

“Being new to town, I find story time at the Library a great way to get the kids out and social.”—Traci Irvine, Ferndale mother

Needs Assessment for the

Ferndale Public Library

A branch of the Whatcom County Library System
State of Washington

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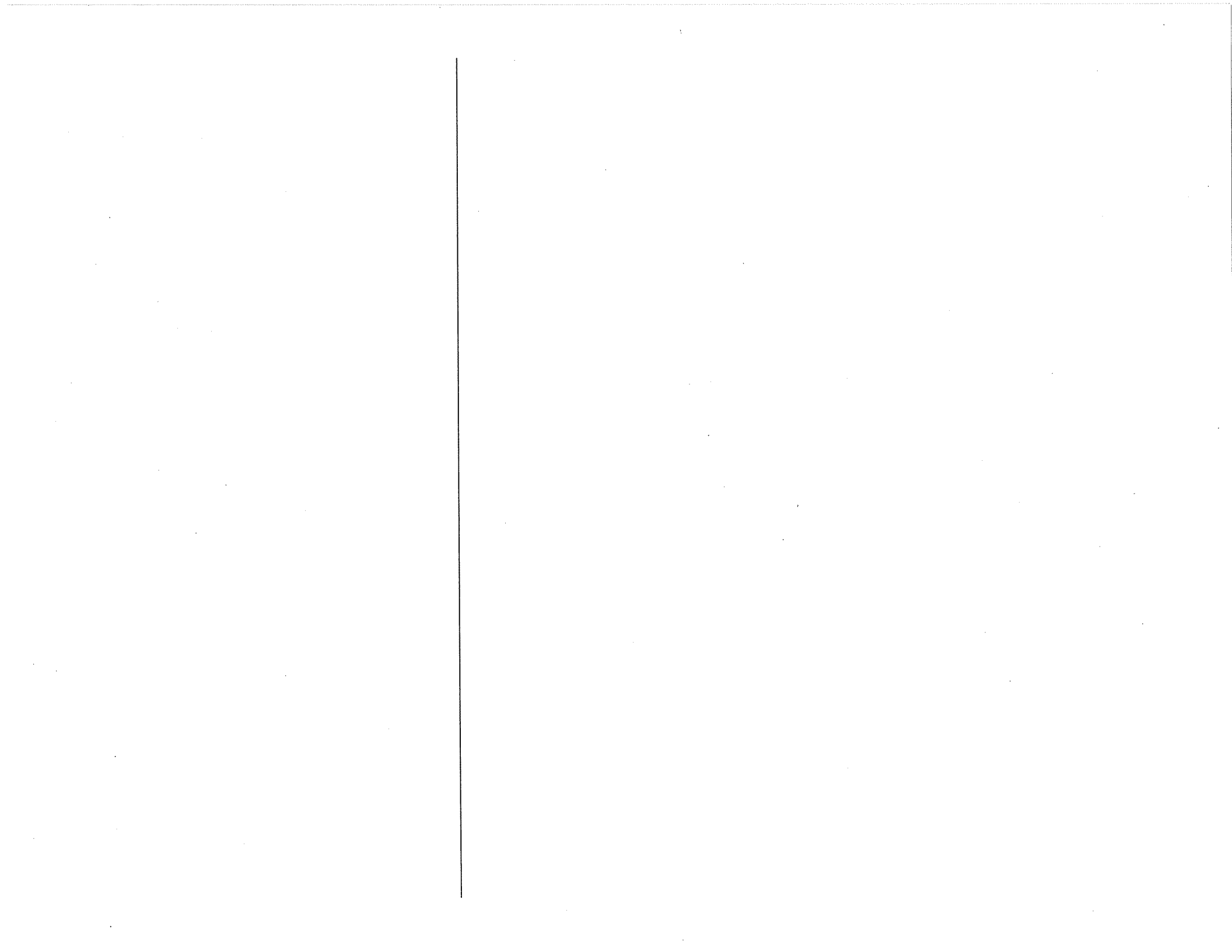
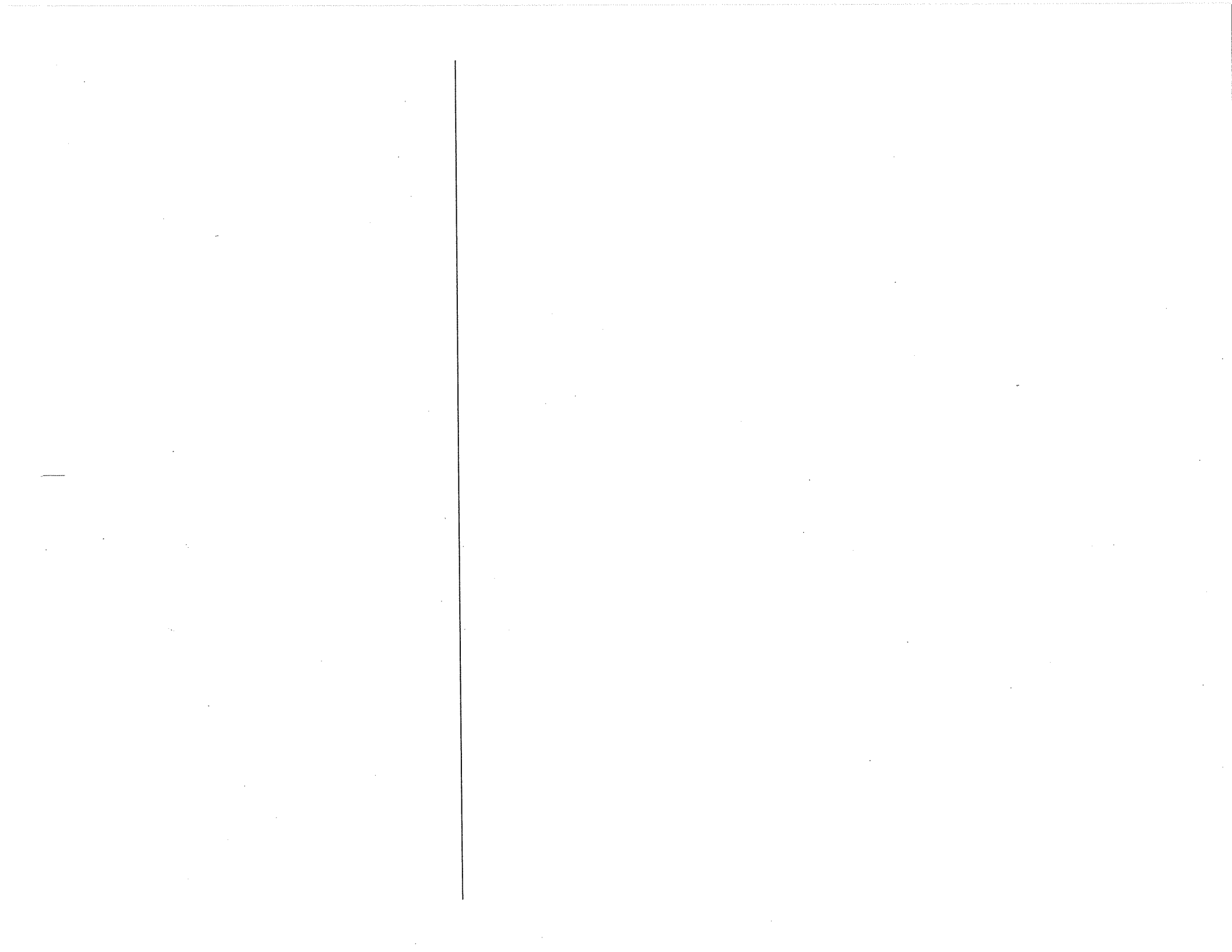


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“We want a new library with space for our historical documents. Right now these artifacts are deteriorating.”
—Ruth Ashe, Ferndale Heritage Society

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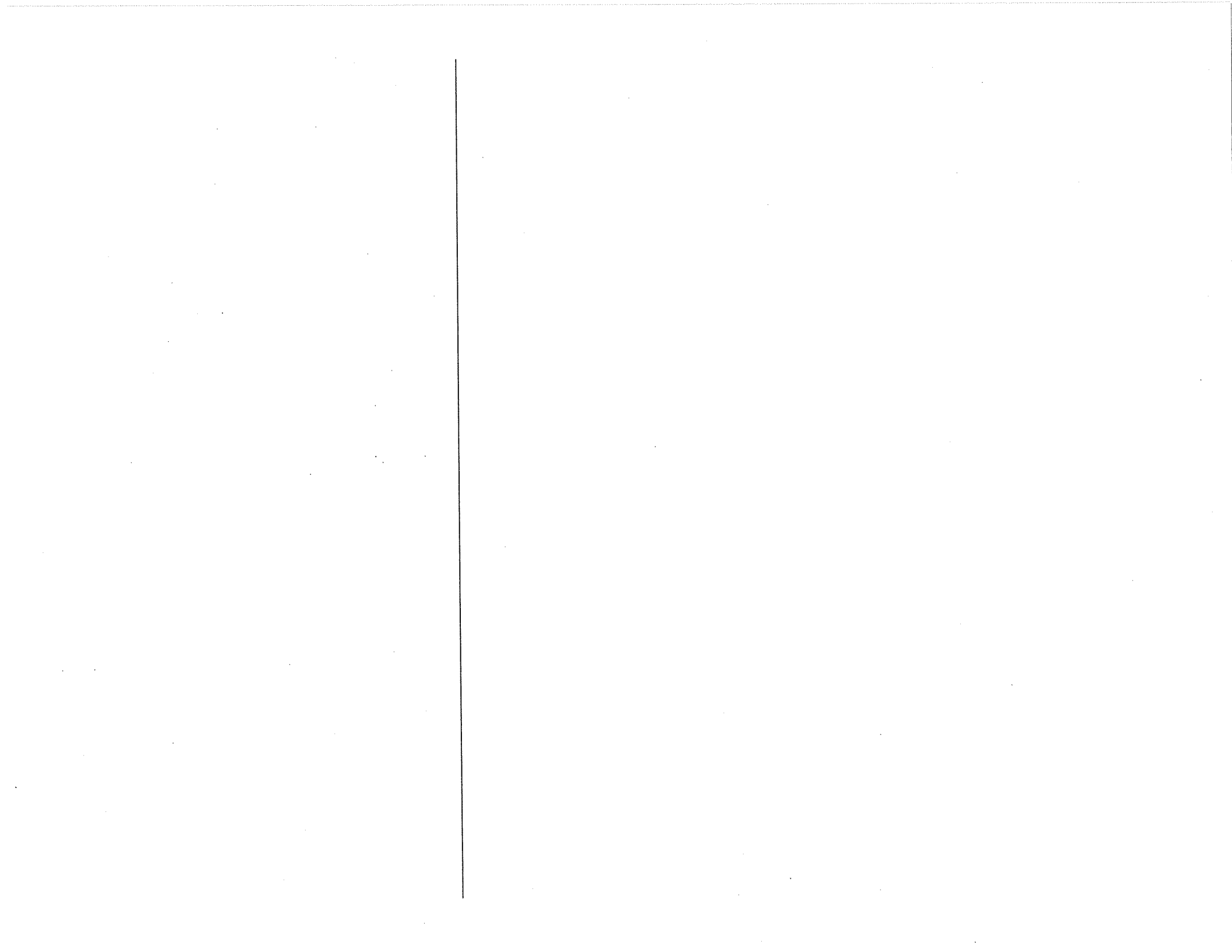


Executive Summary

This needs assessment establishes recommendations for a new public library in the City of Ferndale, Washington—a branch library within the Whatcom County Library System. The recommendations are based on the usage of the library, the project population of the service area and the overall service goals of the library system for this branch. Within the report is data that compares the Whatcom Librray System with libraries in the State of Washington and the United States. This comparison is important for understanding the Ferndale Library System--since the overall support and usage of the Whatcom system influences the Ferndale Public Library directly. It is also important as the surrounding communities continue to grow and demand more public services--including library service. This growth and how the Whatcom Library System responds to it, we believe, will directly impact the future expansion needs of the Ferndale Library. It is for this reason that we have chosen to include this data. The report is also based on input received from public input sessions.

The recommendations are based on a planning year of 2026 and a target design population of 30,000. The recommendations for the Ferndale Public Library are:

Library Service Element	Current	Reommendation
Service Population.....	30,000	55,000
Print Collection	72,600	90,000
Number of Periodical Titles.....	430	430
Non-print Collection (audio / visual items)	10,400	12,600
Digital Information Seats	_____	25
General Reader Seats.....	_____	75
Public Meeting Room Capacity.....	_____	100
Parking Spaces	_____	106
Recommended total Gross Square Feet	9,300	26,863
Volumes per Capita.....	2.4	3.0



Introduction

Federal Way, Wash. (May 10, 2006):

The superintendent of Federal Way Public Schools in May 2006 recommended eliminating 27 of 34 librarian jobs as part of a \$4 million budget cut. Under Superintendent Tom Murphy's plan, there would be one librarian for every five schools starting in September. While library hours wouldn't change, each school would have a librarian just one day a week. A leader of a state library association said Federal Way isn't an isolated case, but its proposed cuts are the most sweeping. Districts with budget problems "look around at what they perceive as being expendable and choose librarians or libraries," said Marianne Hunter, president-elect of the Washington Library Media Association. "It's a very disturbing trend," said Hunter, teacher-librarian at Timberline High School in Lacey. Librarian supporters, including parents and students, have been protesting the cuts.

