PROCESSING	1	363	363
a. Exterior window return, but <u>no</u> drive-up			
b. Interior window return			
c. Automated book return and sorting equipment			
<u>Services:</u> <i>- Collection materials processing</i>			
<u>Note:</u> <i>Locate adjacent to Open Staff Work Area</i> <i>Locate adjacent to Book Truck Parking</i> <i>Provide access to Lobby</i> <i>Prevent views of Work Staff Area from return windows</i> <i>Zone for moderate noise level</i>			
8.4 BOOK TRUCK PARKING	1	120	120
a. Book trucks: 12 @ 8 sf			
8.5 STORAGE/SUPPORT	1	62	62
a. Lockers: 8 (includes 2 for volunteers) double stack @ 3 sf: 12 sf			
b. Coat storage: 8 sf			
c. General storage: 18 sf			
8.6 STAFF LOUNGE	1	368	368
a. Serving counter with sink, disposal, base & upper cabinets, microwave, refrigerator/freezer: 48 sf			
b. Table & chairs: 2 four-place tables @ 25 sf per person: 200 sf			
c. Lounge seating: 4 @ 30 sf: 120 sf			
d. Tack surface			
e. Windows for views & natural light			
<u>Services:</u> <i>Break space for staff</i> <i>Informal staff meeting space</i>			

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>8 STAFF, STAFF LOUNGE, Cont'd:</b>			
<i>Note:</i>			
<i>Locate remotely from public building areas.</i>			
<i>Zone for quiet to moderate sound level.</i>			
 TOTAL STAFF NET ASSIGNED AREA			1,445
NON-ASSIGNABLE SPACE ALLOWANCE @ 10%			<u>136</u>
<b>TOTAL AREA</b>			<b>1,496</b>
<b>9 SUPPORT SPACES</b>			
9.1 PUBLIC RESTROOMS	2	240	480
a. Men			
b. Women			
<i>Note:</i>			
<i>Accessible when library is closed</i>			
<i>Locate near Large Meeting/Multi-Purpose Room</i>			
9.2 FAMILY RESTROOM	2	64	128
<i>Note:</i>			
<i>Accessible when library is closed</i>			
<i>Locate near Large Meeting/Multi-Purpose Room</i>			
9.3 CHILDREN'S RESTROOM	1	64	64
<i>Note:</i>			
<i>Access from Children's Room</i>			
9.4 STAFF RESTROOM	1	64	64
<i>Note:</i>			
<i>Locate near Staff Lounge</i>			
9.5 NETWORK TECHNOLOGY WORK ROOM	1	100	100
a. Work table			
b. WIFI access controls			
9.6 CUSTODIAN'S OFFICE AND STORAGE	1	100	100
a. Desk and task chair			
b. Storage shelving			
c. Book case			
9.7 CUSTODIAL CLOSET	1	15	15
<i>Note:</i>			
<i>a. Locate near Rest Rooms</i>			
9.8 MAINTENANCE STORAGE ROOM	1	120	120
9.9 MECHANICAL/ELECTRICAL/WATER/SPRINKLER	1	1,500	1,500

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>9 SUPPORT SPACES, Cont'd:</b>			
9.10 DELIVERY ENTRY	1	120	<u>120</u>
a. Double exterior doors			
b. Short term storage			
c. Trash/Recycling Area			
 <i>Services:</i>			
Temporary storage of 'in-transit' circulating materials			
Temporary supply storage			
 <i>Note:</i>			
Locate near Open Staff Work Area			
Locate for easy access from delivery drive.			
Locate adjacent to Custodian's Office.			
 TOTAL SUPPORT NET ASSIGNED AREA			2,691
NON-ASSIGNABLE SPACE ALLOWANCE @ 10%			<u>269</u>
<b>TOTAL AREA</b>			<b><u>2,960</u></b>
 <b>SUBTOTAL</b>			<b>19,193</b>
<b>BUILDING NON-ASSIGNABLE ALLOWANCE @ 10%</b>			<b><u>1,919</u></b>
<b>TOTAL GROSS SQUARE FEET</b>			<b>21,112</b>
		<b>Use:</b>	<b>21,000</b>
 <b>FUTURE BUILDING EXPANSION: ALLOW</b>			<b><u>5,000</u></b>
<b>TOTAL GROSS SQUARE FEET WITH EXPANSION</b>			<b>26,000</b>

## B. OUTDOOR SPACES

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>10 VISITOR AMENITIES</b>			
10.1 PATIO CAFÉ	1	2,000	2,000
a. Partially covered area			
b. Tables and seating for 24			
<i>Services:</i>			
<i>Group gathering</i>			
<i>Collaborative learning</i>			
<i>Activities</i>			
<i>Club meetings</i>			
<i>Note:</i>			
<i>Locate adjacent to Kitchen/Café and Large Meeting Room</i>			
10.2 CHILDREN'S PLAY AREA	1	5,000	5,000
a. Nature theme equipment			
b. Fenced			
c. Seating			
<i>Services:</i>			
<i>Children's educational and camp programs</i>			
<i>Large muscle activity space</i>			
<i>Note:</i>			
<i>Locate adjacent to Children's Rooms</i>			
<i>Nature theme equipment to meet insurance requirements</i>			
10.3 FITNESS/OUTDOOR ACTIVITY AREA		5,000	5,000
a. Flat lawn area			
<i>Services:</i>			
<i>Games and tournaments</i>			
<i>Fitness classes</i>			
<i>Outdoor parenting and inter-generational programs</i>			
10.4 CONTEMPLATIVE GARDEN	1	5,000	5,000
a. Sculpture by local artists			
b. Flower garden			
c. Individual and group seating areas			
d. Bird bath and feeders			
<i>Services:</i>			
<i>Quiet reading/contemplation in natural environment</i>			
<i>Garden club resource</i>			
<i>Outdoor group meetings</i>			
<i>Bird watching</i>			

SPACE	QTY	NSF/UNIT	TOTAL NSF
<u>Note:</u> <i>Locate adjacent to Adult Collections</i>			
10.5 LAWN AMPHITHEATRE	1	12,000	12,000
a. Terraced lawn/limestone seating			
b. Hard surface performance shelter			
<u>Services:</u> <i>Outdoor events</i> <i>Informal gathering</i>			
<u>Note:</u> <i>Locate adjacent to Patio Café and Large Meeting Room</i>			
<i>TOTAL NET ASSIGNED AREA</i>			<i>29,000</i>
<i>NON-ASSIGNABLE SPACE ALLOWANCE @ 10%</i>			<i><u>3,222</u></i>
<b><i>TOTAL AREA</i></b>			<b><i>32,222</i></b>
<b>11 SUPPORT</b>			
11.1 VISITOR PARKING	125	350	43,750
11.2 STAFF PARKING	8	350	2,800
11.3 VOLUNTEERS PARKING	4	350	1,400
11.4 LIBRARY VAN PARKING	1	350	350
11.5 SCHOOL BUS PARKING	2	700	1,400
11.6 ADA DROP-OFF/PICK UP	1	1,500	1,500
11.7 BUS STOP	1	150	150
a. Shelter with seating			
b. Library announcement board			
11.8 BICYCLE AND SCOOTER STATION	1	50	50
a. Covered bicycle racks			
b. Bike/scooter share station			
11.9 MAINTENANCE SHED	1	80	80
11.10 DUMPSTER/RECYCLING SPACE	1	100	100
11.11 SERVICES/DELIVERIES	1	5,000	<u>5,000</u>
<i>TOTAL NET ASSIGNED AREA</i>			<i>56,580</i>
<i>NON-ASSIGNABLE SPACE ALLOWANCE @ 10%</i>			<i><u>5,666</u></i>
<b><i>TOTAL AREA</i></b>			<b><i>62,246</i></b>

SPACE	QTY	NSF/UNIT	TOTAL NSF
<b>12 FUTURE EXPANSION</b>			
12.1 VISITOR PARKING EXPANSION	25	350	<u>8,750</u>
<i>TOTAL NET ASSIGNED AREA</i>			8,750
<i>NON-ASSIGNABLE SPACE ALLOWANCE @ 10%</i>			<u>875</u>
<b>TOTAL AREA</b>			<b>9,625</b>
 <b>SUBTOTAL</b>			 <b>104,093</b>
<b>NON-ASSIGNABLE SITE ALLOWANCE @ 50%*:</b>			<b><u>52,046</u></b>
<b>CIRCULATION, SETBACKS, SITE CONDITIONS ACCOMMODATION</b>			
 <b>TOTAL GROSS SQUARE FEET</b>			 <b>156,140</b>
		<b>Use:</b>	<b>156,000</b>
* <b>Note:</b> Non-Assignable Site Allowance may vary widely depending upon conditions of actual project site.			
<b>13 ALTERNATE</b>			
13.1 ENVIRONMENTAL/NATURE AREA	1	43,560	43,560
a. Bird watching area			
b. Children's nature Exploratorium			
c. Natural meadow area			
d. Woodland area			
e. Walking paths			
f. Benches			
 <u>Services:</u>			
Wildlife programs			
Outdoor clubs			
Nature camps			
Sustainability programs			
 <b>TOTAL ALTERNATE</b>			 <b><u>43,560</u></b>
 <b>TOTAL GROSS SQ. FT. OUTDOOR SPACES &amp; ALTERNATE:</b>			 <b>215,716</b>
 <u><b>SITE AREA REQUIREMENT:</b></u>			
<b>BUILDING &amp; FUTURE BUILDING EXPANSION</b>			<b>30,000</b>
<b>OUTDOOR SPACES &amp; FUTURE EXPANSION</b>			<b>156,000</b>
<b>OUTDOOR SPACES ALTERNATE</b>			<b><u>43,560</u></b>
 <b>TOTAL SITE AREA REQUIREMENT</b>			 <b>229,560</b>
<b>TOTAL ACRES:</b>			<b>5.26 ACRES</b>



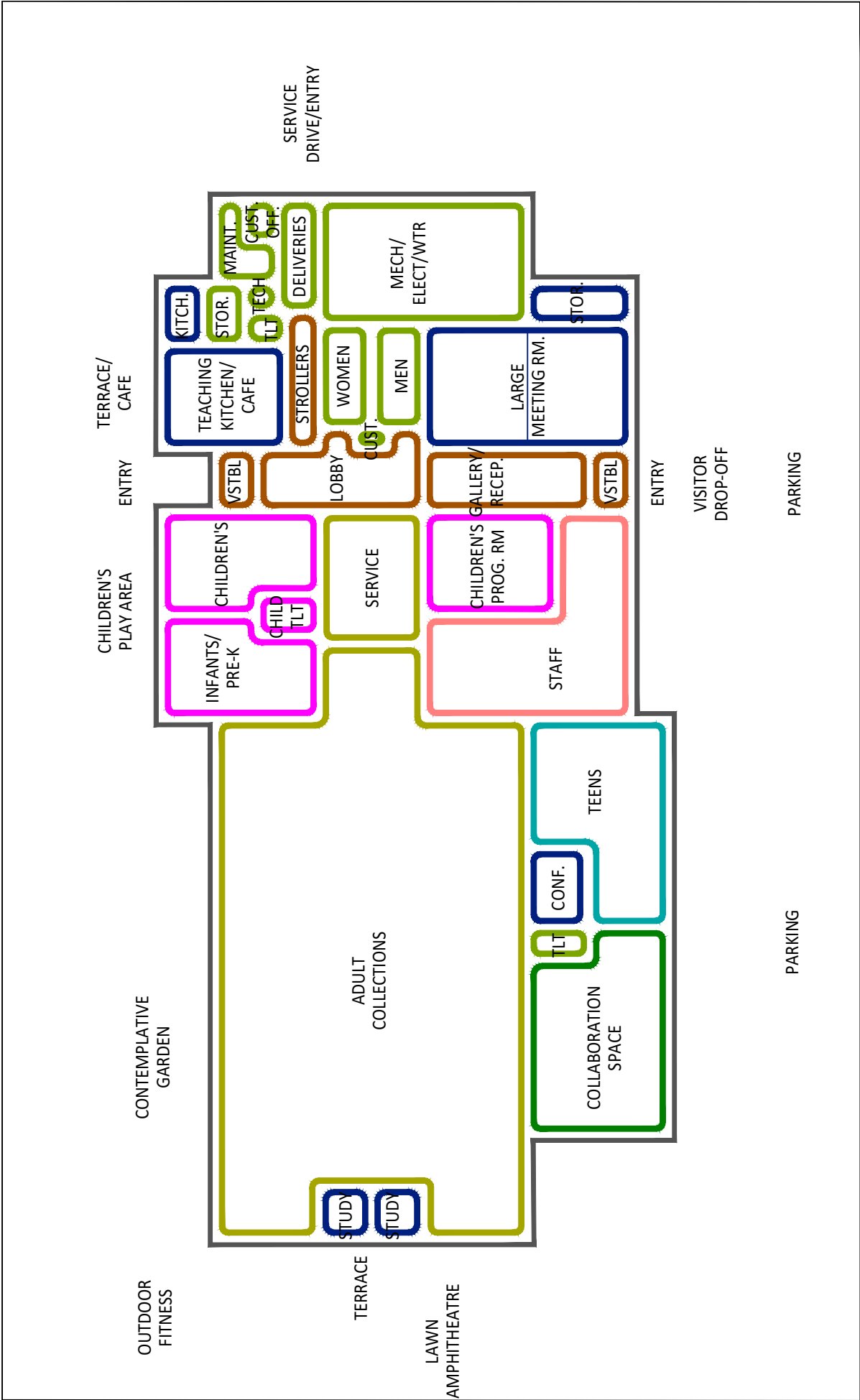
## BUILDING CONCEPT

Based on programmatic requirements, the Architect has prepared a building concept plan which provides an overview of how the new Branch Library may be planned.

In preparation of the building concept the Architect has taken into consideration the following design criteria:

- 1. Single Floor Level:** The Library representatives have expressed a desire for the new library to be a single-story building
- 2. Sound:** Spaces are zoned to respond to appropriate sound levels. Quiet spaces, such as the Quiet Reading Area, are separated from spaces which generate loud sounds, such as the Teen Center;
- 3. After-Hours Spaces:** Spaces, such as the Large Meeting Room, which may be used after-hours are in restricted access areas of the building;
- 4. Security:** Library layout and staffing locations which will allow visual monitoring of the public spaces;
- 5. Shared Use:** Spaces, such as Conference Room next to the Teen Center or the Teaching Kitchen next to the Large Meeting Room, are to be adjacent to each other for easy access;
- 6. Outdoor Access:** Spaces which are to have immediate access to outdoor spaces for dovetailing programs and/or activities;
- 7. Size of Room & Volume of Space:** High ceiling/large size spaces are to be in large volume areas of the building.
- 8. Natural Light and Views:** Spaces located where natural light and views are important to the experience of the space.
- 9. Utilities at Building Perimeter:** Mechanical, electrical, and plumbing services are to be located on an outside wall for access to utilities and ventilation requirements.
- 10. Green and Natural Design:** In response to the majority of respondents' preference for a building that has a 'natural' atmosphere in keeping with the rural character of southwest County, the building will most likely have a sloped to have a building that is green and natural in its design.





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**MCPL BRANCH  
FEASIBILITY STUDY**

**BUILDING CONCEPT PLAN**

**LEGEND**

- ENTRY / SERVICE
- MEETING ROOMS
- ADULT COLLECTIONS & SERVICES
- COLLABORATION SPACE
- CHILDREN'S AREA
- TEEN AREA
- STAFF
- NON-ASSIGNED SPACES



## **LIBRARY LOCATION**

As a means by which to find the most appropriate location for the branch library, MCPL and Matheu Architects met with community advocates and with representatives of the Monroe County Planning Department and the City of Bloomington Planning Department. John West, commercial real estate broker, researched and visited potential site areas and provided advice for the library location.

### **A. COMMUNITY REPRESENTATIVES**

Community representatives were in general agreement that southwest Monroe County is the most logical place for the new branch library. It is an under-served area of the County, including lack of internet service and utility infrastructure; there is a lot of development in this quadrant compared to other County areas; bicycle trails are expanding in this area; east-west arterials are being built to provide good connectivity; land cost is still reasonable; the largest businesses are located on the west side of Monroe County and employees prefer to live close to their jobs; and a lot of young families are locating to the southwest area because housing is more affordable.

One community leader pointed out that commuter patterns determine regional patterns, and it is important that the library take advantage of the commuter patterns to increase the number and type of people who use the library. Primary arterial roads and interchanges provide opportunities for visibility of the library and for access by residents. Both I-69 and SR 37 are part of a larger regional loop which may provide access opportunities for users of the library.

#### **1. Location Criteria:**

Community representatives provided these thoughts on the new library location:

##### *General Site Considerations:*

- Library should be located where it is highly visible;
- Site must be large enough to accommodate ample parking. To save site, consider locating some parking under the building;
- Library should be located near public transit;
- As a means by which to provide services for as many Monroe County residents as possible, the library needs to be located near relatively densely populated areas;
- Library should be within easy walking and/or bicycling distance of the user group. A populated node in the community and/or location close to the B-Line or Clear Creek trail would support this;
- Consider locating the library near a volunteer fire department which are often used as community centers;
- Since rural populations typically drive cars, a certain driving distance to get to the library might be fine because residents drive to the grocery store, school, etc.;
- For ease of access locate library close to a highway;
- Locate library near a bicycle trail if possible;
- A library would be viewed as a welcome neighbor;
- Should be near existing utility and telecommunications infrastructure;
- Consider a park-like setting;
- The library should be located for high visibility and easy to access;
- Library must be near other services, and best to be located as part of a “loop” of services;
- The library must be easily accessible by different means of transportation or by foot.

