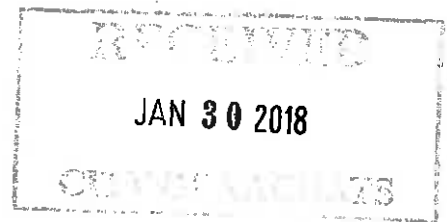


## **City Council Action Item Cover Sheet**



**Date:** February 7, 2018

**Agenda Item:** Update on Proposed Library Move

**Person/Group Initiating Request:** Library Commission

**Item Summary/Background:** The Library Commission offers for the Council's review and discussion the attached material related to the proposed move of the library from its current location to the 501 building. This material has been developed through the efforts of the 2+2 Library Move Work Group, the Friends of the Yachats Library, and a number of other volunteers for the purpose of identifying the desired configuration and features of the proposed facility. The material offers a tentative program description and three alternative preliminary space utilization plans. It is not intended to provide a final, definitive proposal, but only to provoke discussion and provide ideas and preferences for use in identifying the scope of work and developing more detailed and comprehensive plans for the project by qualified professionals.

**Question Before Council?** Does the Council approve the packet of attached material for use in preparing a Request for Proposal (RFP) for engaging a Project Manager for moving the Yachats Public Library from its present location to the 501 building?

## Library Move Project Design Program

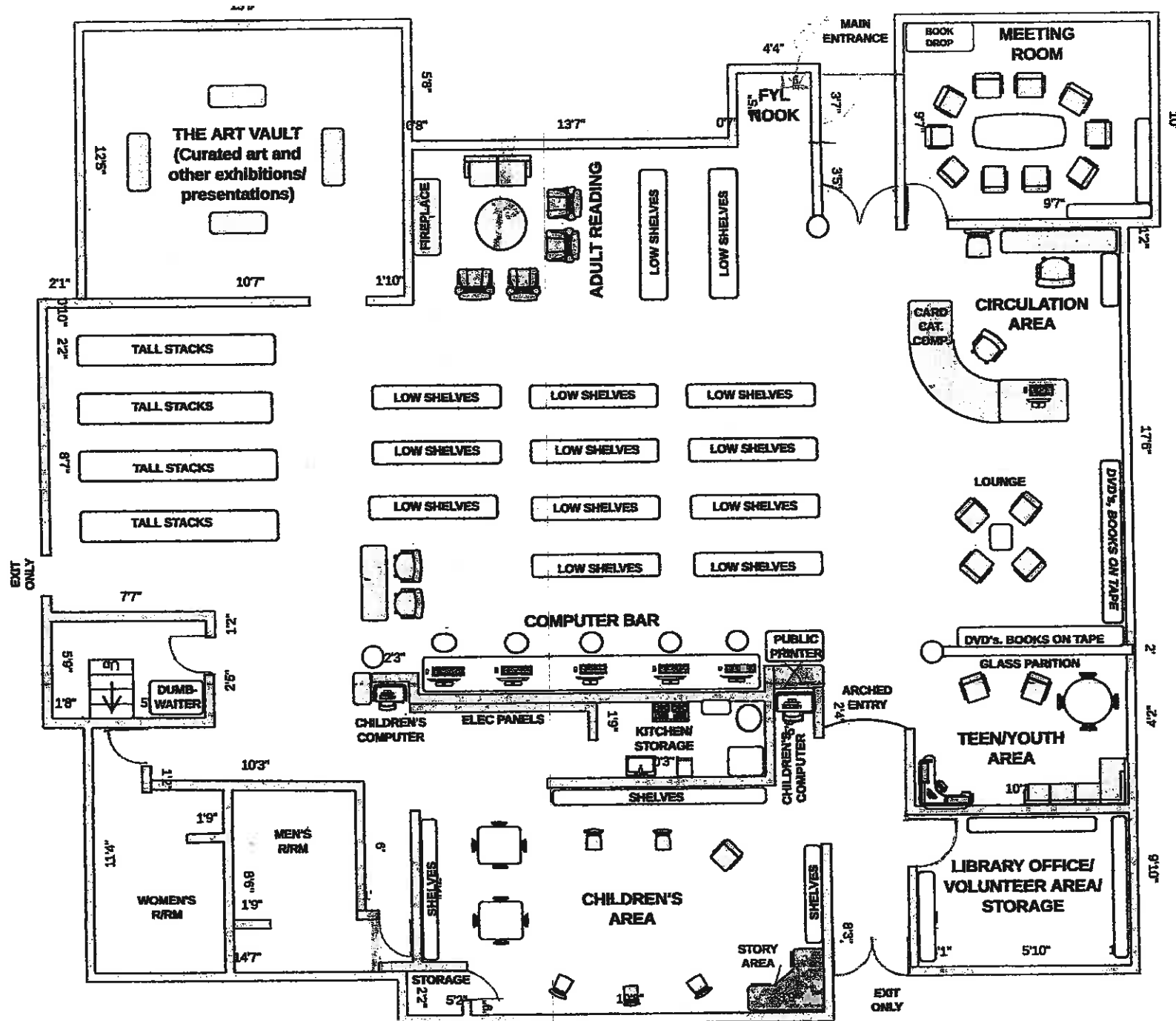
1. Ceiling tiles : remove/replace or find other material. Raise the ceiling and line in new material in the central area. Possible?
2. Lighting : LED low energy use lighting in ceiling fixtures. Extra lights will be required in the vault and the northern stack area. Floor lamps will be needed in reading/sitting areas. Will need more power outlets for same.
3. Floors : the main library floor in commercial grade carpet tiles (similar to Commons), color to be determined by Managers and volunteers. Entrance ways should be non-slip tiles/slate  
Attic and stairs in vinyl?
4. Blinds : replace blinds with sun shade style roller blinds, no strings hanging down.
5. Doors : replace both main entrance doors. Replace West door with a single entrance only door. Add an exit only door on North side if required by code. Use a key code system for both main doors and lockable interior doors.
6. Vault : remove internal walls and fixtures. Replace flooring with carpet tiles, add lighting fixtures. Pin back door permanently. Use for displays/exhibitions/presentations etc. or use as a Media room for DVD's books on CD, perhaps music CD's. Perhaps a permanent display for Yachats oriented material - YAAS, festival etc. materials.
7. North wall : add exit only door if required. Remove night safe closet for it. Replace drive-up teller window with one large window to maximize light. The present library tall stacks may be re-used in this area.
8. North wall closet : remove all shelving (to be re-used elsewhere) and ladder, replace with a stairway and dumb waiter or furniture lift to the attic area. Use under the stairs as storage. Entry to have lockable doors.