Source:<http://www.ala.org/ala/news/libraryfunding/school-libraryfunding.htm>

This document is a Library Needs Assessment. A needs assessment is an objective evaluation of the underlying demographic, functional and structural factors to be used by the Ferndale City Council in determining the need for a new public library or the expansion of the existing library. The City Council, in its role as the central decision making authority, formulates long-range planning, sets policies and approves and monitors budgets. In exercising these responsibilities, the City Council must weigh many factors when considering the needs of the city. For example, the City Council may choose to include outcomes from public meetings held on November 9 and 21, 2006. They may also choose to weigh the need for the library against other important city projects—including resolution of traffic, public safety projects and parks. As with any democracy, the weighing of needs against available resources is never easy.

It is hoped that this report will provide a reasoned source of information that the City Council will find useful in this important community conversation. As such, it recommended that this report be used in a city-wide context and not be the sole source of information for determining the final place the project holds in the priorities of the city.

One basis of these report recommendations is demographics. Library service and facilities, like all other city services, must respond to changing demographic profiles within the community. This report establishes a benchmark of past, current and proposed future services and facility recommendations based on regional and national comparable city demographics. The report also includes an outline of the services to be provided and the corresponding area goals for each of these service areas.

This Needs Assessment does not establish the staffing or operational budgets for this project. However, the report does provide regional and national benchmarks for making this determination.

Finally, this report is intended to explain to the City Council and, through them, to the citizens of Ferndale what the overall equation is for deciding the place, size and role that a public library plays in the life of the city through the year 2026.

Resources Used

From the Seattle Times, July 16, 2006
Article "Newest Library's patrons hungry for more than books"

The crowds who gathered see the long awaited public library, community center and park as "the beginning of community identity."

The sources used in the preparation of this report are:

- Current and projected population data provided by the State of Washington, Office of Financial Management
- 2005 and 2003 Annual Reports of the Whatcom County Library System
- Whatcom County Library System 2005 Statistics
- U.S. Department of Education, National Center for Education Statistics, Federal Cooperative System for Public Library Data, Public Libraries Survey, November 2006
- US Census Data
- Hennen's American Public Library Rating Special Report for the City of Ferndale

Abbreviated History of Whatcom County Library System

Whatcom County is the most northwestern county in Washington, containing 2,151 square miles that border on British Columbia, Canada to the north, Okanogan County to the east, Skagit County to the south and the Straight of Georgia to the west. More than half of the county is mountainous (and part of National Forest and National Parks). Fifty miles east of Bellingham lies the highest peak in the North Cascade mountain range, Mount Baker (10,778 feet), an ice-clad volcano. The volume of snow and ice on Mount Baker is greater than that of all the other Cascade Mountain volcanoes (except Mount Rainer) combined.

Bellingham is located 90 miles north of Seattle and 23 miles south of the international border. A trip to Point Roberts, the county's most northerly community, requires a crossing through Canada. A trip to Lummi Island requires a ferry ride from Gooseberry Point.

Community libraries have existed in Whatcom County for over a century. Early libraries were started by women's clubs in Blaine, Ferndale, and Sumas, and the public library is one of Lynden's oldest city institutions. Rural library service began in the 1940's when the County Grange successfully promoted the establishment of a rural county library district in Whatcom County. Rural voters in Whatcom County voted on Nov. 7, 1944 - by more than a 2 to 1 margin - to tax themselves for library services. Members of the County Grange became the first Library Trustees.

One of the first steps of the County Library Trustees was to contract with Bellingham Public Library to serve county residents who lived outside Bellingham's city limits. The contract with Bellingham Public Library has been maintained almost without interruption since then.

From the beginning, buildings housing Whatcom County Library System branches have been provided by the local communities. Early branches were at Birch Bay, Deming, Glacier, a grocery store on the Guide Meridian, Lummi Island and Mountain View. The first city to join the County Library System through a contract was the City of Sumas in 1947. The Cities of Blaine, Lynden, Everson and Ferndale followed from 1961 through 1981. Bookmobile service has been maintained since 1947. The first official library outreach service was service to patients at the county hospital in 1954. Service to nursing homes began in 1966. Library service to the county jail began in 1971.

During the 1970's increases in library use were prompted by the opening of two new branch library facilities in Lynden and Everson. The headquarters of the County Library System, formerly located in the Bellingham Public Library, moved to its present location at 5205 Northwest Road in 1972.

The County Library System experienced tremendous growth in public use during the 1980's. Citizens in Ferndale, Nooksack, Blaine and Sumas voted to become permanent parts of the County Library System through annexation. A new library building was constructed in Blaine in 1988. The County Library Trustees expanded the Northwest Road administration building and added a Public Reference Center to provide access to the County Library System's central collection of reference materials. The Trustees also adopted the Library's first Long Range Plan in 1984.

Patron access to library materials was greatly improved beginning in 1991 with the acquisition and installation of an automated circulation system. This was a joint purchase with Bellingham Public Library using funds from a State Library Commission grant, and provided automation in the WCLS administration building, at Lynden and at BPL. Remaining WCLS branches and the bookmobile were automated between 1994 and 1996 following a voter approved "1 year - 1 time - 1 purpose" levy in 1994. Internet access arrived beginning in 1997 along with the Library's first homepage, as

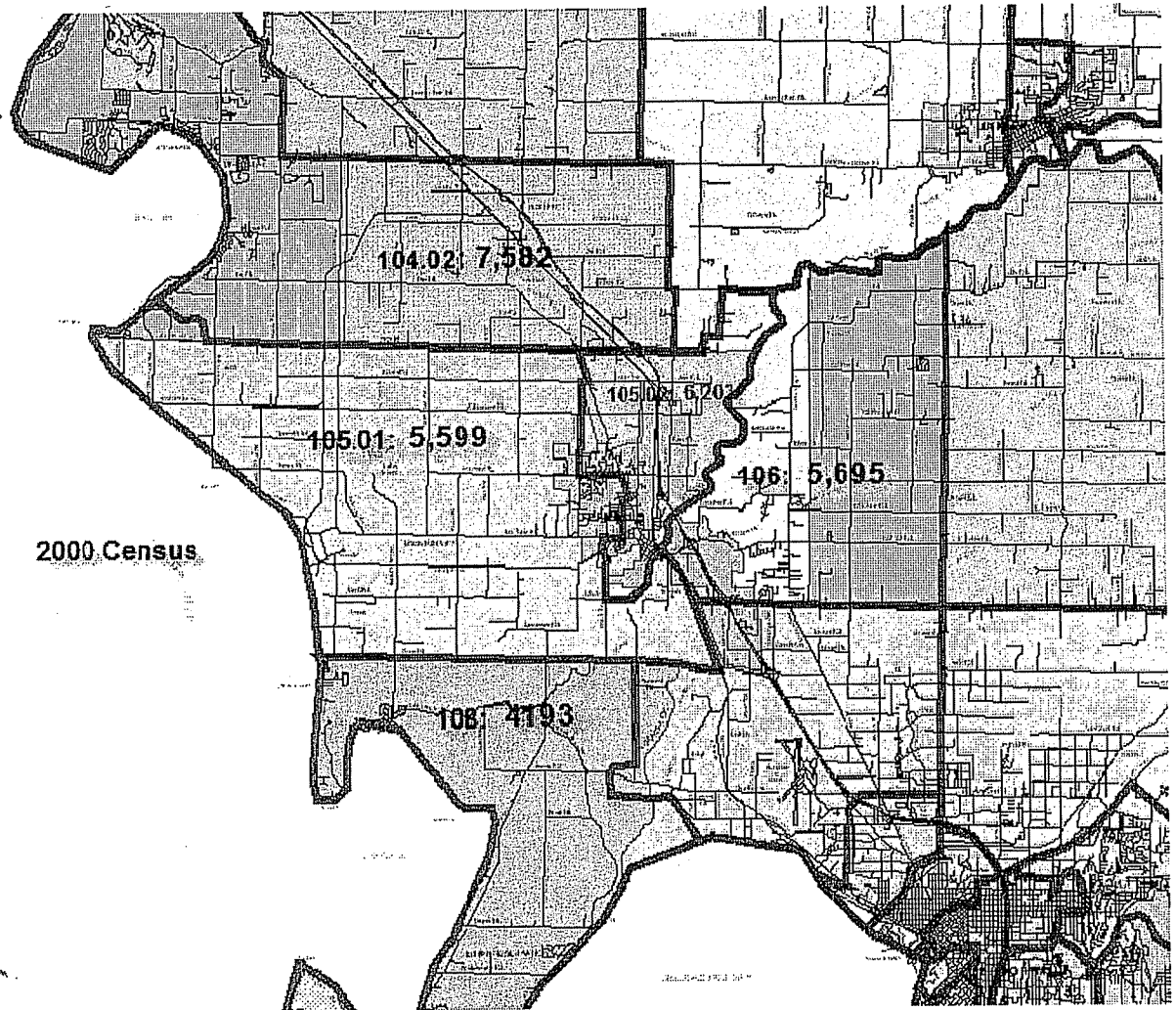
well as access to electronic databases.

Library use exceeded 1 million items checked out for the first time in the year 2000, and several branches gained new or expanded buildings between 1990 and 2003. Island Friends provided an expanded building for Island in 1993, and the Everson Friends completed an addition to Everson in 1997. New libraries were built in Sumas in 1990, and in Deming and Ferndale in 1992 and both are currently in need of more space due to a dramatic increase in circulation, number of users, and new technologies. After a successful annexation vote in Lynden in 1997, the County Library Board of Trustees allocated \$250,000 to the City of Lynden for space in a new building for the Public Reference Center. The new Lynden Library opened in 2003.

Ferndale Service Area based on 2000 Census

Numbers of patrons from Ferndale (city limits) and surrounding areas who have used the Ferndale library over the past three years:

Bellingham	403
Birch Bay	132
Bellingham NE	20
Bellingham NW	88
Blaine (county)	67
Custer	423
**Ferndale	5060
Ferndale East	258
Ferndale West	426
Ferndale North	115
Laurel West	85
Lynden North.....	80



**Current Profile of the Ferndale
Public Library**

The library occupies approximately 9,300 gross square feet and is located in a building built in 1992. The primary statistics for 2005 of the library are:

Annual Charged Circulation in 2005 261,877

Books

Adult 74,680 28.50%
 Teen 9,425 03.60%
 Children 68,953 26.30%
 Total for Books 153,058 58.40%

Media

Adult 41,777 16.00%
 Teen 3,819 01.50%
 Children 18,169 06.90%
 Total for Media 63,765 24.40%
 Other (ILL, Foreign Language, Large Type, Misc.)
 Total 45,054 17.20%

Circulation and Visits

2005 Circulation 261,877
 Increase over 1996 167%
 2005 Visits 156,608
 Increase over 1996 45%

Registered Borrowers

Number including those from the surrounding service area 8,332
 As percentage of Service Area Population 28%
 As percentage with city of Ferndale address 61%

Programs

Annual Number of Programs 89
 Juvenile Program Attendance 3,000
 Adult Program Attendance 1,500
 Total 4,500
 Reference Transactions (estimated) per week 250

**Current Profile of the Ferndale
Public Library (continued)**

Collection

Collection (as of June 2006)..... 58,172

Books

Adult 21,590 52.48%
 Teen 2,743 06.67%
 Children..... 16,806 40.85%
 Total for Books 41,139 100.00%

Media

Adult 4,545 74.56%
 Teen 328 05.38%
 Children..... 1,223 20.06%
 Total for Media 6,096 100.00%

Other (ILL, Foreign Language, Large Type, Miscellaneous)