- The library should not be a destination location or it may not be used enough;
- Co-Locations: Schools; residential neighborhoods; alternative transportation, such as bus routes and bicycle trails; youth clubs;
- As close to schools as possible.;
- Should be reachable by a sidewalk and a bicycle path;
- Should be if possible accessible by public transit;
- The site should be large enough to accommodate future building and parking expansion;
- Try to get land as inexpensively as possible so money may be put as much as possible into the building, site development, and programs. It would be a good idea to see if there is public land available for the new library;
- Co-locations which should be either in or nearby the library: internet cafe; child care/pre-school; office buildings/manufacturing facilities; fitness facility; schools; social services facilities, such as senior centers, care centers, etc.; co-working space;
- Consider locating the library so it is easily accessible from Clear Creek, Lighthouse Christian, Summit, and Grandview elementary schools.

## **2. Specific Locations Suggested:**

### *Tapp Road Between Rockport Road and SR 37:*

- Surge in residential development in this area;
- Easy access to SR 37 and I-69;
- Tapp Road is being upgraded as a main east-west arterial;
- Accessible to Clear Creek bicycle trail;
- Is within easy walking distance of residential neighborhoods;
- Utility infrastructure is in place;
- Is within reasonable walking distance of public bus transit;
- There is good visibility for a branch library;
- There are very few schools in the immediate area;
- Private land cost may be high;
- Unclear if any public land available in this area;
- Summit Elementary School has seen a large growth in student population resulting from Tapp Rd. Development;
- Hoosier Energy owns large undeveloped parcel near Tapp Road and SR 37.

### *Batchelor Middle School Area:*

- Large residential areas nearby as well as plans for future residential developments;
- Ties in well with future Gordon Pike/Fullerton Pike east-west arterial to SR 37 & I-69;
- *Batchelor Middle School Area, Cont'd:*
- Utilities and telecommunications infrastructure in place;
- Within easy walking distance of public transit;
- B-Line Trail intersects Gordon Pike;
- Good visibility along Gordon Pike;
- Is close to many schools which could benefit from the library's proximity;
- There is a commercial node with a grocery store just to the east at Walnut St.;
- Large public and private land parcels may be available;
- Batchelor Middle School serves the entire southwest quadrant of Monroe County and is an epi-center for families with middle school age children;
- A location near Batchelor Middle School would enhance middle school activities by providing an after-school destination.

*West side of SR 37:*

- Needs library services, and it needs a sense of place now lacking;
- Is experiencing the most job growth in the County because large corporations are locating in this area because land is available;

*Indian Creek Township:*

- May be best location because it is the most isolated township; while SR 37 and I-69 provide vehicular connectivity for the region, I-69 isolates Indian Creek Township from the rest of Monroe County. Many people who live west of SR 37 will not venture to the east side of SR 37;
- Township most in need of services.

*Karst Farm Park Area:*

- Area is designated as a node County Planning;
- There is a large undeveloped land parcel across from the park;
- Site close to Broadview Elementary and Highland Park Elementary, but no other schools;
- Site is on the west side of SR 37;
- Traffic is often a problem along Bloomfield Ave. especially with special events at Monroe County Fairgrounds & Karst Farm Park;
- There are no bicycle trails nearby;
- Bus transit is limited.

*Liberty Drive, Walmart, and Lowes, and West Around Future Cook Renovated GE Plant:*

- Area is an employment center which will grow with the renovated GE plant;
- Dense population in this area;
- Utility infrastructure in place;
- Traffic congestion;
- Lack of nearby schools;
- Lack of public transportation and alternative transportation routes;
- High land cost resulting from proximity of SR 37 and I-69.

*Land Southwest of Catalent:*

- Large land area with mix of private and City-owned land;
- No visibility;
- Slated for affordable housing;
- No infrastructure in place.

*Harrodsburg & Smithville:*

- Intact communities with strong identities;
- Areas are not seeing a lot of growth;
- Areas in need of services.

## B. MONROE COUNTY PLANNING DEPARTMENT

Monroe County Planning Department suggested the following locations to be among areas considered for the new branch library:

### 1. Gordon Pike/E. Rohrer Rd. West of Walnut:

#### *Pros:*

- Close to many schools: Batchelor; Clear Creek; Lighthouse Christian Academy;
- Close to B-Line Trail;
- Close to Bloomington Transit buses along Walnut St.;
- Close to stores along Walnut St.;
- Close to nearby businesses;
- Close to large residential areas to the south and west;
- Infrastructure of utilities, roads, and transit are in place;
- Gordon Pike, E. Rohrer Rd., and Fullerton Pike are slated to be a major east-west arterial which will provide efficient access to the library from SR 37 and I-69 as well as points east;
- High visibility for the library;
- There are some large public and private land parcels in the area;

#### *Cons:*

- East-west access depends upon arterial still in the planning stages;
- Is not located on west side of SR 37 which is under-served.

### 2. Curry Pike Area West of 37 and Walmart:

#### *Pros:*

- Would provide services to an under-served area and socio-economic population;
- Close to SR 37 and I-69 access;
- Close to nearby businesses, such as Cook;
- High visibility for the library;

#### *Cons:*

- Traffic congestion is a problem in this area;
- Few schools nearby;
- More sparsely populated residential area.

### 3. Smithville:

#### *Pros:*

- Utility infrastructure in place;
- Smithville is a small but identifiable enclave;
- May be easily accessed from SR 37;
- It has a strong sense of community;
- It is eager for growth;

#### *Cons:*

- No bus transit;
- Sparsely populated area;
- Not highly visible except by Smithville residents;
- Is far away from rest of southwest quadrant;
- Few schools nearby.



#### **4. Harrodsburg:**

*Pros:*

- Is located on west side of SR 37;
- Distinguishable enclave;
- Under-served population;
- Sufficient infrastructure, but needs to be confirmed;
- Close to SR 37;
- It would welcome a library;
- Strong sense of community;

*Cons:*

- Remotely located at south end of Monroe County;
- Sparsely populated.

The Monroe County Planning Department suggested that locating the new library within the two-mile fringe would likely make both the County and the City comfortable with the library's location. Also, it is an area that would more likely have access to the bicycle trail and bus transit.

## C. CITY OF BLOOMINGTON PLANNING DEPARTMENT

Bloomington Planning Department suggested the following locations to be among the areas considered for the new branch library:

### **1. South of Allen Street, West of Rogers St., East of Bloomfield Rd.:**

#### *Pros:*

- Large parcels of private and public undeveloped land in this area;
- B-Line trail may be accessed at east end of this site area;
- Large manufacturing facilities are located at the northeast end of the site;
- Residential areas at the west side of the site area;

#### *Cons:*

- Area is currently only accessed by smaller less travelled streets;
- No immediate public transit to this area, though it is available north along Allen St.
- Limited pedestrian access;
- No major arterial through the site which limits ease of access and limits visibility;
- Schools are not close by.

### **2. Gordon Pike, between Walnut St. and Clearview Drive:**

#### *Pros:*

- Two large public land parcels should be researched for availability and suitability:
  - City of Bloomington Utilities (CMU) on the north side of Gordon Pike and south of the Bloomington Waste Treatment Plant;
  - Southeast corner of Batchelor Middle School.
- Gordon Pike and Fullerton Pike will be a major east-west arterial and there is good north-south access along Rogers St. and Walnut St.;
- Substantial number of single-family homes and apartments are located along Rogers St. and along Gordon Pike;
- Public transit (bus) easily accessed at Walnut St.;
- Bicycle/jogging path along B-Line Trail;

### **3. Gordon Pike, between Walnut St. and Clearview Drive, Cont'd:**

- Pedestrian access along Gordon Pike, Walnut St., and Rogers St.;
- Good visibility along Gordon Pike and Rogers St.;
- Many schools nearby: Batchelor Middle School, Clear Creek School, Lighthouse Christian;
- All middle school children in southwest attend Batchelor Middle School so this area is in the loop of activities for families with children;
- Commercial node with Krogers grocery store nearby on Walnut St.

#### *Cons:*

- Sites are on east side of SR 37 and some west side residents will not cross SR 37 to use facilities;
- Sites on east side of SR 37 do not enhance west side's sense of place.

#### **4. Intersection of Bloomfield Rd. and Airport Rd.:**

##### *Pros:*

- Intersection is designated by the County to become a commercial node;
- There is a large privately-owned land parcel south of Airport Rd. and north and west of Leonard Springs Rd, and there is a large privately-owned land parcel north of Bloomfield Rd. east of Enright Rd. across the street from Karst Farm Park;
- Good visibility from main streets;
- Bloomfield Rd. is a major east-west arterial;
- City bus transit is within walking distance at Curry Pike and Bloomfield Rd.;
- Two schools, Grandview Elementary and Highland Park Elementary, are nearby;
- Easy access to SR 37 and I-69 along Bloomfield Rd.
- Commercial zone (Walmart) nearby;

##### *Cons:*

- Pedestrian access is limited;
- There is not bicycle path nearby;
- No dense residential areas nearby, but there is a number of single-family homes further south;
- Traffic congestion typical at this intersection, and major traffic congestion during special events at the County Fairground and at Karst Farm Park.



## LOCATION ANALYSIS

Determining possible locations for the New Branch Library is contingent on several factors including:

- Demographics: Population density in proximity to location.
- Accessibility: Proximity to major roads, trails, and bus routes.
- Infrastructure: Availability of utilities and services.
- Other Community Services: Schools and parks.
- Availability: Land of appropriate size for development.

Following is an evaluation of each factor to best determine possible locations for the New Branch Library.

### A. DEMOGRAPHICS: SERVICE AREA POPULATION

The new branch library Service Area is defined as the southwest quadrant of Monroe County. The southwest geographic quadrant is bordered along the north by Third Street; along the east by Walnut Street/SR 37; along the west by the west edges of Van Buren and Indian Creek Townships; along the south by the south edges of Clear Creek and Indian Creek Townships.

Although one third of Perry and Clear Creek Townships is west of Walnut Street, in all practicality many residents from these townships will likely access the new branch library to avoid the drive to the main library and risk not finding parking at that location. One could, therefore, assume all Van Buren, Indian Creek, and Clear Creek Township populations and at least half of the Perry Township population, taken together, to be the service population for the new branch library.

Based on Indiana population statistics, the average annual rate of growth for the townships is:

Clear Creek	0.95%
Indian Creek	0.85%
Perry	0.92%
Van Buren	0.87%

Taking half of Perry Township population, and based on a twenty-year projected growth rate, the Service Area population for the New Branch Library is 55,654, as indicated here:

Township	2017 Pop.	10 Yr. Rate	2027 Pop.	20 Yr. Rate	2037 Pop.
Clear Creek	5,355	9.5%	5,864	19.0%	6,372
Indian Creek	1,755	8.5%	1,904	17.0%	2,053
Perry (50%)	27,144	9.2%	29,641	18.4%	32,138
Van Buren	<u>12,854</u>	8.7%	<u>13,972</u>	17.4%	<u>15,091</u>
<b>Total:</b>	<b>47,108</b>		<b>51,381</b>		<b>55,654</b>

As a point of comparison, the Ellettsville Branch Library service area is:

Township	2017 Pop.	10 Yr. Rate	2027 Pop.	20 Yr. Rate	2037 Pop.
Bean Blossom	3,131	7.0%	3,350	14.0%	3,569
Bloomington					
(50%)	23,201	4.7%	24,291	9.4%	25,382
Richland	15,403	7.0%	16,481	14.0%	17,559
Washington	<u>2,179</u>	7.0%	<u>2,331</u>	14.0%	<u>2,484</u>
<b>Total:</b>	<b>43,914</b>		<b>46,453</b>		<b>48,994</b>

The Ellettsville Branch Library service area, based on a twenty-year projected population, is 48,994.

Based on the total projected population over the next twenty years, the New Branch Service Area is 8.8% larger than the Ellettsville Branch Service Area.

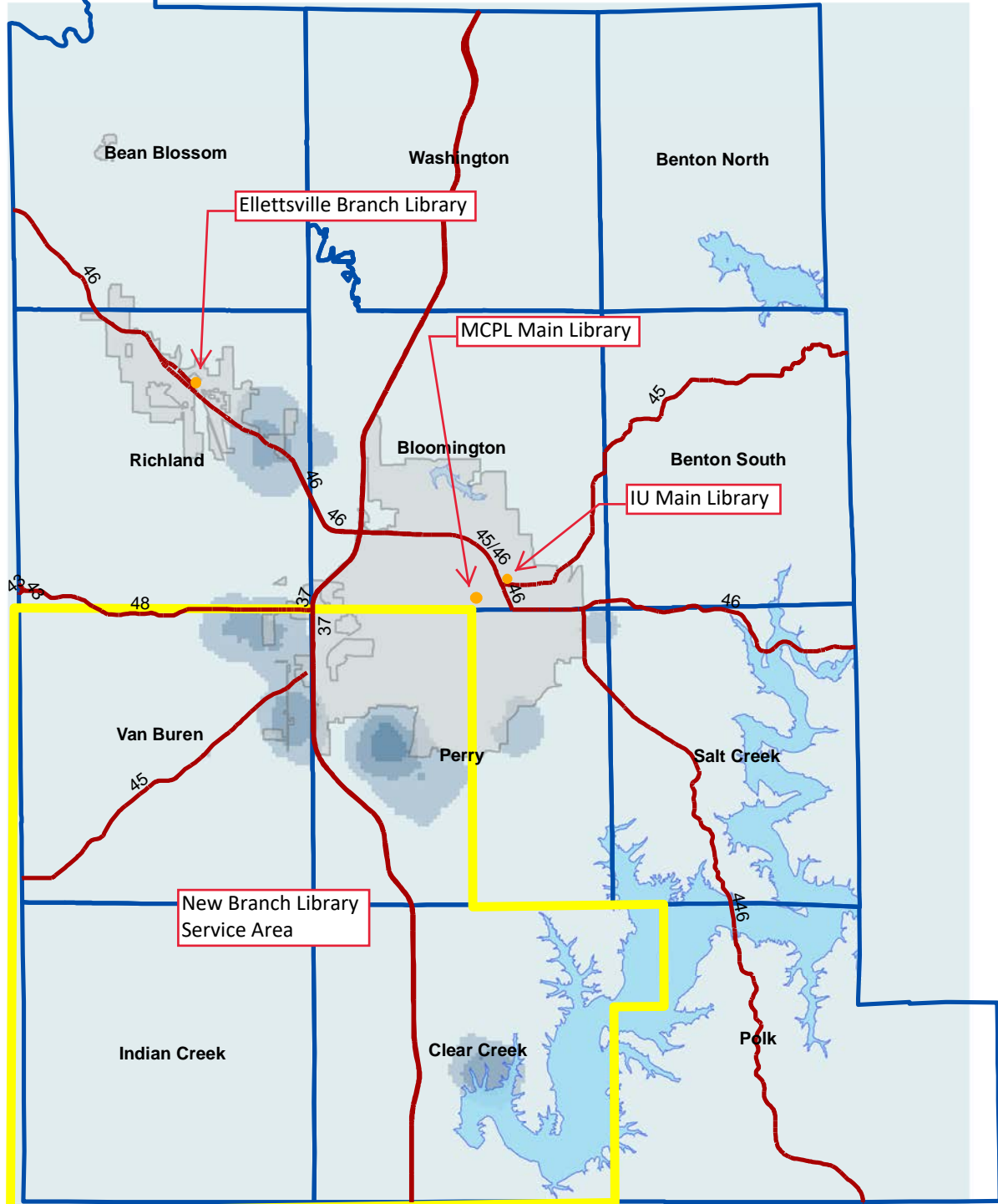
The current Service Area for the proposed New Branch Library is shown on the Monroe County Townships and Libraries map which follows. Fifty percent of the Perry Township population represents 58 percent of the total population in these four townships. The population of Van Buren Township represents 27 percent of the total population. These two townships together represent 85 percent of the total population of the entire service area.

The Southwest Monroe County New Branch Library Service Area Population Density map which follows clearly shows the concentration of population near the City of Bloomington boundaries on the west, southwest and south sides. Therefore, a location on the east side of Van Buren township or the western edge of Perry Township would put the new Branch Library in proximity to the majority of the Service Area Population.

*Conclusion:* Based upon the population analysis we decided upon a Focus Area for our Location Analysis. We chose the northeast corner of Van Buren Township and the adjacent northwest corner of Perry Township extending east to Walnut Street, north to 3<sup>rd</sup> Street, west to Kirby Road and south to Dillman Road.

*Focus Area:* The Monroe County Planning Department performed the demographic studies for this report which helped to identify the branch library Focus Area. The Focus Area Population Hot Spots map which follows shows population concentrations at three locations within the Focus Area. Hot Spot 1 consists of the area south of the Bloomington Country Club, west of Rogers Street, extending south to Church Lane and west to the Clear Creek Trail. This area includes Batchelor Middle School. Hot Spot 2 consists of the area west of I-69/State Road 37 to just beyond Leonard Springs Road and from State Road 45 on the north to Fullerton Pike on the south. Hot Spot 3 consists of the area south of State Road 48 (3<sup>rd</sup> Street) and west of Curry Pike, extending west to Kirby Road and south to Gifford Road.