9. Restrooms : remove outer doors to both restrooms, open up the space. Use wall space for lockable cabinet used by children's librarian and for a community notice board.
10. Western side of central wall : remove walls as necessary to open through to back entrance. Remove present kitchen area. Make an open/arched entry to main library.
11. Janitor's closet : keep shelving to reuse. Remove floor sink. Replace with cabinet/sink. Add work surface and cabinets above and below (re-use cabinets from main wall?). The door will need to be lockable.  
Extra lights, outlets as required. Add coat hooks.
12. Western room : the open western room will be a children's library. To the left of the windows, along the wall, create a tiered stand for a story time sitting area (ref. Newport Library). Add new colorful stacks and furnishings as needed.
13. South west corner : remove the office walls, create a young adult area with book stacks, table and chairs. Will require extra power outlets and USB ports. One design calls for keeping the present office space for storage/office but reduces the teen area. A computer will be needed in the teen area.
14. Central wall : One design calls for changing the present closet into a children's computer area. An alternative places a second children's computer adjacent to the arched entryway. On the east side, place a card catalog computer on a stand. Create a computer 'bar' on the east side of the wall up to the storage closet. Remove the upper cabinets and re-use in the kitchen area.
15. North east corner, south of vault : add an electric fireplace on wall. Shelving each side. Chairs and side tables surrounding the fire. Add floor lamps, extra outlets and USB ports.
16. North of the main entrance : create a shelved nook in the old ATM closet for use of the Friends of Yachats Library. Also, the outside

book drop may be in the front corner, with a sprung cart beneath.

17. Main floor area : from the computer bar to the east windows, the adult library stacks will be placed, a mix of standard book shelving and gondola style units.
18. Main entrance : on the north side, perhaps replace bank wall with glass panels. On south wall place a lockable display board for library use.
19. South east corner : One design removes the west wall and closet, replace with a leaf style folding wall.  
Reuse book stacks against north and south walls. If necessary, the book drop could be placed at the north east corner of the room. Add chairs, tables ( several small tables that can lock together to create one large table when needed), floor lamps for an adult reading/meeting room. Add power outlets.
20. Central south side : place circulation desk facing north. Add a separate desk for Manager's use. Two computers to be placed where needed. A book drop should be placed under the desk. Shelves, file drawers will be needed beneath.  
Against the window wall place both the public and private printers on storage cabinets. Leave space for one book cart. A lockable cupboard for librarian's personal gear would be helpful. Can reuse present chairs.
21. Above the main floor: line the upper wooden panelling with historical pictures of Yachats (ref. Monroe Library).
22. Attic : finish the upstairs attic ready to use for book storage/sorting after checking the the floor capacity for such use.  
Add shelving where possible. Two long tables for sorting, and adequate lighting would be necessary. Perhaps a floor covering of vinyl sheeting or some such could be added.
23. Artwork/murals to be chosen by Library Managers and volunteers, perhaps by local artists.

24. More chairs will be needed to scatter throughout the spaces. Some should have folding lap desks, with a power outlet/USB port available for patron computer use.





Scale 1" = 10'  
Rev. 6 CWC

- | Use /<br>Type  | Stacks  |     | Shelf<br>Space |                 |
|--|---------|-----|----------------|-----------------|
|  | Current | New | Current        | New             |
| Gen. /<br>2 sided<br>wide base<br>10 x 32"/unit =<br>26.7"/unit              | 0       | 37  | 0'             | 774'            |
| Gen. & Juv. /<br>2 sided<br>Std. base<br>10 x 32"/unit =<br>26.7"/unit       | 22      | 19  | 587'           | 507'            |
| Gen. & Juv. /<br>1 sided<br>Std. base<br>5 x 32" to 40"/unit<br>~ 13.4"/unit | 20*     | 21* | 263'           | 281'            |
| Childn. /<br>1 sided<br>Std. base<br>3 x 32" to 48"/unit<br>~ 9"/unit        | 8       | 5   | 73'            | 40'             |
| Bk on CD's /<br>1 sided<br>Std. base<br>5 x 32" to 35"/unit<br>~ 14"/unit    | 4       | ?   | 57'            | ?               |
| DVD's /<br>Stack<br>8 x 6 x 3.4"/unit =<br>13.5"/unit                        | 3       | ?   | 41'            | ?               |
| DVD's /<br>Stack<br>4 x 6 x 4.4"/unit =<br>9"/unit                           | 2       | ?   | 18'            | ?               |
| Totals   |         |     | 1039'          | 1602'<br>2 116' |