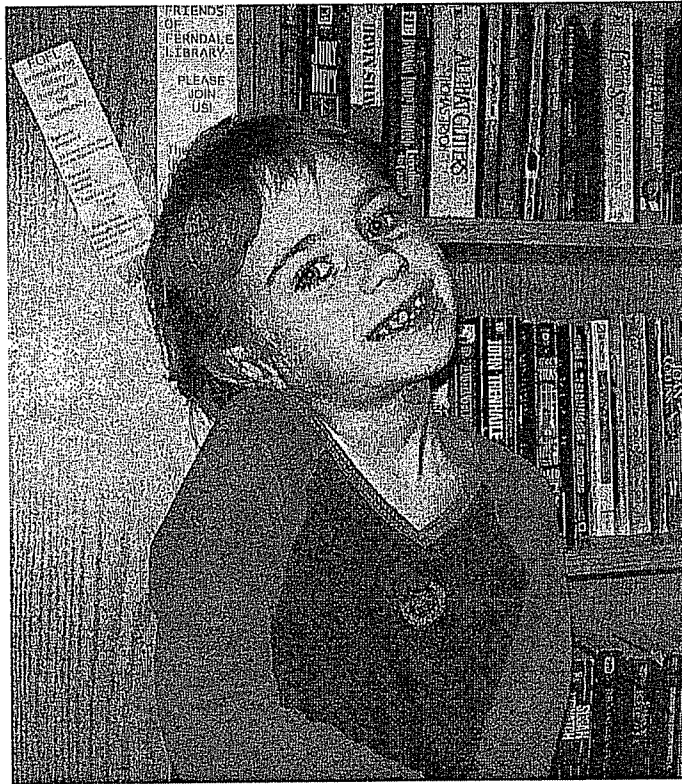
Total Miscellaneous..... 10,937 100.00%

FY 2005

Collection	FY 2005 % of Collection	FY 1996 % of Circ	FY 2005 % of Circ
Books	74.60%	70.72%	58.45%
Media	08.90%	10.48%	24.25%
Miscellaneous	18.80%	17.20%	16.50%

From the above historical comparison it can be seen that there has been a 27% drop in circulation of printed materials and a nearly 273% increase in circulation of the media materials. This trend mirrors circulation patterns in other parts of the country—but does not necessary signal a fundamental shift in the overall service needs of a community. It simply means that the citizens of Ferndale are choosing to get their information in new formats. Of equal importance is the fact that there has been an overall increase in total circulation of 105,269 items from 1996 to 2005—with media being only 19,768 of these items or 18.7% of the total increase. This clearly demonstrates that while within the media category the increase in high, overall the citizens are still checking out print materials. Over the last ten years the per capita circulation has remained virtually steady from 26.1 to 25.6 items per capita of the service area. This further demonstrates the direct correlation between the demographic changes and the service demands on the library staff, facilities and collection.

Collection Use



"In a new library I'd like to see more flowers, and more books, please." —Victoria , Ferndale patron

Collection Distribution	% of Collection that is checked out "snap shot"	Volumes Owned	Volumes on the shelf
Easy Readers	41%	1,924	1,127
Picture Books	27%	5,288	3,845
Juvenile Fiction	23%	4,246	3,261
Juvenile Non-Fiction	17%	5,299	4,375
Reference	4%	1,824	1,759
Adult Fiction Paperbacks	25%	2,789	2,085
Adult Fiction	25%	6,022	4,512
Adult Non-Fiction & Biography	17%	13,485	11,184
Large Print	24%	639	487
Young Adult	24%	2,770	2,115
Current Magazines	16%	7,704	6,499
Bound Periodicals			
Newspaper subscriptions	0%	10	10
DVDs	82%	1,152	208
Audio Books	39%	1,979	1,205
Video Cassettes	54%	1,324	608
CDs	42%	1,894	1,100
CD-Rom's	59%	170	69
Foreign Language	18%	564	461
Holiday materials	40%	1,085	651
Oversize Adult NF	20%	311	248

Comparative Data

In the U.S., national library data are not collected at the branch level. Making comparisons for the Ferndale branch of the Whatcom County Library is made more difficult by that fact. This report approaches the problem with a two-fold approach: first a comparison of the Whatcom County Library to its peers, and then a comparison of just the Ferndale library to its library peers, stand-alone libraries with a service population of around 30,000.

This peer comparison attempt is complicated because comparing a branch library to a stand-alone peer does not work perfectly. A library branch receives administrative support for materials, ordering, cataloging, legal issues, and so forth that a stand alone library must provide on its own. We have tried to account for at least some of this by adding estimated administrative staff to the Ferndale staff tally, but it is not a perfect solution. The attempt is further complicated by the population factor. The population of Ferndale is 10,250. Nevertheless, the Whatcom County Library lists its service territory population of 30,000. Usage statistics and demographic data were used for this comparison analysis. The library in Ferndale serves many people in the surrounding area, a not untypical situation. Many of the measures used in comparing libraries, and indeed most analyses of libraries, are sensitive to population, so the size of the population matters a great deal in library assessment.

For purposes of this report, the peer group of libraries for Ferndale was chosen to include the service population. That is because we believe that when it comes to planning buildings it is critical to consider all the users of the library, not just the population of the municipality. For building planning purposes, it is also critical to project population into the future, preferably at least 25 years. Note that although Bellingham is in Whatcom County it is not part of the library service agency that is Whatcom County Library. The governance, funding, staff, collections and services are all separate. The main library and branch in Bellingham are twice as large (at almost 60,000 square feet) as all the other library buildings in the Whatcom County Library system.

Libraries in Washington tend to be better supported than those in the rest of the nation. Capital spending is also at a somewhat higher rate of \$0.17 per operating dollar as opposed to \$0.15 elsewhere. This higher spending rate results in better library use.

If one measures square footage for Ferndale's 10,000 population alone, the library size is in the top quarter of libraries nationally but if you consider the 30,000 service territory, it is in the bottom quarter. Library data in Washington State allows for the measurement of square feet per staff member, a rough comparison. A library at the low end is too crowded unless the library is overstaffed. At the high end it is either understaffed or a large building. Ferndale is near the median. Therefore it is likely that an expansion will not stretch the limits. New buildings always increase traffic. Whatcom and Ferndale have exceptional output measures now. A new building can be expected to add to this record.

Library Data for Washington State and U.S.

Washington state libraries do better than the average U.S. library on nearly every measure. They are slightly lower for reference and for operating expenditures per circulation. A lower rate for expenditures per circulation is, of course, to be preferred.

Data	Washington	Rest of U.S.	Wash. % U.S.
Expenditures per capita	\$42.58	\$29.96	142%
Percent Budget to materials	13.7%	13.2%	103%
Materials Expenditure per capita	\$5.81	3.96	147%
FTE Staff per 1,000 population	0.54	0.47	114%
Periodicals per 1,000 population	7.3	6.4	115%
Book volumes per capita	2.9	2.8	102%
Operating expenditures per circulation	\$3.95	\$4.31	92%
Visits per capita	5.9	4.6	129%
Collection turnover	3.8	2.5	152%
Circulation per FTE staff hour	9.5	7.0	136%
Circulation per capita	10.8	7.0	155%



“My children love libraries and I particularly love libraries. I’ve visited the Ferndale Library to find books by Sherman Alexie as well as books on quilting.”—Juanita Jefferson, Director of the Lummi Nation’s Records and Archive Department

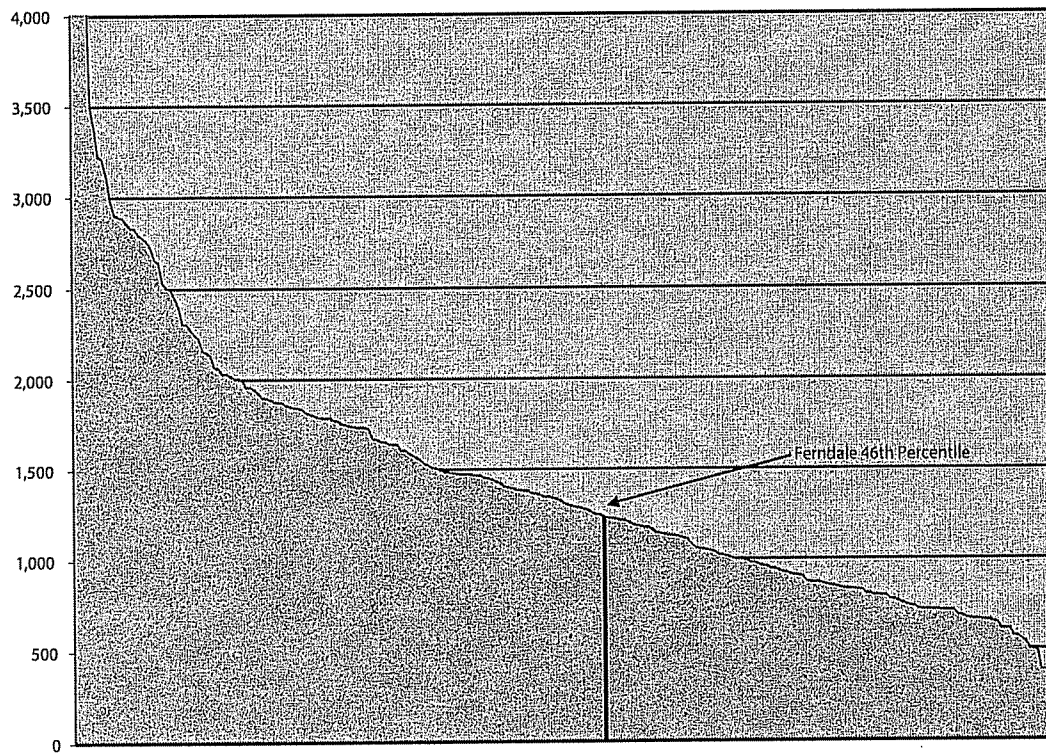
Library Data for Whatcom and Ferndale

Factors	Ferndale	Whatcom
City Population	10,250	
Service population (2006)	30,000	106,220
Annual Hours	3,120	18,720
FTE Staff (inc. Estimated Whatcom administration)	13.1	78.6
Expenditures	\$1,256,000	\$4,448,146
Materials expenditures	\$154,000	\$545,970
Books	72,600	257,144
Audio	6,300	22,358
Video	4,100	14,362
Magazines	160	1,187
Circulation	261,877	1,304,208
Reference	13,000	75,997
Visits	156,608	409,403
Expenditures per capita	\$41.87	\$41.88
Percent of budget to materials	12.3%	12.3%
Materials expenditure per capita	\$5.13	\$5.14
FTE staff per 1,000 population	0.40	0.70
Periodicals per 1,000 population	5.3	11.2
Volumes per capita	2.4	2.4
Collection turnover	3.6	5.1
Circulation per FTE staff hour	9.6	8.0
Circulation per capita	8.7	12.3
Reference per capita	0.40	0.70
Circulation per hour	83.9	69.7
Visits per hour	50.2	21.9
Circulation per visit	1.7	3.2
Square feet	9,300	42,725
Square feet per capita - Service Population	0.3	0.4
Square feet per capita - City of Ferndale	0.9	

Square feet per Capita in 249 Washington State Libraries

Ferndale Library staff, with 1,224 square feet per staff member, is at the 46th percentile, just below the median for libraries in the state. Note that the data do not include King County or North Central Regional because they did not report the necessary data. Note that a high rate could indicate understaffing while a low rate could indicate overstaffing. Since Ferndale is close to the median, it is likely that neither condition applies and that expanding the building will not be inappropriate for staffing levels.

Square feet per FTE Staff Member in 249 Washington State Libraries

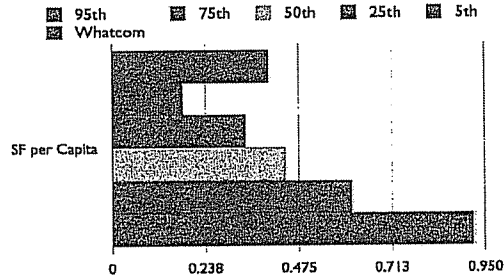


Whatcom County Peer Libraries

Whatcom County Library is compared in this report to five (5) peers. They were selected with the intent of providing comparable data. There are 332 libraries serving 100,000 to 250,000 population bases. Of those, 39 are district libraries of the same legal format as Whatcom. The chosen library systems all have between 8,000 and 15,000 residents per library outlet. Only a few library districts in this population category serve much large populations.

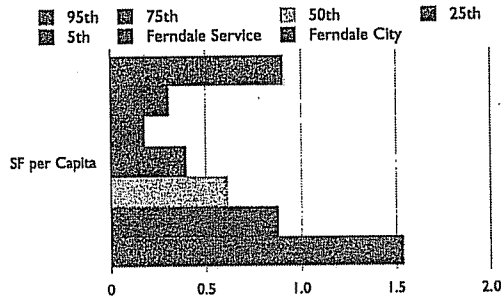
Library	State	Operating Expenditures	Population	Library Outlets	Residents per Outlet
Jackson District Library	MI	\$3,983,290	158,422	13	12,186
Mesa County Library	CO	\$3,523,375	125,072	9	13,897
North Central Regional Library	WA	\$6,360,127	224,740	28	8,026
Scenic Regional Library	MO	\$1,339,273	116,117	8	14,515
Whatcom County Library	WA	\$4,448,146	106,220	10	10,662
Yakima Valley Regional Library	WA	\$4,130,664	218,960	19	11,524
Total / Average		\$23,784,875	949,531	87	11,795

Percentile of square feet per capita in Whatcom Peer Libraries (n=332)



The 332 library systems with 100,000 to 249,999 population have a median (50th percentile) square footage of 0.44, slightly higher than Whatcom County's tally. Note that libraries should be designed for projected population at least 20 (ideally 25) years into the future.