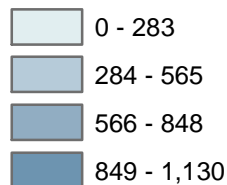
# Monroe County Townships, Libraries & New Branch Library Service Area



0 1.25 2.5 5 Miles



## Population Density per Sq. Mile



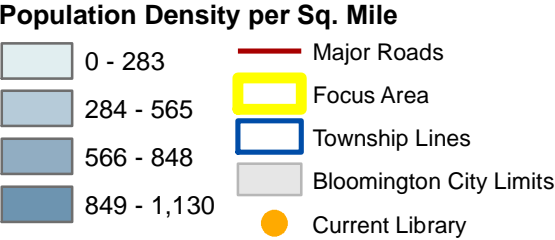
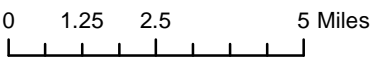
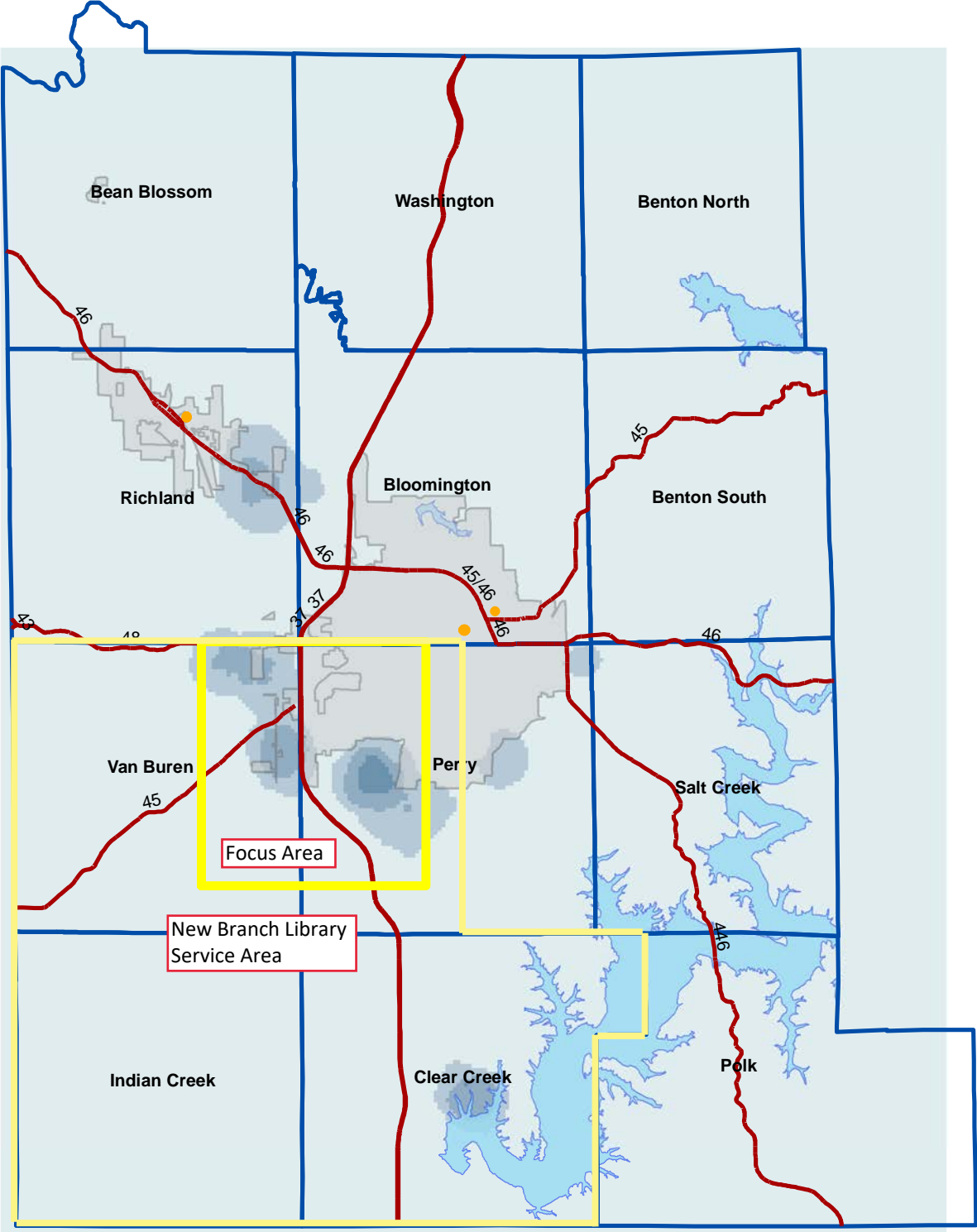
- Major Roads
- New Branch Library Service Area
- Township Lines
- Bloomington City Limits
- Current Library





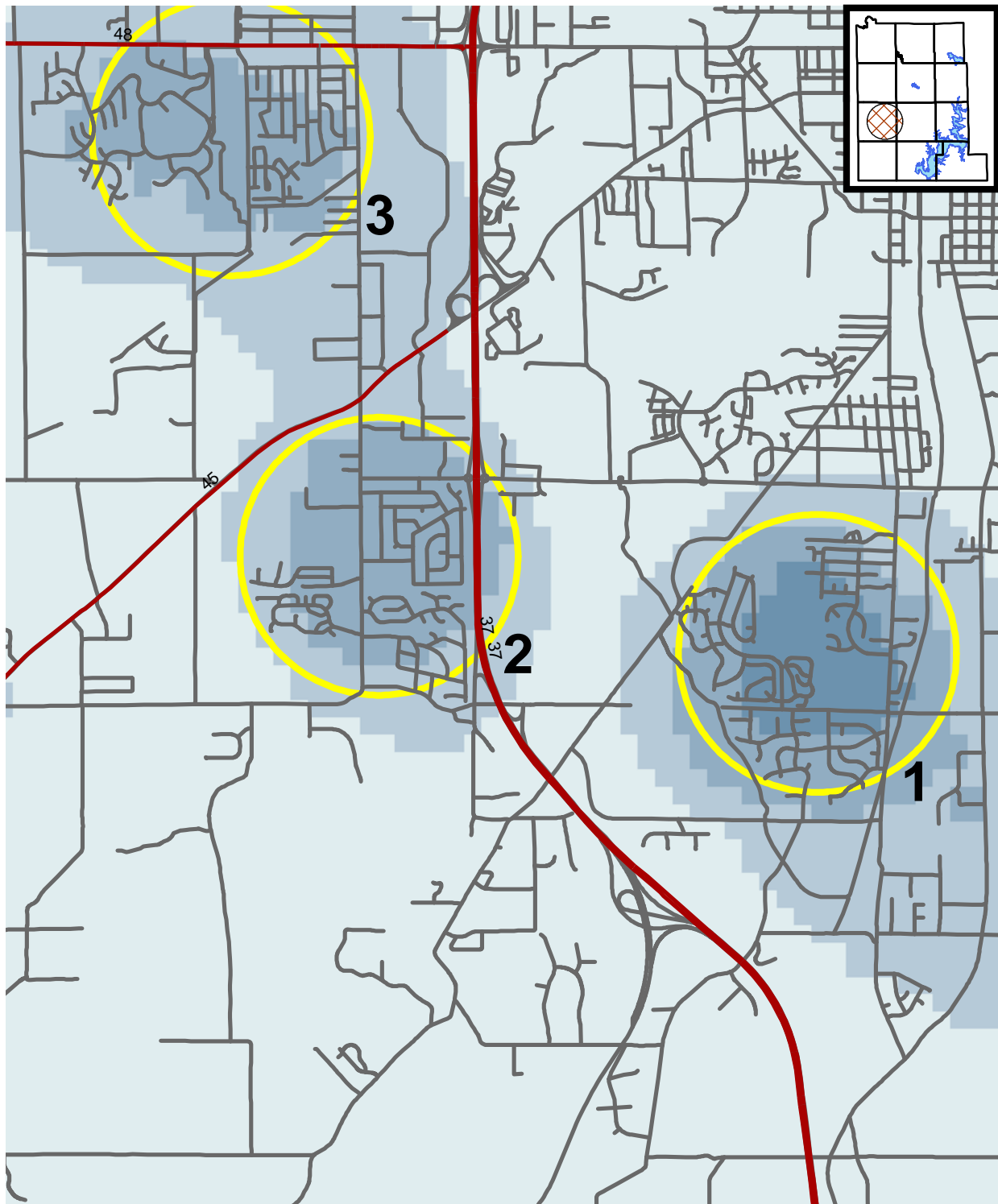


# New Branch Library Service Area Population Density & Focus Area





# Focus Area: Population Hot Spots



0 0.25 0.5 1 Miles



- Major Roads
- Minor Roads
- Population Hot Spots

## Population Density per Sq. Mile

- 0 - 283
- 284 - 565
- 566 - 848
- 849 - 1,130





## B. ACCESSIBILITY

The Focus Area Roads, Bus Routes and Trails map which follows identifies major transportation routes and services within the Focus Area. Major roads in the southwest quadrant of Monroe County include State Road 37 and State Road 45. State Road 48 (3<sup>rd</sup> Street) is at the northern boundary. While I-69 traverses this area there are no on ramps in Monroe County until it intersects with State Road 37. North-South Collector Roads which connect to the major roads include Breeden Road, Harmony Road and Garrison Chapel Road. East-West Collector Roads include Popcorn Road and Smithville Road. Rockport Road does not intersect with any major roads but after passing I-69 intersects city arterial roads on the southwest side of Bloomington.

The major roads, State Roads 37, 45 and 48 and I-69, all travel through the Focus Area. I-69 intersections occur at Fullerton Pike, Tapp Road, State Road 45 (2<sup>nd</sup> Street) and State Road 48 (3<sup>rd</sup> Street). North-South Collector Streets include Kirby Road, Curry Pike, Leonard Springs Road, Rogers Street and Walnut Street. East-West Collector Streets include Airport Road, Tapp Road, Fullerton Pike, Gordon Pike and Leonard Springs Road. Rockport Road runs at an angle and intersects with both north-south and east-west collector streets.

The B-Line Trail, Bloomington Rail Trail and Clear Creek Trail are all in the Focus Area. The B-Line and Bloomington Rail Trails roughly parallel Rogers Street north to south and connect to the Clear Creek Trail near Church Lane. The Clear Creek Trail travels north from Church Lane to the current western termination of Gordon Pike and continues to Tapp Road near the intersection with Weimer Road.

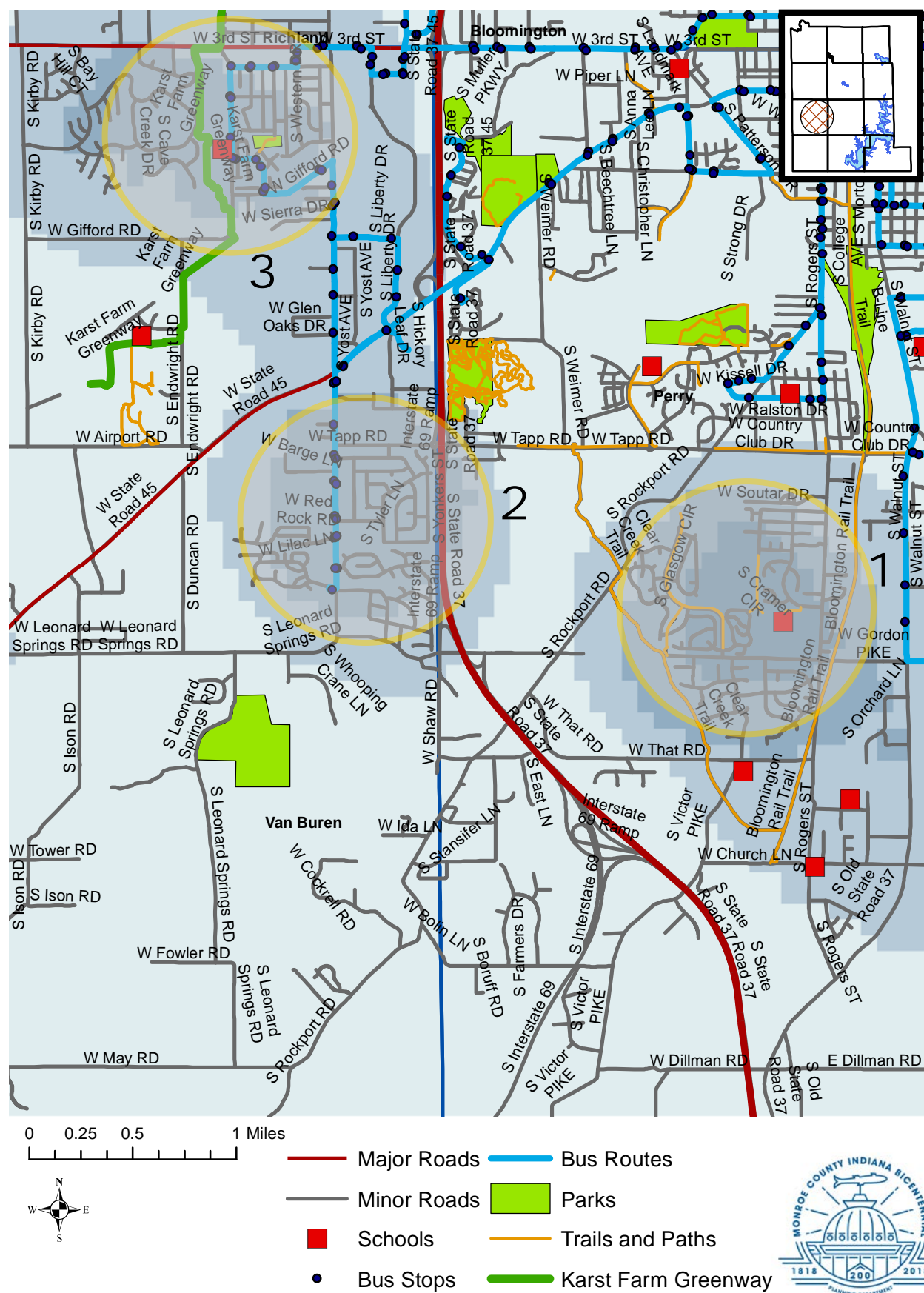
Bus routes available in the Focus Area include Routes #2, 3, and 4. Route #2 travels on Rogers Street south to Graham Drive, past Bloomington Graduation School to Rockport Road and back downtown. Route #3 travels on 3<sup>rd</sup> Street to Park Square Drive, past Highland Park Elementary to Curry Pike, then south to State Road 45, then to Liberty Drive, back to Curry Pike and back downtown. Route #4 travels State Road 45 (2<sup>nd</sup> Street) to Leonard Springs Road nearly to Fullerton Pike and back downtown.

Conclusion: Greatest accessibility will be provided by selecting a location near an intersection of north-south and east-west roads. State Road 37/I-69 runs like a spine through the center of the Focus Area. Major intersections with State Road 37/I-69 include Fullerton Pike, Tapp Road and State Road 45 (2<sup>nd</sup> Street). Tapp Road extends east-west from Walnut Street to Leonard Springs Road. Fullerton Pike is planned to be extended to connect to Gordon Pike and continue to Walnut Street. Both Tapp Road and the extended Fullerton Pike will intersect with four major north-south roads (Walnut Street, Rogers Street, I-69, Leonard Springs Road) along with the existing trails and are close to existing bus routes.

Another area for consideration is the Leonard Springs Road, Curry Pike and State Road 45 intersection as this area is on a major road, near I-69 and on existing bus routes.



# Focus Area: Roads, Bus Routes, & Trails







## C. COMMUNITY SERVICES

Proximity to other community services like schools and parks offers an opportunity for enhancement of programs and shared services to the public. Therefore, selection of a proposed location for the New Branch Library should consider existing schools and parks. The Focus Area Zoning, Parks and Schools map which follows shows the locations of these services along with zoning to consider possible future developments.

