

II. Process

a. *Goals*

The Library Board stated that their underlying goal for this process was to provide an open-minded, unbiased evaluation of the various options.

They acknowledged their appreciation for two basic differences in the opinions of the community:

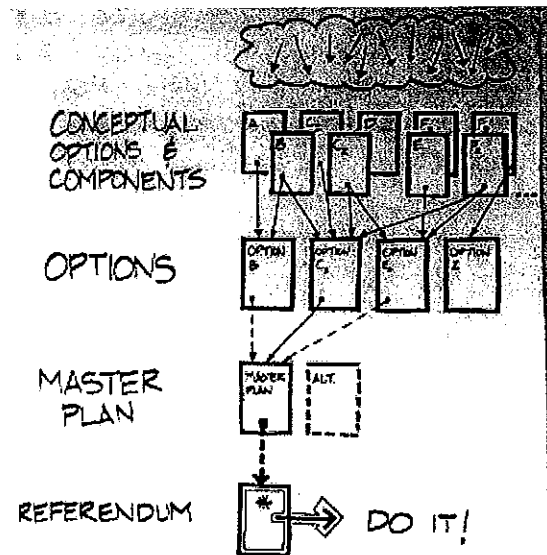
- One view in the community is to maintain two (2) separate library facilities serving each sub-district (East Irondequoit and West Irondequoit) as currently exists.
- The other view in the community is to consolidate and incorporate a one (1), single facility capable of serving the entire Irondequoit community (both East and West).

The Board described their need to ultimately gain enough understanding of the various options in order to ultimately make unbiased recommendations, which will serve the best interest of the entire community.

b. *Description of Process*

The Thomas Group met with the Board of Trustees in a first meeting in order to discuss and develop a process for the Facilities Master Plan.

Thomas described the process as dynamic and fluid. The process would start with many ideas evolving through a series of brainstorming sessions. The best / most suitable ideas would ultimately be “distilled” into smaller combinations, and ultimately result in more clearly defined options.



Thomas described a previously used process resulting in consensus-building and involving a cross-section of community “Stakeholders”, actively involved throughout the development of the planning phase.

The Board identified the generic group of Community Stakeholders to include representatives from the following:

- Library Board
- Town Board
- Town Supervisor
- “Friends” of Library
- Library Patrons
- Seniors Group
- Library Staff
- H.I.P.P. (Helping Irondequoit Plan Progress)
- Irondequoit Partnership
- School Districts (East / West Irondequoit and Bishop Kearney)
- Students / Teens / Youth Bureau

The Board then prepared and mailed invitations to individuals / groups noted above for participation. A good response was received, and most groups were represented throughout the process.

c. Meeting Summary During Process

The following represents a summary of each meeting held, and the focus / topic of discussions. Please refer to Appendix for additional / detailed copies of meeting notes from many of these meetings.

<u>Focus</u>	<u>Date</u>
<i>Board of Trustees</i> Summary: Project Kick-Off. Stakeholders were identified, including town government, local school districts, library staff and community members. The process for decision-making and the goals of the project were determined.	<i>November 2, 2004</i>
<i>Board of Trustees</i> Summary: Evaluation criteria were determined. Details regarding stakeholder meetings were discussed.	<i>November 17, 2004</i>
<i>Board of Trustees / Community Stakeholders Team</i> Summary: Brainstorming exercise “Dreams, Concerns and Success” was conducted to gather ideas and learn the team’s expectations. The process details	<i>December 2, 2004</i>

and schedule was determined and includes a “Design Charette” for interested community members to participate in.

Board of Trustees / Community Stakeholders Team ***December 15, 2004***

Summary: Library options were discussed and included renovations and / or additions to existing facilities, new facilities, and the one branch versus two configuration. A schedule for discussing these options in detail was determined. The results of our “Dreams, Concerns and Success” exercise was compiled and distributed to the team.

Board of Trustees / Community Stakeholders Team ***January 5, 2005***

Summary: The McGraw branch was toured. The pros and cons of renovations and additions to the existing branches were discussed in detail.

Board of Trustees / Community Stakeholders Team ***January 19, 2005***

Summary: Deed restrictions were discussed. The pros and cons of new facilities were discussed in detail. This includes the option of one central library versus two separate libraries.

Board of Trustees / Community Stakeholders Team ***February 2, 2005***

Summary: An update on the Building Conditions Survey was presented. Preparations for the Design Charette were made.

Board of Trustees / Community Stakeholders Team ***February 16, 2005***

Summary: Design Charette preparations, ground rules, purpose and goals were discussed. A due date of mid-March was determined for the draft library program report.

Design Charette – McGraw Branch ***February 18, 2005***

Summary: Approximately 30 people were present at the Charettes. Options explored on the first day of the Charette were “Option 1 - Renovations with No Additions” and “Option 2 - Renovations with Additions”. A tour of the branch was conducted.