Table of square feet per capita in Ferndale Peer libraries



Ferndale is compared in this report to libraries serving 25,000 to 49,999 because that is within the Whatcom County assigned service area. Its municipal population is 10,250. For serving Ferndale alone, the square footage (0.91) would place the library above the 75th percentile, but for serving the assigned population the square footage (0.31) puts the library in the bottom quartile.

Ferndale Library Comparative Data

Ferndale library does better in nearly every category. Reference questions per capita lags the peers. This could be a result of the higher than normal circulation per capita—meaning the patrons are more inclined to find the information on their own. The staff per capita is also lower than would be expected for the circulation rate and visits per capita. This is revealed in the low cost per circulation.

Population	30,000
FTE Staff	13.1
Collection Expenditures	\$154,000
Total Expenditures	\$1,256,000
Book volumes	72,600
Periodical subscriptions	430
Hours of service	3,120
Visits	156,608
Reference	13,000
Circulation	261,877

Factor/ Input	Amount	Percentile
Expenditures per capita	\$41.87	77%
Percent Budget to materials	12.3%	37%
Materials Expenditure per capita	\$5.31	71%
FTE Staff per 1,000 population	0.4	47%
Periodicals per 1,000 population	14.3	95%
Volumes per capita	5.2	59%
Cost per circulation (low to high)	4.8	38%
Visits per capita	5.2	59%
Collection turnover	3.6	81%
Circulation per FTE staff hour	9.6	83%
Circulation per capita	8.7	68%
Reference per capita	0.4	43%
Circulation per hour	83.9	69%
Visits per hour	50.2	59%
Circulation per visit	1.7	66%

Input date

Output date

Whatcom County Library Comparative Data

Whatcom County Library does better in nearly every category. It is noted that the system wide visits per hour is the only factor that significantly lags the national peers.

Population	106,220
FTE Staff	78.9
Collection Expenditures	\$545,970
Total Expenditures	\$4,448,146
Book volumes	257,144
Periodical subscriptions	1,187
Hours of service	18,890
Visits	409,403
Reference	75,997
Circulation	1,304,208

Factor Input	Amount	Percentile
Expenditures per capita	\$41.88	84%
Percent Budget to materials	12.3%	46%
Materials Expenditure per capita	\$5.14	81%
FTE Staff per 1,000 population	0.74	90%
Periodicals per 1,000 population	11.2	96%
Volumes per capita	2.4	67%
Cost per circulation (low to high)	\$3.41	68%
Visits per capita	3.9	50%
Collection turnover	5.1	89%
Circulation per FTE staff hour	7.9	64%
Circulation per capita	12.3	90%
Reference per capita	0.7	52%
Circulation per hour	68.7	51%
Visits per hour	21.6	15%
Circulation per visit	3.2	97%

Input date

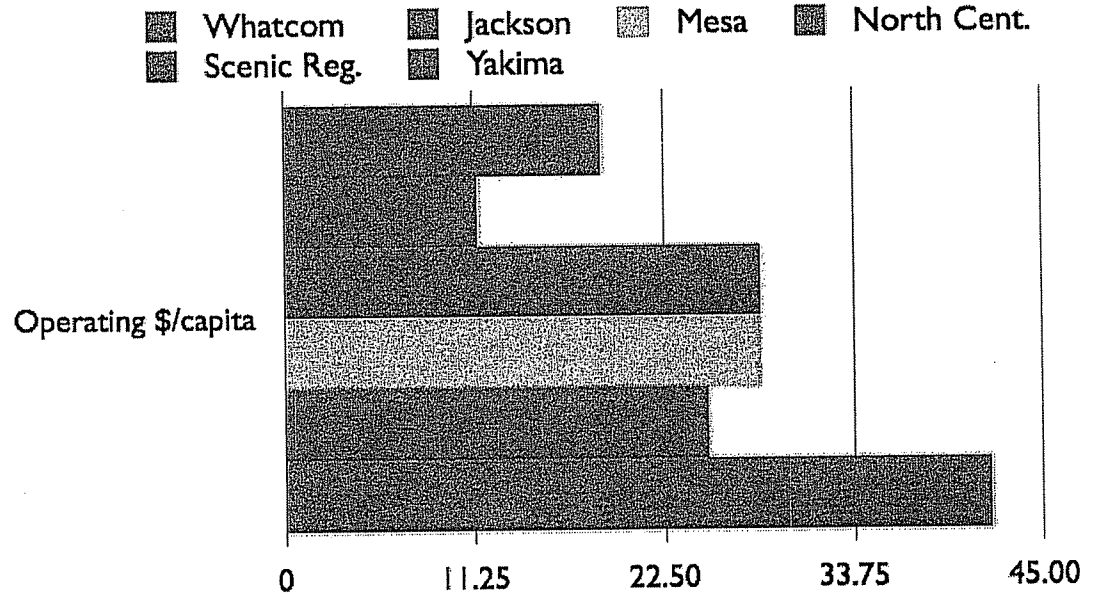
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Note

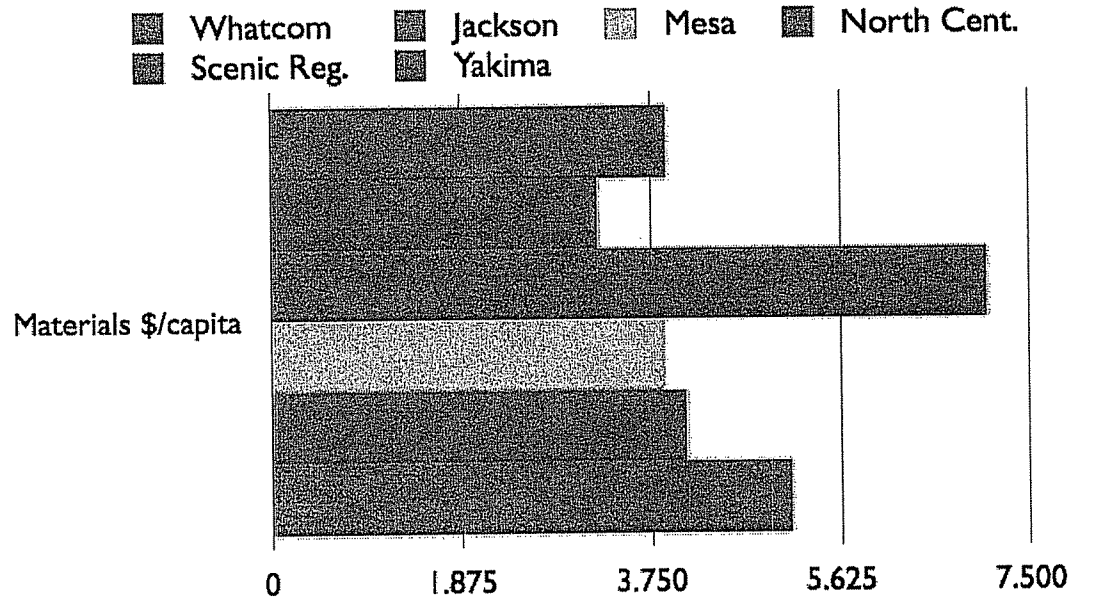
The population used in the service population assigned by the Federal State Cooperative Service (U.S. Department of Education) not the census population of the community. The charts are based on data filed in 2005 (calendar or fiscal 2004.)

Whatcom County Library Comparative Data

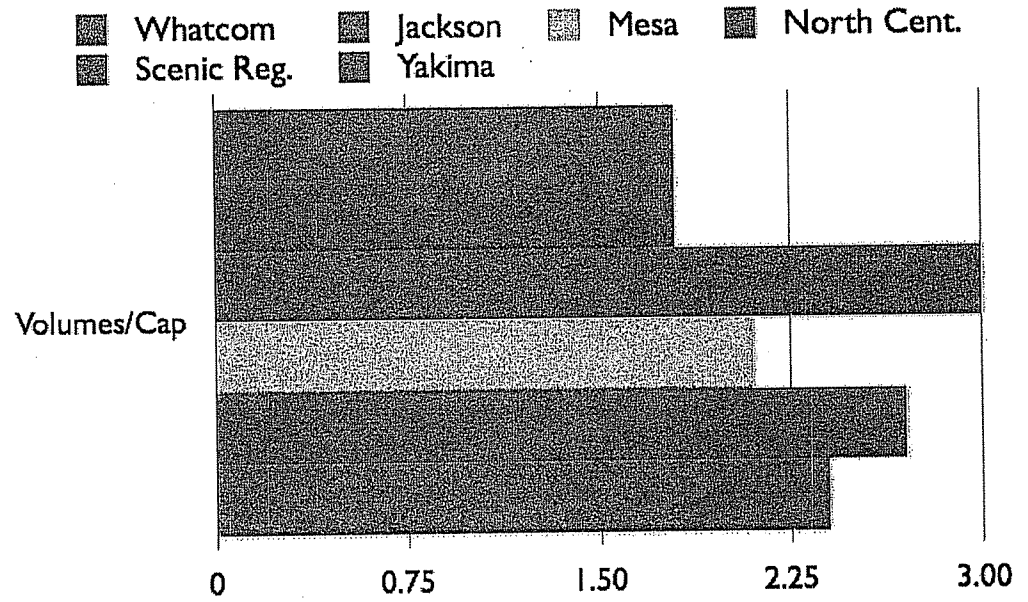
Operating Costs per Capita



Materials Expenditures per Capita

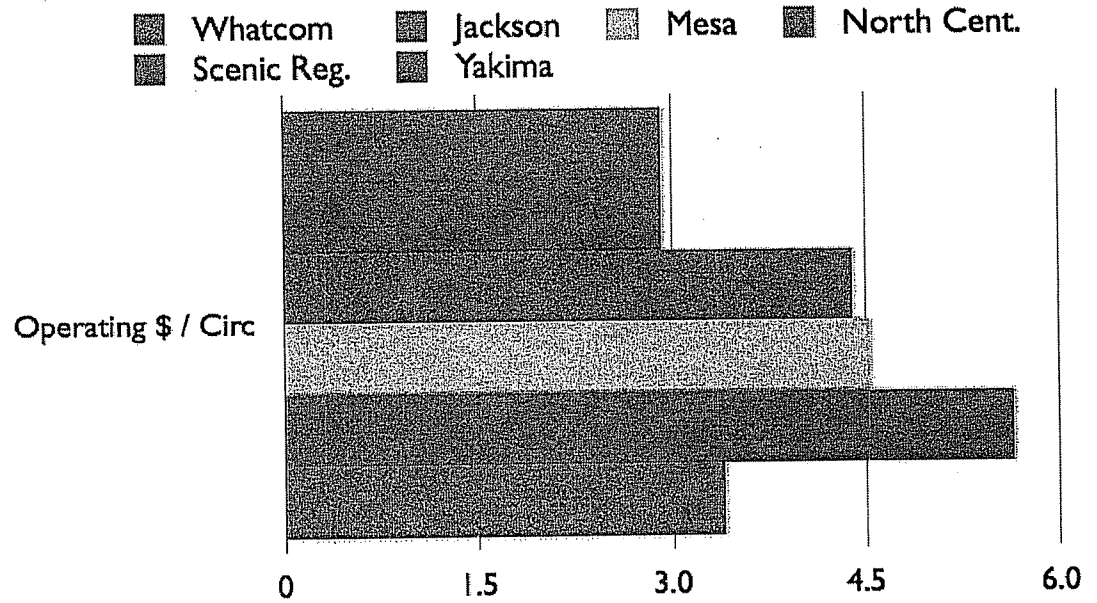


Volumes per Capita



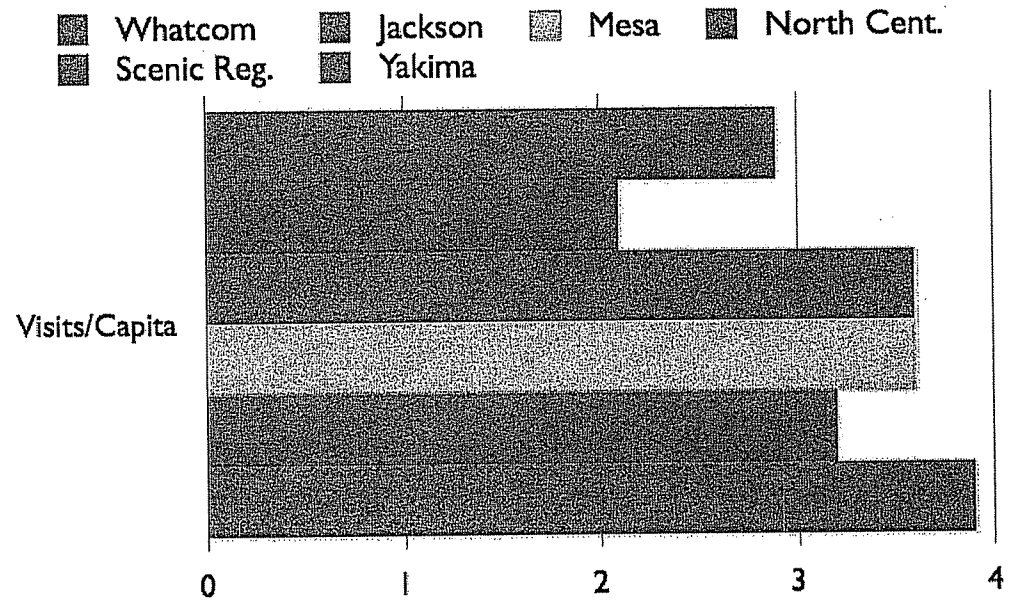
Operating Cost per circulation

Not that the lowest cost is usually deemed the best.