Nine schools are located in the Focus Area as follows:

Highland Park Elementary – 372 students  
Grandview Elementary – 442 students  
Academy of Science and Entrepreneurship – 109 students  
Summit Elementary – 543 students  
Bloomington Graduation School – 59 students  
Batchelor Middle School – 507 students  
Clear Creek Elementary – 426 students  
Clear Creek Christian – 99 students  
Lighthouse Christian Academy – 262 students

Schools located within the New Branch Library Service Area but not in the Focus Area include:

Bloomington High School South – 1,715 students  
Lakeview Elementary – 500 students

Parks located in the Focus Area include:

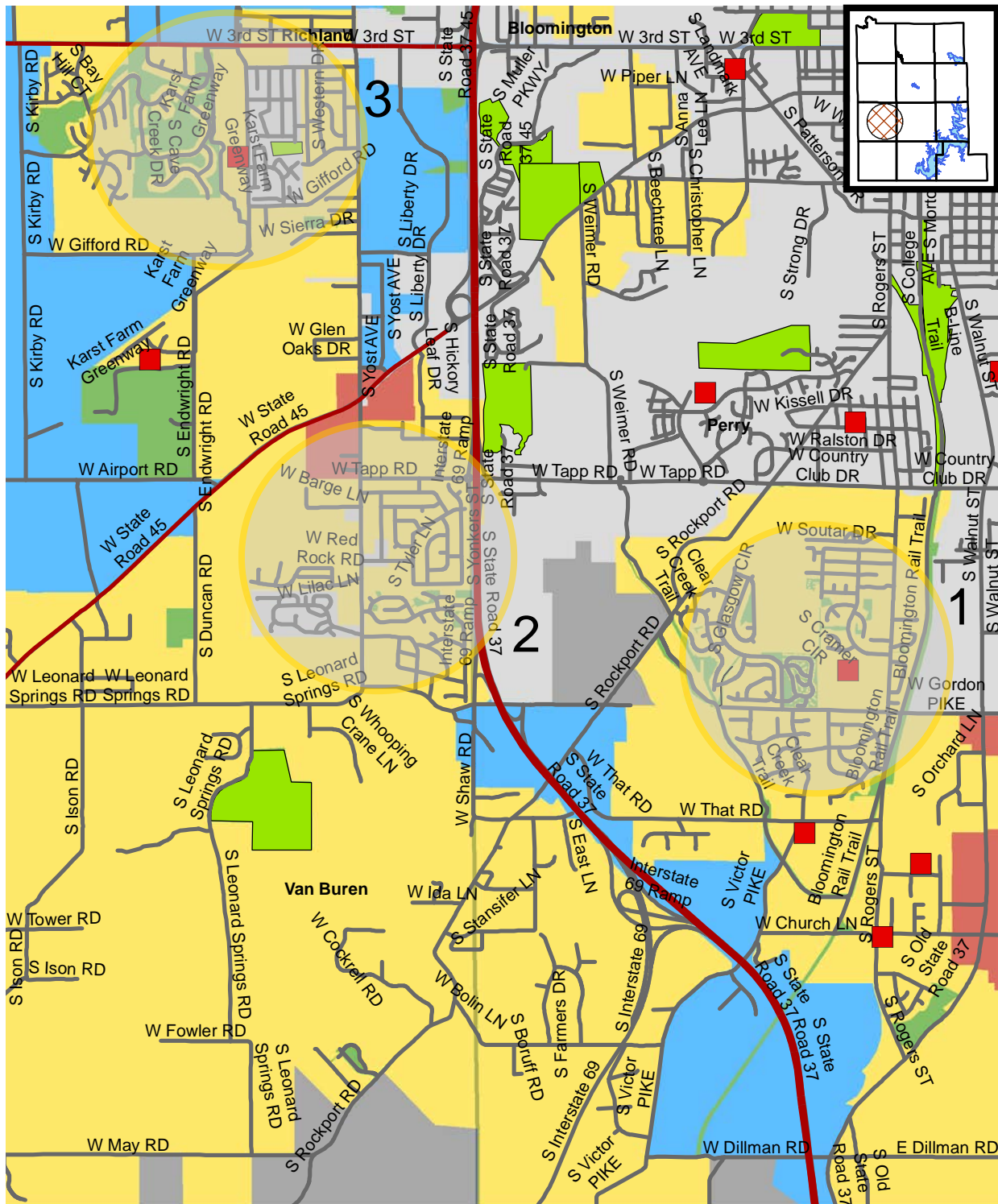
Karst Farm Park  
Leonard Springs Nature Park  
Twin Lakes Park  
Wapahani Mountain Bike Park  
RCA Community Park  
Switchyard Park

Grandview Elementary is near Karst Farm Park. Summit Elementary is near RCA Community Park. Batchelor Middle School is not near a park but has a large site which offers the opportunity of a shared outdoor space.

Conclusion: These schools offer some benefits worthy of consideration.



# Focus Area: Zoning, Parks, & Schools



0 0.25 0.5 1 Miles



- Schools
- Major Roads
- Minor Roads
- Commercial
- Employment
- Residential
- Open Space
- INC - BLOOMINGTON
- Quarry
- Parks





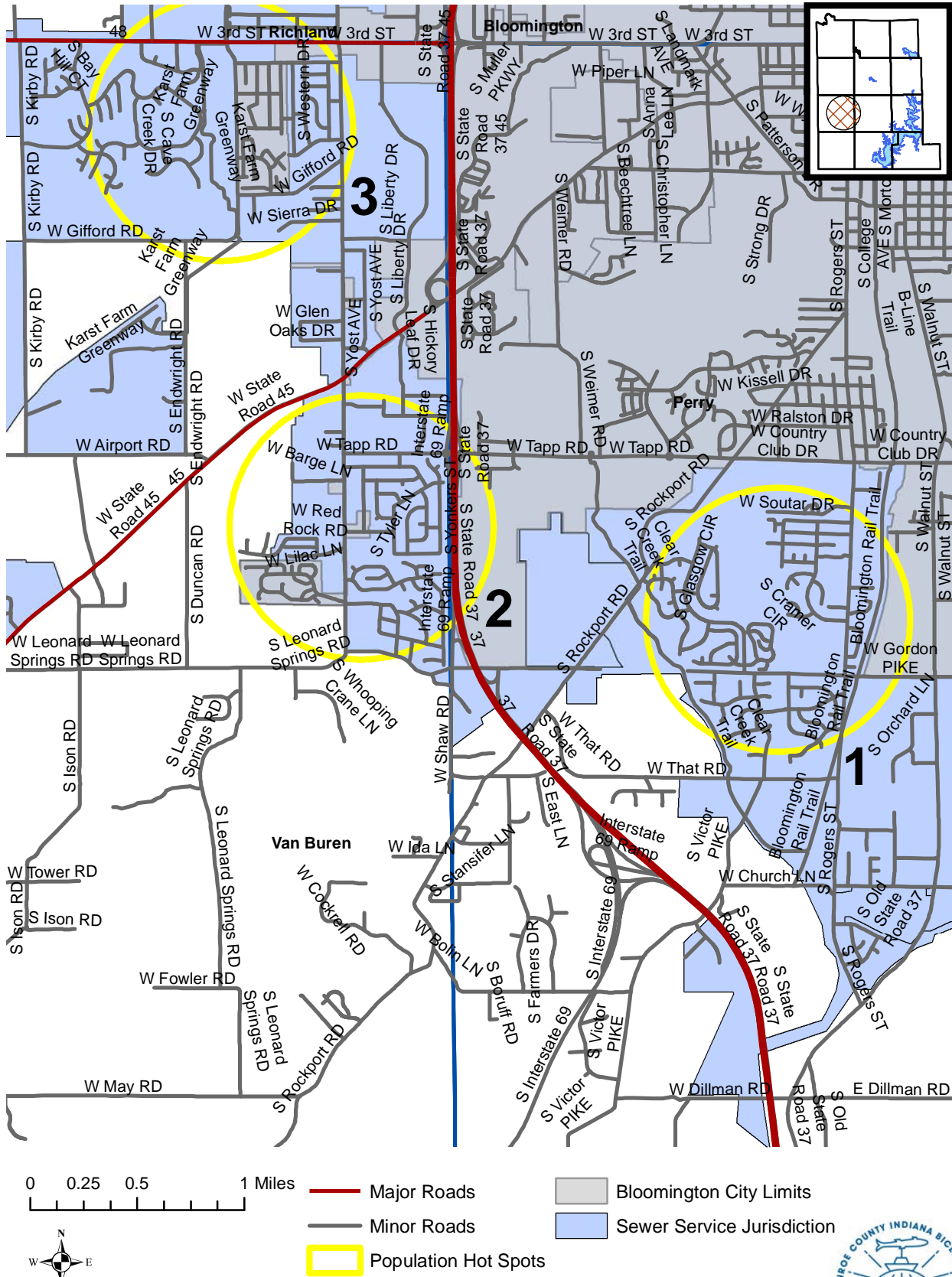
## D. INFRASTRUCTURE

The Focus Area Sewer Service map which follows shows the extent of the City of Bloomington Utilities Sewer Service Jurisdiction. Utilities and services are generally available in the Focus Area from 3<sup>rd</sup> Street on the north to Fullerton Pike, Gordon Pike on the south and from Leonard Springs Road on the west to Walnut Street on the east. Outside this area services, particularly sewer services, are limited and spotty. Information regarding electrical, gas and internet services will need to be obtained from the respective suppliers of those services.

Conclusion: Staying within or at least adjacent to the City of Bloomington Utilities Sewer Service Jurisdiction is an important consideration.



# Focus Area Sewer Service Jurisdiction







## **E. AVAILABILITY**

Based upon the Space Program which was developed from the Service Program the New Branch Library will need a 5 to 6-acre site minimum. Our conclusion from our review of accessibility identified three preferred areas for the location of the New Branch Library; Tapp Road between Walnut Street and Leonard Springs Road, Fullerton Pike/Gordon Pike between Walnut Street and Leonard Springs Road and Curry Pike/Leonard Springs Road at State Road 45. These areas are shown on the Focus Area Potential Locations and Corridors map.

### **PREFERRED AREA 'A' – TAPP ROAD**

Tapp Road is largely developed from Walnut Street to the roundabout at South Adams Street. Between South Adams and I-69 there are predominately quarries on the south side of the road and subdivided property on the north side up to Weimer Road. Between Weimer Road and I-69 there appears to be some larger tracts undeveloped and not subdivided that could be considered. These tracts are zoned Commercial and planned for future business development.

These areas are within the utilities service area and near Summit Elementary and Wapahani Mountain Bike Park, although not adjacent to either. This area is in between Hot Spot 1 and 2 with accessibility from Hot Spot 2 using Curry Pike/Leonard springs Road and Tapp Road. Accessibility from Hot Spot 1 would be using Rogers Street and Tapp Road or the Clear Creek Trail. There is currently no bus service to this area but an extension of Route 2 or rerouting of Route 4 could possibly provide service to this area in the future.

### **PREFERRED AREA 'B' – FULLERTON PIKE/GORDON PIKE**

Fullerton Pike/Gordon Pike is largely developed from Walnut Street to the western terminus of Gordon Pike. Batchelor Middle School sits on a large property at the corner of Gordon Pike and Rogers Street and may offer possibilities. The area between Fullerton Pike and Gordon Pike up to Rockport Road is undeveloped and offers several large tracts. Some of these tracts are within the utilities service area and some are not but may be adjacent. These tracts are currently zoned Agriculture/Rural Reserve (AG/RR) but are proposed to become Neighborhood Residential (N1) in the future. Beyond Rockport Road most property is quarry, subdivided or zoned Commercial. Areas west of I-69 are largely developed with the south side of the road outside the utilities service area.

The Batchelor Middle School property is near the center of Hot Spot 1 and is accessible from Rogers Street and the future Fullerton Pike/Gordon Pike. Access from Hot Spot 2 and 3 will be using Curry Pike, Leonard Springs Road, Tapp Road and Rogers Street at least until the Fullerton Pike/Gordon Pike connection is completed.

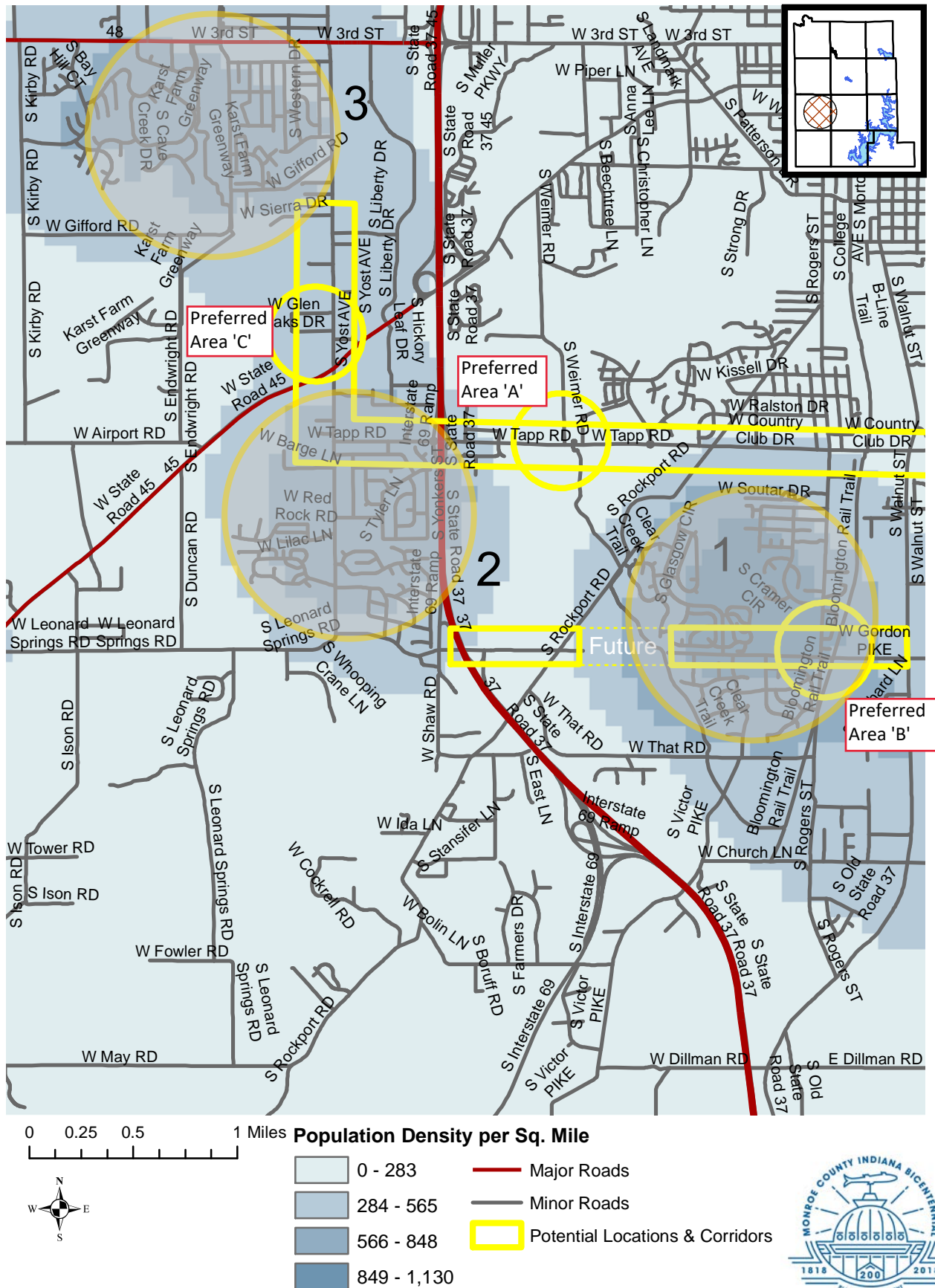
The area at the western terminus of Gordon Pike is adjacent to Hot Spot 1 with access from Fullerton Pike/Gordon Pike. This area is dependent on the construction of the Fullerton Pike/Gordon Pike connection and the availability of utilities, particularly sanitary sewers. Access from Hot Spot 2 and 3 will be similar to the Batchelor Middle School location.

### **PREFERRED AREA 'C' – STATE ROAD 45 AND CURRY PIKE**

This area is largely developed or subdivided. Most of the development in this area is commercial. There is one large tract northwest of the intersection accessible from State Road 45 and Curry Pike and it is adjacent

to the utilities service area. This area is between Hot Spots 2 and 3 and accessible using Curry Pike, Leonard Springs Road and State Road 45 (2<sup>nd</sup> Street). Access from Hot Spot 1 would be from Rogers Street and Tapp Road to Leonard Springs Road, at least until the Fullerton Pike/Gordon Pike connection is completed.

# Focus Area: Potential Locations & Corridors





## F. SITE SELECTION CRITERIA

Site criteria for the new branch library has been established on information gathered from:

- Community conversations and meetings;
- Monroe County Public Library site preferences and priorities;
- Research and discussions with Monroe County Planning Dept.;
- Research and discussions with Bledsoe Riggert James Cooper, civil engineers;
- Research and discussion with John West, real estate broker;
- Best building planning and construction practices.

The following site criteria will inform the selection of an appropriate site for the branch library:

### **1. Required:**

- Major road access
- Easily accessible location
- Visible from street
- High speed internet infrastructure available
- Significant population within two to three-mile radius
- Space for adequate parking
- Good soil conditions (limited rock removal)
- Area of economic growth
- Space for future library expansion
- Economical build-out and operational costs
- Can accommodate drop off/pick up window
- Favorable Site Conditions: topography, drainage, minimal tree removal

### **2. Highly Preferred:**

- Free land
- Near public park
- Near school(s)
- Near public transportation
- Outdoor space for library services and landscaping
- “Quiet” site
- Near bike trail

### **3. Required Utilities:**

- Sewer
- Water
- Gas
- Electric

During the process of selecting a site, the Architect recommends that each site be evaluated per the site criteria. An example of a spread sheet for this evaluation follows.

Based on the Indoor and Outdoor New Branch Library Space Program, an appropriate site is estimated to be five to ten acres in size.



