

Part 1: Introduction

1.1 Introduction

Recognizing a compelling need to expand and improve present facilities, the Capital Area District Library (CADL) Board identified the need to examine the long range program services and facility needs for the library to effectively serve the district. The CADL service district comprises all residents in Ingham County including a portion of the City of Lansing that extends into adjacent Eaton County, however, it excludes the City of East Lansing whose residents are served by the East Lansing Public Library. The CADL library system currently has thirteen facilities county-wide including a central library and administrative offices located in downtown Lansing and twelve branch libraries located throughout Ingham County. CADL does not presently own any properties with existing facilities either owned by the local municipality or are leased spaces. Many of the existing libraries are too small to provide adequate library service with some facilities in poor condition. The goal of the Capital Area District Library is to have fully modern library buildings that support excellent patron service.

The overall objective of this study is to provide a direction for the Capital Area District Library in planning to meet present and future needs for library services in the community. As a minimum, the Library should consider planning for the growth of the library's services over the next twenty years. This time period represents a typical planning window for public libraries. Library planners have found that a twenty year planning timeframe provides a suitable economic return on the community's capital improvement, allowing the library to grow into the facility over time as collections and service needs increase.

For this study, the planning horizon was determined to be twenty-three years to the year 2030 as the Tri-County Regional Planning Commission provides suitable population projections for this milestone date.

1.2 Study Goals

Several specific goals were outlined for this study effort including the following:

- To evaluate the Capital Area District Library's level of service in comparison to other library systems with similar demographics and serving similarly size service populations. The study analysis to include benchmarking the CADL against identified comparison groups to assist in determining the level of service goals and services appropriate to meet the needs of the service population.
- To develop appropriate library service goals in order to meet the needs of the growing and changing communities.
- To review the Library's existing service configuration and resource distribution, identify any potential gaps in service, and develop recommendations for potential changes or possible reconfiguration to be considered by the Library.
- To develop space needs to accommodate the Library's desired level of program services and service goal objectives and to establish projected size of buildings required to effectively meet the needs of the library system over the course of the study's planning horizon defined as twenty-three years to year 2030.
- To evaluate existing library facilities to identify any building deficiencies, potential renovations required, expansion capability to meet present and future long term library service needs, and to determine whether current facilities should be kept the same, renovated, expanded, or replaced.
- To determine site parameters and to assist in the evaluation of potential sites, where identified, for new or relocated facilities. Evaluation of potential sites includes considerations for parcel size and location, area required for projected building size, configuration, and other site amenities achievable on site including parking, building setbacks, outdoor programming space, and green space.
- To prepare a preliminary comprehensive budget of potential costs for the proposed Capital Improvement Plan.
- To review preliminary findings with local municipal officials, gauge interest in the proposed Capital Improvement Plan and outline recommendations for funding and sequence of implementation.

1.3 Study Team

Throughout this report we refer to the Study Team. This Study Team was comprised of representatives from the Capital Area District Library, Penchansky Whisler Architects and Library Planning Associates. In addition, SmithGroup, Inc. provided engineering review and assessment of the existing main library in Downtown Lansing. Additionally, community representatives served on the Citizens Advisory Committee who provided further input into the development of the Capital Improvement Plan.

We would like to recognize the key groups who contributed their time and input as part of the Study Committee and we thank them for their assistance and participation in the development of the Capital Improvement Plan Study:

Capital Area District Library Board:

Quenda Story, Chairperson
Margaret Bossenbery
Joan Trezise
Alma J. Staton
Debora Bloomquist
Stuart M. Wilson
Sally Trout

Library Task Force Committee:

Susan Hill, Library Director
Veronica Beecroft, Associate Director of Collection
Maureen Hirten, Assistant Director
Patrick Taylor, Finance Director
Jean Bolley, Foster Library Head
Lisa Crandall, Holt-Delhi Library Youth Services Librarian
Paul Crandall, Stockbridge Library Head
Steven Jackson, Facilities Supervisor
Kathy Johnson, Main Library Head
Sheryl Cormicle Knox, Technology Director
Jim MacLean, Main Library Reference Head
Joan Smith, Okemos Library Head

Citizen's Advisory Committee:

Liz Boyd, Chairperson
Charles Blockett
Todd Cook
Aaron Fuller
Pat Gilbert
George Hayhoe
Don LeDuc
Martha Levandowsky
Dennis Louney
Marsha Madle
Jef Mallett
Bishop David Maxwell
Mary Nelson
William Noud
Rina Risper
Craig Stiles
Craig Whitford

In addition to the Study Committee individuals noted above, various municipal officials, other library staff, and interested citizens contributed their comments and input through a series of interactions with the study team and we wish to acknowledge their valuable cooperation, comments, and assistance with this study effort.