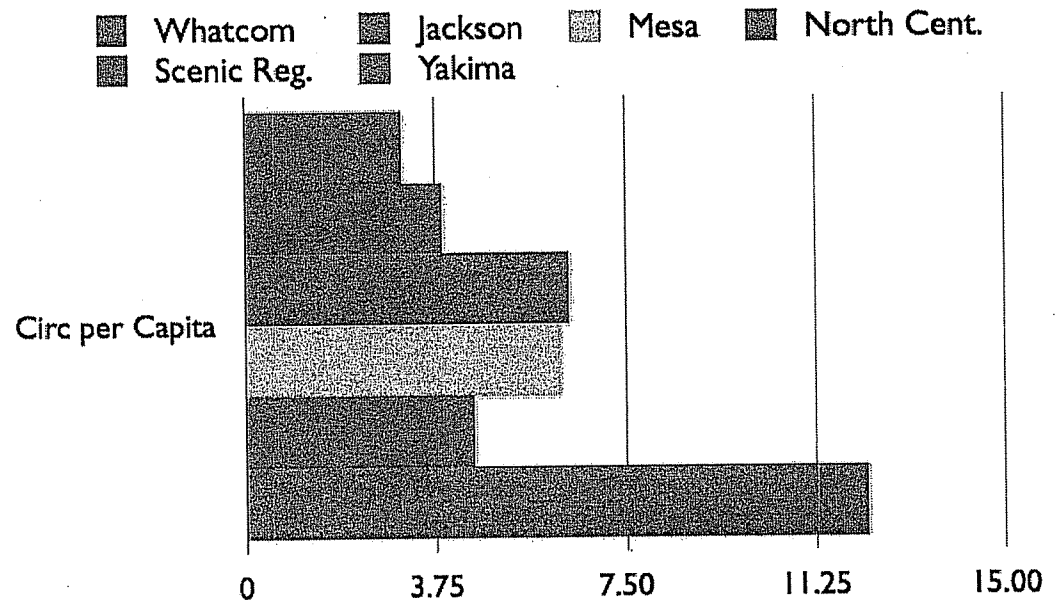
Visits per Capita

Note the high correlation with expenditures per capita.



Circuation per Capita

Note the high correlation with expenditures and visits per capita.



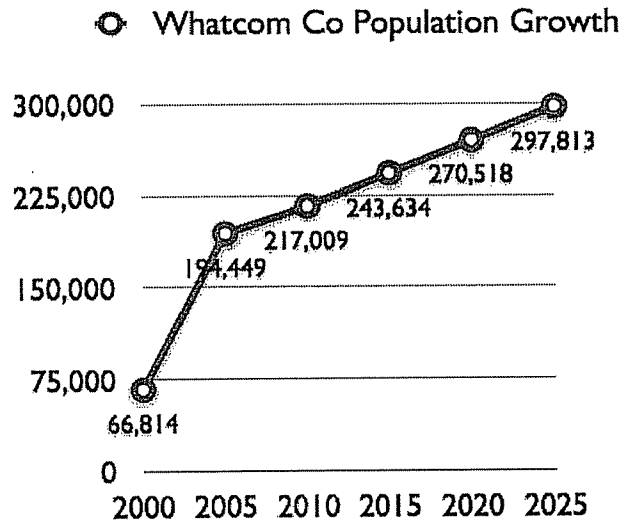
Collection Turnover

By comparing the total volumes held to the circulation of the materials, it is possible to analyze the collection turnover or how many times in a year the collection circulated. As an example, the FY 2005 Adult and Children Collections are shown below:

Collection.....	Holdings	Circulation.....	Turn-over Rate
Adult Books	21,590	74,680.....	3.50
Children Books	16,806	68,953.....	4.10
Total	38,396	143,633.....	3.74

The national median collection turnover for libraries serving 30,000 (the design population) is 2.25. Ferndale is 162% of this—telling us that there is a stronger than normal demand for materials. If there were space for a deeper collection, then the collection turnover rate would likely be closer to the median. This means that customers would have access to more variety of materials.

Population

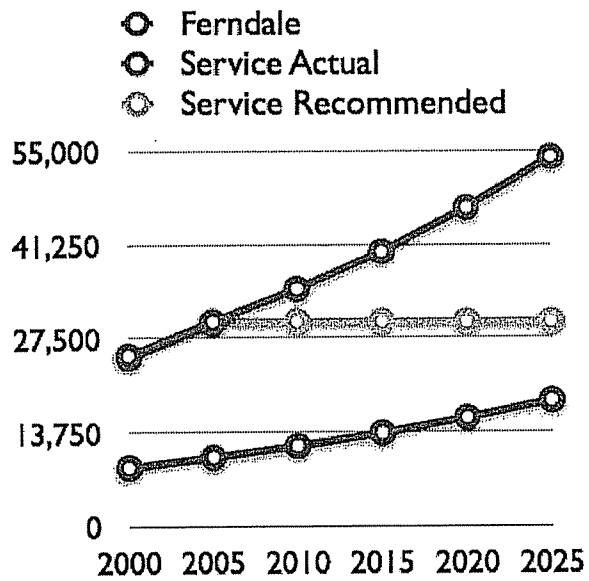


Projections of the total resident population for the growth management act—released January 2002

The first step in completing a Needs Assessment is to understand the current demographic profile and to establish the likely growth trends over the recommended planning window of 20 years. This time period is a reasonable life-cycle of a building before it needs major refurbishment, the typical debt retirement time-line for building bonds and the period when demographic trends (two census cycles) can be convincingly extrapolated from past data. Population is also a reliable indicator when coupled with past usage patterns. Using population as a basis for determining size is also common in city planning, roadway design, police and fire service and retail and housing demand.

The library's design population—the population of the library's service community is defined as the total number of residents that use the library—irrespective of where they live. The County Zoning map shows the city of Ferndale almost completely surrounded by land designated "Urban Growth Area" meaning that the city will be expanding into that area within the next several years. Population statistics and their comparison to the service goals of the library are the most readily available comparable measures for peer evaluation. A per capita measure remains the most useful tool available for calculating recommendations regarding individual program needs within a library's broader range of services. This is comparable to vehicle counts in determining roadway design capacities.

Ferndale's population at the time the current library was built was 5,398. The reported United States Census population for 2000 was 8,758. The current population of the city is approximately 10,200; the total population of the service area is approximately 30,000. Projecting growth at 2.0% per year until the year 2026, the city's service population would be approximately 16,000. Using 3.0% annual growth, the service population would be 18,975. For the service area, the current population is 30,000—rising to nearly 55,000 in 2026. Currently nearly 50% of the circulation comes from the surrounding service area—meaning that the city population of 10,200



Projected growth of the Ferndale Public Library Service Area—based on 3% annual growth.

checks out 50% of the materials and the remaining 50% are checked out by the nearly 20,000 people living outside of the city. In other words, 1/3 of the population checks out 50% of the materials and the remaining 2/3 checks out the remaining 50%. Given this additional service demand from outside the city, and the higher than normal growth—16% in the last 6 years alone, it seems prudent to establish the 2026 service population in the following way:

City of Ferndale (100%)	18,975
County service area (2/3 of 54,183)	35,760
Total Service Area	54,735
Rounded-up	55,000
Recommended Service Area through 2010	30,000

The recommended service area of 30,000 is based on the reality that the city of Ferndale can not, at this time, support the construction of a library to meet the needs of the community in the year 2026. It is also prudent to be conservative at this time. While it is believed that the demographic projections are reasonably reliable, it is not know how the Whatcom County Library System as a whole will evolve to service its ever-increasing population. A county-wide analysis might be prudent at some point.

It is felt that 30,000 is a conservative estimate. Based on a multiple number of uncertainties such as the effect of increasing regional area population changes, use of technology within the home, increased sharing of resources among regional and state libraries and the role of educational institutions, a service population of 30,000 is used for this *Needs Assessment*. The consultant accepts this reference point—with the understanding that the library should be designed for expansion in the future. This represents 54% of the projected service population.

Circulation

Using 2005 as the base year, the library circulated 8.7 volumes per capita. The national median for a population base of 30,000 is approximately 6.0. Therefore, Ferndale is nearly 50% higher than the national median—placing it in the 68% percentile. The library is accomplishing this in approximately 9,300 square feet or about .30 square feet per capita—less than half of the national median of .61 (the 95th percentile is 1.54; the 75th percentile is .88) Using the median of .61 foot per capita, the building should currently be 18,300 square feet—roughly twice its current size. In other words, the circulation of this library is exceptional based on the constraints of available space to serve the users.

Patrons Served

The library, in 2005, had an average of 5.20 visits per capita for the entire service area. The median national average for libraries of a similar size was 3.9. Like circulation, the number of visits per capita can be negatively impacted by the size of the library—since this directly influences the type and quantity of materials, the number of reader's seats provided and the quality of the experience. The library had 50.2 visits per hour average over the entire year. This compares with the national median of 27.20—placing it in the 69% percentile. From these three statistical comparisons, it can be seen that the library is maintaining a high quality of service and usage—despite the limitation of size. It is hoped that this is not seen as a positive—except in terms of the human efforts.



35% of children in the United States enter public schools with such low levels skills and motivation that they are at substantial risk for early academic difficulties.

According to the 1991 Carnegie Foundation report, *Ready to Learn, A Mandate for the Nation*



Research has shown that there is nearly a 90% probability that a child will remain a poor reader at the end of the fourth grade if the child is a poor reader at the end of the first grade.

Space for Service

Before the actual space needs can be recommended, the overall type of space for service must be identified. The goals presented below are minimum areas that are consistent with all public libraries serving this population base. These six Service Spaces are:

Space for Collection

The space in the building required to house the library's print and non-print collection. This area includes the aisles within the space but not the spaces for aisles used to reach the collection area.

Space for Readers

The space for all types of seating including casual, research, small quiet study and collaborative meeting rooms and tables.

Space for Staff

The area required for the staff to provide public service and to do their work when they are "off-desk." This includes stand-up space at the circulation desk, workroom, technical processing area, and all other staff workstations. Lounge area is also included.

Space for Meeting

Space to provide library programming for the general public, meetings of the Library Board and/or staff, as well as meetings of other community groups. This space does not include the children's story room, as this is typically included in the space for readers.

Space for Special Use

Each library needs space to house those pieces of unique library furniture or special library functions that have not been accounted for in previous types of space (e.g. photocopiers, pamphlet files, microfilm readers, public typewriters, etc.).

Non-Assignable Space

The spaces that support the programmed area require allocation. This includes vestibules, rest rooms, stairwells, computer room, furnace rooms, etc.