MCPL NEW BRANCH LIBRARY  
CRITERIA FOR SITE SELECTION (EXAMPLE)

Property Location	REQUIRED										HIGHLY PREFERRED							UTILITIES				
	Major Road Access	Easily Accessible Location	Visible from Street	High Speed Internet infrastructure available	Significant Population within 2-3 miles	Space for Adequate Parking	Good Soil conditions (limited rock removal)	Area of Economic Growth	Space for future library expansion	Economical build-out and operational costs	Can accommodate drop off / pick up window	Free Land	Near Public Park	Near School	Near Public Transportation	Outdoor Space Plan & Landscaping	"Quiet" Site	Near Bike Trail	Sewer	Water	Gas	Electric
8																						
7																						
6																						
5																						
4																						
3																						
2																						
1																						

NOTES:





## SITE CONCEPT

Based on the Outdoor Space Program requirements, the Site/Civil Engineer, Bledsoe Riggert James & Cooper, has prepared two concept site layout options. Since no site has yet been identified for the new Branch Library, the site concept plans are prototypes. These prototypes will serve as references during the site selection process and will be modified to reflect the requirements of a selected site.

Both concepts locate the building and visitor parking lot so these are easily visible from the street. Additionally, as a means by which to highlight the Library's outdoor amenities and to engage the building with its surrounding landscape, some outdoor spaces are also visible from the street.

Spaces, such as the Patio/Café, the Contemplative Garden, and the Children's Play Area, are to be accessed directly from the building, while other spaces, such as the Fitness Area and Lawn Amphitheatre, may be accessed less directly from the building.

The visitor ADA drop-off is also easily visible from the street for Library visitors.

Other site elements, including the delivery entry and the service yard, are less visible but support the functional efficiency of the building.

Both concepts locate the Environmental/Nature area so that it is easily accessible from the building, but away from the street. This area is an Alternate for the project.

Both concepts indicate areas where the building and visitor parking may be expanded.

## SITE CONCEPT OPTIONS

The pros and cons for each of the concept site plans include:

### SITE OPTION 1

#### Pros:

- Major project attractions, such as the Outdoor Fitness Area, Patio Cafe, Amphitheatre, and Children's Play Area, though somewhat visible, are set back from the street.
- The Service/Delivery area is not prominent, but it is nonetheless readily accessible.
- The Building Expansion area is at the back of the building so that it would have less visual and noise impact if developed.

**Cons:** Visitor Parking is prominent, though it is mitigated somewhat by the wider building facade that is set back from the street.

### SITE OPTION 2

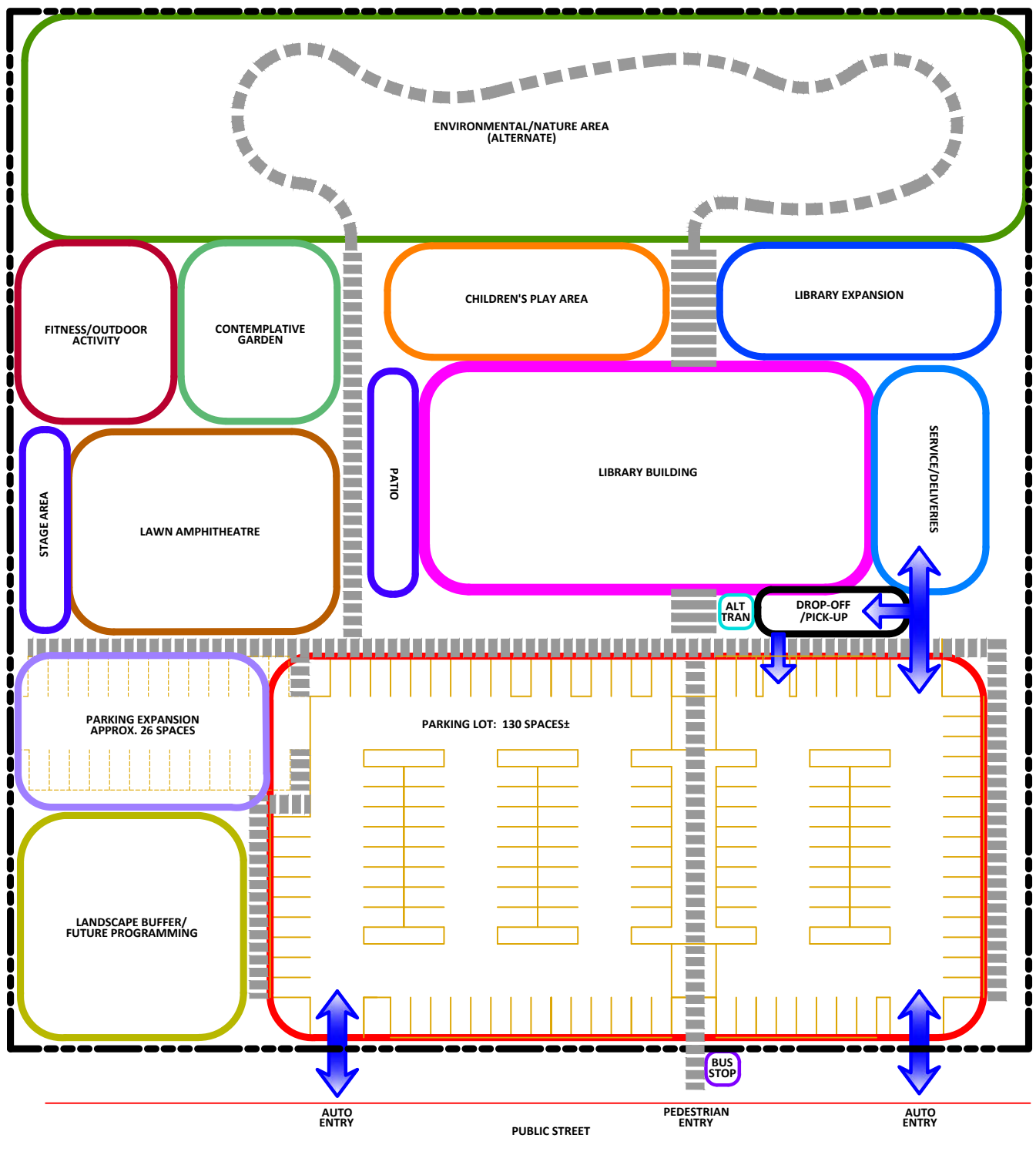
#### Pros:

- Parking is less prominent, though the building visibility benefit is reduced by the narrow side of the facade being presented to the street.
- The Outdoor Fitness Area, Patio Cafe, Amphitheatre, and Children's Play Area are set back from the street.

#### Cons:

- The Service/Delivery area is presented at the street as the project identity.
- Major project attractions, such as the Outdoor Fitness Area, Patio Cafe, Amphitheatre, and Children's Play Area, are hidden behind the parking lot and building.





1351 West Tapp Road  
Bloomington, Indiana 47403  
BLOOMINGTON BEDFORD PAOLI

## MCPL BRANCH FEASIBILITY STUDY SITE CONCEPTUAL DIAGRAM

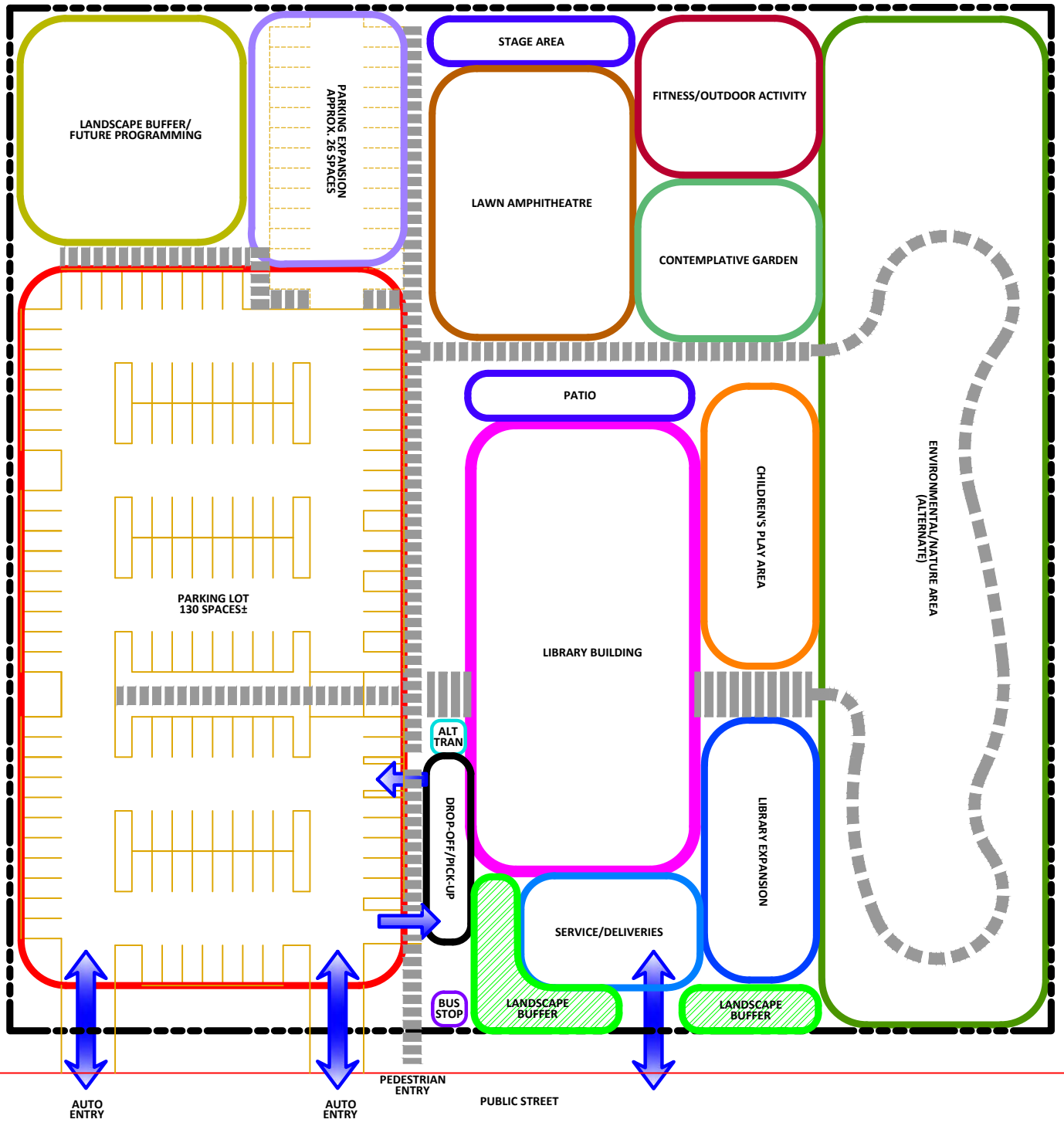
BRCJ Project No: 9944

## OPTION 1

5 ACRES ±







1351 West Tapp Road  
Bloomington, Indiana 47403  
BLOOMINGTON BEDFORD PAOLI

## MCPL BRANCH FEASIBILITY STUDY SITE CONCEPTUAL DIAGRAM

BRCJ Project No: 9944

## OPTION 2

5 ACRES ±





## PROJECT COST

### NEW LIBRARY COST TRENDS

As a reference for preparing a preliminary project cost, the Architect researched costs provided in the 2017 issue of *Library Journal* which includes construction costs for new libraries completed between 2016 and 2017. As to be expected, construction costs vary widely throughout the USA. Coastal states such as California, New York, the District of Columbia, have the highest construction costs, while southern states such as Georgia have the lowest construction costs. In order to have a good comparison for Indiana construction costs, the Architect limited the examples to new libraries constructed in the Midwest:

Location	Project Cost	Const. Cost	Gross Sq. Ft.	Sq. Ft. Cost	Equip. Costs	Other \$
<b>ILLINOIS</b>						
Monticello	\$3,229,673	\$2,457,810	12,350	\$199.00	\$243,965	\$277,898
<b>INDIANA</b>						
Markle	\$1,116,087	\$875,829	3,850	\$227.49	\$89,370	\$126,928
<b>MINNESOTA</b>						
Kasson	\$2,373,200	\$1,773,000	13,640	\$130.00	\$300,000	\$300,200
Minneapolis	\$10,210,000	\$6,475,000	8,400	\$770.83	\$302,000	\$1,501,000
Shoreview	\$16,769,180	\$12,285,000	38,000	\$323.29	\$1,762,000	\$2,122,180
<b>MISSOURI</b>						
Joplin	\$20,075,609	\$14,682,000	57,982	\$253.22	\$1,650,000	\$2,383,609
<b>OHIO</b>						
Columbus	\$11,645,110	\$7,546,279	24,870	\$303.43	\$487,993	\$3,610,838
Columbus	\$6,052,306	\$3,689,782	10,018	\$368.31	\$231,789	\$1,623,806
Grove City	\$18,126,142	\$14,274,881	46,161	\$309.24	\$800,000	\$3,051,261
Toledo	\$8,883,122	\$6,786,000	22,239	\$305.14	\$358,551	\$1,738,571
<b>WISCONSIN</b>						
Marshfield	\$7,553,420	\$6,951,034	33,450	\$207.80	\$257,386	\$345,000

Based on the above information, recent new library construction cost range in the Midwest is between \$248.28 and \$464.06 per sq. foot with an average cost of \$308.89 per sq. foot.

Equipment cost range is between \$7.69 and \$46.37 per sq. foot with an average cost of \$23.60 per sq. foot.

## PRELIMINARY PROJECT COST ESTIMATE

The following preliminary project cost estimate for the proposed new branch library reflects information outlined in the Building and Site Space Program.

<b>NEW BUILDING: Single Level New Construction</b>	<b>21,000 sq. ft.</b>
<b>SITE: Approximately</b>	<b>5.0 acres</b>
<hr/>	
<b>LAND ACQUISITION*</b>	
<b>TOTAL</b>	<b>\$0</b>
<b>SITE DEVELOPMENT**</b>	
CONSTRUCTION	\$1,089,292
DESIGN CONTINGENCY @ 5.0%	\$ 54,465
ESCALATION CONTINGENCY @ 3.0%	\$ 32,679
<b>TOTAL ANTICIPATED SITE/CIVIL CONSTRUCTION COST</b>	<b>\$1,176,400</b>
<b>BUILDING CONSTRUCTION</b>	
BUILDING CONSTRUCTION: 21,000 SF @ \$275 New Construction	\$5,775,000
DESIGN CONTINGENCY @ 5.0%	\$288,750
ESCALATION CONTINGENCY @ 3.0% (Assume 2 years to construction)	\$173,250
<b>TOTAL ANTICIPATED BUILDING CONSTRUCTION @ \$297 PSF***</b>	<b>\$6,237,000</b>
<b>FURNISHINGS AND EQUIPMENT</b>	
FFE (All new furniture & shelving): 21,000 SF @ \$40:	\$840,000
TECHNOLOGY: 21,000 SF @ \$10:	\$210,000
SIGNAGE: 21,000 SF @ \$1.50:	\$31,500
BOOK ALLOWANCE	\$0
<b>TOTAL ANTICIPATED FURNISHINGS AND EQUIPMENT</b>	<b>\$1,081,500</b>
<b>OTHER COSTS</b>	
LEGAL, CLOSING and OTHER FEES	\$25,000
PROFESSIONAL FEES: Architecture & Engineering @ 10%	\$741,340
PROFESSIONAL FEES: FFE @ 5%	\$42,000
PROFESSIONAL FEES: Signage Design @ 15%	\$4,725
PROFESSIONAL FEES: Technology Design (By Owner)	\$0
PROFESSIONAL FEES: Survey and Soils Testing: Allow	\$30,000
PROFESSIONAL FEES: Reimbursable Expenses: Allow	\$15,000
<b>TOTAL ANTICIPATED OTHER COSTS</b>	<b>\$858,065</b>
<b>PROJECT SUBTOTAL</b>	<b>\$9,352,965</b>
<b>PROJECT CONTINGENCY</b>	<b>\$0</b>
<b>TOTAL PROJECT COST RANGE @ 10%</b>	<b>\$8,885,317 to \$9,820,613</b>



Note:

\* Land acquisition cost is dependent upon a specific site and whether it is purchased or donated.

\*\* Site development cost is dependent upon site conditions. For purposes of this estimate the following assumptions have been made:

- Relatively flat site;
- No rock removal;
- Existing utilities – water and sanitary sewer – are available on adjacent street within 100 feet;
- Electric and natural gas service to building by Duke Energy and Vectren at no cost;
- No sidewalks or multi-purpose paths are required along adjacent street(s) within the public right-of-way;
- No site lighting.

\*\*\* Based on average construction cost for new libraries built in the Midwest and adjusted for Monroe County construction cost factor.



## LIBRARY OPERATIONS COST

### Operating Expenses Assumptions

Operating expenses have been estimated based on a number of factors to achieve a realistic future scenario for services, and to control costs through thoughtful design:

- Structural designs will be conducive to staffing for services rather than architecture requiring additional staffing due to complexities. Assuming these designs:
  - Avoiding unnecessary partitions
  - Keeping meeting and conference room walls transparent for easy oversight
  - A single entrance
  - No drive-up window (also reduces expenses related to parking lot size and design)
  - A single floor
  - Cost effective operating systems (HVAC, equipment, etc.)
- Staffing costs reflect an assumption of a 70-hour week (same as Main Library), and a minimum of three people at all times to provide service and coverage for an approximate 21,000 Sq. Ft. facility.
- Custodial, maintenance and courier costs are included.
- Ongoing maintenance and long term replacement expenses are estimated at 10% of initial costs of the project, per year.
- Past expenses for Ellettsville served as a model and were updated to reflect larger size of facility.
- Total expense categories were estimated at like values of current operating expenses (i.e. 67% staffing, 33% other) and used as a model.