Design Charette – Evans Branch ***February 19, 2005***

Summary: Options explored on the second day of the Charette were “Option 3 – New 2-Branch System” and “Option 4 – New Single Branch System”. A tour of the branch was conducted. The entire Charette process yielded many ideas for concepts of each option.

Board of Trustees / Community Stakeholders Team ***March 2, 2005***

Summary: The Design Charette was deemed a success. The discussion continues on the “Pros and Cons” of the Library options.

Board of Trustees / Community Stakeholders Team **March 16, 2005**
Summary: The discussion continues on the “Pros and Cons” of the Library options. A Charette was recapped in a PowerPoint presentation.

Board of Trustees / Community Stakeholders Team **March 30, 2005**
Summary: Process summary and next steps were defined.

Board of Trustees **April 13, 2005**
Summary: Evaluation Criteria was discussed and outlined.

Board of Trustees **May 11, 2005**
Summary: Continued discussion on Evaluation Criteria and outline.

Board of Trustees **May 25, 2005**
Summary: Dick Panz presented a summary of his final report (program / space needs and operating costs)

d. Dreams / Concerns / Success Exercise

Thomas conducted an exercise in which we asked each member of the Stakeholders Group to describe / answer the following:

“What are your Dreams for the Public Library?”

“What are your greatest Concerns for the Master Planning Process?”

“What would indicate Success to you, after the Master Planning Process is complete?”

The following pages are a summary of each stakeholders responses.

We can update the facilities to the standards of other communities and to what the users require.

We have a new facility that will be beneficial and functional for 30 – 40 years to come.

The new facility will have space to expand in the years to come.

We have a plan for the future that the whole community can get behind.

We get town government funding for our plan.

Have library facilities (buildings and infrastructure) that will provide the taxpayers and library patrons of Irondequoit the materials and services they will utilize and need through the middle of the 21st century.

Have library facilities that allow the library staff to provide our library users the pertinent, effective, efficient and professional services that they have come to expect.

The Irondequoit Public Library System will continue to be the leader in fiscally responsible patron driven services. The corollary of that being, if we continue to provide the public with services that are relevant to their needs we will continue to have public, political and financial support in order to maintain and when necessary change or expand services.

A new library building or buildings that fully meets the current and future needs for Irondequoit.

Strong community support for whatever building scenario is decided upon.

The “best” library in Monroe County!

Having a building/buildings that allow for and encourage growth.

Having a space that meets the needs of all age levels.

Having a space that encourages and welcomes leisurely visits (comfy, large, warm).

We meet the needs of all age groups.

Modern Technology.

State-of-the-Art aesthetically pleasing.

More than just a book repository; café, lounge, community meeting place.

DREAMS

“What are your DREAMS for the Public Library?”

Adequate workspace.

Natural light.

Room for teens.

Adaptable to time/use users; i.e. Morning / afternoons / evenings.

Space for a # number of volumes.

No flat roofs.

Exhibit / showcase space.

Storage of archives (local).

Unlimited budget.

Outdoor reading / gathering space.

Fireplace / "warmth"

Study carrels; tutoring / small group study.

Bookstore.

DREAMS

"What are your DREAMS for the Public Library?"

That the community can find an option that they can support.

That the community feels that they have been well represented.

Keeping it focused and moving forward.

Making sure we have thought of everything.

Keeping (to the degree possible) the politics of the town to a minimum.

Ensuring strong level of community input.

Identifying all pros and cons including accurate cost estimates for the building options.

Community divisions too great to overcome.

Town government won't buy in.

That the process provides accurate costs estimates for the proposed alternatives.

That the alternatives and the costs are presented to the public in concise and understandable terms.

That the taxpayers understand that a judicious planning process with fiscally responsible implementation will position the IPL to provide relevant and necessary services for the foreseeable future.

Security.

Mis-use of staff (i.e. baby sitting).

Viability of location (stay in vibrant area).

Fundraising.

Process leads to nothing (Vote down or "do nothing").

Both East and West are equally represented.

CONCERNS

"What are your greatest CONCERNS about the Master Planning process?"

That we have an option that gets the support of the majority of our community.

That we as a Board have an option that we can support.

Having a clear and “easily” presentable plan.

Having concrete choices with specific costs for each to present to the community.

Bringing the community together.

Strong community support for whatever building option is chosen.

A plan that results in clear choices for the community.

A clear maturity of residents united behind one of the plan options.

A clear understanding of cost and service implications of the proposed alternatives.

Narrowing the proposed alternatives to a consensus “best” alternative. “Best” being an alternative that meets taxpayer, patron and staff needs and has the expectation of being fiscally and politically do-able.

That all the stakeholders understand and felt that they have been an integral part of the process whether or not their specific suggestions have been implemented.

Clear choice.

Brings the community together.

Maintain or increases usage after.

Full spectrum of users.

More satisfaction than tension.

Joy factor - pride.

Fits culture of town.

SUCCESS

“What would indicate SUCCESS to you after the Master Planning process is complete?”