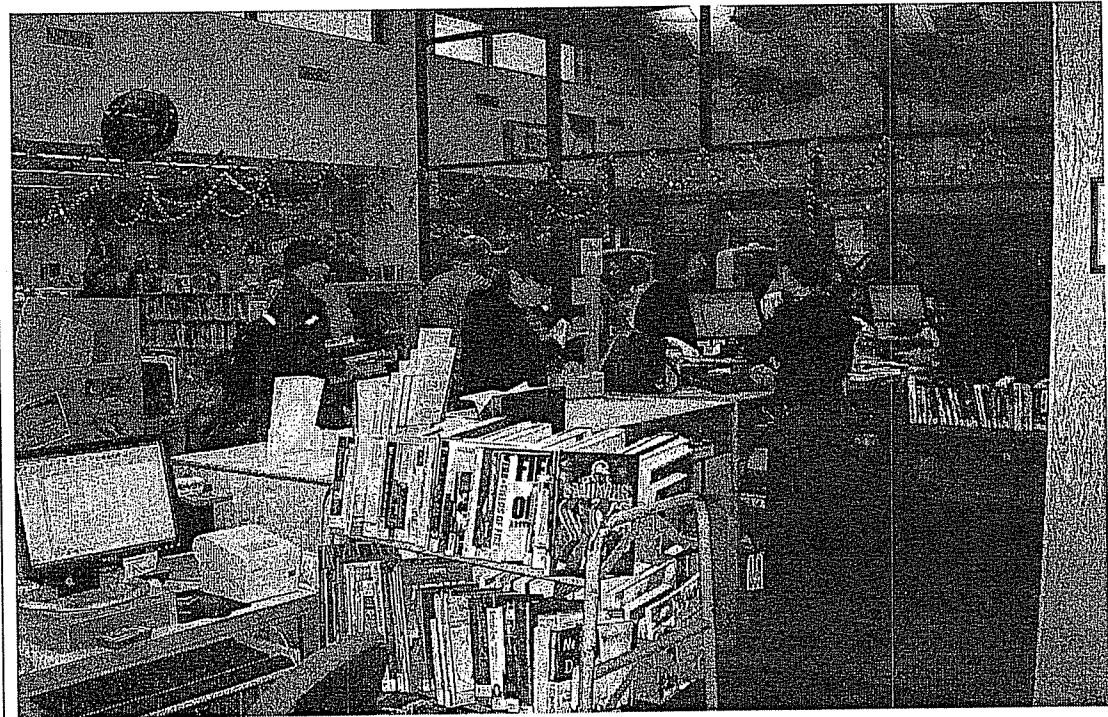
The library's program of service together with comparative benchmarks from peer libraries are used to determine what that library's needs are, and a formula can be applied to translate those service needs into the corresponding spatial requirements. The consultant utilized benchmarks based on their professional recommendations.

Service Parameters for Public Service Areas

This section outlines considerations for establishing specific service parameters for the Ferndale Public Library. Service goals relating to collection development, reader-seating needs, staff work-space, meeting and public programming space, special use space and non-assignable space are discussed here.

Collection space can be allocated upon the determination by the Library Board and staff of projected collection development parameters for the library's book collection, periodical collection, and non-print collection. Access to electronic information resources is also considered as part of the library's collection development goals. A fundamental planning assumption underlying these collection development goals is that traditional library resources will continue to develop in parallel with newer, digital information resources. Electronic resources are expected to have an impact on the library's reference and periodical collections initially and later may affect other resources. For the most part, however, electronic resources will not supplant traditional resources, but supplement them.

Consideration is given to collection development targets for books, periodicals (both current display and back issues retained), non-print material, and computer network stations for public access to electronic information. In the case of the Ferndale Public Library, service targets for collection size can be drawn from a variety of analyses, including library annual report data, comparisons with peer libraries statewide, and comparisons with libraries nationwide.



Traditional Print Collections

In support of this study, several benchmark samples were drawn from a national library services database for the purpose of creating a point of comparison with the Ferndale Public Library. These samples reflected libraries nationwide that are roughly equal in service population to the library's current setting and equal in size to the library's projected design population. Among libraries that serve approximately 30,000 populations nationwide¹, the percentile comparisons for rate of holdings per capita are:

25 th Percentile.....	1.6
50 th Percentile.....	2.2
75 th Percentile.....	3.0

The average for all states in this population range is 2.80. Ferndale currently has 2.4²—placing it slightly above the 50th percentile. The recommendation of this report is to increase this to 3.0—allowing the library to increase its volume capacity to better serve its higher-than-average demand for materials. Based on this recommendation a collection development parameter of 90,000 volumes is established.

Periodical Collections

A similar comparison was made for periodicals. Among libraries that serve approximately cities with a 30,000 population nationwide, the percentile comparisons for rate of holdings (subscriptions per 1,000 person) are:

25 th Percentile.....	3.1
50 th Percentile.....	6.5
75 th Percentile.....	8.0

Ferndale Public Library currently has 430 subscriptions or 14.3 titles per 1,000 for a current service population of 30,000. The recommendation is to retain 430 for a service population of 30,000. This compares with the national average of 5.96. While there is an apparent migration of this literature from print form into digital, Ferndale residents have demonstrated the importance of periodicals. For this reason we are not recommending that the library aspire to the increase beyond 430 subscriptions.

¹ Data collected from the Federal State Cooperative Service (U. S. Department of Education)

² This total does not include media (non-print) collections

Non-print Materials

Acknowledging that more and more information is being presented in non-print formats, many libraries are seeking to balance their collections with a higher proportion of non-print holdings, in many cases approaching a non-print collection that is 10% as large as the library's print collection. Among the peer libraries compared, the average number of non-print holding as a percentage of print volumes is 7.25%. Among libraries nationwide that serve a population of 30,000, the median rate of non-print holdings was 4.20% of print, the average rate was 4.80%, and the upper quartile was 6.74%. Ferndale is currently at 14.3% (10,400 media items for collection of 72,600). Over the last five to ten years, this is a measure that has been generally been tracking up among public libraries of all types and sizes. Based on a cataloged collection of 90,000 print items, a non-print collection based on a holdings rate equal to 10% of the print collection produces a collection of 9,000 items. It is recommended that Ferndale retain 14% of the collection or 12,600 volumes of non-print. The building can hold more of this collection should the trend line increase. This can be accomplished by changing the ratio of print to non-print storage space.

Digital Information and Resources

Computer technology offers a newer means of providing access to information. The library community continues to learn more about how these tools are being used by the public. Each individual terminal becomes a separate point of access to digital and electronic forms of information. It is essential that sufficient points of access be provided. There are 4 public network computer stations in the Ferndale Public Library today. Some of these are provided at standing-height carrels, which are meant to encourage shorter-term use and a faster turnover among patrons in order to provide a higher degree of access. Some are provided in a seated environment, which is meant to support longer, more detailed use of these electronic resources.

Because the character of these electronic resources is changing so rapidly, there are no accepted, tested guidelines describing how many terminals a library should provide. The consultants' recent experience working with other libraries across the country suggests that the number of terminals or public network stations to be set at twenty-five or 25% of the total number of the general reader seats. The number of "dedicated" terminals or public network stations to be provided by the library will be complemented by a building design and electrical and data transmission system. It should foster the patrons' ability to plug their own laptop at individual study carrels and seats—thus further expanding the library's ability to support digital access to information. It is also recognized and recommended that the library be equipped to send a wireless signal for access by patrons own equipment.

Reader's Seating

Reader seating should be provided in a variety of settings to meet a variety of user needs. Lounge seating is appropriate in a browsing area or in an audiovisual listening area. Carrel seating provides private spaces for individual study. Group seating at tables is appropriate to provide an opportunity for small groups of patrons to work quietly together or to allow one or two individuals to spread their research out in front of themselves. Seating should also be varied to meet patrons' physical needs. Small-scale seating is appropriate in the children's library; firm seating, with armrests, is appropriate in a setting where senior citizens use the collection.

There are no quantifiable standards for numbers of reader's seats per capita. In fact, these statistics are not collected in the national survey done by the Federal Government. Based on experience it is recommended to provide one seat per 300 capita—for this size and type of community (the range nationally is from 250 – 300). It is also noted that the latest published standards are from the Public Library Association in 1965. This standard calls for 3.5 seats per 1,000 (1 per 285). It is further noted that the number of seats is nearly always adjusted based on the community profile—including issues such as number of single family homes, apartments, economic income, etc.

Using this conservative formula of 1 per 300, a total number of reader seats that a library serving a population of 30,000 should provide is 100. This would include only open, general-purpose reader seating. Seats in a specialized or dedicated use environment—in a small group study room, for example, or at a computer terminal or a microform reader or an index table—would not be included in this count. As a point of comparison, the library presently provides 47 general-purpose reader seats or 1 per each 638 persons of the current total population served. A service parameter of 100 general-purpose reader seats is established.

Public Meeting and Program Rooms

Meeting and programming rooms have become commonplace features of today's public library. Today, the question is less one of whether to provide any meeting facilities in the library but what kind of facilities to provide and what the audience capacities should be. The City of Ferndale should review their overall community meeting room needs in the context of this recommendation. A general programming room should be provided for library programs and other uses. Such a room should be simple and flexible, to accommodate seating for a film or lecture or seating at tables for a craft program, etc. This room could also be used as a conference room for Library Board meetings and other committee meetings that have larger audiences. There should be a variety of projection and lighting options. Teleconferencing capabilities should be provided to this room (and to the smaller meeting room and the board / conference room as well). The room should be configured with one or more moveable, sound absorbent partitions so that a different and/or smaller configuration of space can be provided in support of programs. The large room may be divided into smaller rooms to facilitate simultaneous smaller meetings. A room seating 100 adults is recommended. Space for a small service kitchen with a sink, counter top and refrigerator is included.

Within the children's department a dedicated space for story-time and other programming is recommended. The advantages of this dedicated space are twofold: it keeps the children's programs closer to the very collections that the programs hope to encourage the children to use, and it frees the general meeting room for other uses during the day. In order to accommodate the variety of children's programming that the library undertakes, an audience capacity of 60-120 (1,200 square feet) for this room is recommended. Capacity will be determined by the activity planned for the children. Should such a space not be possible, the children can use the larger meeting room for their activities. (This would be a compromise and is not recommended.) Finally, consideration should be given to providing a computer-training lab. As more and more of the library's resources are provided in digital, electronic forms, such labs are finding their way into the plans for more and more libraries today. The lab should support as many as 12 students together with one station for an instructor. This option can also be eliminated should a reduction in space be required because of economic constraints.

Special Use Spaces

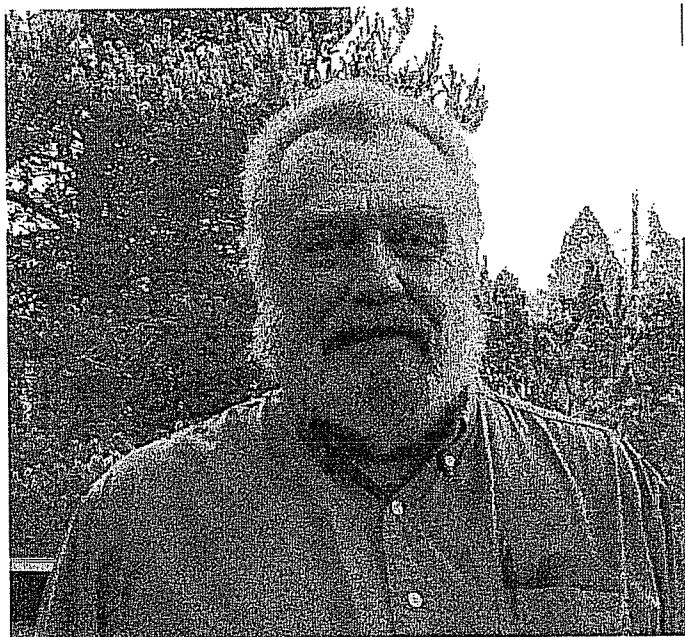
Special use space refers to additional public and staff spaces that have not been accounted for in the previous four types of floor space. Examples of special use space include photocopiers, index tables, microform reader-printers, a media center, a staff lounge, a book sale storage area, a gift shop, possibly a patron lounge. Special use space also accounts for space for small group study rooms.

For purposes of the initial space needs assessment it is important to add an allocation of space for these special uses. Subsequent refinement of the space needs assessment can identify these spaces more specifically. Special use activities vary from library to library, according to local service priorities and practices. The definition of special use needs and spaces usually occurs as a minor complement to the library's larger, more central service goals (such as collection and reader seating resources), and by its nature is made on a case by case basis.

Non-Assignable Spaces

Non-Assignable functions in a building provide necessary support for the primary activities in the building. Non-Assignable functions include the building's mechanical systems, computer room, rest rooms, vertical transportation in a multi-level building (stairs, elevators), and the like. Engineering considerations, and local code requirements, among other factors determine the space needs for these functions. This space is calculated as 30% of the total.

From the service goals listed in above, the amount of space to be assigned to each area can be recommended.



“I want a library that’s unique, which draws the community into it because of various activities that are outside the box of a traditional library.”—Dennis Arntzen
Friend of the Ferndale Library

Collection Space

Of 90,000 volumes to be housed in the Ferndale Public Library’s future collection, shelving should be provided for 81,000 volumes (assuming a minimum of 10% of the library’s holdings will be in circulation at any given time). At 10 volumes per square foot, 8,100 square feet will be needed to support the book collection. To display 430 current issues of the periodical collection, an allowance of 1.0 square foot per periodical yields 430 square feet. Storage space for three years’ back files for 135 titles will require another 205 square feet at 0.5 square feet per title per year retained. The library’s 12,600 item non-print collection will require 832 square feet. Back-file periodical space of 430 square feet is allowed.

Reader Seating Space

75 (75 is net after 25% allowance for electronic stations) reader seats will require 2,250 square feet. Reader seating space is affected both by quantity and quality. The focus of this initial analysis is on the area quantities needed – the gross floor space necessary to support stated service goals. This initial assessment anticipates that consideration will be given to providing a physical infrastructure that will allow the library the utmost flexibility and comfort. This includes the recommendation of delivering electrical and data transmission service to each of these seating locations so that any of them at some future time may be utilized in a digital, electronic library environment. The library’s 25 public network computer terminals will require 1,000 square feet, at 40 square feet per station.