**Overall operating costs are estimated at approximately \$675,000 per year.**



## PROJECT SCHEDULE

Moving forward, the next steps for the New Branch Library project will be to: identify and purchase an appropriate building site; complete the building design; prepare construction documents for soliciting public bids for construction; bid the project and execute a contract for construction; construct the new library building and site; design/select and install furniture, signage, and equipment; design/select and install building technology; select, purchase, and install collections; and open the new library building. A reasonable schedule for each of the subsequent phases of the project is:

Identify, Research, and Purchase Building Site	6 months
Complete Building Design	3 - 4 months
Prepare Construction Documents	3 – 4 months
Bid Project	1 month
Execute Construction Contract	1 month
Construct Library Building and Site	12 – 14 months
Select, Bid and Order Furniture and Equipment	6 months*
Design, Bid, and Fabricate Signage	6 months*
Select and Order Building Technology	6 months*
Select and Purchase Collections	6 months*
Install Building Technology	2 months
Install Signage, Furniture, Equipment, and Collections	2 months
Occupy Building and Open New Library Building	1 month
<b>Total Time Frame:</b>	<b>31 – 35 months</b>

Note:

\* Area of work to be provided concurrently with Building Design and Construction Documents phases of the project.



## ***APPENDIX I: SITE DEVELOPMENT COST BREAKDOWN***





# MCPL - Library Branch Study

Bledsoe Riggert Cooper James  
Land Surveying | Civil Engineering | GIS

**BRCJ 9944**

## Anticipated Site Development Work for a 5 Acre Site

**January 28, 2019**

### Cost Projection

#### Site Preparation and Erosion Control

Filter sock	1,000	LF	5.00	5,000
Construction Entrance	1	LS	5,000.00	5,000
Concrete Washout	1	EA	2,000.00	2,000
Temporary Seeding and Mulch	5,000	SY	2.00	10,000
Temporary Sediment Trap	1	LS	2,000.00	2,000
Miscellaneous erosion control and maintenance	1	LS	5,000.00	5,000

#### Site Clearing

Remove turf and grasses - assume 2 acre area	10,890	SY	1.00	10,890
Clearing and grubbing - assume 3 acre area	3.00	AC	12,000.00	36,000

#### Excavation/Grading

Strip topsoil 6" average - stockpile on site 217,800 SF	4,030	CY	5.00	20,150
Mass grading of balanced site - assume average 1-ft depth	8,070	CY	10.00	80,700

#### Stormwater Removal

Storm sewer piping	1	LS	15,000.00	15,000
Roof drain piping	1	LS	7,500.00	7,500
Storm structures	8	EA	2,500.00	20,000
Storm manholes	4	EA	3,500.00	14,000
48" Stormwater treatment unit	1	EA	10,000.00	10,000
Stormwater detention	1	LS	50,000.00	50,000

#### Sanitary Sewer System

Grease interceptor	1	EA	16,000.00	16,000
6" SDR 35 PVC pipe	150	LF	30.00	4,500
Yard cleanouts	4	EA	550.00	2,200
CBU Wastewater Connection Fee based on 1.5" meter	1	EA	15,984.00	15,984

#### Water Service

Water meter - 1.5" meter with 2" setter from CBU	1	EA	4,000.00	4,000
2" diameter PC 200 PVC pipe	80	LF	13.50	1,080
4" diameter ductile iron pipe	100	LF	75.00	7,500
4" swing check valve in vault	1	EA	4,500.00	4,500
Post indicator valve with tamperproof switch	1	EA	1,750.00	1,750
Fire department connection - 6" with Storz type	1	EA	3,125.00	3,125
Tap/connections to existing main	1	EA	2,000.00	2,000
Fire line equipment - CBU meter charge on backflow device	1	EA	430.00	430
CBU Water Connection Fee based	1	EA	4,000.00	4,000

#### Site Concrete

Standing concrete curb	2,580	LF	22.00	56,760
Concrete walks and stoops	10,730	SF	6.50	69,745
Concrete patio - 20' x 100'	2,000	SF	6.50	13,000
Stage - 20' x 90'	1,800	SF	6.50	11,700
Service and deliveries plus drive - heavy duty	5,100	SF	8.50	43,350

#### Asphalt Paving

Asphalt paving parking lot - standard duty	6,200	SY	31.50	195,300
Asphalt paving - trail	410	SY	27.50	11,275
Pavement marking and signage	1	LS	5,000.00	5,000

## MCPL - Library Branch Study

Bledsoe Riggert Cooper James  
Land Surveying | Civil Engineering | GIS

### Site Furnishings

Bike racks - 2' long	4	EA	1,250.00	5,000
Flag pole and base	1	EA	4,000.00	4,000
Play area equipment	1	LS	10,000.00	10,000
Bus stop	1	LS	20,000.00	20,000

### Landscaping

Place topsoil - 6" over 3 - acre area	2,420	CY	5.00	12,100
Haul off excess topsoil	1,610	CY	10.00	16,100
Plantings	1	LS	80,000.00	80,000
Fine grade, fertilize, seed, and mulch - 3 acre area	14,520	SY	3.00	43,560

			<b>957,199</b>
General Conditions/General Requirements	7.50%		71,790
General Contractor's Overhead & Profit	5.50%		52,646
Contractor's Payment & Performance Bonds	0.80%		7,658
<b>Construction Hard Cost - Excluding Contingencies</b>			<b>1,089,292</b>
Design Contingency	5.00%		54,465
Escalation Contingency Contingency	3.00%		32,679
<b>Construction Hard Cost - Including Contingencies</b>			<b>1,176,436</b>
<b>TOTAL ANTICIPATED CONSTRUCTION COST</b>			<b>1,176,400</b>

## ***APPENDIX II: MCPL ON-LINE SURVEY***





Monroe County  
**Public Library**  
Read, Learn, Connect & Create

**COMMUNITY SURVEY**  
**A New Southwest Monroe County Public Library Branch**

1. What do you think are the most critical issues residents of Southwest Monroe County face today?
2. What types of services could the library offer to make your life easier and make Monroe County a better place to live?

3. What places should be near your branch library? Check all that apply.

Grocery Store\_\_\_\_\_ Schools\_\_\_\_\_ Place of Worship\_\_\_\_\_

Retail Stores\_\_\_\_\_ Your Workplace\_\_\_\_\_ Gym\_\_\_\_\_

Senior Center\_\_\_\_\_ Gas Station\_\_\_\_\_ Public Park\_\_\_\_\_

Bicycle Trail\_\_\_\_\_ Major Highway\_\_\_\_\_ Ivy Tech\_\_\_\_\_

Other (Please specify): \_\_\_\_\_

4. How far would you be willing to travel to visit your branch library?

1 mile\_\_\_\_\_ 5 miles\_\_\_\_\_ 10 or more miles\_\_\_\_\_

5. What atmosphere is most appealing to you for your branch library?

\_\_\_\_\_

6. How often would you visit/use your branch library?

Daily\_\_\_\_\_ More than Once a Week \_\_\_\_\_ Once a Week \_\_\_\_\_

Once a Month \_\_\_\_\_ More than Once a Year \_\_\_\_\_ Rarely \_\_\_\_\_

7. What days of the week would you be most likely to visit/use your branch library? Check all that apply.

Sun\_\_\_\_\_ Mon\_\_\_\_\_ Tues\_\_\_\_\_ Wed\_\_\_\_\_ Thurs\_\_\_\_\_ Fri\_\_\_\_\_ Sat\_\_\_\_\_

8. What hours would you be most likely to visit/use your branch library? Check all that apply.

Before noon\_\_\_\_\_ Noon–5pm\_\_\_\_\_ 5–7pm\_\_\_\_\_ After 7pm\_\_\_\_\_

9. How would you most likely get to your branch library? Check all that apply.

Walk or via Sidewalk\_\_\_\_\_ Car\_\_\_\_\_ Public Transportation\_\_\_\_\_ Bike or Trail\_\_\_\_\_

10. What activities would you and/or your family like to do at your branch library? **Check your top FIVE activities.**

Sit and Read\_\_\_\_\_

Borrow Books, DVDs, etc.\_\_\_\_\_

Get Expert Staff Assistance\_\_\_\_\_

Use Computer Programs\_\_\_\_\_

Photocopy or Scan\_\_\_\_\_

Use Internet\_\_\_\_\_

Attend a Community Meeting\_\_\_\_\_

Use a Study Room\_\_\_\_\_

Use a Meeting Room\_\_\_\_\_

Use a Co-working Business Space\_\_\_\_\_

Attend a Children's Program\_\_\_\_\_

Attend a Teen Program\_\_\_\_\_

Attend an Adult Program\_\_\_\_\_

Attend a Senior Program\_\_\_\_\_

Use Teen Space\_\_\_\_\_

Use Children's Learning and Play Space\_\_\_\_\_

Get Job Training\_\_\_\_\_

Attend Adult Literacy classes\_\_\_\_\_

Use Tech Tools or Space\_\_\_\_\_ (e.g. 3D printers, robotics, software)

Attend a Class\_\_\_\_\_ (Specify:\_\_\_\_\_) (e.g. cooking, art, robotics, technology, etc.)

Use a Café\_\_\_\_\_

Meet Friends\_\_\_\_\_

Access Social Services\_\_\_\_\_

Attend a Book Club\_\_\_\_\_

Attend a Movie/Cultural Event\_\_\_\_\_

Get Tech Support\_\_\_\_\_

Use Genealogy or Local History Resources\_\_\_\_\_ Get Homework Help\_\_\_\_\_

11. How do you access the internet in your home? Check all that apply.

On my computer or laptop\_\_\_\_\_ Using my smartphone (e.g. iPhone)\_\_\_\_\_

Using my tablet (e.g. iPad, Amazon Fire)\_\_\_\_\_

I don't have access to the internet in my home\_\_\_\_\_

12. Where do you currently visit/use the Monroe County Public Library? Check all that apply.

Main Library\_\_\_\_\_ Ellettsville Branch\_\_\_\_\_ Bookmobile\_\_\_\_\_ Outreach Van Service\_\_\_\_\_

I don't currently use the Library\_\_\_\_\_

Reason for not using the Library: \_\_\_\_\_

13. How old are the individuals living in your home, including yourself? Check all that apply.

Birth-pre-K\_\_\_\_\_ Kindergarten-age 11\_\_\_\_\_ Age 12-19\_\_\_\_\_

20-29\_\_\_\_\_ 30-39\_\_\_\_\_ 40-55\_\_\_\_\_ Over 55\_\_\_\_\_

14. Which one of these MCCSC elementary or middle schools is closest to your home?

Arlington Heights\_\_\_\_\_ Binford/Rogers\_\_\_\_\_ Childs\_\_\_\_\_

Clear Creek\_\_\_\_\_ Fairview\_\_\_\_\_ Grandview\_\_\_\_\_

Highland Park\_\_\_\_\_ Lakeview\_\_\_\_\_ Marlin\_\_\_\_\_

Summit\_\_\_\_\_ Templeton\_\_\_\_\_ Unionville\_\_\_\_\_

University\_\_\_\_\_

Batchelor\_\_\_\_\_ Jackson Creek\_\_\_\_\_ Tri-North\_\_\_\_\_

**Please return your completed survey to:**

Marilyn Wood, Director  
Monroe County Public Library  
303 E Kirkwood Ave  
Bloomington, IN 47408

Or visit [mcpl.info/branchplan](http://mcpl.info/branchplan) to take this survey online.





## ***APPENDIX III: COMMUNITY CONVERSATION POSTERS & ANALYSIS***







Monroe County  
Public Library  
Read, Learn, Connect & Create

We Want Your Ideas for a New Branch Library!

# What Services Would You Like Your Library to Have?

Put a Dot ● on Your 3 to 5 Favorites

## Adult Literacy Program



## Community Meetings



## Free WiFi & Internet



## Computer Training Classes



## Health & Wellness



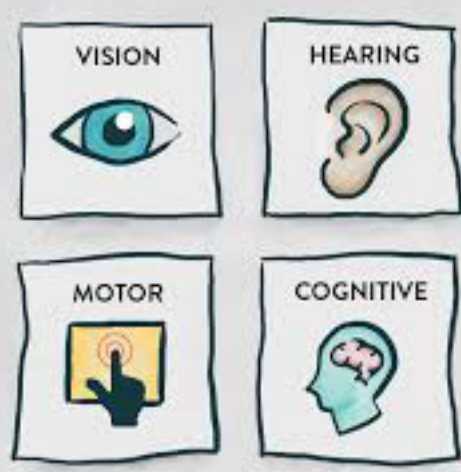
## Cooking Classes



## Music Making



## Accessible Programs & Services



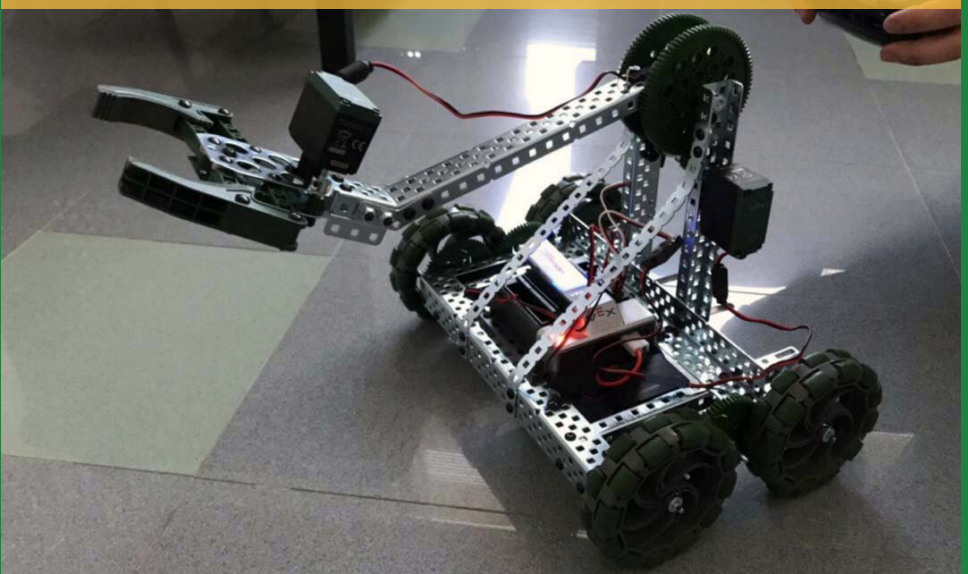
## Internet Safety



## One on One Tech Help



## STEAM Programs – Science, Tech, Engineering, Art & Math



## Computer Access



## Financial Literacy Program



## Collections



## Public Presentations



## Social Services Referral







Monroe County  
Public Library  
Read, Learn, Connect & Create

We Want Your Ideas for a New Branch Library!

What Services Would You Like Your Library to Have?


Put a Dot ● on Your 3 to 5 Favorites

3D Printing




3D PRINTING

Quiet Area

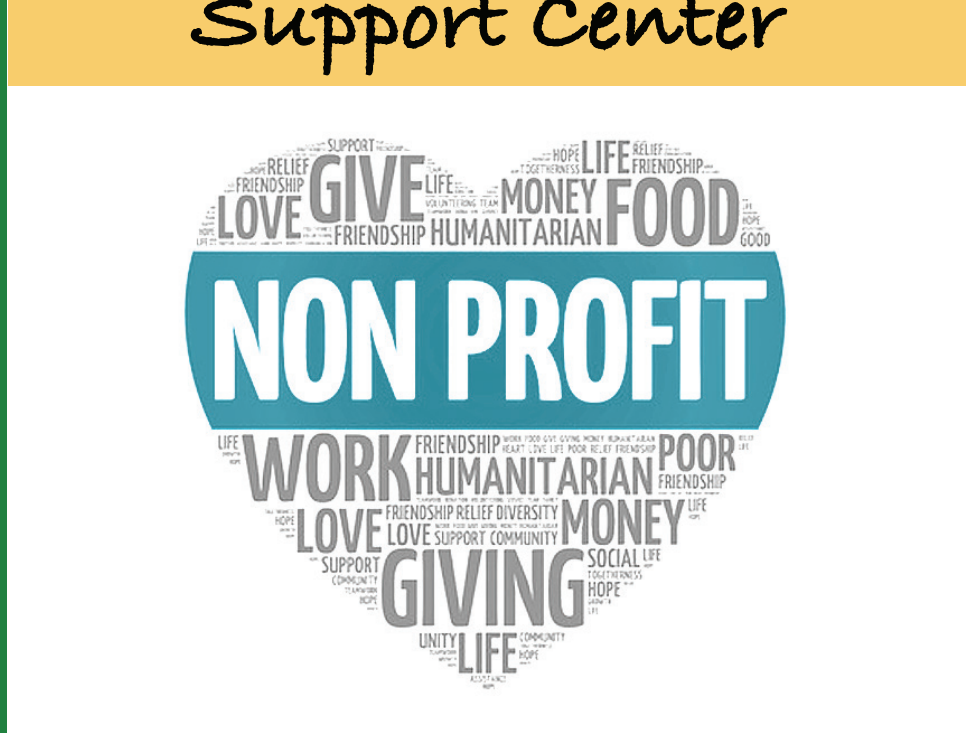


Hobby Clubs



JOIN THE CLUB

Non-Profit Support Center



Librarian Assistance




Local History



Volunteering at the Library



Business Center



Movie Viewing



Meeting Friends




Job Search Training




Small Business Support



Collaborative Learning



Book Club



Exercise Classes



Game Hub








Monroe County  
Public Library  
Read, Learn, Connect & Create

We Want Your Ideas for a New Branch Library!

