

Building Advisory Committee Meeting
Tuesday, October 12, 2021
5:30 pm
Library Meeting Room (and tour Library Facility)
105 Perimeter Rd. Mount Horeb, WI 53572

MINUTES

THE OCTOBER 12, 2021 MEETING WILL BE HELD IN PERSON.

Open:

Meeting opened at 5:34 pm

Guest and Public Comments:

No guests or public comments.

Approval of Minutes:

The September 21, 2021 minutes were approved.

Tour of library facility & discussion

- The group toured the facility. Staff talked about challenges of the space. The group offered insight and suggestions for improvements.

Group Priorities and Goals Discussion

- The group reconvened in the library meeting room to discuss priorities. Below are notes from the discussion:

PARKING

- Parking is critical. It needs to be expanded.

SAFETY

- We must have a North side exit. Safety is crucial.

PROGRAMMING

- We need programming space for all ages.

STAFF

- The staff need a dedicated space. The staff like the layout of all working together in the staff area as it is in the current configuration, but they need a conference room so that private/quiet meetings can take place when needed. All employees would have access the staff conference room.
- The staff would like a “super desk” service desk for the public. The service desk should be the first point of contact for customers. For example, Cross Plains Public Library has a service desk that is circular and directly in front of the doors as you walk into the building. Patrons can approach the desk from all points of the library.

PUBLIC NEEDS

- We need more public study rooms and meeting rooms.
- Other libraries have a “makerspace” room for our community. This seems to be the way of the future. We should also be discussing the future of this library and we should be forward-thinking. We shouldn’t just be thinking about what we need right now. What will we need in the future?

COLLECTIONS

- We need well-defined collection space. The AV carts in the middle of the library are not attractive. They take up a lot of space. In the short-term, staff could make maps of the collections, provide better signage, and follow up with Sun Prairie Public Library regarding shelving used for AV. Should the library bring in an interior space consultant?

STORAGE

- We need storage for the whole building.

CHILDREN’S DEPARTMENT

- We need a more space for dedicated children’s space:
 - We need more room for children’s collections. If the entire collection came back all at once, we wouldn’t have enough room to put our current collection on the shelves. Luckily many of the books are always checked out.

TEENS

- We need a dedicated space for teens including more comfortable seating, and a bit more private of an area.

FOL

- The library should have a dedicated FOL space.

THINGS TO THINK ABOUT

- Can the library collaborate with parks to have the grounds around the library become part of the parks system (including a pavilion)?
- We really need to contact an engineer to find out what is even feasible. Can we expand out or up? Staff prefer to expand out rather than up if possible. An elevator would be needed if we added floors which would be an added installation and maintenance cost each year.

Future Agenda Items

Adjourn

The meeting was adjourned at 7:29 pm.