Staff Workstation Space

Allowing an average of 110 square feet (60% at 125 and 40% at 96) per staff workstation, 15 stations will require 1,650 square feet.

Meeting and Program Room Space

The large meeting room to seat 100, described in the previous section of this report, will require 1,980 square feet, allowing 15 square feet per seat (plus 480 square feet for a speaker’s area at the front of the room, a small kitchen and storage room for tables and chairs.) The smaller meeting room to seat 25 will require 625 square feet, allowing 25 square feet per seat (plus space for a speaker’s area at the front of the room and room for 10 along the wall). Space for a story time room to seat up to 60 children will require roughly 1,200 square feet, allowing 20 square feet per child. A children’s craft area of 625 square feet is also recommended. 4 Study rooms of 120 square feet each is recommended.

Special Use Space

Given the space allocations made in this planning model for collections, readers, staff, and meeting space, an allocation for special use space should be equal to 12.5% of the net area for reading, staff and seating.

Non-Assignable Space

Given the space allocations made for the preceding types of library floor space, a reasonable allocation for non-assignable space would be just over 4,275 square feet, equal to 25% of the assigned area of the building.

Recommended Square Feet

The total recommended area of 26,873 square feet represents 0.90 square foot per capita (for the service population of 30,000.) The projected population of 55,000 will require approximately 50,000 square feet—using 0.90 square feet per capita. The recommended size also acknowledges that the current Ferndale Public Library is undersized by approximately 17,500 square feet to service today's service population. In other words, the library should, today, be 26,873 square feet—and be planned for an expansion within the next 10 years of approximately 23,000 square feet.

A	Service Population				2026
	Population				30,000
B	Collection Size	Standard			
1	Recommended Minimum	3/1000			81,000
2	Non-Print	14%			12,600
3	Periodicals (Total)	430			430
C	Collection Space	Standard			SF
1	Books (Regular Shelving)	Vols/10			8,100
3	Non-Print Collection	Items/15			840
4	Hard-Copy of Periodicals	Titles/10			430
5	Bound Periodicals	Titles/5			
6	Reserve Items	300			30
7	Total Space for Collection				9,400
D	Space for Public Electronic Workstations	Unit			SF
1	Public Access Catalogue Computer	4			120
2	Electronic Workstations	25% of 3/1000			1,000
3	Microfilm reader/printer				35
4	Total Space for Electronic Workstations				1,155
E	User Seating (non-meeting room)	Standard			SF
1	Individual Seats	1/300			100
2	Electronic Workstation	0.25			25
3	Net non-electronic Seating				75
4	Space for Seating (Electronic is D2)	30SF/Seat			2,250
C-E	Total Space for Seating and Collection				12,805
F	Space for Staff	FTE		SF/unit	SF
1	Library Director	1		150	150
2	Assistant to Director	2		120	240
3	Children's Librarian	3		120	360
4	Technical Services Librarian	3		96	288
5	Space for Collection Management	4		100	400
6	Public Service Librarians	4		100	400
8	Total Space for Staff	17			1,838
G	Meeting Room Space	Capacity	#	SF/unit	SF
1	General Meeting room	100	1	15	1,980
2	Conference Room	25	1	25	625



“I want a library that anchors, unites and nourishes the community.” —Norine Amend
Friend of the Ferndale Library

3	Study Rooms	4 (6)	4	30	480
4	Children's Programming Room (Story Hour)	60	1	20	1,200
5	Children's Craft Space	25	1	25	625
6	Total Meeting Room Space				4,910
H	Special Use Space		#	SF/unit	SF
1	Atlas/dictionary stand		1	35	35
2	Bulletin board		1	9	9
3	Display case		1	50	50
4	Handouts (free-standing)		2	20	40
5	Index table (six-place)		1	140	140
6	Map file		1	35	35
7	Microfilm cabinets		3	10	30
8	Newspaper rack		2	25	50
9	Paperback rack		5	35	175
10	Photocopier		1	50	50
11	Staff locker		8	4	32
12	Staff lounge/break rm. # of seats		5	25	125
13	Vertical files		10	10	100
14	Storage Room				120
15	Communications Room		1	120	120
16	Total Special Use Space				1,111
I	Calculation of Non-Assignable Space				
1	Collection Space				9,400
2	Public Electronic Workstations				1,155
3	User Seating				2,250
4	Staff Work Space				1,838
5	Meeting Room Space				4,910
6	Special Use Space				1,111
7	Subtotal				20,664
8	Non-assignable Space			30.00%	6,199
9	Gross Square Feet (GSF) Needed				26,863

Recommended Minimum Square Feet

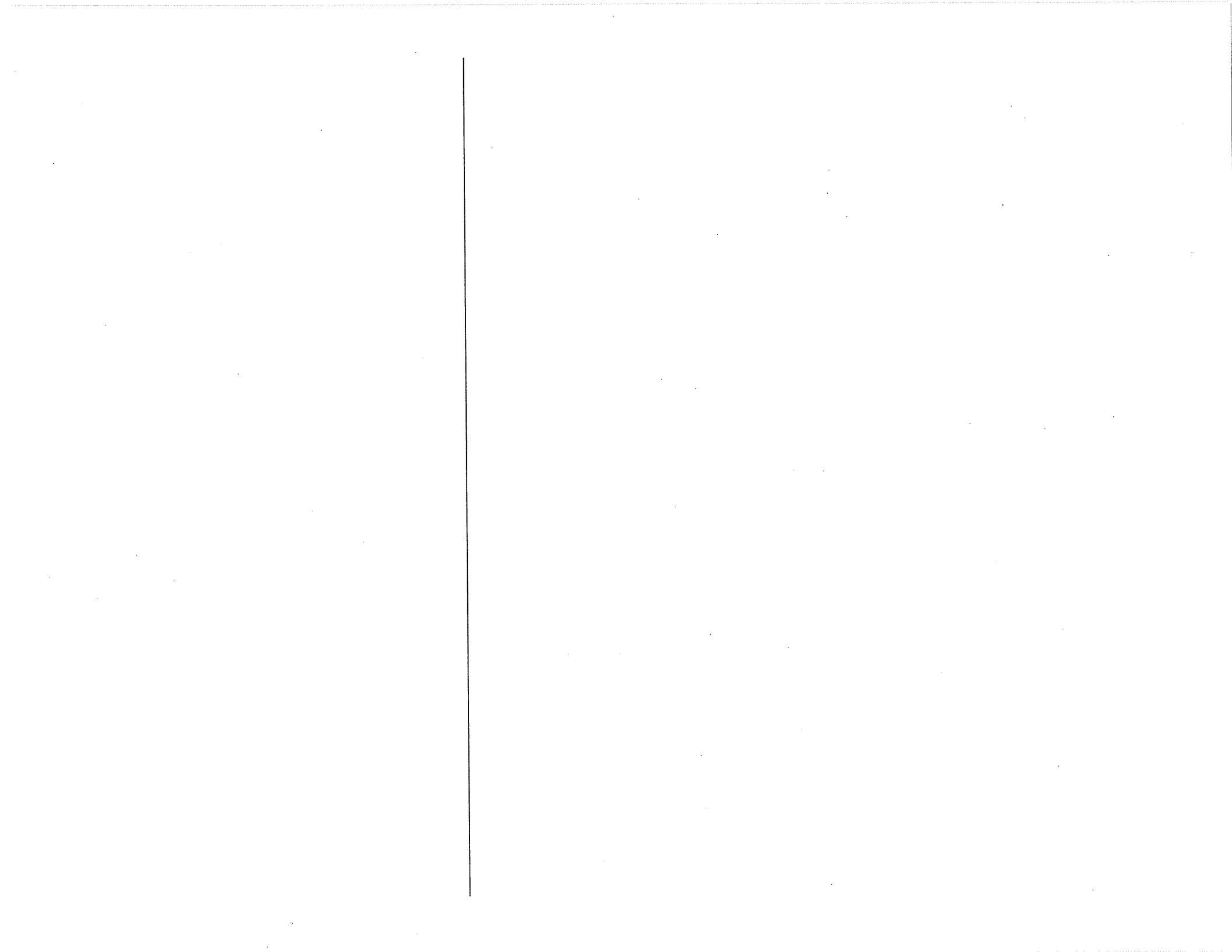
The total recommended minimum area of 22,687 square represents 0.75 square foot per capita (for the service population of 30,000.) The projected population of 55,000 will require approximately 50,000 square feet—using 0.90 square feet per capita. This reduction is accomplished by changing the following:

- Reduction of the non-print collection
- Elimination of 1 public access computer
- 50% reduction of computer workstations
- 25% reduction of general seating
- Elimination of 2 staff workstation for collection management (assuming this work will be done at systems headquarters)
- Elimination of conference room
- 50% reduction of study rooms
- Elimination of children's craft room
- Reduction of non-assignable percentage

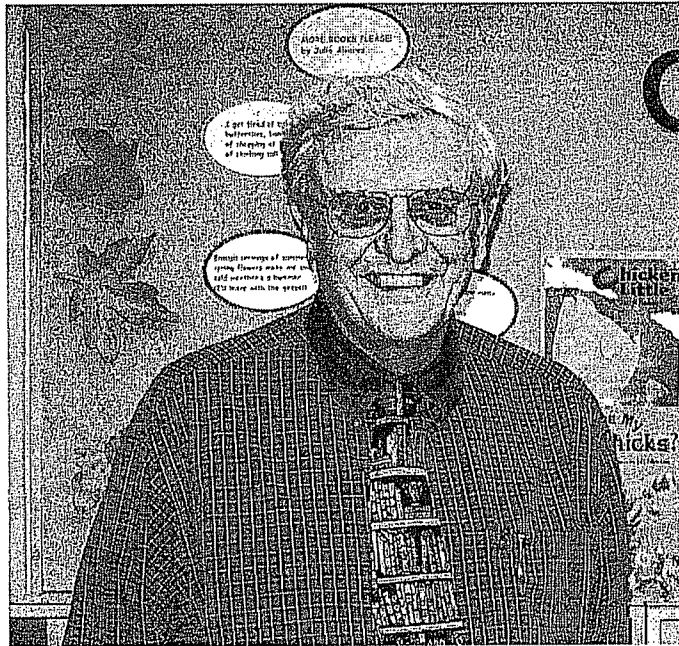
Further reduction can be made by reducing the collection, seating and program rooms. By making this reduction, the library will slip to the 25TH percentile in service space.

A Service Population					2026
	Population				30,000
B Collection Size					Standard
1	Recommended Minimum	3/1000			81,000
2	Non-Print	10%			9,000
3	Periodicals (Total)	430			430
C Collection Space					Standard
1	Books (Regular Shelving)	Vols/10			8,100
3	Non-Print Collection	Items/15			600
4	Hard-Copy of Periodicals	Titles/1.0			-
5	Bound Periodicals	Titles/.5			-
6	Reserve Items	300			30
7	Total Space for Collection				8,730
D Space for Public Electronic Workstations					Unit
1	Public Access Catalogue Computer	3			90
2	Electronic Workstations	25% of 3/1000			514
3	Microfilm reader/printer				35
4	Total Space for Electronic Workstations				639
E User Seating (non-meeting room)					Standard
1	Individual Seats	1/350			86
2	Electronic Workstation	0.15			13
3	Net non-electronic Seating				73
4	Space for Seating (Electronic is D2)	30SF/Seat			2,186
C-E Total Space for Seating and Collection					11,555
F Space for Staff					FTE
				SF/unit	SF
1	Library Director	1		150	150
2	Assistant to Director	2		120	240
3	Children's Librarian	3		120	360
4	Technical Services Librarian	3		96	288
5	Space for Collection Management	2		100	200
6	Public Service Librarians	4		100	400
8	Total Space for Staff				1,638
G Meeting Room Space					Capacity
			#	SF/unit	SF
1	General Meeting room	100	1	15	1,980
2	Conference Room	25	0	25	0
3	Study Rooms	4 (6)	2	30	240

4	Children's Programming Room (Story Hour)	60	1	20	1,200
5	Children's Craft Space	25	0	25	0
6	Total Meeting Room Space				3,420
H	Special Use Space		#	SF/unit	SF
1	Atlas/dictionary stand		1	35	35
2	Bulletin board		1	9	9
3	Display case		1	50	50
4	Handouts (free-standing)		2	20	40
5	Index table (six-place)		1	140	140
6	Map file		1	35	35
7	Microfilm cabinets		3	10	30
8	Newspaper rack		2	25	50
9	Paperback rack		5	35	175
10	Photocopier		1	50	50
11	Staff locker		8	4	32
12	Staff lounge/break rm. # of seats		5	25	125
13	Vertical files		10	10	100
14	Storage Room				120
15	Communications Room		1	120	120
16	Total Special Use Space				1,111
I	Calculation of Non-Assignable Space				
1	Collection Space				8,730
2	Public Electronic Workstations				639
3	User Seating				2,186
4	Staff Work Space				1,638
5	Meeting Room Space				3,420
6	Special Use Space				1,111
7	Subtotal				17,724
8	Non-assignable Space			28.00%	4,963
9	Gross Square Feet (GSF) Needed				22,687