# What Spaces Would You Like Your Library to Have?

Put a Dot ● on Your 3 to 5 Favorites


Book Stacks




Meeting & Conference Rooms




Tech Training Rooms




Multi-Purpose Space




Gallery



Cafe




Teaching Kitchen




Study Rooms




Co-Work Space



Sound Recording Booth



Maker Space



Green Screen Studio




Art Studio



Teen Center



Children's Room



Friends Book Shop







We Want Your Ideas for a New Branch Library!

What Atmosphere is Most Appealing to You  
for Your New Branch Library?

Put a Dot ● on Your Favorite from Each Pair or Group



**COLOR**

Bright Colors or Subdued Tones



**SOUND**

Lively Sound or Quiet




**STYLE (Choose the 2 You Like Best)**

Traditional or High Tech



**LIGHT**

Bright Light or Low Light



**Modern**





**Natural**



**SPATIAL SENSE**

Cozy or Open



**Industrial**



**Green**



**FEELING**

Playful or Sophisticated







We Want Your Ideas for a New Branch Library!

What Children's Services Would You Like Your Library to Have?

Put a Dot ● on Your 3 to 5 Favorites

STEAM Programs –  
Science, Tech,  
Engineering, Art & Math



Inter-Generational  
Programs



Children's Fitness Class



Children's Maker Space



Imaginative Play



Children's Computing



Story Time &  
Pre-K Programs



Independent Reading



Infants Programs



Kids' Cooking Classes



Shared Reading



Inclusive Children's  
Programs



Play Area



Children's Programs



Parent-Child Shared Time



Homework Help







Monroe County  
Public Library  
Read, Learn, Connect & Create

We Want Your Ideas for a New Branch Library!

## What Teen Services Would You Like Your Library to Have?

Put a Dot ● on Your 3 to 5 Favorites


3D Printing




After School Clubs

AFTER SCHOOL CLUBS

Arts & Crafts




Quiet Reading



Gaming




Teen Collaboration



Internet Literacy




Maker Space



Presentations & Performance



Board Games



Tech Training



Hanging Out



Teen Cooking Class



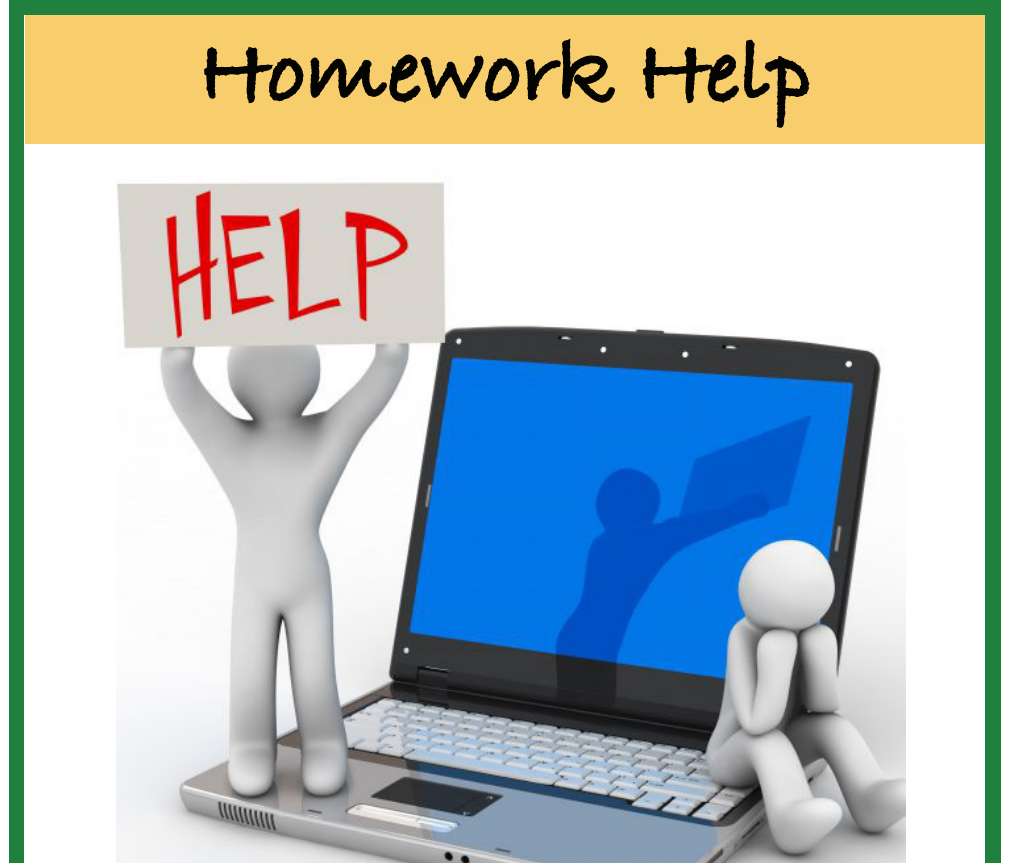
Virtual Reality Camp



Volunteering Opportunities



Homework Help








We Want Your Ideas for a New Branch Library!

What Outdoor Services Would You Like Your Library to Have?

Put a Dot ● on Your 3 to 5 Favorites


Game Tournaments



Community Crop Swap



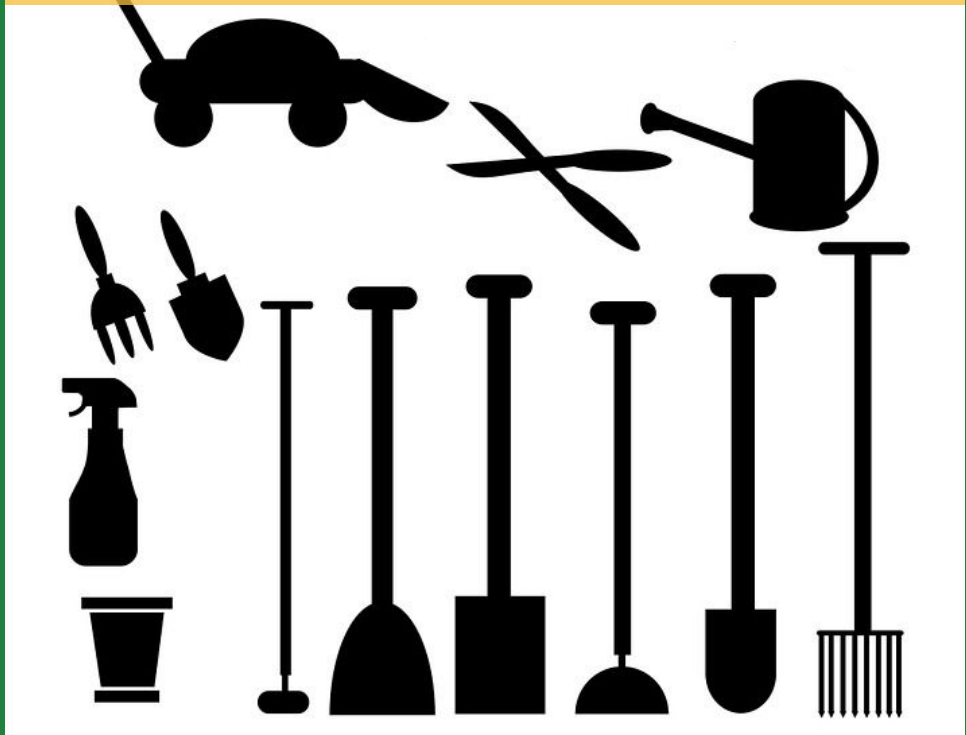
Gardening Programs



Children's Camps



Garden Tool Lending Bank




Outdoor Fitness Classes




Young Farmers Programs



Outdoor Events



Wildlife Programs




Outdoor Clubs



Children's Programs



Purdue Extension Programs



Sustainability Programs



Outdoor Parenting Programs



Outdoor Accessibility Programs



Music Performances







We Want Your Ideas for a New Branch Library!


# What Outdoor Spaces Would You Like Your Library to Have?

Put a Dot ● on Your 3 to 5 Favorites

Patio Cafe



Sculpture



Community Garden




Children's Play Area




Game and Fitness Area




Contemplative Garden




Seating Nooks



Group Seating Areas



Water Feature




Flower Garden




Activity Tables



Children's Nature Exploratorium



Lawn Amphitheatre




Greenhouse



Bicycle Racks



Bird Feeding Area







We Want Your Ideas for a New Branch Library!

What Places Would You Like Your Library to be Near?

Put a Dot ● on Your 3 to 5 Favorites

<div>Residential Area</div> <div></div> <div></div>	<div>Place of Work</div> <div></div> <div></div>	<div>Place of Worship</div> <div></div> <div></div>	<div>Schools</div> <div></div> <div></div>
<div>Park</div> <div></div> <div></div>	<div>Grocery Store</div> <div></div> <div></div>	<div>Bicycle Trail</div> <div></div> <div></div>	<div>Gym</div> <div></div> <div></div>
<div>Gas Station</div> <div></div> <div></div>	<div>Highway</div> <div></div> <div></div>	<div>Care Center</div> <div></div> <div></div>	<div>Ivy Tech</div> <div></div> <div></div>
<div>Restaurant</div> <div></div> <div></div>	<div>Retail Stores</div> <div></div> <div></div>	<div>Bus Stop</div> <div></div> <div></div>	<div>Senior Center</div> <div></div> <div></div>



**Community Meetings  
Public Poster Responses**

Services - Spaces	Indian Creek Community	Broadview Neighborhood	Batchelor Heights	Totals	Percentage	Color Code
<b>What Services would you like your Library to have?</b>						
Adult Literacy Program	5	3	1	9	2.5%	0-2.5
Community Meetings	12	3	5	20	5.5%	5.1+
Free WiFi & Internet	12	5	6	23	6.3%	5.1+
Computer Training Classes	9	4	2	15	4.1%	2.6-5
Health & Wellness	11	4	2	17	4.7%	2.6-5
Cooking Classes	3	4	1	8	2.2%	0-2.5
Music Making	5	4	2	11	3.0%	2.6-5
Accessible Programs & Services	5	4	1	10	2.7%	2.6-5
Internet Safety	4	0	0	4	1.1%	0-2.5
One on One Tech Help	6	4	1	11	3.0%	2.6-5
STEAM Programs	8	2	2	12	3.3%	2.6-5
Computer Access	11	3	4	18	4.9%	2.6-5
Financial Literacy Program	3	5	1	9	2.5%	0-2.5
Collections	2	3	0	5	1.4%	0-2.5
Public Presentations	8	5	5	18	4.9%	2.6-5
Social Services Referral	5	3	2	10	2.7%	2.6-5
3D Printing	0	5	1	6	1.6%	0-2.5
Quiet Area	6	4	5	15	4.1%	2.6-5
Hobby Clubs	3	2	1	6	1.6%	0-2.5
Non-Profit Support Center	5	3	1	9	2.5%	0-2.5
Librarian Assistance	5	3	3	11	3.0%	2.6-5
Local History	8	5	1	14	3.8%	2.6-5
Volunteering at the Library	4	2	2	8	2.2%	0-2.5
Business Center	2	2	2	6	1.6%	0-2.5
Movie Viewing	7	6	6	19	5.2%	5.1+
Meeting Friends	8	2	2	12	3.3%	2.6-5
Job Search Training	2	2	0	4	1.1%	0-2.5
Small Business Support	6	5	2	13	3.6%	2.6-5
Collaborative Learning	2	3	1	6	1.6%	0-2.5
Book Club	8	2	5	15	4.1%	2.6-5
Exercise Classes	10	5	1	16	4.4%	2.6-5
Game Hub	0	4	1	5	1.4%	0-2.5
			Total	365		

Services - Spaces	Indian Creek Community	Broadview Neighborhood	Batchelor Heights	Totals	Percentage	Color Code
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### What Spaces would you like your Library to have?

Book Stacks	8	7	4	19	11.7%	8.1+
Meeting & Conference Rooms	12	3	6	21	13.0%	8.1+
Tech Training Rooms	3	4	0	7	4.3%	4.1-8
Multi-Purpose Space	7	3	4	14	8.6%	8.1+
Gallery	3	4	1	8	4.9%	4.1-8
Café	5	6	4	15	9.3%	8.1+
Teaching Kitchen	2	3	1	6	3.7%	0-4
Study Rooms	0	0	3	3	1.9%	0-4
Co-Work Space	3	2	1	6	3.7%	0-4
Sound Recording Booth	1	0	2	3	1.9%	0-4
Maker Space	0	3	0	3	1.9%	0-4
Green Screen Studio	1	4	1	6	3.7%	0-4
Art Studio	7	2	1	10	6.2%	4.1-8
Teen Center	6	4	0	10	6.2%	4.1-8
Children's Room	11	7	3	21	13.0%	8.1+
Friends Book Shop	5	2	3	10	6.2%	4.1-8
			Total	162		

### What Atmosphere is most appealing for your new Library?

Color	Bright Colors	13	8	7	28	80.0%	
	Subdued Colors	4	2	1	7	20.0%	
Sound	Lively Sound	2	0	0	2	5.7%	
	Quiet	14	11	8	33	94.3%	
Style	Traditional Style	17	9	0	26	31.7%	
	High Tech Style	0	2	0	2	2.4%	
	Modern Style	5	4	0	9	11.0%	
	Natural Style	13	4	0	17	20.7%	
	Industrial Style	2	1	3	6	7.3%	
	Green Style	11	5	6	22	26.8%	
Light	Bright Light	12	9	5	26	81.3%	
	Low Light	2	1	3	6	18.8%	
Space	Cozy Spaces	11	0	5	16	48.5%	
	Open Spaces	6	9	2	17	51.5%	
Feel	Playful Feeling	11	6	1	18	64.3%	
	Sophisticated Feeling	2	2	6	10	35.7%	

Services - Spaces	Indian Creek Community	Broadview Neighborhood	Batchelor Heights	Totals	Percentage	Color Code
<b>What Children's Services would you like your Library to have?</b>						
STEAM Programs	14	4	5	23	13.3%	8.1+
Inter-Generational Programs	10	6	0	16	9.2%	8.1+
Children's Fitness Class	2	2	1	5	2.9%	0-4
Children's Maker Space	4	4	2	10	5.8%	4.1-8
Imaginative Play	6	6	1	13	7.5%	4.1-8
Children's Computing	0	2	1	3	1.7%	0-4
Story Time & Pre-K Programs	7	2	2	11	6.4%	4.1-8
Independent Reading	4	5	0	9	5.2%	4.1-8
Infant Programs	2	4	1	7	4.0%	0-4
Kids' Cooking Classes	2	3	1	6	3.5%	0-4
Shared Reading	1	2	1	4	2.3%	0-4
Inclusive Children's Programs	7	5	3	15	8.7%	8.1+
Play Area	8	4	1	13	7.5%	4.1-8
Children's Programs	10	2	4	16	9.2%	8.1+
Parent-Child Shared Time	0	3	1	4	2.3%	0-4
Homework Help	9	5	4	18	10.4%	8.1+
			Total	173		
<b>What Teen Services would you like your Library to have?</b>						
3D Printing	0	5	2	7	4.5%	4.1-8
After School Clubs	4	6	4	14	9.0%	8.1+
Arts & Crafts	7	2	1	10	6.5%	4.1-8
Quiet Reading	7	3	2	12	7.7%	4.1-8
Gaming	4	2	0	6	3.9%	0-4
Teen Collaboration	4	3	1	8	5.2%	4.1-8
Internet Literacy	2	2	2	6	3.9%	0-4
Maker Space	5	3	4	12	7.7%	4.1-8
Presentations & Performance	5	3	3	11	7.1%	4.1-8
Board Games	2	2	1	5	3.2%	0-4
Tech Training	7	6	1	14	9.0%	8.1+
Hanging Out	2	2	0	4	2.6%	0-4
Teen Cooking Class	7	3	0	10	6.5%	4.1-8
Virtual Reality Camp	0	2	0	2	1.3%	0-4
Volunteering Opportunities	6	4	2	12	7.7%	4.1-8
Homework Help	11	6	5	22	14.2%	8.1+
			Total	155		