Project Costs



“A million dollar donation is a spectacular, almost hard to believe opportunity.” —Jerry Landcastle Mayor of Ferndale

	Category	Area	Unit	Cost
1	Allowance for Site Acquisition			\$750,000
2	Construction			\$7,539,593
3	Site (Civil and Landscaping)	Allow	\$9.00	\$810,000
4	Building	26,863	\$225.00	\$6,044,175
5	Construction Contingency		10.00%	\$685,418
6	Occupancy Related Costs			\$872,381
7	Furniture and Fixtures	26,863	\$20.00	\$537,260
8	Signage	26,863	\$1.25	\$33,579
9	Computer Equipment		allowance	\$150,000
10	Telecommunications (Voice & Data)		allowance	\$65,000
11	Security Equipment		allowance	\$30,000
12	Moving		allowance	\$15,000
13	Contingency		5.00%	\$41,542
14	Design Fees			\$853,828
15	Architecture/Engineering		9.00%	\$678,563
16	A/E Reimbursables		allowance	\$36,000
17	Interior Design		9.00%	\$78,514
18	Site - LA/Civil/Geotech/Survey		7.50%	\$60,750
14	Project Contingency		5.00%	\$419,671
15	Inflation		7.50%	\$782,660
16	Grand Total with Site Acquisition			\$11,218,132
17	Cost of Project per Gross Square Foot with Land			\$417.61
18	Cost of Project per Gross Square Foot without land			\$389.69
	Project Cost for minimum recommended area of 22,687 gross SF			\$9,836,874

Parking

The number of parking spaces required can vary from community to community. Issues to consider are availability of public transportation, planned activities within the library, proximity to other shopping, cultural and educational resources, and percentage of cars / capita. Given the nature and profile of Ferndale, it the recommendation of this report to provide 1 space for each 250 gross square feet. This results in a total of 106 parking spaces. 4 of the spaces should be accessible to persons with physical limitations. During special events such as story-time and meeting room use, the number of parking spaces needed could increase to 125—depending on the type and nature of the program. However, given the proposed location and the probable times for these programs, it is likely that these additional parking requirements will be available from existing parking lots.

Definition of Library Spaces

The purpose of this section is to familiarize the Council with common descriptions of the various spaces found in contemporary libraries so the report can clearly compare the current library to a new facility

Circulation Desk

The Circulation Desk area is the major public service point in the library. This desk handles checkouts and returns and general supervision of the library.

New Books

This is the area for display of recent acquisitions. The shelving will typically hold 40 to 50 new books and is ideally located near the entry.

Audio/Visual

This area houses the collection of non-printed material such as videocassettes, audiocassettes, compact disks and DVDs.

Periodicals

This area shelves current periodicals, newspapers including some back issues. Typically located in a quiet area of the library.

Children's Collection

This area houses new books displays, reference collection, preschool collection, juvenile collection and computers programmed specifically with learning programs for children. This area usually is more active and often accounts for 30% of circulation and visits.

Meeting Room

This room is a general purpose meeting facility for library programs and the public at large. The room frequently handles program organized by the children's staff. The capacity of the room is determine by the size of the library and the perceived demand within the community.

Staff Workrooms

Various staff (back of the library) work areas are typically located adjacent to the Circulation Desk for convenient processing of returned and reserved materials.

Library Administration

Carver County Library System will have their administrative offices in this library. The space would accommodate the Library Director and supporting staff. Beyond administrating the library system, this area receives all new material and prepares each item for distribution to the branches. A garage is required for the library van, which makes daily deliveries of materials to the Carver branch libraries.

Reference Desk

This Information / Reference desk handles questions using the collection within the library as well as utilizing electronic information. Space for professional staff is included.

Non-Fiction Collection

This area houses the general adult circulating non-fiction collection as well as biographies. Several computer catalog stands along with reader seating are distributed through the collection.

Fiction Collection

This area houses the general adult circulating hardbound and paperback fiction collection, including mysteries, westerns and science fiction. Additional reader seating and computer catalog stands are distributed through the area.

Quiet Study Rooms

These rooms are sound isolated and allow for individual or group study up to eight people. They are very popular for schoolwork.

Teen Area

This area has rapidly grown in popularity in the past six years providing a designated area for teenagers to study and generally hang out. Typically the library will allow food and drinks

Technology Center

This is a designated area for concentrated public computer use. Often training sessions are available for patrons learning how to use the computer for the first time or helping with Internet access. The Tech Center can be located in a room or in a semi isolated area of the library.

Reading Lounge

The lounge is a very popular area within the library for users of all ages. The space provides a comfortable place to relax and read. Normally the space takes advantage of good daylight and the best exterior views. Fireplaces are becoming a popular feature within the lounge.

Book-drops

The book-drops can provide points for customers to return items. The typical locations are (1) a drop slot in the Circulation Desk, (2) a walk-up drop at the exterior of the building and (3) a drive-up book-drop that allows the patron to return books without leaving their car. Note: although the drive-up drop is very patron friendly it is costly and functionally very difficult to incorporate into the building design.

Whatcom County Library System: Questions for Community Discussion

Role of the Library as an Institution in the Community

- We need a bigger and better library for Ferndale

How does or should the library be integrated within the overall public services of the City?

- The Ferndale Library as the Community Living Room
- The library should provide a community and cultural center
- It should provide a business education, computer, and reproduction center
- It should provide free meeting rooms for community events

What library services (books, seating, etc) need improving?

- Electronic resources and meeting rooms open beyond traditional library hours
- Additional training and classes educating the public about library and computer use especially for seniors
- More computers for improved access to information
- Offer a business needs space providing computers, forms, and copy center
- Provide archive and preservation of for cultural and historic documents
- Attractive setting with campus atmosphere
- Additional seating
- Provide listening and learning lab
- Additional security
- Provide social area and quiet area

How should the library be serviced with regard to public and private transportation, parking and accessibility?

- Needs to be easily accessible for pedestrians, near bike paths and on bus route
- Needs more parking
- Needs better traffic flow with more than one exit

How should the library serve and be complimentary to public education including home schooling?

- Should be a safe harbor
- Offer computer and database classes
- Offer adult education classes and community enrichment
- Coordinate with WCC, WWU, and distance learning
- Provide more teaching space as well as study space

Vision for the Future of Library Services in Ferndale

What is your personal view of the future for Ferndale?

- Well planned growth
- Family oriented
- Large student population
- Better access

- Hope for economic viability
- Needs a theme –brand such as “pioneer”
- Better roads
- A separate and sustainable community with services, commercial outlets and a library
- Homey atmosphere with trees, sidewalks and a library with street appeal
- “Green”
- Walkable with trails and sidewalks
- “Cheers’ neighborhoods where you know your neighbors
- Cultural center with thriving arts-both visual and performing plus places for work and play,
- Central coffee shop for lingering
- Better retail
- Pedestrian friendly
- Improved access both with roads and for pedestrians
- Riverfront park with trails and recreational opportunities
- Re-route the train!
- Enter on an elegant bridge; find lovely buildings and exit on another elegant bridge
- A sense of cohesiveness for organizations and services
- Pool
- One stop shopping; central services and library

How do library services fit in your view of the city’s future?

- Very important
- Provide access to city info and other Ferndale resources
- Should be located on accessible trails, bus routes, cars, pedestrians and bikes
- Gathering place where there are quiet spaces to contemplate
- Convenience and flexibility
- Historical look, fits into community
- Integrate with community services “one stop shopping”

What are your priorities for library services—including books, media, magazines, newspapers, and community meeting and study spaces?

- More is better
- Must grow parallel to the city growth
- Be flexible and changeable
- Have a kids zone (not day care)
- Need more books
- Historical collection
- Improve technology; offer online classes and distance education
- Be multi-purpose for information services,
- Art related to history
- Better selection and collection
- Variety of spaces by use
- Better parking
- Drive by book pick-up and drop off
- WiFi

- Different e strokes for different e folks
- Encourage an appreciation of culture and knowledge
- Teach library 101
- Offer business services and be an incubator of services for small business
- Be welcoming—hugs not handshakes
- Provide literacy services

What would you suggest be the basis for making the decision about the future of the library?

- Community groups, service boards, historical society input
- Library integrated in plan for city
- Include statistics and services, awareness of service base
- Vote on the look for outside of building
- Cost
- Use
- Planning
- Needs of community for continuing education
- Compatibility with community growth and space planning
- Respect needs of all constituents
- Real needs
- Really take a look at the present location to expand what we have; go up; have the city donate land for parking
- Review the needs of the community and have public input to the city council about what would be the best use of this building and move library elsewhere-
- This town is growing so fast, we need a bigger building; either expanded or new, but not too far from downtown.

Current Library: What would you like to see stay the same?

- Totem Pole
- View of Mt. Baker
- Staff and smiles
- Reading area in back
- Proximity to center of town
- Friendliest branch
- Two entrances
- Meeting room use
- High ceilings
- Glass wall to foyer
- Kites
- Pavers

What physical elements of the library need correcting?

- Leaky roof
- Children's area too close to door
- Too few outlets

- Parking
- Crowded
- Solar exposure needed
- Acoustical control
- Looks art deco
- Security and safety
- Lighting
- HVAC
- Security and safety issues
- Blind corners
- Technology
- Teen department
- Wiring
- Outside not welcoming

Aspirations for the Future Library

- Should have a central community focus;
- Accessible, central location
- Attractive appearance
- Warm and dry
- Flexible but solid structure
- Should be state of the art for 15+ years
- Room to expand projected to 20+ years
- Opportunities for cash flow revenue—coffee shop, café, gift shops
- Good teen area—include a canteen and space to socialize
- Seniors/adults have an “living room”,
- Fireplace
- Good parking
- Researcher use; college students for hire assigned and subsidized by city quasi employees
- Separate study areas
- College outreach programs
- Very inviting; good views
- Little entry for children’s space, interactive
- Archival room with humidity control; family history; dynamics of the past, tie in with WWU archive—have a separate entry
- Home school use with staff help
- Latch key kids
- Sufficient staff space
- Multi use areas and expandability
- Storage space
- Emphasize public input
- Meeting rooms overcrowded
- Should be in the city center
- Contiguous to high school
- Pedestrian and bike friendly and on the bus line

- Site capable of expansion
- Access from more than one street
- Out of flood plain
- Highly visible
- Have good traffic flow in parking area
- Indoor and outdoor spaces (covered)

Green Building / Sustainable Design / LEED—do you support the integration of sustainable elements?

- YES!! Could use solar power .
- Create more electrical enabled areas
- Natural lighting
- Good quality lighting
- Sustainable design within economic ability
- Natural daylight and good quality environment

What are security issues and needs?

- Should be a secure environment for kids, able to safely explore the library
- No dead zones, well lit, open lands with visibility, cover too
- Currently there are problems, theft and windows broken—need visibility

Integration of Public Art—is this important?

- That would be practical and educational
- Could be done in the foyer, community arts and history, good forum for our talent
- Small cultural center for the community
- Communicate our diversity
- Water feature (public art)
- Art area provides opportunities
- Located in center with outdoor space, usable plaza
- Shaded in the center
- Deli
- Could include a children's theatre, traditional theater
- Civic center atmosphere, revolving and multi-cultural displays
- Good opportunity for conferences and community expression

How can the library best serve your personal needs?

- Should be easy to manage and supervise,
- Clear views of interior space
- More DVDs and videos
- Needs Friends sales space with retail element and hours open that are different from the library hours
- Better indoor and outdoor access
- Some outdoor activities tied to landscape/courtyard

What role should technology play in the new library?

- Should be up do date and be a center for technology
- Allow for expansion of unknown technology—50 years out?
- Facility info by touch screen
- Electronics are user friendly and interactive
- Flexibility
- Expanding capacity
- Aging population needs large print readers
- Better research capabilities

What would be your top 3 wishes for a new library?

- Community center with civic activities and other businesses, shops and museum
- Different levels of activity, flexibility of areas
- Must have a place for historical documents within
- Storytelling place
- Coffee shop
- More space for books, tapes, etc.
- Parking
- One or two more meeting rooms
- Incorporate with community center
- More space overall, large enough to be adequate in 15 years
- Easily accessible but in a landscaped place so people can walk between buildings (not necessarily downtown)
- DMG architecture
- Good location

What will you personally do to ensure the future library needs of the citizens be met?

- Attend meetings like these