Services - Spaces	Indian Creek Community	Broadview Neighborhood	Batchelor Heights	Totals	Percentage	Color Code
<b>What Outdoor Services would you like your Library to have?</b>						
Game Tournaments	4	0	2	6	3.1%	0-4
Community Crop Swap	11	3	2	16	8.3%	8.1+
Gardening Programs	6	6	2	14	7.3%	4.1-8
Children's Camps	8	3	4	15	7.8%	4.1-8
Garden Tool Lending Bank	2	6	2	10	5.2%	4.1-8
Outdoor Fitness Classes	6	1	1	8	4.1%	4.1-8
Young Farmers Program	2	1	0	3	1.6%	0-4
Outdoor Events	18	6	5	29	15.0%	8.1+
Wildlife Programs	5	5	0	10	5.2%	4.1-8
Outdoor Clubs	2	2	3	7	3.6%	0-4
Children's Programs	2	3	4	9	4.7%	4.1-8
Purdue Extension Programs	9	0	1	10	5.2%	4.1-8
Sustainability Programs	9	7	2	18	9.3%	8.1+
Outdoor Parenting Programs	0	4	0	4	2.1%	0-4
Outdoor Accessibility Programs	9	3	0	12	6.2%	4.1-8
Music Performances	11	4	7	22	11.4%	8.1+
			Total	193		
<b>What Outdoor Spaces would you like your Library to have?</b>						
Patio Café	7	5	5	17	8.9%	8.1+
Sculpture	3	4	0	7	3.7%	0-4
Community Garden	12	3	3	18	9.4%	8.1+
Children's Play Area	6	2	2	10	5.2%	4.1-8
Game & Fitness Area	3	1	0	4	2.1%	0-4
Contemplative Garden	6	5	4	15	7.9%	4.1-8
Seating Nooks	6	3	2	11	5.8%	4.1-8
Group Seating Areas	8	3	3	14	7.3%	4.1-8
Water Feature	1	4	2	7	3.7%	0-4
Flower Garden	8	3	1	12	6.3%	4.1-8
Activity Tables	10	5	1	16	8.4%	8.1+
Children's Nature Exploratorium	6	5	5	16	8.4%	8.1+
Lawn Amphitheatre	6	3	3	12	6.3%	4.1-8
Greenhouse	3	2	0	5	2.6%	0-4
Bicycle Racks	1	5	7	13	6.8%	4.1-8
Bird Feeding Area	5	7	2	14	7.3%	4.1-8
			Total	191		



Services - Spaces	Indian Creek Community	Broadview Neighborhood	Batchelor Heights	Totals	Percentage	Color Code
<b>What Places would you like your Library to be near?</b>						
Residential Area	16	10	8	34	22.4%	8.1+
Place of Work	1	1	0	2	1.3%	0-4
Place of Worship	1	0	0	1	0.7%	0-4
Schools	4	9	4	17	11.2%	8.1+
Park	14	8	2	24	15.8%	8.1+
Grocery Store	1	1	5	7	4.6%	4.1-8
Bicycle Trail	5	3	2	10	6.6%	4.1-8
Gym	2	0	1	3	2.0%	0-4
Gas Station	1	0	1	2	1.3%	0-4
Highway	0	0	0	0	0.0%	0-4
Care Center	2	2	1	5	3.3%	0-4
Ivy Tech	2	0	0	2	1.3%	0-4
Restaurant	1	3	3	7	4.6%	4.1-8
Retail Stores	0	1	3	4	2.6%	0-4
Bus Stop	6	12	3	21	13.8%	8.1+
Senior Center	5	7	1	13	8.6%	8.1+
			Total	152		



Question / Responses	Indian Creek Community	Broadview Neighborhood	Batchelor Heights	Totals	Percentage	Color code
<b>1. How far would you be willing to travel to visit your branch library?</b>						
1 mile	1	3	1	5	11.1%	0-10
5 miles	18	9	5	32	71.1%	25.1+
10 or more miles	7	1	0	8	17.8%	10.1-25
			Total	45		
<b>2. How often would you visit/use your branch library?</b>						
Daily	0	1	0	1	2.2%	0-10
More than once a week	7	1	4	12	26.1%	25.1+
Once a week	14	4	1	19	41.3%	25.1+
Once a month	5	5	1	11	23.9%	10.1-25
More than once a year	0	2	0	2	4.3%	0-10
Rarely	1	0	0	1	2.2%	0-10
			Total	46		
<b>3. What days of the week would you be most likely to visit/use your library?</b>						
Sunday	9	8	3	20	14.2%	10.1-25
Monday	16	6	3	25	17.7%	10.1-25
Tuesday	12	2	4	18	12.8%	10.1-25
Wednesday	13	3	3	19	13.5%	10.1-25
Thursday	12	3	3	18	12.8%	10.1-25
Friday	12	5	1	18	12.8%	10.1-25
Saturday	12	9	2	23	16.3%	10.1-25
			Total	141		
<b>4. What hours would you be most likely to visit/use your branch library?</b>						
Before noon	10	2	1	13	19.7%	10.1-25
Noon to 5pm	13	10	5	28	42.4%	25.1+
5-7pm	9	4	0	13	19.7%	10.1-25
After 7pm	9	2	1	12	18.2%	10.1-25
			Total	66		
<b>5. How would you most likely get to your branch library?</b>						
Walk/Sidewalk	1	8	3	12	19.0%	10.1-25
Car	25	9	6	40	63.5%	25.1+
Public Transportation	0	1	1	2	3.2%	0-10
Bike or Trail	1	5	3	9	14.3%	10.1-25
			Total	63		

Question / Responses	Indian Creek Community	Broadview Neighborhood	Batchelor Heights	Totals	Percentage	Color code
<b>6. What cable or internet services do you have in your home?</b>						
Cable	3	8	4	15	15.6%	10.1-25
Smart phone/Tablet	12	7	4	23	24.0%	10.1-25
High Speed Internet	12	9	4	25	26.0%	25.1+
Streaming TV (Netflix, Hulu)	12	6	3	21	21.9%	10.1-25
Other	9	2	1	12	12.5%	10.1-25
			Total	96		
<b>7. Where do you currently visit/use the Monroe County Public Library?</b>						
Main Library	13	11	7	31	55.4%	25.1+
Ellettsville Branch	5	0	0	5	8.9%	0-10
Bookmobile	9	0	0	9	16.1%	10.1-25
Van Service	0	0	0	0	0.0%	0-10
I don't currently use the Library	8	2	1	11	19.6%	10.1-25
			Total	56		
<b>8. What ages of individuals live in your home?</b>						
Birth-Pre-K	1	0	0	1	1.4%	0-10
Kindergarten-age 11	2	0	0	2	2.8%	0-10
Age 12-19	8	1	0	9	12.7%	10.1-25
Age 20-29	1	0	0	1	1.4%	0-10
Age 30-39	6	6	3	15	21.1%	10.1-25
Age 40-55	8	5	0	13	18.3%	10.1-25
Age 56+	20	5	5	30	42.3%	25.1+
			Total	71		

Services - Spaces	Friends of the Library	Percentage	Color Code
<b>What Services would you like your Library to have?</b>			
Adult Literacy Program	4	3.0%	2.6-5
Community Meetings	9	6.7%	5.1+
Free WiFi & Internet	7	5.2%	5.1+
Computer Training Classes	3	2.2%	0-2.5
Health & Wellness	1	0.7%	0-2.5
Cooking Classes	1	0.7%	0-2.5
Music Making	1	0.7%	0-2.5
Accessible Programs & Services	5	3.7%	2.6-5
Internet Safety	1	0.7%	0-2.5
One on One Tech Help	6	4.5%	2.6-5
STEAM Programs	5	3.7%	2.6-5
Computer Access	7	5.2%	5.1+
Financial Literacy Program	3	2.2%	0-2.5
Collections	5	3.7%	2.6-5
Public Presentations	6	4.5%	2.6-5
Social Services Referral	6	4.5%	2.6-5
3D Printing	4	3.0%	2.6-5
Quiet Area	7	5.2%	5.1+
Hobby Clubs	4	3.0%	2.6-5
Non-Profit Support Center	2	1.5%	0-2.5
Librarian Assistance	6	4.5%	2.6-5
Local History	2	1.5%	0-2.5
Volunteering at the Library	3	2.2%	0-2.5
Business Center	2	1.5%	0-2.5
Movie Viewing	3	2.2%	0-2.5
Meeting Friends	6	4.5%	2.6-5
Job Search Training	5	3.7%	2.6-5
Small Business Support	3	2.2%	0-2.5
Collaborative Learning	6	4.5%	2.6-5
Book Club	6	4.5%	2.6-5
Exercise Classes	1	0.7%	0-2.5
Game Hub	4	3.0%	2.6-5
Total	134		

Services - Spaces	Friends of the Library	Percentage	Color Code
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### What Spaces would you like your Library to have?

Book Stacks	9	14.8%	8.1+
Meeting & Conference Rooms	8	13.1%	8.1+
Tech Training Rooms	2	3.3%	0-4
Multi-Purpose Space	0	0.0%	0-4
Gallery	5	8.2%	8.1+
Café	6	9.8%	8.1+
Teaching Kitchen	0	0.0%	0-4
Study Rooms	5	8.2%	8.1+
Co-Work Space	2	3.3%	0-4
Sound Recording Booth	0	0.0%	0-4
Maker Space	2	3.3%	0-4
Green Screen Studio	0	0.0%	0-4
Art Studio	0	0.0%	0-4
Teen Center	6	9.8%	8.1+
Children's Room	8	13.1%	8.1+
Friends Book Shop	8	13.1%	8.1+
Total	61		

### What Atmosphere is most appealing for your new Library?

Color	Bright Colors	8	88.9%	
	Subdued Colors	1	11.1%	
Sound	Lively Sound	3	30.0%	
	Quiet	7	70.0%	
Style	Traditional Style	5	20.0%	
	High Tech Style	4	16.0%	
	Modern Style	7	28.0%	
	Natural Style	1	4.0%	
	Industrial Style	1	4.0%	
	Green Style	7	28.0%	
Light	Bright Light	8	80.0%	
	Low Light	2	20.0%	
Space	Cozy Spaces	4	40.0%	
	Open Spaces	6	60.0%	
Feel	Playful Feeling	6	60.0%	
	Sophisticated Feeling	4	40.0%	

Services - Spaces	Friends of the Library	Percentage	Color Code
<b>What Children's Services would you like your Library to have?</b>			
STEAM Programs	6	8.5%	8.1+
Inter-Generational Programs	7	9.9%	8.1+
Children's Fitness Class	3	4.2%	4.1-8
Children's Maker Space	2	2.8%	0-4
Imaginative Play	8	11.3%	8.1+
Children's Computing	5	7.0%	4.1-8
Story Time & Pre-K Programs	7	9.9%	8.1+
Independent Reading	6	8.5%	8.1+
Infant Programs	3	4.2%	4.1-8
Kids' Cooking Classes	1	1.4%	0-4
Shared Reading	0	0.0%	0-4
Inclusive Children's Programs	3	4.2%	4.1-8
Play Area	3	4.2%	4.1-8
Children's Programs	7	9.9%	8.1+
Parent-Child Shared Time	5	7.0%	4.1-8
Homework Help	5	7.0%	4.1-8
Total	71		
<b>What Teen Services would you like your Library to have?</b>			
3D Printing	3	5.2%	4.1-8
After School Clubs	4	6.9%	4.1-8
Arts & Crafts	1	1.7%	0-4
Quiet Reading	2	3.4%	0-4
Gaming	1	1.7%	0-4
Teen Collaboration	9	15.5%	8.1+
Internet Literacy	1	1.7%	0-4
Maker Space	5	8.6%	8.1+
Presentations & Performance	1	1.7%	0-4
Board Games	3	5.2%	4.1-8
Tech Training	5	8.6%	8.1+
Hanging Out	4	6.9%	4.1-8
Teen Cooking Class	1	1.7%	0-4
Virtual Reality Camp	1	1.7%	0-4
Volunteering Opportunities	7	12.1%	8.1+
Homework Help	10	17.2%	8.1+
Total	58		

Services - Spaces	Friends of the Library	Percentage	Color Code
<b>What Outdoor Services would you like your Library to have?</b>			
Game Tournaments	1	1.7%	0-4
Community Crop Swap	4	6.7%	4.1-8
Gardening Programs	0	0.0%	0-4
Children's Camps	7	11.7%	8.1+
Garden Tool Lending Bank	3	5.0%	4.1-8
Outdoor Fitness Classes	3	5.0%	4.1-8
Young Farmers Program	1	1.7%	0-4
Outdoor Events	5	8.3%	8.1+
Wildlife Programs	4	6.7%	4.1-8
Outdoor Clubs	2	3.3%	0-4
Children's Programs	5	8.3%	8.1+
Purdue Extension Programs	2	3.3%	0-4
Sustainability Programs	8	13.3%	8.1+
Outdoor Parenting Programs	2	3.3%	0-4
Outdoor Accessibility Programs	4	6.7%	4.1-8
Music Performances	9	15.0%	8.1+
Total	60		
<b>What Outdoor Spaces would you like your Library to have?</b>			
Patio Café	9	15.5%	8.1+
Sculpture	4	6.9%	4.1-8
Community Garden	1	1.7%	0-4
Children's Play Area	0	0.0%	0-4
Game & Fitness Area	1	1.7%	0-4
Contemplative Garden	2	3.4%	0-4
Seating Nooks	5	8.6%	8.1+
Group Seating Areas	3	5.2%	4.1-8
Water Feature	4	6.9%	4.1-8
Flower Garden	3	5.2%	4.1-8
Activity Tables	6	10.3%	8.1+
Children's Nature Exploratorium	8	13.8%	8.1+
Lawn Amphitheatre	2	3.4%	0-4
Greenhouse	0	0.0%	0-4
Bicycle Racks	9	15.5%	8.1+
Bird Feeding Area	1	1.7%	0-4
Total	58		



Services - Spaces	Friends of the Library	Percentage	Color Code
<b>What Places would you like your Library to be near?</b>			
Residential Area	5	7.9%	4.1-8
Place of Work	0	0.0%	0-4
Place of Worship	0	0.0%	0-4
Schools	8	12.7%	8.1+
Park	5	7.9%	4.1-8
Grocery Store	8	12.7%	8.1+
Bicycle Trail	7	11.1%	8.1+
Gym	2	3.2%	0-4
Gas Station	1	1.6%	0-4
Highway	1	1.6%	0-4
Care Center	0	0.0%	0-4
Ivy Tech	0	0.0%	0-4
Restaurant	4	6.3%	4.1-8
Retail Stores	3	4.8%	4.1-8
Bus Stop	12	19.0%	8.1+
Senior Center	7	11.1%	8.1+
Total	63		



Question / Responses	Friends of the Library	Percentage	Color code
<b>1. How far would you be willing to travel to visit your branch library?</b>			
1 mile	2	15.4%	10.1-25
5 miles	11	84.6%	25.1+
10 or more miles	0	0.0%	0-10
Total	13		
<b>2. How often would you visit/use your branch library?</b>			
Daily	0	0.0%	0-10
More than once a week	3	25.0%	10.1-25
Once a week	9	75.0%	25.1+
Once a month	0	0.0%	0-10
More than once a year	0	0.0%	0-10
Rarely	0	0.0%	0-10
Total	12		
<b>3. What days of the week would you be most likely to visit/use your library?</b>			
Sunday	9	23.1%	10.1-25
Monday	3	7.7%	0-10
Tuesday	4	10.3%	10.1-25
Wednesday	5	12.8%	10.1-25
Thursday	6	15.4%	10.1-25
Friday	5	12.8%	10.1-25
Saturday	7	17.9%	10.1-25
Total	39		
<b>4. What hours would you be most likely to visit/use your branch library?</b>			
Before noon	5	22.7%	10.1-25
Noon to 5pm	7	31.8%	25.1+
5-7pm	6	27.3%	25.1+
After 7pm	4	18.2%	10.1-25
Total	22		
<b>5. How would you most likely get to your branch library?</b>			
Walk/Sidewalk	3	18.8%	10.1-25
Car	10	62.5%	25.1+
Public Transportation	2	12.5%	10.1-25
Bike or Trail	1	6.3%	0-10
Total	16		

Question / Responses	Friends of the Library	Percentage	Color code
<b>6. How do you access the internet in your home?</b>			
Computer/Laptop	10	38.5%	25.1+
Smart phone	8	30.8%	25.1+
Tablet	7	26.9%	25.1+
I don't have internet	1	3.8%	0-10
Total	26		
<b>7. Where do you currently visit/use the Monroe County Public Library?</b>			
Main Library	11	78.6%	25.1+
Ellettsville Branch	2	14.3%	10.1-25
Bookmobile	0	0.0%	0-10
Van Service	0	0.0%	0-10
I don't currently use the Library	1	7.1%	0-10
Total	14		
<b>8. What ages of individuals live in your home?</b>			
Birth-Pre-K	0	0.0%	0-10
Kindergarten-age 11	1	5.6%	0-10
Age 12-19	1	5.6%	0-10
Age 20-29	2	11.1%	10.1-25
Age 30-39	1	5.6%	0-10
Age 40-55	2	11.1%	10.1-25
Age 56+	11	61.1%	25.1+
Total	18		

Services - Spaces	Batchelor MS Teen Forum	Percentage	Color Code
<b>What Teen Services would you like your Library to have?</b>			
3D Printing	44	11.9%	10.1+
After School Clubs	7	1.9%	0-5
Arts & Crafts	29	7.8%	5.1-10
Quiet Reading	22	5.9%	5.1-10
Gaming	81	21.8%	10.1+
Teen Collaboration	2	0.5%	0-5
Internet Literacy	6	1.6%	0-5
Maker Space	13	3.5%	0-5
Presentations & Performance	1	0.3%	0-5
Board Games	30	8.1%	5.1-10
Tech Training	3	0.8%	0-5
Hanging Out	40	10.8%	10.1+
Teen Cooking Class	51	13.7%	10.1+
Virtual Reality Camp	26	7.0%	5.1-10
Volunteering Opportunities	9	2.4%	0-5
Homework Help	7	1.9%	0-5
Total	371		